



**AGENDA  
CITY COMMISSION MEETING  
Tuesday, July 18, 2017  
1:00 PM**

**City Administrative Center, 301 N. 8th Street**

**I. Note:**

**Pre-meeting at 11:00 a.m. - 12:00 p.m. located in the large meeting room at the City Administrative Center for the Commission to hear a housing update from the Community Housing Assessment Team study. Administrative staff will be present and the pre-meeting is open to the public.**

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

**III. PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION**

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

A. July 6, 2017 City Commission 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 July 29, 2017 as Shrine Bowl Day. All-Star Peyton Hill, 2017 graduate of Garden City High School will be participating.

B. The Governing Body is asked to consider and authorize a request from Myca Bunch, Executive Director of Downtown Vision, under Code Section 6-35 and 6-133 to allow possession, consumption, and sale of cereal malt beverages or alcoholic liquors on the sidewalks, streets and public park at Stevens Park on Friday, August 4, 2017 for First Friday event partnered with the Chamber of Commerce Business After Hours in Stevens Park with a beer garden from 5:00 p.m. - 7:30 p.m.

C. The Governing Body is asked to consider and authorize a request from Sean Collins on behalf of the Tumbleweed Festival, under Code Section 6-35 and 6-133 to allow possession, consumption and sale of cereal malt beverages or

alcoholic liquors in a public park at Fynnup Park from August 25-27, 2017 for the 2017 Tumbleweed Festival.

## **VII. REPORT OF THE CITY MANAGER**

- A. Water Resource Manager Jones will provide an update on water consumption at the Big Pool for the 2017 season.
- B. Congratulations to Chief Building Inspector John Arellano on the occasion of being chosen for the Board Shadow Program for the International Code Council Annual Meeting! John is one of 13 chosen across the nation.
- C. Presentation of the June 2017 staff report from the Garden City Regional Airport.
- D. Presentation of the June 2017 Building Report from Neighborhood & Development Services.
- E. Presentation of the June 2017 Code Compliance Report from Neighborhood & Development Services.
- F. Presentation of the June 2017 City Link Ridership Report from Public Works
- G. Presentation of the Monthly Financial Statement from Service and Finance.

## **VIII. MEETINGS OF NOTE**

- July 26-29, 2017 - Finney County Fair
- August 1, 2017 - National Night Out
- August 3-5, 2017 - Southwest Kansas Pro-Am
- August 4, 2017 - First Fridays Downtown - participating stores open until 7:00 p.m.
- August 5, 2017 - Downtown Summer Sidewalk Sales on Main Street
- August 12, 2017 - Garden City Area Chamber of Commerce 12th Annual Wine Tasting Event at the Clarion Inn at 7:00 p.m.
- August 19, 2017 - Downtown Banner Art Walk on Main Street from 4:00 p.m. - 7:00 p.m.
- August 25-27, 2017 - Tumbleweed Festival on the west green of Lee Richardson Zoo starting at 5:30 p.m.
- September 1, 2017 - First Fridays Downtown - participating stores open until 7:00 p.m.
- September 4-10, 2017 - Garden City Charity Classic / Symetra Tour
- September 9, 2017 - FOLRZ's A Wild Affair starts at 6:00 p.m. at Lee Richardson Zoo
- September 16, 2017 - Fall Fest 2017 - Downtown Garden City
- October 21, 2017 - FOLRZ's Boo! at the Zoo starts at 4:00 p.m. at Lee Richardson Zoo
- November 4, 2017 - 10th Anniversary Banner Art Auction at the Clarion Inn
- November 25, 2017 - Stevens Park Tree Lighting Ceremony at 6:00 p.m.

## **IX. CONSIDERATION OF APPROPRIATION ORDINANCE**

- A. Appropriation Ordinance No. 2439-2017A

## **X. CONSIDERATION OF ORDINANCES AND RESOLUTIONS**

- A. The Governing Body is asked to review the current Trap-Neuter-Release (TNR) ordinance and consider adopting the revised TNR ordinance.

1. Ordinance No. \_\_\_\_\_ - 2017, an ordinance establishing a Feral Cat Trap-Neuter-Return Program in the City of Garden City, Kansas.

## **XI. OLD BUSINESS**

- A. The Governing Body is asked to consider options for a sales tax ballot issue.

## **XII. NEW BUSINESS**

- A. 1:30 p.m. - Public Hearing on the matter of the Governing Body hearing questions, concerns and comments from the public with regard to the proposed 2018 budget for the City of Garden City.

1. The Governing Body is asked to consider and approve the authorization of the 2018 Budget Certificate, which summarizes the maximum levy of property tax for specific funds and the maximum expenditure for all funds of the City's budget.

- B. The Governing Body is asked to consider the rate changes for the Stormwater Utility.

- C. Staff requests Governing Body consideration of an Executive Session pursuant to K.S.A. 75-4319(b)(2) pertaining to consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship.

### **D. Consent Agenda for approval consideration:**

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

1. The Governing Body is asked to consider and approve the Grant Agreement for the Terminal Area Plan at the Garden City Regional Airport - Airport Improvement Program (AIP) 3-20-00-24-40.
2. The Governing Body is asked to consider and approve the proposed Crossing Guard Agreement between USD 457 and the GCPD for the 2017-2018 academic school year.
3. The Governing Body is asked to consider and approve the proposed agreement between USD 457 and the GCPD to provide School Resource Officers for the 2017-2018 school year.
4. The Governing Body is asked to consider and approve the contractor licenses for July 18, 2017.

5. The Governing Body is asked to consider and approve a Temporary Cereal Malt Beverage license.

### **XIII. CITY COMMISSION REPORTS**

A. Mayor Dale

B. Commissioner Doll

C. Commissioner Law

D. Commissioner Fankhauser

E. Commissioner Cessna

### **XIV. OTHER ENTITIES**

Presentation of the May 16, 2017 Park and Tree Advisory Board minutes.

Presentation of the June 20, 2017, Police/Citizens Advisory Board meeting minutes.

Presentation of the May 22, 2017 minutes from the Garden City Recreation Commission.

### **XV. ADJOURN**





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado, City Clerk  
**DATE:** July 18, 2017  
**RE:** 07-18-2017 City Comm minutes

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**ISSUE:**

July 6, 2017 City Commission minutes.

**BACKGROUND:**

None.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

None.

**ATTACHMENTS:**

Description	Upload Date	Type
07-06-17 CC minutes	7/14/2017	Backup Material

# **THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

City of Garden City

July 6, 2017

## **Call to Order**

The regular meeting of the Board of Commissioners of the City of Garden City was held at 9:00 AM at the City Administrative Center on Thursday, July 6, 2017.

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

## **Approval of Minutes**

The June 20, 2017 City Commission minutes were approved with correction by the City Clerk to include Resolution No. 2705-2017 summary.

## **Public Comment**

## **Consideration of Petitions, Memorials and Remonstrances**

The Governing Body considered and approved requests from Carole Fry, on behalf of the Finney County Fair Board:

1. Special rate fee of \$20.00 for solid waste service per container.
2. Permission to close off Lake Avenue to thru traffic from July 26-30, 2017.
3. A waiver of the deposit and daily fees normally required for the carnival.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body considered and authorized a request from Roxanne Morgan, Director of Finney County Convention & Visitors Bureau, under Code Section 6-35 and 6-133 to possess, consume and sell cereal malt beverages or alcoholic liquors in a public park at Stevens Park on Monday, October 23, 2017 for the 2017 Kansas Travel & Tourism Conference from 5:30 p.m. - 8:30 p.m.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

## **Report of the City Manager**

Police Chief Utz and Fire Chief Shelton updated the Governing Body on the 2017 fireworks calls for services.

Presentation of the Monthly Sales Tax Report from Service and Finance.

The City received a letter from the Kansas Historical Society regarding their evaluation of the City's Certified Local Government (CLG) program. The letter identifies minimum standards for the program and confirms the City's compliance and offers recommendations for improvements.

The City has received a letter from the Kansas Department of Commerce granting extension of time in which to submit a revised STAR Bond Project Plan and commence work on the Garden City STAR Bond project until December 8, 2017.

### **Meetings of Note**

- July 4, 2017 - Community Band concert at 8:00 p.m. on west green of Lee Richardson Zoo followed by viewing of the fireworks
- July 7, 2017 - First Friday's Downtown - participating stores open until 7:00 p.m.
- July 8, 2017 - Jungle Run Car Show on the west green of Lee Richardson Zoo from 8:00 a.m. - 3:00 p.m.
- July 11, 2017 - The 2017 St. Catherine Hospital Home Run Derby and Skills Competition at 3:00 p.m. at Clint Lightner; 7:00 p.m. the Parrot Cove Pecos League All-Star game
- August 3-5, 2017 - Southwest Kansas Pro-Am
- August 4, 2017 - First Friday's Downtown - participating stores open until 7:00 p.m.
- August 12, 2017 - Garden City Area Chamber of Commerce 12th Annual Wine Tasting Event at the Clarion Inn at 7:00 p.m.
- August 19, 2017 - Downtown Banner Art Walk on Main Street from 4:00 p.m. - 7:00 p.m.
- September 1, 2017 - First Friday's Downtown - participating stores open until 7:00 p.m.
- September 4-10, 2017 - Garden City Charity Classic / Symetra Tour
- September 9, 2017 - FOLRZ's A Wild Affair starts at 6:00 p.m. at Lee Richardson Zoo
- September 16, 2017 - Fall Fest 2017 - Downtown Garden City
- October 21, 2017 - FOLRZ's Boo! at the Zoo starts at 4:00 p.m. at Lee Richardson Zoo

### **Consideration of Appropriation Ordinance**

Appropriation Ordinance No. 2438-2017A

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

### **Consideration of Ordinances and Resolutions**

The Governing Body considered and approved a resolution authorizing the City of Garden City to execute the Dogwood Project Agreement with the Kansas Municipal Energy Agency (KMEA) pertaining to the Dogwood Energy Facility.

1. Resolution. No. 2705 - 2017, a resolution of the City of Garden City, Kansas authorizing the execution of the Dogwood Project agreement between the City of Garden City, Kansas and the Kansas Municipal Energy Agency; making certain covenants and agreements to provide for the payment and security thereof and authorizing certain other documents and actions in

connection therewith.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body considered and approved an annexation request of 110 S. Jennie Barker Road.

1. Ordinance No. 2762-2017, an ordinance annexing land to the City of Garden City Finney County, Kansas, Pursuant to K.S.A, 12-520(a)(7).

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

### **New Business**

The Governing Body considered and approved the sale of property located at 306 N. 6th Street through a sealed bid process.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body considered and approved the development agreement for the Mies & Sons Trucking, LLC project.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body was asked to set a proposed budget for 2018 and authorize a notice of public hearing for the 2018 budget with a 37.457 mill levy of for the meeting on July 18, 2017 at 1:30 p.m.

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body discussed its interest in pursuing a new sales tax increment, or an expiring existing sales tax increment, for the purpose of funding a particular capital project(s) and/or any corresponding on-going operational expenses.

The Governing Body directed staff to draft an ordinance for a future meeting placing on the November 2017 ballot a one quarter cent (.25%) retailer's sales tax in the City of Garden City for general purposes of the City including but not limited to constructing and equipping a third fire station, an indoor shooting range, improvements to Lee Richardson Zoo, and improvements to Garden City Regional Airport, and operating expenses related to these projects.

### ***Consent Agenda***

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

Ayes: Cessna, Dale, Doll, Fankhauser, Law

The Governing Body considered and approved contractor licenses for July 6, 2017.

### **Other Entities**

Presentation of the May 11, 2017 and May 18, 2017 Planning Commission approved minutes from the Neighborhood and Development Services Department.

Presentation of the May 9, 2017 Garden City Board of Zoning Appeals approved minutes from the Neighborhood and Development Services Department.

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

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Melvin L. Dale, Mayor

ATTEST:

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Celyn N. Hurtado, City Clerk

### **City Commission Reports**

A. Commissioner Cessna commented that the Governing Body had a good discussion on the sales tax issue and stated as they move forward he encourages the public to bring their input. Commissioner Cessna thanked the Police and Fire Departments for their work during the Fourth of July holiday and stated he thought that since they started the public relations plan to discuss the use of fireworks that there have been a lower number of fires in the city.

B. Mayor Dale thanked the Governing Body and staff for the discussion on the 2018 budget and the sales tax issue. Mayor Dale thanked the Police and Fire Departments for the work they did

during the Fourth of July holiday. Mayor Dale encouraged those that don't approve of the current sale and discharge dates for fireworks contact the Finney County Commissioners and State Representatives to possibly change the dates to only 2-4 days.

C. Commissioner Doll stated both the budget and sales tax issues were important issues that needed to be discussed. Commissioner Doll thanked and stated she appreciated the Fire and Police Departments for their work during the Fourth of July holiday and stated the public relations has worked to keep the public better informed.

D. Commissioner Law thanked the Fire and Police Departments for their efforts over the holiday. Commissioner Law commented that not everyone likes fireworks or the current sale and discharge dates, however having the discharge dates not coincide with the sale dates is hard to enforce.

E. Commissioner Fankhauser echoed the thoughts of the other Commissioners regarding the sales tax and budget discussions and in thanking the Fire and Police Departments. Commissioner Fankhauser reminded everyone of the First Friday event in downtown Garden City on July 7, 2017.



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado, City Clerk  
**DATE:** July 18, 2017  
**RE:** 2017 Shrine Bowl

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### **ISSUE:**

The Governing Body is asked to consider and allow the Mayor to proclaim July 29, 2017 as Shrine Bowl Day. All-Star Peyton Hill, 2017 graduate of Garden City High School will be participating.

### **BACKGROUND:**

None.

### **ALTERNATIVES:**

1. Approve the proclamation as presented.
2. Deny the proclamation.

### **RECOMMENDATION:**

Staff recommends approval.

### **FISCAL NOTE:**

None.

### **ATTACHMENTS:**

Description	Upload Date	Type
2017 Shrine Bowl letter	7/13/2017	Backup Material
2017 Shrine Bowl proclamation	7/14/2017	Backup Material

# Kansas Shrine Bowl



**BENEFITING SHRINE HOSPITALS FOR CHILDREN**

**East-West Charity All-Star Football Since 1974**

*"Strong Legs Run So That Weak Legs May Walk"*



Mayor's Office  
City Hall  
301 N. 8th  
Garden City, KS 67846

May 10, 2017

## **BOARD OF DIRECTORS**

**President**

**Don Boxberger, P.P.**

Russell

**1st Vice President**

**Jack Call**

Emporia

**2nd Vice President**

**Larry Wilson**

Wichita

**Treasurer**

**Steve Aemisegger**

Independence

**Secretary**

**Mike Tavares, P.P.**

Shawnee

**Gary Bennett, P.P.**

Olathe

**Peter Martin**

Yates Center

**Doug Voss**

Overland Park

**Ike Bartels**

Manhattan

**Greg King**

Great Bend

**Lou Robelli**

Wichita

**Drew Couch**

Wichita

**Stan Jahay, P.P.**

Arcadia

**Donnie Bohannon**

Holton

**Mike Powell**

Topeka

Sarah Van Petten

9080 Parkhill St.

Lenexa, KS 66215

Phone (913)602-8656

Toll Free 800-530-5524

Fax (913)602-8658

e-mail:

shrinebowl@hotmail.com

www.kansasshrinebowl.com

Good Morning;

Governor Brownback has proclaimed July 29, 2017, as SHRINE BOWL DAY in the State of Kansas in honor of the Forty Fourth Annual Shrine Bowl Football Game to be played on that day in El Dorado at BG Products Veterans Stadium, Butler County Community College. Many cities like to proclaim a special day in honor of their participants in the game. Enclosed is a copy of Governor Brownback's proclamation which you may use as a sample if you so decide. Please feel free to release your proclamation to the press. If a public presentation is planned please call this office or some of your local Shriners.

Participating from your city is:

All-Star **Peyton Hill** of Garden City High

Thank you.

Sincerely,

*Sarah E Van Petten*

Sarah Van Petten

Executive Director

enc.

Supporting Kansas Shrine Centers: Abdallah, Overland Park; Arab, Topeka; Isis, Salina; Midian, Wichita; Mirza, Pittsburg



# PROCLAMATION

- WHEREAS, The Shrine Bowl of Kansas, Inc., sponsored by the five Shrine Centers of Kansas: namely, Abdullah of Overland Park, Arab of Topeka, Isis of Salina, Midian of Wichita, and Mirza of Pittsburg, will sponsor their 44th Annual All-Star Football Game on July 29, 2017 in El Dorado, Kansas, and continue their tradition of philanthropy; and
- WHEREAS, For over 90 years the Ancient Arabic Order of the Nobles of the Mystic Shrine of North America, through its network of hospitals, has treated over 865,000 children with orthopedic disabilities and in more recent years, treated thousands of severely burned children through its Burn Institute; and
- WHEREAS, The citizens of Garden City may aid this worthy and impartial work and further the efforts of this great charity in their support of this philanthropic event to favor the unfortunate children regardless of race or creed; and
- WHEREAS, it is fitting that we recognize all-star **Peyton Hill** for his participation, proficiency, physical conditioning, and sportsmanship displayed throughout their athletic career.

NOW, THEREFORE, I, Melvin L. Dale, Mayor of the City of Garden City, Kansas, do hereby proclaim July 29, 2017 as

## KANSAS ALL-STAR FOOTBALL SHRINE BOWL DAY

in Garden City, Kansas, and urge all citizens to join in this observance.

SIGNED this 18th day of July 2017.

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Melvin L. Dale, Mayor

ATTEST:

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Celyn N. Hurtado, City Clerk



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado, City Clerk  
**DATE:** July 18, 2017  
**RE:** Downtown Vision First Friday CMB request

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### **ISSUE:**

The Governing Body is asked to consider and authorize a request from Myca Bunch, Executive Director of Downtown Vision, under Code Section 6-35 and 6-133 to allow possession, consumption, and sale of cereal malt beverages or alcoholic liquors on the sidewalks, streets and public park at Stevens Park on Friday, August 4, 2017 for First Friday event partnered with the Chamber of Commerce Business After Hours in Stevens Park with a beer garden from 5:00 p.m. - 7:30 p.m.

### **BACKGROUND:**

None.

### **ALTERNATIVES:**

1. Approve the request as submitted.
2. Deny the request.

### **RECOMMENDATION:**

Staff has no recommendation.

### **FISCAL NOTE:**

A temporary Cereal Malt Beverage license is \$50.00 per day.

### **ATTACHMENTS:**

Description	Upload Date	Type
Downtown Vision First Friday CMB request	7/14/2017	Backup Material



# Special Event Request

301 N 8th Street  
PO Box 998  
Garden City, KS 67846  
620-276-1278

☒ Other  
☐ Carnival/Circus\*  
☐ Sports Event\*  
☐ Haunted House\*  
☐ Parade\*\*  
\*License Required  
\*\*Parade Application Required

July 10, 2017

Today's Date

Downtown First Friday & Chamber Business After Hours

Name of Event (if applicable)

Friday, August 4, 2017

Date of Event

Stevens Park

Location of Event

Set-up 4:00 p.m. / Event 5:00 - 7:30 p.m.

Start and End Time of Event

First Friday event partnered with Chamber Business After Hours in Stevens Park with Beer Garden

Purpose of the Event

Myca J. Bunch, Executive Director

Applicant Name (please print)

Garden City Downtown Vision, Inc.

Address

620.276.0891

Phone

rmorgan@finneycountycvb.com

Additional Contact Names & Phone Numbers

**Please mark for all request. (Note: Amenities are not available at all locations.)**

Street Closure and/or Barricades	Heroes Way will already be closed off for Food Trucks	Steven's Park Bandshell	<input checked="" type="checkbox"/>	Noise Waiver**	<input checked="" type="checkbox"/>
Extra Trash Receptacles	We will use the receptacles in the concession area.	Restrooms (Park Shelter Keys)	<input checked="" type="checkbox"/>	Electricity Access	<input checked="" type="checkbox"/>
Additional Request/Remarks	Requesting to have beer/wine (license from City Clerk) at Stevens Park along with Food Trucks.				

Compliance with Code of Ordinances Sections 62-21 to 62-25, pertaining to levels of noise that are permitted, is required unless a waiver is granted by the Governing Body or the City Manager for a specifically designated date and time period. A copy of the applicable code sections can be obtained from the City Clerk.

**\*\*Please note that a waiver of noise ordinance does not prohibit an officer or City official from advising you to lower the amplified noise of your event or issuing a citation upon failure to comply with such warnings.**

**RESOLUTION NO. 2435-2011**

A Resolution granting to the City Manager, or Designee, the authority to grant certain request of persons, businesses or groups for special events or activities.

By signing below, I hereby certify that I have read and understand the statements above and that all related information which I have provided are true, accurate and complete to the best of my knowledge.

Request on file

Signature

June 28, 2017

Date

For office use only		GC Downtown Vision	
Police		Electric	n/a
Fire		Public Works	
Inspection		Parks/Grounds	
City Manager/Commission		Application Received by	Raelene Stoecklein 6/28/2017



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado, City Clerk  
**DATE:** July 18, 2017  
**RE:** Tumbleweed Festival CMB request

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### **ISSUE:**

The Governing Body is asked to consider and authorize a request from Sean Collins on behalf of the Tumbleweed Festival, under Code Section 6-35 and 6-133 to allow possession, consumption and sale of cereal malt beverages or alcoholic liquors in a public park at Finnup Park from August 25-27, 2017 for the 2017 Tumbleweed Festival.

### **BACKGROUND:**

None.

### **ALTERNATIVES:**

1. Approve the request as submitted.
2. Deny the request.

### **RECOMMENDATION:**

Staff has no recommendation.

### **FISCAL NOTE:**

None.

### **ATTACHMENTS:**

Description	Upload Date	Type
Amended SER - Tumbleweed	7/14/2017	Backup Material
Tumbleweed request	7/14/2017	Backup Material



# Special Event Request

301 N 8th Street  
PO Box 998  
Garden City, KS 67846  
620-276-1278

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

**February 21, 2017**

Today's Date

**Tumbleweed Festival (26 years) - AMENDED**

Name of Event (if applicable)

**West Greens of LRZ**

Location of Event

**Friday, 8/25 - Sunday, 8/27/2016**

Date of Event

**Fri 5:30pm-11pm, Sat 10am- 11pm, Sun 10 am-7 pm**

Start and End Time of Event

**Cummunity event with games, creafths and performers**

Purpose of the Event

**Jera McGraw, Board President**

**620-805-9643**

Applicant Name (please print)

Address

Phone

Additional Contact Names & Phone Numbers

**Please mark for all request. (Note: Amenities are not available at all locations.)**

Street Closure and/or Barricades	see attached request	GCPolice Dept.	see attached request	LRZ	see attached request
Extra Trash Receptacles	see attached request	GCRC	see attached request	Electricity Access	see attached request
Additional Request/Remarks	setup dates: Mon 8/21-Thur 8/24 4pm-9pm - Fri 8/25 7am-4pm, set up crew 10-15 ppl Fri 10am for approx 3 hours, teardown dates: Mon 8/27/29 & 8/28 4pm-9pm, banner permit on zoo fences 4 weeks prior to festival - <b>ALLOW FOR CMB &amp; LIQUOR SALES &amp; CONSUMPTION</b>				

Compliance with Code of Ordinances Sections 62-21 to 62-25, pertaining to levels of noise that are permitted, is required unless a waiver is granted by the Governing Body or the City Manager for a specifically designated date and time period. A copy of the applicable code sections can be obtained from the City Clerk.

**\*\*Please note that a waiver of noise ordinance does not prohibit an officer or City official from advising you to lower the amplified noise of your event or issuing a citation upon failure to comply with such warnings.**

## RESOLUTION NO. 2435-2011

A Resolution granting to the City Manager, or Designee, the authority to grant certain request of persons, businesses of groups for special events or activities.

By signing below, I hereby certify that I have read and understand the statements above and that all related information which I have provided are true, accurate and complete to the best of my knowledge.

**Request on file**

Signature

**2/21/2017 - 07-14-17 AMENDED**

Date

Neighborhood Dev.	CD 2/21/2017	GC Rec	CR 2/28/2017
Police	Capt. Reagle 2/21/2017	Electric	CS 2/23/2017
Fire	Chief Shelton 2/21/2017	Public Works	SC 2/21/2017
Zoo	KN is working with Tumbleweed	Parks/Grounds	AL 2/21/2017
City Manager/Commission	Commission 3/7/2017	Application Received by	Raelene Stoecklein 2/21/17/Celyn Hurtado 07/14/17

## Celyn Hurtado

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**From:** Sean Collins <sean.collins@westernmotor.com>  
**Sent:** Friday, July 14, 2017 4:50 PM  
**To:** Celyn Hurtado  
**Subject:** Request for beer sales at Tumbleweed Festival 2017

Good afternoon Celyn,

I'm writing to inform the City of Garden City that the Tumbleweed Festival is requesting permission to add a beer tent to the festival's services. We would like to feature a selection of five beers, all brewed in Kansas, and served in cans. We will be applying for a full liquor license since all of these drinks are above the 3.2 limit. There will be no hard liquor served.

Thank you,

Sean Collins  
Vice President  
The Tumbleweed Festival  
Cell 620.287.0069



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Fred Jones, Water Resource Manager  
**DATE:** July 18, 2017  
**RE:** 2017 Big Pool Water Consumption Update

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### **ISSUE:**

Water Resource Manager Jones will provide an update on water consumption at the Big Pool for the 2017 season.

### **BACKGROUND:**

Since the 2014 season at the Big Pool, City staff have been working to reduce water consumption at the facility. Repairs to the piping and valving at the Big Pool were undertaken in 2015 and 2016 to improve the circulation of water and reduce water loss.

This year the pool maintenance schedule included some minor sealing of cracks in the shallow portion of the pool along with a painting of the entire shallow portion of the pool. There were no major changes to any of the water treatment or circulation facilities.

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
MAY	7,857,300	10,107,800	6,249,900	2,521,465	2,369,500
JUNE	6,434,600	10,547,400	10,685,800	5,066,352	6,749,264
JULY*	5,800,500	9,243,500	8,250,500	3,807,447	2,314,020
AUGUST	5,800,500	2,480,000	4,491,000	1,150,490	
<b>Total</b>	<b>25,894,913</b>	<b>32,378,700</b>	<b>29,677,200</b>	<b>12,545,754</b>	<b>11,432,784</b>

Usage in the months of May and June 2017 is approximately 20.1% higher than the same period in 2016. We think there are several factors that may have contributed to this increase.

- New staff operating the pool's physical plant
- Increased number of swimmers at the pool will increase the filtration load and loss from backwash cycles.
- Elephant "Kiddie Pool" needed to be drained to make a repair to the slide in June.
- Warmer average temperatures in May and June compared to 2016.

Water department staff will continue to monitor water use at the facility and provide an update to the City Commission at the end of the 2017 Big Pool season.

### **ALTERNATIVES:**

Report provided to the Commission for informational purposes.

**RECOMMENDATION:**

None at this time.

**FISCAL NOTE:**

Report provided for informational purposes.





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado  
**DATE:** July 18, 2017  
**RE:** International Code Council - Board Shadow Program

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### **ISSUE:**

Congratulations to Chief Building Inspector John Arellano on the occasion of being chosen for the Board Shadow Program for the International Code Council Annual Meeting! John is one of 13 chosen across the nation.

### **BACKGROUND:**

None.

### **ALTERNATIVES:**

None.

### **RECOMMENDATION:**

None.

### **FISCAL NOTE:**

None.

### **ATTACHMENTS:**

Description	Upload Date	Type
Board Shadow Memo	7/13/2017	Backup Material



**TO: Board of Director Shadows**

**FROM: President Garriss**

**DATE: July 10, 2017**

**SUBJECT: Board Shadow Program**



**Greetings Board Shadows!** On behalf of the Board of Directors and Chief Executive Officer Dominic Sims, it is my pleasure to welcome you as special participants in this year's Board Shadow Program at our 2017 Annual Conference in Columbus, OH.

You have been identified by the Board of Directors as emerging building safety professionals who demonstrate the skill and desire to be leaders in our profession. The Shadow program is designed to help you learn about the path of leadership at the International Code Council. In Columbus, you will "shadow" one of our Board Members, following in their footsteps and observing the Board as it conducts business and hosts our members at the Annual Conference. We hope this experience will demonstrate some of the exciting opportunities for emerging professionals to get involved and inspire you to become an ICC leader.

While we encourage you to take advantage of the entire conference, your role as a Board Shadow will specifically encompass the period from Saturday evening on September 9<sup>th</sup> through the end of Tuesday, September 12<sup>th</sup>. On those days, you will accompany your Board mentor to a series of meetings and events beginning with the President's Reception on Saturday night and ending with our Annual Banquet on Tuesday night. To assist in planning for the Annual Conference, we have prepared a customized schedule, including suggested attire for each event.

ICC will provide complimentary registration, airfare, lodging for four nights and will reimburse reasonable travel expenses. To register, the following link automatically enters a complimentary discount code for you. [Click here to register](#). From the link, click on "New Registration," enter your email address, identify if you are a Governmental Voting Member/ ICC Member or Non-Member and follow the prompts for the requested information. For air travel to Columbus, you may book your own flight or ICC can assist in securing your travel. Your hotel rooms have been reserved at the Hyatt Regency Columbus for arrival on Saturday, September 9<sup>th</sup> and departure on Wednesday, September 13<sup>th</sup>. The attached Travel Reimbursement Policy and Reimbursement Form can be used for submitting travel expenses after Conference. If you have any questions or need assistance before or during your stay in Columbus, ICC staff members Madi Dominescy or Ron Piester will be glad to help.

The Board of Directors, Dominic and I look forward to sharing our experiences with you at the Annual Conference and welcoming you as Emerging Leaders of the International Code Council. See you in Columbus!

cc: Board of Directors



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Rachelle Powell, Director of Aviation  
**DATE:** July 18, 2017  
**RE:** Airport June 2017 Report

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**ISSUE:**

Presentation of the June 2017 staff report from the Garden City Regional Airport.

**BACKGROUND:**

Attached is the Garden City Regional Airport staff report for June 2017.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

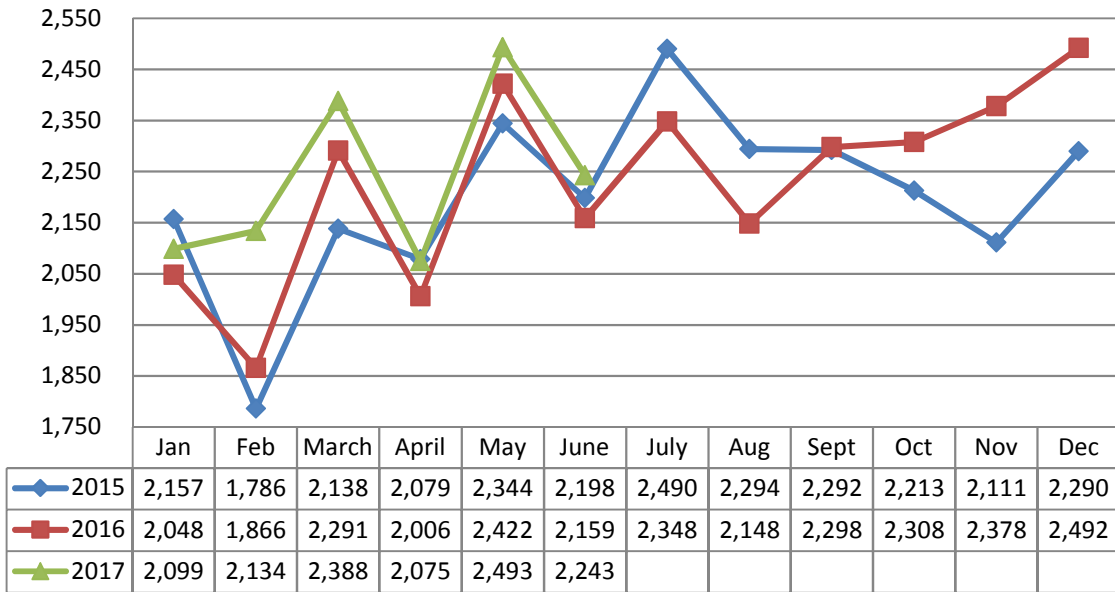
None.

