AGENDA
CITY COMMISSION MEETING
Tuesday, January 2, 2024
11:00 AM
City Administrative Center, 301 N. 8th Street

I. Note:

The City Commission will start the regularly scheduled meeting at 11:00 a.m. - 11:45 a.m., located in the Commission Chambers at the City Administrative Center for the Reorganization of the Governing Body. Administrative staff will be present and is open to the public.

Following the conclusion of the items in Section III, A. 1-12, the Governing Body will recess the meeting and have a small gathering to celebrate the incoming Commissioners, outgoing Commissioners and new Mayors and will reconvene at 1:00 p.m.

II. REGULAR MEETING CALLED TO ORDER AND CITY CLERK ANNOUNCING QUORUM PRESENT

III. PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION

A. Reorganization

1. Comments from Commissioner Dick.

2. Comments from Mayor Oyler.

3. City Clerk Hurtado administers the oath of office to newly elected Commissioners Bryce Landgraf and Tom Nguyen.

4. The seating of the newly elected Board of Commissioners of the City of Garden City.

5. Selection of the Chairperson of the Board, who shall assume the duties and title of Mayor.

6. Recognition of former Mayor Oyler by the newly selected Mayor and the passing of the traditional wooden gavel from former Mayor Oyler to the new Mayor.

7. Comments by the newly selected Mayor.

8. Selection of the Vice Chairperson, who shall assume the duties and title of Vice Mayor and serve as the Chairperson in the absence of the Mayor.

9. Commissioner designation of "Rules of Order" to be followed in the conduct of meetings. (Note: Commission presently follows Division II, Article II of the Code of Ordinances.)

10. Discussion regarding the time and place for regularly scheduled meetings to be held which, if changed, would need to be done by ordinance at the next regularly scheduled meeting. Current practice is to hold regular City Commission meetings on the 1st and 3rd Tuesday of each month at 1:00 p.m.

11. Governing Body consideration of personnel authorized to be seated at the Commission bench. Current practice authorizes the City Clerk and City Attorney to be seated at the Commission bench.

12. Governing Body designation of an official newspaper, as provided by state statute. Current practice designates The Garden City Telegram as the official city newspaper.

13. The Commission will take a recess to allow for family members and the public to congratulate the new Mayor, Vice Mayor, and Governing Body and will resume at 1:00 p.m.

IV. APPROVAL OF THE MINUTES OF THE LAST REGULAR MEETING, WHICH IF NO CORRECTIONS ARE OFFERED, SHALL STAND APPROVED

A. December 19, 2023 Commission Meeting minutes

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

VI. CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES

A. The Governing Body is asked to consider and allow the Mayor to proclaim January 2, 2024 as Shannon L. Dick Day in Garden City, Kansas.

B. The Governing Body is asked to consider and allow the Mayor to proclaim January 2, 2024 as Deborah Oyler Day in Garden City, Kansas.

C. The Governing Body is asked to consider and approve a request from Garden City Public Schools and St. Catherine Hospital to allow the Mayor to proclaim the week of January 22 - January 25, 2024 as Health Awareness Week in Garden City, Kansas.

D. The Governing Body is asked to consider a request from Cody Condiff, Co-Founder Hidden Trail Brewing, to be categorized as a Mobile Food Vendor under the Itinerant Merchant license category and to allow one food truck to be

located at 2010 E. Schulman Avenue at any given time.

VII. REPORT OF THE CITY MANAGER

A. Presentation of the November 2023 report from the Garden City Regional Airport.

B. Presentation of the November 2023 Master Activity Report from the Garden City Police Department.

C. Presentation of the December 2023 Monthly Sales Tax Reports from Service and Finance.

VIII. MEETINGS OF NOTE

- January 2, 2024 - Reorganization of the Governing Body at the regularly scheduled Commission meeting beginning at 11:00 a.m.
- January 17, 2024 - Garden City Area Chamber of Commerce Breakfast at the Clarion Inn at 7:10 a.m.
- January 18, 2024 - Finney County Economic Development Corporation Regular Board Meeting at Garden City Community College Endowment Room at 10:30 a.m.
- January 18, 2024 - Finney County Economic Development Corporation 2023 Annual Meeting at Garden City Community College Endowment Room at 11:30 a.m.
- January 30, 2024 - Town Hall Meeting at the City Administrative Center - Commission Chambers at 7:00 p.m.
- February 5, 2024 - Southwest Kansas Chambers Night Out in Topeka at the Beacon from 4:00 - 7:00 p.m.
- February 15, 2024 - City Commission training with Mike Conduff at the City Administrative Center from 8:30 a.m. - 1:30 p.m.
- March 8, 2024 - Governing Body Goal Setting Retreat at the Finnup Center from 8:30 a.m. - 5:00 p.m.

IX. CONSIDERATION OF APPROPRIATION ORDINANCE

A. Appropriation Ordinance No. 2594-2024A

X. CONSIDERATION OF ORDINANCES AND RESOLUTIONS

A. The Governing Body is asked to consider and approve an Environmental Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of nuisance conditions from the property listed below in the City pursuant to Section 38-139 of the Code of Ordinances of the City of Garden City, Kansas (2104 N. 3rd Street - Indoor appliances, mattresses, and other misc. items located outside of the property).

B. The Governing Body is asked to consider and approve an Environmental Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of

nuisance conditions from the property listed below in the City pursuant to Section 38-139 of the Code of Ordinances of the City of Garden City, Kansas (2109 Dennison Street - Boxes and other misc. items located outside of the property).

C. The Governing Body is asked to consider and approve a Motor Vehicle Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas (601 E. Hazel Street - White Vehicle).

XI. OLD BUSINESS

XII. NEW BUSINESS

A. The Governing Body is asked to consider and approve the Lease and Operations Agreement between the City of Garden City and Alysia and Emmanuel Guzman for lease of space and operation of a restaurant located at the Garden City Regional Airport.

B. The Governing Body is asked to consider options regarding the renewal or discontinuation of the 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements expiring September 30, 2025.

C. The Governing Body is asked to consider and approve the City of Garden City's Title VI Plan.

D. The Governing Body is asked to consider and approve appointments to the Cultural Relations Board.

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 the Final Plat, Fire Station Number Three.

2. The Governing Body is asked to consider and approve the Final Plat, Maverick Mary Street Addition.

3. The Governing Body is asked to consider and approve the contractor licenses for January 02, 2024.

4. The Governing Body is asked to consider and approve the 2024 Cereal Malt Beverage License Renewals.

5. The Governing Body is asked to consider and approve the Precious Metals Dealer License Renewal for 2024.

XIII. CITY COMMISSION REPORTS

A. Commissioner Ortiz

B. Commissioner Unruh

C. Commission Cessna

D. Commissioner Landgraf

E. Commissioner Nguyen

XIV. OTHER ENTITIES

Presentation of the November 9, 2023 minutes from the Garden City Regional Airport Advisory Board.

Presentation of the November 16, 2023, Holcomb-Garden City-Finney County Area Planning Commission Minutes.

XV. ADJOURN

GARDEN CITY
KANSAS

MEMORANDUM

TO:	Governing Body
THRU:	Matthew C. Allen, City Manager
FROM:	Celyn N. Hurtado, City Clerk
DATE:	January 2, 2024
RE:	12-19-2023

ISSUE:

The City Commission will start the regularly scheduled meeting at 11:00 a.m. - 11:45 a.m., located in the Commission Chambers at the City Administrative Center for the Reorganization of the Governing Body. Administrative staff will be present and is open to the public.

Following the conclusion of the items in Section III, A. 1-12, the Governing Body will recess the meeting and have a small gathering to celebrate the incoming Commissioners, outgoing Commissioners and new Mayors and will reconvene at 1:00 p.m.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kori Longoria, Deputy City Clerk
DATE: January 2, 2024
RE: 12-19-2023 Commission Meeting minutes

ISSUE:

December 19, 2023 Commission Meeting minutes

ATTACHMENTS:

Description	Upload Date	Type
12-19-23 City Commission Meeting Minutes	12/29/2023	Backup Material

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
City of Garden City
December 19, 2023

Call to Order

The regular meeting of the Board of Commissioners of the City of Garden City was held at 1:00 PM at the City Administrative Center Tuesday, December 19, 2023.

All members were present. Commissioner Cessna opened the meeting with the Pledge of Allegiance and Invocation.

Approval of Minutes

The December 5, 2023 Commission Meeting minutes were approved as presented.

Public Comment

Jeff Crist addressed the Governing Body and expressed his desire to serve on the Planning Commission.

Consideration of Petitions, Memorials and Remonstrances

The Governing Body considered and approved a request from Allen Bowles with AllTex Gun Show to waive the sign ordinance and right-of-way restrictions and to have signs placed at eight privately owned businesses from January 8-15, 2024. The event is January 13-14, 2024.

Commissioner Ortiz moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

Report of the City Manager

City Manager Allen provided an update to the Governing Body regarding a newly created committee by the Finney County Commission to oversee the Law Enforcement Center remodel.

Assistant City Manager Burke provided an end of year update on the status of the Neighborhood & Development Services agreement.

Presentation of the November 2023 Building Report from Neighborhood & Development Services.

Presentation of the November 2023 monthly staff report from Lee Richardson Zoo.

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

Meetings of Note

- December 16, 2023 - Red vs Blue Red Kettle Ring-Off at Walmart Supercenter from 10:00

a.m. to 2:00 p.m.

- December 19, 2023 - Garden City Fire Department and Finney County Emergency Medical Services Station #3 Groundbreaking at the corner of Schulman Avenue and Jennie Barker Road at 11:00 a.m.
- December 19, 2023 - Ribbon Cutting for Garden City Parks & Recreation Skate Park at 3:30 p.m.
- December 20, 2023- Garden City Area Chamber of Commerce Breakfast at the Clarion Inn at 7:10 a.m.
- December 20, 2023 - Finney County Economic Development Corporation Board meeting at the City Administrative Center in the Commission Chambers at 7:30 a.m.
- January 2, 2024 - Reorganization of the Governing Body at the regularly scheduled Commission meeting beginning at 11:00 a.m.
- February 5, 2024 - Southwest Kansas Chambers Night Out in Topeka at the Beacon from 4:00 - 7:00 p.m.

Consideration of Appropriation Ordinance

Appropriation Ordinance No. 2593-2023A, "an appropriation ordinance making certain appropriations for certain claims in the amount of $2,532,901.09", was read and considered section by section.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

Consideration of Ordinances and Resolutions

The Governing Body considered and approved a resolution declaring the boundary of the City of Garden City as of January 1, 2024.

1. Resolution No. 3086-2024, a resolution declaring the boundaries of the City of Garden City, KS as of the 1st day of January 2024.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved lease purchase financing for one 2024 Kenworth T480V 4x2 Dump Truck with Snowplow and Spreader and one 2024 Kenworth T480V 6x4 Dump Truck with Snowplow and Spreader with NCL Government Capital.

1. Resolution No. 3087-2023, a resolution authorizing the City of Garden City to enter into a Municipal Lease/Purchase Agreement for one 2024 Kenworth T480V 4x2 Dump Truck with Snowplow and Spreader and one 2024 Kenworth T480V 6x4 Dump Truck with Snowplow and Spreader with NCL Government Capital.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a Motor Vehicle Nuisance Resolution.

1. Resolution No. 3088-2023, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas (1011 N. 3rd Street. - Blue Vehicle).

Commissioner Ortiz moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a Motor Vehicle Nuisance Resolution.

1. Resolution No. 3089 - 2023, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas (2516 A Street - White Van).

Commissioner Ortiz moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a Tree Nuisance Resolution.

1. Resolution No. 3090 - 2023, a resolution authorizing the removal of nuisance conditions from the property listed below in the City pursuant to Section 94-64 of the Code of Ordinances of the City of Garden City, Kansas (1110 N. Campus Drive).

Commissioner Ortiz moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

New Business

Janet Burr, Executive Director of Downtown Vision, Inc. provided an update on the organization's recent events and projects.

The Governing Body considered and approved staff entering into a five-year lease-purchase agreement with Lease Servicing Center, Inc., through Master Tech Truck & Equipment, LLC, to

lease one 2024 Kenworth single axle dump truck and one 2024 Kenworth tandem axle dump truck with plows and salt/sand spreaders for $129,317.70 per year.

Commissioner Unruh moved to approve. Commissioner Ortiz seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved the 2024 State and Federal Legislative Agendas.

Commissioner Dick moved to approve. Commissioner Unruh seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved continuing the reduced electrical demand charge program for licensed daycare facilities.

Commissioner Ortiz moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and authorized staff to enter a five-year master software service contract with Rubicon Global, LLC for $146,357.00.

Commissioner Unruh moved to approve. Commissioner Ortiz seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a notice of acceptance for the infrastructure for Legacy Crossing Addition.

Commissioner Dick moved to approve. Mayor Oyler seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a notice of acceptance for the infrastructure for Hunters Glen Phase I.

Commissioner Unruh moved to approve. Commissioner Ortiz seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved the bid from Frontline Communication in the amount of $989,004.97 for the purchase of one 2024 or newer Mobile Command Vehicle.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a Extraneous Flow Holding Basin Improvements Work Order for sanitary sewer collection system improvements from Professional Engineering Consultants for a fee of $165,000.00.

Commissioner Ortiz moved to approve. Commissioner Unruh seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved appointing Holly Karhoff to serve her second term from January 1, 2024 - December 31, 2026 to the Parks and Recreation Advisory Board.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved appointing Sonja Taylor to serve her second term beginning January 1, 2024 - December 31, 2026 to the Public Safety Advisory Board.

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

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered appointments to the Planning Commission.

Commissioner Dick moved to approve appointing Tim Hannigan to a three year term beginning January 1, 2024 - December 31, 2026 to the Planning Commission. The motion failed due to lack of a second.

The Governing Body considered and approved appointing Jeff Crist to serve his first term beginning January 1, 2024 - December 31, 2026 to the Planning Commission.

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

Ayes: Cessna, Ortiz, Oyler, Unruh
Nays: Dick

The Governing Body considered and approved reappointing Geoff Karhoff to his second term beginning January 1, 2024 - December 31, 2026 to the Board of Zoning Appeals.

Commissioner Unruh moved to approve. Commissioner Dick seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

Consent Agenda

Commissioner Cessna moved to approve the following items on the Consent Agenda. Commissioner Ortiz seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Ayes: Cessna, Dick, Ortiz, Oyler, Unruh

The Governing Body considered and approved a three-year contract with Timber Oklahoma, LLC, to perform Public Right-Of-Way (including Electric, Parks, and Solid Waste) Tree Trimming/Removal for $517,000.00.

The Governing Body considered and approved an Indigent Defense Agreement authorizing Mr. Stephen Cott to represent indigent defendants.

The Governing Body considered and approved an Indigent Defense Agreement authorizing Mr. Coleman Younger to represent indigent defendants.

The Governing Body considered and approved the Municipal Court Judge Agreement authorizing Linda Lobmeyer to serve as Garden City Municipal Court Judge.

The Governing Body considered and approved a proposal from McIntire Management Group to procure 30 SmartCover Systems manhole monitors and two years of SmartCover flow monitoring.

The Governing Body considered and approved the contractor licenses for November 19, 2023.

The Governing Body considered and approved the 2024 Cereal Malt Beverage License Renewals.

Other Entities

Presentation of the minutes from the Public Safety Advisory Board meeting held on October 17,

2023.

Presentation of the December 12, 2023 Zoo Advisory Board minutes.

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

_____
Deborah Oyler, Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

City Commission Reports

A. Commissioner Cessna stated he enjoyed the groundbreaking ceremony for the third fire station. Commissioner Cessna reminded the community of the skate park ribbon cutting. Commissioner Cessna stated he enjoyed seeing the wreaths up at the cemetery to honor veterans during the holidays. Commissioner Cessna stated he enjoyed the collaboration between the Garden City Police Department and Garden City Fire Department during the Red vs Blue Red Kettle Ring-Off.

B. Commissioner Ortiz stated he enjoyed seeing all of the events taking place during the holidays especially the wreaths being placed at the cemetery to honor veterans. Commissioner Ortiz reminded the community to shop local during this holiday season. Commissioner Ortiz stated he enjoyed attending the County Commission Meeting and hearing them talk about improving communication between our organizations. Commissioner Ortiz stated he enjoyed the groundbreaking ceremony for the third fire station. Commissioner Ortiz wished the community a Merry Christmas.

C. Mayor Oyler thanked Sergeant Cole and Officer Mosburg for their organization in Shop With a Cop and stated 25 children were able to shop for Christmas presents. Mayor Oyler also thanked Walmart for providing the funds for the event. Mayor Oyler thanked Assistant City Manager Ramos for organizing the Diversity Breakfast and stated she enjoyed learning about Afghanistan. Mayor Oyler stated she enjoyed the groundbreaking ceremony for the third fire station. Mayor Oyler stated she is excited to attend the skatepark ribbon cutting ceremony.

D. Commissioner Dick stated there is a lot of events happening this time of year that he has enjoyed attending especially the Mayor's Christmas Party. Commissioner Dick stated he enjoyed his experience using the new terminal at Garden City Regional Airport. Commissioner Dick stated he attended the Matich Day Celebration and stated about $900,000 was raised. Commissioner Dick wished the community a Merry Christmas.

E. Commissioner Unruh thanked those who have applied for advisory board positions. Commissioner Unruh stated he enjoyed the groundbreaking ceremony for the third fire station. Commissioner Unruh stated he has enjoyed the collaboration between the City of Garden City and Finney County. Commissioner Unruh thanked Janet Burr, Executive Director of Downtown Vision for the update and encouraged the community to support Main Street Market Hub. Commissioner Unruh thanked the Communications Department for getting information out to the public. Commissioner Unruh gave his condolences to the family of former Commissioner Duane West.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn N. Hurtado, City Clerk
DATE: January 2, 2024
RE: Shannon L. Dick Day proclamation

ISSUE:

The Governing Body is asked to consider and allow the Mayor to proclaim January 2, 2024 as Shannon L. Dick Day in Garden City, Kansas.

ALTERNATIVES:

1. The Governing Body may approve the proclamation as presented.
2. The Governing Body may not approve the proclamation.

RECOMMENDATION:

Staff recommends approval of the proclamation as presented.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Shannon Dick Proclamation	12/28/2023	Backup Material

PROCLAMATION

WHEREAS, Shannon Dick has served faithfully as a member of the Garden City Commission since April 2019 and served as Mayor from 2022 to 2023; and

WHEREAS Commissioner Dick has played a vital role in the growth and development of our community; and

WHEREAS, Commissioner Dick's performance of duties and responsibilities as a member of the Governing Body has been characterized by excellent and constructive contributions to municipal government in Garden City; and

WHEREAS, Commissioner Dick has dedicated many years to representing people of all ages, races and ethnicities during the deliberation of community issues; and

WHEREAS, Commissioner Dick's achievements, exemplary conduct, passion and sense of fairness demonstrated in all his activities have earned him a special place in the hearts and minds of the people within this organization.

NOW, THEREFORE, I, Mayor of the City of Garden City, Kansas, do hereby deem it an honor and pleasure to proclaim January 2, 2024 as

SHANNON L. DICK DAY

in Garden City, Kansas and urge all citizens to acknowledge and express their sincere appreciation and thanks for his significant contributions to the community, and highly commend the manner in which he has carried out his responsibilities as a member of the Garden City Commission.

SIGNED AND SEALED this 2ND day of January 2024.

_____
Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn N. Hurtado, City Clerk
DATE: January 2, 2024
RE: Deborah Oyler Day proclamation

ISSUE:

The Governing Body is asked to consider and allow the Mayor to proclaim January 2, 2024 as Deborah Oyler Day in Garden City, Kansas.

ALTERNATIVES:

1. The Governing Body may approve the proclamation as presented.
2. The Governing Body may not approve the proclamation.

RECOMMENDATION:

Staff recommends approval of the proclamation.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Deborah Oyler Proclamation	12/28/2023	Backup Material

PROCLAMATION

WHEREAS, Deborah Oyler has served faithfully as a member of the Garden City Commission since January 2020 and served as Mayor from 2023-2024; and

WHEREAS Commissioner Oyler has played a vital role in the growth and development of our community; and

WHEREAS, Commissioner Oyler's performance of duties and responsibilities as a member of the Governing Body has been characterized by excellent and constructive contributions to municipal government in Garden City; and

WHEREAS, Commissioner Oyler has dedicated years to representing people of all ages, races and ethnicities during the deliberation of community issues; and

WHEREAS, Commissioner Oyler's achievements, exemplary conduct, passion and sense of fairness demonstrated in all her activities have earned her a special place in the hearts and minds of the people within this organization.

NOW, THEREFORE, I, Mayor of the City of Garden City, Kansas, do hereby deem it an honor and pleasure to proclaim January 2, 2024 as

DEBORAH OYLER DAY

in Garden City, Kansas and urge all citizens to acknowledge and express their sincere appreciation and thanks for her significant contributions to the community, and highly commend the manner in which she has carried out her responsibilities as a member of the Garden City Commission.

SIGNED AND SEALED this 2ND day of January 2024.

_____
Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kori Longoria, Deputy City Clerk
DATE: January 2, 2024
RE: 2024 Health Awareness Proclamation

ISSUE:

The Governing Body is asked to consider and approve a request from Garden City Public Schools and St. Catherine Hospital to allow the Mayor to proclaim the week of January 22 - January 25, 2024 as Health Awareness Week in Garden City, Kansas.

BACKGROUND:

None.

ALTERNATIVES:

1. The Governing Body may approve the proclamation as presented.
2. The Governing Body may not approve the proclamation.

RECOMMENDATION:

Staff recommends approval of the proclamation.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
2024 Health Awareness Proclamation	12/27/2023	Backup Material

P R O C L A M A T I O N

WHEREAS, Garden City, knows the value of community health and supports the citizens in their efforts to be healthy; and

WHEREAS, health does not happen in isolation; health arises out of our situation, our relations, our family and our community. We cannot create health without creating community; and

WHEREAS, all aspects of the community…health care, human services, education, business/industry, faith/spiritual, cultural, economic, government, law enforcement, and citizens are working together to continually improve the environment; and

WHEREAS, working together we can nurture and protect the citizens, share knowledge and pool resources, and enable people to achieve their maximum potential; and

WHEREAS, a healthy community is not a perfect place, but is in a dynamic state of renewal and improvement and building a culture that supports healthy life choices and a high quality of life; and

WHEREAS, during this week, all over the community of Garden City, citizens of all ages will be given information that will enhance their physical, mental, spiritual, emotional health; and

WHEREAS, during this 22nd Annual Health Awareness Week, the community of Garden City is grateful for the vast well of caring and healing through the various activities provided for their benefit; and

NOW, THERFORE, I, Mayor of the City of Garden City, Kansas, do hereby proclaim the week of January 22 – January 25, 2024, as

HEALTH AWARENESS WEEK

In Garden City and urge all residents of Garden City to take advantage of the many wellness opportunities available this week.

Signed this 2nd day of January 2024.

_____

Mayor

ATTEST:

_____

Celyn N. Hurtado, City Clerk

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn N. Hurtado, City Clerk
DATE: January 2, 2024
RE: Hidden Trail Brewing - Mobile Food Vendor Request

ISSUE:

The Governing Body is asked to consider a request from Cody Condiff, Co-Founder Hidden Trail Brewing, to be categorized as a Mobile Food Vendor under the Itinerant Merchant license category and to allow one food truck to be located at 2010 E. Schulman Avenue at any given time.

BACKGROUND:

In July 2021, the Governing Body approved Hidden Trail Brewing, LLC, to obtain a Mobile Food Vendor license under their name.

As a reminder, this business model would allow for different food trucks to set up at their property and offer food options to customers. The owners plan is to be open Wednesday - Sunday and to have up to four different food trucks in the daily rotation depending on personal schedules.

In November 2019, the Governing Body approved Ordinance No. 2854-2019 regarding Itinerant Businesses and Mobile Food Vendors in Garden City, Kansas. There are three types of licenses under this ordinance.

1. Mobile Food Vendor License - means any person, business, corporation, association or other entity, however organized, that offers food and/or beverage for sale from any self-contained motor vehicle.

If the Governing Body would approve Hidden Trail Brewery to obtain a Mobile Food Vendor License for their property and allow license food trucks to use that license on a rotating basis, staff would interpret that to mean if they desired two trucks at one time, the second truck would need to obtain a second license (or Hidden Trail would need to purchase a second license).

The Governing Body has previously approved this request for Hidden Trail Brewing.

ALTERNATIVES:

1. The Governing Body may approve the request for Hidden Trail Brewing to be considered a Mobile Food Vendor and allow food trucks to operate under that license, one at a time.
2. The Governing Body may deny the request to be considered a "Mobile Food Vendor" and require each food truck applicant to apply and pay the fees related to it.

RECOMMENDATION:

Staff is unable to recommend approval as the request does not meet the ordinance.

FISCAL NOTE:

The fees for a Mobile Food Vendor are $50/day, $200/month or $600/year.

ATTACHMENTS:

Description	Upload Date	Type
Ord. No. 2854-2019 - Itinerant Businesses	5/6/2021	Backup Material
Ord. No. 2855-2019 - Mobile Food Vendor fees	5/6/2021	Backup Material
Ord. No. 2856-2019 Itinerant Business fees	5/6/2021	Backup Material

(Published in the Garden City Telegram on the 9th day of November, 2019)

ORDINANCE NO. 3854-2019

AN ORDINANCE REGULATING ITINERANT BUSINESSES AND MOBILE FOOD VENDORS IN THE CITY OF GARDEN CITY, KANSAS; AMENDING CURRENT CODE SECTIONS 22-101, 22-103, 22-105 AND 22-131; ADDING NEW ARTICLE V, AND CODE SECTION 22-240; REPEALING CURRENT CODE SECTIONS 22-101, 22-103, 22-105 AND 22-131; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

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

SECTION 1. Section 22-101 of the Code of Ordinances of the City of Garden City, Kansas, is hereby amended, to read as follows:

Sec. 22-101. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Itinerant Business means any person, business, corporation, association, or other entity, however organized, engaging temporarily in the retail sale of goods, wares, merchandise, or services within the city, including any person who for the purpose of conducting such business, rents, leases or occupies any room, building, hotel, motel, structure, parking lot, vacant lot, or motor vehicle of any kind, to sell goods, wares, merchandise, or services, or that goes place to place, or door to door, that may include but not be limited to the premises of a private residence, not having been invited by the occupant, for the purpose of taking or attempting to take orders for the sale of goods, wares, merchandise, or services for immediate or future delivery. A Mobile Food Vendor, as defined in this section, shall not be considered an Itinerant Business.

Mobile Food Vendor means any person, business, corporation, association or other entity, however organized, that offers food and/or beverage for sale from any self-contained motor vehicle.

