AGENDA
CITY COMMISSION MEETING
TUESDAY, NOVEMBER 17, 2026
1:00 PM
CITY ADMINISTRATIVE CENTER 301 N. 8TH STREET GARDEN CITY, KS 67846

1. Note:

1.A. Pre-Meeting at 11:00 a.m. - 11:45 a.m., located in the Meeting Room at the City Administrative Center for a presentation on the expanded uses of the Reinvestment Housing Incentive District (RHID). Administrative staff will be present and the pre-meeting will be open to the public.
RHID Infill Policy Introduction

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

3. PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION

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

4.A. November 3, 2026 Commission Meeting Minutes
11-03-2026 City Commission Minutes

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

6. CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES

6.A. The Governing Body is asked to consider and approve allowing the Mayor to proclaim Tuesday, December 1, 2026 as Match Day in Garden City, Kansas.
2026 Proclamation-Match Day

7. REPORT OF THE CITY MANAGER

7.A. Deputy City Manager Burke will provide an update on the Southwest Kansas Coalition annual meeting and discussions related to immigration in southwest Kansas.
SKC Immigration Letter

7.B. Presentation of the monthly City-wide performance management report for October 2026.
2026 Performance Measurement Report - October

7.C. Presentation of the October 2026 report from the Garden City Regional Airport.
Airport October 2026 Monthly Reports

7.D. Presentation of the October 2026 monthly staff report from Lee Richardson Zoo
Zoo Current Monthly report

7.E. Presentation of October 2026 Monthly Financial report from Service and Finance
Monthly Financial Report - October 2026
YTD Budget Report - October 2026

7.F. Presentation of the July, August, and October 2026 Building Report from Neighborhood & Development Services.
7 July 26 Building Report
8 August 26 Building Report
10 October 26 Building Report

8. MEETINGS OF NOTE

8.A.

November 18, 2026 - Garden City Area Chamber of Commerce Membership Breakfast at The Refinery at 7:10 a.m.

November 18, 2026 - League of Kansas Municipalities - Western Kansas Summit at the Colby Event Center in Colby, Kansas at 11:30 a.m.

November 19, 2026 - Garden City Area Chamber of Commerce - 31st Annual Crystal Apple Awards at The Refinery at 6:30 p.m.

November 17, 2026 - LiveWell Finney County Health Coalition meeting in Classroom B at St. Catherine Hospital at 12:00 p.m.

November 21, 2026 - Russell Child Development Center - Holiday Home Tours and Fantasy Tree Festival, with the festival at the Finney County Exhibition Building.

November 25, 2026 - Finney County Economic Development Corporation Board of Directors meeting at the City Administrative Center - Commission Chambers at 7:30 a.m.

December 1, 2026 - Western Kansas Community Foundation - MatchDay at First United Methodist Church from 7:00 a.m. - 7:00 p.m.

December 4, 2026 - Downtown Tree Lighting at Stevens Park from 7:15 p.m. to 8:30 p.m.

December 6, 2026 - Downtown Vision - Commerce Bank Christmas Parade on Main Street at 6:00 p.m.

December 9, 2026 - LiveWell Finney County Health Coalition LHEAT meeting in Classroom B at St. Catherine Hospital at 12:00 p.m.

December 12, 2026 - Friends of Lee Richardson Zoo - Wild Lights Holiday Light Show at Lee Richardson Zoo from 5:00 p.m. - 9:00 p.m.

December 16, 2026 - Garden City Area Chamber of Commerce Membership Breakfast at The Refinery at 7:10 a.m.

December 19, 2026 - Wreaths Across America Ceremony at Valley View Cemetery at 11:00 a.m.

9. CONSIDERATION OF APPROPRIATION ORDINANCE

9.A. Appropriation Ordinance No. 2623-2026A

10. CONSIDERATION OF ORDINANCES AND RESOLUTIONS

10.A. The Governing Body is asked to consider and approve the following ordinance related to the termination of the Reinvestment Housing Incentive District for Chappel Heights Phase II.

1. Ordinance No. _____-2026, an ordinance of the Governing Body of the City of Garden City, Kansas terminating the Reinvestment Housing Incentive District knows as the Chappel Heights Second Addition, also known as Chappel Heights Phase II, within the City of Garden City, Kansas, terminating the associated Development Plan and Development Agreement, and providing for the disposition of any remaining funds collected pursuant thereto; repealing Ordinance No. 2722-2016.

Ordinance - Chappel Heights Phase II Termination

10.B. The Governing Body is asked to consider and approve the following resolution regarding the 2027 General Obligation Bond Sale.