**ATTACHMENTS:**

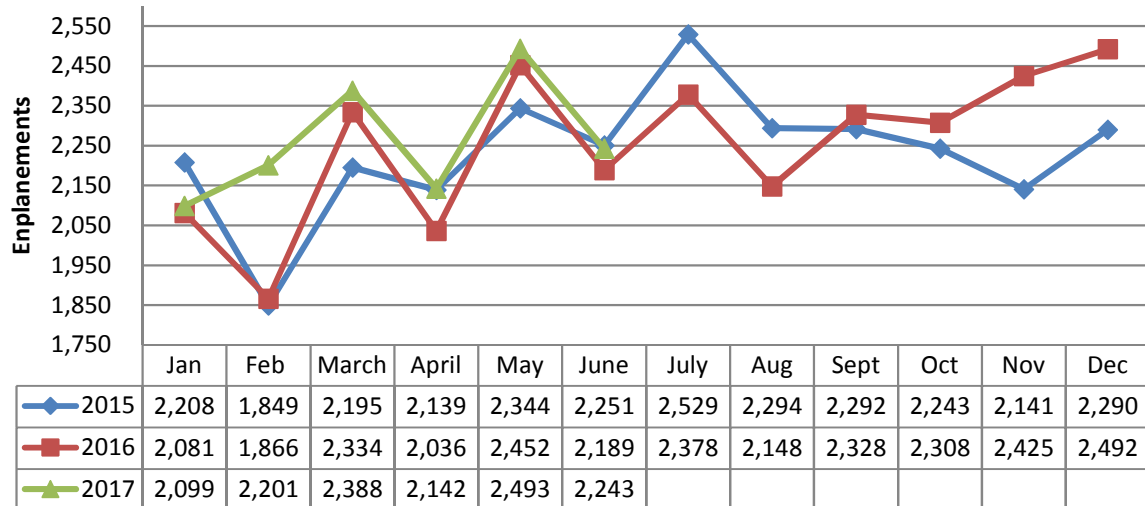
Description	Upload Date	Type
Airport June 2017 Report	7/12/2017	Backup Material

# GARDEN CITY REGIONAL AIRPORT MONTHLY REPORTS

## Airline Enplanement Comparison



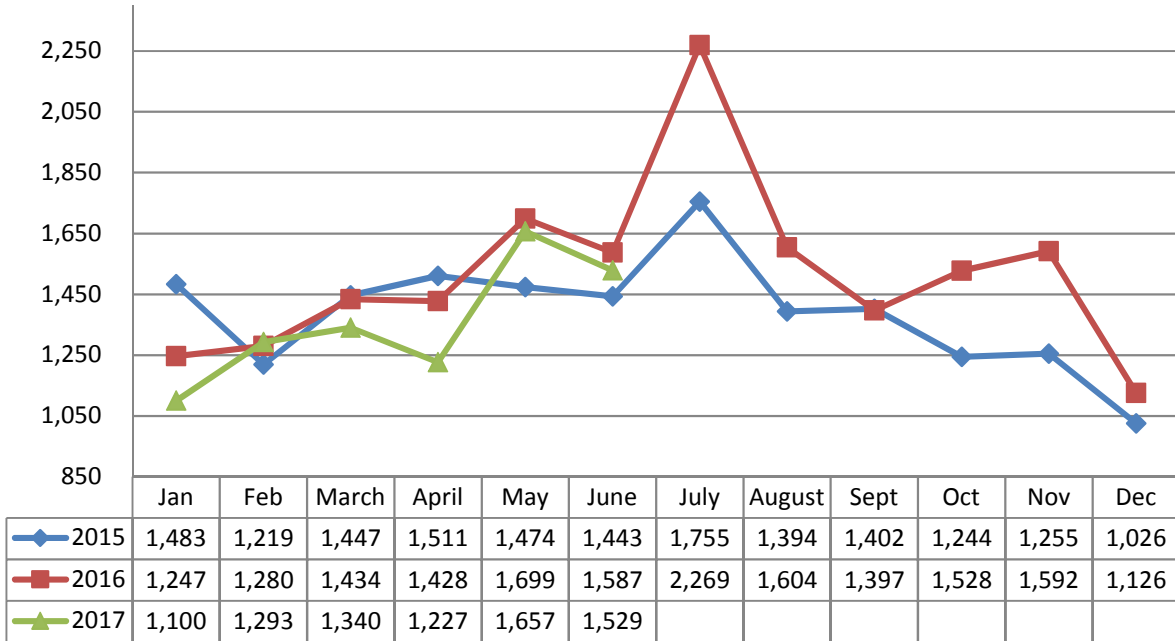
## Airline and Charter Enplanement Data



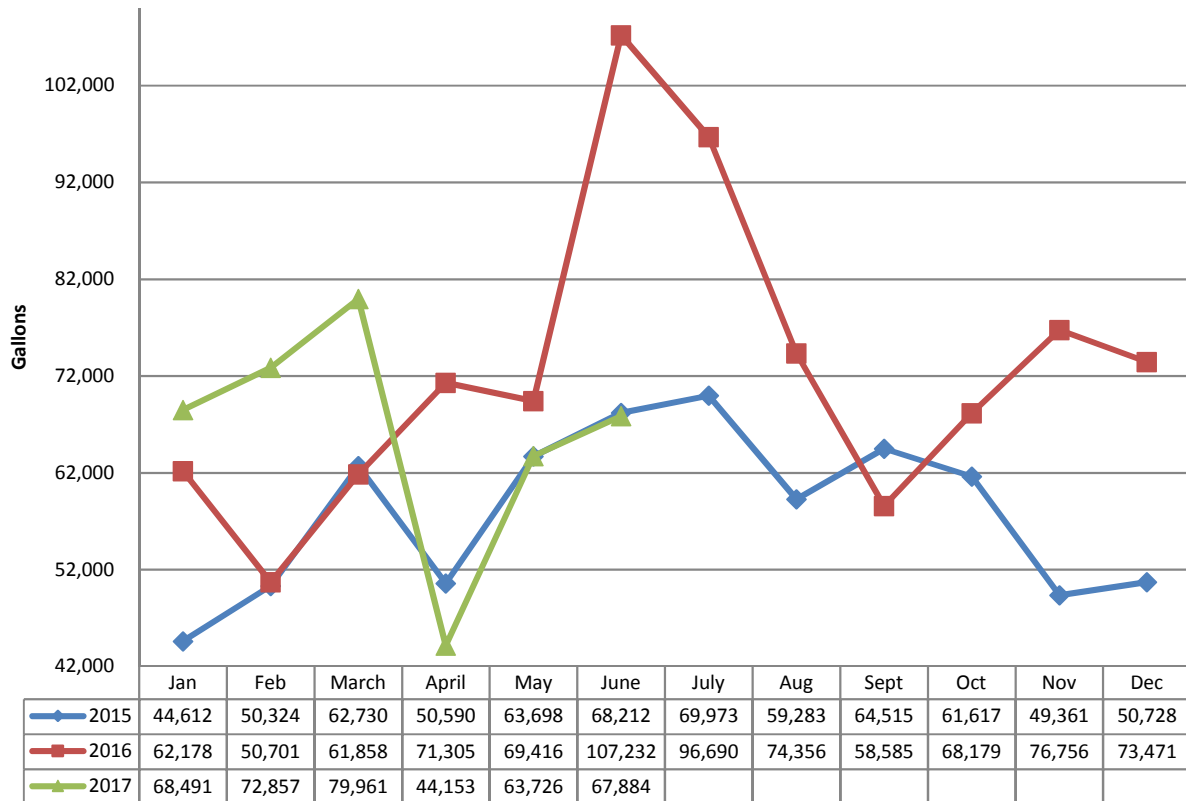
### January - June Airline Comparison

	2015	2016	2017
<b>TOTAL</b>	<b>12,702</b>	<b>12,822</b>	<b>13,432</b>

## Monthly Operations Comparison



## Fuel Sale Comparison





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Kaleb Kentner, Neighborhood & Development Services Director  
**DATE:** July 18, 2017  
**RE:** June 2017 Building Report

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**ISSUE:**

Presentation of the June 2017 Building Report from Neighborhood & Development Services.

**BACKGROUND:**

Attached is the June 2017 Building Report from Neighborhood & Development Services.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

None.

**ATTACHMENTS:**

Description	Upload Date	Type
June 2017 Building Report	7/12/2017	Backup Material

# Neighborhood & Development Services

## Building Report

### June 2017



# FINNEY COUNTY

## 2017 MONTHLY BUILDING REPORT

2017 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE		413.00		1,085.00	3,377.00		2,122.00		6,997.00	61
	PERMITS		1	-	17	9	-	1	-	28	
	VALUATION		66,560		111,265	419,350		365,000		962,175	
FEB	FEE	1,159.00	413.00	-	809.00	-	-	5,801.00	-	8,182.00	69
	PERMITS	1	1	-	13	-	-	4	-	19	
	VALUATION	184,846	66,560	-	37,550	-	-	1,298,875	-	1,587,831	
MAR	FEE	1,416.00		-	1,946.00		1,724.00	4,163.00	-	9,249.00	93
	PERMITS	1		-	26		2	5	-	34	
	VALUATION	329,900		-	149,487		368,000	911,204	-	1,758,591	
APR	FEE		226.00	-	3,801.00	-	-	289.00	0.00	4,316.00	64
	PERMITS		1	-	28	-	-	8	1	38	
	VALUATION		45,000	-	382,562			16,100	10,000	453,662	
MAY	FEE			-	1,704.00	21,829.00	-	438.00	-	23,971.00	81
	PERMITS			-	23	1	-	6	-	30	
	VALUATION			-	126,927	9,750,000	-	57,529	-	9,934,456	
JUN	FEE	1,238.00	623.00	-	2,465.00	975.00	4,604.00	1,053.00	-	10,958.00	95
	PERMITS	1	2.00	-	28	1.00	2.00	14	-	48	
	VALUATION	225,000	117,560.00	-	236,437	200,000.00	985,818.00	66,579	-	1,831,394	
JUL	FEE		-	-		-	-		-	0.00	
	PERMITS		-	-		-	-		-	0	
	VALUATION		-	-		-	-		-	0	
AUG	FEE			-		-	-		-	0.00	
	PERMITS			-		-	-		-	0	
	VALUATION			-		-	-		-	0	
SEP	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
OCT	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2017 TOTAL PERMITS		3	5	0	135	11	4	38	1	63,673.00	463
										197	
										16,528,109	



Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Finney County	BUILDING PERMIT	2865 West MAPLE	\$ 29.00	\$ 3,000.00	Building	Residential Remodel	COVER OVER FRONT PORCH - PITCH OF COVER MUST MATCH THAT OF THE HOUSE
Finney County	BUILDING PERMIT	203 BULLARD DR	\$ 105.00	\$ 14,000.00	Building	Residential Remodel	INSTALL BASKETBALL COURT
Finney County	BUILDING PERMIT	12915 West RIVER	\$ 105.00	\$ 7,500.00	Building	Residential Remodel	NEW HOME- CONCRETE ONLY
Finney County	BUILDING PERMIT	12915 West RIVER	\$ 200.00	\$ 30,000.00	Building	Residential Remodel	RELOCATING HOUSE
Finney County	MECHANICAL	3460 North FARMLAND	\$ 69.00	\$ 3,763.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435367
Finney County	BUILDING PERMIT	6400 OLD POST	\$ 345.00	\$ 52,000.00	Building	Residential Remodel	REPAIR TO WIND DAMAGED ROOF AND DECK
Finney County	BUILDING PERMIT	1650 North SHERLOCK	\$ 975.00	\$ 200,000.00	Building	New Commercial	CONCRETE WORK - FOOTINGS AND FOUNDATION ONLY FOR FEED STORAGE BUILDING
Finney County	BUILDING PERMIT	1365 South ROLLING HILLS Road	\$ 65.50	\$ 12,220.00	Building	Residential Remodel	PLACING A STORAGE SHED AND BUILDING A FENCE (PERMIT RENEWAL)
Finney County	PLUMBING	1315 NORTH SHORE	\$ 29.00	\$ 2,000.00	Plumbing	Residential Remodel	REPLACE WATER SERVICE LINE
Finney County	EXCAVATION	746 South FARMLAND Road	\$ 30.00	\$ -	Excavation	Commercial/Industrial Remodel	PAD FOR SHOP AND OFFICE (DIRT WORK ONLY) TP&L
Finney County	BUILDING PERMIT	2340 North SHERLOCK	\$ 131.00	\$ 8,000.00	Building	Residential Remodel	REMOVE & REPLACE ROOF FOR HOUSE & SHOP
Finney County	BUILDING PERMIT	2601 West MARY LOT#113	\$ 42.00	\$ 400.00	Building	Residential Remodel	BUILD A DRIVEWAY
Finney County	BUILDING PERMIT	2601 West MARY LOT# 405	\$ 42.00	\$ 400.00	Building	Residential Remodel	BUILD A DRIVEWAY
Finney County	MECHANICAL	2075 ST JOHN	\$ 75.00	\$ 5,079.00	Mechanical	Commercial/Industrial Remodel	REPLACE OFFICE AIR CONDITIONER #435508
Finney County	BUILDING PERMIT	2601 West MARY #404	\$ 42.00	\$ 400.00	Building	Residential Remodel	DRIVEWAY
Finney County	BUILDING PERMIT	2740 East HWY 50	\$1,475.00	\$ 285,818.00	Building	New Industrial	INSTALL 42' X 120' X 18' CLEAR POST FRAMED SHED
Finney County	BUILDING PERMIT	746 South FARMLAND Road	\$3,129.00	\$ 700,000.00	Building	New Industrial	NEW CONSTRUCTION SHOP & OFFICE (NO/WILL BE REQUIRED IF LAND AREA DISTURBANCE EXCEEDS ONE (1) ACRE (RBS) (A SIGN PERMIT WILL NEED TO SEPERATELY BE ISSUED FOR ALL SIGNS)
Finney County	ELECTRICAL	712 South 83 FRONTAGE Road	\$ 32.00	\$ 650.00	Electrical	Commercial/Industrial Remodel	100 AMP MAIN SERVICE
Finney County	MECHANICAL	6915 West LOWE Road	\$ 45.00	\$ 1,800.00	Mechanical	Commercial/Industrial Remodel	REPLACE PTAC #435621
Finney County	UTILITY	746 South FARMLAND Road	\$ 466.30	\$ 3,500.00	Electrical	Commercial/Industrial Remodel	ELECTRICAL DEPOSITS FOR A NEW SHOP
Finney County	UTILITY	746 South FARMLAND Road	\$4,667.42	\$ 3,500.00	Plumbing	Commercial/Industrial Remodel	WATER FEES & DEPOSITS FOR NEW SHOP BUILDING
Finney County	BUILDING PERMIT	2601 West MARY	\$ 58.00	\$ 600.00	Building	Residential Remodel	CONCRETE PAD AT OFFICE - 3'X9'
Finney County	EXCAVATION	2750 East HWY 50	\$ 30.00	\$ -	Excavation	Commercial/Industrial Remodel	REMOVE AND REPLACE DIRT PER TERRALON RECOMMENDATION FOR 135' DIAMETER STEEL TANK (DIRT WORK ONLY)
Finney County	BUILDING PERMIT	8550 North FARMLAND	\$ 131.00	\$ 14,000.00	Building	Residential Remodel	TEAR OFF AND REPLACE LAMINATE SHINGLES
Finney County	BUILDING PERMIT	3180 North EIGHTH	\$ 82.00	\$ 5,784.00	Building	Residential Remodel	REMOVE 1 LAYER AND INSTALL 30 YEAR SHINGLES
Finney County	ELECTRICAL	3413 North VFW Road	\$ 143.00	\$ 7,000.00	Electrical	Commercial/Industrial Remodel	COMBINE 2 100AMP SERVICE TO 1 200 AMP SERVICE AT THE SHOP
Finney County	SIGN PERMIT	2810 East HWY 50	\$ 75.00	\$ 3,000.00	Wall Sign	Commercial/Industrial Remodel	NEW SIGN FOR BONANZA BIO ENERGY
Finney County	PLUMBING	1905 GRANDVIEW EAST	\$ 42.00	\$ 850.00	Plumbing	Residential Remodel	INSTALL 40 GALLON NG WATER HEATER
Finney County	ELECTRICAL	1700 East HWY 50	\$ 32.00	\$ 1,000.00	Electrical	Commercial/Industrial Remodel	INSTALL 100 AMP SERVICE FOR FIREWORK STAND
Finney County	ELECTRICAL	3290 North ANDERSON	\$ 143.00	\$ 24,000.00	Electrical	Commercial/Industrial Remodel	INSTALL ELECTRICAL WIRING FOR OUTLETS AND LIGHT FIXTURES
Finney County	MECHANICAL	2605 East SIX MILE Road	\$ 69.00	\$ 3,950.00	Mechanical	Residential Remodel	REPLACE R-22 SYSTEM 4 TON A/C AND 5 TON COIL
Finney County	PLUMBING	1838 KENSINGTON Boulevard	\$ 42.00	\$ 300.00	Plumbing	Residential Remodel	REPLACE 50 GALLON WATER HEATER UNDER WARRANTY
Finney County	MECHANICAL	9375 East PLYMELL	\$ 69.00	\$ 3,895.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #436116
Finney County	BUILDING PERMIT	2125 ANDOVER	\$ 131.00	\$ 8,000.00	Building	Residential Remodel	TEAR OFF 1-LAYER AND INSTALL 30 YEAR LAMINATE
Finney County	BUILDING PERMIT	3164 North VFW	\$ 130.00	\$ 10,000.00	Building	Commercial/Industrial Remodel	FENCE SURROUNDING AT&T WIRELESS TELECOMMUNICATIONS FACILITY
Finney County	BUILDING PERMIT	5911 SKYLINE	\$ 452.50	\$ 66,560.00	Building	SF Manufactured (HUD Standards)	REMOVAL OF AN OLD MOBILE HOME AND REPLACE WITH A NEW MOBILE HOME YR 1999
Finney County	MECHANICAL	77 GRANDVIEW	\$ 143.00	\$ 10,000.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 10 TON PACKAGE UNIT
Finney County	BUILDING PERMIT	3885 North BIG LOWE Road	\$ 29.00	\$ 2,000.00	Building	Residential Remodel	4 FOOT WOOD DOG FENCE - CALL FOR STAKEOUT AND FINAL INSPECTIONS
Finney County	BUILDING PERMIT	2104 EIGHTH	\$ 29.00	\$ 2,000.00	Building	Residential Remodel	PORCH
Finney County	BUILDING PERMIT	102 CHELSEY Court	\$ 131.00	\$ 11,900.00	Building	Residential Remodel	TEAR OFF AND RE-ROOF
Finney County	BUILDING PERMIT	3905 DAMON Road	\$ 170.25	\$ 51,000.00	Building	SF Manufactured (HUD Standards)	MOVING A MOBILE HOME AND ADDING A CONCRETE SLAB. (PERMIT RENEWAL)
Finney County	MECHANICAL	2075 South SHERLOCK	\$ 69.00	\$ 3,675.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #436503
Finney County	ELECTRICAL	3470 CHEYENNE AUTUMN	\$ 42.00	\$ 1,500.00	Electrical	Residential Remodel	RUNNING ELECTRIC LINE TO SHOP
Finney County	BUILDING PERMIT	2224 West KANSAS #24	\$ 42.00	\$ 1,800.00	Building	Residential Remodel	SIDING
Finney County	BUILDING PERMIT	3430 CHEYENNE AUTUMN	\$1,237.75	\$ 225,000.00	Building	SF Residential Includes Modular	NEW HOME
Finney County	ELECTRICAL	4375 HWY 50	\$ 45.00	\$ 250.00	Electrical	Commercial/Industrial Remodel	INSTALL 100 AMP BREAKER PANEL AND 50 AMP RECEPTACLE AND GII RECEPTACLE
Finney County	GAS	3411 North VFW Road	\$ 55.00	\$ 700.00	Gas Permit	Commercial/Industrial Remodel	REPAIR GAS LINE AND PRESSURE TEST LEFT LINE FROM METER
Finney County	BUILDING PERMIT	4420 JONES Avenue	\$ 68.00	\$ 2,500.00	Building	Residential Remodel	STORAGE SHED AND ELECTRICAL OUTLET FOR TRUCK HEATER, SECURITY LIGHT AND ADD WATER METER AND HYDRANT - SHED WILL NEED TO BE 4' FROM PROPERTY LINE.
Finney County	BUILDING PERMIT	4538 JONES Avenue	\$ 226.00	\$ 40,000.00	Building	Residential Remodel	REPLACE ROOF, 5-WINDOW / SIDING / PAINT
Finney County	MECHANICAL	2075 ST JOHN Street	\$ 75.00	\$ 3,100.00	Mechanical	Commercial/Industrial Remodel	REPLACE AIR CONDITIONER # 436703 (SUNFLOWER ELECTRIC)

# GARDEN CITY

## 2017 MONTHLY BUILDING REPORT

2017 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	1,416.00		-	2,378.00		1,050.00	2,541.00	162.00	7,547.00	324
	PERMITS	1		-	51		1	24	2	79	
	VALUATION	208,000		-	175,036		220,000	370,967	8,100	982,103	
FEB	FEE	2,324.00		-	2,966.00	-	-	4,460.00	534.00	10,284.00	243
	PERMITS	3			64			22	2	91	
	VALUATION	363,500		-	186,371	-	-	647,109	73,740	1,270,720	
MAR	FEE	2,824.00	1,894.00	-	4,159.00		1,311.00	6,734.00	772.00	17,694.00	329
	PERMITS	2	5	-	83		1	40	3	134	
	VALUATION	751,200	293,696	-	423,894		298,500	1,270,334	120,000	3,157,624	
APR	FEE		505.00	1,370.00	4,388.00	-	-	2,216.00	62.00	8,541.00	330
	PERMITS		3	2	91	-	-	26	1	123	
	VALUATION		78,300	290,000	407,560	-	-	355,465	5,500	1,136,825	
MAY	FEE	535.00	105.00	2,305.00	6,663.00	-	-	2,611.00	442.00	12,661.00	281
	PERMITS	1	1	4	147	-	-	37	5	195	
	VALUATION	100,000	25,000	460,000	609,021	-	-	274,536	57,400	1,525,957	
JUN	FEE	2,086.00	200.00	-	5,620.00	-	-	11,263.00	357.00	19,526.00	375
	PERMITS	3	1.00	-	114	-	-	36	4.00	158	
	VALUATION	442,900	29,500.00	-	450,314	-	-	2,414,719	18,400.00	3,355,833	
JUL	FEE			-		-	-			0.00	
	PERMITS			-		-	-			0	
	VALUATION			-		-	-			0	
AUG	FEE			-		-	-		-	0.00	
	PERMITS			-		-	-		-	0	
	VALUATION			-		-	-		-	0	
SEP	FEE	-		-			-		-	0.00	
	PERMITS	-		-			-		-	0	
	VALUATION	-		-			-		-	0	
OCT	FEE			-		-	-		-	0.00	
	PERMITS			-		-	-		-	0	
	VALUATION			-		-	-		-	0	
NOV	FEE			-		-	-		-	0.00	
	PERMITS			-		-	-		-	0	
	VALUATION			-		-	-		-	0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2017 TOTAL PERMITS		10	10	6	550	0	2	185	17	76,253.00	1882
										780	
										11,429,062	

Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Garden City	MECHANICAL	805 East FAIR	\$ 56.00	\$ 3,911.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #436696
Garden City	MECHANICAL	2016 SPRUCE	\$ 130.00	\$ 24,000.00	Mechanical	Commercial/Industrial Remodel	INSTALL 3 1/2 TON CONDENSING UNIT AND EVAPORATOR COIL. INSTALL 80,000 BTU FURNACE WITH DUCT WORK. INSTALL DUCT WORK TO EXISTING 5 TON SYSTEM.
Garden City	UTILITY	2280 IDLEWILD Way	\$ 50.00	\$ 1,000.00	Plumbing	Residential Remodel	NEW SINGLE FAMILY HOME - WATER CONNECT FEES
Garden City	PLUMBING	1005 LAMPLIGHTER	\$ 29.00	\$ 750.00	Plumbing	Residential Remodel	40 GALLON W/H REPLACEMENT
Garden City	GAS	2016 SPRUCE	\$ 32.00	\$ 1,000.00	Gas Permit	Commercial/Industrial Remodel	RUN GAS LINES FOR FURNACE
Garden City	BUILDING PERMIT	2280 IDLEWILD Way	\$ 695.20	\$ 147,460.00	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME - 6-MIL VAPOR RETARDER REQUIRED BENEATH SLAB OF HOUSE. SETBACKS - F-25', R-25', S- 5'
Garden City	BUILDING PERMIT	908 North FIRST Street	\$ 105.00	\$ 6,400.00	Building	Residential Remodel	FENCE REPLACEMENT 6FT CEDER
Garden City	BUILDING PERMIT	3950 WILDWOOD	\$ 56.00	\$ 5,000.00	Building	Residential Remodel	NEW CEDAR FENCE
Garden City	BUILDING PERMIT	502 North FIFTH Street	\$ 29.00	\$ 200.00	Building	Residential Remodel	GARAGE ROOF/SHINGLE
Garden City	PLUMBING	2016 SPRUCE	\$ 130.00	\$ 13,700.00	Plumbing	Commercial/Industrial Remodel	PLUMBING FOR TWO BATHROOMS, INCLUDES 2-WATER CLOSETS 2-FLOOR DRAINS 1-URINAL AND 2 WALL MOUNT LAVATORIES.
Garden City	BUILDING PERMIT	1903 C Street	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	CONCRETE 3 FOOT FENCE
Garden City	BUILDING PERMIT	811 SAFFORD Avenue	\$ 56.00	\$ 3,500.00	Building	Residential Remodel	6 FOOT CEDAR FENCE - CALL FOR STAKE OUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	147 SHAMROCK	\$ 29.00	\$ 3,000.00	Building	Residential Remodel	WINDOWS AND SIDING
Garden City	BUILDING PERMIT	408 FLORENCE Avenue	\$ 29.00	\$ 1,300.00	Building	Residential Remodel	ADDING LAMINATED ROOF ON HOME ADDING LAMINATED ROOF ON HOME - REPLACING TRIM AROUND ROOF
Garden City	SIGN PERMIT	2406 FLEMING	\$ 35.00	\$ 1,000.00	Pole Sign	Misc	2 SIGNS
Garden City	MECHANICAL	1809 East PAWNEE Road	\$ 29.00	\$ 2,782.00	Mechanical	Residential Remodel	REPLACE FURNACE #436687
Garden City	MECHANICAL	1606 JULIE	\$ 29.00	\$ 3,000.00	Mechanical	Residential Remodel	CHANGE OUR 2 TON A/C
Garden City	BUILDING PERMIT	2228 CENTER	\$ 355.00	\$ 60,000.00	Building	Residential Remodel	REMODEL KITCHEN, MASTER BATH, ENTRY, LIVING ROOM
Garden City	BUILDING PERMIT	113 PINE Street	\$ 173.00	\$ 58,000.00	Building	Commercial/Industrial Remodel	RENEWAL OF PERMIT B16-413 REMODEL, DRYWALL, WIDOWS, HVAC, STUCCO, TILE, CARPORT
Garden City	BUILDING PERMIT	908 THIRTEENTH	\$ 29.00	\$ 1,500.00	Building	Residential Remodel	REMOVE AND REPLACE SHINGLES
Garden City	SIGN PERMIT	312 FINNUP Road	\$ -	\$ -	Temporary Sign	Commercial/Industrial Remodel	VINYL TEMPORARY SIGN - 3' X 10' - JUNGLE RUN
Garden City	PLUMBING	1807 East LAUREL Street SUITE 11	\$ 29.00	\$ 899.00	Plumbing	Residential Remodel	REPLACE 40 GALLON WATER HEATER
Garden City	DEMO PERMIT	1005 MAIN	\$ 30.00	\$ 2,000.00	Demo	Commercial/Industrial Remodel	INTERIOR DEMO
Garden City	UTILITY	2280 IDLEWILD Way	\$ 466.30	\$ 1,500.00	Electrical	Residential Remodel	NEW SINGLE FAMILY HOME - ELECTRICAL CONNECT AND DEPOSITS - 100 AMP
Garden City	BUILDING PERMIT	710 East FULTON Street	\$ 65.00	\$ 15,000.00	Building	Commercial/Industrial Remodel	DRIVEWAY & GARAGE (PERMIT RENEWAL)
Garden City	ELECTRICAL	206 South SEVENTH Street	\$ 29.00	\$ 750.00	Electrical	Residential Remodel	REPLACE ELECTRICAL SERVICE DUE TO BEING RED TAGGED BY THE CITY
Garden City	ELECTRICAL	1509 MAIN	\$ 29.00	\$ 800.00	Electrical	Residential Remodel	REPLACED SERVICE MAST
Garden City	BUILDING PERMIT	1706 BENTON	\$ 56.00	\$ 6,000.00	Building	Residential Remodel	(2) EGRESS WINDOWS
Garden City	PLUMBING	210 SPRUCE	\$ 32.00	\$ 1,000.00	Plumbing	Commercial/Industrial Remodel	INSTALL 50 GALLON NG WATER HEATER
Garden City	MECHANICAL	2916 ELDORADO Place	\$ 29.00	\$ 2,550.00	Mechanical	Residential Remodel	REPLACE A/C & COIL (R-22 SYSTEM)
Garden City	MECHANICAL	2015 THIRD Street	\$ 105.00	\$ 7,500.00	Mechanical	Residential Remodel	COMPLETE SYSTEM CHANGE OUT A/C, COIL, FURNACE
Garden City	MECHANICAL	1412 MELS Drive	\$ 29.00	\$ 2,115.00	Mechanical	Residential Remodel	REPLACE A/C W/14 SEER 2.5 TON
Garden City	BUILDING PERMIT	1308 BANCROFT	\$ 29.00	\$ 1,600.00	Building	Residential Remodel	BUILD CARPORT / PATIO COVER AND PATIO / DRIVEWAY EXTENSION - SETBACKS F-25", R-20", S-3". SLOPE OF ROOF MUST MATCH THAT OF THE HOUSE.
Garden City	BUILDING PERMIT	2340 IDLEWILD Way	\$ 29.00	\$ 3,000.00	Building	Residential Remodel	10 x 16 STORAGE SHED IN BACKYARD - shed is less than 180 sg ft so it can be put up to the property line
Garden City	SIGN PERMIT	1514 East FULTON ST.	\$ 375.00	\$ 1,500.00	Wall Sign	Commercial/Industrial Remodel	5 WALL SIGNS
Garden City	MECHANICAL	1916 B	\$ 56.00	\$ 3,050.00	Mechanical	Residential Remodel	REPLACE A/C AND COIL 13SEER / 2.5 TON (DUCTS AND A ROW HAVE INSTALLED A/C UNIT BUT COULD NOT HOOK UP TO ELECTRICAL BECAUSE OF BAD ELECTRICAL ISSUES. PER KACY WITH DUCTS IN A ROW)
Garden City	BUILDING PERMIT	2505 North MAIN Street	\$ 29.00	\$ 1,950.00	Building	Residential Remodel	NEW 6' FENCE
Garden City	BUILDING PERMIT	3401 East SPRUCE	\$ 130.00	\$ 6,200.00	Building	Misc	REMOVE AND REPLACE CURB
Garden City	BUILDING PERMIT	1612 East FAIR	\$ 105.00	\$ 10,000.00	Building	Residential Remodel	6 FOOT CEDAR FENCE
Garden City	BUILDING PERMIT	1611 North SEVENTH	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	INSTALL SIDING ON A GARAGE
Garden City	SIGN PERMIT	THIRD AND KANSAS	\$ -	\$ -	Temporary Sign	Commercial/Industrial Remodel	3FT X 8FT VINYL BANNER - FLEA MARKET - FINNEY COUNTY HISTORICAL SOCIETY - FRIENDS AND FROGS PARK
Garden City	SIGN PERMIT	FOURTH AND MAPLE	\$ -	\$ -	Temporary Sign	Commercial/Industrial Remodel	3FT X 8FT VINYL BANNER - FLEA MARKET - FINNEY COUNTY HISTORICAL SOCIETY- FINNUP PARK GATE



Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Garden City	ELECTRICAL	1509 North MAIN	\$ 29.00	\$ 350.00	Electrical	Residential Remodel	HOOK UP HOT TUB
Garden City	BUILDING PERMIT	2015 North SIXTH	\$ 29.00	\$ 2,000.00	Building	Residential Remodel	REPLACE SIDEWALK/ ADD CEMENT TO SOUTH SIDE OF GARAGE.
Garden City	BUILDING PERMIT	110 West FAIR Street	\$ -	\$ 5,000.00	Building	Residential Remodel	REMOVE/REPLACE DRIVEWAY AND SIDEWALK
Garden City	BUILDING PERMIT	705 North SIXTH	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	SIDEWALK CONCRETE
Garden City	GAS	2704 BELMONT	\$ 29.00	\$ 500.00	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	303 East THOMPSON	\$ 29.00	\$ 3,000.00	Building	Residential Remodel	6 FOOT VINYL FENCE
Garden City	BUILDING PERMIT	508 North ELEVENTH	\$ 56.00	\$ 5,400.00	Building	Residential Remodel	TEAR OFF AND REPLACE ROOF
Garden City	SIGN PERMIT	1309 North TAYLOR AVE	\$ -	\$ 500.00	Pole Sign	Commercial/Industrial Remodel	REFACE SIGN
Garden City	PLUMBING	306 North FOURTH	\$ 29.00	\$ 600.00	Plumbing	Residential Remodel	REPLACE WATER LINE FROM METER TO HOUSE
Garden City	MECHANICAL	603 North EIGHTH	\$ 62.00	\$ 4,150.00	Mechanical	Commercial/Industrial Remodel	(1) 100,000 BTU FURNACE (1) 5 TON EVAPORATOR COIL
Garden City	BUILDING PERMIT	1002 East HAMLINE	\$ 29.00	\$ 450.00	Building	Residential Remodel	SIDEWALK AROUND HOUSE 4" THICK CONCRETE
Garden City	SIGN PERMIT	110 West KANSAS Avenue	\$ 150.00	\$ 3,500.00	Wall Sign	Commercial/Industrial Remodel	SIGN PERMIT (LA CABANA)
Garden City	PLUMBING	1002 North FIFTH	\$ 29.00	\$ 1,000.00	Plumbing	Residential Remodel	SPRINKLER SYSTEM TO THE YARD - HOMEOWNERS ARE DOING THE INSTALLATION AND RJ'S PLUMBING IS DOING THE BACK FLOW DEVICE TESTING
Garden City	PLUMBING	1524 North TAYLOR Plaza E	\$ 32.00	\$ 400.00	Plumbing	Commercial/Industrial Remodel	HOOK UP WATER TO HAND SINK, MAIN SINK AND 3 COMP SINK. INSTALL AIR GAP AT MAIN LINE
Garden City	PLUMBING	905 North THIRD	\$ 56.00	\$ 3,750.00	Plumbing	Residential Remodel	LAWN SPRINKLER SYSTEM WITH ONE PVB. BACKYARD ONLY BUT ATTACH TO EXISTING SPRINKLER SYSTEM
Garden City	BUILDING PERMIT	2324 C	\$ 29.00	\$ 320.00	Building	Residential Remodel	10 X 12 SHED - PITCH OF ROOF MUST MATCH THAT OF THE HOUSES IN THE NEIGHBORHOOD
Garden City	PLUMBING	1702 North NINTH	\$ 29.00	\$ 800.00	Plumbing	Residential Remodel	RUN NEW WATER LINE FROM METER TO HOUSE
Garden City	MECHANICAL	1319 North TAYLOR	\$ 32.00	\$ 2,500.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT A COIL, CONDENSER AND ADD SOME R/A
Garden City	MECHANICAL	114 West KANSAS	\$ 62.00	\$ 6,000.00	Mechanical	Commercial/Industrial Remodel	REPLACE RTU AC/UNIT INSTALL NEW 5 TON A/C
Garden City	MECHANICAL	501 North NINTH	\$ 29.00	\$ 1,952.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #436058
Garden City	BUILDING PERMIT	510 ALYSSA Court	\$ 29.00	\$ 800.00	Building	Residential Remodel	NEW WOODEN FENCE
Garden City	BUILDING PERMIT	502 JENNA	\$ 29.00	\$ 350.00	Building	Residential Remodel	CONCRETE SLAB
Garden City	BUILDING PERMIT	605 HARDING	\$ 29.00	\$ 1,800.00	Building	Residential Remodel	PORCH-PATIO BACK OF THE HOUSE - PITCH OF ROOF MUST MATCH THAT OF THE HOUSE
Garden City	GAS	2704 BELMONT	\$ 29.00	\$ 800.00	Gas Permit	Residential Remodel	GAS PRESSURE TEST PER ERLINDA VOID PERMIT HOWEOWNER FOUND SOMEONE ELSE TO DO THE JOB
Garden City	MECHANICAL	808 North FIFTH	\$ 56.00	\$ 5,000.00	Mechanical	Residential Remodel	CHANGE OUT 3 TON A/C AND 75K 80% FURNACE
Garden City	BUILDING PERMIT	2110 TARA	\$ 29.00	\$ 500.00	Building	Residential Remodel	SHED
Garden City	MECHANICAL	2204 APACHE Drive	\$ 105.00	\$ 7,450.00	Mechanical	Residential Remodel	REPLACE A/C, COIL, FURNACE-3 TON
Garden City	MECHANICAL	1101 SUMMIT	\$ 29.00	\$ 2,700.00	Mechanical	Residential Remodel	REPLACE CONDENSER
Garden City	MECHANICAL	1609 BANCROFT Street	\$ 56.00	\$ 4,975.00	Mechanical	Residential Remodel	REPLACE FURNACE & AIR CONDITIONER #436103
Garden City	UTILITY	1029 SMOKEY HILL	\$ 50.00	\$ 1,500.00	Plumbing	Residential Remodel	WATER CONNECTION AND DEPOSIT FEES - 1" TAP
Garden City	UTILITY	1029 SMOKEY HILL	\$ 466.30	\$ 1,500.00	Electrical	Residential Remodel	ELECTRICAL CONNECTION AND DEPOSIT FEES
Garden City	BUILDING PERMIT	2016 OLD MANOR	\$ 29.00	\$ 1,500.00	Building	Residential Remodel	6 FOOT CEDAR FENCE WITH STEEL POST - CALL FOR STAKEOUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	507 TWELFTH	\$ 29.00	\$ 1,200.00	Building	Residential Remodel	REMOVE AND REPLACE WINDOWS
Garden City	BUILDING PERMIT	1029 SMOKEY HILL	\$ 630.60	\$ 129,000.00	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME, FENCE, SPRINKLER - MEET THE SURFACE IMPROVEMENTS/STANDARDS ON DRIVEWAY APPROACH AND SIDEWALK
Garden City	MECHANICAL	2002 CHEROKEE	\$ 56.00	\$ 4,150.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435669
Garden City	MECHANICAL	1507 ROWLAND Road	\$ 56.00	\$ 3,553.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435667
Garden City	MECHANICAL	1612 North NINTH Street	\$ 56.00	\$ 4,850.00	Mechanical	Residential Remodel	REPLACE FURNACE & EVAPORATOR COIL #435668
Garden City	MECHANICAL	507 West SANTA FE	\$ 62.00	\$ 4,300.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 5 TON A/C
Garden City	MECHANICAL	1714 East LAUREL	\$ 29.00	\$ 2,600.00	Mechanical	Residential Remodel	REPLACE A/C & COIL-LOW ON R-22 GAS
Garden City	MECHANICAL	1706 PARKWOOD Lane	\$ 56.00	\$ 5,657.00	Mechanical	Residential Remodel	REPLACE FURNACE AND AIR CONDITIONER #435867
Garden City	BUILDING PERMIT	950 North JENNIE BARKER #67	\$ 200.00	\$ 29,500.00	Building	SF Manufactured (HUD Standards)	BLOCK, ANCHOR AND HOOK ALL UTILITIES AND ADD A SIDEWALK AND PATIO
Garden City	BUILDING PERMIT	2406 FLEMING	\$ 62.00	\$ 3,600.00	Building	Misc	REMOVE AND REPLACE APPROACH
Garden City	BUILDING PERMIT	1109 FULTON Street	\$ 62.00	\$ 5,000.00	Building	Commercial/Industrial Remodel	MODIFIED CAP SHEET
Garden City	BUILDING PERMIT	616 North NINTH	\$ 29.00	\$ 2,000.00	Building	Residential Remodel	BUILD A WOODEN FENCE
Garden City	BUILDING PERMIT	604 East PRICE Street	\$ 29.00	\$ 750.00	Building	Residential Remodel	BUILDING A PATIO COVER (PORCH)
Garden City	BUILDING PERMIT	405 North FIRST	\$ 105.00	\$ 10,000.00	Building	Residential Remodel	NEW SIDING, REPLACE PORCH DECK, KITCHEN/BATH

Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Garden City	PLUMBING	312 North SECOND	\$ 29.00	\$ 950.00	Plumbing	Residential Remodel	REPLACE WATER SERVICE LINE FROM METER TO THE HOUSE.
Garden City	PLUMBING	2004 OLD MANOR	\$ 29.00	\$ 2,300.00	Plumbing	Residential Remodel	REPLACE WATER LINE FROM METER TO HOME
Garden City	BUILDING PERMIT	807 INGE	\$ 56.00	\$ 5,000.00	Building	Residential Remodel	REMOVE AND REPLACE ROOF
Garden City	BUILDING PERMIT	121 West WALNUT	\$ 130.00	\$ 7,600.00	Building	Misc	NEW SIDEWALK AND CURB AND GUTTER - NO WORK ON THE RIGHT OF WAY
Garden City	BUILDING PERMIT	501 North NINTH	\$ 56.00	\$ 4,000.00	Building	Residential Remodel	6 FOOT WOOD FENCE
Garden City	BUILDING PERMIT	2109 CENTER	\$ 56.00	\$ 5,000.00	Building	Residential Remodel	6 FOOT CEDAR FENCE - CALL FOR STAKEOUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	1608 East FAIR	\$ 105.00	\$ 10,000.00	Building	Residential Remodel	6 FOOT CEDAR FENCE - CALL FOR STAKEOUT AND FINAL INSPECTIONS
Garden City	ELECTRICAL	1904 East MARY	\$ 32.00	\$ 3,000.00	Electrical	Commercial/Industrial Remodel	NEW LED COOLER LIGHTS 13 BOXES AND LIGHT STRIPS DISABLE OLD FLOURSENT TUBES AND INSTALL NEW LED VIA MC CABLE
Garden City	ELECTRICAL	1005 North FIRST	\$ 29.00	\$ 500.00	Electrical	Residential Remodel	REPLACE SERVICE RISER AND METER SOCKET
Garden City	BUILDING PERMIT	609 EVANS	\$ 56.00	\$ 4,767.00	Building	Residential Remodel	REMOVE 1 LAYER AND INSTALL 30 YEAR SHINGLES
Garden City	BUILDING PERMIT	2707 BELMONT	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	NEW CEMENT AND WOOD AND SLAB AND STEPS
Garden City	ELECTRICAL	2302 ESTES	\$ 29.00	\$ 1,500.00	Electrical	Residential Remodel	RELOCATE SERVICE SO GARAGE CAN BE BUILT
Garden City	MECHANICAL	2020 COMMANCHE Drive	\$ 56.00	\$ 3,825.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435542
Garden City	MECHANICAL	412 North SEVENTH	\$ 62.00	\$ 4,900.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 75K 80% FURNACE & 3 TON A/C
Garden City	BUILDING PERMIT	1604 North TENTH	\$ 105.00	\$ 6,200.00	Building	Residential Remodel	TEAROFF AND REPLACE LAMINATE SHINGLES
Garden City	BUILDING PERMIT	1104 East HAMLINE	\$ 56.00	\$ 4,500.00	Building	Residential Remodel	TEAR OFF & REPLACE SHINGLES
Garden City	BUILDING PERMIT	218 East BELLEVUE	\$ 29.00	\$ 800.00	Building	Residential Remodel	WHEEL CHAIR RAMP
Garden City	BUILDING PERMIT	2518 North SEVENTH	\$ 105.00	\$ 8,000.00	Building	Residential Remodel	INSTALLING SIDEWALK (3') AROUND HOUSE AND INSTALLING EGRESS WINDOWS AND BUILD A FENCE
Garden City	ELECTRICAL	207 South SEVENTH	\$ 29.00	\$ 600.00	Electrical	Residential Remodel	ELECTRICAL METER SOCKET AND RISER REPLACEMENT
Garden City	MECHANICAL	1607 CONKLING	\$ 56.00	\$ 5,206.00	Mechanical	Residential Remodel	REPLACE FURNACE AND AIR CONDITIONER #435613
Garden City	MECHANICAL	4101 East HWY 50 LOT#551	\$ 29.00	\$ 1,295.00	Mechanical	Residential Remodel	REPLACE EVAPORATOR COIL #435610
Garden City	BUILDING PERMIT	401 East SPRUCE Street	\$4,804.50	\$1,265,169.00	Building	Commercial/Industrial Remodel	REMODEL ER
Garden City	BUILDING PERMIT	3380 JANTZ	\$ 56.00	\$ 6,000.00	Building	Residential Remodel	WOOD STORAGE SHED
Garden City	SIGN PERMIT	4005 East HWY 50	\$ 75.00	\$ 10,000.00	Monument Sign	Commercial/Industrial Remodel	LED SIGN - MINIMUM HEIGHT TO BOTTOM OF SIGN FROM GROUND IS 8'. MAXIMUM SIGN HEIGHTS IS 20'.
Garden City	BUILDING PERMIT	905 West CAMPBELL	\$ 105.00	\$ 9,000.00	Building	Residential Remodel	TEAR OFF & REPLACE SHINGLES
Garden City	BUILDING PERMIT	408 MAGNOLIA	\$ 56.00	\$ 4,713.09	Building	Residential Remodel	PICTURE WINDOW REPLACE
Garden City	BUILDING PERMIT	919 DAVIS	\$ 105.00	\$ 12,000.00	Building	Residential Remodel	PATIO COVER - 12X22
Garden City	SIGN PERMIT	407 East KANSAS	\$ 75.00	\$ 500.00	Roof Sign	Commercial/Industrial Remodel	MOUNT DINOSAUR TO EXISTING CANOPY SIGN
Garden City	PLUMBING	1201 CIRCLE	\$ 29.00	\$ 1,000.00	Plumbing	Residential Remodel	YARD SPRINKLER SYSTEM REPAIR
Garden City	PLUMBING	2002 LABRADOR	\$ 62.00	\$ 4,000.00	Plumbing	Commercial/Industrial Remodel	SPRINKLER SYSTEM
Garden City	MECHANICAL	1710 PALACE Drive	\$ 130.00	\$ 6,500.00	Mechanical	Commercial/Industrial Remodel	(1) RHEEM RTU 60,000 BTU, 5 TON
Garden City	MECHANICAL	1608 SHORTHORN	\$ 105.00	\$ 7,000.00	Mechanical	Residential Remodel	(1) 60,000 BTU FURNACE, (1) 2 TON COIL, (1) 2 TON AC
Garden City	MECHANICAL	3617 WESTPORT	\$ 56.00	\$ 3,361.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435505
Garden City	MECHANICAL	2108 CHEROKEE #2	\$ 29.00	\$ 2,294.00	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER #435436
Garden City	MECHANICAL	2502 East HWY 50	\$ 130.00	\$ 15,000.00	Mechanical	Commercial/Industrial Remodel	REPLACE VACUUM FAN AND 2 TRANSITIONS
Garden City	MECHANICAL	2110 Buffalo Heights	\$ 29.00	\$ 29.00	Mechanical	Residential Remodel	CHANGE OUT 2 1/2 TON A/C
Garden City	BUILDING PERMIT	1003 SAFFORD	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	TEAR OFF AND REPLACE CARPORT ROOF
Garden City	BUILDING PERMIT	1618 CONARD	\$ 105.00	\$ 15,000.00	Building	Residential Remodel	BUILD FRONT PORCH AND COVER - NEW PORCH AND PATIO COVER CAN NOT EXTEND MORE THAN 6" PAST THE EXISTING FOOTPRINT OF COVERED PORCH. THEY CAN EXPAND THE WIDTH OF THE NEW PORCH WITH NO ISSUES
Garden City	BUILDING PERMIT	706 North MAIN	\$ 56.00	\$ 3,560.00	Building	Residential Remodel	6 FOOT CEDAR FENCE - MUST LOCATE PROPERTY PINS. CALL FOR STAKE OUT AND FINAL INSPECTIONS.
Garden City	BUILDING PERMIT	2912 BELMONT	\$ -	\$ 3,000.00	Building	Residential Remodel	BUILD AN APPROACH AND SIDEWALK
Garden City	BUILDING PERMIT	2624 Eighth	\$ 29.00	\$ 2,500.00	Building	Residential Remodel	6 FOOT WOOD FENCE - MUST LOCATE PROPERTY PINS. CALL FOR STAKEOUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	1108 FIFTH	\$ 56.00	\$ 4,000.00	Building	Residential Remodel	DRIVEWAY REPAIR
Garden City	BUILDING PERMIT	409 North FIRST	\$ 29.00	\$ 500.00	Building	Residential Remodel	REPLACE 6 FOOT WOODEN FENCE - CALL FOR STAKE OUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	1505 North THIRTEENTH	\$ 29.00	\$ 3,000.00	Building	Residential Remodel	6 FOOT VINYL FENCE
Garden City	BUILDING PERMIT	509 SUMMIT	\$ 56.00	\$ 5,000.00	Building	Residential Remodel	REPLACE SIDING ON HOUSE, REMOVE METER AND REINSTALL
Garden City	BUILDING PERMIT	1301 North MAIN	\$ -	\$ 700.00	Building	Residential Remodel	SIDEWALK

Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Garden City	MECHANICAL	519 West MARY SUITE 102	\$ 130.00	\$ 8,150.00	Mechanical	Commercial/Industrial Remodel	4 TON ROOF TOP UNIT (SIGNATURE SALON)
Garden City	BUILDING PERMIT	1003 North FIFTH	\$ 29.00	\$ 100.00	Building	Residential Remodel	SIDEWALK REPAIR
Garden City	SIGN PERMIT	1117 FLEMING	\$ 35.00	\$ 3,000.00	Temporary Sign	Commercial/Industrial Remodel	TEMPORARY 11-30 DAY SIGN (THE APPLIANCE AND FURNITURE MART)
Garden City	PLUMBING	514 North NINTH	\$ 29.00	\$ 1,800.00	Plumbing	Residential Remodel	REPLACE WATER LINE-HOME TO METER
Garden City	PLUMBING	801 CAMPUS	\$ 130.00	\$ 6,350.00	Plumbing	Commercial/Industrial Remodel	REPLACE 100 GALLON NATURAL GAS WATER HEATER - STUDENT UNION/CAFETERIA/ - BUILDING BY THE DORMS - CONTACT NUMBER TIM ROWTON 290-6052
Garden City	BUILDING PERMIT	658 WHEATRIDGE	\$ 105.00	\$ 10,000.00	Building	Residential Remodel	REMOVE OLD PATIO AND PUT IN NEW CONCRETE PAD
Garden City	BUILDING PERMIT	1603 West Benton Street	\$ 29.00	\$ 1,000.00	Building	Residential Remodel	REPLACE FENCE
Garden City	BUILDING PERMIT	1515 North TWELFTH	\$ 29.00	\$ 2,000.00	Building	Residential Remodel	6 FOOT AND 3 FOOT CEDAR - CALL FOR STAKE OUT AND FINAL INSPECTIONS
Garden City	BUILDING PERMIT	1513 North TWELFTH	\$ 56.00	\$ 5,000.00	Building	Residential Remodel	6 FOOT CEDAR FENCE
Garden City	BUILDING PERMIT	1611 North SEVENTH	\$ 759.80	\$ 166,440.00	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME - SETBACKS F-10', R-20', S-3'. PITCHED ROOF MUST MATCH THE OTHER HOMES IN THE NEIGHBORHOOD. WILL NEED TO ADD / INCLUDE SIDEWALKS.
Garden City	BUILDING PERMIT	1103 BANCROFT	\$ 105.00	\$ 8,000.00	Building	Residential Remodel	TEAR OFF 2 LAYERS OF SHINGLES AND REPLACE WITH 25 YEAR 3-TAB - 25 SQUARES
Garden City	BUILDING PERMIT	520 North TAYLOR	\$ 29.00	\$ 600.00	Building	Residential Remodel	6 FOOT WOOD FENCE
Garden City	BUILDING PERMIT	2124 COMMANCHE	\$ 29.00	\$ 2,500.00	Building	Residential Remodel	10' x 12' TUFF SHED AND 5' X 16' SLAB-SHED CAN BE PLACED UP TO THE PROPERTY LINE
Garden City	BUILDING PERMIT	622 MAGNOLIA	\$ 29.00	\$ 1,200.00	Building	Residential Remodel	TEAR OUR CONCRETE 12X12 AND 4X7 DRIVEWAY AND REPOUR
Garden City	BUILDING PERMIT	1607 A	\$ 56.00	\$ 6,000.00	Building	Residential Remodel	STUCCO
Garden City	BUILDING PERMIT	1106 CAMPUS Drive	\$3,760.00	\$ 900,000.00	Building	Commercial/Industrial Remodel	INTERIOR REMODEL (GRAVITY WELLNESS SPA)
Garden City	ELECTRICAL	1208 North NINTH	\$ 29.00	\$ 700.00	Electrical	Residential Remodel	REPLACE PANEL FOR ELECTRICAL SERVICE
Garden City	PLUMBING	709 East FULTON	\$ 64.00	\$ 600.00	Plumbing	Commercial/Industrial Remodel	REPLACE 6 GALLON ELECTRICAL WATER HEATER
Garden City	BUILDING PERMIT	1620 East SPRUCE	\$ 105.00	\$ 12,000.00	Building	Residential Remodel	INSTALL 3 ENTRY DOORS AND A STORM DOOR
Garden City	BUILDING PERMIT	803 IDA	\$ 105.00	\$ 12,000.00	Building	Residential Remodel	INSTALL 7 REPLACEMENT WINDOWS
Garden City	BUILDING PERMIT	507 BANCROFT	\$ 105.00	\$ 11,000.00	Building	Residential Remodel	INSTALL 5 REPLACEMENT WINDOWS
Garden City	BUILDING PERMIT	1809 VAN DITTIE	\$ 29.00	\$ 2,900.00	Building	Residential Remodel	INSTALL ONE REPLACEMENT WINDOW
Garden City	BUILDING PERMIT	3309 PRIMROSE	\$ 29.00	\$ 1,500.00	Building	Residential Remodel	INSTALL STORM DOOR
Garden City	MECHANICAL	311 East SPRUCE	\$ 62.00	\$ 4,500.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 5 TON A/C
Garden City	MECHANICAL	311 East SPRUCE	\$ 62.00	\$ 6,000.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 4 TON PACKAGE UNIT
Garden City	UTILITY	1611 North SEVENTH	\$ 50.00	\$ 1,000.00	Plumbing	Residential Remodel	NEW SINGLE FAMILY HOME - WATER CONNECTION AND DEPOSIT FEES
Garden City	UTILITY	1611 North SEVENTH	\$ 466.30	\$ 1,000.00	Electrical	Residential Remodel	NEW SINGLE FAMILY HOME - ELECTRICAL CONNECTION AND DEPOSIT FEES
Garden City	BUILDING PERMIT	1010 CAMPUS Drive	\$ 220.00	\$ 34,500.00	Building	Commercial/Industrial Remodel	REMOVE AND REPLACE 450SQ FT APPROACH AND 4,300 SQ FT OF PARKING (AUTO ZONE)
Garden City	BUILDING PERMIT	507 TWELFTH	\$ 56.00	\$ 2,600.00	Building	Residential Remodel	WOOD STORAGE - STORAGE SHED MUST MATCH OR COME CLOSE TO MATCHING THE LOOK OF THE HOUSE. AMENDED - 6/21/17 ADD CONCRETE SLAB AND PORCH



# HOLCOMB

## 2017 MONTHLY BUILDING REPORT

2017 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE			-	241.00	-	-		-	241.00	15
	PERMITS			-	3	-	-		-	3	
	VALUATION			-	18,800	-	-		-	18,800	
FEB	FEE			1,157.00	392.00	-	-		-	1,549.00	39
	PERMITS			1,3	6	-	-		-	6	
	VALUATION			234,000	30,300	-	-		-	264,300	
MAR	FEE	-		-	343.00		-	32.00	-	375.00	22
	PERMITS	-		-	6		-	1	-	7	
	VALUATION	-		-	11,160		-	2,000	-	13,160	
APR	FEE	1,191.00	582.00	-	173.00	-	-		-	1,946.00	20
	PERMITS	1	1	-	2	-	-		-	4	
	VALUATION	243,740	106,704	-	8,200	-	-		-	358,644	
MAY	FEE	817.00		-	1,227.00	-	-	143.00	-	2,187.00	52
	PERMITS	1		-	13	-	-	1	-	15	
	VALUATION	133,140		-	109,851	-	-	19,000	-	261,991	
JUN	FEE		-	2,465.00	1,364.00	-	-		-	3,829.00	27
	PERMITS		-	2,6	19	-	-		-	19	
	VALUATION		-	552,000.00	105,877	-	-		-	657,877	
JUL	FEE		-	-		-	-		-	0.00	
	PERMITS		-	-		-	-		-	0	
	VALUATION		-	-		-	-		-	0	
AUG	FEE			-		-	-		-	0.00	
	PERMITS			-		-	-		-	0	
	VALUATION			-		-	-		-	0	
SEP	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
OCT	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2017 TOTAL PERMITS		2	1	3,9	49	0	0	2	0	10,127.00	175
										54	
										1,574,772	

Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Holcomb	BUILDING PERMIT	107 COLTON	\$ 118.00	\$ 14,000.00	Building	Residential Remodel	INSTALL 6 REPLACEMENT WINDOWS
Holcomb	BUILDING PERMIT	102 JENNY Avenue	\$ 144.00	\$ 19,200.00	Building	Residential Remodel	NEW DETACHED GARAGE
Holcomb	ELECTRICAL	302 OLDWEILER	\$ 29.00	\$ 2,100.00	Electrical	Residential Remodel	UNDERGROUND ELECTRICAL TO GARDEN SITES
Holcomb	BUILDING PERMIT	305 LAURA Lane	\$ 55.00	\$ 1,000.00	Building	Residential Remodel	NEW FENCE
Holcomb	BUILDING PERMIT	205 SYDNEE	\$ 68.00	\$ 1,100.00	Building	Residential Remodel	12X12 CONCRETE SLAB AND 8X8 SHED
Holcomb	ELECTRICAL	404 SCOTTY	\$ 42.00	\$ 500.00	Electrical	Residential Remodel	UPGRADE ELECTRICAL PANEL
Holcomb	BUILDING PERMIT	106 PRAIRIE	\$ 82.00	\$ 5,500.00	Building	Residential Remodel	TEAROFF & REPLACE ROOF
Holcomb	PLUMBING	304 BARBER Street	\$ 42.00	\$ 800.00	Plumbing	Residential Remodel	INSTALL 40 GALLON NG WATER HEATER
Holcomb	MECHANICAL	601 WILEY	\$ 62.00	\$ 4,300.00	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 5 TON A/C
Holcomb	BUILDING PERMIT	107 COLTON Place	\$ 95.00	\$ 5,000.00	Building	Residential Remodel	EXTEND COVERED PATIO TO EXISTING CONCRETE
Holcomb	PLUMBING	308 LAURA	\$ 29.00	\$ 1,500.00	Plumbing	Residential Remodel	INSTALLING SPRINKLER SYSTEM ON THE FRONT SIDE OF THE HOUSE
Holcomb	BUILDING PERMIT	101 North MAIN	\$ 29.00	\$ 1,500.00	Building	Residential Remodel	6 FOOT WOOD FENCE - FENCE CAN BE 6 FOOT HIGH FROM FRONT OF HOUSE TO THE BACKSIDE. FROM FRONT OF HOUSE TO FRONT OF PROPERTY THE FENCE CAN ONLY BE 3 FOOT HIGH. CALL FOR STAKEOUT AND FINAL INSPECTIONS.
Holcomb	PLUMBING	905 LAURA Lane	\$ 118.00	\$ 9,000.00	Plumbing	Residential Remodel	INSTALL UNDERGROUND LAWN IRRIGATION SYSTEM (BACKFLOW PREVENTER WILL BE INSTALLED BY PYRAMID PLUMBING)
Holcomb	ELECTRICAL	200 JONES Avenue	\$ 29.00	\$ 500.00	Electrical	Residential Remodel	REWORK SERVICE IN BUILDING DAMAGED 100 AMP
Holcomb	ELECTRICAL	305 North MAIN	\$ 42.00	\$ 1,500.00	Electrical	Residential Remodel	UPGRADE SERVICE TO 100 AMP
Holcomb	BUILDING PERMIT	206 DOUGLASS Avenue	\$ 131.00	\$ 9,000.00	Building	Residential Remodel	FINISH BASEMENT
Holcomb	BUILDING PERMIT	401 EMMANUEL UNITS 16, 17, 18 Drive	\$1,232.40	\$ 276,000.00	Building	Multi-Family	BUILD A TRIPLEX
Holcomb	BUILDING PERMIT	401 EMMANUEL 19, 20, 21 Drive	\$1,232.40	\$ 276,000.00	Building	Multi-Family	BUILD A TRIPLEX
Holcomb	BUILDING PERMIT	101 South MAIN Street	\$ 105.00	\$ 25,000.00	Building	Residential Remodel	POOL - POOL MUST BE FENCED IN WITH 6 FOOT FENCE. POOL MUST BE SET BACK 5 FOOT FROM PROPERTY LINE.
Holcomb	BUILDING PERMIT	101 NUNN Drive	\$ 82.00	\$ 3,200.00	Building	Residential Remodel	SIDEWALK AND PATIO CONCRETE (FLAT WORK)
Holcomb	PLUMBING	403 SANTA FE Avenue	\$ 42.00	\$ 1,876.65	Plumbing	Residential Remodel	REPLACE TANKLESS WATER HEATER W/NEW
Holcomb	BUILDING PERMIT	304 ANNA Avenue	\$ 82.00	\$ 3,600.00	Building	Residential Remodel	REROOF





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Kaleb Kentner, Neighborhood & Development Services Director  
**DATE:** July 18, 2017  
**RE:** June 2017 Code Compliance Report from Neighborhood & Development Services.

---

**ISSUE:**

Presentation of the June 2017 Code Compliance Report from Neighborhood & Development Services.

**BACKGROUND:**

Attached is the June 2017 Code Compliance Report from Neighborhood & Development Services.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

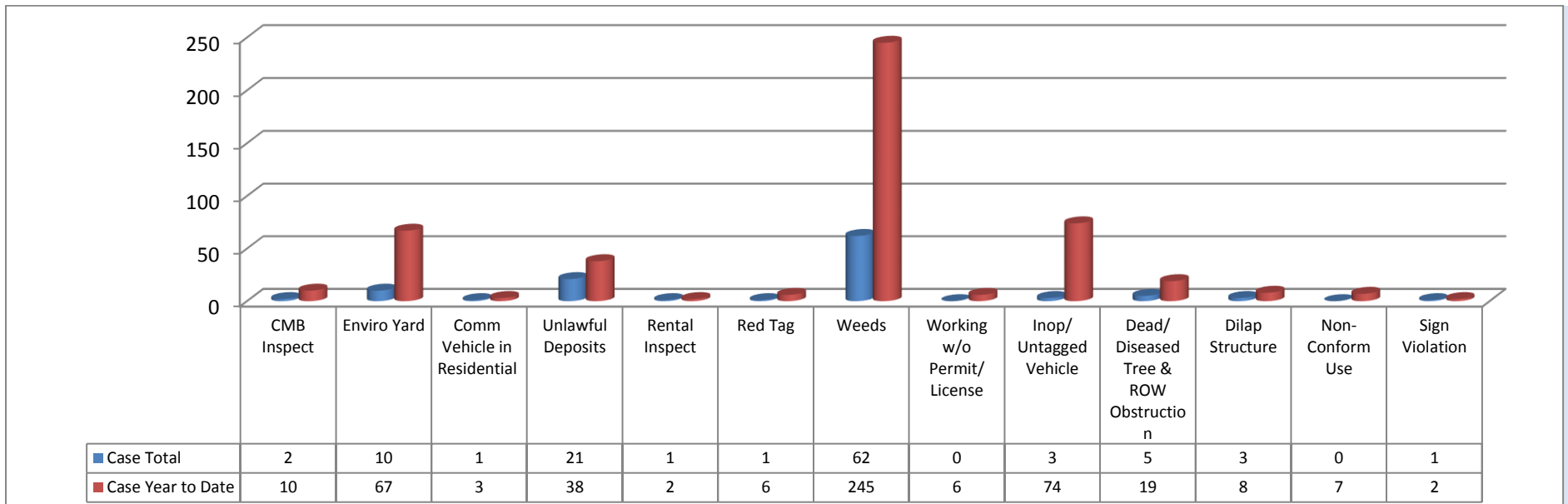
None.

**ATTACHMENTS:**

Description	Upload Date	Type
June 2017 Code Compliance Report	7/12/2017	Backup Material



## JUNE 2017 CODE COMPLIANCE REPORT



Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001505	605 LABRADOR #106	Rental Inspection	RENTAL INSPECTION	6/1/2017	
Garden City	17-001507	East Fulton Plz	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001508	1508 SPRUCE	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001509	506 Center	Weeds	weeds	6/2/2017	6/7/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001511	419 Magnolia	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001512	505 Fleming	Weeds	weeds	6/2/2017	6/2/2017
Garden City	17-001513	501 Fleming	Weeds	weeds	6/2/2017	6/2/2017
Garden City	17-001514	212 Fourth	Weeds	weeds	6/2/2017	7/6/2017
Garden City	17-001515	212 First	Weeds	weeds	6/2/2017	6/19/2017
Garden City	17-001516	202 Second	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001517	205 Second	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001518	103 S. Third	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001519	505 E. Santa Fe	Weeds	weeds	6/2/2017	6/19/2017
Garden City	17-001520	509 Santa Fe	Weeds	weeds	6/2/2017	6/7/2017
Garden City	17-001527	2003 Antelope	Unlawful Deposits	Tree limbs	6/2/2017	6/9/2017
Garden City	17-001553	202 Second	Unlawful Deposits	junk on property	6/6/2017	6/9/2017
Garden City	17-001555	1001 Eighth	Vehicles	using ADA ramp as driveway	6/6/2017	6/13/2017
Garden City	17-001556	1301 Mary	Unlawful Deposits	tree limbs	6/6/2017	6/13/2017
Garden City	17-001558	905 Fitz	Unlawful Deposits	placing junk/trash next to dumpster	6/6/2017	6/9/2017
Garden City	17-001560	1607 Willow	Unlawful Deposits	placing junk/trash next to dumpster	6/6/2017	6/9/2017
Garden City	17-001563	2001 Antelope	Vehicles	inoperable vehicles in backyard	6/6/2017	6/30/2017
Garden City	17-001564	2505 Sixth	Unlawful Deposits	junk in alley	6/6/2017	6/12/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001565	1712 Third	Unlawful Deposits	refrigerator in alley	6/6/2017	6/12/2017
Garden City	17-001590	1005 Fleming	ROW Obstruction	Truck and boat in alley	6/7/2017	6/27/2017
Garden City	17-001606	420 Magnolia	Environmental Yard	tree limbs	6/9/2017	6/30/2017
Garden City	17-001607	416 Magnolia	Unlawful Deposits	tree limbs	6/9/2017	6/19/2017
Garden City	17-001608	904 Inge	Environmental Yard	furniture on property	6/9/2017	6/27/2017
Garden City	17-001610	908 Inge	Environmental Yard	Appliance on property	6/9/2017	6/16/2017
Garden City	17-001611	702 Ballinger	Environmental Yard	tree uprooted	6/9/2017	
Garden City	17-001612	1306 St John	Weeds	weeds	6/9/2017	7/10/2017
Garden City	17-001625	605 Pine	Vehicles	White van missing a tire/expired tag	6/9/2017	
Garden City	17-001626	207 S. Seventh	Red Tag	RED TAG - ELECTRICAL SERVICES	6/9/2017	
Garden City	17-001627	1524 N. Taylor Plaza E	CMB Inspection	LIQUOR LICENSE INSPECTION - 1524 N TAYLOR PLAZA - GOL LATINO - OWNER, ANDRES GARCIA 260-6294	6/9/2017	
Garden City	17-001650	610 Buffalo Jones	Weeds	Weeds	6/12/2017	6/27/2017
Garden City	17-001656	2005 Main	Weeds	weeds	6/13/2017	
Garden City	17-001657	631 Main	Environmental Yard	junk on property	6/13/2017	6/20/2017
Garden City	17-001659	622 Garden City	Environmental Yard	junk on property	6/13/2017	6/13/2017
Garden City	17-001660	608 Garden City	Environmental Yard	junk on property	6/13/2017	6/27/2017
Garden City	17-001662	2010 Henderson	Unlawful Deposits	junk being left by dumpster	6/13/2017	6/20/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001663	1711 Fair	Unlawful Deposits	junk being left next to dumpster	6/13/2017	6/13/2017
Garden City	17-001671	201 Wesley	Weeds	Weeds	6/13/2017	7/7/2017
Garden City	17-001674	2817 Belmont	Unlawful Deposits	tree limbs in alley	6/13/2017	6/20/2017
Garden City	17-001684	910 Fifth	Weeds	weeds	6/15/2017	6/27/2017
Garden City	17-001685	1218 Old Manor	Unlawful Deposits	tree limbs in alley	6/15/2017	6/27/2017
Garden City	17-001691	811 Sixth	ROW Obstruction	tree hanging low	6/16/2017	7/7/2017
Garden City	17-001705	502 N. Fifth Street	Commercial Truck	semi-truck on property	6/16/2017	7/3/2017
Garden City	17-001711	212 Spencer	Weeds	weeds	6/19/2017	7/5/2017
Garden City	17-001712	1208 Fulton	Weeds	weeds	6/19/2017	6/30/2017
Garden City	17-001713	506 Bancroft	Weeds	weeds	6/19/2017	7/6/2017
Garden City	17-001714	511 Summit	Weeds	weeds	6/19/2017	6/19/2017
Garden City	17-001715	523 Summit	Weeds	weeds	6/19/2017	6/19/2017
Garden City	17-001716	518 Summit	Weeds	weeds	6/19/2017	6/19/2017
Garden City	17-001717	615 Conkling	Weeds	weeds	6/19/2017	6/30/2017
Garden City	17-001718	701 Pennsylvania	Weeds	weeds	6/19/2017	7/5/2017
Garden City	17-001719	703 Pennsylvania	Weeds	weeds	6/19/2017	7/5/2017
Garden City	17-001720	705 Taylor	Weeds	weeds	6/19/2017	6/19/2017
Garden City	17-001721	707 Taylor	Weeds	weeds	6/19/2017	6/19/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001724	1611 George	Weeds	Weeds	6/19/2017	6/30/2017
Garden City	17-001725	714 Bancroft	Weeds	Weeds	6/19/2017	
Garden City	17-001726	412 Magnolia	Unlawful Deposits	Tree limbs in alley	6/19/2017	6/30/2017
Garden City	17-001729	107 W. Santa Fe	CMB Inspection	LIQUOR LICENSE INSPECTION - SANTE FE CLUB - ELMOR LOPEZ - 620-765-0304	6/19/2017	
Garden City	17-001738	901 Harold Ave	Dilapidated Structure	dilapidated structure	6/20/2017	
Garden City	17-001739	2003 Sioux	Weeds	weeds	6/20/2017	6/30/2017
Garden City	17-001745	110 Kansas	Sign	Sign without permit	6/20/2017	6/27/2017
Garden City	17-001748	401 Hudson	ROW Obstruction	ROW obstruction	6/20/2017	6/27/2017
Garden City	17-001756	622 Thirteenth	Unlawful Deposits	tree limbs in alley	6/21/2017	6/21/2017
Garden City	17-001760	620 Thirteenth	Unlawful Deposits	tree limbs in alley	6/21/2017	7/5/2017
Garden City	17-001761	624 Thirteenth	Unlawful Deposits	tree limbs in alley	6/21/2017	7/5/2017
Garden City	17-001763	1712 St. John	Weeds	Weeds	6/21/2017	7/3/2017
Garden City	17-001764	1901 Chesterfield	Weeds	Weeds	6/21/2017	7/3/2017
Garden City	17-001801	2507 Crestway Dr	Dilapidated Structure	damaged concrete	6/27/2017	7/11/2017
Garden City	17-001802	1818 Commanche	Dilapidated Structure	damaged concrete	6/27/2017	7/7/2017
Garden City	17-001803	1830 Commanche	Weeds	weeds	6/27/2017	7/10/2017
Garden City	17-001804	1302 Long	ROW Obstruction	RV parked close to stop sign	6/27/2017	6/27/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001805	204 Wesley	Unlawful Deposits	junk on property	6/27/2017	
Garden City	17-001806	2829 Belmont	ROW Obstruction	Tree hanging low	6/27/2017	
Garden City	17-001808	1214 Old Manor Rd	Unlawful Deposits	branches in alley	6/27/2017	
Garden City	17-001816	4101 E. Hwy 50	Unlawful Deposits	human waste being placed in poly-cart	6/28/2017	7/10/2017
Garden City	17-001823	2122 Sandia	Weeds	weeds	6/28/2017	6/28/2017
Garden City	17-001824	00000 sec 04	Weeds	weeds	6/28/2017	
Garden City	17-001825	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001826	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001827	East Praire View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001828	East Praire View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001829	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001830	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001831	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001832	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001833	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001834	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001835	East Prairie View Dr	Weeds	weeds	6/28/2017	
Garden City	17-001837	Winter	Weeds	weeds	6/28/2017	7/10/2017

Jurisdiction	File#	Address	Category	Description	Open Date	Close Date
Garden City	17-001838	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001840	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001841	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001842	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001843	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001844	Winter	Weeds	weeds	6/28/2017	7/10/2017
Garden City	17-001852	919 Ninth	Environmental Yard	junk/vehicle on property	6/29/2017	7/11/2017
Garden City	17-001853	East Spruce Street	Weeds	weeds	6/29/2017	6/29/2017
Garden City	17-001854	1303 Main	Unlawful Deposits	junk being placed near dumpster	6/29/2017	6/29/2017
Garden City	17-001855	1802 Center	Environmental Yard	cable down	6/29/2017	6/29/2017
Garden City	17-001857	1905 Labrador Blvd	Weeds	weeds	6/29/2017	7/11/2017
Garden City	17-001858	2523 Main	Weeds	weeds	6/29/2017	7/10/2017
Garden City	17-001889	1107 Third	Weeds	weeds	7/3/2017	
Garden City	17-001890	2409 Taylor	Weeds	weeds	7/3/2017	
Garden City	17-001897	318 Tenth	Weeds	weeds	7/5/2017	7/5/2017
Garden City	17-001898	118 Kansas	Unlawful Deposits	tree limbs in alley	7/5/2017	
Garden City	17-001899	623 Garden City	Weeds	weeds	7/5/2017	
Garden City	17-001900	618 Thirteenth	Environmental Yard	junk on property	7/5/2017	





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Sam Curran, Public Works Director  
**DATE:** July 18, 2017  
**RE:** City Link Ridership Monthly Comparison Report - June 2017

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**ISSUE:**

Presentation of the June 2017 City Link Ridership Report from Public Works

**BACKGROUND:**

Attached is the Public Works Ridership Report for June 2017.