Noncommercial activity means any activity conducted for personal use or enjoyment without the intent of realizing a profit or recovering costs through the sale of goods, wares, merchandise or services.

Charitable Organization means any entity that has a permanent physical location within Finney County, Kansas which: (1) has been certified as a not-for-profit organization under the Internal Revenue Code, and/or (2) has religious, charitable, or benevolent functions. As used in this definition, a charitable organization is an organization which exclusively, and in a manner consistent with existing laws, operates to address and assist with physical, mental, or spiritual needs of persons. Commercial, for profit organizations or businesses shall not be considered charitable organizations.

Local Itinerant Business License is a license for any business that has a permanent physical location of not less than one thousand (1,000) square feet of retail, office, or warehouse space within Finney County, and has operated at the location for a minimum of twelve (12) consecutive months.

Non-Local Itinerant Business License is a license for any business that does not have a permanent physical location of at least one thousand (1,000) square feet of retail, office, or warehouse space within Finney County, or has a permanent physical location within Finney County but has not operated at the location for the minimum requirement of twelve (12) consecutive months.

SECTION 2. Section 22-103 of the Code of Ordinances of the City of Garden City, Kansas, is hereby amended, to read as follows:

Sec. 22-103. – Exemption.

The following activities, businesses, organizations or persons shall be exempt from the licensing provisions of this article:

(a) Activities or businesses where a special event permit has been obtained, if applicable, or where such activity or business is sponsored in part by the city, civic organizations, not-for-profit organizations, charitable organizations, public or private schools, or educational institutions.

(b) Auctions regulated by this code or state statute.

(c) Garage sales at private residences.

(d) Sales of agricultural products, nursery products and foliage plants at an organized farmer's market or other such event at a specified location; provided, that such sales of agricultural products, nursery products and foliage plants shall comply with the prohibitions listed in Section 22-105.

(e) Sales of Christmas trees and other seasonal items.

(f) Newspaper vendors.

(g) Sales at wholesale to retail merchants by commercial travelers or selling agents in the usual course of business.

(h) Sales to the owner or legal occupant of residential premises at such premises pursuant to prior invitation by the owner or legal occupant. Such invitation shall have been issued by the owner or legal occupant at least twenty-four (24) hours prior to the sale and the invitation shall not have been solicited in person, but by other means such as telephone, mailing, email, internet, or other advertisement.

SECTION 3. Section 22-105 of the Code of Ordinances of the City of Garden City, Kansas, is hereby amended, to read as follows:

Sec. 22-105. – Prohibited Acts.

It shall be unlawful for any itinerant business to:

(a) Conduct business or carry on activities in violation of any zoning requirements of the city, including setback requirements.

(b) Conduct business or carry on activities other than between the hours of eight (8) a.m. and eight (8) p.m.

(c) Fail to provide adequate parking for customers or other persons going to and from the activity or business conducted by the itinerant business, or to allow or encourage any traffic or parking congestion which interferes with traffic flow or the use of parking facilities by permanent businesses entitled to use the parking areas.

(d) Use any electronic device for amplification in an outdoor area or to otherwise create, or gather people who create, noise sufficient so as to disturb the peace, quiet or repose of surrounding residential or commercial areas.

(e) Provide any false or misleading information in completing the license application or to fail to obtain permission of the property owner where such activity or business is being conducted.

(f) Fail to provide, at the request of the purchaser or customer, a written receipt for purchases exceeding $5.00.

(g) Fail to provide any customer, or other person, with his/her name, the name of the company or organization represented, the name of the product, or to make any representation as to the identity which is false or misleading.

(h) Fail to allow authorized law enforcement officers or city employees to enter into or upon the premises, or to otherwise interfere with any inspection of the premises or business.

(i) Fail to remove any structure, tent, device, trash or debris caused, created or associated with the itinerant businesses' activities in an outdoor area.

(j) Erect or display more than one sign or any sign greater than sixteen (16) square feet in total area. Streamers, pennants, search lights and any device with flashing, blinking, rotating or moving actions or messages are prohibited. No signage shall be placed in a public right-of-way.

(k) Erect or construct any temporary structure or tent greater than one hundred forty-four (144) square feet. All temporary structures and tents shall be removed by eight (8) p.m. daily.

(l) Conduct business or carry on activities within fifty (50) feet of any driveway entrance or access lane from a public street to an existing business.

(m) Conduct business or carry on activities within the public right-of-way or other publicly owned property.

SECTION 4. Section 22-131 of the Code of Ordinances of the City of Garden City, Kansas, is hereby amended, to read as follows:

Sec. 22-131. – License required.

(A) No person shall engage in the activities coming under this article within the city without first obtaining a license. Any applicant for a license under this article shall file with the city clerk a sworn application on a form furnished by the city clerk, which shall give information, or provide documentation, as follows:

(1) Name, date of birth, copy of state or government issued identification card, and permanent residential address of all persons or employees conducting or operating as an itinerant business;

(2) Date(s) and time(s) for which the license is desired;

(3) A description of the location and nature of the business, the goods, wares, merchandise or services to be sold, and the manner in which the sales will occur;

(4) Description (with dimensions) of any temporary structures to be erected, constructed and used by all persons or employees conducting or operating as an itinerant business;

(5) A statement as to whether or not all persons or employees conducting or operating as an itinerant business has within two (2) years prior to the date of the application been convicted of any felony or misdemeanor of any kind, or a violation of any municipal ordinance regulating business licenses.

(6) A signed statement from the applicant indicating that all of the information provided is true and correct.

(7) Proof of a current sales tax license from the State of Kansas or proof of exempt status from state sales tax.

(8) Provide written permission of the property owner where the itinerant business will be operating or conducting business.

SECTION 5. New Article V, Section 22-240 of the Code of Ordinances of the City of Garden City, Kansas, is hereby added, to read as follows:

Article V. Mobile Food Vendors

Sec. 22-240. – Mobile Food Vendors.

All Mobile Food Vendors, as that term is defined in Section 22-101, shall comply with the following:

(a) Mobile Food Vendors may only operate on improved surfaces in Commercial or Industrial zoned districts.

(b) Mobile Food Vendors are prohibited from operation within a public right-of-way, except as part of a city approved Special Event.

(c) Mobile Food Vendors cannot operate in a vacant lot, except as part of a city approved Special Event.

(d) Mobile Food Vendors shall not interfere with traffic, or create a safety hazard.

(e) All Mobile Food Vendors' motor vehicles shall be maintained in good repair, shall be free from peeling or flaking paint, and shall be clean and sanitary so as to not pose a threat to public health, safety, or welfare.

(f) All Mobile Food Vendors shall be connected safely to electricity and other necessary utilities, so they do not pose a threat to public health, safety, or welfare.

(g) All Mobile Food Vendors shall have a food service permit issued by the State of Kansas.

(h) All Mobile Food Vendors shall obtain a license from the city clerk, and pay the license fee set forth in Code Section 42-165.

SECTION 6. Code of Ordinances Sections 22-101, 22-103, 22-105 and 22-131, as previously existing, are hereby repealed, to be replaced as specified in this ordinance.

SECTION 7. If any section, clause, sentence, or phrase of this ordinance is found to be unconstitutional or is otherwise held invalid by any court of competent jurisdiction, it shall not affect the validity of any remaining parts of this ordinance.

SECTION 8. That this ordinance shall be in full force and effect 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, the 5th day of November, 2019.

DAN FANKHAUSER, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Attorney

(Published in the Garden City Telegram on the 9th day of November, 2019)

ORDINANCE NO. 7855-2019

AN ORDINANCE ESTABLISHING MOBILE FOOD VENDOR LICENSE FEES IN THE CITY OF GARDEN CITY, KANSAS; CREATING NEW CODE SECTION 42-165; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

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

SECTION 1. New Section 42-165 of the Code of Ordinances of the City of Garden City, Kansas, is hereby created, to read as follows:

Sec. 42-165. – Mobile Food Vendors.

The fees for a license required by Section 22-240 are as follows:

1. Annual Mobile Food Vendor License Fee: $600.00
2. Monthly Mobile Food Vendor License Fee: $200.00
3. Daily Mobile Food Vendor License Fee: $50.00

SECTION 2. That this ordinance shall be in full force and effect 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, the 5th day of November, 2019.

DAN FANKHAUSER, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Attorney

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(Published in the Garden City Telegram on the 9th day of November, 2019)

ORDINANCE NO. 2856-2019

AN ORDINANCE AMENDING THE ITINERANT BUSINESS LICENSE FEES IN THE CITY OF GARDEN CITY, KANSAS; AMENDING CURRENT CODE SECTION 42-164, REPEALING CURRENT CODE SECTION 42-164; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

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

SECTION 1. Section 42-164 of the Code of Ordinances of the City of Garden City, Kansas, is hereby amended, to read as follows:

Sec. 42-164. – Itinerant Businesses.

The fees for a license required by Section 22-131 are as follows:

Local Itinerant Business License

1. Annual Local Itinerant Business License Fee: $300.00
2. Monthly Local Itinerant Business License Fee: $100.00
3. Daily Local Itinerant Business License Fee: $25.00

Non-Local Itinerant Business License

1. Monthly Non-Local Itinerant Business License Fee: $900.00
2. Daily Non-Local Itinerant Business License Fee: $300.00

SECTION 2. Code of Ordinances Section 42-164 as previously existing, is hereby repealed, to be replaced as specified in this ordinance.

SECTION 3. That this ordinance shall be in full force and effect 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, the 5th day of November, 2019.

DAN FANKHAUSER, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Attorney

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GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: January 2, 2024
RE: Airport November 2023 Report

ISSUE:
Presentation of the November 2023 report from the Garden City Regional Airport.

BACKGROUND:
Attached is the Garden City Regional Airport report for November 2023.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

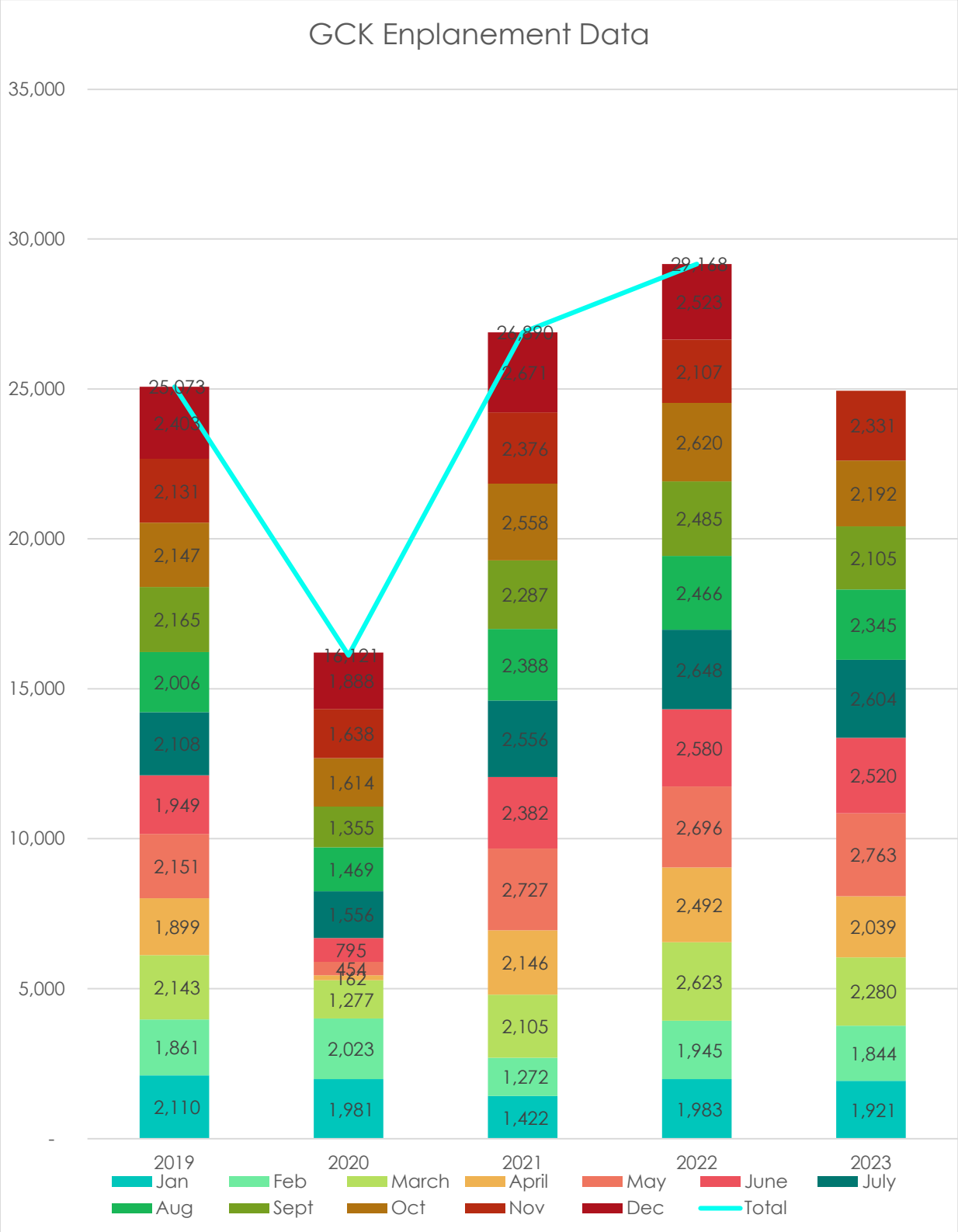
FISCAL NOTE:
None.

ATTACHMENTS:

Description	Upload Date	Type
Airport November 2023 Report	12/19/2023	Backup Material

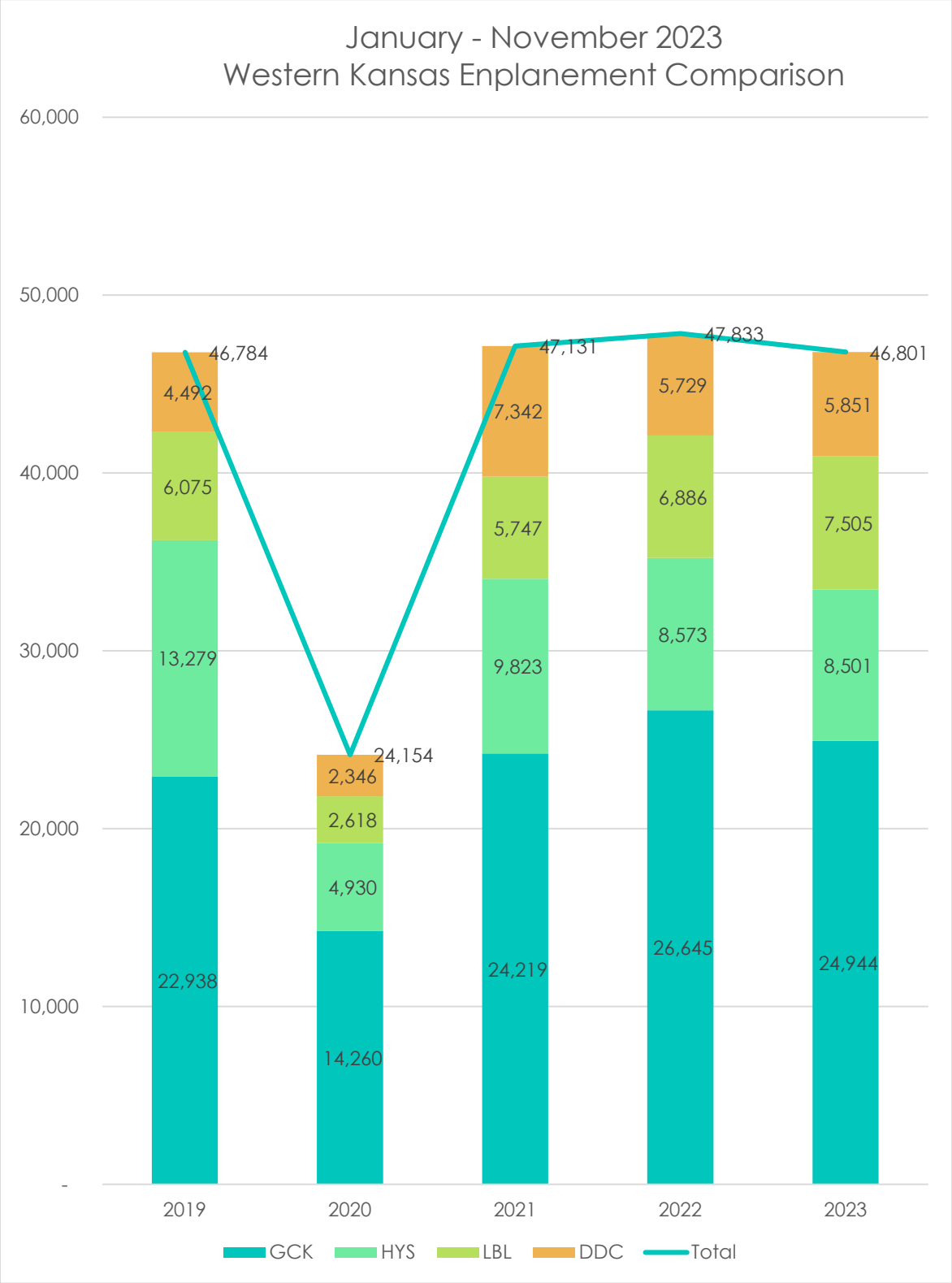
GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



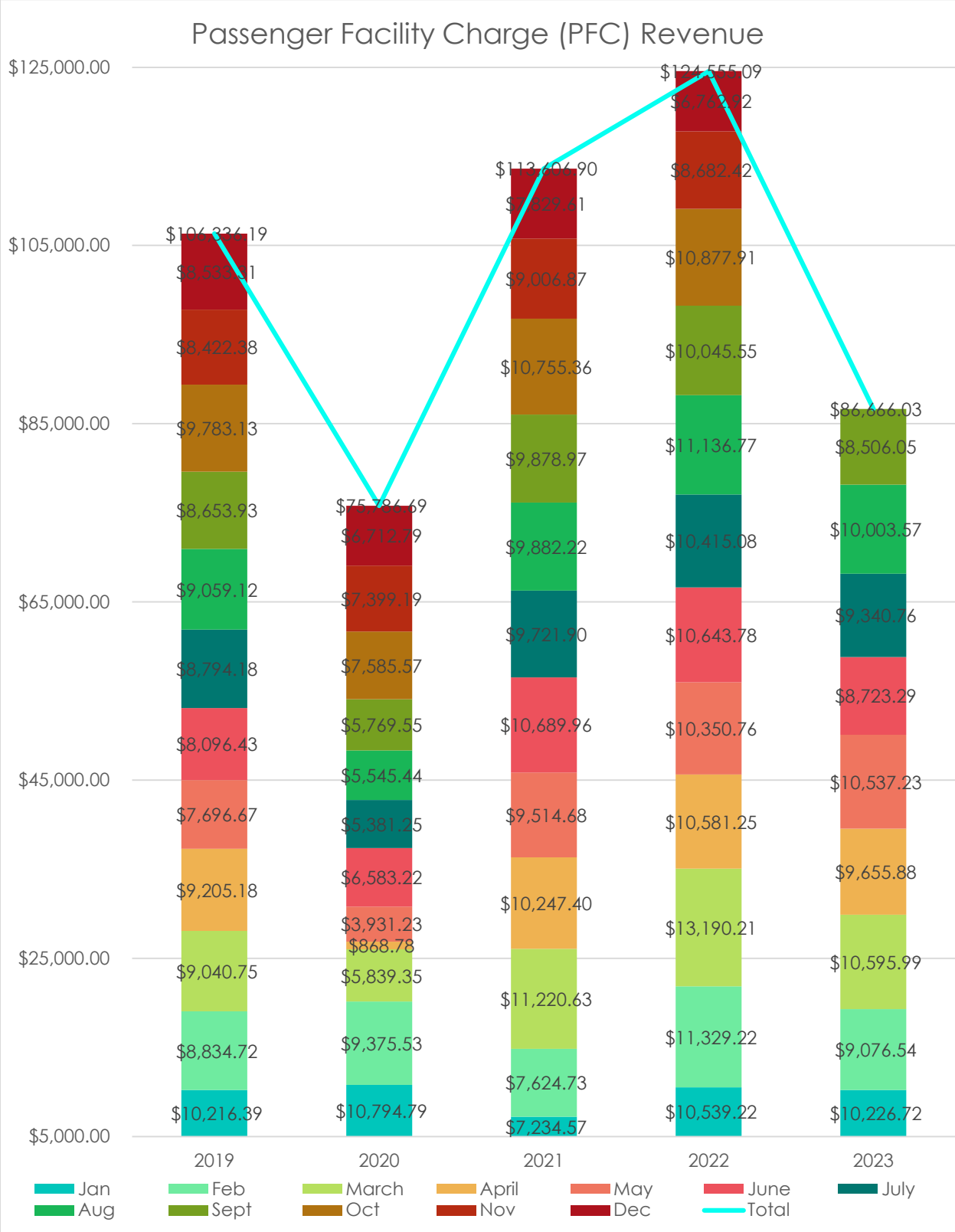
GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



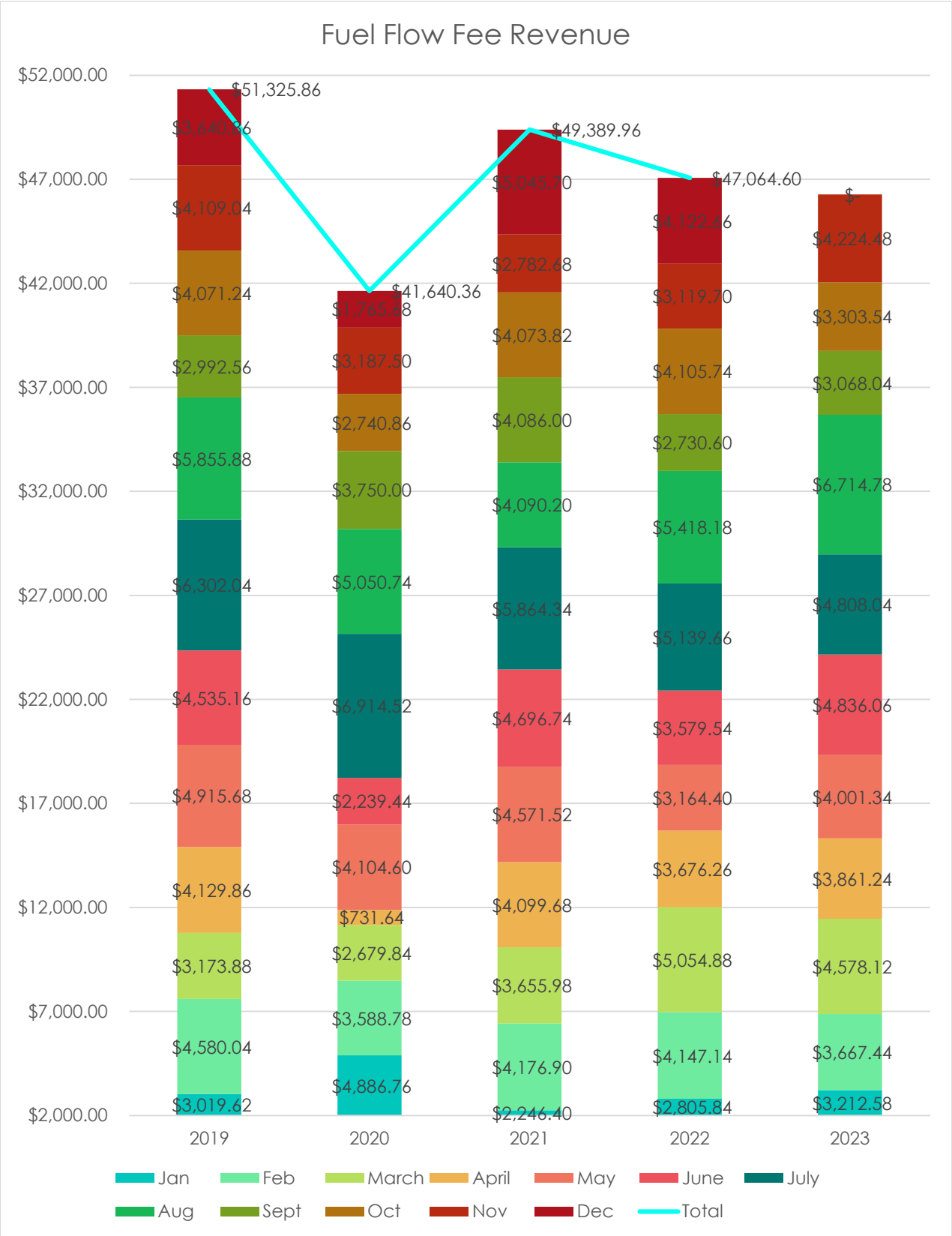
GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



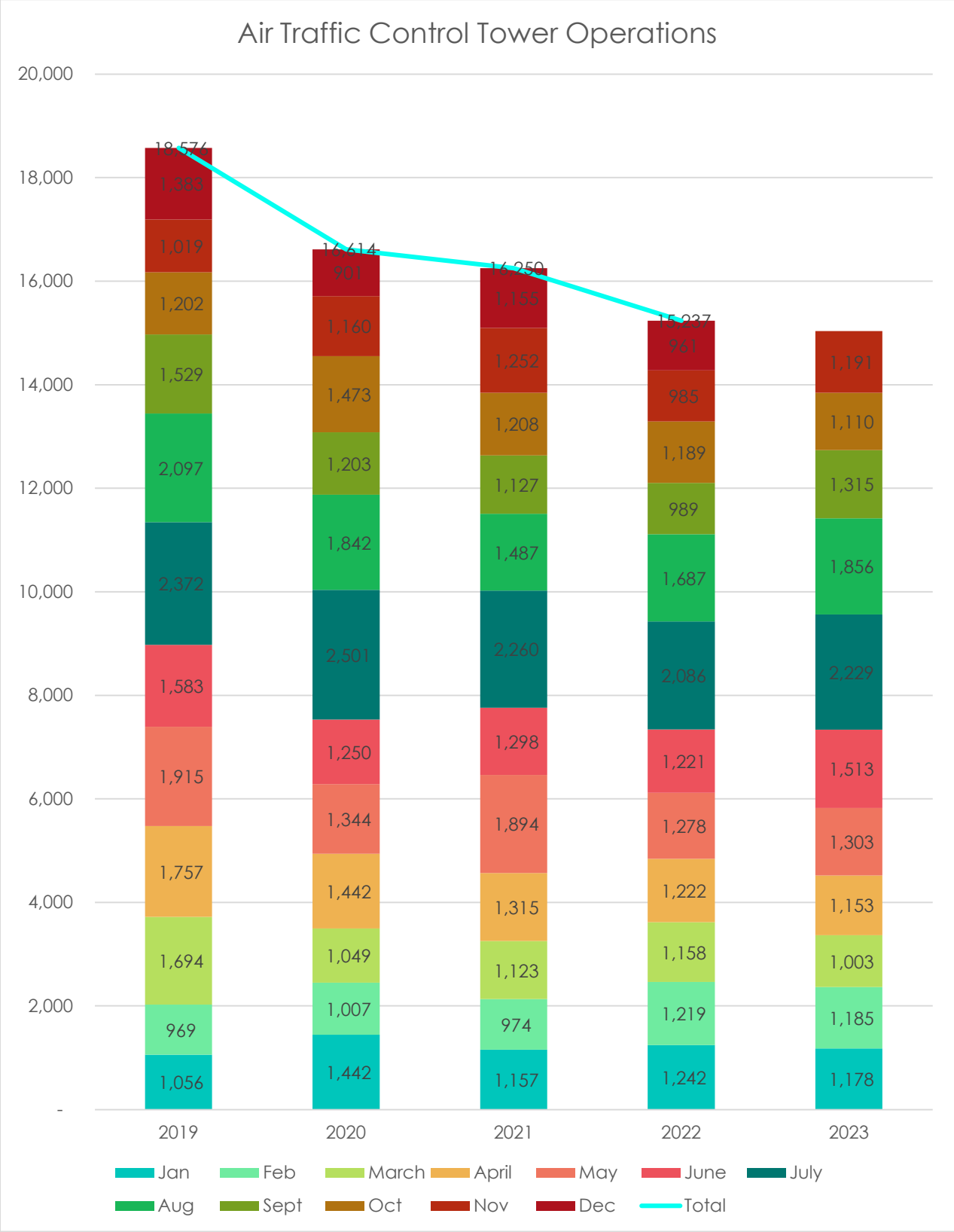
GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Courtney E. Prewitt, Chief of Police
DATE: January 2, 2024
RE: Police Department Master Activity Report - November 2023

ISSUE:
Presentation of the November 2023 Master Activity Report from the Garden City Police Department.