1. Resolution No. _____ - 2026, a resolution of the City of Garden City, Kansas authorizing the public sale of the City's (I) Taxable General Obligation Bonds, Series A, 2027, in the estimated principal amount of $4,835,000; and (II) General Obligation Bonds, Series B, 2027, in the estimated principal amount of $7,690,000; setting forth the details of the public sale; and authorizing notice thereof.

2027 G.O. Bond Sale - Resolution
Calendar - G.O. Bond 2027

11. OLD BUSINESS

12. NEW BUSINESS

12.A. The Governing Body is asked to review and provide recommendations on 2027 Fee Schedule updates.

2027 Fee Schedule - Potential Rate Considerations
2026 Adopted Fee Schedule

12.B. The Governing Body is asked to consider and renew the 2026 Underground Conduit and Street Light Installation contract to 2027 between the City of Garden City Electric Department and Dreiling Construction, LLC.

Dreiling Bid

City of GC Elec - UG 2027 Contract Extension

12.C. The Governing Body is asked to consider and approve a three-year contract with Bare Ground Management and the City of Garden City Public Works/Utilities/Parks Department to perform Public Right-Of-Way Tree Trimming/Removal for $479,320.00.

2027-2029 Tree Trimming Tally
Tree Trimming 2027-2029 Packet
Bare Ground Management Bid
DRC Emergency Services, LLC
Myran Flooring and Restoration
Natural Disaster Restoration
Timber Oklahoma LLC

12.D. The Governing Body is asked to review and approve changes to Lee Richardson Zoo's public hours.

current vs proposed hours
Regional Zoo public hours
scores for 5 pm-7 pm
Total gate attendance by hour day month for 2025 and 2026
Drive-through attendance 2025 and 2026

12.E. The Governing Body is asked to consider and approve the retirement of $2,000,000 of the internal financing related to the construction of the Third Fire Station.

12.F. The Governing Body is asked to consider and approve the Bid proposal from WesTech Engineering, LLC, for $190,629 for the cost of repairs to be made to Clarifier #3 at the Wastewater Treatment Plant.

WWTP Clarifier #2

12.G. The Governing Body is asked to consider, select and approve an executive search firm to conduct the recruitment for the City's next City Manager from the seven proposals received in response to the City's Request for Proposals for Executive Recruitment Services for City Manager Search (the "RFP").

City Manager Executive Search RFP
Addendum 1 City Manager Search
Proposal of Colin Baenziger & Assoc (with Volume II Appendices)
Proposal of GMP Consultants
Proposal of Government Professional Services
Proposal of MGT Impact Solutions
Proposal for Raftelis
Proposal for Recruiting Source International
Proposal for Strategic Government Resources
City Manager Search - Commissioner Proposal Scoring Sheet

13. CONSENT AGENDA

13.A. The Governing Body is asked to consider and approve the 2027 State and Federal Legislative Agendas.

State Legislative Agenda 2027

Federal Legislative Agenda 2027

13.B. The Governing Body is asked to consider and approve the proposed agreement and Memorandum of Understanding between USD 457 and the Garden City Police Department to provide School Resource Officers for the 2026-2027 academic year.
SRO Agreement

13.C. The Governing Body is asked to consider and approve the proposed Crossing Guard Agreement between USD 457 and the Garden City Police Department for the 2026-2027 academic year.
Crossing Guard Agreement

13.D. The Governing Body is asked to consider and approve the contractor licenses for November 17, 2026.
Contractor License November 17, 2026

14. CITY COMMISSION REPORTS

15. COMMISSIONER CESSNA

16. COMMISSIONER OYLER

17. COMMISSIONER CANALES-LOZANO

18. COMMISSIONER LANDGRAF

19. MAYOR NGUYEN

20. OTHER ENTITIES

20.A. Presentation of the October 8, 2026 minutes from the Garden City Regional Airport Advisory Board.
Airport October 8, 2026 Minutes

21. ADJOURN

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Aleecya Charles, Neighborhood & Development Services
DATE:
RE: Pre-Meeting: Expanded Uses of Reinvestment Housing Incentive District (RHID)

ISSUE:
Pre-Meeting at 11:00 a.m. - 11:45 a.m., located in the Meeting Room at the City Administrative Center for a presentation on the expanded uses of the Reinvestment Housing Incentive District (RHID). Administrative staff will be present and the pre-meeting will be open to the public.

BACKGROUND:
Pre-Meeting: Expanded Uses of Reinvestment Housing Incentive District (RHID)

ALTERNATIVES:

RECOMMENDATION:

FISCAL NOTE:

ATTACHMENTS:
RHID Infill Policy Introduction

A New Way to Use RHID

Infill Housing on Existing Lots

City Commission Pre-Meeting | November 17, 2026

Neighborhood & Development Services | City Attorney's Office

Introduction and Policy Discussion



Why We Are Here

State law now lets RHID help pay for the housing itself, and leaves most of the rules to the City



What changed

In 2023 the Legislature expanded the RHID Act to cover infill housing. Infill means building or renovating housing on existing lots where streets and utilities have been in place for at least 10 years.