**ALTERNATIVES:**

None

**RECOMMENDATION:**

None

**FISCAL NOTE:**

Ridership

**ATTACHMENTS:**

Description	Upload Date	Type
Ridership - June 2017	7/11/2017	Backup Material

## CITY RIDERSHIP YEARLY COMPARISON

Month	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Jan	901	2,984	3,375	3,945	5,583	5,044	6,344	5,237	4,999	4,492
Feb	1,028	3,356	4,076	3,923	5,726	4,159	4,870	4,535	5,296	4,602
Mar	1,393	3,321	4,382	5,165	6,125	5,541	6,479	5,554	5,846	5,585
Apr	1,662	3,504	4,603	5,184	4,804	5,120	6,584	5,708	5,608	5,116
May	2,026	3,321	4,424	5,072	5,795	6,368	6,801	5,280	5,476	5,698
Jun	2,320	4,361	5,246	6,435	6,576	7,274	6,887	7,310	6,019	6,584
Jul	3,598	4,814	4,528	6,363	7,031	7,501	7,356	6,935	5,474	
Aug	3,256	4,635	4,922	6,454	7,993	6,673	7,217	6,492	6,356	
Sep	2,962	3,988	4,287	5,290	5,063	5,644	7,229	6,915	6,212	
Oct	3,712	4,227	4,745	5,258	5,842	7,175	6,905	5,716	5,983	
Nov	2,561	3,410	4,126	4,627	4,482	5,420	4,514	4,462	5,144	
Dec	3,036	3,564	4,783	4,789	4,214	5,369	5,225	5,203	4,837	
<b>TOTAL</b>	<b>28,455</b>	<b>45,485</b>	<b>53,497</b>	<b>62,505</b>	<b>69,234</b>	<b>71,288</b>	<b>76,411</b>	<b>69,347</b>	<b>67,250</b>	<b>32,077</b>



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Service and Finance  
**DATE:** July 18, 2017  
**RE:** Monthly Financial Report - June 2017

---

**ISSUE:**

Presentation of the Monthly Financial Statement from Service and Finance.

**BACKGROUND:**

Attached is the Service and Finance Monthly Financial Report for June, 2017.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

None.

**ATTACHMENTS:**

Description	Upload Date	Type
Monthly Financial Report - June 2017	7/12/2017	Backup Material



**City of Garden City**  
**Monthly Financial Report FY 2017**  
**For the Six Months Ended June 30, 2017**  
**Unaudited**--Intended for Management Purposes Only

The following is a summary of the City's financial results for the General Funds and Utility Funds. The subsequent pages provide some narrative, comparison cash balances, line item analysis, and graphic display of revenue trends for the City's General and Utility Funds. This report is intended to assist the City Commission and the City's Administrative team in managing the operational budget. This information is summarized from unaudited financial statements for the monthly period that ended June 30, 2017.

**GENERAL FUND AT A GLANCE**

Category		Revised 2017 Budget	2017 YTD Actual	2016 YTD Actual
Revenues		23,307,682	13,198,459	13,218,978
Expenditures		24,468,183	12,500,021	11,307,378
<b>Revenues Over(Under)</b>		<b>(1,160,501)</b>	<b>698,437</b>	<b>1,911,600</b>

**UTILITY FUND REVENUES AT A GLANCE**

Category		Revised 2017 Budget	2017 YTD Actual	2016 YTD Actual
Electric		31,607,219	14,202,482	14,279,868
Solid Waste		3,733,757	1,988,696	1,919,873
Drainage Utility		382,042	120,921	106,256
Water and Sewage		9,051,988	3,620,449	3,237,088
<b>TOTAL</b>		<b>44,775,006</b>	<b>19,932,547</b>	<b>19,543,086</b>

**SELECTED GENERAL FUND REVENUES AT A GLANCE**

Category		Revised 2017 Budget	2017 YTD Actual	2016 YTD Actual
City Sales Tax		6,300,000	3,233,456	3,284,185
County Sales Tax		3,800,000	1,910,791	1,893,799
Franchise Tax				
Gas Utility		410,000	280,921	257,082
Telephone		50,000	24,156	29,690
CATV		227,000	110,910	116,418
Building Permits		247,000	143,646	290,435
Municipal Court Fines		950,000	500,729	436,154



**City of Garden City**  
**Monthly Financial Report FY 2017**  
**For the Six Months Ended**  
**June 30, 2017**

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**General Fund**

General Fund Revenues collected through June were \$13,198,459. The June revenues represent 56.63% of the total revenues expected in the General Fund. Property tax distribution was 97.33% for the third of five payments in 2017.

General Fund Expenses are at 51.09% of the total expenditures expected in the General Fund.

**Selected Revenues**

■City Sales Tax—Behind by \$50,729 compared to June 2016 year to date collections, 1.54% behind 2016 for the six months ended.

■County Sales Tax— Collections for the six months ended are ahead of 2016 by \$16,992 or .90%.

■Franchise Tax—Budget estimates for 2017 remain approximately the same as 2016. Gas utility is higher than 2016 with Telephone and CATV lower.

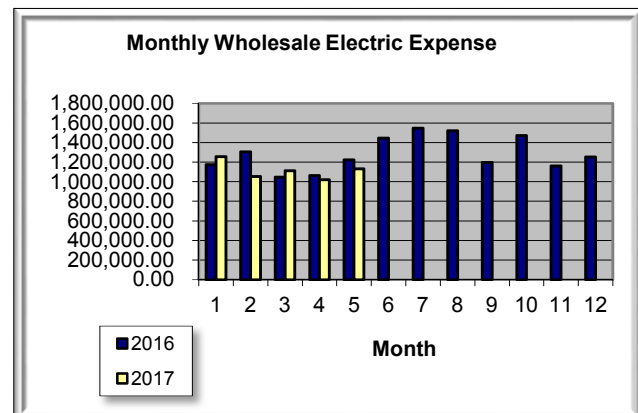
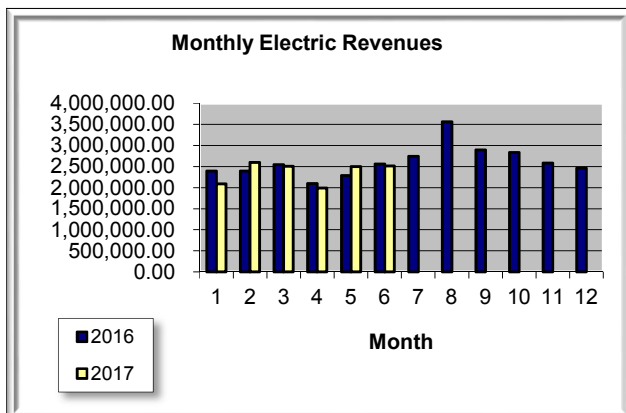
■Building Permits—Budget estimates for 2017 are based on 2016 revenues. Receipts are lower than this period in 2016.

■Municipal Court Fines—Budget estimates were based on 2016 actual and collections through June are ahead of 2016.

**Utility Funds**

A summary of Utility Fund revenue performance is outlined below:

■Electric revenues – revised budget at \$31,607,219 for 2017 were \$14,202,482 through six months or 44.93% of budget.



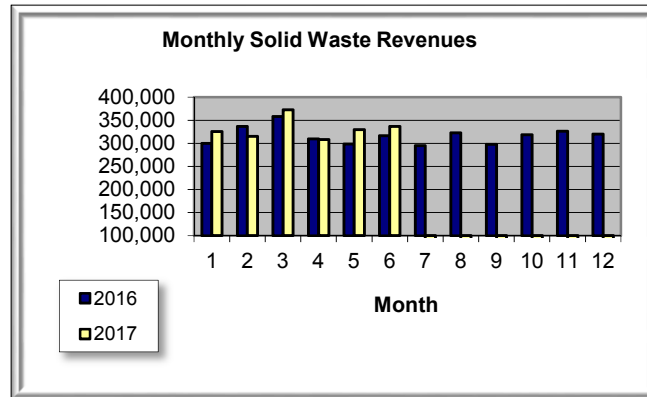
A main expense is Wholesale Electric in the Utility Fund. The 2017 revised budget for wholesale electric is \$15,900,000. The wholesale electric expense for June was not available at this printing.



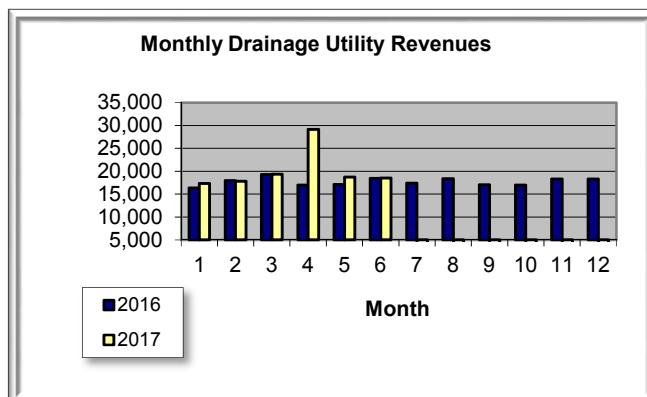
**City of Garden City**  
**Monthly Financial Report FY 2017**  
**For the Six Months Ended**  
**June 30, 2017**

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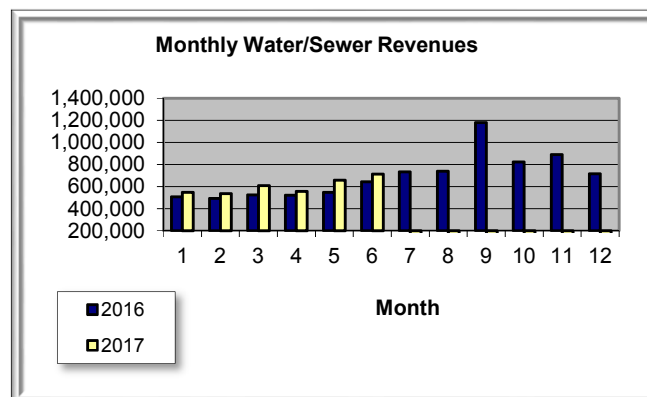
■Solid Waste revenues – revised budget at \$3,733,757 for 2017 were \$1,988,696 through six months or 53.26% of budget.



■Drainage Utility revenues – revised budget at \$382,042 for 2017 were \$120,921 through six months or 31.65%.



■Water and Sewage revenues - revised budget at \$9,051,988 for 2017 were \$3,620,449 through six months or 40% of budget.



CITY OF GARDEN CITY, KANSAS  
Comparison of Cash Balances with Encumbrances and Composition of Cash  
For the Month Ended June 30, 2017

Fund		Unencumbered Cash Balance 1/1/2017	Receipts and Transfers	Expenditures and Transfers	Unencumbered Cash Balance 6/30/2017	Add Payables and Encumbrances	Treasurer's Cash 6/30/2017
<u>Operating</u>							
1	General	5,771,305.02	13,198,458.74	12,500,015.44	6,469,748.32	0.00	6,469,748.32
<u>Debt Service Fund</u>							
40	Bond and Interest	338,263.77	2,107,068.09	120,622.08	2,324,709.78	0.00	2,324,709.78
<u>Special Revenue Funds</u>							
4	TIF	402,438.78	1,840,558.80	959,475.25	1,283,522.33	0.00	1,283,522.33
5	Capital Improvement	1,297,511.01	71,145.18	296,623.68	1,072,032.51	22,430.00	1,094,462.51
6	Community Development Loan	18,618.95	1,258.67	1,500.00	18,377.62	0.00	18,377.62
7	Cemetery Endowment	28,943.55	1,961.64	0.00	30,905.19	0.00	30,905.19
8	Community Trust	1,580,013.98	839,163.60	614,192.03	1,804,985.55	0.00	1,804,985.55
10	DEA Forfeiture	36,516.18	3,538.93	6,259.22	33,795.89	0.00	33,795.89
11	Drug Enforcement	56,387.74	36,389.97	27,786.30	64,991.41	0.00	64,991.41
15	Enhanced Wireless 911	496,402.28	101,070.05	148,988.01	448,484.32	0.00	448,484.32
18	Finnup Trust	141,227.02	65,000.00	101,541.94	104,685.08	0.00	104,685.08
25	Recreation	535.91	960,233.32	960,769.23	0.00	0.00	0.00
26	Revolving	86,121.60	114.00	147.50	86,088.10	0.00	86,088.10
27	Special Liability	89,924.37	0.00	19,080.01	70,844.36	0.00	70,844.36
29	Special Alcohol Programs	97,777.26	61,646.59	37,519.60	121,904.25	0.00	121,904.25
30	Special Recreation and Parks	110,771.54	66,546.57	91,322.44	85,995.67	0.00	85,995.67
32	Special Trafficway	1,297,505.08	353,133.37	533,023.81	1,117,614.64	0.00	1,117,614.64
50	Community Development	0.00	0.00	0.00	0.00	0.00	0.00
52	Economic Development	350,113.05	22,198.89	0.00	372,311.94	0.00	372,311.94
53	Project Development	585,576.14	997.56	146,897.03	439,676.67	0.00	439,676.67
Total Special Revenue		6,676,384.44	4,424,957.14	3,945,126.05	7,156,215.53	22,430.00	7,178,645.53
<u>Capital Projects Funds</u>							
41	2013-GO Bond Projects	0.00	750,000.00	759,377.17	-9,377.17	0.00	-9,377.17
42	2014-GO Bond Projects	560,254.61	0.00	451,098.44	109,156.17	0.00	109,156.17
43	2015-GO Bond Projects	486,894.60	0.00	61,266.45	425,628.15	0.00	425,628.15
44	2015-Temp Notes	-3,618.39	2,795,600.00	488,792.90	2,303,188.71	0.00	2,303,188.71
45	2016-GO Bond Projects	559,587.27	0.00	4,837.02	554,750.25	0.00	554,750.25
48	Tiger Grant	175,938.25	0.00	255,362.26	-79,424.01	0.00	-79,424.01
49	2013-Temp Notes Schulman Cross	157,160.27	0.00	0.00	157,160.27	0.00	157,160.27
Total Capital Projects		1,936,216.61	3,545,600.00	2,020,734.24	3,461,082.37	0.00	3,461,082.37
<u>Enterprise Funds</u>							
Electric Utility:							
67	Capital Reserve	2,250,000.00	375,000.00	100,000.00	2,525,000.00	0.00	2,525,000.00
68	General	7,466,472.73	14,202,482.27	12,647,341.68	9,021,613.32	418,763.94	9,440,377.26
69	Security Deposits	526,174.27	136,045.32	40,727.15	621,492.44	0.00	621,492.44
Total Electric Utility		10,242,647.00	14,713,527.59	12,788,068.83	12,168,105.76	418,763.94	12,586,869.70
Water and Sewer Utility:							
80	General	2,097,511.72	3,620,448.50	3,401,813.56	2,316,146.66	51,766.00	2,367,912.66
81	Wastewater Repair and Replacem	181,414.13	66,731.72	0.00	248,145.85	0.00	248,145.85
82	Water and Sewage Maintenance f	445,272.61	109,578.02	0.00	554,850.63	0.00	554,850.63
Total Water and Sewer Utility		2,724,198.46	3,796,758.24	3,401,813.56	3,119,143.14	51,766.00	3,170,909.14
Airport:							
60	General	1,639,783.70	830,560.34	485,382.25	1,984,961.79	0.00	1,984,961.79
61	Airport Improvement	165,031.35	773,418.98	824,533.06	113,917.27	0.00	113,917.27
Total Airport		1,804,815.05	1,603,979.32	1,309,915.31	2,098,879.06	0.00	2,098,879.06
Solid Waste Utility:							
75	General	2,241,743.23	1,988,695.59	1,412,389.97	2,818,048.85	547,116.00	3,365,164.85
Recreation Area:							
70	General Golf Course	71,261.42	723,351.11	604,170.05	190,442.48	0.00	190,442.48
71	Golf Course Building	18,576.23	1,727.50	0.00	20,303.73	0.00	20,303.73
Total Recreation Area		89,837.65	725,078.61	604,170.05	210,746.21	0.00	210,746.21
Drainage Utility:							
79	General	445,958.05	120,920.83	265,601.40	301,277.48	0.00	301,277.48
<u>Internal Service Funds</u>							
55	Health Insurance	308,731.68	1,840,057.68	2,125,735.74	23,053.62	0.00	23,053.62
56	Health Insurance Reserve	1,725,488.91	0.00	25,000.00	1,700,488.91	0.00	1,700,488.91
35	Workers Compensation	317,285.68	340,992.00	306,524.18	351,753.50	0.00	351,753.50
36	Workers Compensation Reserve	687,948.47	216.84	17,798.78	670,366.53	0.00	670,366.53
Total Internal Service		3,039,454.74	2,181,266.52	2,475,058.70	2,745,662.56	0.00	2,745,662.56
Total All Funds		35,310,824.02	48,406,310.67	40,843,515.63	42,873,619.06	1,040,075.94	43,913,695.00



City of Garden City  
Statement of Revenues and Expenditures-General Fund Revenues  
From 6/1/2017 Through 6/30/2017

**001 - GENERAL FUND**

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
3022	CONNECTING LINKS	0.00	37,208.18	75,000.00	(37,791.82)
3023	CONSUMER USE TAX	61,855.27	437,148.16	1,000,000.00	(562,851.84)
3028	LIQUOR CONSUMPTION TAX	0.00	61,646.60	100,000.00	(38,353.40)
3040	AD VALOREM TAX	1,197,550.29	3,236,339.17	3,250,000.00	(13,660.83)
3041	AD VALOREM BACK TAX	16,699.39	63,187.76	140,000.00	(76,812.24)
3044	CITY SALES TAX	488,287.87	3,233,456.14	6,300,000.00	(3,066,543.86)
3046	COUNTY SALES TAX	301,305.82	1,910,790.89	3,800,000.00	(1,889,209.11)
3055	MOTOR VEHICLE TAX	81,609.56	206,957.83	450,000.00	(243,042.17)
3056	RECREATIONAL VEHICLE TAX	1,156.34	3,146.16	9,000.00	(5,853.84)
3057	HEAVY DUTY VEHICLE TAX	203.56	1,846.64	1,750.00	96.64
3058	COMMERCIAL VEHICLE TAX	4,241.96	19,610.93	25,000.00	(5,389.07)
3065	CATV FRANCHISE	0.00	110,910.20	227,000.00	(116,089.80)
3066	GAS UTILITY FRANCHISE	0.00	280,921.05	410,000.00	(129,078.95)
3067	TELEPHONE FRANCHISE	3,857.19	23,114.10	48,000.00	(24,885.90)
3068	TELECOM FRANCHISE	558.00	1,042.20	2,000.00	(957.80)
3115	CEMETERY SPACES	780.00	21,099.48	50,000.00	(28,900.52)
3150	IDENTIFIED LONG/SHORT	(727.38)	(4,629.77)	0.00	(4,629.77)
3151	UNIDENTIFIED LONG/SHORT	0.00	5.00	0.00	5.00
3301.01	ANIMAL BOARDING	0.00	604.10	604.00	0.10
3301.02	CAR STORAGE & TOWING	530.00	6,513.00	15,000.00	(8,487.00)
3301.05	FEES-FALSE ALARM	0.00	3,000.00	2,000.00	1,000.00
3301.06	FEES-ENGINEERING SERVICES	0.00	0.00	70,000.00	(70,000.00)
3301.07	FEES-GATE RECEIPTS	2,100.00	9,557.00	22,000.00	(12,443.00)
3301.08	FEES-GRAVE OPENINGS	3,575.00	29,025.00	66,000.00	(36,975.00)
3301.09	FEES-MONUMENT SETTING	75.00	1,225.00	2,500.00	(1,275.00)
3301.10	FEES-PLAT FILING	271.00	877.93	1,750.00	(872.07)
3301.11	FEES-REZONING	500.00	1,760.00	3,000.00	(1,240.00)
3301.12	FEES-RURAL FIRE CONTRACTS	0.00	(1,350.00)	180,000.00	(181,350.00)
3301.13	FEES-WAIVER FILING	825.00	3,105.00	3,500.00	(395.00)
3301.16	FINES-MUNICIPAL COURT	72,030.70	500,631.03	950,000.00	(449,368.97)
3301.17	FEES-STATE JUDGE	253.47	1,526.68	2,500.00	(973.32)
3301.18	FEES-STATE LAW ENFORCEMENT	4,865.88	29,438.02	47,000.00	(17,561.98)
3301.19	FEES-REINSTATEMENT	405.00	3,100.00	4,000.00	(900.00)
3301.20	FEES-RESTITUTION	4,435.00	12,535.00	2,000.00	10,535.00
3301.21	LEGAL COPIES	110.00	1,766.00	3,000.00	(1,234.00)
3301.23	FEES-CRIME STOPPER INFRACTION	2,099.00	10,182.29	15,000.00	(4,817.71)
3301.24	FEES-CRIME STOPPER MAJOR	62.00	361.00	100.00	261.00
3301.25	FEES-FAMILY CRISIS	(15.00)	97.78	0.00	97.78
3301.27	BIG POOL-ADMISSION	26,305.00	28,333.00	63,000.00	(34,667.00)
3301.28	BIG POOL-CONCESSION	14,530.10	16,019.21	25,000.00	(8,980.79)
3350.02	LICENSE-ARBORIST	0.00	140.00	1,000.00	(860.00)
3350.03	LICENSE-CEREAL MALT BEVERAGE	125.00	500.00	3,750.00	(3,250.00)
3350.04	LICENSE-CONTRACTOR	1,200.00	10,100.00	32,000.00	(21,900.00)
3350.05	ZONING COMPLIANCE	225.00	1,125.00	1,250.00	(125.00)
3350.06	LICENSE-ELECTRICIAN	400.00	2,660.00	7,500.00	(4,840.00)
3350.08	LICENSE-ITINERANT MERCHANT	900.00	2,165.00	7,500.00	(5,335.00)
3350.09	LICENSE-LIQUOR	4,000.00	7,500.00	15,000.00	(7,500.00)
3350.10	LICENSE-MECHANICAL	40.00	2,580.00	6,000.00	(3,420.00)





City of Garden City  
Statement of Revenues and Expenditures-General Fund Revenues  
From 6/1/2017 Through 6/30/2017

3350.12	LICENSE-PAWN SHOP	0.00	0.00	250.00	(250.00)
3350.13	LICENSE-PLUMBER	420.00	2,820.00	5,000.00	(2,180.00)
3350.15	LICENSE-TAXI	0.00	45.00	100.00	(55.00)
3350.16	TAGS-DOG & CAT	287.15	1,640.10	1,500.00	140.10
3400.01	PERMITS-BUILDING	25,581.50	114,346.75	200,000.00	(85,653.25)
3400.02	PERMITS-CURB CUT	0.00	0.00	500.00	(500.00)
3400.03	PERMITS-ELECTRIC	1,054.00	5,934.00	6,000.00	(66.00)
3400.04	PERMITS-EXCAVATION	90.00	300.00	2,000.00	(1,700.00)
3400.05	PERMITS-GAS	29.00	1,196.00	3,500.00	(2,304.00)
3400.08	PERMITS-MECHANICAL	2,462.00	9,218.00	17,000.00	(7,782.00)
3400.09	PERMITS-PLUMBING	824.00	8,876.42	14,000.00	(5,123.58)
3400.11	PERMITS-TV & SIGN	785.00	3,775.00	4,000.00	(225.00)
3435	INTEREST INCOME	4,073.87	18,718.76	40,094.00	(21,375.24)
3437	FINANCE CHARGE INCOME	482.42	(4,502.38)	4,000.00	(8,502.38)
3440.02	RENTAL-CITY FACILITIES	1,535.47	10,382.66	40,000.00	(29,617.34)
3440.03	RENTAL-DEPOT	200.00	600.00	1,200.00	(600.00)
3447	ROYALTIES-GAS WELLS	676.07	7,314.95	8,000.00	(685.05)
3450	SALE OF PROPERTY-AUCTION	0.00	0.00	3,000.00	(3,000.00)
3456	SALE OF PROPERTY-POLICE CARS	0.00	0.00	5,000.00	(5,000.00)
3464	REPAYMENT-TEKVET TECHNOLOGIES	(3,085.03)	2,574.27	0.00	2,574.27
3470.01	REIMBURSE-ADMINISTRATIVE COSTS	0.00	0.00	48,000.00	(48,000.00)
3470.04	REIMBURSE-POLICE SERVICES	0.00	135,673.90	270,000.00	(134,326.10)
3470.07	UTILITY FUNDS REIMBURSEMENT	373,250.00	2,239,500.00	4,623,290.00	(2,383,790.00)
3470.08	REIMBURSE-COUNTY	0.00	194,250.00	194,250.00	0.00
3470.09	REIMBURSE-HOLCOMB	0.00	42,000.00	42,000.00	0.00
3470.11	REIMBURSE-ANIMAL SHELTER	(7,956.00)	64,794.00	64,794.00	0.00
3470.13	REIMBURSE-DEVELOPER ENGINEERING FEES	0.00	5,000.00	0.00	5,000.00
3515	FUEL TAX REFUND	0.00	0.00	1,000.00	(1,000.00)
3600.01	MISCELLANEOUS-ADMINISTRATION	388.00	3,169.51	500.00	2,669.51
3600.02	MISCELLANEOUS-CEMETERY	25.00	435.00	500.00	(65.00)
3600.04	MISCELLANEOUS-INSPECTION	0.00	75.00	0.00	75.00
3600.05	MISCELLANEOUS-PARK & ZOO	921.95	3,174.09	3,500.00	(325.91)
3600.07	MISCELLANEOUS-POLICE	0.00	(1,730.05)	0.00	(1,730.05)
4010.01	TRANSFER-HEALTH INSURANCE RESV	0.00	0.00	265,000.00	(265,000.00)
	Total Income	<u>2,699,269.42</u>	<u>13,198,458.74</u>	<u>23,307,682.00</u>	<u>(10,109,223.26)</u>



City of Garden City  
Statement of Revenues and Expenditures-General Fund Expenses  
From 6/1/2017 Through 6/30/2017

**001 - GENERAL FUND**

		Curr Month Expenses	YTD Expenses	Revised Budget	Budget Remaining
	Expenses				
111	CITY COMMISSION	4,109.19	39,018.12	118,200.00	79,181.88
112	CITY MANAGER	57,128.83	356,045.98	673,970.00	317,924.02
113	SERVICE AND FINANCE	84,174.80	422,947.89	848,750.00	425,802.11
114	LEGAL SERVICES	14,938.00	70,705.88	191,000.00	120,294.12
115	MUNICIPAL COURT	39,026.01	258,947.83	674,250.00	415,302.17
116	HUMAN RESOURCES	12,631.71	83,412.20	184,800.00	101,387.80
117	INFORMATION TECH	106,336.04	418,190.59	812,493.00	394,302.41
118	CITY PROSECUTION	<u>14,724.37</u>	<u>94,893.15</u>	<u>205,700.00</u>	<u>110,806.85</u>
	Total Admsitration	333,068.95	1,744,161.64	3,709,163.00	1,965,001.36
121	POLICE-ADMINISTRATIVE	100,741.72	1,138,043.00	1,970,514.00	832,471.00
122	POLICE-INVESTIGATIONS	79,676.89	597,344.81	1,419,000.00	821,655.19
123	POLICE-PATROL	300,807.87	1,979,784.63	3,595,961.00	1,616,176.37
124	POLICE-SUPPORT SERVICES	82,784.65	551,125.23	1,266,250.00	715,124.77
125	POLICE-ANIMAL CONTROL	<u>117,510.19</u>	<u>273,142.15</u>	<u>329,764.00</u>	<u>56,621.85</u>
	Total Police	681,521.32	4,539,439.82	8,581,489.00	4,042,049.18
131	PUBLIC WORKS-PLANNING,COMM	(16,084.19)	672,191.61	1,562,550.00	890,358.39
133	PUBLIC WORKS-STREET MAINT	83,010.18	944,543.43	1,494,600.00	550,056.57
134	PUBLIC WORKS-CEMETERY	(78,985.48)	(10.00)	0.00	10.00
135	PUBLIC WORKS-PARKS	117,927.07	494,055.61	1,003,400.00	509,344.39
136	PUBLIC WORKS-BIG POOL	<u>82,239.68</u>	<u>403,183.77</u>	<u>533,250.00</u>	<u>130,066.23</u>
	Total Public Works	188,107.26	2,513,964.42	4,593,800.00	2,079,835.58
141	ZOO-ADMINISTRATIVE	31,304.68	212,132.35	456,676.00	244,543.65
142	ZOO-MAINTENANCE DIVISION	28,173.75	151,493.76	359,650.00	208,156.24
144	ZOO-ANIMAL DIVISION	<u>90,319.38</u>	<u>510,690.89</u>	<u>1,182,508.00</u>	<u>671,817.11</u>
	Total Zoo	149,797.81	874,317.00	1,998,834.00	1,124,517.00
151	FIRE-ADMINISTRATIVE	19,467.64	134,341.96	277,825.00	143,483.04
152	FIRE-OPERATIONS	244,423.48	1,439,575.31	2,899,690.00	1,460,114.69
153	FIRE-VOLUNTEERS	402.91	2,255.82	11,730.00	9,474.18
154	FIRE-ARFF STATION	<u>616.60</u>	<u>3,475.36</u>	<u>95,097.00</u>	<u>91,621.64</u>
	Total Fire	264,910.63	1,579,648.45	3,284,342.00	1,704,693.55
161	CEMETERY-OPERATIONS	110,813.01	253,452.61	571,725.00	318,272.39
171	CAPITAL IMPROVEMENT	(575.00)	730,037.50	1,463,830.00	733,792.50
181	EMPLOYEE BENEFITS	<u>190,000.00</u>	<u>265,000.00</u>	<u>265,000.00</u>	<u>0.00</u>
	Total Expenses	<u>1,917,643.98</u>	<u>12,500,021.44</u>	<u>24,468,183.00</u>	<u>11,968,161.56</u>



City of Garden City  
Statement of Revenues and Expenditures-Utility Fund Revenues  
From 6/1/2017 Through 6/30/2017

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
068	ELECTRIC				
3101	COLLECTIONS-ELECTRIC	2,387,998.20	13,473,866.82	30,200,000.00	(16,726,133.18)
3110.01	COLLECTIONS-COIN BOX	0.00	0.00	250.00	(250.00)
3118	CONNECT FEES	9,495.00	44,583.33	98,000.00	(53,416.67)
3150	IDENTIFIED LONG/SHORT	(411.30)	(803.87)	0.00	(803.87)
3151	UNIDENTIFIED LONG/SHORT	105.78	(46.90)	0.00	(46.90)
3154	INSUFFICIENT FUNDS CHECKS	(428.13)	(5,396.50)	0.00	(5,396.50)
3155	RETURNED CHECK CHARGE	425.00	2,225.00	5,000.00	(2,775.00)
3185	PENALTIES	17,694.96	37,391.53	85,129.00	(47,737.47)
3201	REIMBURSE-DEVELOPER	0.00	6,300.00	75,000.00	(68,700.00)
3435	INTEREST INCOME	20.55	82.20	0.00	82.20
3492	SALES TAX	98,686.19	523,275.06	1,138,840.00	(615,564.94)
3600	MISCELLANEOUS	454.57	121,005.60	5,000.00	116,005.60
	Total Electric	2,514,040.82	14,202,482.27	31,607,219.00	(17,404,736.73)
075	SOLID WASTE-GENERAL				
3111	COLLECTIONS-SOLID WASTE	321,535.33	1,858,424.41	3,600,000.00	(1,741,575.59)
3185	PENALTIES	0.00	78,193.60	80,000.00	(1,806.40)
3195	RECYCLING SALES	12,265.33	45,634.65	50,000.00	(4,365.35)
3435	INTEREST INCOME	195.62	784.18	1,100.00	(315.82)
3470.12	REIMBURSE-RENT A TRUCK	2,691.00	5,658.75	1,500.00	4,158.75
3515	FUEL TAX REFUND	0.00	0.00	1,157.00	(1,157.00)
	Total Solid Waste	336,687.28	1,988,695.59	3,733,757.00	(1,745,061.41)
079	DRAINAGE UTILITY				
3104.01	DRAINAGE FEE	18,506.83	106,993.83	380,542.00	(273,548.17)
3435	INTEREST INCOME	0.00	0.00	250.00	(250.00)
3600	MISCELLANEOUS	0.00	13,927.00	1,250.00	12,677.00
	Total Drainage Utility	18,506.83	120,920.83	382,042.00	(261,121.17)
080	WATER AND SEWAGE				
3102.01	COLLECTIONS-SEWER	221,872.32	1,274,256.62	2,526,238.00	(1,251,981.38)
3103	COLLECTIONS-WATER	440,559.92	2,093,162.97	5,500,000.00	(3,406,837.03)
3118	CONNECT FEES	1,575.00	7,395.00	18,000.00	(10,605.00)
3120	COUNTY SEWER FEES	4,249.92	46,823.68	112,000.00	(65,176.32)
3130	FIRE LEG FEES	0.00	14,305.00	16,000.00	(1,695.00)
3145.01	LAND LEASE	15,000.00	30,000.00	0.00	30,000.00
3185	PENALTIES	0.00	0.00	105,000.00	(105,000.00)
3201	REIMBURSE-DEVELOPER	3,217.42	6,352.42	10,000.00	(3,647.58)
3225	SALE OF MATERIAL	0.00	384.18	8,000.00	(7,615.82)
3228	SEWER MAINTENANCE FEES	326.00	23,583.93	4,500.00	19,083.93
3229	SEWER TANK FEES	11,979.05	67,090.98	150,000.00	(82,909.02)
3230	SEWER TAP FEES	0.00	500.00	0.00	500.00
3257	WATER TANK SALES	1,447.30	11,097.46	40,000.00	(28,902.54)
3260	WATER TAP FEES	3,084.35	17,471.42	40,000.00	(22,528.58)
3494	TAX-WATER CONSUMPTION	4,689.46	20,251.21	57,000.00	(36,748.79)
3515	FUEL TAX REFUND	0.00	0.00	250.00	(250.00)
3600	MISCELLANEOUS	4,500.00	7,773.63	15,000.00	(7,226.37)
4010.20	TRANSFER-WTR SYS MAINT RESV	0.00	0.00	250,000.00	(250,000.00)
4010.21	TRANSFER-WASTEWTR R&R RESV	0.00	0.00	200,000.00	(200,000.00)
	Total Water and Wastewater	712,500.74	3,620,448.50	9,051,988.00	(5,431,539.50)
Total Income		3,581,735.67	19,932,547.19	44,775,006.00	(24,842,458.81)



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Michael D. Utz, Chief of Police  
**DATE:** July 18, 2017  
**RE:** Feral Cat Trap Neuter-Release (TNR) Ordinance

---

### **ISSUE:**

The Governing Body is asked to review the current Trap-Neuter-Release (TNR) ordinance and consider adopting the revised TNR ordinance.