BACKGROUND:
Attached is the Garden City Police Department Master Activity Report for November 2023.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:

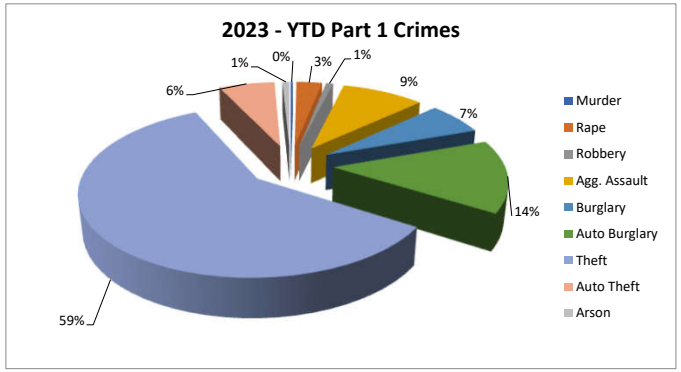
Description	Upload Date	Type
November 2023 Master Activity Report	12/27/2023	Backup Material

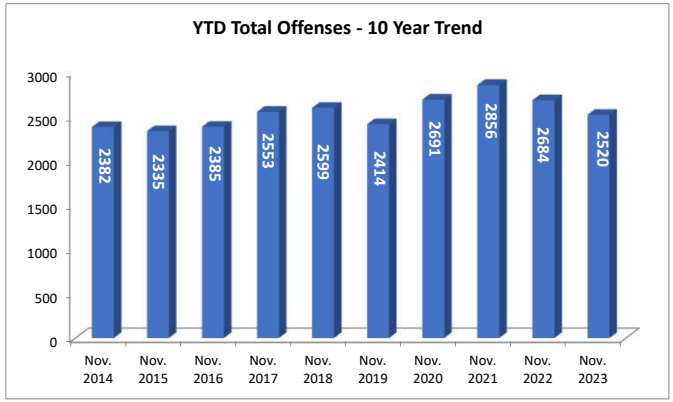
GARDEN CITY POLICE DEPARTMENT

Monthly Activity Report - November 2023

Offenses Reported

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD	Arrest Nov.2023	Arrest To Date 2023
Part 1 Crimes							
Murder	0	2	0	2	0%	0	1
Rape	1	22	6	31	-29%	1	5
Robbery	0	6	1	10	-40%	0	5
Agg. Assault	7	71	7	73	-3%	1	44
Burglary	4	50	4	82	-39%	1	6
Auto Burglary	12	111	13	136	-18%	1	9
Theft	42	456	36	414	10%	18	132
Auto Theft	3	48	5	85	-44%	0	16
Arson	1	6	0	6	0%	0	0
Total:	**70**	**772**	**72**	**839**	**-8%**	**22**	**218**
Part 2 Crimes							
Criminal Trespass	4	70	6	62	13%	2	53
Criminal Damage	20	155	7	127	22%	3	28
Drug Violation	35	249	23	230	8%	39	258
Forgery	0	7	1	27	-74%	0	1
Graffiti	3	91	5	110	-17%	0	0
Sexual Exploitation	0	7	0	4	75%	0	1
Kidnapping	1	13	2	9	44%	2	11
Liquor Violations	0	14	0	11	27%	5	132
Sex Offenses	3	47	4	68	-31%	0	11
Simple Assault	17	138	8	110	25%	16	70
DV Battery	21	173	14	171	1%	14	144
Weapons	1	9	0	2	350%	0	3
Stalking	0	9	2	15	-40%	0	5
All Other Crimes	24	363	33	378	-4%	158	1700
Total:	**129**	**1345**	**105**	**1324**	**2%**	**239**	**2417**
Grand Totals	**199**	**2117**	**177**	**2163**	**-2%**	**261**	**2635**





Community Statistics 2015-2023

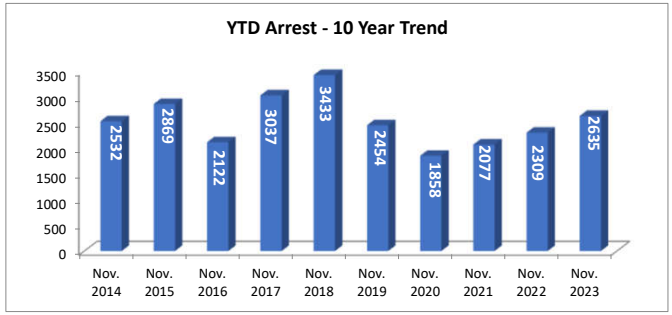
	2019	2020	2021	2022	2023
Population	31,293	31,275	31,275	31,045	31,275
New Commercial Business	2	N/A	N/A	N/A	N/A
New Residential Homes	28	N/A	N/A	N/A	N/A
Patrolling Area	10.99 sq miles	10.99 sq miles	10.99 sq miles	10.99 sq miles	10.99 sq miles

Offense Reports Summary

	Nov.2023	YTD 2023	Nov.2022	YTD 2022
Offense Reports	230	2520	223	2685
Patrol/CRD Supplemental Repo	235	1769	207	1693

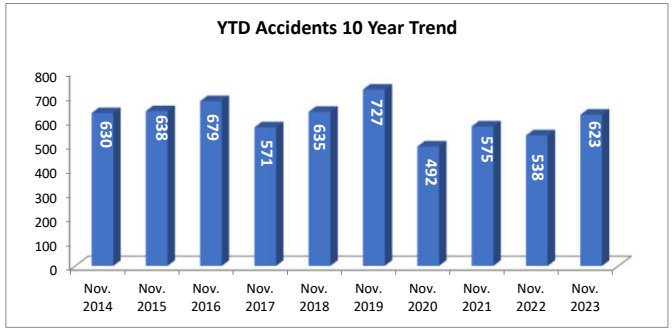
Arrests

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
All Other Adult Arrests	195	2030	122	1857	9%
Alcohol Related Arrests	5	123	14	109	13%
Drug Related Arrests	31	206	6	190	8%
Total Adult Arrest	**231**	**2359**	**142**	**2156**	9%
All Other Juveniles Detained	20	173	4	116	49%
Alcohol Related Detained	0	9	0	4	125%
Drug Related Detained	8	54	3	32	69%
Curfew Violations	2	40	0	1	3900%
Total Juvenile Arrest	**30**	**276**	**7**	**153**	**80%**
Total Custody:	**261**	**2635**	**149**	**2309**	**14%**



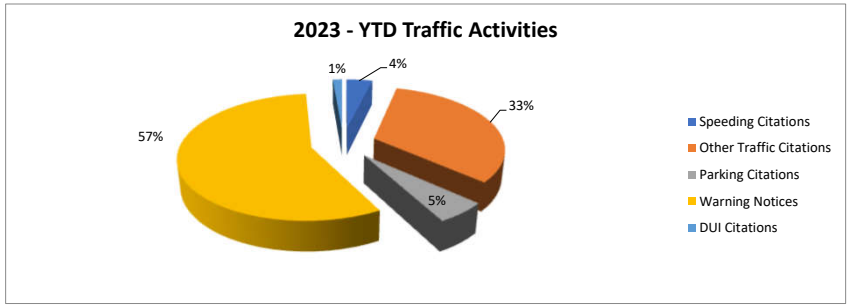
Accidents

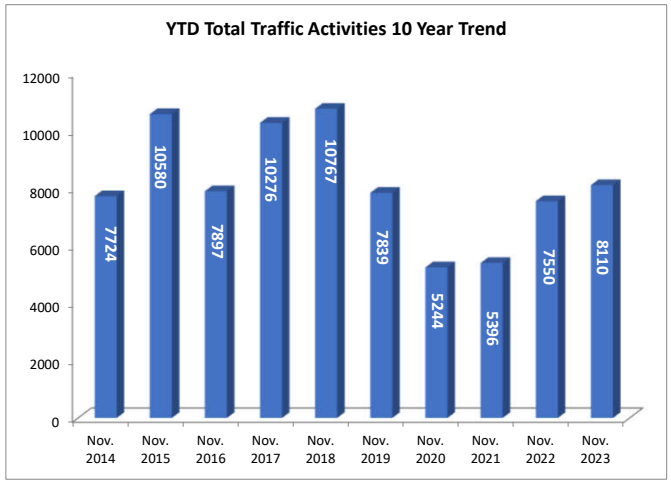
	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Fatal Accidents	0	1	0	0	UNDF
Injury Accidents	4	54	6	50	8%
Non-Injury Accidents	73	568	32	488	16%
Total Accidents:	**77**	**623**	**38**	**538**	**16%**



Traffic Enforcement

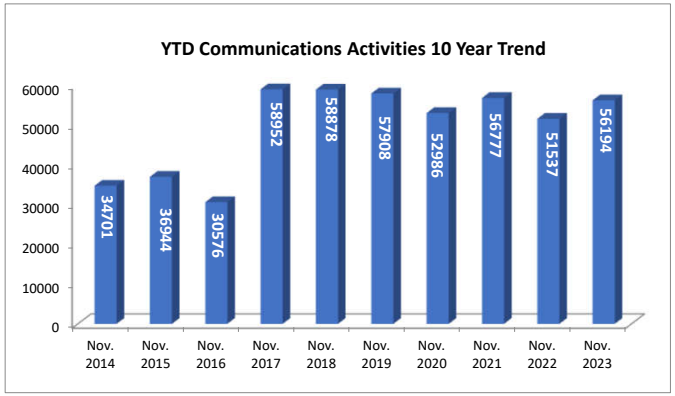
	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Speeding Citations	33	309	62	317	-3%
Other Traffic Citations	222	2660	269	2108	26%
Parking Citations	85	440	13	174	153%
Warning Notices	399	4592	645	4818	-5%
DUI Citations	4	109	17	133	-18%
Totals:	**743**	**8110**	**1006**	**7550**	**7%**

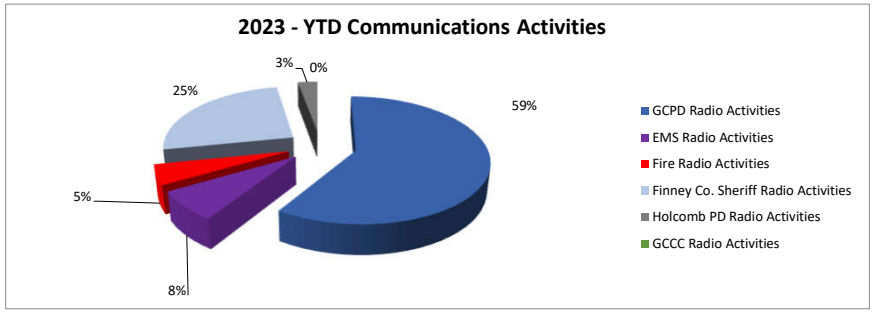




Communications Center Activities

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
GCPD Radio Activities	2984	33218	3297	30604	9%
EMS Radio Activities	413	4236	358	3710	14%
Fire Radio Activities	244	2879	254	2606	10%
Finney Co. Sheriff Radio Activities	1067	14249	1263	11899	20%
Holcomb PD Radio Activities	126	1606	134	1365	18%
GCCC Radio Activities	0	6	1	16	-63%
Totals:	**4834**	**56194**	**5307**	**50200**	**12%**
911 Calls	1149	14204	1173	11586	23%
Administrative Phone Calls	6030	71836	6487	64418	12%





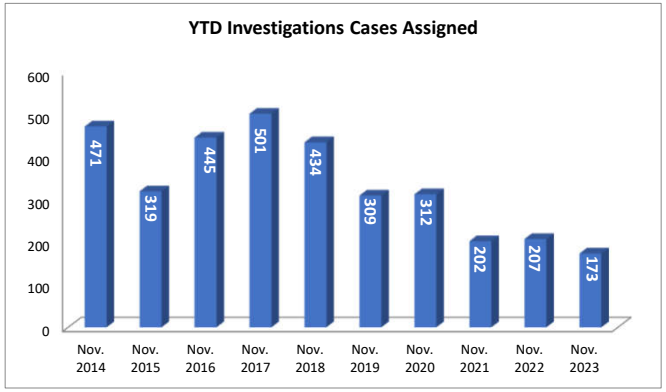
Investigations

	November-23		YTD 2023		
	Assigned	Cleared	Assigned	Cleared	% Cleared
Part 1 Crimes					
Murder & non-Negligent	1	1	7	7	100%
Robbery	0	1	3	2	67%
Assault/Battery/Agg Aslt, Agg	1	2	9	18	200%
Burglary	0	4	2	5	250%
Auto Burglary	0	0	0	2	UNDF
Theft	0	2	4	15	375%
Arson	0	1	2	6	300%
Total:	**2**	**11**	**27**	**55**	**204%**
Part 2 Crimes					
Forgery/Counterfeiting	2	0	3	4	133%
Fraud	0	0	5	8	160%
Vandalism	0	0	0	1	UNDF
Weapons Violation	0	0	1	1	100%
Sex Offense	3	4	62	83	134%
Drug Violation	0	0	0	0	UNDF
Gambling	0	0	0	0	UNDF
Other Reportable Offenses	0	2	19	25	132%
Runaway	1	3	16	20	125%
Agency Assist	2	2	4	6	150%
Other Non-Reportable	0	0	3	3	100%
Death Investigation	1	3	33	27	82%
Total:	**9**	**14**	**146**	**178**	**122%**
Grand Totals	**11**	**25**	**173**	**233**	**135%**

Misc. Investigations Activities

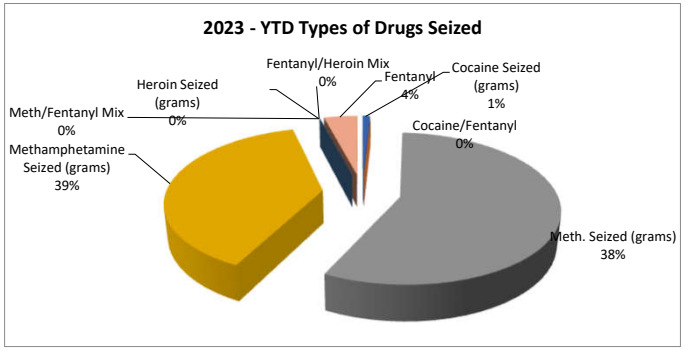
	Nov.2023	YTD 2023	Nov.2022	YTD 2022
Current Active Cases	112	1200	168	2043
Supplemental Reports	96	848	97	1069
Search Warrants	2	53	4	82
Forfeitures Filed	0	1	0	0
K9 Deployments	5	43	0	111
*VSA /Criminal Polygraph	0	5	0	5

**VSA- Voice Stress Analysis*



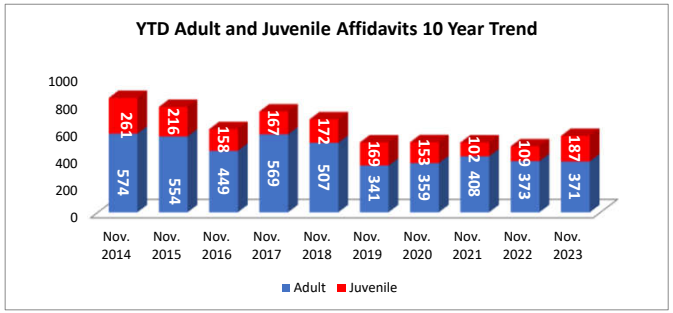
Evidence Section

GCPD Property and Evidence Seized	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Evidence Collected	197	2899	235	2945	-2%
Guns Seized	2	49	3	65	-25%
Cocaine Seized (grams)	0	43	0	198.11	-78%
Cocaine/Fentanyl	0	0	0	0	UNDF
Marijuana Seized (grams)	54.7	2817.92	689.13	2745.69	3%
Methamphetamine Seized (grams)	38.41	1922.77	45.62	1927.45	0%
Meth/Fentanyl Mix	1.1	1.7	396	524.7	-100%
Heroin Seized (grams)	0	0	0	0	UNDF
Fentanyl/Heroin Mix	0	0	0	0	UNDF
Fentanyl	2.5	204.111	1	1183.3	-83%
Other Drugs Seized (grams)	0	29.9	0	80	-63%
Prescription Drugs Seized (pills)	0	368	0	45	718%
RX Drugs Drop Box (lbs.)	5	58	7.5	54.33	7%



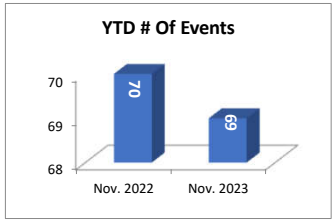
Affidavits

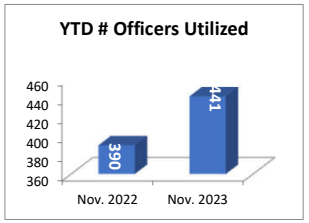
	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Adult Affidavits	63	371	28	373	-1%
Juvenile Affidavits	36	187	31	109	72%
Total:	**99**	**558**	**59**	**482**	**16%**

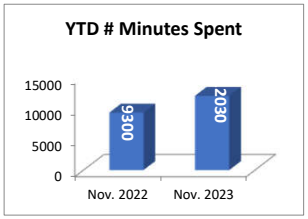


Events

	Nov.2023 # of Events	Nov.2023 Minutes Spent	Nov.2023 # of Officers Assigned	YTD # of Events	YTD Minutes Spent	YTD # Of Officers Assigned
Community Program	0	0	0	16	3690	85
Presentations	1	240	5	16	2610	39
Parades/Traffic Control	1	120	20	15	3210	182
K9	0	0	0	6	210	6
Other	1	180	4	16	2310	132
Total:	**3**	**540**	**29**	**69**	**12030**	**444**

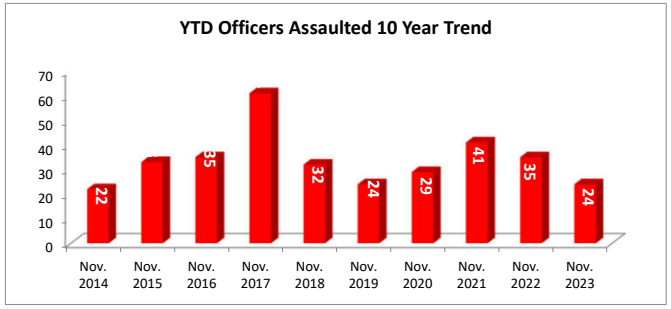






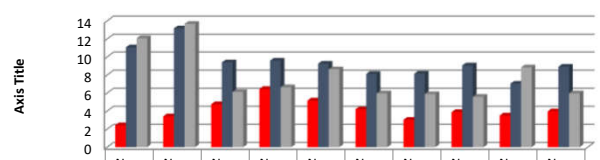
Officers Assaulted

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Firearm	0	0	4	4	-100%
Cutting Instrument	0	0	0	0	UNDF
Other Dangerous Weapon	0	5	0	3	67%
Hands, Fist, Feet, Etc.	0	19	4	28	-32%
Police Service Dog	0	0	0	0	UNDF
Total Assaults:	**0**	**24**	**8**	**35**	**-31%**



Response Time Summary Overview

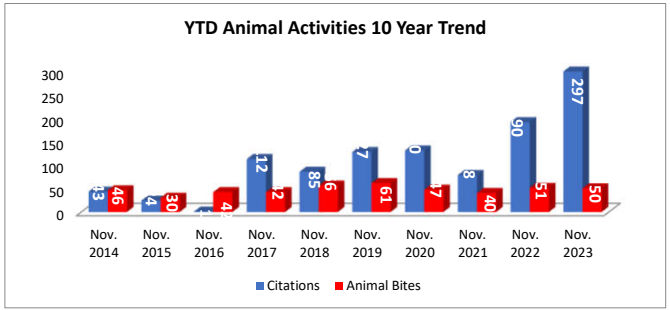
	Nov.2023	Nov.2022
Average Emergency	3.97	3.88
Average Non-Emergency	8.91	9.06
Average Traffic Accident	5.97	5.57



	Nov. 2014	Nov. 2015	Nov. 2016	Nov. 2017	Nov. 2018	Nov. 2019	Nov. 2020	Nov. 2021	Nov. 2022	Nov. 2023
Emergency	2.42	3.41	4.76	6.44	5.16	4.19	3.03	3.88	3.51	3.97
Non Emerg	11.06	13.16	9.4	9.59	9.25	8.12	8.14	9.06	7.02	8.91
Traffic	12.07	13.66	6.12	6.64	8.63	5.97	5.88	5.57	8.83	5.97

Animal Incidents

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Citations Issued	24	297	28	190	56%
Animal Bites	5	50	6	51	-2%

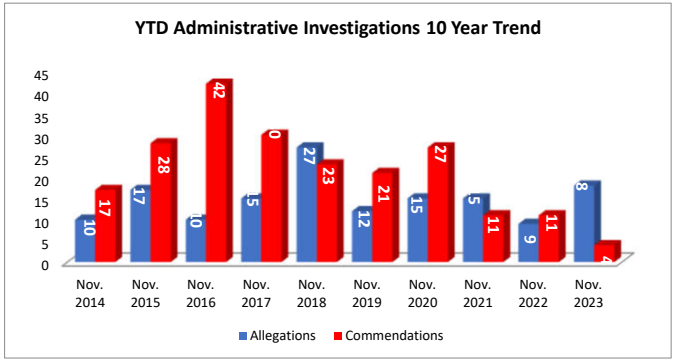


Training Hours Received Overview

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Administrative	0.00	563.00	29.00	476.50	18%
Patrol/CRD Division	6.00	4041.00	388.00	5403.00	-25%
Support Services Division	20.00	951.00	157.50	1234.25	-23%
Investigations Division	0.00	318.00	33.00	932.00	-66%
Instructor Hours	4.50	523.50	80.00	807.75	-35%
SUB-TOTAL TRAINING HRS	**30.50**	**6396.50**	**687.50**	**8853.50**	-28%
Academy Training Hours	272.00	1656.00	72.00	2913.00	-43%
SWAT Training Hours	229.00	2179.00	201.00	1218.00	79%
TOTAL TRAINING HOURS	**531.50**	**10231.50**	**960.50**	**12984.50**	**-21%**

Administrative Overview

	Nov.2023	YTD 2023	Nov.2022	YTD 2022	% Change YTD
Allegations Received	0	18	0	9	100%
Unfounded	0	5	0	1	400%
Unsubstantiated	0	3	0	1	200%
Sustained	0	2	0	1	100%
Exonerated	0	0	0	0	UNDF
Violation Not Based On Complaint	0	0	0	0	UNDF
Investigations In Progress	0	16	3	13	23%
Administrative Closure	0	4	0	0	UNDF
Commendations	0	4	1	11	-64%
Backgrounds Completed	0	18	9	22	-18%
Backgrounds Active	0	39	4	33	18%
Tested Applicants	0	57	9	54	6%
New Hires	1	14	8	16	-13%



GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: January 2, 2024
RE: Service and Finance Monthly Sales Tax Report - December 2023

ISSUE:
Presentation of the December 2023 Monthly Sales Tax Reports from Service and Finance.