Why it matters

Our existing RHIDs have allowed developers to recoup costs associated with new housing developments, including streets and sidewalks, water and sewer infrastructure, stormwater drainage, electric and other utilities, site preparation and grading, engineering and design, and related development costs. Infill RHID expands that approach to allow recoupment of the cost of actual construction of new housing or renovation of existing housing.



What we need from you

The statute sets only outer limits. Staff needs to know how far the Commission is comfortable going, so projects can start moving within those bounds.

THE COMMISSION'S GOAL

4,000

new housing units by 2035

Infill RHID is one more tool to help reach it. The City has received inquiries but has not yet used it.

Three Types of RHIDs

Infill RHID follows the same process as the RHID you know, but can pay for the housing itself

WHAT YOU KNOW

Subdivision RHID

Where
New subdivisions and apartment sites

Pays for
Streets, sidewalks, water, sewer, drainage, utilities, site preparation, land acquisition, engineering, and related development costs

Chappel Heights, Sunset Terrace, Sunflower Crossing, Sandsage Square, Thompson Pointe

NEW SINCE 2023

Infill RHID

Where
Existing lots with streets and utilities in place 10 years or more

Pays for
Everything a Subdivision RHID pays for, plus vertical construction

NEW SINCE 2021

Upper-Story RHID

Where
Downtown buildings more than 25 years old

Pays for
Renovating the second floor and above into housing

The same for all three: tax increment only, up to 25 years, Commerce approval, and public hearing

Infill RHID

Almost any housing on an existing lot can qualify

Statutory Requirements and Limitations

1. **Housing only**
   Single-family or multi-family. The building must be exclusively residential.

2. **New or renovated**
   Both construction and renovation of dwellings qualify.

3. **On an existing lot**
   There is no statutory definition for this term, so platted lots and unplatted tracts may qualify.

4. **Infrastructure 10 years old, or specially assessed**
   Streets, sewer, water and utilities in place at least 10 years, or a lot assessed in an improvement district.

What the statute does not limit

- Location within the city
- Number of units
- Age of the home or building

What is different?

Until now, the City's RHIDs have not allowed recoupment of vertical construction costs.

Other Kansas Cities

How other Kansas cities have used infill RHID

Ottawa

Fourteen rental duplex units on seven existing vacant lots. Increment pays building costs.

Manhattan

Treats infill RHIDs the same as traditional (greenfield) RHIDs. However, the policy requires a net gain of at least two dwelling units, which excludes construction of a single-family home on an individual infill lot.

Little guidance to borrow: many cities have no specific policy for infill RHID. They treat it like any other RHID.

How Far to Go

A continuum, from limited to expansive

Limited	Middle ground	Expansive
Restrict Infill RHID use Limit to multi-family housing, minimal project costs, a low cap on total recoupment, and a shorter term.	**Use it with limits** Allow multi-family broadly, cap single-family near NRP levels, and permit recoupment of structural costs but not finishes.	**Maximize Infill RHID use** Allow all housing types, recoupment of all project costs, and 100% of the tax increment for up to 25 years.

Narrower use ⟷ **Fullest use the statute allows**

The Commission can land in a different place on each policy consideration. Project-specific terms are set in each development agreement.

In this presentation, multi-family includes what the Zoning Regulations call two-family and multi-family dwellings.

Policy Considerations

Examples of policy decisions that can help shape our approach to infill RHIDs

1

Housing types

Which kinds of housing may use infill RHID?

2

Project costs

Which building and site costs may be recouped from the increment?

3

Amount and term

How much of the new tax goes to the project, and for how long?

4

Lots in established RHIDs

May a vacant lot in an established RHID, whether ended or still active, use infill RHID?

Approaches at a Glance

What each approach could look like

	POLICY CONSIDERATION	LIMITED	MIDDLE GROUND	EXPANSIVE
1	**Housing Types**	Multi-family only, or a minimum number of units. Single-family uses NRP.	Multi-family broadly eligible. Single-family capped near NRP levels.	All housing types, down to one house on one lot.
2	**Project Costs**	Minimal costs only, such as site work and utility connections.	Tiered. Building envelope only, or all costs except finishes.	All construction costs the statute allows.
3	**Amount and Term**	A low dollar cap or a low percentage of project costs, with a short term.	A dollar cap sized to the project, or a set percentage of project costs, with a term under 25 years	100 percent of the increment for up to 25 years.
4	**Lots in Established RHIDs**	Not eligible, whether the RHID has ended or is still active.	Eligible for ended and active RHIDs, provided the lot has sat vacant for a set number of years, with a cap on added years.	Eligible for both ended and active RHIDs, with a new term of up to 25 years. Active RHIDs take added steps.