1. Ordinance No. \_\_\_\_\_ - 2017, an ordinance establishing a Feral Cat Trap-Neuter-Return Program in the City of Garden City, Kansas.

### **BACKGROUND:**

As a result of a proposal from the Finney County Humane Society (Humane Society), the Governing Body adopted Ordinance No. 2723-2016 – Feral Cat TNR program on April 19, 2016. During the passing of the ordinance, the Governing Body determined the ordinance would be reviewed after one year to determine its effectiveness.

The Humane Society has the primary responsibility of running the TNR program to include recruiting caregivers. Caregivers are currently allowed to have no more than three cats, which includes feral cats involved in the TNR program.

Since the inception of the ordinance, there have been two individuals that have registered as a Caregiver and the amount of feral cats subject to the TNR program is unknown. In the March 7, 2017 memorandum to the Governing Body from staff, there was only one reported Caregiver.

Staff met with the Humane Society, and the Humane Society reported that although there are only two Caregivers; others in the community have an interest in becoming a Caregiver. Those interested are not willing to commit as they have their own animals and do not want to break the law by having too many cats. The Humane Society's only recommendation to the TNR ordinance is to allow feral cats not to count against the amount of cats a caregiver could legally possess.

### **ALTERNATIVES:**

1. Continue the TNR ordinance as outlined in Ordinance No. 2723-2016.
2. Discontinue the TNR ordinance.
3. Amend the TNR ordinance as suggested by the Humane Society to have feral cats not count against the amount of cats a caregiver could legally possess.

### **RECOMMENDATION:**

Staff's recommendation is for the Governing Body to adopt Alternative 3 to amend the TNR

ordinance as suggested by the Humane Society to have feral cats not count against the amount of cats a caregiver could legally possess. Also, Staff recommends this issue be revisited in one year to assess any issues that may arise.

**FISCAL NOTE:**

There does not appear to be a fiscal impact on the City.

**ATTACHMENTS:**

Description	Upload Date	Type
Feral Cat TNR Ordinance	7/12/2017	Backup Material

(Published in the Garden City Telegram on the \_\_\_\_ day of \_\_\_\_\_, ~~2016~~ (2017))

ORDINANCE NO. \_\_\_\_-~~2016~~ (2017)

AN ORDINANCE ESTABLISHING A FERAL CAT TRAP-NEUTER-RETURN PROGRAM IN THE CITY OF GARDEN CITY, KANSAS.

**WHEREAS**, the City of Garden City, Kansas (City), has agreed to permit the Finney County Humane Society to conduct a feral cat trap-neuter-return program in the City, in the manner described in (Ordinance No. 2723-2016, adopted April 19, 2016,) as a more effective and humane manner in which to control the population of feral cats in the City; and

**WHEREAS**, the City, the Garden City Police Department and the Finney County Humane Society have reviewed the effectiveness of the trap-neuter-return program, and jointly recommend amendment of Section 1(b)(1), as set forth below.

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

**SECTION 1.** The Finney County Humane Society (Humane Society), is hereby authorized to conduct a feral cat trap-neuter-return program (TNR Program) in the City in the following manner:

(a) Definitions. For the purposes of this ordinance, the following terms are hereby defined as follows:

- (1) “*Caregiver*” means a person who is registered with the Humane Society to provide assistance with the TNR Program through the provision of food and shelter for feral cats while at large in the City, and through providing accommodations and assistance in the trapping and return of feral cats.
- (2) “*Garden City Police Department (GCPD) law enforcement officer*” shall include any member of the GCPD designated as an animal control officer.
- (3) “*Ear-tip*” means a mark identifying a feral cat as having been trapped, sterilized, vaccinated and returned through the TNR Program, specifically by the removal of approximately three-eighths of an inch off the tip of the cat’s left ear in a straight line.
- (4) “*Feral Cat*” means a cat that has no apparent owner and is at large, free-roaming in the City.

(b) The TNR Program shall be carried out in the following manner:

- (1) The Humane Society shall recruit Caregivers in selected portions of the City who are willing to provide assistance on the Caregiver’s property to provide food and care for feral cats, to assist the Humane Society in humanely trapping cats on the Caregiver’s property for the purposes of the TNR Program, and to permit the Humane Society to release feral cats back onto the Caregiver’s property. **City Code of Ordinances (City Code), section 10-76, shall not be applicable to the number of feral cats on the Caregiver’s property.**

- (2) The Caregivers must agree in writing, as a condition of participation in the TNR Program, to abide by all of the requirements and regulations of the TNR Program as approved by this ordinance, and to follow the direction of the Humane Society as to best practices so as to minimize as much as reasonably possible the creation or maintenance of any nuisance or unsanitary conditions, and to minimize impacts upon nearby property owners and residents. Under no circumstances may a Caregiver maintain its property in a manner that creates a nuisance, unsanitary conditions, or interferes with the use and enjoyment of adjacent properties. The Humane Society shall have the complete right and discretion in the selection of Caregivers into the TNR Program and in the discharge or discontinuance of any Caregiver from the TNR Program; provided, however, that the Humane Society shall not utilize any Caregiver who is or has become disqualified from participation by virtue of the provisions of subsections 8(iii) and (iv) below.
- (3) Before being released, captured feral cats shall be medically evaluated and treated, sterilized, vaccinated and ear-tipped. Previously captured and released feral cats which have been re-captured may be immediately released unless they are in need of medical care or need to be re-vaccinated. The Humane Society shall have complete discretion to make the following decisions as an alternative to the release of a captured feral cat:
  - (i) To euthanize or otherwise humanely dispose of a feral cat deemed too ill or injured, or deemed to be too dangerous to be released; or
  - (ii) To retain for adoption a feral cat deemed appropriately domesticated or capable of domestication.
- (4) If a GCPD law enforcement officer in the exercise of his or her lawful authority determines that a cat in the possession of a Caregiver or the Humane Society should be impounded as provided under the City Code, then the further handling of such cat shall be subject to the lawful orders and directions issued pursuant to City Code.
- (5) Should it be determined by the Humane Society that a captured cat is a domesticated cat owned by an identifiable person, the Humane Society may return the cat to its owner; provided, however, the Humane Society shall report the same, including the name and address of the owner(s), to the GCPD's animal control officer.
- (6) The Humane Society shall create and maintain a registry of all feral cats which have been captured and then released, which registry shall include a photograph of the feral cat and other identifying information, the date and place of capture, the date of sterilization and vaccination, the date and place of release, and such other information as the Humane Society deems appropriate and useful for the program. Such registry shall be available at all reasonable times for inspection by the GCPD.
- (7) The Humane Society shall maintain a registry of the name, current address and other contact information of each Caregiver participating in the TNR Program, which registry shall be available at all reasonable times for inspection by the GCPD. The Humane Society shall give prompt notification to the GCPD of each person who is added to the Caregiver registry, and shall likewise give prompt notification of the removal of any person from such registry.
- (8) The Humane Society shall promptly remove from the Caregiver registry and discontinue participation by any person who:

- (i) Voluntarily withdraws from the TNR Program;
  - (ii) Is removed by the Humane Society from the TNR Program for such reasons as the Humane Society deems appropriate;
  - (iii) Is removed by the Humane Society from the TNR Program at the request and direction of the GCPD for failure to abide by requirements and regulations of the TNR Program as approved by this ordinance; or
  - (iv) Is disqualified from participation in the TNR Program due to the conviction of such person in the City Municipal Court for a violation of Chapter 10 of the City Code.
- (9) The Humane Society shall be responsible for all costs and expenses associated with the TNR Program.
- (10) The Humane Society shall prepare such reports to the City Governing Body as may be requested from time to time to enable the Governing Body to evaluate the effectiveness of the TNR Program.

**SECTION 2.** Nothing in this ordinance shall limit or restrict the authority, duties or discretion of the GCPD as conferred upon them by City Code, or otherwise by law.

**SECTION 3.** 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 4.** Ordinance No. 2723-2016 is hereby repealed.

**SECTION 4. (SECTION 5)** This ordinance shall take effect and be in force from and after its publication in *The Garden City Telegram*, the official newspaper of the City.

**PASSED AND ADOPTED** by the Governing Body of the City of Garden City, Kansas, \_\_\_\_\_ day of \_\_\_\_\_, 2016. (this 18th day of July, 2017.)

\_\_\_\_\_  
Mayor (Melvin L. Dale, Mayor)

ATTEST:

\_\_\_\_\_  
Celyn N. Hurtado, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Randall D. Grisell, City Attorney





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Melinda Hitz, Finance Director  
**DATE:** July 18, 2017  
**RE:** Potential Sales Tax Ballot Options

---

### **ISSUE:**

The Governing Body is asked to consider options for a sales tax ballot issue.

### **BACKGROUND:**

#### *The Progression of the Topic at Previous Public Meetings*

A joint meeting was held with the County Commissioners in early June 2017. The topic of sales tax was added because there had been some ideas raised at the grass roots level, by individual Commissioners and staff regarding potential future sales tax uses. The discussion at the joint meeting was limited to questions about the expiration of Horse Thief Reservoir's .15 county sales tax. Two County Commissioners expressed an interest in pursuing a sales tax for economic development.

A sales tax pre-meeting topic was held prior to the June 20, 2017 City Commission regular meeting. Finance Director Hitz provided an overview of the existing sales tax increments and some comparative sales tax data for other Kansas Cities of the First Class. Discussion on the topic was encouraged to help give some collective direction as to what, if anything, the City Commission might like to see in the way of a future ballot issue. Opinions varied, but there was interest in having something more formal presented on the July 6th regular meeting agenda.

At the July 6th regular meeting, the City Commission gave staff direction as to what to prepare for further consideration at the July 18th regular meeting. Generally, there was consensus around considering an ordinance which authorized a November 2017 sales tax ballot issue which would levy a .25 cent general purpose sales tax for a period of 20 years that would be for purposes including, but not limited to, constructing and equipping a third fire station, constructing an indoor gun range, improvements to Lee Richardson Zoo, improvements to Garden City Regional Airport, and the operational expenses related to any of these improvements. A draft ordinance which would accomplish (from a ballot language perspective) what the City Commission directed at the July 6th meeting is attached for your review.

#### *A Synopsis of Staff Work Completed Since the Last Public Meeting*

Further analysis by staff as to the specific project construction costs and related operational costs of the gun range, zoo and airport improvements suggest the City Commission may want to revisit the topic and give further direction.

The gun range estimate of \$2.5 million is, in the eyes of the architect, a number that doesn't offer

much in the way of design savings. Staff asked for costs without the classroom and “bare bones” design. The response we received was that there may be some slight savings, but for the purpose of considering what will be included on a potential ballot issue we see no reason to use something other than \$2.5 million.

As for Lee Richardson Zoo improvements, the Primate Exhibit is estimated at approximately \$1.5 million and the Friends of Lee Richardson Zoo are nearing \$500,000 of funds raised. The contribution from this sales tax would be \$1,000,000. The Flamingo Exhibit is included on the Master Plan and is estimated at approximately \$500,000. The Animal Health Facility estimate has been increased to \$1,000,000 (the original \$450,000 estimate was very dated). The fourth project listed in the pre-meeting presentation, and included for many years in the CIP process is the moving of the main entrance to Seventh Street. There does not seem to be consensus support among zoo or community members on this facility design strategy, so staff is recommending that the “zoo improvements” on a ballot issue be limited to the primate exhibit, the flamingo exhibit and the animal health facility.

In reviewing the airport improvements with Airport Director Rachelle Powell, there would be some difficulty in giving a definition to the general ballot issue term “airport improvements.” We do have a specific list of Airport Improvement Program projects which receive federal funding and that list changes from time to time as the City works with the Federal Aviation Administration. If “airport improvements” would stay in the ballot language, the public information shared to the community would need to clearly indicate that the proceeds of the tax would cover the City’s local match to these improvements. Much of the City Commission’s discussion at the last meeting talked about the merits of making improvements to the terminal or the desire to continue to grow the airport and have more flights and larger aircraft. A current AIP project is the design of alternatives for the Terminal. It won’t be done in time for a November 2017 ballot and it is unclear if, or to what extent, any recommended improvement would qualify under the AIP program.

Staff also advises against suggesting as part of the public information around a sales tax ballot issue that increasing the holding area or overall size of the terminal can translate into additional flights or larger aircraft. That simply isn’t the case. The aircraft industry is short pilots and planes. Passing a local sales tax doesn’t change that. Director Powell has indicated that when Garden City Regional Airport has an opportunity to bring in larger aircraft, there will be a considerable corresponding increase in annual operational expenses that rival the annual operational expenses necessary to staff the third fire station.

In short, growing Garden City Regional Airport is unquestionably a long-standing community and Commission goal, but if it were on a sales tax ballot issue and the intent or messaging was around the size and serviceability of the terminal or commercial air service, it doesn’t appear to be financially able to co-exist with the other projects. Furthermore, it functionally runs the risk of putting the City in a position of not being able to deliver what the voters approved.

#### *The County Discusses a Sales Tax Ballot Issue*

At their July 10, 2017 meeting, the Finney County Commission discussed the County 2018 Budget, Jennie Barker Road and their potential interest in a sales tax initiative (attached is the July 11, 2017 Garden City Telegram article on the meeting). Following the County Commission meeting, County Administrator Partington and City Manager Allen discussed the potential of the two entities coordinating or combining sales tax initiatives. Ideas were shared with respect to varying the range of projects/expenses, increments, and length. The two projects that County

Administrator Partington indicated were of interest to the County Commission were funding for the balance of Jennie Barker Road and funding for some facility maintenance/efficiency upgrades at some County buildings. In the end, there was an agreed upon strategy to encourage the two Governing Bodies to jointly meet again, or to invite each other to one another's meetings over the next several weeks to see if there was mutual interest in a coordinated or combined sales tax ballot initiative. This agenda item cover memo is being sent to County Administrator Partington and being provided to the County Commission for that purpose. The City Manager and Vice-Mayor plan on attending their Monday County Commission board meeting and will extend the invitation to attend Tuesday's City Commission meeting to participate in your discussion.

### **ALTERNATIVES:**

City staff has patterned the alternatives section of this memo (and the corresponding attachments) around some different directions we see that you could take given the consensus from the last meeting, and the new information available to you now.

1. "July 6<sup>th</sup> consensus" - 20 year general purpose .25 cent City sales tax which would include funds for, but not limited to, constructing and equipping a third fire station, an indoor gun range, zoo improvements, airport improvements and related operating costs for each.
  - Sales Tax proceeds in each year could be used for the local match to the FAA AIP program. A terminal remodel or new construction is not determined and may or may not be within the wherewithal of this sales tax. This sales tax could not fully absorb the increased operational costs related to staffing and security requirements related to handling larger commercial aircraft.
  - Construction in the first year or two of the primate exhibit, flamingo exhibit and animal health facility.
  - Bond in the third year the Indoor Gun Range and Third Fire Station.
  - Operating costs for the fire department staffing increase begin in 2021. The Third Fire Station opens and becomes staffed and operational in 2022. (A forecasted operating deficit for the third fire station in the last years of the sales tax based on the assumptions used in the projection). The City Commission could move this timeline to a later year once the strategy with Garden City Regional Airport is clearer.
2. "July 6<sup>th</sup> consensus, minus the airport – 20 year general purpose .25 cent City sales tax which would include funds for, but not limited to, constructing and equipping a third fire station, an indoor gun range, zoo improvements and related operating costs for each.
  - Construction in the first year or two of the primate exhibit, flamingo exhibit and animal health facility.
  - Issue temporary notes in the third year with permanent financing in year five in the form of a 15 year GO Bond for the Indoor Gun Range and Third Fire Station.
  - Operating costs for the fire department staffing increase begin in 2021. The Third Fire Station opens and becomes staffed and operational in 2022. (A forecasted operational deficit for the third fire station in the eighth year of the sales tax based on the assumptions used in this projection).
3. Same as Alternative 2, but longer delay opening the Third Fire Station. - Third Fire Station, Indoor Gun Range and Zoo improvements – 20 year general purpose .25 cent City sales tax.
  - Construction in the first five years of the Gun Range, Primate Exhibit, Flamingo Exhibit and Animal Health Facility.

- Permanent financing in year one in the form of a 20 year GO Bond for the Third Fire Station.
- Operating costs for the fire department staffing begin in 2023. The Third Fire Station opens and becomes staffed and operational in 2024. (A partial forecasted operational deficit upon opening the third fire station starts in 2025).
- 4. City Sales Tax, .35 Cent for 15 years.
  - Same scope of City projects plus Jennie Barker Road (6 M), a shorter (15 year) on the sales tax and ten year GO debt financing. The operating costs are covered by the sales tax until 2028.
  - The Third Fire Station opens in 2024.
- 5. Joint City and County option – Third Fire Station, Indoor Gun Range, Zoo improvements, and Jennie Barker Road (the full cost of bringing the rural section of the road to the urban design).
  - .30 cent sales tax
  - 15 years.
  - 10 year debt service on a GO Bond.
  - Holcomb piece is unobligated (Holcomb's share goes to City of Holcomb General Fund) which is approximately \$85,000.
  - City administers City and County portion.
  - Jointly created oversight board oversees uses and the City's accounting of the sales tax.
  - An interlocal agreement defines the use during and after the life of the sales tax for the shared space at the Third Fire Station (EMS).
  - The Third Fire Station opens in 2024 and the sales tax is projected to cover the full increase in operational costs for the remainder of the sales tax.

**RECOMMENDATION:**

The staff requests Governing Body direction.

**FISCAL NOTE:**

None.

**ATTACHMENTS:**

Description	Upload Date	Type
Sample Ballot Question Ordinance	7/13/2017	Backup Material
GC Telegram July 11, 2017 County Article	7/13/2017	Backup Material
Option #1	7/13/2017	Backup Material
Option #2	7/13/2017	Backup Material
Option #3	7/13/2017	Backup Material
Option #4	7/13/2017	Backup Material
Option #5	7/13/2017	Backup Material



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO SUBMIT TO THE QUALIFIED ELECTORS OF THE CITY OF GARDEN CITY, KANSAS THE PROPOSITION OF LEVYING A ONE QUARTER CENT (.25%) RETAILERS' SALES TAX IN THE CITY OF GARDEN CITY FOR GENERAL PURPOSES OF THE CITY AND CAPITAL IMPROVEMENT PROJECTS, INCLUDING BUT NOT LIMITED TO A THIRD FIRE STATION, AN INDOOR SHOOTING RANGE FOR THE POLICE DEPARTMENT, AND IMPROVEMENTS AT LEE RICHARDSON ZOO, WITH SUCH TAX TO BE LEVIED FOR A PERIOD OF 20 YEARS.

WHEREAS, K.S.A. 12-187 *et seq.*, as amended, authorizes the governing body of the city of Garden City, Kansas ("City") to submit to the qualified electors of the City the question of levying a retailers' sales tax in the City and pledging the revenue received from the tax to certain purposes of the City with the tax to be collected by the Kansas Department of Revenue and returned to the City; and

WHEREAS, the governing body of the City has determined it is necessary to levy a one quarter of one percent (.25 %) retailers' sales tax, to begin on April 1, 2018, and to be levied for a period of 20 years, with revenue received from the tax used to finance the general purposes of the City, including, but not limited to, capital improvement projects including (i) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related public safety facilities; (ii) construction and operation of an indoor shooting range for the City's police department; (iii) ongoing improvements at Lee Richardson Zoo; and (iv) to pay obligations of the City issued to finance such purposes, if any.

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

**Section 1.** A special question election is called to be conducted on November 7, 2017, for the purpose of submitting to the qualified electors of the City, the question of levying a retailers' sales tax in the City, in the amount of one quarter of one percent (.25%), with such tax to take effect on April 1, 2018 (or as soon thereafter as the tax may be levied by the Kansas Department of Revenue) and to be levied for a period of 20 years, if approved by a majority of the electors voting on the question. The election shall be conducted in the manner prescribed by applicable laws of the state of Kansas.

**Section 2.** If approved by a majority of the electors voting on the question, the retailers' sales tax will be subject to all applicable state laws and administrative rules and regulations of the Kansas Department of Revenue. The services of the Kansas Department of Revenue shall be utilized to administer, enforce and collect such tax.



**Section 3.** The proposition to be voted on shall appear on the ballot as follows:

Shall the following be adopted?

Shall the city of Garden City, Kansas levy a retailers' sales tax in the amount of one quarter of one percent (.25%), to take effect on April 1, 2018, and to be levied on retail sales consummated within the city of Garden City for a period of 20 years, with revenues of such tax to be used to finance general purposes of the City, including, but not limited to, capital improvement projects including (i) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related public safety facilities; (ii) construction and operation of an indoor shooting range for the City's police department; (iii) ongoing improvements at Lee Richardson Zoo; and (iv) to pay obligations of the City issued to finance such purposes, if any, all pursuant to K.S.A. 12-187 et seq., as amended?

**Section 4.** The Finney County Clerk is authorized to and shall give notice of the bond election by publishing a notice of election (in substantially the form attached to this Ordinance as **Exhibit A**), once each week for *two consecutive weeks* in a newspaper of general circulation in the City, as provided in K.S.A. 12-187 et seq., and K.S.A. 10-120, with the first publication to be not less than twenty-one (21) days prior to the date of the election. The vote at the election shall be by ballot and the proposition approved by this Ordinance shall be printed on the ballot with the voting instructions required by law.

**Section 5.** This ordinance shall take effect from and after its adoption by the governing body of the City and publication one time in the official City newspaper.

*[Remainder of Page Left Blank Intentionally]*

ADOPTED AND APPROVED by the governing body of the City of Garden City, Kansas on \_\_\_\_\_, 2017.

CITY OF GARDEN CITY, KANSAS

[Seal]

By \_\_\_\_\_  
Melvin Dale, Mayor

ATTEST:

By \_\_\_\_\_  
Celyn N. Hurtado, City Clerk



**Exhibit A** to Ordinance No. \_\_\_\_\_

(First published in the *Garden City Telegram*, on \_\_\_\_\_, 2017,  
and subsequently on \_\_\_\_\_, 2017.)

**NOTICE OF SPECIAL QUESTION ELECTION**

**TO ALL OF THE QUALIFIED ELECTORS OF THE CITY OF GARDEN CITY, KANSAS:**

Notice is given by the Governing Body of the city of Garden City, Kansas and the County Election Officer of Finney County, Kansas that a special question election will be held in the city of Garden City, Kansas on November 7, 2017, for the purpose of voting on the question of levying a retailers' sales tax in the amount of one quarter of one cent (.25%) on retail sales consummated within the city of Garden City, Kansas, according to the provisions of K.S.A. 12-187 *et seq.* If approved, the retailers' sales tax will begin on April 1, 2018 (or as soon thereafter as the Kansas Department of Revenue may begin levying such tax) and will be levied for a period of 20 years from the date it is first levied. The revenue received by the City will be used to finance general purposes of the City including, but not limited to capital improvement projects including (i) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related public safety facilities; (ii) construction and operation of an indoor shooting range for the City's police department; (iii) ongoing improvements at Lee Richardson Zoo; and (iv) to pay obligations of the City issued to finance such purposes, if any. If approved by a majority of the electors voting such tax shall be collected by the Kansas Department of Revenue, and the revenue returned to the city of Garden City.

The polls will be open for voting between 7:00 a.m. and 7:00 p.m. on June 20, 2017 at the following places:

**[To be supplied by the county clerk/election officer]**

The proposition to be voted on shall appear on the ballot as follows:

Shall the following be adopted?

**[Insert final ballot question]**

Yes \_\_\_\_\_

No \_\_\_\_\_

To vote in favor of any question submitted upon this ballot, make a cross or check mark in the square to the right of the word "Yes;" to vote against it, make a cross or check mark in the square to the right of the word "No."



Dated \_\_\_\_\_, 2017.

By \_\_\_\_\_  
Anita K. Garcia,  
Finney County Clerk/Election Officer

EXCERPT OF MINUTES

The governing body of the City of Garden City, Kansas, met in regular session at the usual meeting place in the City on \_\_\_\_\_, 2017, at 1:00 p.m., Central Time. Mayor Melvin Dale presided, and the following members of the governing body were present:

The following members of the governing body were absent:

An ordinance was presented to the governing body entitled:

AN ORDINANCE TO SUBMIT TO THE QUALIFIED ELECTORS OF THE CITY OF GARDEN CITY, KANSAS THE PROPOSITION OF LEVYING A ONE QUARTER CENT (.25%) RETAILERS' SALES TAX IN THE CITY OF GARDEN CITY FOR GENERAL PURPOSES OF THE CITY AND CAPITAL IMPROVEMENT PROJECTS, INCLUDING BUT NOT LIMITED TO A THIRD FIRE STATION, AN INDOOR SHOOTING RANGE FOR THE POLICE DEPARTMENT, AND IMPROVEMENTS AT LEE RICHARDSON ZOO, WITH SUCH TAX TO BE LEVIED FOR A PERIOD OF 20 YEARS.

The Ordinance was considered and discussed; and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Ordinance was adopted by a majority vote of the members present and was assigned No. \_\_\_\_\_.

\*\*\*\*\*

CITY CLERK'S  
CERTIFICATION OF EXCERPT OF MINUTES

I certify that the foregoing is a true and correct Excerpt of Minutes of the \_\_\_\_\_, 2017  
meeting of the governing body of the City of Garden City, Kansas.

[seal]

By \_\_\_\_\_  
Celyn N. Hurtado, City Clerk





## Cuts loom as county contends with tax lid

**By Mark Minton**

Posted Jul 10, 2017 at 10:21 PM

Updated Jul 10, 2017 at 10:21 PM

Local organizations funded by Finney County may stand to see significant cuts in the coming fiscal year as county officials grapple with how to implement an effective budget under the constraints of the "tax lid" law set to go into effect in January.

Monday's Finney County Commission meeting consisted in large part of audit and budget discussions. While the county's audit presented by CPAs from Lewis, Hooper & Dick LLC, which looked to the past, was more or less a success with a few minor bookkeeping critiques, the budgetary discussions looking forward turned slightly heated as it became clear that county expenditures have continued to go up while local organizations have continued to make cuts, and will stand to make significant cuts in the coming year.

County Administrator Randy Partington said that with budget requests from local departments and outside agencies submitted to auditors and put into a state budget form, including estimates for 2017 and the proposed budget for 2018, the mill levy stands at 49.906 mill, or \$23.6 million in tax revenue.

Partington suggested that that puts the county about \$3.2 million over the Consumer Price Index rate that governs the tax lid. Under the new state law, city and county governments must hold a public vote if they want to raise spending by more than the CPI, and if voters don't approve the spending increases through a costly election, local officials must cut property tax rates to adjust to the spending level allowed by the state.

While some laud the tax lid measure as an exercise in voter empowerment, accountability, transparency and lowering taxes, others argue that the move hamstrings services, limits local government, imposes impossible ultimatums and exempts state government.

Partington said there have been discussions regarding what kinds of cuts can be made. Another preliminary budget discussion is scheduled for the county commission meeting on July 17.

In all, Partington said, department heads have come up with \$623,000 in cuts, coupled with \$200,000 in decreased revenues.

Thus far, cuts include the reduction of Youth Services' staff by one member; a \$350,000 cut to the Road and Bridge Division; a \$25,000 cut to Emergency Services that would be compensated through the Capital Improvement Reserve Fund; the rescission of a position request at the County Treasurer's Office that would save approximately \$42,000; the rescission of a capital request for mobile offices by the County Appraiser's Office that would save \$25,400; the delay of a vehicle request from the county's computer support team that would save \$30,000; a shift in funding of the Finney County Fairgrounds to the CIP; a roughly \$42,300 cut to the 25th Judicial District; and a reduction in building maintenance staff that would save \$50,500.

"If we keep cutting on the internal services — the IT, building maintenance — then obviously we're going to continue to suffer when maybe outside agencies that may or may not need the county's money still continue to grow," Partington said.

Another suggestion included pushing the cost of employee health insurance onto law enforcement departments exempt from the tax lid, such as the Finney County Attorney's Office, the Finney County Sheriff's Office and Finney County EMS. Partington said that could save \$1.6 million in money exempt from the tax

lid.

Commission Chairman Lon Pishny said a cut to the Road and Bridge Division “jumps at him right away” because the bulk of calls from constituents pertain to road projects.

Pishny suggested keeping county funding to those organizations for which funding is mandated by state law, which would exclude organizations such as the Finney County Historical Society.

County Attorney Susan Richmeier addressed commissioners and said that during a meeting between various department heads, it was made clear that many departments have faced budget cuts since 2014 and are “working with less money today than they were working with four years ago, so then it’s just a continual problem.”

“You might be able to come up with the cuts this year, but there still has to be a long-range plan that will get the county into a situation where it’s not so hamstrung time after time after time, because at some point, there will be no Road and Bridge left to fix any of the county roads, and there won’t be another employee at the Appraiser’s Office that can be cut,” she told commissioners.

Commissioner Larry Jones retorted that the County Commission’s expenditures have gone up every year — since 2011, according to the audit report.

Partington said some of that cost might be attributed to capital expenditures on equipment and not simply operating costs.

Richmeier said it is becoming difficult for the public sector to retain employees with private sector competitors who pay more with better benefits — an issue that becomes compounded with the time it takes to train a new employee likely to leave shortly thereafter.

According to Partington, that is what is happening in the county’s three largest departments: the sheriff’s office, county attorney’s office and the road and bridge division.

Commissioner Duane Drees and Sheriff Kevin Bascue both suggested alleviating the tax lid problem through a hike in sales tax.

“There may be some inside agencies historically that you’ve funded that you may not want to, but perhaps there may be an avenue to fund those in whole or at a greater percentage than you might be, considering the tax lid,” Bascue said. “The logical method for that would be a sales tax issue. That way the citizens can be presented a question of whether these inside and outside agencies are beneficial to their way of life here.”

The tax lid does not affect sales tax; however, the City of Garden City is looking at its own sales tax hike as it aims to fund a number of local initiatives, and such a hike wouldn’t be implemented quickly enough to impact the budgetary considerations of 2018.

“At this critical time, if nothing was cut at all, we do have a lid that’s going to force us to do that without a special election,” Pishny said.