BACKGROUND:
None.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:

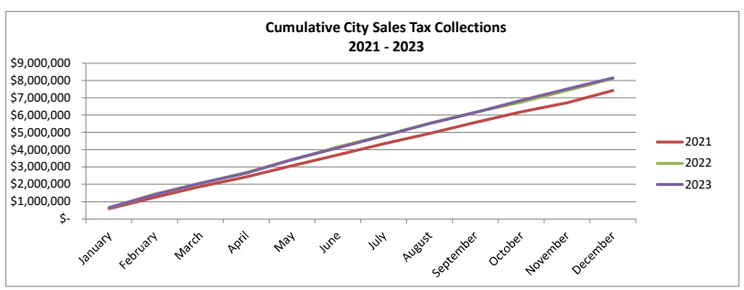
Description	Upload Date	Type
Monthly Sales Tax Report - December 2023	12/28/2023	Backup Material

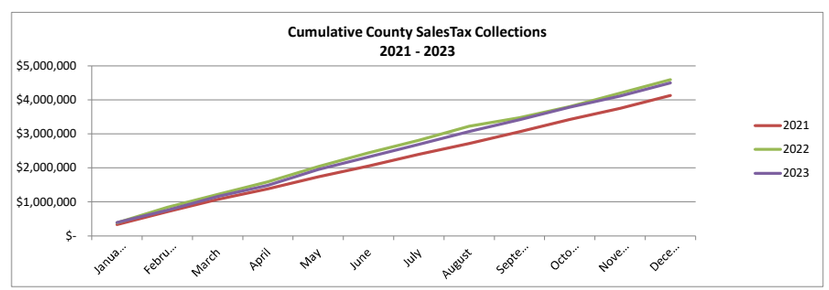
ANALYSIS OF CITY SALES TAX RECEIPTS

MONTH RECEIVED	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	$ 357,335	$ 335,673	$ 351,457	$ 351,627	$ 409,255	$ 529,129	$ 415,161	$ 432,278	$ 483,869	$ 508,705	$ 480,712	$ 521,960	$ 543,148	$ 543,924	$ 564,062	$ 565,980	$ 601,819	$ 596,509	$ 640,065	$ 665,684
FEBRUARY	$ 434,310	$ 423,853	$ 416,061	$ 444,506	$ 465,707	$ 415,062	$ 416,555	$ 509,745	$ 497,844	$ 514,511	$ 575,307	$ 638,635	$ 629,836	$ 638,147	$ 655,745	$ 650,141	$ 646,641	$ 654,966	$ 788,126	$ 735,542
MARCH	$ 346,371	$ 316,320	$ 317,599	$ 338,956	$ 418,336	$ 461,822	$ 432,675	$ 426,585	$ 438,777	$ 468,745	$ 469,435	$ 470,493	$ 502,661	$ 474,000	$ 510,366	$ 555,657	$ 499,030	$ 627,649	$ 631,570	$ 661,368
APRIL	$ 317,571	$ 318,835	$ 321,431	$ 358,967	$ 361,119	$ 388,668	$ 328,743	$ 328,309	$ 409,253	$ 411,491	$ 468,167	$ 493,539	$ 514,449	$ 504,284	$ 501,872	$ 457,775	$ 533,006	$ 559,450	$ 626,920	$ 592,420
MAY	$ 345,880	$ 351,143	$ 372,027	$ 382,562	$ 426,812	$ 362,989	$ 430,701	$ 442,882	$ 502,577	$ 481,623	$ 528,216	$ 556,737	$ 569,117	$ 584,814	$ 579,847	$ 607,072	$ 560,306	$ 637,511	$ 727,163	$ 765,370
JUNE	$ 340,240	$ 319,314	$ 364,552	$ 363,536	$ 398,458	$ 413,934	$ 423,173	$ 471,595	$ 457,884	$ 469,940	$ 526,978	$ 523,569	$ 524,973	$ 488,288	$ 529,078	$ 551,413	$ 526,197	$ 615,152	$ 749,400	$ 690,456
JULY	$ 338,923	$ 330,628	$ 350,754	$ 394,947	$ 456,516	$ 469,538	$ 402,144	$ 431,189	$ 453,965	$ 554,262	$ 540,941	$ 540,334	$ 551,396	$ 527,818	$ 571,285	$ 591,262	$ 560,739	$ 645,485	$ 652,941	$ 679,201
AUGUST	$ 376,955	$ 371,521	$ 377,510	$ 372,473	$ 456,809	$ 373,995	$ 433,641	$ 420,914	$ 490,394	$ 504,212	$ 526,281	$ 546,571	$ 535,506	$ 575,191	$ 552,932	$ 580,309	$ 609,252	$ 594,021	$ 701,907	$ 711,936
SEPTEMBER	$ 362,024	$ 323,475	$ 341,558	$ 388,244	$ 463,398	$ 421,706	$ 415,115	$ 433,117	$ 424,160	$ 529,341	$ 509,837	$ 548,219	$ 534,225	$ 537,191	$ 552,981	$ 611,822	$ 574,299	$ 647,049	$ 646,904	$ 641,621
OCTOBER	$ 341,725	$ 369,193	$ 365,725	$ 408,881	$ 446,179	$ 411,421	$ 425,392	$ 450,833	$ 468,586	$ 501,467	$ 516,778	$ 517,874	$ 563,222	$ 528,383	$ 559,878	$ 574,684	$ 577,225	$ 603,159	$ 577,619	$ 699,621
NOVEMBER	$ 339,384	$ 337,133	$ 351,892	$ 352,723	$ 435,767	$ 402,883	$ 390,433	$ 412,877	$ 474,976	$ 422,213	$ 496,772	$ 528,692	$ 541,283	$ 547,752	$ 518,223	$ 567,513	$ 521,586	$ 530,010	$ 682,330	$ 661,283
DECEMBER	$ 338,971	$ 338,058	$ 356,317	$ 396,872	$ 432,701	$ 461,792	$ 412,973	$ 481,207	$ 424,131	$ 501,046	$ 519,605	$ 539,387	$ 522,361	$ 501,313	$ 529,852	$ 536,285	$ 563,392	$ 705,360	$ 684,862	$ 649,121
TOTAL RECEIPTS	$ 4,239,689	$ 4,135,146	$ 4,286,883	$ 4,554,294	$ 5,171,057	$ 5,112,939	$ 4,926,706	$ 5,241,531	$ 5,526,416	$ 5,867,556	$ 6,159,029	$ 6,426,010	$ 6,532,177	$ 6,451,105	$ 6,626,121	$ 6,849,913	$ 6,773,491	$ 7,416,321	$ 8,109,805	$ 8,153,624
PERCENTAGE CHANGE	3.77%	-2.47%	3.67%	6.24%	13.54%	-1.12%	-3.64%	6.39%	5.44%	6.17%	4.97%	4.33%	1.65%	-1.24%	2.71%	3.38%	-1.12%	9.49%	9.35%	0.54%

ANALYSIS OF COUNTY-WIDE SALES TAX RECEIPTS

MONTH RECEIVED	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	$ 90,999	$ 89,620	$ 90,890	$ 96,504	$ 112,365	$ 136,559	$ 194,148	$ 172,402	$ 201,675	$ 215,987	$ 207,262	$ 300,664	$ 307,037	$ 317,152	$ 327,188	$ 321,485	$ 367,380	$ 334,224	$ 382,914	$ 396,394
FEBRUARY	$ 112,817	$ 106,162	$ 108,918	$ 117,464	$ 120,392	$ 112,708	$ 168,090	$ 206,332	$ 201,136	$ 213,048	$ 244,277	$ 362,832	$ 358,531	$ 364,135	$ 376,672	$ 373,022	$ 360,916	$ 373,850	$ 459,070	$ 358,637
MARCH	$ 93,138	$ 83,528	$ 84,800	$ 91,096	$ 111,384	$ 127,434	$ 176,275	$ 176,089	$ 187,616	$ 198,757	$ 200,357	$ 290,207	$ 301,101	$ 282,153	$ 298,258	$ 337,311	$ 327,594	$ 359,218	$ 372,085	$ 398,920
APRIL	$ 82,176	$ 88,156	$ 88,367	$ 97,920	$ 97,076	$ 105,529	$ 136,058	$ 140,393	$ 176,191	$ 179,735	$ 202,588	$ 302,975	$ 303,689	$ 302,845	$ 291,365	$ 355,975	$ 302,658	$ 313,114	$ 371,237	$ 331,446
MAY	$ 92,019	$ 96,607	$ 100,809	$ 103,484	$ 113,955	$ 102,518	$ 173,875	$ 182,165	$ 217,621	$ 215,823	$ 225,522	$ 329,154	$ 324,679	$ 343,200	$ 333,071	$ 352,774	$ 319,616	$ 349,824	$ 452,363	$ 462,759
JUNE	$ 86,040	$ 82,884	$ 99,561	$ 98,793	$ 107,235	$ 110,225	$ 174,577	$ 192,468	$ 197,406	$ 205,745	$ 227,284	$ 313,770	$ 298,761	$ 301,306	$ 306,362	$ 332,182	$ 348,707	$ 322,313	$ 405,973	$ 369,590
JULY	$ 91,205	$ 88,888	$ 95,381	$ 109,492	$ 130,863	$ 126,193	$ 163,203	$ 175,188	$ 199,698	$ 238,623	$ 232,796	$ 313,034	$ 330,600	$ 314,986	$ 335,180	$ 332,067	$ 323,487	$ 342,546	$ 367,080	$ 368,825
AUGUST	$ 97,295	$ 101,836	$ 104,308	$ 99,317	$ 123,221	$ 103,580	$ 180,595	$ 178,778	$ 209,006	$ 213,331	$ 223,986	$ 317,123	$ 303,152	$ 337,844	$ 344,467	$ 338,976	$ 366,555	$ 322,660	$ 408,789	$ 378,761
SEPTEMBER	$ 94,038	$ 87,159	$ 93,570	$ 106,941	$ 133,521	$ 111,381	$ 174,612	$ 178,054	$ 180,008	$ 232,303	$ 304,118	$ 318,362	$ 326,369	$ 334,573	$ 317,832	$ 364,224	$ 343,757	$ 337,376	$ 252,369	$ 345,634
OCTOBER	$ 90,696	$ 105,259	$ 101,146	$ 112,166	$ 117,796	$ 108,343	$ 174,202	$ 189,062	$ 203,819	$ 218,503	$ 313,005	$ 301,429	$ 330,331	$ 323,573	$ 331,607	$ 336,116	$ 355,188	$ 366,176	$ 327,539	$ 373,194
NOVEMBER	$ 89,706	$ 95,946	$ 94,231	$ 107,500	$ 117,428	$ 111,973	$ 153,378	$ 174,342	$ 208,611	$ 184,384	$ 304,259	$ 308,291	$ 321,505	$ 331,203	$ 303,002	$ 292,047	$ 321,857	$ 327,221	$ 398,510	$ 361,868
DECEMBER	$ 94,616	$ 88,792	$ 94,570	$ 109,693	$ 114,846	$ 160,409	$ 161,622	$ 196,711	$ 182,159	$ 236,524	$ 312,690	$ 312,260	$ 310,550	$ 299,058	$ 311,284	$ 287,121	$ 299,985	$ 377,925	$ 393,418	$ 352,334
TOTAL RECEIPTS	$ 1,114,745	$ 1,114,837	$ 1,156,551	$ 1,250,370	$ 1,400,082	$ 1,416,852	$ 2,030,635	$ 2,161,984	$ 2,364,946	$ 2,552,763	$ 2,998,144	$ 3,770,101	$ 3,816,305	$ 3,852,028	$ 3,876,288	$ 4,023,300	$ 4,037,701	$ 4,126,447	$ 4,591,345	$ 4,498,363
PERCENTAGE CHANGE	-1.27%	"FLAT"	3.74%	8.11%	11.97%	1.20%	43.32%	6.47%	9.39%	7.94%	17.45%	25.75%	1.23%	0.94%	0.63%	3.79%	0.36%	2.20%	11.27%	-2.03%





CITY OF GARDEN CITY, KANSAS

.30 SALES TAX RECEIPTS

MONTH RECEIVED		2019	2020	2021	2022	2023
JANUARY	CI	$ 112,024	$ 116,089	$ 114,388	$ 133,927	$ 140,015
	CO	$ 107,555	$ 110,570	$ 108,950	$ 127,295	$ 129,717
FEBRUARY	CI	$ 124,595	$ 123,227	$ 130,539	$ 362,806	$ 164,801
	CO	$ 118,628	$ 117,135	$ 124,027	$ 341,655	$ 165,290
MARCH	CI	$ 111,700	$ 112,967	$ 123,519	$ 125,534	$ 139,125
	CO	$ 106,351	$ 107,383	$ 117,358	$ 118,216	$ 129,518
APRIL	CI	$ 116,534	$ 100,888	$ 109,373	$ 131,563	$ 129,542
	CO	$ 110,953	$ 96,695	$ 104,711	$ 123,893	$ 125,033
MAY	CI	$ 117,101	$ 106,391	$ 133,855	$ 155,074	$ 163,281
	CO	$ 111,493	$ 101,131	$ 133,154	$ 146,034	$ 152,007
JUNE	CI	$ 108,040	$ 120,050	$ 129,002	$ 145,231	$ 141,953
	CO	$ 102,571	$ 114,116	$ 128,297	$ 139,862	$ 135,748
JULY	CI	$ 115,962	$ 100,650	$ 131,269	$ 135,726	$ 145,261
	CO	$ 110,409	$ 95,674	$ 130,174	$ 130,847	$ 140,976
AUGUST	CI	$ 114,035	$ 113,280	$ 128,775	$ 157,786	$ 155,211
	CO	$ 108,614	$ 107,895	$ 127,648	$ 149,708	$ 151,606
SEPTEMBER	CI	$ 122,269	$ 106,203	$ 130,397	$ 159,282	$ 134,643
	CO	$ 116,457	$ 101,155	$ 129,211	$ 171,128	$ 130,548
OCTOBER	CI	$ 113,607	$ 117,141	$ 139,434	$ 118,735	$ 150,823
	CO	$ 108,207	$ 111,573	$ 137,829	$ 114,644	$ 147,413
NOVEMBER	CI	$ 99,709	$ 101,840	$ 140,410	$ 149,989	$ 143,734
	CO	$ 95,225	$ 96,999	$ 138,036	$ 142,981	$ 139,666
DECEMBER	CI	$ 129,469	$ 114,828	$ 149,569	$ 148,666	$ 139,540
	CO	$ 128,889	$ 113,443	$ 148,889	$ 141,478	$ 135,911
TOTAL RECEIPTS		$ 2,710,397	$ 2,607,323	$ 3,088,815	$ 3,772,058	$ 3,431,364
% Change		83.76%	-3.80%	18.47%	22.12%	-9.03%

CITY OF GARDEN CITY, KANSAS
.15 SALES TAX RECEIPTS

MONTH RECEIVED	2022	2023
JANUARY		$ 113,537
FEBRUARY		$ 128,378
MARCH		$ 111,185
APRIL		$ 101,915
MAY		$ 131,348
JUNE	$ 125,872	$ 117,497
JULY	$ 108,467	$ 114,417
AUGUST	$ 124,528	$ 121,461
SEPTEMBER	$ 114,285	$ 107,606
OCTOBER	$ 93,730	$ 119,362
NOVEMBER	$ 116,345	$ 113,780
DECEMBER	$ 116,680	$ 110,824
TOTAL RECEIPTS	$ 799,907	$ 1,391,310

CITY OF GARDEN CITY, KANSAS
ANALYSIS OF SALES TAX RECEIPTS
FULL COLLECTION BASIS

ANALYSIS OF CITY-WIDE SALES TAX RECEIPTS

MONTH RECEIVED	2021	2022	2023
JANUARY	$ 596,509	$ 640,065	$ 765,537
FEBRUARY	$ 654,966	$ 788,126	$ 935,280
MARCH	$ 627,649	$ 631,570	$ 760,573
APRIL	$ 565,135	$ 626,920	$ 714,702
MAY	$ 681,567	$ 727,163	$ 880,175
JUNE	$ 657,566	$ 884,909	$ 820,964
JULY	$ 685,122	$ 773,419	$ 824,422
AUGUST	$ 632,671	$ 833,889	$ 870,533
SEPTEMBER	$ 686,045	$ 921,650	$ 776,081
OCTOBER	$ 642,323	$ 699,572	$ 856,211
NOVEMBER	$ 563,569	$ 815,060	$ 803,049
DECEMBER	$ 754,959	$ 815,874	$ 790,181
TOTAL RECEIPTS	$ 7,748,081	$ 9,158,214	$ 9,797,707

Amounts include Full Collection (includes City STAR portion - dedicated).

Current Breakdown
Sales Tax in Garden City and Expiration Dates

Taxing Entity	% of Tax	Expiration Dates
State of Kansas	6.5	% Change when Needed
Finney County-General	0.5	Continuous
Finney County-Special	0.25	10/1/2027
Finney County-Special	0.25	6/30/2037
Finney County-Special	0.3	3/31/2033
Garden City	0.5	Continuous
Garden City-Special	0.5	9/30/2025
Garden City-Special	0.15	3/31/2037
Total	**8.95**	

The City currently has four Community Improvement Districts that carry an additional 1% tax.

ANALYSIS OF CITY-WIDE SALES TAX RECEIPTS

MONTH RECEIVED	2022	2023
JANUARY	$ 640,065	$ 665,684
FEBRUARY	$ 788,126	$ 735,542
MARCH	$ 631,570	$ 661,368
APRIL	$ 626,920	$ 592,420
MAY	$ 727,163	$ 765,370
JUNE	$ 749,400	$ 690,456
JULY	$ 652,941	$ 679,201
AUGUST	$ 701,907	$ 711,936
SEPTEMBER	$ 646,904	$ 641,621
OCTOBER	$ 577,619	$ 699,621
NOVEMBER	$ 682,330	$ 661,283
DECEMBER	$ 684,862	$ 649,121
TOTAL RECEIPTS	$ 8,109,805	$ 8,153,624

ANALYSIS OF COUNTY-WIDE SALES TAX RECEIPTS

MONTH RECEIVED	2022	2023
JANUARY	$ 382,914	$ 396,394
FEBRUARY	$ 459,070	$ 358,637
MARCH	$ 372,085	$ 398,920
APRIL	$ 371,237	$ 331,446
MAY	$ 452,363	$ 462,759
JUNE	$ 405,973	$ 369,590
JULY	$ 367,080	$ 368,825
AUGUST	$ 408,789	$ 378,761
SEPTEMBER	$ 252,369	$ 345,634
OCTOBER	$ 327,539	$ 373,194
NOVEMBER	$ 398,510	$ 361,868
DECEMBER	$ 393,418	$ 352,334
TOTAL RECEIPTS	$ 4,591,345	$ 4,498,363

ANALYSIS OF COUNTY .30 SALES TAX RECEIPTS

MONTH RECEIVED		2022	2023
JANUARY	CI	$ 133,927	$ 140,015
	CO	$ 127,295	$ 129,717
FEBRUARY	CI	$ 362,806	$ 164,801
	CO	$ 341,655	$ 165,290
MARCH	CI	$ 125,534	$ 139,125
	CO	$ 118,216	$ 129,518
APRIL	CI	$ 131,563	$ 129,542
	CO	$ 123,893	$ 125,033
MAY	CI	$ 155,074	$ 163,281
	CO	$ 146,034	$ 152,007
JUNE	CI	$ 145,231	$ 141,953
	CO	$ 139,862	$ 135,748
JULY	CI	$ 135,726	$ 145,261
	CO	$ 130,847	$ 140,976
AUGUST	CI	$ 157,786	$ 155,211
	CO	$ 149,708	$ 151,606
SEPTEMBER	CI	$ 159,282	$ 134,643
	CO	$ 171,128	$ 130,548
OCTOBER	CI	$ 118,735	$ 150,823
	CO	$ 114,644	$ 147,413
NOVEMBER	CI	$ 149,989	$ 143,734
	CO	$ 142,981	$ 139,666
DECEMBER	CI	$ 148,666	$ 139,540
	CO	$ 141,478	$ 135,911
TOTAL RECEIPTS		$ 3,772,058	$ 3,431,364

ANALYSIS OF CITY .15 SALES TAX RECEIPTS

MONTH RECEIVED	2022	2023
JANUARY	$ -	$ 113,537
FEBRUARY	$ -	$ 128,378
MARCH	$ -	$ 111,185
APRIL	$ -	$ 101,915
MAY	$ -	$ 131,348
JUNE	$ 125,872	$ 117,497
JULY	$ 108,467	$ 114,417
AUGUST	$ 124,528	$ 121,461
SEPTEMBER	$ 114,285	$ 107,606
OCTOBER	$ 93,730	$ 119,362
NOVEMBER	$ 116,345	$ 113,780
DECEMBER	$ 116,680	$ 110,824
TOTAL RECEIPTS	$ 799,907	$ 1,391,310

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn Hurtado, City Clerk
DATE: January 2, 2024
RE: 01-02-2024 Meetings of Note

ISSUE:

- January 2, 2024 - Reorganization of the Governing Body at the regularly scheduled Commission meeting beginning at 11:00 a.m.
- January 17, 2024 - Garden City Area Chamber of Commerce Breakfast at the Clarion Inn at 7:10 a.m.
- January 18, 2024 - Finney County Economic Development Corporation Regular Board Meeting at Garden City Community College Endowment Room at 10:30 a.m.
- January 18, 2024 - Finney County Economic Development Corporation 2023 Annual Meeting at Garden City Community College Endowment Room at 11:30 a.m.
- January 30, 2024 - Town Hall Meeting at the City Administrative Center - Commission Chambers at 7:00 p.m.
- February 5, 2024 - Southwest Kansas Chambers Night Out in Topeka at the Beacon from 4:00 - 7:00 p.m.
- February 15, 2024 - City Commission training with Mike Conduff at the City Administrative Center from 8:30 a.m. - 1:30 p.m.
- March 8, 2024 - Governing Body Goal Setting Retreat at the Finnup Center from 8:30 a.m. - 5:00 p.m.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: January 2, 2024
RE: Environmental Nuisance Resolution at 2104 N. 3rd Street

ISSUE:

The Governing Body is asked to consider and approve an Environmental Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of nuisance conditions from the property listed below in the City pursuant to Section 38-139 of the Code of Ordinances of the City of Garden City, Kansas (2104 N. 3rd Street - Indoor appliances, mattresses, and other misc. items located outside of the property).

BACKGROUND:

The Governing Body of the City of Garden City has declared it unlawful for any person to maintain nuisance conditions on private property within the City of Garden City. It has been determined that the residence located at 2104 N. 3rd Street has an environmental nuisance condition on the property and is in violation of the City's Environmental Codes. There is indoor appliances, mattresses, and other misc. items located outside of the property.

Staff has visited the property on many occasions. The property owner and the residents have been notified by two order of violations sent November 28, 2023, and December 15, 2023. The property owner and the residents were unable to be reached and no contact was attempted by the property owners according to Section 38-137 of the Environmental Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body. The attached resolution will allow staff to mitigate the environmental nuisance on this property.

ALTERNATIVES:

1. The Governing Body may approve the attached resolution.
2. The Governing Body may not approve the attached resolution.

RECOMMENDATION:

Staff recommends the Governing Body approve the attached resolution.

FISCAL NOTE:

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

ATTACHMENTS:

Description	Upload Date	Type
Enironmental Resolution - 2104 Third Street	12/28/2023	Backup Material

(Published in <u>The Garden City Telegram</u> on the _____ day of _____, 2024)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE REMOVAL OF NUISANCE CONDITIONS FROM THE PROPERTY LISTED BELOW IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-139 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS. (2104 N. 3rd Street)

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

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

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

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

2104 N. 3rd Street -*Environmental Yard- Indoor appliances, mattresses, and other misc. items located outside of the property.*

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

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 2nd day of January 2024.

_____
MAYOR

ATTEST:

_____
Celyn N. Hurtado, CITY CLERK

2104 N. 3rd Street

2104 N. 3rd Street

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GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: January 2, 2024
RE: Environmental Nuisance Resolution at 2109 Dennison Street

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ISSUE:

The Governing Body is asked to consider and approve an Environmental Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of nuisance conditions from the property listed below in the City pursuant to Section 38-139 of the Code of Ordinances of the City of Garden City, Kansas (2109 Dennison Street - Boxes and other misc. items located outside of the property).

BACKGROUND:

The Governing Body of the City of Garden City has declared it unlawful for any person to maintain nuisance conditions on private property within the City of Garden City. It has been determined that the residence located at 2109 Dennison Street has an environmental nuisance condition on the property and is in violation of the City's Environmental Codes. There is boxes and other misc. items located outside of the property.

Staff has visited the property on many occasions. The property owner and the residents have been notified by two order of violations sent November 21, 2023, and December 8, 2023. The property owner and the residents were unable to be reached and no contact was attempted by the property owners according to Section 38-137 of the Environmental Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body. The attached resolution will allow staff to mitigate the environmental nuisance on this property.

ALTERNATIVES:

1. The Governing Body may approve the attached resolution.
2. The Governing Body may not approve the attached resolution.

RECOMMENDATION:

Staff recommends the Governing Body approve the attached resolution.

FISCAL NOTE:

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

ATTACHMENTS:

Description	Upload Date	Type
Environmental Resolution - 2109 Dennison	12/28/2023	Backup Material

(Published in <u>The Garden City Telegram</u> on the _____ day of _____, 2024)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE REMOVAL OF NUISANCE CONDITIONS FROM THE PROPERTY LISTED BELOW IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-139 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS. (2109 Dennison Street)

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

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

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

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

2109 Dennison Street -*Environmental Yard- Boxes and other misc. items located outside of the property.*

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

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 2nd day of January 2024.

_____
MAYOR

ATTEST:

_____
Celyn N. Hurtado, CITY CLERK

2109 N. Dennison Street

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: January 2, 2024
RE: Motor Vehicle Nuisance at 601 E. Hazel Street

ISSUE:

The Governing Body is asked to consider and approve a Motor Vehicle Nuisance Resolution.

1. Resolution No. _____-2024, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas (601 E. Hazel Street - White Vehicle).

BACKGROUND:

The Governing Body of the City of Garden City has declared it unlawful for any person to maintain nuisance conditions on private property within the City of Garden City. It has been determined that the residence located at 601 E. Hazel Street has an environmental nuisance condition on the property and is in violation of the City's Environmental Codes. There is one inoperable vehicle located on the property.

Staff has visited the property on many occasions. The property owner and the residents have been notified by two order of violations sent November 21, 2023, and December 8, 2023. The property owner and the residents were unable to be reached and no contact was attempted by the property owners according to Section 38-137 of the Environmental Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body. The black vehicle is tagged and not inoperable. The attached resolution will allow staff to mitigate the environmental nuisance on this property.

ALTERNATIVES:

1. The Governing Body may approve the attached resolution.
2. The Governing Body may not approve the attached resolution.

RECOMMENDATION:

Staff recommends the Governing Body approve the attached resolution.

FISCAL NOTE:

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

ATTACHMENTS:

Description	Upload Date	Type

Vehicle Resolution - 601 Hazel	12/28/2023	Backup Material
Vehicle Photo - 601 Hazel	12/27/2023	Backup Material

(Published in The Garden City Telegram on the _____and _____, 2024)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE REMOVAL OF MOTOR VEHICLE NUISANCES FROM CERTAIN PROPERTIES IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-63 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS. (601 E. Hazel Street)

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

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

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

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

601 E. Hazel Street - *Inoperable and/or unregistered vehicle- White Vehicle*

SECTION 2. Within a 12-month period of the date of the order issued under the authority of section 38-62, should the city or a person abate the described nuisance condition by removal of the motor vehicle, and then the motor vehicle is returned to the same premises resulting in the same nuisance condition, the city may proceed to abate the nuisance condition pursuant to Section 38-63, without the issuance of a new resolution or order.

SECTION 3. The abatement costs incurred by the City shall be charged against the lots or parcels of ground on which the motor vehicle nuisance is located.

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 2nd day of January 2024.

_____

MAYOR

ATTEST:

_____

Celyn N. Hurtado, CITY CLERK

601 E. Hazel Street

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: January 2, 2024
RE: Airport Restaurant Lease and Operations Agreement - Alysia and Emmanuel Guzman

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ISSUE:

The Governing Body is asked to consider and approve the Lease and Operations Agreement between the City of Garden City and Alysia and Emmanuel Guzman for lease of space and operation of a restaurant located at the Garden City Regional Airport.

BACKGROUND:

Alysia and Emmanuel Guzman (tenant) desire to lease space located in the Garden City Regional Airport terminal for the purpose of operating a restaurant. The City and tenant desire to enter into the agreement setting forth the terms and conditions within the attached Lease and Operations Agreement.

The parties acknowledge and agree that the restaurant operated by tenant shall be known as Provecho MexKan BBQ - Flight Deck Restaurant. The term of the agreement shall be year-to-year, with the term to begin on February 1, 2024. The agreement shall automatically renew each year unless either party gives written notice to terminate the agreement. The hours of operation will be from 11:00 am to 8:00 pm Tuesday through Friday and 9:00 am to 9:00 pm Saturday and Sunday.

The Airport Advisory Board reviewed the lease during the December 14, 2023 meeting.

ALTERNATIVES:

1. The Governing Body may approve the Lease and Operations Agreement between the City of Garden City and Alysia and Emmanuel Guzman for lease of space and operation of a restaurant located at the Garden City Regional Airport.
2. The Governing Body may not approve the Lease and Operations Agreement between the City of Garden City and Alysia and Emmanuel Guzman for lease of space and operation of a restaurant located at the Garden City Regional Airport.
3. The Governing Body guidance to staff.

RECOMMENDATION:

Staff and the Airport Advisory Board recommend the Governing Body approve the Lease and Operations Agreement between the City of Garden City and Alysia and Emmanuel Guzman for lease of space and operation of a restaurant located at the Garden City Regional Airport.

FISCAL NOTE:

The annual rent is allocated to the airport budget fund 5616100-3145. Rent will be $2,000 per month with the first payment due July 2024. Tenant will have free rent from February 1, 2024 - June 30, 2024.

ATTACHMENTS:

Description	Upload Date	Type
Alysia and Emmanuel Guzman Restaurant Lease and Operations Agreement	12/27/2023	Backup Material

LEASE AND OPERATIONS AGREEMENT

THIS LEASE AND OPERATIONS AGREEMENT ("Agreement") is made this 2nd day of January, 2024, between the CITY OF GARDEN CITY, KANSAS, a municipal corporation ("City"), and ALYSIA AND EMMANUEL GUZMAN ("Tenant").

WITNESSETH:

WHEREAS, City is the owner of improved real property located at the Garden City Regional Airport ("GCRA"), Garden City, Finney County, Kansas; and

WHEREAS, Tenant desires to lease from City space in the GCRA, for the purpose of operating a restaurant; and

WHEREAS, City and Tenant desire to enter into this Agreement, setting forth the terms and conditions of the agreement between the parties for lease of space and operation of a restaurant.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. **PREMISES.** City does hereby grant, lease, and rent to Tenant for its exclusive use and occupancy as a restaurant and food preparation kitchen, that portion of the terminal facility situated at the GCRA designed as the Flight Deck Restaurant, as more particularly detailed as the highlighted area in Exhibit A, attached hereto and incorporated herein, to be known hereafter as the Leased Premises. The parties acknowledge and agree that the restaurant operated by Tenant shall be known as Provecho MexKan BBQ – Flight Deck Restaurant or Flight Deck Restaurant ("Restaurant or Leased Premises").

2. **TERM/TERMINATION.** The term of this Agreement shall be year-to-year, with the term to begin on February 1, 2024, and end on January 31, 2025. This Agreement shall automatically renew each year, unless either party gives the other party written notice of intent to terminate this Agreement not less than ninety (90) days prior to the end of the then current term.

The parties acknowledge that the Restaurant at the GCRA has been known as the Flight Deck Restaurant since the City began operation of the Restaurant. At the time of termination of this Agreement, whether by mutual agreement of the parties or otherwise, City shall have the right to use the name Flight Deck Restaurant in the continued operation of the Restaurant at the GCRA.

3. **RENT.** Tenant agrees to pay as rent for the Leased Premises the sum of Two Thousand Dollars ($2,000) per month, on or before the 10th day of each month, with the first payment due July 10, 2024. If Tenant fails to pay rent on or before the 10th of each month, a late fee of 5% of the monthly rent shall be assessed by City and due from Tenant. All payments shall be made payable to the City of Garden City, Kansas – GCRA.

Rent will be free from February 1, 2024 through June 30, 2024. Rent can be renegotiated and an amendment to this lease if Tenant can provide verification that Two Thousand Dollars ($2,000) per month is not sustainable.

4. **CONDITION OF PREMISES.** Tenant has examined and knows the condition of the Leased Premises, as well as all equipment is brand new. Said equipment is more fully described in Exhibit B, attached hereto and incorporated herein. Tenant is responsible for maintaining Leased Premises and equipment in excellent condition. Tenant is responsible for replacing any damaged equipment.

5. **USE OF PREMISES.** Tenant intends to use the Leased Premises for the operation of the Restaurant. Lease of the Leased Premises by City to Tenant is expressly conditioned upon the requirement that Tenant maintain a Restaurant open to the public.

6. **HOURS OF OPERATION.** Tenant agrees to operate the Restaurant, open to the public, from 11:00 a.m. to 8:00 p.m. Tuesday through Friday, and 9:00 a.m. to 9:00 p.m. Saturday and Sunday. Tenant shall have the option to operate the Restaurant for hours in excess of the hours set forth herein.

7. **TAXES.** Tenant shall be responsible for payment of all taxes and assessments levied against personal property owned by Tenant and located on the Leased Premises. The parties acknowledge that the Leased Premises is exempt from ad valorum taxes at the present time as owned by City; however, the parties agree that should City be compelled at a later date to pay ad valorum taxes on the Leased Premises, that such taxes shall be assessed to and paid by Tenant on a pro-rata basis as determined by the square footage leased by Tenant compared to the total square footage of the real property subject to ad valorum taxes.

8. **MAINTENANCE.** City shall be responsible for all necessary repairs to the basic structure of Leased Premises. City owns the equipment in the Restaurant; however, Tenant is responsible for the maintenance of all equipment. Tenant is responsible for damage to the Leased Premises or equipment caused by Tenant. Tenant shall replace damaged equipment. City shall not provide janitorial services or janitorial supplies.

9. **DUTIES AND RESPONSIBILITIES OF TENANT.** Tenant shall not be permitted to terminate its restaurant business during the term of this Agreement without written permission of City. Termination of restaurant business activity by Tenant shall be deemed to be a default and breach of this Agreement, in spite of the fact that Tenant may continue to make rent payments hereunder, and City shall have the right, without notice, to immediately terminate this Agreement if such period of termination exceeds thirty (30) days.

Tenant further agrees to the following terms and conditions in the operation of its Restaurant. Tenant shall:

a) Store all trash and refuse in appropriate containers within the Leased Premises and to attend to the daily disposal thereof in the manner and place designated by City. Tenant shall not burn any trash or rubbish in or from the Leased Premises or anywhere else within the confines of the GCRA, nor shall Tenant operate a garbage grinder without City's prior written consent. Tenant will not dispose of any hazardous waste material on the Leased Premises or use the Leased Premises in any manner which would be in violation of state or federal environmental laws.

b) Not erect or maintain, nor permit to be erected or maintained, on the Leased Premises, any signs, advertisements, notices, or other lettering, without obtaining in advance the prior written consent and approval of the GCRA Director of Aviation.

c) Maintain the Leased Premises in a clean, safe, and sanitary condition and free of insects, rodents, vermin, and other pests. City agrees to have the Leased Premises serviced by a pest exterminator at such intervals as City may reasonably require, and City will be financially responsible for paying for these services.

d) Receive and deliver goods and merchandise only in the manner and in such areas as may be designated by City.

e) Not perform any act or carry out any practice which may injure the Leased Premises or any part of the GCRA, or cause any offensive odors or loud noise, or constitute a nuisance to any other tenant, airline passengers, or the general public in the airport terminal.

f) Conform to and comply with any and all laws, rules, regulations and operating standards which have been or which may be hereafter adopted by any governmental authority having jurisdiction, including City, and the GCRA Director of Aviation. Tenant further agrees to procure and maintain all permits and licenses, pay all charges, fees and taxes, and give all notices required by law.

g) Not use the plumbing facilities for any other purpose than that for which they are constructed, and no foreign substance of any kind shall be thrown therein. The expense of any breakage, stoppage, or damage to plumbing facilities or the sewer system, shall be borne by Tenant, if Tenant, or its employees, agents or invitees shall have caused such problems.

h) Keep the Leased Premises in such condition and repair so as to enable it to pass any City, Finney County, or State of Kansas health or restaurant inspection. If Tenant fails to run the Restaurant in a commercially reasonable and safe manner so as to fail an inspection two (2) or more times within a twelve (12) month period, City shall have the right to immediately declare this Agreement terminated by furnishing thirty (30) days written notice to Tenant.

i) Require management and employees to work in proper attire and with good hygiene. Tenant's employees shall be clean, courteous, efficient and neat in appearance. Tenant shall not employ any person or persons in or about the Leased Premises who shall use improper language or act in a loud or boisterous or otherwise improper manner.

j) Operate the public restaurant under the name, Flight Deck Restaurant, or Provecho MexKan BBQ – Flight Deck Restaurant.

k) Be responsible for all expenses, including, but not limited to, supplies, food preparation and delivery, and personnel, associated with the operation of Tenant's Restaurant.

l) Purchase any additional equipment or appliances required by Tenant in the operation of Tenant's business.

m) Maintain a competitively priced menu in the Restaurant.

n) To conform and comply with Airport Security Program regulations including, but not limited to access control in compliance with 49 CFR 1542, security threat assessment (STA), badging, escort procedures, accountability, challenging and reporting procedures. Regulations include tenants, aircraft owners and those who access the hangar. Tenant will be responsible for security violations.

o) Federal Aviation Administration (FAA) 49 CFR Parts 23 and 26 requires an annual report of the gross receipts for the restaurant. The annual report must cover the federal calendar year of October – September. The annual report is due to Airport Administration by December 1st of each year to ensure compliance with the Airport Concessions Disadvantage Business Enterprise (ACDBE) Program.

10. **CASUALTY INSURANCE.** City agrees to keep the structure where the Leased Premises is located insured against loss or damage for fire or other casualties. City shall not insure any property owned by Tenant, and Tenant shall not be a loss payee on any insurance policy maintained by City.

11. **INDEMNIFICATION.** Tenant shall keep, protect and save harmless City from any loss, cost, claim, judgment or expense of any sort or nature, and from any liability to any person, on account of any injury, damage or death to any person or property arising out of any use of the Leased Premises by Tenant, its agents, or employees.

12. **INSURANCE.** Tenant agrees to procure and maintain a comprehensive liability insurance policy covering bodily injury and property damage in an amount not less than One Million Dollars ($1,000,000.00) per person and One Million Dollars ($1,000,000.00) per occurrence, with City named as an additional loss payee/insured. Tenant shall also maintain workers compensation insurance for its employees and agents as required by Kansas law. Tenant acknowledges and agrees that it, its agents, or employees are not employees of City. Tenant shall annually provide proof of required insurance to City.

13. **ALTERATIONS.** Tenant shall not make any material or substantial alterations or additions to the Leased Premises without the prior written consent of City. All fixtures, additions or improvements in or upon the Leased Premises, made by either party, shall become the property of City and shall remain upon, and be surrendered with, the Leased Premises as a part thereof, at the expiration or sooner termination of this Agreement. City may share in the expense of any remodeling or alteration of the Leased Premises required by the intended use of the Leased Premises by Tenant, subject to approval of any required expenditure of public funds, by the Governing Body of City.

14. **LIENS AND ENCUMBRANCES.** Tenant agrees at all times to keep the Leased Premises free from liens and encumbrances of whatever kind or nature arising from, or predicated upon, materials furnished or work or labor performed upon the Leased Premises at Tenant's request.

15. **UTILITIES.** City shall furnish all utilities used on the Leased Premises, to include gas, electricity, and water, with the exception that Tenant shall be responsible for all charges for cable TV, telephone service, or internet service.

16. **DAMAGE BY FIRE OR OTHER CASUALTY.** Tenant shall use every precaution against fire and shall, in case of fire or other casualty for which Tenant is not under an obligation to repair, immediately notify City, who shall, unless the Leased Premises be so damaged that City shall decide not to repair or rebuild, thereupon cause the damage to be promptly repaired. If the Leased Premises are so destroyed or damaged so that City decides not to repair or rebuild, either temporarily or permanently, then the term of this Agreement shall cease as of the date upon which the casualty occurred, with no further obligation of either party hereunder to recognize this Agreement.

17. **CONSTRUCTION PROJECTS.** Tenant acknowledges that from time-to-time construction projects for improvement of GCRA shall be commenced which may interfere with the operation of Tenant's business. City agrees to take all available steps to minimize inconvenience and loss of business to Tenant.

18. **RIGHT TO INSPECT.** City hereby reserves, and Tenant hereby accords to City, the right, personally or through any representative of City's choice, to enter upon and to inspect the Leased Premises, at any and all reasonable times.

19. **DEFAULT.** This Agreement is made upon the express condition that if Tenant fails to pay the rent specified in paragraph 3 above, after the same shall become due and such failure shall continue for a period of thirty (30) days after written notice thereof from City to Tenant, or if Tenant fails or neglects to perform or observe any of Tenant's other obligations hereunder and such failure and neglect shall continue for thirty (30) days after written notice to Tenant from City, City at any time thereafter, by written notice to Tenant, may lawfully declare the termination of this Agreement and re-enter the Leased Premises or any part thereof. City shall have the right to remove, at Tenant's expense, any of Tenant's property left remaining in or upon the Leased Premises. City shall have the right to pursue all available remedies allowed by law, should Tenant be in default.

20. **TENANT HOLDING OVER.** In the event that Tenant shall remain in the Leased Premises after the expiration of the term of this Agreement, such holding over shall not constitute a renewal or extension of this Agreement. City may, at its option, elect to treat Tenant as one who has not been removed at the end of term,

and thereupon be entitled to all the remedies against Tenant provided by law in that situation. In the alternative, City may elect, at its option, to construe such holding over as a tenancy from month-to-month, subject to all the terms and conditions of this Agreement, except as to duration thereof, and in that event, Tenant shall pay rent at the rate provided herein as effective during the last month of the Agreement.

21. **SURRENDER AND TERMINATION.** Subject to the holding over period provided in paragraph 20 above, upon expiration of this Agreement for any reason, whether by reason of expiration of the term hereof or cancellation for default or otherwise, Tenant shall, and hereby covenants and agrees to peacefully surrender and deliver up possession of the Leased Premises to City, including all City owned equipment set forth on Exhibit B, in as good condition or repair as the same were at the inception of this Agreement, reasonable depreciation and damages from the elements excepted, including, but not limited to, the obligation to repair any and all damages caused by Tenant during the term hereof.

22. **ASSIGNMENT OR SUBLEASE.** Tenant shall not assign or sublet the Leased Premises, in whole or in part, without the prior written consent of City.

23. **NONDISCRIMINATION.**

a) Tenant, as part of the consideration hereof, for itself, its personal representatives, successors in interest, and assigns, does hereby covenant and agree, as a covenant running with the land: (1) that no person on the grounds of race, color, religion, sex, or national origin, shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination by Tenant, in the use of the Leased Premises hereunder, (2) that in the construction of any improvements on, over, or under such Leased Premises, and the furnishing of services thereon, no person on the grounds of race, color, religion, sex, or national origin, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, and (3) that Tenant shall use the Leased Premises hereunder in compliance with all other applicable requirements imposed by Title 49 Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964, as said regulations may apply or be amended from time to time.

b) In the event that Tenant should breach any of the above nondiscrimination covenants, City shall have the right to terminate this Agreement and re-enter and repossess the Leased Premises, and hold the same as if this Agreement had never been made or issued.

c) This Agreement shall be subordinate to the provisions of any existing and future agreements between City and the United States of America, the State of Kansas, or their boards, agencies, or commissions, relative to the operation or maintenance of the GCRA, the execution of which has been or will be required as a condition to the expenditure of federal, state, or city funds or the issuance of bonds for the development of the GCRA.

24. **ACCESSIBILITY FOR HANDICAPPED.**

a) City shall be responsible for maintaining the GCRA facilities and services in a manner which complies with obligations under 14 CFR, Part 382, Nondiscrimination on the Basis of Handicap in Air Travel, under the Uniform Federal Accessibility Standards (UFAS), or substantially equivalent standards; under 49 CFR, Part 27, Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance; and under 42 U.S.C.S. §§12101, *et seq.,* The Americans with Disability Act of 1990, or a substantially equivalent standard.

b) All the GCRA terminal facilities designed, constructed, or altered shall be accessible to handicapped persons. City shall be responsible for the cost of all alterations or improvements necessary to meet the requirements of the statutes and regulations cited above and other relevant Federal, State, or local laws, statutes and ordinances that relate to handicapped accessibility standards.

25. **OBSTRUCTIONS.** City reserves the right to take any action it may deem necessary to protect aerial approaches of the GCRA against obstructions, together with the right to prevent Tenant from erecting, or permitting to be erected, any building or any other structure on the Leased Premises which, in the opinion of City, will limit the usefulness of the GCRA or constitute a hazard to the safe operation of the GCRA facilities. Tenant, and its successors and assigns will complete a Federal Aviation Administration (FAA) Form 7460-1, Notice of Proposed Construction or Alteration, and receive a favorable determination from the FAA prior to any construction on the GCRA which it may desire to undertake, and for which it has received City's prior written approval.

26. **NONDISCRIMINATION IN EMPLOYMENT OPPORTUNITIES.** Tenant assures that it will comply with pertinent federal and state 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 discriminated against in any employment opportunity with Tenant.

27. **ALCOHOLIC BEVERAGES.** City grants consent to Tenant to sell and allow consumption of alcoholic beverages in the Leased Premises, as may be lawfully allowed by City ordinance or state statute. Tenant shall be responsible for obtaining any licenses required to sell and allow consumption of alcoholic beverages.

28. **EMERGENCY/DISASTER.** Should a local, state or federal emergency or disaster occur or be declared, requiring use of the GCRA by Kansas Department of Emergency Management, or any similar federal agency, Tenant shall cooperate with, and follow all directives of, City for the use of the Leased Premises during the period of the emergency or disaster. This agreement shall be subordinate to any such use and the parties agree that any term herein which is precluded by such use shall not place either party in breach or default so long as such terms are complied with upon the conclusion of such use.

29. **JOINT/SEVERAL LIABILITY.** Alysia and Emmanuel Guzman shall be jointly and severally liable for all obligations and responsibilities of Tenant under this Agreement.

30. **PRIOR AGREEMENTS.** This Agreement shall supersede and replace all previous agreements for lease of the Leased Premises, whether by Tenant, or any other individual or entity.

31. **GENERAL COVENANTS.**

a) All notices required or which may be given hereunder shall be considered as properly given if delivered in writing, personally, or sent by certified mail, postage prepaid, addressed as follows:

(1) If to City: GCRA Director of Aviation
City of Garden City
2225 South Air Service Road, Suite 112
Garden City, Kansas 67846
Telephone: (620) 276-1160

(2) If to Tenant: Alysia & Emmanuel Guzman
202 E. Frontview Street
Dodge City, Kansas 67801
Telephone: (620) 255-9134

Notices served by mail shall be deemed to be given on the date on which such notice is deposited in the United States mail.

b) This instrument incorporates all of the obligations, agreements and understandings of the parties hereto and there are no oral agreements or understandings between the parties hereto concerning the property covered by this Lease Agreement.

c) This Agreement may be amended, changed, or modified, only upon the written consent of all the parties.

d) This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, and personal representatives and permitted assigns.

e) This Agreement shall be construed in accordance with the laws of the State of Kansas.

f) The Parties also agree that the venue of any action to enforce the provisions of this Agreement, or any document executed in connection with this Agreement, shall be in Finney County District Court.

IN WITNESS WHEREOF, the parties have entered into this Agreement the day and year first above written, in multi-part, each of which shall constitute an original.

CITY OF GARDEN CITY, KANSAS

By_____
_____, Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

TENANT

_____
ALYSIA GUZMAN

_____
EMMANUEL GUZMAN

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GARDEN CITY
KANSAS

MEMORANDUM

TO:	Governing Body
THRU:	Matthew C. Allen, City Manager
FROM:	Staff
DATE:	January 2, 2024
RE:	Request for direction regarding the renewal of the 1/2-cent City sales tax expiring September 30, 2025

ISSUE:

The Governing Body is asked to consider options regarding the renewal or discontinuation of the 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements expiring September 30, 2025.

BACKGROUND:

In April 2013, Garden City voters reauthorized, by a 83.3%-16.7% margin, a 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements for a ten year period (October 1, 2015 - September 30, 2025). This was the third 10-year reauthorization for a sales tax initially approved by voters in the 1990s following a year of severe winter conditions that caused significant damage to roads.

As the sales tax generation of the community has grown, this tax increment along with the unobligated 1/2-cent City sales tax and the City's portion of County sales tax are the largest source of revenue to the City General Fund. Growth in sales tax revenue has stabilized the property tax mill levy and covered the majority of the impact of community growth and inflation on General Fund expenses. Based on information provided in the most recent City audit completed by Lewis, Hooper & Dick, LLC, between the 10-year period of 2013-2022, the City of Garden City mill levy has decreased from 38.98 to 38.51. In that same time frame, the City of Garden City has seen a rise in overall City valuation of over 50% ($198M to $308M) meaning a mill generates more revenue by a proportionate amount. The increase in overall valuation should not be interpreted to be an average increase of 50% in the value of each property in the City. In approximately the same time period the corporate limits of City of Garden City has grown by 28% (about 2.5 square miles) and there has been considerable value added via new construction.

There are several revenue sources to the General Fund and while each dollar isn't earmarked for each expense in the General Fund, it is fair to characterize that ad valorem property taxes and sales taxes are used for Police, Fire, Lee Richardson Zoo, Parks Maintenance, Street Maintenance and some parks and street projects. Budgets in all of these areas has grown, but some more than others because the physical growth of the community caused a corresponding need for growth in personnel and equipment. For instance, the combined number of authorized Police and Fire personnel to accommodate that growth grew from 111 to 140 (26% growth). Had the 1/2-cent sales tax 1) not been in place, and 2) not grown at a pace well exceeding natural inflation of goods consumed, the community would be underserved in these services instead of

receiving a higher levels of these services in relation to comparable Kansas communities.

If the Commission elects not to pursue reauthorization (or if a ballot issue to reauthorize were unsuccessful) and no adjustments were made to expenses, the absence of this 1/2-cent sales tax, which generated approximately $4,640,000 in 2023, would have to have been offset by 16.6 mills. If the lack of revenue would be made by only reducing expenses, that level of expense cutting would trigger a sizeable reduction in work force for those General Fund departments not funded by non-General Fund sources. More specifically, this could only be accomplished by reducing the number of authorized police and fire positions to below 2013 staffing levels, cause at least a partial closure of Lee Richardson Zoo, and reduce parks and street maintenance staff and services.

The voters of the community have consistently voted in favor of sales tax ballot issues at the City and County level and the feedback from the public during information meetings suggests there are two reasons; 1) it's preferred over property tax, and 2) it's estimated that at least 50% is paid by out of county shoppers.

If the City Commission wishes to pursue reauthorization of this 1/2-cent sales tax, there are four options with respect to timing:

1. April 2, 2024 Special Election - This would appear at the moment to be a single issue ballot. The City would therefore be responsible for the cost of the election, which is estimated to be $30,000. The results of the election would be known before the publication of the City Commission's 2025 budget deliberations.
2. August 6, 2024 ballot issue on the Scheduled Primary Election - The City would have a minimal cost associated with adding a sales tax question to this ballot (estimated to be less than $1,000). The City Commission will have gone through preliminary 2025 Budget meetings and considered a Revenue Neutral Rate Resolution, but will not have yet considered adoption of a final 2025 Budget.
3. November 5, 2024 General Election - The City would not have a cost associated with adding a sales tax question to this ballot. The City will have adopted a 2025 Budget prior to this date.
4. April 1, 2025 Special Election - This would appear at the moment to be a single issue ballot. Again, the City would therefore be responsible for the cost of the election, which is estimated to be $30,000. This would be the last date to approve a reauthorization that could continue without interruption the 1/2-cent sales tax currently levied.

In its consideration of the options above, the Governing Body will find that there are several variables to take into consideration; cost of the election, assumptions (or historical trends) on voter turnout, and the ability to adopt a 2025 budget with confidence in the revenue streams to the General Fund. Not all of those variables point to the same option, so the policy discussion for the Governing Body may start with identifying if there is consensus around prioritizing those variables and see if that points to an alternative or at least narrows the choices.

Finally, if the City Commission has a desire to pursue reauthorization, direction to staff regarding the amount (increment), purpose, and timing would be appropriate. The last three voter-approved renewals have been 1/2-cent sales taxes that sunset after 10 years with the special purpose to stabilize the City's ad valorem property tax levy and finance, construct, and maintain transportation improvements.

ALTERNATIVES:

1. The Governing Body may direct staff to prepare an Ordinance for an April 2, 2024 Special

Election to consider reauthorization of a 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements through September 30, 2035.

2. The Governing Body may direct staff to prepare an Ordinance for an August 6, 2024 ballot issue on the Primary Election to consider reauthorization of a 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements through September 30, 2035.
3. The Governing Body may direct staff to prepare and Ordinance for a November 5, 2024 ballot issue on the General Election to consider reauthorization of a 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements through September 30, 2035.
4. The Governing Body may direct staff to prepare and Ordinance for a April 1, 2025 Special Election to consider reauthorization of a 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements through September 30, 2035.
5. The Governing Body may approve one of the options above with a variation on the amount, purpose, and/or length of the sales tax.
6. The Governing Body may direct staff to not prepare an Ordinance seeking reauthorization of the 1/2-cent sales tax to stabilize the City's ad valorem property tax levy and finance construction and maintenance of transportation improvements set to expire September 30, 2025.

RECOMMENDATION:

Given the magnitude of the revenue stream to the City's General Fund, the articulated goals of the Commission, and community feedback regarding the preference of sales tax over property tax, staff recommends the Governing Body choose one of the alternatives that would direct staff to prepare an Ordinance seeking reauthorization of the 1/2-cent sales tax set to expire September 30, 2025.

FISCAL NOTE:

The 1/2-cent Sales Tax generated approximately $4,640,000 in General Fund revenue in 2023, representing 14.05% of total General Fund revenue.

GARDEN CITY
KANSAS

MEMORANDUM

TO:	Governing Body
THRU:	Matthew C. Allen, City Manager
FROM:	Derek Ramos, Assistant City Manager
DATE:	January 2, 2024
RE:	Title VI Plan - Nondiscrimination Agreement

ISSUE:
The Governing Body is asked to consider and approve the City of Garden City's Title VI Plan.

BACKGROUND:
The City of Garden City is required to implement a Title VI plan in accordance with federal regulations governing civil rights in public service delivery. Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 mandates that entities receiving federal financial assistance must not discriminate on the basis of race, color, national origin, sex, disability, age, or low-income status.