Contact Mark Minton at [mminton@gctelegram.com](mailto:mminton@gctelegram.com)

**READ NEXT**



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City of Garden City, Kansas  
General Obligation Bonds  
Series 2020 | \$9,500,000 - 10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Bond Balance	Total P+I
11/01/2020	-	-	193,958.33	9,500,000.00	193,958.33
11/01/2021	810,000.00	3.500%	332,500.00	8,690,000.00	1,142,500.00
11/01/2022	840,000.00	3.500%	304,150.00	7,850,000.00	1,144,150.00
11/01/2023	865,000.00	3.500%	274,750.00	6,985,000.00	1,139,750.00
11/01/2024	900,000.00	3.500%	244,475.00	6,085,000.00	1,144,475.00
11/01/2025	930,000.00	3.500%	212,975.00	5,155,000.00	1,142,975.00
11/01/2026	960,000.00	3.500%	180,425.00	4,195,000.00	1,140,425.00
11/01/2027	995,000.00	3.500%	146,825.00	3,200,000.00	1,141,825.00
11/01/2028	1,030,000.00	3.500%	112,000.00	2,170,000.00	1,142,000.00
11/01/2029	1,065,000.00	3.500%	75,950.00	1,105,000.00	1,140,950.00
11/01/2030	1,105,000.00	3.500%	38,675.00	-	1,143,675.00
Total	\$9,500,000.00	-	\$2,116,683.33	-	\$11,616,683.33

Yield Statistics

Bond Year Dollars	\$60,476.67
Average Life	6.366 Years
Average Coupon	3.50000000%
Net Interest Cost (NIC)	3.50000000%
True Interest Cost (TIC)	3.4994768%
Bond Yield for Arbitrage Purposes	3.4994768%
All Inclusive Cost (AIC)	3.4994768%

IRS Form 8038

Net Interest Cost	3.5000000%
Weighted Average Maturity	6.366 Years



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City of Garden City, Kansas  
General Obligation Bonds  
Series 2020 | \$9,500,000 - 15 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Bond Balance	Total P+I
11/01/2020	-	-	207,812.50	9,500,000.00	207,812.50
11/01/2021	485,000.00	3.750%	356,250.00	9,015,000.00	841,250.00
11/01/2022	500,000.00	3.750%	338,062.50	8,515,000.00	838,062.50
11/01/2023	520,000.00	3.750%	319,312.50	7,995,000.00	839,312.50
11/01/2024	540,000.00	3.750%	299,812.50	7,455,000.00	839,812.50
11/01/2025	560,000.00	3.750%	279,562.50	6,895,000.00	839,562.50
11/01/2026	580,000.00	3.750%	258,562.50	6,315,000.00	838,562.50
11/01/2027	600,000.00	3.750%	236,812.50	5,715,000.00	836,812.50
11/01/2028	625,000.00	3.750%	214,312.50	5,090,000.00	839,312.50
11/01/2029	650,000.00	3.750%	190,875.00	4,440,000.00	840,875.00
11/01/2030	675,000.00	3.750%	166,500.00	3,765,000.00	841,500.00
11/01/2031	700,000.00	3.750%	141,187.50	3,065,000.00	841,187.50
11/01/2032	725,000.00	3.750%	114,937.50	2,340,000.00	839,937.50
11/01/2033	750,000.00	3.750%	87,750.00	1,590,000.00	837,750.00
11/01/2034	780,000.00	3.750%	59,625.00	810,000.00	839,625.00
11/01/2035	810,000.00	3.750%	30,375.00	-	840,375.00
Total	\$9,500,000.00	-	\$3,301,750.00	-	\$12,801,750.00

Yield Statistics

Bond Year Dollars	\$88,046.67
Average Life	9.268 Years
Average Coupon	3.7500000%
Net Interest Cost (NIC)	3.7500000%
True Interest Cost (TIC)	3.7495579%
Bond Yield for Arbitrage Purposes	3.7495579%
All Inclusive Cost (AIC)	3.7495579%

IRS Form 8038

Net Interest Cost	3.7500000%
Weighted Average Maturity	9.268 Years

\$9,500,000 - 15 Years | SINGLE PURPOSE | 7/10/2017 | 11:45 AM

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[illegible]

City of Garden City, Kansas  
General Obligation Bonds  
Series 2018 | \$7,000,000 - 20 years

Debt Service Schedule

Date	Principal	Coupon	Interest	Bond Balance	Total P+I
11/01/2018	350,000.00	4.000%	140,000.00	6,650,000.00	490,000.00
11/01/2019	225,000.00	4.000%	266,000.00	6,425,000.00	491,000.00
11/01/2020	230,000.00	4.000%	257,000.00	6,195,000.00	487,000.00
11/01/2021	240,000.00	4.000%	247,800.00	5,955,000.00	487,800.00
11/01/2022	250,000.00	4.000%	238,200.00	5,705,000.00	488,200.00
11/01/2023	260,000.00	4.000%	228,200.00	5,445,000.00	488,200.00
11/01/2024	270,000.00	4.000%	217,800.00	5,175,000.00	487,800.00
11/01/2025	285,000.00	4.000%	207,000.00	4,890,000.00	492,000.00
11/01/2026	295,000.00	4.000%	195,600.00	4,595,000.00	490,600.00
11/01/2027	305,000.00	4.000%	183,800.00	4,290,000.00	488,800.00
11/01/2028	320,000.00	4.000%	171,600.00	3,970,000.00	491,600.00
11/01/2029	330,000.00	4.000%	158,800.00	3,640,000.00	488,800.00
11/01/2030	345,000.00	4.000%	145,600.00	3,295,000.00	490,600.00
11/01/2031	360,000.00	4.000%	131,800.00	2,935,000.00	491,800.00
11/01/2032	370,000.00	4.000%	117,400.00	2,565,000.00	487,400.00
11/01/2033	385,000.00	4.000%	102,600.00	2,180,000.00	487,600.00
11/01/2034	400,000.00	4.000%	87,200.00	1,780,000.00	487,200.00
11/01/2035	420,000.00	4.000%	71,200.00	1,360,000.00	491,200.00
11/01/2036	435,000.00	4.000%	54,400.00	925,000.00	489,400.00
11/01/2037	455,000.00	4.000%	37,000.00	470,000.00	492,000.00
11/01/2038	470,000.00	4.000%	18,800.00	-	488,800.00
Total	\$7,000,000.00	-	\$3,277,800.00	-	\$10,277,800.00

Yield Statistics

Bond Year Dollars	\$81,945.00
Average Life	11.706 Years
Average Coupon	4.00000000%
Net Interest Cost (NIC)	4.00000000%
True Interest Cost (TIC)	4.00000000%
Bond Yield for Arbitrage Purposes	4.00000000%
All Inclusive Cost (AIC)	4.00000000%

IRS Form 8038

Net Interest Cost	4.00000000%
Weighted Average Maturity	11.706 Years

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City of Garden City, Kansas  
General Obligation Bonds  
Series 2021 | \$9,000,000 - 10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Bond Balance	Total P+I
11/01/2021	-	-	-	9,000,000.00	-
11/01/2022	770,000.00	3.500%	315,000.00	8,230,000.00	1,085,000.00
11/01/2023	795,000.00	3.500%	288,050.00	7,435,000.00	1,083,050.00
11/01/2024	820,000.00	3.500%	260,225.00	6,615,000.00	1,080,225.00
11/01/2025	850,000.00	3.500%	231,525.00	5,765,000.00	1,081,525.00
11/01/2026	880,000.00	3.500%	201,775.00	4,885,000.00	1,081,775.00
11/01/2027	910,000.00	3.500%	170,975.00	3,975,000.00	1,080,975.00
11/01/2028	945,000.00	3.500%	139,125.00	3,030,000.00	1,084,125.00
11/01/2029	975,000.00	3.500%	106,050.00	2,055,000.00	1,081,050.00
11/01/2030	1,010,000.00	3.500%	71,925.00	1,045,000.00	1,081,925.00
11/01/2031	1,045,000.00	3.500%	36,575.00	-	1,081,575.00
Total	\$9,000,000.00	-	\$1,821,225.00	-	\$10,821,225.00

Yield Statistics

Bond Year Dollars	\$52,035.00
Average Life	5.782 Years
Average Coupon	3.50000000%
Net Interest Cost (NIC)	3.50000000%
True Interest Cost (TIC)	3.4941844%
Bond Yield for Arbitrage Purposes	3.4941844%
All Inclusive Cost (AIC)	3.4941844%
IRS Form 8038	
Net Interest Cost	3.50000000%
Weighted Average Maturity	5.782 Years

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City of Garden City, Kansas  
General Obligation Bonds  
Series 2021 | \$9,000,000 - 10 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Bond Balance	Total P+I
11/01/2021	-	-	-	9,000,000.00	-
11/01/2022	770,000.00	3.500%	315,000.00	8,230,000.00	1,085,000.00
11/01/2023	795,000.00	3.500%	288,050.00	7,435,000.00	1,083,050.00
11/01/2024	820,000.00	3.500%	260,225.00	6,615,000.00	1,080,225.00
11/01/2025	850,000.00	3.500%	231,525.00	5,765,000.00	1,081,525.00
11/01/2026	880,000.00	3.500%	201,775.00	4,885,000.00	1,081,775.00
11/01/2027	910,000.00	3.500%	170,975.00	3,975,000.00	1,080,975.00
11/01/2028	945,000.00	3.500%	139,125.00	3,030,000.00	1,084,125.00
11/01/2029	975,000.00	3.500%	106,050.00	2,055,000.00	1,081,050.00
11/01/2030	1,010,000.00	3.500%	71,925.00	1,045,000.00	1,081,925.00
11/01/2031	1,045,000.00	3.500%	36,575.00	-	1,081,575.00
Total	\$9,000,000.00	-	\$1,821,225.00	-	\$10,821,225.00

Yield Statistics

Bond Year Dollars	
Average Life	\$52,035.00
Average Coupon	5.782 Years
Net Interest Cost (NIC)	3.50000000%
True Interest Cost (TIC)	3.50000000%
Bond Yield for Arbitrage Purposes	3.4941844%
All Inclusive Cost (AIC)	3.4941844%
IRS Form 8038	
Net Interest Cost	3.50000000%
Weighted Average Maturity	5.782 Years



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Melinda Hitz, Finance Director  
**DATE:** July 18, 2017  
**RE:** 2018 Budget Certificate

---

### **ISSUE:**

1:30 p.m. - Public Hearing on the matter of the Governing Body hearing questions, concerns and comments from the public with regard to the proposed 2018 budget for the City of Garden City.

1. The Governing Body is asked to consider and approve the authorization of the 2018 Budget Certificate, which summarizes the maximum levy of property tax for specific funds and the maximum expenditure for all funds of the City's budget.

### **BACKGROUND:**

The Certificate for the 2018 budget was prepared using the Notice of Hearing for the 2018 budget numbers. The Computation to Determine Limit for 2018 shows the 2017 ad valorem tax required (\$7,512,599) is less than maximum levy, including debt service, not requiring "Notice of Vote" publication (\$7,804,879).

### **ALTERNATIVES:**

At the Budget Hearing the Commission can make changes to the proposed budget that do not result in raising the mill levy overall. Those changes would also change the Certificate of Budget for 2018.

### **RECOMMENDATION:**

Staff recommends approving the Certificate of Budget as presented for City Commission signatures.

### **FISCAL NOTE:**

None.

### **ATTACHMENTS:**

Description	Upload Date	Type
2018 Budget Certificate and Computation	7/12/2017	Backup Material

2018

**CERTIFICATE**  
To the Clerk of Finney, State of Kansas  
We, the undersigned, officers of  
**City of Garden City**

certify that: (1) the hearing mentioned in the attached publication was held;  
(2) after the Budget Hearing this budget was duly approved and adopted as the  
maximum expenditures for the various funds for the year 2018; and  
(3) the Amounts(s) of 2017 Ad Valorem Tax are within statutory limitations.

			2018 Adopted Budget		
			Budget Authority for Expenditures	Amount of 2017 Ad Valorem Tax	County Clerk's Use Only
<b>Table of Contents:</b>					
Computation to Determine Limit for 2018		Page No. 2			
Allocation of MVT, RVT, 16/20M Vehicle Tax		3			
Schedule of Transfers		4			
Statement of Indebtedness		5			
Statement of Lease-Purchases		6			
<b>Fund</b>	<b>K.S.A.</b>				
General	12-101a	7	28,203,710	3,858,309	19,237
Debt Service	10-113	8	2,620,900	1,912,125	9,534
Airport	3-113	8	1,788,500	739,324	3,686
Recreation Commission	12-1927	9	1,102,968	1,002,840	5,000
TIF		10	2,501,800		
Capital Reserve		11	683,000		
CD Loan Fund		11	16,750		
Cemetery Endowment		12	17,075		
Community Trust		12	2,254,400		
DEA Forfeiture		13	38,425		
Drug Enforcement		13	45,025		
Economic Development Loan		14	217,619		
Enhanced Wireless		14	666,500		
Finnup Trust		15	108,750		
12-6a 13 Revolving		15	96,000		
Risk Management		16	79,924		
Special Alcohol-Drug Abuse		16	227,777		
Special Recreation & Parks		17	122,000		
Special Trafficway		17	1,899,750		
Workers Compensation		18	354,500		
Workers Compensation Resv		18	588,750		
Community Development		19	0		
Health Insurance		19	4,201,450		
Project Development		20	454,000		
Airport Improvement		20	1,057,225		
Electric Utility		21	38,849,392		
Golf Course		22	1,037,850		
Golf Course Building		23	26,600		
Solid Waste Utility		24	6,017,000		
Drainage Utility		25	994,000		
Water & Sewer Utility		26	10,590,079		
Wastewater Repair & Replace		27	251,500		
Water Maintenance Resv		28	676,000		
Water Reuse		29	1,000,000		
Utility Deposit		30	850,000		
Electric Systems Capital Resv		31	3,600,000		
Health Insurance Resv		32	1,460,489		
Totals		xxxxxx	114,699,708	7,512,599	37,457
Election required? Review HB2088 Template.					County Clerk's Use Only
Neighborhood Revitalization Rebate		35			200,567,509
TIF District		36			Nov 1, 2017 Total Assessed Valuation
Budget Summary		37			

Assisted by:

Address:

Email:

Attest: , 2017

County Clerk

Governing Body



**Computation to Determine Limit for 2018**

**Base Levy**

1) Total Tax Levy Amount (Dollars) in 2017 (From 2017 Budget - Certificate Page)	6,887,127	
2) Less: Tax Levies on Behalf of Another Political or Governmental Subdivision		
2017 Library Levy (Dollars) (From 2017 Budget - Certificate Page)		
2017 Recreation Commission Levy (Dollars) (From 2017 Budget - Certificate Page)	944,657	
2017 Other Governmental Unit Levy (Dollars) (From 2017 Budget - Certificate Page)		
3) Net Tax Levy (Base)		5,942,470

**Percentage Adjustments**

4) CPI Adjustment - 1.4%		83,195
(Line 4 Percentage Multiplied by Line 3 (Net Tax Levy))		
5) Value of New Improvements (From June 15th County Clerk Valuation Document)		
(Includes both New Construction and Remodel/Renovations Gains)	9,544,656	
6) 2017 Personal Property Valuation (From June 15th County Clerk Valuation Document)	3,409,815	
2016 Personal Property Valuation (From June 15th County Clerk Valuation Document)	3,467,547	
Increase in Total Personal Property Valuations (cannot be less than zero)	0	
7) Real Property Added to Jurisdiction (From June 15th County Clerk Valuation Document)	2,639,758	
8) Real Property which has Changed in Use (From June 15th County Clerk Valuation Document)	155,571	
9) Expiration of Property Tax Abatement (Assessed Valuation) (From June 15th County Clerk Valuation Document)	0	
10) Total Assessed Value of Adjustments	12,339,985	
11) Total Assessed Valuation - June 15, 2017 (From June 15th County Clerk Valuation Document)	216,340,054	
12) Adjustment Percentage (Line 10 Divided by Line 11)	5.70%	
13) Dollar Value of Adjustments (Line 3 Multiplied by Line 12 Percentage)		338,957
14) Total Percentage Adjustments		422,152

**Increased Tax Revenues Adjustment**

15) Property Tax Revenues Spent on Debt Service in 2018 Budget (From 2018 Budget - Certificate Page)	2,023,659	
Less: Property Tax Revenues Spent on Debt Service in 2017 Budget (From 2017 Budget - Certificate Page)	1,835,265	
Difference		188,394
16) Property Tax Revenues Spent Public Building Commission and Lease Payments in 2018 Budget (obligations must have incurred prior to July 1, 2016)		
Less: Property Tax Revenues Spent on PBC and Lease Payments in 2017 Budget		0



17 Property Tax Revenues Spent on Special Assessments in 2018 Budget

18 Property Tax Revenues Spent on Court Judgments or Settlements and Associated Legal Costs in 2018 Budget

19 Property Tax Revenues Spent on Federal or State Mandates (effective after June 30, 2015) and Loss of Funding from Federal Sources after January 1, 2017 in 2018 Budget

20 Property Tax Revenues Spent on Expenses Related to Disasters or Federal Emergency in 2018 Budget

21 Law Enforcement Expenses - 2018 Budget (Do not Include building construction or remodeling costs)

Law Enforcement Expenses - 2017 Budget (Do not Include building construction or remodeling costs)

CPI Adjustment - 1.4%

Law Enforcement Expenses - 2107 Budget (Indexed by CPI)

Increased Law Enforcement Expense in 2018 Budget

22 Fire Protection Expenses - 2018 Budget (Do not Include building construction or remodeling costs)

Fire Protection Expenses - 2017 Budget (Do not Include building construction or remodeling costs)

CPI Adjustment - 1.4%

Fire Protection Expenses - 2107 Budget (Indexed by CPI)

Increased Fire Protection Expense

23 Emergency Medical Expenses - 2018 Budget (Do not Include building construction or remodeling costs)

Emergency Medical Expenses - 2017 Budget (Do not Include building construction or remodeling costs)

CPI Adjustment - 1.4%

Emergency Medical Expenses - 2107 Budget (Indexed by CPI)

Increased Emergency Medical Expense

**Total Increased Tax Revenue Adjustment**

**Levy on Behalf of Another Political or Governmental Subdivision**

**467,119**



24 Library Levy 2018 Budget

14a Recreation Commission Levy 2018 Budget

14b Other Governmental Levy 2018 Budget

973,138

25 Total Levies on Behalf of Another Political or Governmental Subdivision

973,138

26 Total Computed Tax Levy

7,804,879





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Sam Curran, Public Works Director  
**DATE:** July 18, 2017  
**RE:** Proposed Stormwater Utility Rate Changes 2017

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### **ISSUE:**

The Governing Body is asked to consider the rate changes for the Stormwater Utility.

### **BACKGROUND:**

The Stormwater Utility was established by the City in 1998 to address the Phase II Stormwater Requirements. This unfunded federal mandate was passed as part of the Clean Water Act of 1972 which prohibits discharge of any pollutant from a point source without NPDES (National Pollutant Discharge Elimination System) Permit. Garden City has a Municipal Separate Storm Sewer System (MS4) which is a conveyance or a system of conveyances owned by the City that discharges stormwater into waters of the U.S.

As part of the NPDES Permit Requirements, the City's stormwater management program must include six minimum control measures, evaluation/assessment efforts, record keeping for a period of at least three years, and the City shall submit an annual report to the permitting authority which is KDHE.

The six minimum control measures must have the following:

1. Public education and outreach
2. Public involvement and participation
3. Illicit discharge detection and elimination
4. City program to control construction site stormwater runoff
5. City program for post-construction stormwater management in new development and redevelopment
6. Develop an operations and maintenance program for preventive/good housekeeping procedures for the City

Pursuant to provisions in Kansas Statutes, the City of Garden City was authorized to discharge stormwater into the upper Arkansas River in accordance to the general permit effective on October 1, 2004.

The Stormwater Utility funds the following expenditures:

1. The City stormwater permit requirements and expenditures
2. Stormwater Coordinator/Inspector's salary and benefits
3. Household Hazardous Waste Facility expenditures
4. Assisted in the purchasing of a street sweeper

5. Purchased the property on JC Street for the development of a regional retention pond
6. Purchased the property, paid for the environmental testing and design plans for the East Side Drainage Retention Pond on East Schulman Avenue

Staff has evaluated the current and future operations of the City's stormwater program. The projections show the utility will not have sufficient funds to maintain expenditures at the current rates. The rate analysis shows the utility will be operating in the negative in 2020.

Enclosed for your review and consideration are the attached worksheets used to run rate analysis on the current rate structure.

**ALTERNATIVES:**

1. Proposed step increase of \$0.25 per month on all accounts starting January 1, 2018 with the same increase in 2019, 2020, 2021, 2022 and 2023.
2. Proposed one time increase of 50% on all accounts starting January 1, 2018.
3. Proposed one time increase of 65% on all accounts starting January 1, 2018.
4. Proposed one time increase of 75% on all accounts starting January 1, 2018.

**RECOMMENDATION:**

Staff is requesting direction from the Governing Body.

**FISCAL NOTE:**

Provide funding for the Stormwater Utility.

**ATTACHMENTS:**

Description	Upload Date	Type
O&M Current Rates 2018	7/11/2017	Backup Material
O&M Rates Alternative 1 2018	7/11/2017	Backup Material
O&M Rates Alternative 2 2018	7/11/2017	Backup Material
O&M Rates Alternative 3 2018	7/11/2017	Backup Material
O&M Rates Alternative 4 2018	7/11/2017	Backup Material

CURRENT RATE STRUCTURE 079 Drainage Utility Rate Analysis									
	2016 Actual	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate
	%	%	%	%	%	%	%	%	%
RESIDENTIAL									
Count	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Billings	7323	0.1% 7330	0.1% 7338	0.1% 7345	0.1% 7352	0.1% 7360	0.1% 7367	0.1% 7374	0.1% 7382
	\$ 131,814.00	\$ 131,945.81	\$ 132,077.76	\$ 132,209.84	\$ 132,342.05	\$ 132,474.39	\$ 132,606.86	\$ 132,739.47	\$ 132,872.21
MULTI-FAMILY									
Count	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Billings	2218	0.1% 2220	0.1% 2222	0.1% 2225	0.1% 2227	0.1% 2229	0.1% 2231	0.1% 2234	0.1% 2236
	\$ 26,616.00	\$ 26,642.62	\$ 26,669.26	\$ 26,695.93	\$ 26,722.62	\$ 26,749.35	\$ 26,776.10	\$ 26,802.87	\$ 26,829.67
COMMERCIAL									
Count	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Billings	437	0.1% 437	0.1% 438	0.1% 438	0.1% 439	0.1% 439	0.1% 440	0.1% 440	0.1% 441
	\$ 15,732.00	\$ 15,747.73	\$ 15,763.48	\$ 15,779.24	\$ 15,795.02	\$ 15,810.82	\$ 15,826.63	\$ 15,842.45	\$ 15,858.30
Count	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Billings	353	0.1% 353	0.1% 354	0.1% 354	0.1% 354	0.1% 355	0.1% 355	0.1% 355	0.1% 356
	\$ 25,416.00	\$ 25,441.42	\$ 25,466.86	\$ 25,492.32	\$ 25,517.82	\$ 25,543.33	\$ 25,568.88	\$ 25,594.45	\$ 25,620.04
Count	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25
Billings	85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 86	0.1% 86	0.1% 86
	\$ 11,475.00	\$ 11,486.48	\$ 11,497.96	\$ 11,509.46	\$ 11,520.97	\$ 11,532.49	\$ 11,544.02	\$ 11,555.57	\$ 11,567.12
Count	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50
Billings	24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,480.00	\$ 6,486.48	\$ 6,492.97	\$ 6,499.46	\$ 6,505.96	\$ 6,512.46	\$ 6,518.98	\$ 6,525.50	\$ 6,532.02
Total Billings	212,512.00	217,750.53	217,968.28	218,186.25	218,404.44	218,622.84	218,841.47	219,060.31	219,279.37
Other Income	251.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	445,611.00	445,958.00	220,720.53	215,755.47	77,524.14	(63,629.62)	(209,585.13)	(356,797.72)	(505,078.32)
Total Income	658,374.00	665,208.53	440,188.82	435,441.72	297,428.58	156,493.22	10,756.34	(136,237.41)	(284,298.95)
Operating Expenses	212,416.00	444,488.00	224,433.35	357,917.58	361,058.20	366,078.35	367,554.06	368,840.90	370,179.22
Cash Balance 12/31	445,958.00	220,720.53	215,755.47	77,524.14	(63,629.62)	(209,585.13)	(356,797.72)	(505,078.32)	(654,478.17)

CURRENT RATE STRUCTURE 079 Drainage Utility Rate Analysis								
	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate	2032 Estimate
	%	%	%	%	%	%	%	%
RESIDENTIAL								
Count	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Billings	0.1% 7389	0.1% 7397	0.1% 7404	0.1% 7411	0.1% 7419	0.1% 7426	0.1% 7434	0.1% 7441
	\$ 133,005.08	\$ 133,138.09	\$ 133,271.23	\$ 133,404.50	\$ 133,537.90	\$ 133,671.44	\$ 133,805.11	\$ 133,938.92
MULTI-FAMILY								
Count	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Billings	0.1% 2238	0.1% 2240	0.1% 2243	0.1% 2245	0.1% 2247	0.1% 2249	0.1% 2252	0.1% 2254
	\$ 26,856.50	\$ 26,883.36	\$ 26,910.24	\$ 26,937.15	\$ 26,964.09	\$ 26,991.06	\$ 27,018.05	\$ 27,045.06
COMMERCIAL								
Count	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Billings	0.1% 441	0.1% 441	0.1% 442	0.1% 442	0.1% 443	0.1% 443	0.1% 444	0.1% 444
	\$ 15,874.16	\$ 15,890.03	\$ 15,905.92	\$ 15,921.83	\$ 15,937.75	\$ 15,953.69	\$ 15,969.64	\$ 15,985.61
Count	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Billings	0.1% 356	0.1% 357	0.1% 357	0.1% 357	0.1% 358	0.1% 358	0.1% 358	0.1% 359
	\$ 25,645.66	\$ 25,671.31	\$ 25,696.98	\$ 25,722.68	\$ 25,748.40	\$ 25,774.15	\$ 25,799.92	\$ 25,825.72
Count	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25	\$ 11.25
Billings	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86
	\$ 11,578.69	\$ 11,590.27	\$ 11,601.86	\$ 11,613.46	\$ 11,625.07	\$ 11,636.70	\$ 11,648.34	\$ 11,659.98
Count	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50	\$ 22.50
Billings	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,538.55	\$ 6,545.09	\$ 6,551.64	\$ 6,558.19	\$ 6,564.75	\$ 6,571.31	\$ 6,577.88	\$ 6,584.46
Total Billings	219,498.65	219,718.15	219,937.86	220,157.80	220,377.96	220,598.34	220,818.94	221,039.75
Other Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Cash Balance 1/1</b>	(654,478.17)	(805,050.60)	(956,851.05)	(1,109,937.21)	(1,264,369.07)	(1,433,624.37)	(1,618,304.61)	(1,819,035.40)
Total Income	(433,479.52)	(583,832.45)	(735,413.18)	(888,279.41)	(1,042,491.11)	(1,211,526.03)	(1,395,985.68)	(1,596,495.65)
Operating Expenses	371,571.07	373,018.60	374,524.02	376,089.67	391,133.25	406,778.58	423,049.73	439,971.71
<b>Cash Balance 12/31</b>	<b>(805,050.60)</b>	<b>(956,851.05)</b>	<b>(1,109,937.21)</b>	<b>(1,264,369.07)</b>	<b>(1,433,624.37)</b>	<b>(1,618,304.61)</b>	<b>(1,819,035.40)</b>	<b>(2,036,467.36)</b>

ALTERNATIVE ONE  
079 Drainage Utility  
Rate Analysis

	2016 Actual	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate
	%	%	%	%	%	%	%	%	%
RESIDENTIAL									
Count	\$ 1.50	\$ 1.50	\$ 1.75	\$ 2.00	\$ 2.25	\$ 2.50	\$ 2.75	\$ 3.00	\$ 3.00
Billings	7323	0.1% 7330	0.1% 7338	0.1% 7345	0.1% 7352	0.1% 7360	0.1% 7367	0.1% 7374	0.1% 7382
	\$ 131,814.00	\$ 131,945.81	\$ 154,090.72	\$ 176,279.78	\$ 198,513.07	\$ 220,790.65	\$ 243,112.58	\$ 265,478.94	\$ 265,744.42
MULTI-FAMILY									
Count	\$ 1.00	\$ 1.00	\$ 1.25	\$ 1.50	\$ 1.75	\$ 2.00	\$ 2.25	\$ 2.50	\$ 2.50
Billings	2218	0.1% 2220	0.1% 2222	0.1% 2225	0.1% 2227	0.1% 2229	0.1% 2231	0.1% 2234	0.1% 2236
	\$ 26,616.00	\$ 26,642.62	\$ 33,336.57	\$ 40,043.89	\$ 46,764.59	\$ 53,498.69	\$ 60,246.22	\$ 67,007.18	\$ 67,074.19
COMMERCIAL									
Count	\$ 3.00	\$ 3.00	\$ 3.25	\$ 3.50	\$ 3.75	\$ 4.00	\$ 4.25	\$ 4.50	\$ 4.50
Billings	437	0.1% 437	0.1% 438	0.1% 438	0.1% 439	0.1% 439	0.1% 440	0.1% 440	0.1% 441
	\$ 15,732.00	\$ 15,747.73	\$ 17,077.10	\$ 18,409.12	\$ 19,743.78	\$ 21,081.09	\$ 22,421.06	\$ 23,763.68	\$ 23,787.45
Count	\$ 6.00	\$ 6.00	\$ 6.25	\$ 6.50	\$ 6.75	\$ 7.00	\$ 7.25	\$ 7.50	\$ 7.50
Billings	353	0.1% 353	0.1% 354	0.1% 354	0.1% 354	0.1% 355	0.1% 355	0.1% 355	0.1% 356
	\$ 25,416.00	\$ 25,441.42	\$ 26,527.98	\$ 27,616.68	\$ 28,707.54	\$ 29,800.56	\$ 30,895.73	\$ 31,993.06	\$ 32,025.05
Count	\$ 11.25	\$ 11.25	\$ 11.50	\$ 11.75	\$ 12.00	\$ 12.25	\$ 12.50	\$ 12.75	\$ 12.75
Billings	85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 86	0.1% 86	0.1% 86
	\$ 11,475.00	\$ 11,486.48	\$ 11,753.47	\$ 12,020.99	\$ 12,289.03	\$ 12,557.60	\$ 12,826.69	\$ 13,096.31	\$ 13,109.40
Count	\$ 22.50	\$ 22.50	\$ 22.75	\$ 23.00	\$ 23.25	\$ 23.50	\$ 23.75	\$ 24.00	\$ 24.00
Billings	24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,480.00	\$ 6,486.48	\$ 6,565.11	\$ 6,643.89	\$ 6,722.82	\$ 6,801.91	\$ 6,881.14	\$ 6,960.53	\$ 6,967.49
Total Billings	212,512.00	217,750.53	249,350.95	281,014.36	312,740.84	344,530.50	376,383.42	408,299.70	408,708.00
Other Income	251.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	445,611.00	445,958.00	220,720.53	247,138.14	171,734.92	124,917.56	104,869.71	115,199.07	156,157.87
Total Income	658,374.00	665,208.53	471,571.49	529,652.50	485,975.76	470,948.06	482,753.13	524,998.77	566,365.87
Operating Expenses	212,416.00	444,488.00	224,433.35	357,917.58	361,058.20	366,078.35	367,554.06	368,840.90	370,179.22
Cash Balance 12/31	445,958.00	220,720.53	247,138.14	171,734.92	124,917.56	104,869.71	115,199.07	156,157.87	196,186.64

ALTERNATIVE ONE

Increase \$.25 per year on all accounts starting 2018 thru 2023 (6 years).

<div> <div>ALTERNATIVE ONE</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>								
	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate	2032 Estimate
	%	%	%	%	%	%	%	%
RESIDENTIAL								
Count	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Billings	0.1% 7389	0.1% 7397	0.1% 7404	0.1% 7411	0.1% 7419	0.1% 7426	0.1% 7434	0.1% 7441
	\$ 266,010.16	\$ 266,276.17	\$ 266,542.45	\$ 266,808.99	\$ 267,075.80	\$ 267,342.88	\$ 267,610.22	\$ 267,877.83
MULTI-FAMILY								
Count	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Billings	0.1% 2238	0.1% 2240	0.1% 2243	0.1% 2245	0.1% 2247	0.1% 2249	0.1% 2252	0.1% 2254
	\$ 67,141.26	\$ 67,208.40	\$ 67,275.61	\$ 67,342.89	\$ 67,410.23	\$ 67,477.64	\$ 67,545.12	\$ 67,612.66
COMMERCIAL								
Count	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50
Billings	0.1% 441	0.1% 441	0.1% 442	0.1% 442	0.1% 443	0.1% 443	0.1% 444	0.1% 444
	\$ 23,811.23	\$ 23,835.04	\$ 23,858.88	\$ 23,882.74	\$ 23,906.62	\$ 23,930.53	\$ 23,954.46	\$ 23,978.41
Count	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50
Billings	0.1% 356	0.1% 357	0.1% 357	0.1% 357	0.1% 358	0.1% 358	0.1% 358	0.1% 359
	\$ 32,057.08	\$ 32,089.13	\$ 32,121.22	\$ 32,153.34	\$ 32,185.50	\$ 32,217.68	\$ 32,249.90	\$ 32,282.15
Count	\$ 12.75	\$ 12.75	\$ 12.75	\$ 12.75	\$ 12.75	\$ 12.75	\$ 12.75	\$ 12.75
Billings	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86
	\$ 13,122.51	\$ 13,135.64	\$ 13,148.77	\$ 13,161.92	\$ 13,175.08	\$ 13,188.26	\$ 13,201.45	\$ 13,214.65
Count	\$ 24.00	\$ 24.00	\$ 24.00	\$ 24.00	\$ 24.00	\$ 24.00	\$ 24.00	\$ 24.00
Billings	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% \$ 24.00	0.1% 24	0.1% 24	0.1% 24
	\$ 6,974.46	\$ 6,981.43	\$ 6,988.41	\$ 6,995.40	\$ 6,912.00	\$ 6,918.91	\$ 6,925.83	\$ 6,932.76
Total Billings	409,116.71	409,525.82	409,935.35	410,345.29	410,665.23	411,075.90	411,486.97	411,898.46
Other Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Cash Balance 1/1</b>	196,186.64	235,232.28	273,239.51	310,150.83	345,906.45	366,938.43	372,735.75	362,673.00
Total Income	606,803.35	646,258.10	684,674.86	721,996.12	758,071.69	779,514.33	785,722.73	776,071.46
Operating Expenses	371,571.07	373,018.60	374,524.02	376,089.67	391,133.25	406,778.58	423,049.73	439,971.71
<b>Cash Balance 12/31</b>	<b>235,232.28</b>	<b>273,239.51</b>	<b>310,150.83</b>	<b>345,906.45</b>	<b>366,938.43</b>	<b>372,735.75</b>	<b>362,673.00</b>	<b>336,099.75</b>

ALTERNATIVE TWO  
079 Drainage Utility  
Rate Analysis

	2016 Actual	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate
	%	%	%	%	%	%	%	%	%
RESIDENTIAL									
Count	\$ 1.50	\$ 1.50	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25
Billings	7323	0.1% 7330	0.1% 7338	0.1% 7345	0.1% 7352	0.1% 7360	0.1% 7367	0.1% 7374	0.1% 7382
	\$ 131,814.00	\$ 131,945.81	\$ 198,116.64	\$ 198,314.76	\$ 198,513.07	\$ 198,711.58	\$ 198,910.30	\$ 199,109.21	\$ 199,308.32
MULTI-FAMILY									
Count	\$ 1.00	\$ 1.00	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Billings	2218	0.1% 2220	0.1% 2222	0.1% 2225	0.1% 2227	0.1% 2229	0.1% 2231	0.1% 2234	0.1% 2236
	\$ 26,616.00	\$ 26,642.62	\$ 40,003.89	\$ 40,043.89	\$ 40,083.94	\$ 40,124.02	\$ 40,164.14	\$ 40,204.31	\$ 40,244.51
COMMERCIAL									
Count	\$ 3.00	\$ 3.00	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50
Billings	437	0.1% 437	0.1% 438	0.1% 438	0.1% 439	0.1% 439	0.1% 440	0.1% 440	0.1% 441
	\$ 15,732.00	\$ 15,747.73	\$ 23,645.22	\$ 23,668.86	\$ 23,692.53	\$ 23,716.23	\$ 23,739.94	\$ 23,763.68	\$ 23,787.45
Count	\$ 6.00	\$ 6.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
Billings	353	0.1% 353	0.1% 354	0.1% 354	0.1% 354	0.1% 355	0.1% 355	0.1% 355	0.1% 356
	\$ 25,416.00	\$ 25,441.42	\$ 38,200.29	\$ 38,238.49	\$ 38,276.72	\$ 38,315.00	\$ 38,353.32	\$ 38,391.67	\$ 38,430.06
Count	\$ 11.25	\$ 11.25	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90
Billings	85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 86	0.1% 86	0.1% 86
	\$ 11,475.00	\$ 11,486.48	\$ 17,272.49	\$ 17,289.77	\$ 17,307.06	\$ 17,324.36	\$ 17,341.69	\$ 17,359.03	\$ 17,376.39
Count	\$ 22.50	\$ 22.50	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75
Billings	24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,480.00	\$ 6,486.48	\$ 9,739.45	\$ 9,749.19	\$ 9,758.94	\$ 9,768.70	\$ 9,778.47	\$ 9,788.24	\$ 9,798.03
Total Billings	212,512.00	217,750.53	326,977.98	327,304.95	327,632.26	327,959.89	328,287.85	328,616.14	328,944.76
Other Income	251.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	445,611.00	445,958.00	220,720.53	324,765.16	295,652.54	263,726.59	227,108.14	189,341.93	150,617.17
Total Income	658,374.00	665,208.53	549,198.51	653,570.11	624,784.80	593,186.49	556,895.99	519,458.07	481,061.92
Operating Expenses	212,416.00	444,488.00	224,433.35	357,917.58	361,058.20	366,078.35	367,554.06	368,840.90	370,179.22
Cash Balance 12/31	445,958.00	220,720.53	324,765.16	295,652.54	263,726.59	227,108.14	189,341.93	150,617.17	110,882.70

ALTERNATIVE TWO

One-time increase of 50% on all accounts starting January 2018.