The Title VI plan serves as a systematic framework, ensuring the City's policies, procedures, and practices align with federal nondiscrimination requirements. It includes proactive measures to identify and rectify potential barriers or disparate impacts on individuals due to various factors. Implementing a Title VI plan is crucial for safeguarding the City's eligibility for federal funds and demonstrates its commitment to upholding the principles of equal access and nondiscrimination.

Furthermore, a Title VI plan allows the City of Garden City to address discrimination grievances or complaints promptly and transparently. It establishes a mechanism for individuals to voice concerns, seek resolution, and guarantees the accessibility of the City's programs and services to all residents, regardless of their background.

The City of Garden City collaborated with the Kansas Department of Transportation to create our Title VI plan, utilizing their template and framework to ensure compliance with federal mandates.

ALTERNATIVES:
1. The Governing Body may approve the Title VI Plan.
2. The Governing Body may deny the Title VI Plan
3. The Governing Body may give staff further direction.

RECOMMENDATION:
Staff recommends the Governing Body approve the Title VI Plan to adhere to federal regulations governing civil rights in public service delivery.

FISCAL NOTE:
None.

ATTACHMENTS:

Description	Upload Date	Type
Title VI Plan - Nondiscrimination Agreement	12/22/2023	Backup Material

Nondiscrimination Agreement
Population Under 100,000

Kansas Department of Transportation
And City of Garden City Policy Statement

The City of Garden City, hereinafter referred to as the "Recipient" assures that no person shall on the grounds of race, color, national origin, sex, disability, age or low-income status as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Recipient further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms "programs and activities" to include all programs or activities of federal aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not (Public Law 100259 [S.557] March 22, 1988).

In the event the Recipient distributes federal aid funds to a sub-recipient, the Recipient will include Title VI language in all written agreements and will monitor for compliance.

The Recipient's City Manager or designee, is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulations (CFR) 200 and 49 Code of Federal Regulation 21.

_____
Signature

City Manager_____
Title

XX/XX/XXXX_____
Date

Title VI Program
Organization and Staffing

Pursuant to 23 CFR 200, the City of Garden City has designated a Title VI Coordinator responsible for Attachment 1, which describes the hierarchy for the City of Garden City's Title VI Program, including an organization's chart illustrating the level and placement of Title VI responsibilities.

Assurances
49 CFR Part 21.7

The City of Garden City hereby gives assurances:

1. That no person shall on the grounds of race, color, national origin, sex, disability, age or low-income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally funded or not. Activities and programs that the recipient hereby agrees to carry out in compliance with Title VI and related statutes include but are not limited to:
    a. List all major programs and activities of the recipient and Title VI responsibilities for each. Include information in Attachment 2 to this Nondiscrimination Agreement.
2. That it will promptly take any measures necessary to effectuate this agreement.
3. That each program, activity, and facility (i.e., lands change to roadways, park and ride lots, etc.) as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be (concerning a program or activity) conducted, or will be (concerning a facility) operated in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this agreement.
4. That these assurances are given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the recipient by the Kansas Department of Transportation (KDOT) under the federally-funded program is binding on it, other recipients, subgrantees, contractors, sub-contractors, transferees, successors in interest and other participants. The person or persons whose signatures appear below are authorized to sign these assurances on behalf of the Recipient.
5. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all federally funded programs and, in all proposals for negotiated agreements.

    The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation

and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

6. That the Recipient shall insert the clauses of Appendix 1 of this Agreement in every contract subject to the Act and the Regulations.
7. That the Recipient shall insert the clauses of Appendix 2 of this Agreement, as a covenant running with the land, in any deed from the United States affect a transfer of real property, structures, or improvements thereon, or interest therein.
8. That the Recipient shall include the appropriate clauses outlined in Appendix 3 of the Agreement, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under a federal aid program; and (b) for the construction or use of or access to space on, over and under property acquired, or improved under a federal aid program.
9. The Recipient agrees that the United States has a right to seek judicial enforcement concerning any matter arising under the Act, the Regulations, and this agreement.

Implementation Procedures

This agreement shall serve as the recipient's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

1. Grants and loans of federal funds.
2. The grant or donation of federal property and interest in property.
3. The details of federal personnel.
4. The sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient.
5. Any federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The recipient shall:

1. Issue a policy statement, signed by the head of the recipient, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
2. Take affirmative action to correct any deficiencies found by KDOT or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The head of the recipient shall be held responsible for implementing Title VI requirements.

3. Designate a civil rights coordinator who has a responsible position in the organization and easy access to the head of the recipient. The civil rights coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
4. The civil rights coordinator shall adequately implement the civil rights requirements.
5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigations. Identify each complainant by race, color, national origin or sex, the nature of the complaint, the date the complaint was filed, the date the investigation was completed, the disposition, the date of the disposition, and other pertinent information. A copy of the complaint, together with a copy of the recipient's report of investigation, will be forwarded to KDOT's Office Civil Rights (OCR) within ten days of the date the recipient received the complaint.
6. Collect statistical data (race, color, national origin, sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the recipient.
7. Conduct Title VI reviews of the recipient and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures, and directives to include Title VI requirements.
8. Attend training programs on Title VI and related statutes conducted by KDOT Office of Civil Rights.

Discrimination Complaint Procedure

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973, and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the recipient. A representative may also file a complaint on behalf of such a person. All complaints will be referred to the recipient's Title VI Coordinator for review and action.
2. To have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:
    a. The date of an alleged act of discrimination; or
    b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

    In either case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason.
3. Complaints shall be in writing and signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. If a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the Title VI Coordinator shall interview the person. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the recipient's investigative procedures.

4. Within ten days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as KDOT or USDOT.
5. The recipient will advise KDOT within ten days of receipt of the allegations. Generally, the following information will be included in every notification to KDOT:
    a. Name, address, and phone number of the complainant.
    b. Name(s) and address(es) of alleged discriminating official(s).
    c. Basis of complaint (i.e., race, color, national origin, or sex)
    d. Date of alleged discriminatory act(s).
    e. Date of complaint received by the recipient.
    f. A statement of the complaint.

Sanctions

In the event the recipient fails or refuses to comply with the terms of this agreement, KDOT may take any or all of the following actions:

1. Cancel, terminate, or suspend this agreement in whole or in part.
2. Refrain from extending any further assistance to the recipient under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
3. Take such other action that may be deemed appropriate under the circumstances, until the recipient has accomplished compliance or remedial action.
4. Refer the case to the Department of Justice for appropriate legal proceedings.

KANSAS DEPARTMENT OF TRANSPORTATION:

_____
Signature

Civil Rights Administrator
Title

_____
Date

Name of Recipient:

_____
Signature

_____
Title

_____
Date

Appendix 1

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

1. **Compliance With Regulations** – The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination** – The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment** – In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.
4. **Information and Reports** – The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to KDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance** – In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:
    a. Withholding of payments to the contractor under the contract until the contractor complies, and/or;
    b. Cancellation, termination, or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions** – The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request KDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

Appendix 2

The following clauses shall be included in any deeds affecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW THEREFORE, Department of Transportation, as authorized by law, and upon the condition that the state of Kansas will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the United States of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, the Department of Transportation KDOT (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d – 4) does hereby remise, release, quitclaim, and convey unto the state of Kansas all the right, title, and interest of the Department of Transportation in and to said land described in Exhibit A attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto the state of Kansas, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provisions of similar services or benefits and shall be binding on the state of Kansas, its successors, and assigns.

The state of Kansas, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed (,)(and)* (2) that the state of Kansas, shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-Discrimination of Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (,) and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.

Appendix 3

The following clauses shall be included in all transportation related deeds, licenses, leases, permits, or similar instruments entered into by (Recipient) pursuant to the provisions of Assurance 8.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on said property described in this lease, for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21,

Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

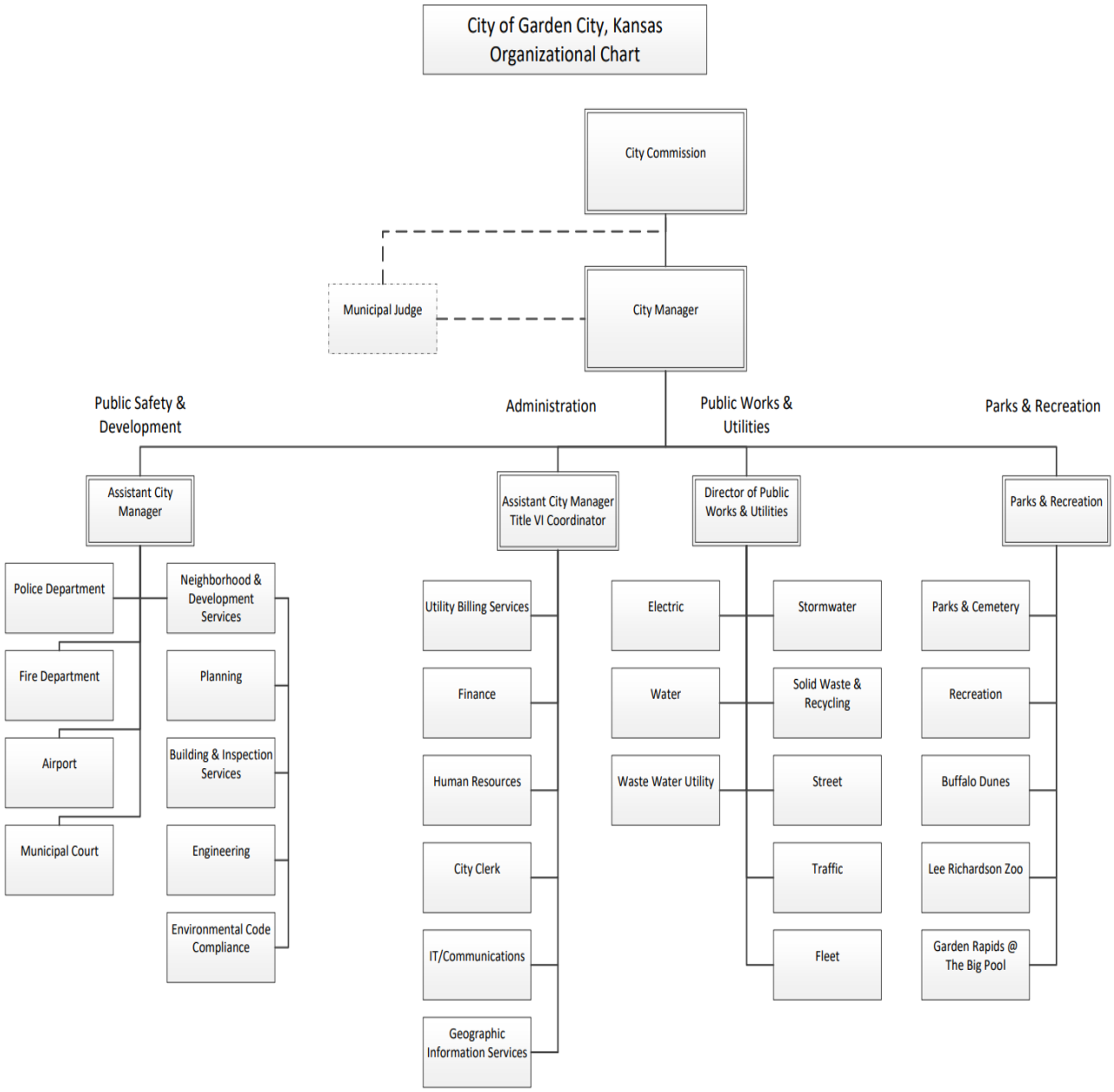
That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease has never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Kansas Department of Transportation pursuant to the provisions of Assurance 8.

The LESSEE, or himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does herby covenant and agree as a covenant running with the land that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease had never been made or issued.

ATTACHMENT 1 – Organizational Chart Showing Title VI Coordinator



Attachment 2
(List all major transportation programs and activities and Title VI responsibilities for each)

- City Manager's Office
  - Responsible for ensuring the efficient functioning of the City by overseeing administrative tasks and facilitating the implementation of policies set forth by the City Commission, thereby enhancing effective City management and governance.
    - Administrative Oversight: Manages and supervises all administrative tasks for the efficient operation of the city.
    - Policy Implementation: Implements and oversees policies crafted by the City Commission to guide city governance and decision-making.
- Garden City Regional Airport
  - Responsible for providing essential aviation services, maintaining airport facilities, and facilitating safe and efficient air transportation for the community and travelers.
    - Aviation Services: Manages and operates the airport, ensuring safe and efficient air transportation services for the public.
    - Facility Maintenance: Supervises the maintenance and preservation of airport facilities and infrastructure to guarantee the safe and efficient functioning of operations.
- Public Works & Utilities Responsibilities:
  - The Public Works & Utilities department ensures the city's infrastructure remains in optimal condition, including managing streets, traffic equipment, stormwater systems, water, wastewater, and electric utilities. Additionally, they provide essential services such as delivering safe water and efficient wastewater disposal while maintaining the associated distribution and collection systems.
    - Infrastructure Maintenance: Manages the construction and maintenance of city infrastructure, including streets, stormwater systems, and electric utilities.
    - Water and Wastewater Services: Provides safe and high-quality water, efficient wastewater disposal, and maintenance of distribution and collection systems.

Attachment 3

(insert non-discrimination policy)

Nondiscrimination Policy

Policy Statement, Authorities, Citations and Assurances (49 CFR Part 21.7)

1. The City of Garden City assures that no person shall on the grounds of race, color, national origin, sex, disability, age or low income status as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the City regardless of whether those programs and activities are federally funded or not. Activities and programs which the City hereby agrees to carry out in compliance with Title VI and related statutes include but are not limited to CDBG grants, Road City, Airport projects, Police and Fire Department grants.

2. The City further assures that it will promptly take any measures necessary to effectuate this agreement.

3. The City assures that each program, activity, and facility as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be conducted, or operated in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this agreement.

4. The City assures that these assurances are given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the City by the Kansas Department of Transportation (KDOT) under the federally-funded program is binding on it, other recipients, sub-grantees, contractors, sub-contractors, transferees, successors in interest and other participants.

5. The City shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all federally-funded programs and, in all proposals for negotiated agreements.

   > The City, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and 49 CFR Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

6. The City shall insert the clauses from Appendix 1 of this Agreement in every contract or distribution of Federal funds to another entity subject to the Act and the

Regulations.

7. The City shall insert the clauses from Appendix 2 of this Agreement, as a covenant running with the land, in any deed from the United States effect a transfer of real property, structures, or improvements thereon, or interest therein.

8. The City shall include the appropriate clauses from Appendix 3 of the Agreement, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties for (a) the subsequent transfer of real property acquired or improved under a federal aid program, and (b) the construction or use of or access to space on, over and under property acquired, or improved under a federal aid program.

9. The City agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this agreement.

Notification

The following notice shall be posted in City Hall and other City owned buildings accessible to the public.

Notifying the Public of Rights Under Title VI

City of Garden City

• The City of Garden City operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Garden City.

• For more information on the City of Garden City's civil rights program, and the procedures to file a complaint, contact 620-276-1160; refer to the City's website at www.garden-city.org: or visit our office at 301 N. 8th Street Garden City, Kansas 67846

• A complainant may file a complaint directly with the U.S. Department of Transportation by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590

• If information is needed in another language, contact 800-854-3613.

Discrimination Complaint Procedure

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the recipient. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the recipient's Title VI Coordinator for review and action.
2. In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:
    a. The date of alleged act of discrimination; or
    b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued.
3. In either case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.
4. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the recipient's investigative procedures.
5. Within 1O days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation and advise the complainant of other avenues of redress available, such as KDOT or USDOT.
6. The recipient will advise KDOT within ten days of receipt of the allegations. Generally, the following information will be included in every notification to KDOT:
    a. Name, address, and phone number of the complainant.
    b. Name(s) and address(es) of alleged discriminating official(s).
    c. Basis of complaint (i.e., race, color, national origin, or sex)
    d. Date of alleged discriminatory act(s).
    e. Date of complaint received by the recipient.
    f. A statement of the complaint.

Section I:

Name: _____ Address: _____	Telephone: (Home) _____ Telephone: (Cell) _____ Telephone: (Work)_____
Email Address: _____	
Accessible Format Requirements?	Large Print _____ Audio Tape _____ TDD _____ Other _____
Section II:	
Are you filing this complaint on your own behalf?	*Yes _____ No _____
If you answered "yes" to this question, go to Section III.	
If not, please supply the name and relationship of the person for whom you are complaining:	Name: _____ Relationship: _____

Please explain why you have filed for a third party:

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	Yes _____ No _____

Section III:

I believe the discrimination I experienced was based on (check all that apply):

_____Race _____Color _____National Origin

Date of Alleged Discrimination: (Month, Day, Year): _____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of any witnesses. If more space is needed, please attach additional pages.

Section IV:		
Have you previously filed a Title VI complaint with this agency?	Yes _____	No_____
Section V:		
Have you filed this complaint with any other Federal, State or local agency, or with any Federal or State court?		
	Yes _____	No_____
If yes, check all that apply:		
_____ Federal Agency	_____ State Agency	
_____ Federal Court	_____ Local Agency	
_____ State Court		
Please provide information about a contact person at the agency/court where the complaint was filed.		
Name:		
Title:		
Agency:		
Address:		
Telephone:		
Section VI:		
Name of agency complaint is against:		
Contact person:		
Title:		
Telephone Number:		

You may attach any written materials or other information that you think is relevant to your complaint.

Signature: _____

Date: _____

Please submit this form in person at the address below or mail this form to:
City of Garden City
301 N. 8th Street
Garden City, Kansas 67846

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Derek Ramos, Assistant City Manager
DATE: January 2, 2024
RE: Appointments to the Cultural Relations Board

ISSUE:

The Governing Body is asked to consider and approve appointments to the Cultural Relations Board.

BACKGROUND:

The Cultural Relations Board (CRB) consists of nine members from various racial, social, ethnic, religious, and economic backgrounds. They are appointed by the Governing Body and serve to promote cultural diversity throughout the community.

As of December 31, 2023, Amy Longa and Virgenie Seyferth terms have expired. There are also two vacancies following the departure of Sophia Hernandez and Kay McFee. The Board has received two applications for consideration. Additionally, Amy Longa expressed interest in reappointment. However, as Amy has completed two terms, a waiver of Resolution No. 2196 is necessary for her continued service.

Following their meeting on December 4, 2023, the Cultural Relations Board recommends appointing Velia Rodriguez and Nidia Ortega to fulfill the remaining terms left by Sophia Hernandez and Kay McFee with terms expiring on December 31, 2025. The Board also recommends waiving Resolution No. 2196 to reappoint Amy Longa for a three-year term spanning from January 1, 2024, to December 31, 2026.

ALTERNATIVES:

1. The Governing Body may approve the waiver of Resolution No. 2196 to reappoint Amy Longa and appoint Velia Rodriguez and Nidia Ortega.
2. The Governing Body may deny the wavier of Resolution No. 2196 and only appoint Velia Rodriguez and Nidia Ortega.
3. The Governing Body may give staff further direction

RECOMMENDATION:

Staff and the Cultural Relations Board recommend approval of the waiver of Resolution No. 2196 to reappoint Amy Longa and the appointment of Velia Rodriguez and Nidia Ortega.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Velia Rodriguez Application	12/22/2023	Backup Material
Nidia Ortega Application	12/22/2023	Backup Material
Resolution No. 2196	12/22/2023	Backup Material

Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Friday, September 29, 2023 5:47 PM
To: City Clerk
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	09/29/2023 5:46 PM
Response #:	182
Submitter ID:	19965
IP address:	2600:387:b:9::c2
Time to complete:	11 min. , 48 sec.

Survey Details

Page 1

1. Name
Velia Rodríguez

2. Phone Number
(620) 521-5302

3. Address
6145 E. Waterhole Dr

4. Email Address
velia.rodriguez@genesisfh.org

5. Occupation
Patient Navigaror

6. Place of Employment
Genesis Family Health

7. How long have you been a resident of Garden City/Finney County?
Since 1975

8. Describe why you are interested in serving on a board/commission.
I love healing all the different community members. On 2009 I was directing the refugee grant and have lots of experience with all race. I myself was born in Mexico but raised in Garden City. Garden City is my home town. I love it here.

9. Other applicable experience:

My work experiences are
W.I.C
USD 457
Garden City Community College

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Community Health Advisory Board

[×] Cultural Relations Board

Thank you,
Garden City

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Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Wednesday, November 22, 2023 8:07 PM
To: City Clerk
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	11/22/2023 8:06 PM
Response #:	188
Submitter ID:	20230
IP address:	2600:387:15:1f19::b
Time to complete:	38 min. , 51 sec.

Survey Details

Page 1

1. Name
Nidia Ortega

2. Phone Number
(620) 521-2159

3. Address
1311 Bancroft Street

4. Email Address
lexiluna1517@gmail.com

5. Occupation
Nurse Administrator

6. Place of Employment
Frontline at Home, QS Nurses

7. How long have you been a resident of Garden City/Finney County?
32 years

8. Describe why you are interested in serving on a board/commission.
When I was five years old, I came here from Mexico with my family, leaving behind what was my home. I was blessed to grow up in a community that welcomed me and provided me with opportunities that I never imagined would be available to a person like me who had nothing and didn’t speak English. Thanks to the support I received in this community, I have graduated college multiple times and now have a career which enables me to help others and to provide my daughters with

even more opportunities than I had. My daughters, who are multi-racial, love art and are both involved in competitive dance. Through these activities, they have received support from the community in the form of funding and have built wonderful friendships. I would like to pay this community back for all it has done for my family, by serving on a board. I would love to advocate for others who are newcomers to our community and welcome them as I was welcomed, and help them to succeed in this community. In addition, as a nurse, it is my personal career goal to use my calling to help address health disparities within our community, build trust with those from other cultures to help them learn to navigate our healthcare resources, help provide health education to those who have low healthcare literacy due to language barriers, and improve healthcare outcomes of these populations within our community.

9. Other applicable experience:

In addition to being a Registered Nurse, I have an MBA in Healthcare Leadership from Friends University and a Bachelor of Science in Psychology from Kansas State University.

I am a nurse administrator at a local home health company. In addition, I work part-time as a travel nurse, taking assignments in hospitals and long term care facilities within SW KS.

I am Bilingual (Spanish/English), and I have been working on learning French for a few years. Through working in healthcare, I realized I can understand some Creole and can communicate a little bit with those who speak the language.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Community Health Advisory Board

[×] Cultural Relations Board

[×] Public Safety Advisory Board

Thank you,
Garden City

This is an automated message generated by Granicus. Please do not reply directly to this email.

RESOLUTION NO. 2196

Whereas, the Governing Body of the City of Garden City, Kansas is served by advisory boards on matters of policy related to certain important disciplines of local government service, and

Whereas, the Governing Body desires to provide advisory board members a more consistent and satisfying volunteer experience, and

Whereas, the Governing Body desires to promote opportunities for volunteerism in the community by limiting the number of consecutive terms one member can serve, and

Whereas, the Governing Body expects all boards to operate in a manner that more equitably allows the opportunity for all advisory board members to serve their board in a leadership capacity, and

Whereas, the Governing Body has identified a standard for participation during an advisory board member's tenure,

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

SECTION 1. Term Lengths

Be it resolved that term length for members of advisory boards is hereby amended to a standard term length of three (3) years. An exemption to the standard term length of three (3) years shall be granted for appointments held by minors 18 years of age and under. Terms among board members shall hereby be staggered to ease implementation of the new standard length of terms and to avoid total turnover to new members in the future.

SECTION 2. Membership Term Limits

Be it resolved that term limits are hereby established at two consecutive terms. No member of an advisory board shall serve any longer than two consecutive terms on any given board. After serving two consecutive terms on a board, a member is ineligible to apply for appointment to that board for a one-year period. However, after serving two consecutive terms on a board, members may immediately be appointed and begin service on another advisory board.

Upon adoption of this resolution, term limits shall not be retroactive but will commence from the date of the resolution forward. If a member's position has been vacated because of term limits but remains unfilled due to lack of public interest, the City Commission reserves the discretion to waive term limits for the position. Under this exception, the reappointed member will need to receive another waiver from the Commission to continue service on that board.

SECTION 3. Method of Officer Appointment
Be it resolved that the date of officer appointments for chairperson, vice-chairperson, and secretary is hereby established as the advisory board's first meeting of the calendar year. Boards shall follow Robert's Rules of Order to elect officers.

SECTION 4. Scope of Officer Responsibilities
Be it resolved that a chairperson's responsibilities do hereby include presiding over the meeting, calling for meetings to be held (if granted the power in the enabling resolution or ordinance), representing the board in front of the commission, and appointing subcommittees when necessary.

Be it resolved that a vice chairperson's responsibilities do hereby include assuming the duties of the chairperson when the chairperson is unable or unavailable to perform his or her duties.

Be it resolved that a secretary's responsibilities do hereby include keeping minutes of the meeting. If it is the advisory board's choosing, the City staff liaison may serve in the capacity of board secretary, however, this does not entitle that person to voting or any other privileges of board membership.

SECTION 5. Length of Officers' Term
Be it resolved that officer appointments to advisory boards shall hereby expire one year from the date of appointment. No member shall serve as chairperson more than once in his or her three-year term. No member shall serve as vice chairperson more than once in his or her three-year term. No member shall serve as secretary more than once in his or her three-year term.

SECTION 6. Appointments and Vacancies
Be it resolved that all appointments to advisory boards and appointments to vacant positions for unexpired terms on advisory boards shall hereby be made by the Mayor with the advice and consent of the City Commission except for those appointments made by the County, the City of Holcomb, or jointly thereof. Appointments and appointments to vacant positions falling under the jurisdiction of the County, the City of Holcomb, or jointly thereof shall be made by the appropriate appointing entity or entities. Applications for appointment shall be taken directly from the public by city staff and submitted to the City Commission for consideration; the advisory board shall be otherwise uninvolved in the nominating and appointment processes.

SECTION 7. Attendance Requirements
Be it resolved that all members of advisory boards must hereby attend no less than three-fourths (3/4) of regular meetings in any given calendar year

(exempting special call meetings). The board chairperson shall forward to the Governing Body an annual attendance record of the membership.

SECTION 8. Voting
Be it resolved that voting procedures shall hereby follow Robert's Rules of Order.

SECTION 9. Quorum
Be it hereby resolved that a quorum constitutes a simple majority of the membership.

ADOPTED AND APPROVED by the Governing Body of the City of Garden City, Kansas, this 27th day of December, 2005.

Juana "Janie" Perkins, Mayor

Attest:

Jean Payne, City Clerk

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Daunte Thompson, Planner I
DATE: January 2, 2024
RE: GC2023-53, Final Plat, Fire Station Number Three, 3535 East Schulman Avenue.

ISSUE:

The Governing Body is asked to consider and approve the Final Plat, Fire Station Number Three.

BACKGROUND:

The Garden City Fire Department is requesting approval of the final plat of Fire Station Number Three. The site is located at approximately 3535 E. Schulman Avenue. The property is currently zoned "P-F" Public Facilities District. The proposed plat contains +/- 3.70 acres, and the project has an approved site plan for the new Garden City Fire Department and Finney County EMS Station #3.
The plat was presented for review on November 16, 2023, and met the requirements of the Garden City Zoning and Subdivision Regulations.

PLANNING COMMISSION RECOMMENDATION: The Planning Commission recommended approval of the final plat at the December 21, 2023 meeting.
Present - 8
Yea - 8

ALTERNATIVES:

1. The Governing Body may approve the final plat.
2. The Governing Body may not approve the final plat.

RECOMMENDATION:

Staff recommends the Governing Body approve the Final Plat, Fire Station Number Three.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
PC Minute Excerpt	12/27/2023	Backup Material
Fire Station Number Three Final Plat	12/27/2023	Backup Material
Vicinity Map	12/28/2023	Backup Material

MINUTES

HOLCOMB - GARDEN CITY - FINNEY COUNTY AREA
PLANNING COMMISSION

December 21, 2023

The Holcomb-Garden City-Finney County Area Wide Planning Commission scheduled a Public Hearing at 9:00 a.m. Thursday, December 21, 2023, in the City Commission Chambers at the City of Garden City Administrative Center located at 301 N 8th Street, Garden City, Kansas.

1. CALL TO ORDER

Chairman Haeck called to order the Area Wide Planning Commission meeting at 9:00 a.m. The following Commission members were present: Member Anliker, Member Collins, Member Crockett, Vice-Chair Germann, Member Glass, Member Hitz, Member Michel, and Member Rupp. Also present were Secretary Maxwell, Staff Charles and Staff Thompson.

2. APPROVAL OF MINUTES – November 16, 2023

Member Glass made a motion to approve the minutes from November 16, 2023. *Member Collins* seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

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

OPEN PUBLIC COMMENT for items not on agenda.
CLOSED PUBLIC COMMENT

4. GENERAL STAFF REPORT AND UPDATE

Staff Charles presented the General Staff Report, copies of which are available through the Neighborhood & Development Services office.

5. SUBMITTAL OF EXHIBITS FOR THE RECORD

a. **Finney County Zoning Regulations, Garden City Zoning Regulations and City of Holcomb Zoning Regulations all as amended.**
b. **Finney County, City of Garden City, and City of Holcomb Subdivision Regulations all as amended**
c. **Finney County, City of Garden City, and City of Holcomb Comprehensive Plans all as amended**
d. **All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats**
e. **All application files in their entirety including Staff Reports**

6. NEW BUSINESS

GC2023-53: The City of Garden City has filed an application for consideration of the Fire Station Three final plat, generally located at 3535 E Schulman Avenue, Garden City, KS, at the request of the City of Garden City.

Staff Thomspon- Presented staff report.

Member Glass-Recused herself from the vote.

MEMBER ANLIKER MADE A MOTION TO RECOMMEND APPROVAL OF THE FIRE STATION FINAL PLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER CROCKETT SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Abstain	Yea	Yea	Yea	Yea

Motion passed.

7. ADJOURN

MEMBER GLASS MADE A MOTION TO ADJOURN. MEMBER MICHEL SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

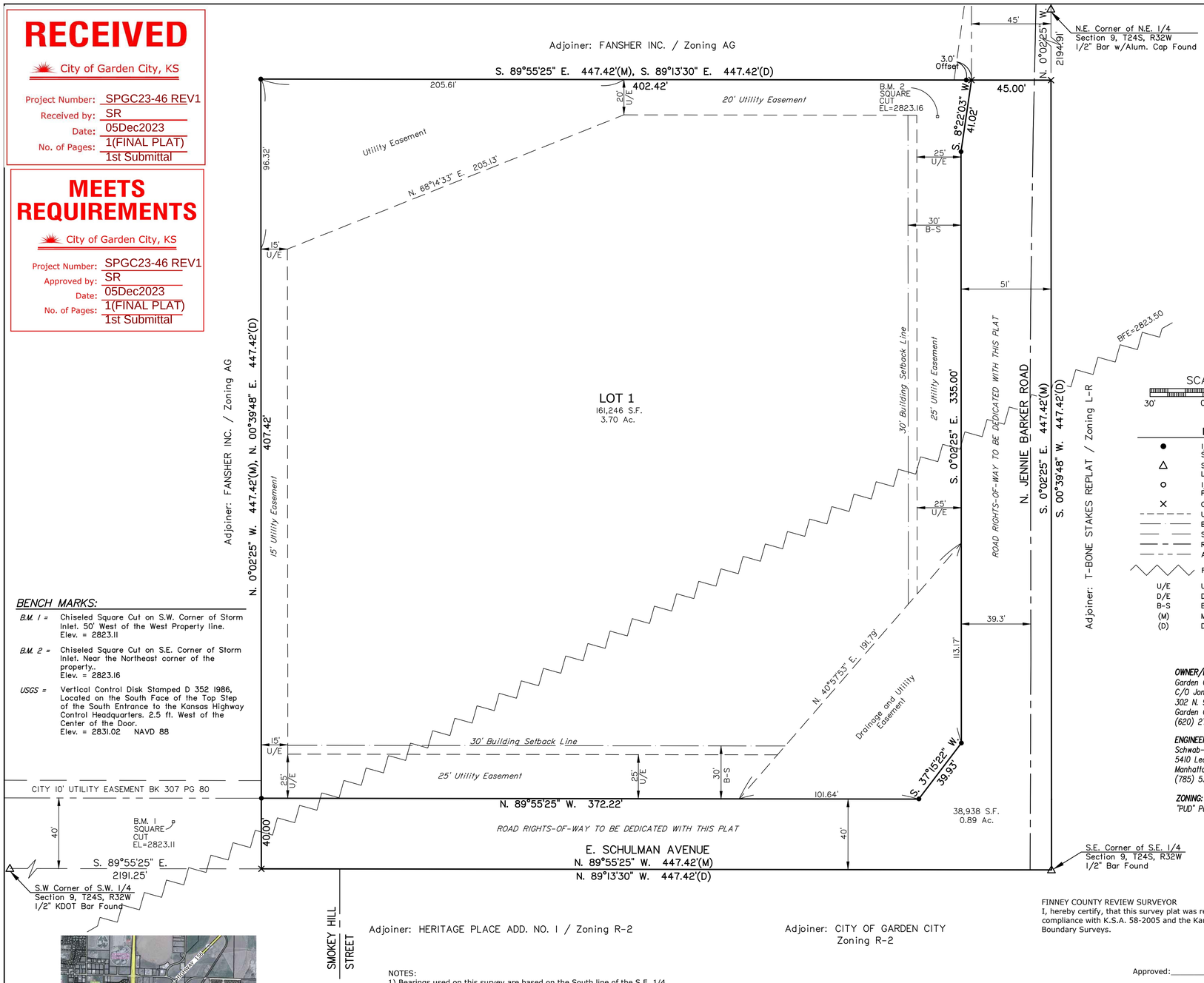
The meeting was adjourned at 9:32 A.M.

Trent Maxwell — Secretary
Aleecya Charles — Staff

Nathaniel Haeck — Chairman
Vicki Germann — Vice-Chairman

RECEIVED
City of Garden City, KS
Project Number: SPGC23-46 REV1
Received by: SR
Date: 05Dec2023
No. of Pages: 1(FINAL PLAT)
1st Submittal

MEETS REQUIREMENTS
City of Garden City, KS
Project Number: SPGC23-46 REV1
Approved by: SR
Date: 05Dec2023
No. of Pages: 1(FINAL PLAT)
1st Submittal



LAND BOUNDARY DESCRIPTION: (From Warranty Deed Vol. 234, Pg. 851 dated September 29th, 2000)

A tract of land located in the Southeast comer of Section Nine (9), Township Twenty-Four (24) South, Range Thirty-Two (32) West of the 6th P.M., in Finney County, Kansas, being further described as follows: Beginning at the SE comer of Section Nine (9), Township Twenty-Four (24) South, Range Thirty-Two (32) West of the 6th P.M., thence N89°13'30"W (an assumed bearing) on the South line of the SE Quarter of Section 9 for a distance of 447.42 feet; thence N00°39'48"E for a distance of 447.42 feet; thence S89°13'30"E for a distance of 447.42 feet to a point on the East line of the SE Quarter of Section 9; thence S00°39'48"W on said line for a distance of 447.42 feet to the Point of Beginning, containing 4.596 acres of land including the road right-of-ways. The basis of bearings being the South line of the SE Quarter of Section 9, being assumed to be N89°13'30"W.

REGISTER OF DEEDS

LEGEND

●	1/2"x 24" BAR WITH CLS 59 CAP SET THIS SURVEY
△	SECTION CORNER FOUND AS LABELED
○	1/2" BAR FOUND IN PLACE FROM PREVIOUS SCHWAB-EATON SURVEY
×	CALCULATED POINT UNABLE TO SET
	UTILITY EASEMENT
	BUILDING SETBACK LINE
	SECTION LINE
	ROAD CENTERLINE
	ADJACENT PROPERTY LINE
	FEMA BASE FLOOD ELEVATION CROSS SECTION
U/E	UTILITY EASEMENT
D/E	DRAINAGE EASEMENT
B-S	BUILDING SETBACK LINE
(M)	MEASURED DISTANCE
(D)	DEED DISTANCE

BENCH MARKS:

B.M. 1 = Chiseled Square Cut on S.W. Corner of Storm Inlet. 50' West of the West Property line. Elev. = 2823.11

B.M. 2 = Chiseled Square Cut on S.E. Corner of Storm Inlet. Near the Northeast corner of the property.. Elev. = 2823.16

USGS = Vertical Control Disk Stamped D 352 1986, Located on the South Face of the Top Step of the South Entrance to the Kansas Highway Control Headquarters. 2.5 ft. West of the Center of the Door. Elev. = 2831.02 NAVD 88

OWNER/DEVELOPER:
Garden City Fire Department
C/O Jon Irsik, Fire Chief
302 N. 9th Street
Garden City, KS 67846
(620) 276-1140

ENGINEER:
Schwab-Eaton P.A.
5410 Ledge Stone Dr., STE 100
Manhattan, KS 66502
(785) 539-4687

ZONING:
"PUD" Public Facilities District

CERTIFICATE OF DEDICATION
KNOW ALL MEN BY THESE PRESENTS: That I, The Undersigned, Being the Mayor of the City of Garden City which is the owner of the land included on the plat shown hereon, and that it is the only entity whose consent is necessary to pass clear title to said land and that it hereby consents to the making and recording of said plat and it hereby dedicates said plat to the public.

IN WITNESS WHEREOF this dedication is executed

this_____day of_____,20____.

_____ ATTEST:_____
Deborah Oyler, Mayor — Celyn N. Hurtado, City Clerk
City of Garden City

NOTARY ACKNOWLEDGEMENT
State of Kansas)
County of Finney) SS

This dedication was acknowledged before me, the undersigned notary public, by Deborah Oyler, Mayor

this_____day of_____,20____.

_____
Notary Public

CITY COMMISSION
This plat approved and all dedications shown hereon accepted by the City of Garden City Commissioners of City of Garden City, Finney County, Kansas. I also Accept and Dedicate these rights-of-way and easements accepted by the Governing Body of Garden City, Kansas, as shown on said plat.

Dated this_____day of _____, 20____.

_____
Deborah Oyler, Mayor

ATTEST:_____
City Clerk, Celyn N. Hurtado

HOLCOMB-GARDEN CITY-FINNEY COUNTY AREA PLANNING COMMISSION
The Parcel Plat described hereon has been reviewed and considered by the Holcomb Garden City Finney County Area Planning Commission at its regular meeting held

this____day of _____,20____, and the same is hereby recommended for approval.

_____ _____
Nathaniel Hoeck, Chairman — Date

_____ _____
Trent Maxwell, Secretary — Date

FINNEY COUNTY REVIEW SURVEYOR
I, hereby certify, that this survey plat was reviewed by me and that it is in compliance with K.S.A. 58-2005 and the Kansas Minimum Standards for Boundary Surveys.

Approved:_____Date:_____

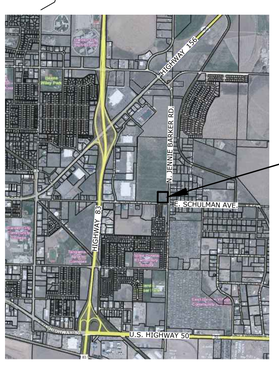
License No:_____

SURVEYOR
I, Harlan G. Ross, do hereby certify that I am a Professional Land Surveyor in the State of Kansas and that the property described hereon was surveyed under my supervision on March 3rd, 2022, and all of the monuments shown exist and their positions are correct to the best of my knowledge.

Given under my hand and seal at Manhattan, Kansas this _____ day of _____ , A.D. 20_____ .

SCHWAB-EATON, P.A.
HARLAN G. ROSS LICENSED 1290 KANSAS PROFESSIONAL SURVEYOR

_____
Harlan G. Ross, PS 1290



VICINITY MAP

NOTES:
1) Bearings used on this survey are based on the South line of the S.E. 1/4 Sec. 9-24-32 found to bear N. 89°55'25" W.
2) No gaps or overlaps were found on this property, or any Buildings or Foundations.
3) Easements, setbacks, restrictions or encumbrances of record if any, affecting the title to this tract are shown, to the best of our knowledge.
4) The Preliminary Plat attempts to show all improvements and easements affecting the property. The Final Plat will not show improvements.
5) This map does not certify as to ownership.
6) The origin of found monuments is unknown, unless noted.
7) Utility easements are created with this plat, as shown hereon.
8) Zoning for this property is PUD-Public Facility District with the following building setbacks:
Front Yard: The Front Yard is determined as the yard that has the front door facing the street right-of way. Thirty (30) feet from the property line.
Side Yard: Five (5) feet or at Easement Line, whichever is larger.
Rear Yard: The Rear Yard is determined as the yard parallel and opposite of the front yard, which is the location of the front door facing the street right-of-way. Twenty (20) feet or at Easement Line, whichever is larger.
9) Property owner is City of Garden City, P.O. Box 998, Garden City, KS 67846.
10) Parking and Road surfaces will be paved .
11) Water, Sanitary Sewer and Storm Sewer will be connected to Existing City of Garden City Utilities.

CLOSURE REPORT: This property has a calculated closure error of 0.001 over 1790' perimeter for a closure ratio of 1:1,789,680.

FLOOD NOTE:
The property shown hereon is in Flood Zone X areas outside of the 500-year and 100-year flood. Found in Flood Insurance Rate Map (FIRM) Community Panel Number 2000990300B, Effective Dated September 3rd, 1997.
The Base Flood Elevation shown hereon was taken from FEMA map created in 2009 which is currently not in effect. The 2009 Map shows the property shown hereon in Flood Zone A an area of 100-year flood.

FINAL PLAT

GARDEN CITY KANSAS FIRE STATION NUMBER THREE

AN ADDITION TO THE CITY OF GARDEN CITY
FINNEY COUNTY, KANSAS

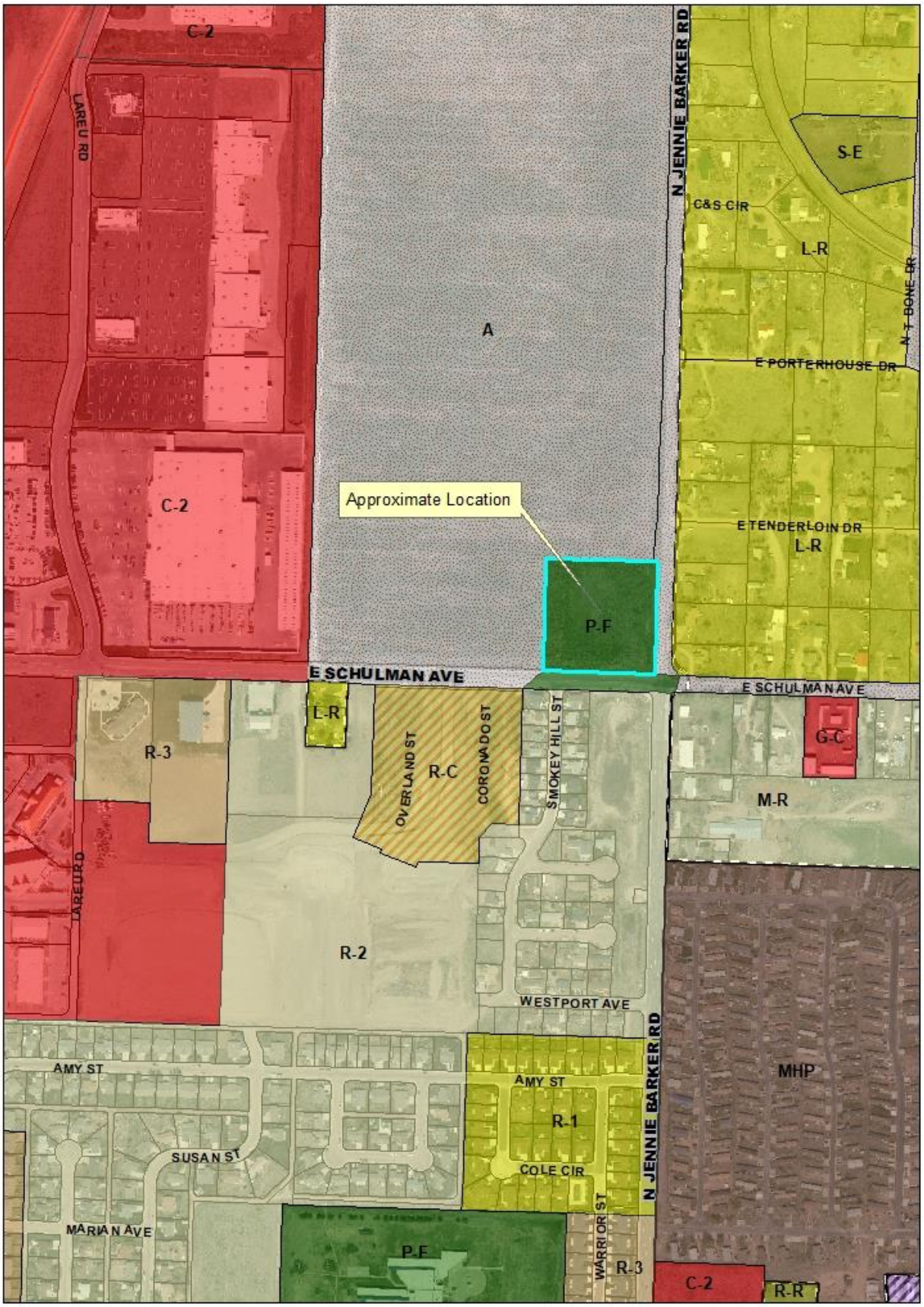
PREPARED BY

Schwab Eaton

CIVIL ENGINEERS | LAND SURVEYORS | LANDSCAPE ARCHITECTS
5410 LEDGE STONE DR., STE 100 | MANHATTAN, KANSAS | P. 785.539.4687

NOVEMBER 2023

M:\Survey\Survey Data\231024-7-GARDEN CITY FIRE STATION PLAT\CAD Files\Garden City Fire Station Final Plat.dwg, 11/27/2023 11:26:00 AM, DWG To PDF.pc3


C-2
LAREU RD
N JENNIE BARKER RD
S-E
C&S CIR
L-R
A-T BONE DR
A
E PORTERHOUSE DR
Approximate Location
C-2
E TENDERLOIN DR
L-R
P-F
E SCHULMAN AVE
E SCHULMAN AVE
L-R
R-3
OVERLAND ST
R-C
CORONADO ST
SMOKEY HILL ST
G-C
M-R
LAREUD
R-2
WESTPORT AVE
AMY ST
AMY ST
R-1
N JENNIE BARKER RD
MHP
SUSAN ST
COLE CIR
MARIAN AVE
P-F
WARRIOR ST
R-3
C-2
R-R

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Daunte Thompson, Planner
DATE: January 2, 2024
RE: GC2023-55, Final Plat, Maverick Mary Street Addition, East Mary Street and Buffalo Way Boulevard

---

ISSUE:
The Governing Body is asked to consider and approve the Final Plat, Maverick Mary Street Addition.

BACKGROUND:
Duane Palmberg, on behalf of SKS Properties, L.C., is requesting approval of the final plat of Maverick Mary Street Addition. The site is located at approximately E. Mary Street and Buffalo Way Boulevard. The property is currently zoned “C-2” General Commercial District. Lot 1 contains +/- 1.70 acres, and Lot 2 contains +/- 4.64 acres. Lot 1 of the proposed plat is currently going through the site plan review process for the development of Maverick Gas Station.
The plat was presented for review on November 21, 2023, and met the minimum requirements of the Subdivision and Zoning Regulations.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission recommended approval of the final plat at the December 21, 2023 meeting.

Present - 9
Yea - 9
Nay - 0

ALTERNATIVES:
1. The Governing Body may approve the final plat.
2. The Governing Body may not approve the final plat.

RECOMMENDATION:
Staff recommends the Governing Body approve the Final Plat, Maverick Mary Street Addition.

FISCAL NOTE:
None.

ATTACHMENTS:

Description	Upload Date	Type
PC Minute Excerpts	12/27/2023	Backup Material

Final Plat	12/27/2023	Backup Material
Vicinity Map	12/27/2023	Backup Material

MINUTES

HOLCOMB - GARDEN CITY - FINNEY COUNTY AREA
PLANNING COMMISSION

December 21, 2023

The Holcomb-Garden City-Finney County Area Wide Planning Commission scheduled a Public Hearing at 9:00 a.m. Thursday, December 21, 2023, in the City Commission Chambers at the City of Garden City Administrative Center located at 301 N 8th Street, Garden City, Kansas.

1. CALL TO ORDER

Chairman Haeck called to order the Area Wide Planning Commission meeting at 9:00 a.m. The following Commission members were present: Member Anliker, Member Collins, Member Crockett, Vice-Chair Germann, Member Glass, Member Hitz, Member Michel, and Member Rupp. Also present were Secretary Maxwell, Staff Charles and Staff Thompson.

2. APPROVAL OF MINUTES – November 16, 2023

Member Glass made a motion to approve the minutes from November 16, 2023. *Member Collins* seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

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

OPEN PUBLIC COMMENT for items not on agenda.
CLOSED PUBLIC COMMENT

4. GENERAL STAFF REPORT AND UPDATE

Staff Charles presented the General Staff Report, copies of which are available through the Neighborhood & Development Services office.

5. SUBMITTAL OF EXHIBITS FOR THE RECORD

a. **Finney County Zoning Regulations, Garden City Zoning Regulations and City of Holcomb Zoning Regulations all as amended.**
b. **Finney County, City of Garden City, and City of Holcomb Subdivision Regulations all as amended**
c. **Finney County, City of Garden City, and City of Holcomb Comprehensive Plans all as amended**
d. **All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats**
e. **All application files in their entirety including Staff Reports**

6. NEW BUSINESS

GC2023-55: Palmberg Land Surveying Services has filed an application for consideration of the Maverik Mary Street Addition final plat, generally located at the north-east corner of Mary Street and Buffalo Way, Garden City, KS, at the request of SKS Properties LC.

Staff Thompson- Presented staff report.

Chairman Haeck- Has there been any conversation with the school system?

Staff Charles- Yes, staff met with the school district on this project and will continue to work with them along with Maverik.

Member Rupp- Lot two, are they going to be able to access that from Buffalo Way Boulevard or is that only for school access?

Staff Charles- Buffalo Way Boulevard is a public road. It is not owned by the school. Through this you won't see the actual site plan come through, but we will work through some improvements along Mary Street and there will be some improvements to Buffalo Way in regard to the median and potentially a median on East Mary Street.

MEMBER RUPP MADE A MOTION TO RECOMMEND APPROVAL OF THE MAVERIK MARY STREET ADDITION FINAL PLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER MICHEL SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

7. ADJOURN

MEMBER GLASS MADE A MOTION TO ADJOURN. MEMBER MICHEL SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

The meeting was adjourned at 9:32 A.M.

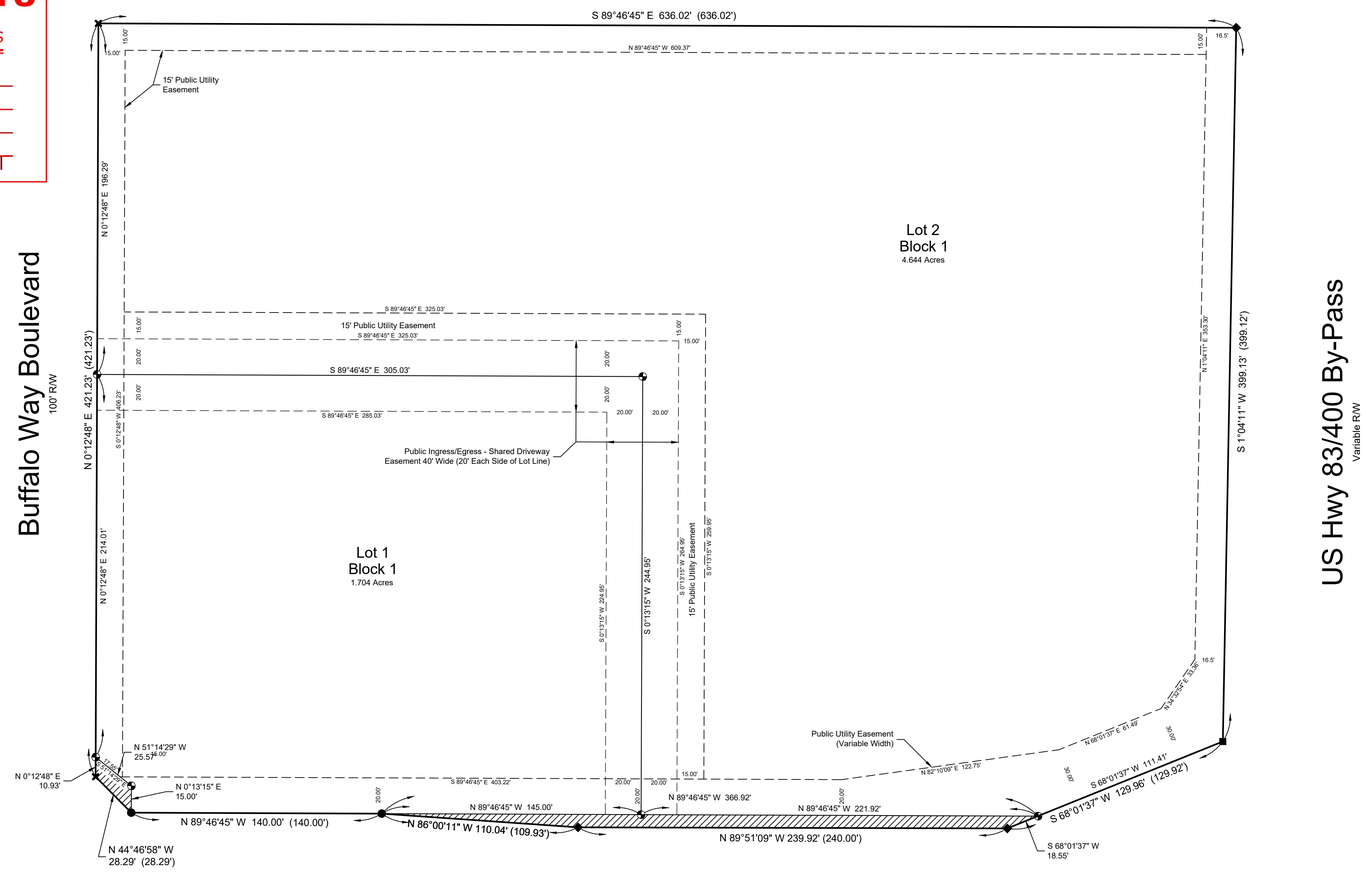
Trent Maxwell	Secretary	Nathaniel Haeck	Chairman
Aleecya Charles	Staff	Vicki Germann	Vice-Chairman

Maverik Mary Street Addition

A Replat of Lot 1, Block 2 of Buffalo Addition
Garden City, Finney County, Kansas

RECEIVED
City of Garden City, KS
Project Number: SPGC23-48
Received by: SR
Date: 21Nov2023
No. of Pages: 1(PLAT)
2nd Submittal

MEETS REQUIREMENTS
City of Garden City, KS
Project Number: SPGC23-48
Approved by: SR
Date: 01Dec2023
No. of Pages: 1(PLAT)
2nd Submittal



Block 1
Park Plaza Addition

Vicinity Map
Not To Scale

SETBACK REQUIREMENTS FOR "C-2" ZONING

(A) Front Yard:
Each lot in the "C-2" District shall have a front yard of not less than thirty (30) feet unless otherwise provided in Article 25.