<div> <div>ALTERNATIVE TWO</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>								
	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate	2032 Estimate
	%	%	%	%	%	%	%	%
RESIDENTIAL								
Count	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25
Billings	0.1% 7389	0.1% 7397	0.1% 7404	0.1% 7411	0.1% 7419	0.1% 7426	0.1% 7434	0.1% 7441
	\$ 199,507.62	\$ 199,707.13	\$ 199,906.84	\$ 200,106.75	\$ 200,306.85	\$ 200,507.16	\$ 200,707.67	\$ 200,908.37
MULTI-FAMILY								
Count	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Billings	0.1% 2238	0.1% 2240	0.1% 2243	0.1% 2245	0.1% 2247	0.1% 2249	0.1% 2252	0.1% 2254
	\$ 40,284.76	\$ 40,325.04	\$ 40,365.37	\$ 40,405.73	\$ 40,446.14	\$ 40,486.58	\$ 40,527.07	\$ 40,567.60
COMMERCIAL								
Count	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50	\$ 4.50
Billings	0.1% 441	0.1% 441	0.1% 442	0.1% 442	0.1% 443	0.1% 443	0.1% 444	0.1% 444
	\$ 23,811.23	\$ 23,835.04	\$ 23,858.88	\$ 23,882.74	\$ 23,906.62	\$ 23,930.53	\$ 23,954.46	\$ 23,978.41
Count	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
Billings	0.1% 356	0.1% 357	0.1% 357	0.1% 357	0.1% 358	0.1% 358	0.1% 358	0.1% 359
	\$ 38,468.49	\$ 38,506.96	\$ 38,545.47	\$ 38,584.01	\$ 38,622.60	\$ 38,661.22	\$ 38,699.88	\$ 38,738.58
Count	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90	\$ 16.90
Billings	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86
	\$ 17,393.76	\$ 17,411.16	\$ 17,428.57	\$ 17,446.00	\$ 17,463.44	\$ 17,480.91	\$ 17,498.39	\$ 17,515.89
Count	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75	\$ 33.75
Billings	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% \$ 24.00	0.1% 24	0.1% 24	0.1% 24
	\$ 9,807.83	\$ 9,817.64	\$ 9,827.46	\$ 9,837.28	\$ 9,720.00	\$ 9,729.72	\$ 9,739.45	\$ 9,749.19
Total Billings	329,273.70	329,602.97	329,932.58	330,262.51	330,465.65	330,796.12	331,126.91	331,458.04
Other Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	110,882.70	70,085.33	28,169.71	(14,921.74)	(59,248.90)	(118,416.50)	(192,898.96)	(283,321.78)
Total Income	441,656.40	401,188.30	359,602.28	316,840.77	272,716.76	213,879.62	139,727.95	49,636.26
Operating Expenses	371,571.07	373,018.60	374,524.02	376,089.67	391,133.25	406,778.58	423,049.73	439,971.71
Cash Balance 12/31	70,085.33	28,169.71	(14,921.74)	(59,248.90)	(118,416.50)	(192,898.96)	(283,321.78)	(390,335.45)

<div> <div>ALTERNATIVE THREE</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>									
	2016 Actual	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate
	%	%	%	%	%	%	%	%	%
RESIDENTIAL									
Count	\$ 1.50	\$ 1.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Billings	7323	0.1% 7330	0.1% 7338	0.1% 7345	0.1% 7352	0.1% 7360	0.1% 7367	0.1% 7374	0.1% 7382
	\$ 131,814.00	\$ 131,945.81	\$ 220,129.60	\$ 220,349.73	\$ 220,570.08	\$ 220,790.65	\$ 221,011.44	\$ 221,232.45	\$ 221,453.68
MULTI-FAMILY									
Count	\$ 1.00	\$ 1.00	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65
Billings	2218	0.1% 2220	0.1% 2222	0.1% 2225	0.1% 2227	0.1% 2229	0.1% 2231	0.1% 2234	0.1% 2236
	\$ 26,616.00	\$ 26,642.62	\$ 44,004.28	\$ 44,048.28	\$ 44,092.33	\$ 44,136.42	\$ 44,180.56	\$ 44,224.74	\$ 44,268.96
COMMERCIAL									
Count	\$ 3.00	\$ 3.00	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95
Billings	437	0.1% 437	0.1% 438	0.1% 438	0.1% 439	0.1% 439	0.1% 440	0.1% 440	0.1% 441
	\$ 15,732.00	\$ 15,747.73	\$ 26,009.74	\$ 26,035.75	\$ 26,061.79	\$ 26,087.85	\$ 26,113.94	\$ 26,140.05	\$ 26,166.19
Count	\$ 6.00	\$ 6.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
Billings	353	0.1% 353	0.1% 354	0.1% 354	0.1% 354	0.1% 355	0.1% 355	0.1% 355	0.1% 356
	\$ 25,416.00	\$ 25,441.42	\$ 42,444.76	\$ 42,487.21	\$ 42,529.69	\$ 42,572.22	\$ 42,614.80	\$ 42,657.41	\$ 42,700.07
Count	\$ 11.25	\$ 11.25	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60
Billings	85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 86	0.1% 86	0.1% 86
	\$ 11,475.00	\$ 11,486.48	\$ 19,009.96	\$ 19,028.97	\$ 19,048.00	\$ 19,067.05	\$ 19,086.12	\$ 19,105.20	\$ 19,124.31
Count	\$ 22.50	\$ 22.50	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15
Billings	24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,480.00	\$ 6,486.48	\$ 10,720.61	\$ 10,731.33	\$ 10,742.06	\$ 10,752.80	\$ 10,763.56	\$ 10,774.32	\$ 10,785.09
Total Billings	212,512.00	217,750.53	362,318.95	362,681.27	363,043.95	363,407.00	363,770.40	364,134.17	364,498.31
Other Income	251.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	445,611.00	445,958.00	220,720.53	360,106.14	366,369.83	369,855.58	368,684.23	366,400.57	363,193.85
Total Income	658,374.00	665,208.53	584,539.49	724,287.41	730,913.78	734,762.58	733,954.63	732,034.75	729,192.15
Operating Expenses	212,416.00	444,488.00	224,433.35	357,917.58	361,058.20	366,078.35	367,554.06	368,840.90	370,179.22
Cash Balance 12/31	445,958.00	220,720.53	360,106.14	366,369.83	369,855.58	368,684.23	366,400.57	363,193.85	359,012.93

ALTERNATIVE THREE

One-time increase of 65% on all accounts starting January 2018.

<div> <div>ALTERNATIVE THREE</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>								
	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate	2032 Estimate
	%	%	%	%	%	%	%	%
RESIDENTIAL								
Count	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Billings	0.1% 7389	0.1% 7397	0.1% 7404	0.1% 7411	0.1% 7419	0.1% 7426	0.1% 7434	0.1% 7441
	\$ 221,675.14	\$ 221,896.81	\$ 222,118.71	\$ 222,340.83	\$ 222,563.17	\$ 222,785.73	\$ 223,008.52	\$ 223,231.53
MULTI-FAMILY								
Count	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65	\$ 1.65
Billings	0.1% 2238	0.1% 2240	0.1% 2243	0.1% 2245	0.1% 2247	0.1% 2249	0.1% 2252	0.1% 2254
	\$ 44,313.23	\$ 44,357.55	\$ 44,401.90	\$ 44,446.30	\$ 44,490.75	\$ 44,535.24	\$ 44,579.78	\$ 44,624.36
COMMERCIAL								
Count	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95
Billings	0.1% 441	0.1% 441	0.1% 442	0.1% 442	0.1% 443	0.1% 443	0.1% 444	0.1% 444
	\$ 26,192.36	\$ 26,218.55	\$ 26,244.77	\$ 26,271.01	\$ 26,297.28	\$ 26,323.58	\$ 26,349.90	\$ 26,376.25
Count	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
Billings	0.1% 356	0.1% 357	0.1% 357	0.1% 357	0.1% 358	0.1% 358	0.1% 358	0.1% 359
	\$ 42,742.77	\$ 42,785.51	\$ 42,828.30	\$ 42,871.13	\$ 42,914.00	\$ 42,956.91	\$ 42,999.87	\$ 43,042.87
Count	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60	\$ 18.60
Billings	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86
	\$ 19,143.43	\$ 19,162.58	\$ 19,181.74	\$ 19,200.92	\$ 19,220.12	\$ 19,239.34	\$ 19,258.58	\$ 19,277.84
Count	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15	\$ 37.15
Billings	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% \$ 24.00	0.1% 24	0.1% 24	0.1% 24
	\$ 10,795.88	\$ 10,806.67	\$ 10,817.48	\$ 10,828.30	\$ 10,699.20	\$ 10,709.90	\$ 10,720.61	\$ 10,731.33
Total Billings	364,862.81	365,227.67	365,592.90	365,958.49	366,184.52	366,550.71	366,917.26	367,284.17
Other Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Cash Balance 1/1</b>	359,012.93	353,804.67	347,513.74	340,082.61	331,451.44	308,002.71	269,274.83	214,642.36
Total Income	725,375.74	720,532.34	714,606.64	707,541.10	699,135.96	676,053.41	637,692.09	583,426.53
Operating Expenses	371,571.07	373,018.60	374,524.02	376,089.67	391,133.25	406,778.58	423,049.73	439,971.71
<b>Cash Balance 12/31</b>	<b>353,804.67</b>	<b>347,513.74</b>	<b>340,082.61</b>	<b>331,451.44</b>	<b>308,002.71</b>	<b>269,274.83</b>	<b>214,642.36</b>	<b>143,454.82</b>

<div> <div>ALTERNATIVE FOUR</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>									
	2016 Actual	2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate
	%	%	%	%	%	%	%	%	%
RESIDENTIAL									
Count	\$ 1.50	\$ 1.50	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65
Billings	7323	0.1% 7330	0.1% 7338	0.1% 7345	0.1% 7352	0.1% 7360	0.1% 7367	0.1% 7374	0.1% 7382
	\$ 131,814.00	\$ 131,945.81	\$ 233,337.38	\$ 233,570.71	\$ 233,804.28	\$ 234,038.09	\$ 234,272.13	\$ 234,506.40	\$ 234,740.90
MULTI-FAMILY									
Count	\$ 1.00	\$ 1.00	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75
Billings	2218	0.1% 2220	0.1% 2222	0.1% 2225	0.1% 2227	0.1% 2229	0.1% 2231	0.1% 2234	0.1% 2236
	\$ 26,616.00	\$ 26,642.62	\$ 46,671.20	\$ 46,717.87	\$ 46,764.59	\$ 46,811.36	\$ 46,858.17	\$ 46,905.03	\$ 46,951.93
COMMERCIAL									
Count	\$ 3.00	\$ 3.00	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25
Billings	437	0.1% 437	0.1% 438	0.1% 438	0.1% 439	0.1% 439	0.1% 440	0.1% 440	0.1% 441
	\$ 15,732.00	\$ 15,747.73	\$ 27,586.09	\$ 27,613.68	\$ 27,641.29	\$ 27,668.93	\$ 27,696.60	\$ 27,724.30	\$ 27,752.02
Count	\$ 6.00	\$ 6.00	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50
Billings	353	0.1% 353	0.1% 354	0.1% 354	0.1% 354	0.1% 355	0.1% 355	0.1% 355	0.1% 356
	\$ 25,416.00	\$ 25,441.42	\$ 44,567.00	\$ 44,611.57	\$ 44,656.18	\$ 44,700.84	\$ 44,745.54	\$ 44,790.28	\$ 44,835.07
Count	\$ 11.25	\$ 11.25	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70
Billings	85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 85	0.1% 86	0.1% 86	0.1% 86
	\$ 11,475.00	\$ 11,486.48	\$ 20,134.21	\$ 20,154.34	\$ 20,174.50	\$ 20,194.67	\$ 20,214.87	\$ 20,235.08	\$ 20,255.32
Count	\$ 22.50	\$ 22.50	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40
Billings	24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% 24
	\$ 6,480.00	\$ 6,486.48	\$ 11,369.91	\$ 11,381.28	\$ 11,392.66	\$ 11,404.05	\$ 11,415.45	\$ 11,426.87	\$ 11,438.30
Total Billings	212,512.00	217,750.53	383,665.78	384,049.45	384,433.50	384,817.93	385,202.75	385,587.95	385,973.54
Other Income	251.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Cash Balance 1/1	445,611.00	445,958.00	220,720.53	381,452.97	409,084.84	433,960.13	454,199.71	473,348.41	491,595.45
Total Income	658,374.00	665,208.53	605,886.32	767,002.41	795,018.33	820,278.06	840,902.46	860,436.36	879,068.99
Operating Expenses	212,416.00	444,488.00	224,433.35	357,917.58	361,058.20	366,078.35	367,554.06	368,840.90	370,179.22
Cash Balance 12/31	445,958.00	220,720.53	381,452.97	409,084.84	433,960.13	454,199.71	473,348.41	491,595.45	508,889.77

ALTERNATIVE FOUR

One-time increase of 75% on all accounts starting January 2018.

<div> <div>ALTERNATIVE FOUR</div> <div>079 Drainage Utility</div> <div>Rate Analysis</div> </div>								
	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate	2032 Estimate
	%	%	%	%	%	%	%	%
RESIDENTIAL								
Count	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65	\$ 2.65
Billings	0.1% 7389	0.1% 7397	0.1% 7404	0.1% 7411	0.1% 7419	0.1% 7426	0.1% 7434	0.1% 7441
	\$ 234,975.65	\$ 235,210.62	\$ 235,445.83	\$ 235,681.28	\$ 235,916.96	\$ 236,152.88	\$ 236,389.03	\$ 236,625.42
MULTI-FAMILY								
Count	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75	\$ 1.75
Billings	0.1% 2238	0.1% 2240	0.1% 2243	0.1% 2245	0.1% 2247	0.1% 2249	0.1% 2252	0.1% 2254
	\$ 46,998.88	\$ 47,045.88	\$ 47,092.93	\$ 47,140.02	\$ 47,187.16	\$ 47,234.35	\$ 47,281.58	\$ 47,328.86
COMMERCIAL								
Count	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25	\$ 5.25
Billings	0.1% 441	0.1% 441	0.1% 442	0.1% 442	0.1% 443	0.1% 443	0.1% 444	0.1% 444
	\$ 27,779.77	\$ 27,807.55	\$ 27,835.36	\$ 27,863.20	\$ 27,891.06	\$ 27,918.95	\$ 27,946.87	\$ 27,974.82
Count	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50	\$ 10.50
Billings	0.1% 356	0.1% 357	0.1% 357	0.1% 357	0.1% 358	0.1% 358	0.1% 358	0.1% 359
	\$ 44,879.91	\$ 44,924.79	\$ 44,969.71	\$ 45,014.68	\$ 45,059.70	\$ 45,104.76	\$ 45,149.86	\$ 45,195.01
Count	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70	\$ 19.70
Billings	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86	0.1% 86
	\$ 20,275.57	\$ 20,295.85	\$ 20,316.14	\$ 20,336.46	\$ 20,356.80	\$ 20,377.15	\$ 20,397.53	\$ 20,417.93
Count	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40	\$ 39.40
Billings	0.1% 24	0.1% 24	0.1% 24	0.1% 24	0.1% \$ 24.00	0.1% 24	0.1% 24	0.1% 24
	\$ 11,449.73	\$ 11,461.18	\$ 11,472.65	\$ 11,484.12	\$ 11,347.20	\$ 11,358.55	\$ 11,369.91	\$ 11,381.28
Total Billings	386,359.51	386,745.87	387,132.62	387,519.75	387,758.87	388,146.63	388,534.77	388,923.31
Other Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Cash Balance 1/1</b>	508,889.77	525,178.21	540,405.49	554,514.08	567,444.17	565,569.79	548,437.83	515,422.88
Total Income	896,749.29	913,424.09	929,038.11	943,533.84	956,703.04	955,216.41	938,472.61	905,846.19
Operating Expenses	371,571.07	373,018.60	374,524.02	376,089.67	391,133.25	406,778.58	423,049.73	439,971.71
<b>Cash Balance 12/31</b>	<b>525,178.21</b>	<b>540,405.49</b>	<b>554,514.08</b>	<b>567,444.17</b>	<b>565,569.79</b>	<b>548,437.83</b>	<b>515,422.88</b>	<b>465,874.47</b>



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Rachelle Powell, Director of Aviation  
**DATE:** July 18, 2017  
**RE:** AIP 40 Grant Agreement

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### **ISSUE:**

The Governing Body is asked to consider and approve the Grant Agreement for the Terminal Area Plan at the Garden City Regional Airport - Airport Improvement Program (AIP) 3-20-00-24-40.

### **BACKGROUND:**

The City of Garden City entered into a Master Agreement for Professional Services with HNTB on January 21, 2014 and authorized HNTB services for the projects. Task Order Number 7 provides planning services for the Terminal Area Plan. The Terminal Area Plan will take inventory of existing airport conditions including the terminal, building components, landside and airside facilities. The plan will update the forecast with facility requirements and will provide alternatives for development. HNTB will host several Planning Advisory Committee (PAC) meetings to review the alternatives and will provide a recommended plan for development that will include financial estimates.

The Governing Body approved the grant application on June 20, 2017. Attached is the Grant Agreement provided by The U.S. Department of Transportation Federal Aviation Administration.

### **ALTERNATIVES:**

1. Approve the Grant Agreement for the Terminal Area Plan at the Garden City Regional Airport - Airport Improvement Program (AIP) 3-20-00-24-40.
2. Do not approve the Grant Agreement for the Terminal Area Plan at the Garden City Regional Airport - Airport Improvement Program (AIP) 3-20-00-24-40.
3. Governing Body guidance to staff.

### **RECOMMENDATION:**

Staff recommends approval of the Grant Agreement for the Terminal Area Plan at the Garden City Regional Airport - Airport Improvement Program (AIP) 3-20-00-24-40.

### **FISCAL NOTE:**

The project is included in the FY2017 Airport budget fund 061. The total cost is \$247,124 (90% Federal funds \$222,412 and 10% City funds \$24,712).

### **ATTACHMENTS:**

Description	Upload Date	Type
AIP 40 Grant Agreement	7/12/2017	Backup Material

ORIGINAL



U.S. Department  
of Transportation  
Federal Aviation  
Administration

**GRANT AGREEMENT****PART I –OFFER**

Date of Offer

**JUL 11 2017**

Airport/Planning Area

**Garden City Regional**

AIP Grant Number

**3-20-0024-040-2017**

DUNS Number

**073324220**TO: **City of Garden City, Kansas**

(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

**WHEREAS**, the Sponsor has submitted to the FAA a Project Application dated **June 22, 2017**, for a grant of Federal funds for a project at or associated with the **Garden City Regional Airport**, which is included as part of this Grant Agreement; and

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

**Conduct Terminal Area Master Plan**

which is more fully described in the Project Application.

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

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



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

### **CONDITIONS**

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$222,412.00.**

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

**\$222,412.00** for planning

**\$0** for airport development or noise program implementation; and,

**\$0** for land acquisition.

2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.  
  
The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR §200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR §200.343).  
  
The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **August 11, 2017**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor



must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

**10. United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

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

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

B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).

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

**13. Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.

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

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

**16. Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the

United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

**17. Maximum Obligation Increase For Primary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:

- A. May not be increased for a planning project;
- B. May be increased by not more than 15 percent for development projects;
- C. May be increased by not more than 15 percent for land project.

**18. Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA if requested.

**19. Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR §180.200, the Sponsor must:

- A. Verify the non-federal entity is eligible to participate in this Federal program by:
  - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
  - 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
  - 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
- B. Require prime contractors to comply with 2 CFR §180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
- C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debars a contractor, person, or entity.

**20. Ban on Texting While Driving.**

- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
  - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
  - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
    - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
    - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

**21. AIP Funded Work Included in a PFC Application.**



Within 90 days of acceptance of this award, Sponsor must submit to the Federal Aviation Administration an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this grant award. The airport sponsor may not make any expenditure under this award until project work addressed under this award is removed from an approved PFC application by amendment.

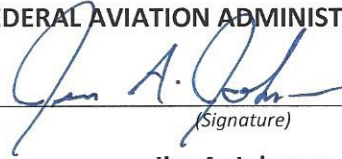
## **22. Employee Protection from Reprisal.**

### **A. Prohibition of Reprisals –**

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
  - i. Gross mismanagement of a Federal grant;
  - ii. Gross waste of Federal funds;
  - iii. An abuse of authority relating to implementation or use of Federal funds;
  - iv. A substantial and specific danger to public health or safety; or
  - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Federal office or employee responsible for oversight of a grant program;
  - v. A court or grand jury;
  - vi. A management office of the grantee or subgrantee; or
  - vii. A Federal or State regulatory enforcement agency.
3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General – Actions, limitations and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b)
6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

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

**UNITED STATES OF AMERICA  
FEDERAL AVIATION ADMINISTRATION**

A handwritten signature in blue ink, appearing to read "Jim A. Johnson", is written over a horizontal line.

*(Signature)*

**Jim A. Johnson**

*(Typed Name)*

**Director, Central Region Airports Division**

*(Title of FAA Official)*

**PART II - ACCEPTANCE**

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

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

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

**City of Garden City**

*(Name of Sponsor)*

**By:**

*(Signature of Sponsor's Authorized Official)*

*(Typed Name of Sponsor's Authorized Official)*

*(Title of Sponsor's Authorized Official)*

**CERTIFICATE OF SPONSOR'S ATTORNEY**

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

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

Dated at \_\_\_\_\_ (location) this \_\_\_\_\_ day of \_\_\_\_\_.

**By:**

*(Signature of Sponsor's Attorney)*

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



## Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="radio"/> New <input type="radio"/> Continuation <input type="radio"/> Revision		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: 06/30/2017		4. Applicant Identifier: GCK			
5a. Federal Entity Identifier: AIP 3-20-0024-040			5b. Federal Award Identifier: <input type="text"/>		
State Use Only:					
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>			
8. APPLICANT INFORMATION:					
* a. Legal Name: City of Garden City, Kansas					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 48-6009982			* c. Organizational DUNS: 0733242200000		
d. Address:					
* Street1: 2225 S Air Service Rd., Suite 112					
Street2: <input type="text"/>					
* City: Garden City					
County/Parish: Finney					
* State: KS: Kansas					
Province: <input type="text"/>					
* Country: USA: UNITED STATES					
* Zip / Postal Code: 67846					
e. Organizational Unit:					
Department Name: <input type="text"/>			Division Name: <input type="text"/>		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Ms.		* First Name: Rachelle			
Middle Name: <input type="text"/>					
* Last Name: Powell					
Suffix: <input type="text"/>					
Title: Director of Aviation					
Organizational Affiliation: City of Garden City, Kansas					
* Telephone Number: (620) 276-1190			Fax Number: (620) 276-1192		
* Email: rachelle.powell@gardencityks.us					

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

**\* Other (specify):**

**\* 10. Name of Federal Agency:**

Federal Aviation Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.106

**CFDA Title:**

Airport Improvement Program

**\* 12. Funding Opportunity Number:**

**\* Title:**

**13. Competition Identification Number:**

**Title:**

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

AIP 3-20-0024-040: Terminal Apron Plan

Attach supporting documents as specified in agency instructions.

View Attachments



# Application for Federal Assistance SF-424

## 16. Congressional Districts Of:

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

## 17. Proposed Project:

\* a. Start Date:

\* b. End Date:

## 18. Estimated Funding (\$):

* a. Federal	<input type="text" value="222,412.00"/>
* b. Applicant	<input type="text" value="24,713.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="247,125.00"/>

## \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

## \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix:  \* First Name:

Middle Name:


\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:



## Application for Federal Assistance (Planning Projects)

### Part II – Project Approval Information

#### Section A – Statutory Requirements

The term "Sponsor" refers to the applicant name as provided in box 8 of the associated SF-424 form.

##### Item 1

Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?

☒ Yes ☐ No

##### Item 2

Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?

☒ Yes ☐ No ☐ N/A

##### Item 3

Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.

☐ Yes ☒ No ☐ N/A

##### Item 4

Is the project covered by another Federal assistance program? If yes, please identify other funding sources by the Catalog of Federal Domestic Assistance (CFDA) number.

☐ Yes ☒ No ☐ N/A

CFDA: \_\_\_\_\_

##### Item 5

Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?

☐ Yes ☒ No ☐ N/A

If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:

☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414

☐ Negotiated Rate equal to \_\_\_\_% as approved by \_\_\_\_\_ (the Cognizant Agency)  
on \_\_\_\_\_ (Date) (2 CFR part 200, appendix VII)

*Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.*

## Section B – Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly

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



## Part III – Budget Information

### Section A – Budget Summary

Grant Program (a)	Federal Catalog No (b)	New or Revised Budget		
		Federal (c)	Non-Federal (d)	Total (e)
1. Airport Improvement Program	20-106	\$ 222,412	\$ 24,713	\$ 247,125
2.				
3. TOTALS		\$ 222,412	\$ 24,713	\$ 247,125

### Section B – Budget Categories (All Grant Programs)

4. Object Class Categories	Airport Improvement Program (1)		Other Program (2)		Total
	Amount	Adjustment + or (-) Amount (Use only for revisions)	Amount	Adjustment + or (-) Amount (Use only for revisions)	
a. Administrative expense	\$ 2,250	\$	\$	\$	\$ 2,250
b. Airport Planning	220,162				220,162
c. Environmental Planning					
d. Noise Compatibility Planning					
e. Subtotal	222,412				222,412
f. Program Income					
g. TOTALS (line e minus line f)	\$ 222,412	\$	\$	\$	\$ 222,412

### Section C – Non-Federal Resources

Grant Program (a)	Applicant (b)	State (c)	Other Sources (d)	Total (e)
5. Airport Improvement Program	\$ 24,713	\$	\$	\$ 24,713
6.				
7. TOTALS	\$ 24,713	\$	\$	\$ 24,713

### Section D – Forecasted Cash Needs

Source of funds	Total for Project	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year
8. Federal	\$ 222,412	\$ 222,412	\$	\$	\$
9. Non-Federal	24,713	24,713			
10. TOTAL	\$ 247,125	\$ 247,125	\$	\$	\$

### Section E – Other Budget Information

11. Other Remarks: (attach sheets if necessary)
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## Part IV - Program Narrative

(Suggested Format)

**PROJECT:** 3-20-0024-040

**AIRPORT:** Garden City Regional Airport (GCK)

**1. Objective:**

This project will provide planning services at the Garden City Regional Airport (GCK) for future terminal concept planning. This planning phase will include airside, landside, planning, and architecture related services. This phase will inventory the existing conditions, forecast future demand/ capacity, review FAA facility requirements, develop potential alternatives concepts, evaluate the financial feasibility, and recommend a preferred alternative for the airside, landside, and terminal.

**2. Benefits Anticipated:**

The evaluation of terminal alternatives and the resulting preferred alternative from the terminal area planning study will further determine the scope of design in terms of renovation or new construction for the terminal building. This will benefit the airport so it will be able to accommodate larger aircrafts operated by American Eagle. This will require the current interior spaces to be enlarged in terms of reconfiguration or expansion.

**3. Approach:** *(See approved Scope of Work in Final Application)*

This phase of the project will complete the planning phase services.

**4. Geographic Location:**

The City of Garden City owns and operates GCK, which is located in the southwestern portion of Kansas in Finney County. GCK is lo

**5. If Applicable, Provide Additional Information:**

N/A

**6. Sponsor's Representative:** *(include address & telephone number)*

Rachelle Powell - Director of Aviation (620) 276-1190  
2225 S. Air Service Rd., Suite 112  
Garden City, Kansas 67846

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## Selection of Consultants

### Airport Improvement Program Sponsor Certification

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Sponsor: City of Garden City, Kansas

Airport: Garden City Regional Airport

Project Number: AIP 3-20-0024-040

Description of Work: Terminal Planning

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).  
☒ Yes   ☐ No   ☐ N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).  
☒ Yes   ☐ No   ☐ N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).  
☒ Yes   ☐ No   ☐ N/A



4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
- ☒ Yes   ☐ No   ☐ N/A
5. Sponsor has publicized or will publicize a RFQ that:
- a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
- b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
- ☒ Yes   ☐ No   ☐ N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
- ☒ Yes   ☐ No   ☐ N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
- ☒ Yes   ☐ No   ☐ N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
- a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
- b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
- ☒ Yes   ☐ No   ☐ N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
- ☒ Yes   ☐ No   ☐ N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
- ☒ Yes   ☐ No   ☐ N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
- ☒ Yes   ☐ No   ☐ N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
- ☒ Yes   ☐ No   ☐ N/A



13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this            day of

Name of Sponsor: City of Garden City, Kansas

Name of Sponsor's Authorized Official: Rachelle Powell

Title of Sponsor's Authorized Official: Director of Aviation

Signature of Sponsor's Authorized Official:



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



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## Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

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Sponsor: City of Garden City, Kansas

Airport: Garden City Regional Airport

Project Number: AIP 3-20-0024-040

Description of Work: Terminal Planning

### Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

### Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

☒ Yes   ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

#### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this          day of          ,          .

Name of Sponsor: City of Garden City, Kansas

Name of Sponsor's Authorized Official: Rachelle Powell

Title of Sponsor's Authorized Official: Director of Aviation

Signature of Sponsor's Authorized Official: Rachelle Powell

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



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## Drug-Free Workplace Airport Improvement Program Sponsor Certification

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Sponsor: City of Garden City, Kansas

Airport: Garden City Regional Airport

Project Number: AIP 3-20-0024-040

Description of Work: Terminal Planning

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

☒ Yes   ☐ No   ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

☒ Yes   ☐ No   ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

**Site(s) of performance of work (2 CFR § 182.230):**

**Location 1**

Name of Location: Garden City Regional Airport

Address: 2225 South Air Service Road, Garden City, Kansas 67846

**Location 2 (if applicable)**

Name of Location:

Address:

**Location 3 (if applicable)**

Name of Location:

Address:



Attach documentation clarifying any above item marked with a "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of

Name of Sponsor: City of Garden City, Kansas

Name of Sponsor's Authorized Official: Rachelle Powell

Title of Sponsor's Authorized Official: Director of Aviation

Signature of Sponsor's Authorized Official: Rachelle Powell

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

## **ASSURANCES**

### **AIRPORT SPONSORS**

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#### **A. General.**

- a. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
- b. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
- c. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

#### **B. Duration and Applicability.**

##### **1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.**

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

##### **2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

##### **3. Airport Planning Undertaken by a Sponsor.**

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

#### **C. Sponsor Certification.**

The sponsor hereby assures and certifies, with respect to this grant that:

##### **1. General Federal Requirements.**

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

## FEDERAL LEGISLATION

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- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.<sup>1</sup>
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act – 5 U.S.C. 1501, et seq.<sup>2</sup>
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.<sup>12</sup>
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).<sup>1</sup>
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.<sup>1</sup>
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.<sup>1</sup>
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq.<sup>1</sup>
- s. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.<sup>1</sup>
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.<sup>1</sup>
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.1
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.<sup>1</sup>
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.<sup>2</sup>
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

## EXECUTIVE ORDERS

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- a. Executive Order 11246 - Equal Employment Opportunity<sup>1</sup>
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11998 –Flood Plain Management



- d. Executive Order 12372 - Intergovernmental Review of Federal Programs
- e. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction<sup>1</sup>
- f. Executive Order 12898 - Environmental Justice

#### **FEDERAL REGULATIONS**

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- a. 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations].<sup>4, 5, 6</sup>
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment
- d. 14 CFR Part 13 - Investigative and Enforcement Procedures 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- e. 14 CFR Part 150 - Airport noise compatibility planning.
- f. 28 CFR Part 35- Discrimination on the Basis of Disability in State and Local Government Services.
- g. 28 CFR § 50.3 - U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- h. 29 CFR Part 1 - Procedures for predetermination of wage rates.<sup>1</sup>
- i. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.<sup>1</sup>
- j. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).<sup>1</sup>
- k. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).<sup>1</sup>
- l. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.<sup>3</sup>
- m. 49 CFR Part 20 - New restrictions on lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.<sup>1, 2</sup>
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.<sup>1</sup>

- s. 49 CFR Part 28 –Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- t. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- u. 49 CFR Part 32 –Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- v. 49 CFR Part 37 –Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.

## **SPECIFIC ASSURANCES**

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Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

## **FOOTNOTES TO ASSURANCE C.1.**

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- <sup>1</sup> These laws do not apply to airport planning sponsors.
- <sup>2</sup> These laws do not apply to private sponsors.
- <sup>3</sup> 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.
- <sup>4</sup> On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.
- <sup>5</sup> Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- <sup>6</sup> Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

## **2. Responsibility and Authority of the Sponsor.**

### **a. Public Agency Sponsor:**

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

### **b. Private Sponsor:**



It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

**3. Sponsor Fund Availability.**

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

**4. Good Title.**

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

**5. Preserving Rights and Powers.**

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

**6. Consistency with Local Plans.**

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

**7. Consideration of Local Interest.**

It has given fair consideration to the interest of communities in or near where the project may be located.

**8. Consultation with Users.**

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

**9. Public Hearings.**

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

**10. Metropolitan Planning Organization.**

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy



of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

**11. Pavement Preventive Maintenance.**

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

**12. Terminal Development Prerequisites.**

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

**13. Accounting System, Audit, and Record Keeping Requirements.**

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

**14. Minimum Wage Rates.**

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

**15. Veteran's Preference.**

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title

49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

**16. Conformity to Plans and Specifications.**

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

**17. Construction Inspection and Approval.**

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

**18. Planning Projects.**

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

**19. Operation and Maintenance.**

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be



required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

- 1) Operating the airport's aeronautical facilities whenever required;
  - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
  - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

#### **20. Hazard Removal and Mitigation.**

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

#### **21. Compatible Land Use.**

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

#### **22. Economic Nondiscrimination.**

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-
  - 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
  - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service,



provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

- a.) Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- b.) Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- c.) Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
- d.) It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
- e.) In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- f.) The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- g.) The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

### **23. Exclusive Rights.**

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental

and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

#### **24. Fee and Rental Structure.**

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

#### **25. Airport Revenues.**

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
  - 1) If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
  - 2) If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
  - 3) Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
    - a.) As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a



manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.

- b.) Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

## **26. Reports and Inspections.**

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
  - 1) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
  - 2) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

## **27. Use by Government Aircraft.**

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. by gross weights of such aircraft) is in excess of five million pounds Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied.

## **28. Land for Federal Facilities.**

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at

Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

## **29. Airport Layout Plan.**

- a. It will keep up to date at all times an airport layout plan of the airport showing:
  - 1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
  - 2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
  - 3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon; and
  - 4) all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.
- a.) If a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

## **30. Civil Rights.**

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability
  - 1) **Programs and Activities.** If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the



sponsor's programs and activities.

- 2) Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
- 3) Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1) So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2) So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

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

e. Required Contract Provisions.

- 1) It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
- 2) It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
- 3) It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
- 4) It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
  - a.) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and



- b.) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

**31. Disposal of Land.**

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.
- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was

notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.

- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

**32. Engineering and Design Services.**

It will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

**33. Foreign Market Restrictions.**

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

**34. Policies, Standards, and Specifications.**

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, the advisory circulars listed in the Current FAA Advisory Circulars for AIP projects, dated January 24, 2017 and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.

**35. Relocation and Real Property Acquisition.**

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

**36. Access By Intercity Buses.**

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

**37. Disadvantaged Business Enterprises.**

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its DBE and ACDBE programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure



nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

**38. Hangar Construction.**

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

**39. Competitive Access.**

- a. If the airport owner or operator of a medium or large hub airport (as defined in section 47102 of title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
  - 1) Describes the requests;
  - 2) Provides an explanation as to why the requests could not be accommodated; and
  - 3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



## FAA Airports

### Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

Updated: 1/24/2017

View the most current versions of these ACs and any associated changes at:

[http://www.faa.gov/airports/resources/advisory\\_circularsand](http://www.faa.gov/airports/resources/advisory_circularsand)

[http://www.faa.gov/regulations\\_policies/advisory\\_circulars/](http://www.faa.gov/regulations_policies/advisory_circulars/)

NUMBER	TITLE
70/7460-1L Change 1	Obstruction Marking and Lighting
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B Changes 1- 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13B	Development of State Standards for Nonprimary Airports
150/5200-28F	Notices to Airmen (NOTAMS) for Airport Operators
150/5200-30D	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C Changes 1-2	Airport Emergency Plan
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design

NUMBER	TITLE
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVS)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16D	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26 Changes 1-2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-7B	FAA Policy on Facility Relocations Occasioned by Airport Improvements of Changes
150/5300-13A Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16A	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design
150/5320-6F	Airport Pavement Design and Evaluation



NUMBER	TITLE
150/5320-12C Changes 1-8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5235-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1L	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18F	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30H	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26D	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27E	Specification for Wind Cone Assemblies
150/5345-28G	Precision Approach Path Indicator (PAPI) Systems
150/5345-39D	Specification for L-853, Runway and Taxiway Retro reflective Markers
150/5345-42H	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43H	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures

NUMBER	TITLE
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49C	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13 Change 1	Planning and Design Guidelines for Airport Terminal Facilities
150/5360-14	Access to Airports By Individuals With Disabilities
150/5370-2F	Operational Safety on Airports During Construction
150/5370-10G	Standards for Specifying Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5390-2C	Heliport Design
150/5395-1A	Seaplane Bases

## THE FOLLOWING ADDITIONAL APPLY TO AIP PROJECTS ONLY

Updated: 01/24/2017

NUMBER	TITLE
150/5100-14E Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17 Changes 1 - 6	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-15A	Use of Value Engineering for Engineering Design of Airport Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Michael D. Utz, Chief of Police  
**DATE:** July 18, 2017  
**RE:** 2017-2018 Crossing Guard Agreement

---

### **ISSUE:**

The Governing Body is asked to consider and approve the proposed Crossing Guard Agreement between USD 457 and the GCPD for the 2017-2018 academic school year.

### **BACKGROUND:**

Attaches is the proposed Crossing Guard Agreement for the 2017-2018 academic school year.

### **ALTERNATIVES:**

1. Approve the Crossing Guard Agreement.
2. Reject the Crossing Guard Agreement.

### **RECOMMENDATION:**

Staff recommends Alternative 1; to approve the Crossing Guard Agreement.

### **FISCAL NOTE:**

The crossing guard equipment is estimated at \$200.00 which is budgeted through GCPD fund 001-12-121-5565.01.

### **ATTACHMENTS:**

Description	Upload Date	Type
2017-2018 Crossing Guard Agreement	7/12/2017	Backup Material



## **CROSSING GUARD AGREEMENT**

THIS CROSSING GUARD AGREEMENT (Agreement) made and entered into this \_\_\_\_ day of July, 2017, by and between the CITY OF GARDEN CITY, KANSAS (City), and the BOARD OF EDUCATION, UNIFIED SCHOOL DISTRICT NO. 457, FINNEY COUNTY, STATE OF KANSAS (USD 457).

WHEREAS, USD 457 and City have a desire to provide a safe environment for students walking to and from USD 457 schools and crossing City streets adjacent or close to USD 457 schools; and

WHEREAS, City and USD 457 have a desire to provide crossing guards for USD 457 students, in an efficient and effective manner.

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

1. PURPOSE. The purpose of this Agreement is to establish policies and procedures between City and USD 457 concerning the staffing, training, and administration of personnel assigned as crossing guards on City streets adjacent or close to USD 457 schools.

2. TERM. The term of this Agreement shall be for the 2017-18 school year, commencing on August 14, 2017, and ending on May 24, 2018.

3. TRAINING. Each person assigned as a crossing guard shall receive not less than one (1) hour of orientation and training for the position, to be provided as specified herein.

4. DUTIES OF CITY. City shall be responsible for the following duties under this Agreement:

- (a) Training of crossing guards through the Garden City Police Department (GCPD);
- (b) Providing each crossing guard with a safety vest, stop sign, and whistle; and
- (c) Providing USD 457 with applications from citizens who are interested in becoming a crossing guard.

5. DUTIES OF USD 457. USD 457 shall be responsible for the following duties under this Agreement:

- (a) Recruitment and hiring of crossing guards;
- (b) Administration of all personnel issues pertaining to crossing guards; and
- (c) Assignment of crossing guards to locations adjacent or close to USD 457 schools.

6. SCOPE OF EMPLOYMENT. All crossing guards shall be employees of USD 457, and shall be under the sole and exclusive direction and control of USD 457.

7. ADMINISTRATION OF AGREEMENT. The Chief of Police of the GCPD and the Deputy Superintendent of USD 457 shall be responsible for implementation of this Agreement, and they shall be the contact persons for their respective entities pertaining to any issue involving this Agreement or a crossing guard.

8. AUTHORITY TO CONTRACT. City and USD 457 possess the power, privilege, and/or authority to enter into this Agreement pursuant to K.S.A. 12-101, *et seq.*, K.S.A. 72-8201, and the Kansas Constitution, Article 6, Sec. 5; and Article 12, Sec. 5.

9. ADOPTION. City and USD 457 shall take all appropriate action to adopt and approve this Agreement by ordinance, resolution, or motion. Any subsequent amendment to, or extension of, this Agreement shall also require adoption by appropriate action.

10. SEPARATE ENTITY. It is not the intent of City and USD 457 to create a separate legal or administrative entity to perform the functions of this Agreement.

11. MANNER OF FINANCING. The manner of financing to support the purpose of this Agreement shall be through expenditure of general funds, by City and USD 457.

12. DEFAULT. Should a party fail to abide by the terms and conditions of this Agreement, the other party may declare a default and thereafter, give written notice of intent to terminate by reason of default, said notice to be not less than thirty (30) days. This Agreement shall not limit in any manner, the legal rights or remedies a party might have in the event of a default.

13. LEGAL RESPONSIBILITY. It is not the intent of the City or USD 457 to relieve either party of any obligation or responsibility imposed upon a party by law.

14. CONTROL OF LEGISLATURE/FUNDING. The parties acknowledge and agree that this Agreement is subject to change, termination, or limitations, as may be determined by the Legislature of the State of Kansas. In the event sufficient funds shall not be appropriated by City or USD 457 for any obligations required under the terms and conditions of this Agreement, City and/or USD 457 may terminate this Agreement pursuant to the notice requirements set forth herein.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement the day and year first above written.

CITY OF GARDEN CITY, KANSAS

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Melvin L. Dale, Mayor

ATTEST:

\_\_\_\_\_  
Celyn N. Hurtado, City Clerk

BOARD OF EDUCATION, UNIFIED  
SCHOOL DISTRICT NO. 457,  
FINNEY COUNTY, STATE OF KANSAS

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Tim Cruz, President

ATTEST:

\_\_\_\_\_  
Joanne Nelson, Clerk of the Board



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Michael D. Utz, Chief of Police  
**DATE:** July 18, 2017  
**RE:** 2017-2018 Law Enforcement Officer Assignment Agreement

---

### **ISSUE:**

The Governing Body is asked to consider and approve the proposed agreement between USD 457 and the GCPD to provide School Resource Officers for the 2017-2018 school year.

### **BACKGROUND:**

The GCPD has provided four School Resource Officers to USD 457 for the assignments to the High School, Middle Schools and the Intermediate Schools. Officers are present in the schools to investigate and enforce statutes of the State of Kansas and City ordinances; and conduct seminars and or classroom presentations. The GCPD has also provided security at USD 457 after school events to include dances and sporting events.

### **ALTERNATIVES:**

1. Approve the attached agreement.
2. Reject the attached agreement.

### **RECOMMENDATION:**

Staff recommends the Governing Body approve the attached agreement between USD 457 and GCPD.

### **FISCAL NOTE:**

Compensation for the School Resource Officers will be in the amount of \$265,072.38. USD 457 will reimburse the GCPD in two incremental payments of \$132,536.19. Additionally, GCPD has budgeted funds for the officers to provide security at various events within USD 457, with the agreement that half of the expenses be reimbursed by USD 457. Upon receipt of reimbursements, funds will then be returned to the General Fund 001-12-000-3470.04.

### **ATTACHMENTS:**

Description	Upload Date	Type
2017-2018 Law Enforcement Officer Assignment Agreement	7/12/2017	Backup Material

## **LAW ENFORCEMENT OFFICER ASSIGNMENT AGREEMENT**

THIS LAW ENFORCEMENT OFFICER ASSIGNMENT AGREEMENT (Agreement) made and entered into this \_\_\_\_\_ day of July, 2017, by and between the CITY OF GARDEN CITY, KANSAS (CITY), the GARDEN CITY POLICE DEPARTMENT (GCPD), and the BOARD OF EDUCATION, UNIFIED SCHOOL DISTRICT NO. 457, FINNEY COUNTY, STATE OF KANSAS (USD 457).

WHEREAS, USD 457 has a need to provide a safe educational environment for staff and students at Garden City High School (GCHS), Kenneth Henderson Middle School (KHMS), Horace J. Good Middle School (HGMS), Charles Stones Intermediate Center (CSIC), and Bernadine Sitts Intermediate Center (BSIC); and

WHEREAS, CITY/GCPD have a desire to discharge law enforcement duties for the citizens of Garden City, including staff and students at GCHS, KHMS, HGMS, CSIC, and BSIC, in an efficient and effective manner; and

WHEREAS, placement of GCPD law enforcement officers at GCHS, KHMS, HGMS, CSIC, and BSIC for the purposes delineated in this Agreement will serve the needs of USD 457 and GCPD.

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

1. PURPOSE. The purpose of this Agreement is for the placement of a GCPD law enforcement officer at each designated school, GCHS, KHMS, HGMS, CSIC, and BSIC as a means of providing security, and law enforcement related education, to the staff and students of GCHS, KHMS, HGMS, CSIC, and BSIC.

2. TERM. The term of this Agreement shall be for the 2017-18 school year, commencing on August 14, 2017, and ending May 24, 2018.

3. ASSIGNMENT OF LAW ENFORCEMENT OFFICERS. GCPD shall assign two (2) GCPD law enforcement officers to GCHS, one (1) to KHMS, and one (1) to HGMS for the 2017-18 school year. The law enforcement officers assigned to KHMS and HGMS will also, as time and frequency permit, be present at CSIC and BSIC. The law enforcement officers shall be present at their respective schools each day school is in session, from 7:00 a.m. to 4:00 p.m., and as otherwise designated as to frequency and time at CSIC and BSIC. USD 457 shall provide an office for the law enforcement officers at each school.

4. COMPENSATION. USD 457 shall pay to CITY, the sum of Two Hundred Sixty-five Thousand Seventy-two and 38/100 Dollars (\$265,072.38), for the services of four (4) law enforcement officers for the 2017-18 school year. The payments from USD 457 to CITY shall be made as follows: One Hundred Thirty-two Thousand Five Hundred Thirty-six and 19/100 Dollars (\$132,536.19) on or before December 15, 2017, and the remaining amount of One Hundred Thirty-two Thousand Five Hundred Thirty-six and 19/100 Dollars (\$132,536.19) on or before June 15, 2018. The amount paid by USD 457 represents three-fourths of the total salary and benefits to be paid to the law enforcement officers.

5. DUTIES OF LAW ENFORCEMENT OFFICERS. The law enforcement officers shall discharge all duties expected of any law enforcement officer employed by CITY/GCPD, including, but not limited to the following:

- (a) Enforcement of all statutes of the State of Kansas and ordinances of CITY.
- (b) Investigation of statutory or ordinance violations occurring at GCHS, KHMS, HGMS, CSIC, and/or BSIC.
- (c) Discharge of duties pursuant to state statute and rules and regulations of CITY and GCPD.
- (d) Conduct educational seminars and/or give classroom presentations on relevant subjects related to the law and GCHS, KHMS, HGMS, CSIC, and BSIC students.



6. ASSIGNMENT OF LAW ENFORCEMENT OFFICERS AT USD 457 ACTIVITIES. When requested by USD 457, GCPD shall assign GCPD law enforcement officers to provide security at USD 457 activities, such as sporting events, dances, and other events where law enforcement security is normally required. USD 457 shall pay GCPD the rate of thirty dollars (\$30) per hour per assigned law enforcement officer for the security services provided. GCPD shall bill, and USD 457 shall pay for, one-half (1/2) of the total hours of security services provided during the 2017-18 school year, on January 15, 2018, and June 15, 2018.

7. DISCIPLINE AND CONTROL OF STUDENTS. The law enforcement officers shall not engage in the discipline of students which might be required as a result of a violation of GCHS, KHMS, HGMS, CSIC, or BSIC policies and procedures or USD 457 board policy. The law enforcement officers shall not be required to control the conduct of students who may be violating GCHS, KHMS, HGMS, CSIC, or BSIC policy or procedure or USD 457 board policy, if the conduct does not rise to the level of a statutory or ordinance violation. The complete responsibility for discipline and control of students for conduct which is a violation of GCHS, KHMS, HGMS, CSIC, or BSIC policies and procedures or USD 457 board policy shall be with USD 457.

8. SCOPE OF EMPLOYMENT. The law enforcement officers shall be employees of CITY/GCPD, and shall be under the sole and exclusive direction and control of the Chief of Police of the GCPD. The specific law enforcement officers to be assigned to GCHS shall be within the discretion of the Chief of Police of the GCPD, and the specific law enforcement officers may be substituted from time to time, although the parties acknowledge and agree that uniformity in assignment of law enforcement officer to the schools is an important factor.

9. RECORDS. The law enforcement officers shall not have access to educational records unless authorized by federal or state law or USD 457 board policy. This Agreement in no manner abrogates any federal or state law governing juvenile, criminal, or educational information or records, and neither party to this Agreement is authorized to disclose any information or record to the other party, which has been deemed to be confidential by federal or state law, or USD 457 board policy.

10. ADMINISTRATION OF AGREEMENT. The Chief of Police of the GCPD and the Principals of GCHS, KHMS, HGMS, CSIC, and BSIC shall be responsible for implementation of this Agreement, and they shall be the contact persons for their respective entities pertaining to any issue involving this Agreement or the law enforcement officers.

11. AUTHORITY TO CONTRACT. CITY and USD 457 possess the power, privilege, and/or authority to enter into this Agreement pursuant to K.S.A. 12-101, *et seq.*, K.S.A. 72-8201, and the Kansas Constitution, Article 6, Sec. 5; and Article 12, Sec. 5.

12. ADOPTION. CITY and USD 457 shall take all appropriate action to adopt and approve this Agreement by ordinance, resolution, or motion. Any subsequent amendment to, or extension of, this Agreement shall also require adoption by appropriate action.

13. SEPARATE ENTITY. It is not the intent of CITY and USD 457 to create a separate legal or administrative entity to perform the functions of this Agreement.

14. MANNER OF FINANCING. The manner of financing to support the purpose of this Agreement shall be through expenditure of general funds, by CITY and USD 457.

15. TERMINATION. This Agreement may be terminated by either party, for any reason, by giving not less than thirty (30) days' notice to the other party. The parties agree that upon termination of this Agreement prior to the end of the term contemplated by Paragraph 2 above, the parties shall determine a pro-rata apportionment of compensation on the basis of CITY - 1/4th and USD 457 - 3/4ths of the yearly compensation of the four (4) law enforcement officers.

16. DEFAULT. Should a party fail to abide by the terms and conditions of this Agreement, the other party may declare a default and thereafter, give written notice of intent to terminate by reason of default, said notice to be not less than thirty (30) days. This Agreement shall not limit in any manner, the legal rights or remedies a party might have in the event of a default.

17. LEGAL RESPONSIBILITY. It is not the intent of CITY or USD 457 to relieve either party of any obligation or responsibility imposed upon a party by law.

18. CONTROL OF LEGISLATURE/FUNDING. The parties acknowledge and agree that this Agreement is subject to change, termination, or limitations, as may be determined by the Legislature of the State of Kansas. In the event sufficient funds shall not be appropriated by CITY or USD 457 for any obligations required under the terms and conditions of this Agreement, CITY and/or USD 457 may terminate this Agreement pursuant to the notice requirements set forth herein.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement the day and year first above written.

CITY OF GARDEN CITY, KANSAS

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Melvin L. Dale, Mayor

ATTEST:

\_\_\_\_\_  
Celyn N. Hurtado, City Clerk

GARDEN CITY POLICE DEPARTMENT

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Michael D. Utz, Chief

BOARD OF EDUCATION,  
UNIFIED SCHOOL DISTRICT NO. 457,  
FINNEY COUNTY, STATE OF KANSAS

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Tim Cruz, President

ATTEST:

\_\_\_\_\_  
Joanne Nelson, Clerk of the Board



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Kaleb Kentner, Neighborhood & Development Services Director  
**DATE:** July 18, 2017  
**RE:** New and Renewed Contractor Licenses for July 18, 2017.

---

### **ISSUE:**

The Governing Body is asked to consider and approve the contractor licenses for July 18, 2017.

### **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 this list have completed the requirements necessary to obtain their contractor license for 2017.

### **ALTERNATIVES:**

- 1) The Governing Body may elect to approve the contractor licenses as presented.
- 2) The Governing Body may elect to not approve the contractor licenses.

### **RECOMMENDATION:**

Staff recommends approval of contractor licenses as presented.

### **FISCAL NOTE:**

None.

### **ATTACHMENTS:**

Description	Upload Date	Type
Contractor Licenses for July 18, 2017	7/12/2017	Backup Material

# **CONTRACTOR LICENSE AGENDA**

**July 18, 2017**

## **2017 NEW**

### **CLASS B General**

Larry Cook Construction, LLC

### **CLASS E-SOC Specialized Other**

Turf Solutions

## **2017 RENEWAL**

### **CLASS E-SOC Arborist**

Arensman Services





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Celyn N. Hurtado, City Clerk  
**DATE:** July 18, 2017  
**RE:** Temporary CMB License - First Fridays Downtown

---

### **ISSUE:**

The Governing Body is asked to consider and approve a Temporary Cereal Malt Beverage license.

### **BACKGROUND:**

Attached is a list of businesses applying for or renewing a cereal malt beverage license. Businesses on this list have completed the requirements necessary to obtain their license.

### **ALTERNATIVES:**

1. Approve the licenses as presented.
2. Deny the licenses.

### **RECOMMENDATION:**

Staff recommends approval of the new and renewing applications.

### **FISCAL NOTE:**

Fees for a Temporary Cereal Malt Beverage license is \$50 per day.



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Andy Liebelt, Parks Superintendent  
**DATE:** July 18, 2017  
**RE:** May 2017, Park and Tree Advisory Board Minutes

---

**ISSUE:**

Presentation of the May 16, 2017 Park and Tree Advisory Board minutes.

**BACKGROUND:**

Attached is the Park and Tree Advisory Board minutes from the May 16, 2017 meeting.

**ALTERNATIVES:**

None

**RECOMMENDATION:**

None

**FISCAL NOTE:**

None

**ATTACHMENTS:**

Description	Upload Date	Type
May Park and Tree Board Minutes	7/12/2017	Backup Material

**Garden City Parks & Tree Board**  
**Minutes of Meeting**  
**May 16, 2017**

**Call to Order:** David Miller called the meeting to order at approximately 5:49 pm.

**Members Present:** David Miller, Pat Geier, Mike Ramsey, Jonathan Aguilar and Linda Motley

**Members Excused:** John Brennaman & Ed Sattler

**Others Present:** Andy Liebelt, Superintendent of Public Grounds and John Klempa, District Forester.

**Approval of Agenda:** Motion was made by Linda Motley and seconded by Pat Geier to approve the agenda as presented. Motion Carried.

**Approval of Minutes:** Motion was made by Mike Ramsey and seconded by Pat Geier to approve the minutes as presented. Motion Carried.

**Fund Report:**

- A. Park and Tree Board General Account - \$46,451.15**
- B. Tree Trimming and Landscaping Account - \$58,921.** landscaping meaning anything used for landscaping – rebates have picked up
- C. Tree Account – loans and rebates:**
  - a. Tree Loans – 1-\$1,000.00**
  - b. Tree Rebates – 7 - \$550.00**

**Staff Report:**

- A. Storm Update** – Andy presented a map with limb pickup completion dates. City hired Alfred's Tree Service for the use of two grapple trucks for storm clean up. Ottaway Amusement Company is helping pick up limbs south of Fulton Street and west of Taylor Ave. Focus right now is Memorial Day preparations at the Cemeteries. Pro-Cut, took down and removed (59) stumps at Valley View Cemetery. We have reciprocated a few out-of-town arborist licenses due to the vast amount of storm cleanup needing performed in the City. Zoo hired Solida from Phillipsburg, KS, to help with their tree limb storm damage. Alfred's Tree Service also helped with Finnup limb cutting. Purchased a grapple attachment for the Bobcat paid for it with time & labor savings. FEMA doesn't consider snow removed as compensable – FEMA may help with clean-up & chipping costs. Kevin Swank has a chipper & may chip if he can sell chips or will let City keep chips if paid. Will burn if can't chip.
- B. Big Pool** – Will open on Saturday – artist is a City employee – shallow end painted – diving & depth markers left to be done – Jennifer Cunningham, Assistant City Manager, is in charge of the pool.
- C. Lightning Grant** – Bret Wiens with Turf Solutions was the only bidder – acceptable bid – has experience with other projects – only problem with subsurface is establishment
- D. Depot** – Only concrete is left on the new irrigation and electrical work.

**E. Cemetery Tree Removal** – Took out 50+ Evergreens that had split open – mostly on the south end.

**F. KDHE Burn Site (Kiddie Pond)** – Burn is complete – not used for storm damage.

**VI Committee Reports: No Report**

**VII Unfinished Business**

**A. Recommended Tree List** – Recommend taking off Amur Maple, Tartarian Maple, Sawtooth & English Oaks. Add – Columnar Hackberry, Japanese Zelkova & Prairie Sentinel Crabapple. There are questions about the Russian Hawthorne & Yellowhorn.

**VII. New Business**

**IX. Announcements: No Report**

**Scheduled next meeting** – The next meeting will be on June 20 at 5:45 pm. The meeting will be held at the Parks Department at 106 South 11<sup>th</sup> Street.

**Adjournment** – Motion was made by Pat Geier and seconded by Jonathan Aguilar. Motion carried. The meeting was adjourned at 6:50 pm.





## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Michael D. Utz, Chief of Police  
**DATE:** July 18, 2017  
**RE:** Police/Citizens Advisory Board Minutes from June 20, 2017.

---

**ISSUE:**

Presentation of the June 20, 2017, Police/Citizens Advisory Board meeting minutes.

**BACKGROUND:**

Attached are the June 20, 2017, Police/Citizens Advisory Board meeting minutes.

**ALTERNATIVES:**

None.

**RECOMMENDATION:**

None.

**FISCAL NOTE:**

None.

**ATTACHMENTS:**

Description	Upload Date	Type
PCAB Minutes for June 2017	7/3/2017	Backup Material



**MICHAEL D. UTZ**  
CHIEF OF POLICE

**RAQUEL ARELLANO**  
ADMINISTRATIVE ASSISTANT

**COURTNEY PREWITT**  
PATROL CAPTAIN

**MICHAEL REAGLE**  
COMMUNITY RESPONSE DIVISION  
CAPTAIN

**MICHAEL RADKE**  
INVESTIGATIONS DIVISION  
CAPTAIN

**RANDY RALSTON**  
OFFICE OF PROFESSIONAL  
STANDARDS CAPTAIN

**KATHY KUENSTLER**  
SUPPORT SERVICES DIRECTOR

**EMILY BURNS**  
BUDGET ANALYST

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

**Garden City Police Department**  
**Police Citizens Advisory Board**

**June 20, 2017**

**5:30 pm – 6:30 pm**

**Present:** Charles Allen, Mellaina Johnson, Stan Kennedy, Alisha Weber, Steve Jones, Vinh Nguyen, Darla Samy, Alyssa Ralston, and Sgt. Andrew Roush

**Absent:** Jeff Starkey and Connie Bonwell

**Staff:** Chief Michael Utz, Raquel Arellano

**Guest:** Sgt. EJ Ochs

Sgt. Ochs provided a presentation of the new restraining device “The Wrap” by Safety Restraints, Inc., which is used by the Garden City Police Department.

**I. Call Meeting to Order**

Chairman Chuck Allen called the meeting to order at 5:33 p.m.

**II. Approval of Minutes**

The previous meeting minutes were approved unanimously.

**III. Review of Master Activity Report**

Chief Utz led a discussion on the Master Activity Report for May 2017.

**IV. Report From the Chief**

Officer Lana Urteaga and SMPO Scott Ptacek will be spending 30 days in the Investigations Division as part of the process to fill the vacant detective position. Officer Urteaga is currently in the middle of her rotation.

The Garden City Police Department has three Patrol and two Dispatch positions open. Five applicants for the vacancies have completed most of the background phase, and a tentative start date for applicants is July 3, 2017.



**MICHAEL D. UTZ**  
CHIEF OF POLICE

**RAQUEL ARELLANO**  
ADMINISTRATIVE ASSISTANT

**COURTNEY PREWITT**  
PATROL CAPTAIN

**MICHAEL REAGLE**  
COMMUNITY RESPONSE DIVISION  
CAPTAIN

**MICHAEL RADKE**  
INVESTIGATIONS DIVISION  
CAPTAIN

**RANDY RALSTON**  
OFFICE OF PROFESSIONAL  
STANDARDS CAPTAIN

**KATHY KUENSTLER**  
SUPPORT SERVICES DIRECTOR

**EMILY BURNS**  
BUDGET ANALYST

GARDEN CITY POLICE  
DEPARTMENT  
304 N. 9<sup>TH</sup> ST.  
P.O. BOX 998  
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FAX 620.276.1350  
[www.gcpolice.org](http://www.gcpolice.org)

The Garden City Wind hosted a Law Enforcement Appreciation Night on June 15, 2017. Captain Courtney Prewitt's children threw out the first pitch of the game, in honor of Captain Prewitt's deployment.

The Meet & Greet hosted by the GCCC Athletic Department and Law Enforcement is August 6, 2017. Chief Utz explained this program to the Board.

Chief Utz discussed the current indoor range and the plans for the new indoor range. The City Commission is taking into consideration the feasibility of a sales tax increase for various projects in the City.

Board members were invited to the GCPD Summer Party scheduled for July 9, 2017, from 6 pm – 8 pm at The Big Pool.

The Garden City Police Departments' Law Enforcement Explorer Program has 20 students, and most should graduate on July 13, 2017. The ceremony will be in the commons area at the Garden City High School at 6 pm.

The body camera purchase has been postponed until January 2018. Representatives from Axion (formerly known as Tazer) will be at the Garden City Police Department to provide a demonstration of their body and in-car camera system in August 2017.

Sgt. Roush provided a brief overview of the virtual range laser system. The Garden City Police Department has purchased one system for training purposes.

## **VI: Report from Guests & Board Members**

Board member Stan Kennedy inquired about the existing laws and city ordinances against texting and driving. Chief Utz addressed the question and discussed the current city ordinance, as well as, measures taken by the Garden City Police Department to reduce infractions.

## **VII: Adjournment**

Meeting Adjourned at 6:32 p.m.



## MEMORANDUM

**TO:** Governing Body  
**THRU:** Matthew C. Allen, City Manager  
**FROM:** Debbie Bridgemen, Secretary - GCRC  
**DATE:** July 18, 2017  
**RE:** 05-22-7 Recreation Commission Minutes

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### **ISSUE:**

Presentation of the May 22, 2017 minutes from the Garden City Recreation Commission.

### **ATTACHMENTS:**

Description	Upload Date	Type
05-22-17 GCRC minutes	7/13/2017	Backup Material

## **Garden City Recreation Commission**

### **Minutes May 22, 2017**

- I. Called Meeting to Order**

Chairperson Jamie Warren called the meeting to order at 5:16 pm. Other board members present were Myca Bunch, Deb Oyler, Marilyn Porter and Keith Rathbun. GCRC staff present were Superintendent Aaron Stewart and Finance Director Debbie Bridgeman. Guests present were Theresa Dasenbrock and Kristen Sekavec with Lewis, Hooper & Dick LLC.
- II. Approval of Agenda**

Deb Oyler moved and Myca Bunch seconded to approve the agenda as presented. The motion carried with all in favor.
- III. Public Comments**

There were no public comments.
- IV. 2016 Audit Report, Lewis, Hooper & Dick CPA**

Theresa Dasenbrock and Kristen Sekavec reviewed the audit. Theresa reviewed past ten year history, stating the trend of the Net position declined seven of the past ten years for a total of 1.34 million. She also stated that we have a long road to recovery but in 2016 we have started in the right direction; 2016 Revenue exceeded the expenses by \$264,000.00. Theresa reviewed the Budgetary Basis in regards to the percentage of our fund balances. She stated that the General Fund had to cover the deficit in the Employee Benefit Fund in 2013 that occurred in 2011 and 2012 which in turn dropped the General Fund significantly. She stated that in 2016 we have increased it and are setting at about 12% and the Employee Benefit Fund is in good shape at 31%. Kristen reviewed the letter to the governing body stating that were no difficulties with the audit and the only violation with Kansas statutes was with a lease agreement that was entered into in a prior year. She also stated that management had resolved the comments from the prior years' audit. Deb moved to accept the audit. Myca seconded the motion. The motion carried with all in favor.
- V. Consent Agenda**
  - Minutes of Regular Meeting April 24, 2017
  - Staff/Participation Reports for April 2017

The Board reviewed the minutes and the Staff Reports. Aaron commented that we did have a couple of pictures submitted from the community for our Throw Back Thursday photo marketing event. They discussed boosting the ad for the Core 90 days of Summer promotion as well as the reconciliation of the memberships. They discussed how well the baseball/softball tournament went that took place this past weekend along with the tree damage from the storm. Marilyn moved and Myca seconded to approve the consent agenda as presented. The motion carried with all in favor.
- VI. Financial Reports for April 2017**

Aaron reviewed the financials stating the fees and sponsorships are up about \$10,000.00 over last year. He noted that we are about \$4,300.00 over where we were last year taking into consideration the way the employee benefit funds are being distributed this year. He also



stated the Active Net transaction fees are higher this year and expects them to continue to be higher. Deb moved to accept the financial reports. Marilyn seconded the motion. The motion carried with all in favor.

## **VII. Superintendents Report**

- Website Update
- Logo Launch
- Painting & Signs
- Fitness Coordinator
- Active Net

Aaron reported that we have set our color scheme based off of our logo colors for the website. He stated that he wanted to present some screen shots but right now there are just blocks where the images will go. Aaron stated that we launched our new logo with a contest on facebook; who ever came into the Rec office first and mentioned it received a 6 month pass to Core Fitness. We also did a like, share and comment contest and gave away one 3 month pass and three 1 month passes to Core. Aaron reported that we are painting the hallway in the Activity Center over the Memorial Day weekend and is seeking volunteers for this project. He stated that once this is completed we will be putting up permanent signs with our logo, mission statement and core values with a cost of just under \$2,500.00. We are looking at possibly running a contest to paint a mural on one of the hallway walls. He reported that our Fitness Coordinator, Athena Towns has turned in her resignation and she will be leaving us at the end of this week. We are taking applications for her replacement through June 2, 2017. Aaron stated that we received a letter from Active Net stating they are raising their rates and that he intended to cancel our contract with them barring any objections from the Board. He stated that we are currently paying Active Net about \$14,000.00 a year and he has reached out to E-Track and they would do a five year contract for \$12,000.00 a year. He noted that we would pay credit card transaction fees on any program we went with but they would be more reasonable. He also stated that Civic Plus purchased Rec One which would be a part of our website so it would be beneficial to take a look at this option as well. We need to research and find out which would be the best fit for us, not necessarily the lowest bid.

## **VIII. Unfinished Business**

### **a. Strategic Planning**

Aaron stated that this really goes with item b and what he would like to talk about is Step I – Financial Policy. He asked if there was anything they wanted to put in place so that we don't end up in the same financial situation as before. They discussed what the limits should be for getting Board approval as well as separating Capital purchases from operating purchases. They discussed setting up a reserve account that is a Board restricted fund. Aaron stated that he thought we should have a cap on line item expenses as well. He stated that we could have different limits for different areas – service, supplies, capital and equipment. It was suggested that Aaron bring some numbers to the Board that works for him and they can go from there. Aaron provided some figures that he was thinking about and stated that he would like to have a rough draft of the financial policy to them next month. They discussed some options for the Board restricted fund and how to fund it. Aaron suggested that we should have 3 accounts: General/Operating, Payroll and a Reserve.

### **b. Cost Recovery**

Aaron presented the results from a Cost Recovery Survey that both the staff and the board took. They discussed the results and the differences from where the staff ratings were vs. the board.

The results indicated that we should be at a 80/20 cost recovery. They discussed whether we are on target with the 70/30 subsidy that they came up with last month. They agreed that we should be at 80/20, 20% subsidy. They also agreed that we need to get the public's input as well.

**IX. New Business**

**a. 2018 Budget**

Aaron presented the proposed 2018 Budget and asked for a motion for the Notice of Public Hearing for the 2018 budget on July 10, 2017. Marilyn moved to set the special meeting for the Public Hearing at noon on July 10, 2017. Myca seconded the motion. The motion carried with all in favor. Aaron reviewed the proposed budget stating that we have reduced our revenues by about \$228,000.00 and expenses by about \$199,000.00. He stated that the majority of that is due to not having the pool. He stated that the City has reduced the funding for our employee benefit fund by \$28,176.00. Aaron also stated that overall we have reduced the budget by \$41,500.00.

**X. Executive Session**

Marilyn moved and Myca seconded to go into executive session for 30 minutes for the purpose of discussing real property. The Board and Aaron went into executive session at 8:03 pm. The Board came out of executive session at 8:33 pm. Marilyn moved to enter negotiations for the purchase of GC Gymnastics not to exceed the acquisition price of \$46,000.00 and the rent of the building. The motion was seconded by Deb. The motion carried with Marilyn, Keith and Deb in favor and Myca opposed.

**XI. Garden City Recreation Questions and Comments**

There were no questions or comments.

**XII. Adjournment**

Deb moved and Keith seconded to adjourn the meeting. The motion carried with all in favor. The meeting adjourned at 8:37 pm.



Secretary  
Debbie Bridgeman

Approved: 6/26/17