(B) Side Yard:
No side yard shall be required, except where such use is adjacent to a Residential District in which case there shall be a ten (10) foot side yard on the side of the lot, which abuts the Residential District.

(C) Rear Yard:
A five (5) foot rear yard shall be required except where such use is adjacent to a Residential district in which case there shall be a ten (10) foot rear yard. (Ord.#1538, 12/7/83)

Areas

Lot 1, Block 1	1.704 Acres
Lot 2, Block 1	4.644 Acres
Granted R/W	0.0056 Acres
Total Area	6.404 Acres

N
0' 20' 40'
Scale: 1" = 40'

LEGEND

- ■ Found 5/8" Rebar w/Aluminum Cap (KDOT)
- ◆ Found 1/2" Rebar w/Orange Plastic Cap (Matthews LS1114)
- ● Found 1/2" Rebar w/Pink Plastic Cap (Palmberg PS1382)
- ✖ Found "X"-Cut in Concrete (Palmberg PS1382)
- Set 1/2"x24" Rebar w/Pink Plastic Cap (Palmberg PS1382)
- ( ) Platted Distance
- Additional Street Right-of-Way Granted by this Plat

Boundary Description of Record

Lot One (1), Block Two (2), Buffalo Addition, a Portion of the Southwest Quarter of Section 4, Township 24 South, Range 32 West of the 6th P.M., in Garden City, Finney County, Kansas, according to the recorded plat thereof.

Owner's Certification

State of Kansas)
) ss:
County of Finney)

I, Lonnie Sassaman, Managing Member of SKS Properties L.C., being the owner of the property described hereon, have caused the same to be surveyed and subdivided, and hereby dedicate said plat, easements and additional road right-of-way.

Lonnie Sassaman, Managing Member
SKS Properties L.C.

Notary Acknowledgment

State of Kansas)
) ss:
County of Scott)

This dedication was acknowledged before me, the undersigned officer, by Lonnie Sassaman, Managing Member of SKS Properties L.C., this ___day of _____ , 2023

Notary Public
for Lonnie Sassaman, Managing Member
SKS Properties L.C.

Holcomb - Garden City - Finney County
Area Planning Commission Approval

The Parcel Plat described herein has been reviewed and considered by the Holcomb - Garden City - Finney County Area Planning Commission, this___day of _____ 2023, and same is hereby recommended for final approval.

Nathaniel Haeck, Chairman — Trent Maxwell, Secretary

City of Garden City

State of Kansas)
) ss:
County of FInney)

These rights-of-ways and easements accepted by the Governing Body of the City of Garden City, Kansas, as shown on said plat, are hereby dedicated this ___ day of _____, 2024.

Deborah Oyler, Mayor — Attest: Celyn Hurtado,City Clerk

Survey Review
I, hereby certify, that this plat was reviewed by me and that it is in compliance with K.S.A. 58-2005 and the Kansas Minimum Standards for Boundary Surveys.

David J. Matthews
Licensed
LS-1114
Kansas
Land Surveyor

I hereby certify, that this drawing represents the results of a field survey completed by me on November 9, 2023.

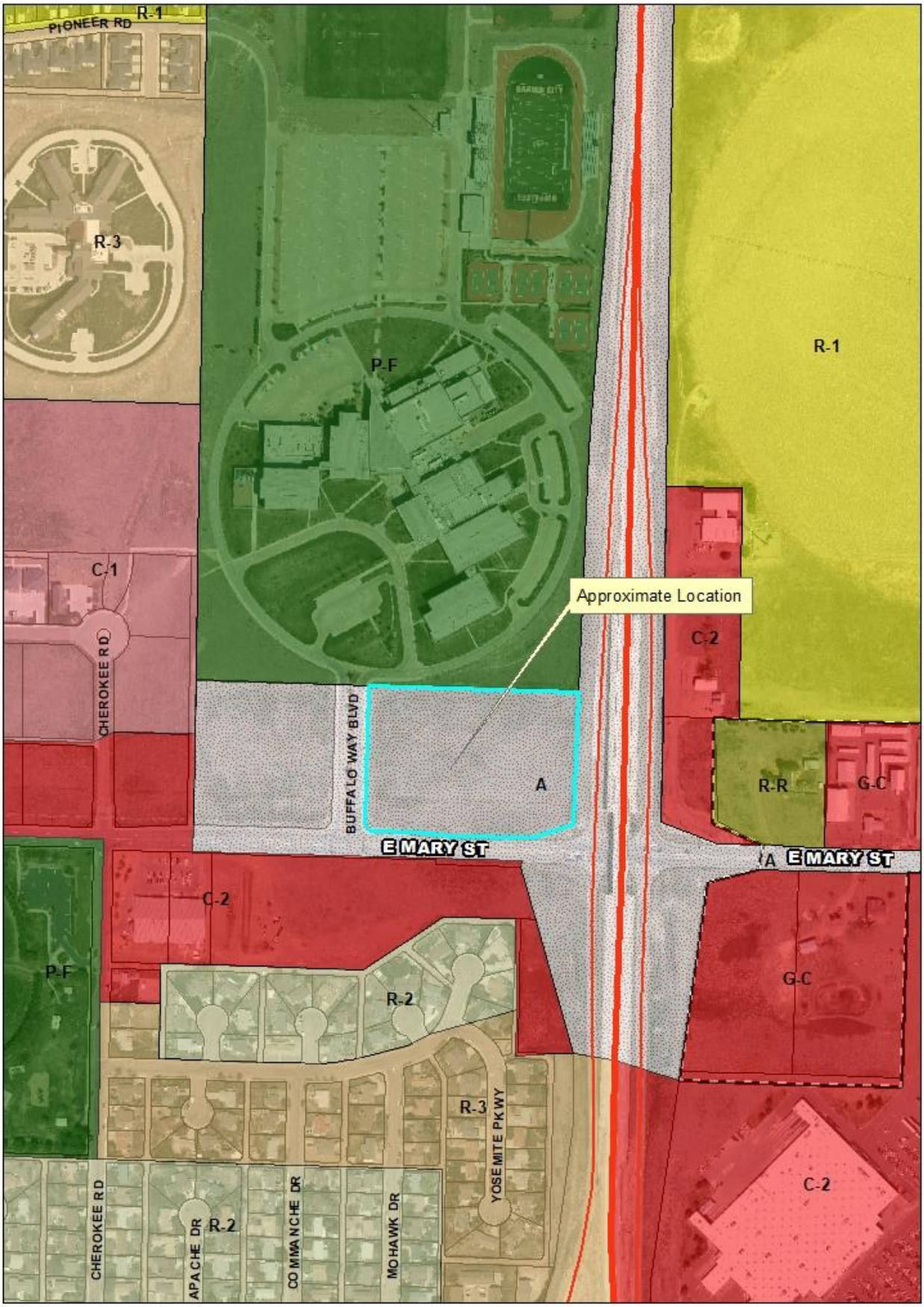
DUANE K. PALMBERG
LICENSED
LS-1382
KANSAS
LAND SURVEYOR

Palmberg Land Surveying Services, LLC
605 Main Street P.O. Box 38 Ashland, Kansas 67831
Garden City Office (620)277-2002 Ashland Office (620)255-9530
duane@plss-ks.com www.plss-ks.com

Notes:
1. The Basis of Bearings is the N. Line Lot 2, assumed to be S 89°46'45" E.
2. Error of Closure: >1:270,000 0.01' @ S 51°18'36" W

Maverik Mary Street Addition
A Replat of Lot 1, Block 2 of Buffalo Addition
Garden City, Finney County, Kansas

File Name: 2023-041Plat	Job Number: 2023-041	Date:11/10/2023


PIONEER RD
R-1
R-3
P-F
R-1
C-1
CHEROKEE RD
Approximate Location
C-2
BUFFALO WAY BLVD
A
R-R
G-C
E MARY ST
E MARY ST
C-2
P-F
R-2
G-C
R-3
YOSEMITE PKWY
C-2
CHEROKEE RD
APACHE DR
R-2
COMMANCHE DR
MOHAWK DR

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: January 2, 2024
RE: New and Renewed Contractor Licenses for January 02, 2024

ISSUE:

The Governing Body is asked to consider and approve the contractor licenses for January 02, 2024.

BACKGROUND:

Attached is the list of contractors who have applied for a new contractor license or license renewal from Neighborhood & Development Services. All of the contractors on the list have completed the requirements necessary to obtain their contractor license for 2024.

ALTERNATIVES:

1. The Governing Body may approve the contractor licenses as presented.
2. The Governing Body may not approve the contractor licenses.

RECOMMENDATION:

Staff recommends the Governing Body approve the contractor licenses as presented.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Contractor License January 02, 2024	12/27/2023	Backup Material

CONTRACTOR LICENSE AGENDA
January 02, 2024

2023 NEW

CLASS D-E ELECTRIC CONTRACTOR
Foxx & Hounds Electric

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR
Sebastian Home Renovations
T&T Landscaping LLC (Sprinkler Systems)

2024 RENEWAL

CLASS A GENERAL CONTRACTOR
Coast to Coast Builders, Inc.
Gwaltney LLC dba Diamond Roofing
Harbin Construction
Infinity Homes LLC
Luxury Construction LLC
Mid-America Millwright Service, Inc.
Morton Buildings, Inc.
Precision Contractors LLC
West Texas Millwrights

CLASS B BUILDING CONTRACTOR
Dunlap Construction Co., Inc.
J&R Construction
J2 Construction
Nuzum Handyman Service
RC Electric, LLC
Stoecklein Construction
Superior Home Improvements

CLASS C RESIDENTIAL CONTRACTOR
Redgaurd Diversified Structures

CLASS E-F FIRE SPRINKER & PROTECTION CONTRACTOR
Pryor Automatic Fire Sprinkler

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR
Commercial Sign Company (Sign Installer)
Drake Inc. (Concrete Grain Storage Tanks)
Dreiling Construction, LLC (Excavation)
JV Construction & Home Remodeling LLC (Handyman)
M&D of Hays (Excavating)
MJT Construction (Windows, siding & doors)
Superior Fence of Western Kansas LLC (Fencing)
Tino and Sons Construction LLC (Flatwork)
Underground Speacialist, Inc. (Excavation)
Wehkamp Excavating, Inc. (Excavation)

CLASS D-E ELECTRIC CONTRACTOR
Atlas Electric
McMillan Plumbing, Electric & Mechanical
Stegman Brothers Electric Inc.
Wiggins Incorporated

CLASS D-M MECHANICAL CONTRACTOR
Air Comfort Consultants LLC
Central Consolidated Inc.
Elite Refrigeration & Heating LLC
Energy Management Systems
Lennox National Account Services
McMillan Plumbing, Electric & Mechanical
P1 Service, LLC
The Waldinger Corporation

CLASS D-P PLUMBING WITH GAS CONTRACTOR
BT Plumbing
Central Consolidated Inc.
Dunlap Construction Co., Inc.
McMillan Plumbing, Electric & Mechanical
Nstallit, LLC
The Waldinger Corporation
Tino and Sons Construction LLC

CLASS D-R COMMERCIAL ROOFING CONTRACTOR
Lianro Metal Roofs
Ready Roofer, Inc.
Wray Roofing Inc.

CLASS L LIMITED CONTRACTOR
BT Plumbing (Backflow)
Infinity Roofing & Remodeling LLC (Roofing)

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kori Longoria, Deputy City Clerk
DATE: January 2, 2024
RE: 2024 CMB License Renewal

ISSUE:

The Governing Body is asked to consider and approve the 2024 Cereal Malt Beverage License Renewals.

BACKGROUND:

Attached is a list of businesses applying for a 2024 Cereal Malt Beverage License. All the businesses on this list have completed the requirements necessary to obtain their license.

ALTERNATIVES:

1. The Governing Body may approve the licenses as presented.
2. The Governing Body may deny the licenses.

RECOMMENDATION:

Staff recommends the Governing Body approve the licenses as presented.

FISCAL NOTE:

Fees for an On Premise Cereal Malt Beverage license is $125. Fees for an Off Premise Cereal Malt Beverage license is $75.

ATTACHMENTS:

Description	Upload Date	Type
License Agenda	12/28/2023	Backup Material

License Agenda

January 2, 2024

2024 CMB License

Taqueria El Compa

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kori Longoria, Deputy City Clerk
DATE: January 2, 2024
RE: Precious Metals Dealer License Renewal

ISSUE:

The Governing Body is asked to consider and approve the Precious Metals Dealer License Renewal for 2024.

BACKGROUND:

Attached is a list of businesses applying for a Precious Metal Dealers license. All of the businesses on this list have completed the requirements necessary to obtain their license.

ALTERNATIVES:

1. The Governing Body may approve the license as presented.
2. The Governing Body may deny the license.

RECOMMENDATION:

Staff recommends the Governing Body approve the license as presented.

FISCAL NOTE:

Fee for a Precious Metals license is $25.00 each.

ATTACHMENTS:

Description	Upload Date	Type
License Agenda	12/28/2023	Backup Material

License Agenda

January 2, 2024

Precious Metals Dealer

Joyeria America

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: January 2, 2024
RE: Airport November 9, 2023 Minutes

ISSUE:
Presentation of the November 9, 2023 minutes from the Garden City Regional Airport Advisory Board.

BACKGROUND:
Attached is the Garden City Regional Airport Advisory Board minutes for November 9, 2023.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:

Description	Upload Date	Type
Airport November 9, 2023 Minutes	12/19/2023	Backup Material

GARDEN CITY
REGIONAL AIRPORT

ADVISORY BOARD MINUTES
NOVEMBER 9, 2023

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT
Charlie Robinson, Michael Richmeier, Jette DeSalvo, Tyler Deines, Blair Loving, and Aaron Anderson

MEMBERS ABSENT
Carmen De La Torre

STAFF PRESENT
Rachelle Powell, Jeff Carstensen, and Blair Rodriguez

ITEM 1 PUBLIC COMMENT

No public comment.

ITEM 2 APPROVAL OF OCTOBER 12, 2023, MINUTES

Jette DeSalvo made a motion to approve the October 12, 2023, Airport Advisory Board minutes. Tyler Deines seconded the motion. The motion passed unanimously.

ITEM 3 LEASE REVIEW – FUNK AND RICHMEIER

The Airport Advisory Board was asked to consider and approve the automatic renewal of the following leases: Larry Funk and Michael Richmeier.

Lease	Term/Renewal	Rent	Notes
Larry Funk	03/01/2020 – 02/29/2025 Can renew another 5 years, with rent adjustments	$2,256 annually	Pasture P4 and P6
Michael Richmeier	03/01/2020 – 02/28/2025 Can renew another 5 years, with rent adjustments	$15,425.22 annually $1,787.50 annually	Pasture P1 and P7 Pasture P2, P3, P5

Mike Richmeier recused himself from voting due to a conflict of interest. Aaron Anderson made a motion to approve the automatic renewal of the following leases: Larry Funk and Michael Richmeier. Tyler Deines seconded the motion. The motion passed unanimously.

ITEM 4 AIRPORT ADVISORY BOARD APPOINTMENTS

The board was asked to consider and recommend board member appointments.

The Airport Advisory Board has three member terms expiring on December 31, 2023. The three board members are Camen De La Torre, Mike Richmeier and Charlie Robinson. All three members have completed two terms. The members expressed interest in serving on the board.

The airport has seven applications on file from people interested in serving on the board. The applicants are Michael Cook, Roy Dixon, Shajia Donecker, Jason Dougherty, Steve Michel, Brandon Staats, and Victor Herreda. The applications may be found in the accompanying information.

The board may request a waiver from the City Commission to appoint Carmen De La Torre, Mike Richmeier and Charlie Robinson or the board may recommend applicants for appointment. Board members would be eligible to reapply for 2025 appointment if a waiver was not approved.

> On December 6, 2016 the City Commission approved a waiver of Resolution No. 2196 Section 2 "Be it resolved that term limits are hereby established at two consecutive terms. No member of an advisory board shall serve any longer than two consecutive terms on any given board. After serving two consecutive terms on a board, a member is ineligible to apply for appointment to that board for a one-year period."

Additional Airport Advisory Board member term expirations are as follows:

- December 31, 2024
  - Jette DeSalvo, first term
- December 31, 2024
  - Tyler Deines, first term
  - Blair Loving, first term
  - Aaron Anderson, second term

Mike Richmeier and Charlie Robinson recused themselves from voting due to a conflict of interest. Tyler recommended that the Airport Advisory Board request a waiver from the City Commission to appoint Carmen DeLaTorre, Mike Richmeier and Charlie Robinson to another term on the Airport Advisory Board. Jette DeSalvo second the motion. The motion passed unanimously.

ITEM 5 DIRECTOR'S REPORT

Staff reviewed the Director's Report with the Airport Advisory Board.

ITEM 6 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 7 BOARD MEMBER COMMENTS

A. Charlie Robinson – No comment.

B. Michael Richmeier – No comment.

C. Carmen De La Torre – Absent

D. Jette DeSalvo – No comment.

E. Tyler Deines – No comment.

F. Blair Loving – No comment.

G. Aaron Anderson – No comment.

ITEM 8 ADJOURNMENT

Tyler Deines made a motion to adjourn until December 14, 2023. Charlie Robinson seconded the motion. The motion passed unanimously.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: January 2, 2024
RE: Holcomb-Garden City-Finney County Area Planning Commission November 16, 2023, Minutes

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ISSUE:
Presentation of the November 16, 2023, Holcomb-Garden City-Finney County Area Planning Commission Minutes.

BACKGROUND:
Attached are the minutes from the November 16, 2023, Holcomb-Garden City-Finney County Area Planning Commission meeting.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:

Description	Upload Date	Type
November 16, 2023 Planning Commission Minutes	12/27/2023	Backup Material

MINUTES

HOLCOMB - GARDEN CITY - FINNEY COUNTY AREA PLANNING COMMISSION

November 16, 2023

The Holcomb-Garden City-Finney County Area Wide Planning Commission scheduled a Public Hearing at 9:00 a.m. Thursday, November 16, 2023, in the City Commission Chambers at the City of Garden City Administrative Center located at 301 N 8th Street, Garden City, Kansas.

I. CALL TO ORDER

Vice-Chairman Germann called to order the Area Wide Planning Commission meeting at 9:00 a.m. The following Commission members were present: Member Collins, Member Crockett, Member Glass, Member Michel, and Member Rupp. Also present were Secretary Maxwell, Staff Presisto and Staff Thompson.

II. APPROVAL OF MINUTES – October 19, 2023

Member Collins made a motion to approve the minutes from October 19, 2023. *Member Glass* seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yea	Yea	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

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

OPEN PUBLIC COMMENT for items not on agenda.
CLOSED PUBLIC COMMENT

IV. GENERAL STAFF REPORT AND UPDATE

Secretary Maxwell presented the General Staff Report, copies of which are available through the Neighborhood & Development Services office.

V. SUBMITTAL OF EXHIBITS FOR THE RECORD

A. Finney County Zoning Regulations, Garden City Zoning Regulations and City of Holcomb Zoning Regulations all as amended.
B. Finney County, City of Garden City, and City of Holcomb Subdivision Regulations all as amended
C. Finney County, City of Garden City, and City of Holcomb Comprehensive Plans all as amended
D. All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats
E. All application files in their entirety including Staff Reports

VI. NEW BUSINESS

GC2023-46: A rezone from "C-O" Office and Service Business District to "R-2" Single Family Residential District for the property generally located at 604 N. 7th Street, Garden City, Kansas, at the request of Bob Morren.

Staff Presisto- Presented staff report.

OPEN PUBLIC COMMENT

Jill Morren, Applicant Representative-I am here on behalf of my husband wanting to build a home on this empty lot.

CLOSE PUBLIC COMMENT

MEMBER COLLINS MADE A MOTION TO RECOMMEND APPROVAL OF THE REZONING REQUEST FROM "C-O" OFFICE & SERVICE BUSINESS DISTRICT TO "R-2" SINGLE FAMILY RESIDENTIAL DISTRICT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER MICHEL SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yea	Yea	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

GC2023-48: A rezone from "A" Agriculture District to "C-2" General Commercial District for the property generally located at the corner of Mary Street and Buffalo Way Boulevard, Garden City, Kansas, at the request of Matt Reider, on behalf of Maverick, Inc.

Staff Presisto- Presented staff report.

Matt Reider, Applicant- I am here to answer any questions if the commission has any during discussion.

OPEN PUBLIC COMMENT
CLOSE PUBLIC COMMENT

Member Glass- If this convenience store goes in, is there residential that can still go in and around it?

Secretary Maxwell- They are currently in a lot split. The whole lot is going to be divided up. If they wanted to go through a rezoning as it is today, C-2 would pass, and it would be commercial in that space.

Member Glass- But not residential?

Secretary Maxwell- Not with the action today. There are no plans with what has been submitted today with the rest of the acreage.

MEMBER RUPP MADE A MOTION TO RECOMMEND APPROVAL OF THE REZONING REQUEST FROM "A" AGRICTULTURE DISTRICT TO "C-2" COMMERCIAL DISTRICT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER CROCKETT SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

FC2023-49: A rezone from "A" Agriculture District to "R-R" Rural Residential District for the property generally located at 10510 S. Pierceville Road, Finney County, Kansas, at the request of Randy Olfert.

Staff Presisto- Presented staff report.

OPEN PUBLIC COMMENT
CLOSE PUBLIC COMMENT

MEMBER MICHEL MADE A MOTION TO RECOMMEND APPROVAL OF THE REZONING REQUEST FROM "A" AGRICTULTURE DISTRICT TO "R-R" RURAL RESIDENTIAL DISTRICT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER COLLINS SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

FC2023-40: Palmberg Land Surveying has filed an application for consideration of Speer Acres preliminary plat for the property generally located at 2295 S. Old US HWY 83, Finney County, Kansas, at the request of Garret Speer.

Staff Thomspon- Presented staff report.

MEMBER COLLINS MADE A MOTION TO RECOMMEND APPROVAL OF THE SPEER ACRES PRELIMINARY PLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER GLASS SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

FC2023-41: Palmberg Land Surveying has filed an application for consideration of the Speer Acres final plat for the property generally located at 2295 S. Old US HWY 83, Finney County, Kansas, at the request of Garret Speer.

Staff Thomspon- Presented staff report.

OPEN PUBLIC COMMENT
CLOSE PUBLIC COMMENT

MEMBER MICHEL MADE A MOTION TO RECOMMEND APPROVAL OF THE SPEER ACRES FINAL PLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER COLLINS SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

FC2023-43: Pro-Stake Surveying has filed an application for consideration of the Nusser Addition parcel plat, generally located at 1735 E Parrallel Road, Finney County, Kansas, at the request of Martin Nusser.

Staff Presisto- Presented staff report.

OPEN PUBLIC COMMENT

CLOSE PUBLIC COMMENT

Martin Nusser, Applicant- We are just establishing a legal description. Some day we'll sell and not everybody will want to buy 160 acres. It's just preliminary preplanning.

MEMBER CROCKETT MADE A MOTION TO RECOMMEND APPROVAL OF THE NUSSER ADDITION PARCEL PLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER MICHEL SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

GC2023-47: Professional Engineering Consultants has filed an application for consideration of the Kansas Food Bank Garden City replat, generally located at the NE corner of Taylor Plaza & Alma Street, Garden City, KS, at the request of Kansas Food Bank.

Member Glass- Recused herself from the case and discussion.

Staff Thompson- Presented staff report.

Vice-Chair Germann- Who is the owner of that property?

Staff Thompson- Kansas Food Bank is the owner.

*Vice-Chair Germann-*What does the PCD entail.

Staff Thompson-That allows a little more discussion, negotiation, between staff and the owner to change some of the zoning regulations like the setbacks that come with the C-2. It allows for a little more flexibility with the development.

Member Michel- We are approving this, and the building is almost completed?

Staff Thompson- The building already existed. The site plan was for a remodel, landscaping, and parking requirements. Because the building had already existed it had several lots that were plated probably more than fifty years ago. This kind of plat is to clean that up to make this site conforming with the zoning regulations and the subdivision regulations.

OPEN PUBLIC COMMENT
CLOSE PUBLIC COMMENT

MEMBER RUPP MADE A MOTION TO RECOMMEND APPROVAL OF THE KANSAS FOOD BANK GARDEN CITY REPLAT PER STAFF RECOMMENDATION ALTERNATIVE 1. MEMBER COLLINS SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	No Vote	Not Present	Not Present	Yea	Yea

Motion passed.

VII. ADJOURN

MEMBER COLLINS MADE A MOTION TO ADJOURN. MEMBER GLASS SECONDED THE MOTION.

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

Anliker	Collins	Crockett	Germann	Glass	Haeck	Hitz	Michel	Rupp
Not Present	Yes	Yes	Yea	Yea	Not Present	Not Present	Yea	Yea

Motion passed.

The meeting was adjourned at 9:20 A.M.

Trent Maxwell — Secretary
Aleecya Charles — Staff

Nathaniel Haeck — Chairman
Vicki Germann — Vice-Chairman