In this presentation, multi-family includes what the Zoning Regulations call two-family and multi-family dwellings. NRP is the Neighborhood Revitalization Program.

POLICY CONSIDERATION 1

Housing Types

Which housing types may use infill RHID? Multi-family here includes two-family dwellings.

	PROS	CONS
Limited	• Concentrates incentives on higher-density housing. • Preserves NRP as the primary incentive for single-family housing. • Narrower eligibility makes it easier to add affordability as a separate requirement.	• Excludes single-family projects that may otherwise be difficult to develop.
Middle ground	• Supports both multi-family and single-family development. • Allows affordability limits, such as maximum home values, to be set for both single-family and multi-family projects.	• NRP-level caps may provide insufficient assistance for single-family construction. • Adds administrative complexity with different incentive rules for each housing type.
Expansive	• Encourages development across all housing types. • Makes incentives available for smaller projects that might otherwise be overlooked.	• May subsidize projects that could proceed without incentives. • Higher demand would increase staff review and administration time. • Would disincentivize usage of NRP.

POLICY CONSIDERATION 2

Project Costs

Which costs may be recouped from the increment?

	PROS	CONS
Limited	• Keeps recoupment focused on basic site and utility costs. • Minimizes additional staff review and invoice verification.	• Provides little assistance with actual building construction. • May not provide enough assistance to make difficult infill projects viable.
Middle ground	• Allows recoupment of major structural costs without covering all construction expenses. • Excluding finishes reduces the range of costs requiring review and the amount of increment diverted from taxing subdivisions.	• Requires detailed rules distinguishing structural costs from excluded finishes. • Requires staff to classify and verify construction invoices against those rules.
Expansive	• Promotes development to the fullest extent permitted by statute. • Allows recoupment of a broader range of project costs, potentially making more projects financially viable.	• Requires extensive upfront review to establish project cost estimates and district caps. • Creates the greatest ongoing burden for reviewing invoices and tracking recoupment.

POLICY CONSIDERATION 3

Amount and Term

How much of the new tax, and for how long?

	PROS	CONS
Limited	• Returns tax increment to taxing subdivisions sooner. • Limits the amount of future tax revenue used for recoupment.	• May not generate enough assistance to make projects viable. • Shorter terms may make project financing more difficult.
Middle ground	• Allows the recoupment cap to reflect actual project costs and needs. • Ends the district when the cap is reached, returning tax increment to taxing subdivisions before the full term.	• Requires more upfront financial analysis to establish appropriate caps and terms. • May still fall short of the assistance needed for projects with substantial construction costs.
Expansive	• Maximizes the incentive for development. • Provides a longer, more predictable revenue stream for financing.	• Commits tax increment for potentially 25 years. • Delays the availability of incremental tax revenue to the taxing subdivisions.

POLICY CONSIDERATION 4

Lots in Established RHIDs

May vacant lots in an established RHID use infill RHID? It can be allowed for ended RHIDs, active RHIDs, both or neither.

	PROS	CONS
Limited	• Preserves the original schedule for returning tax increment to taxing subdivisions. • Prevents additional years of tax increment being committed on the same lots.	• Prevents developers from using infill RHID to stimulate sales of vacant lots in established districts. • Does not account for changing market conditions that may have stalled development.
Middle ground	• Provides an additional incentive to develop vacant lots in established RHIDs. • The cap on added years limits how long additional tax increment can be committed.	• Requires additional rules and tracking, including how long each lot has sat vacant. • A vacancy requirement or a cap on added years may provide too little incentive to restart stalled development.
Expansive	• Encourages vertical construction on vacant lots and stalled developments in established RHIDs, where infrastructure is at least 10 years old. • Responds to changing market conditions that may have slowed the original development. • Aligns with the City's existing practice of providing flexibility for development.	• Allows a new term of up to 25 years of tax increment on the same lots. • Could delay the full return of tax increment to taxing subdivisions for decades. • Requires the original developer's consent for a new owner to use Infill RHID on a lot in an active district, which could lead to difficult negotiations over the increment.

Related Zoning Considerations

Infill RHID does not change zoning, so some unused lots may need new zoning rules before they can be built on

Zoning Regulations may need to change

- Minimum lot size and setback requirements can keep small, unused lots from being developed.
- One option is a new zoning district for small infill lots, such as a high-density residential district.
- It would offer the flexibility of a PUD without the PUD plan and the full PUD review.
- It would be a separate district of its own, not an overlay.

A separate process

A zoning change would go through the Planning Commission and return to the City Commission on its own track.

Commission Direction

Where on the continuum is the Commission comfortable?

Limited	Middle ground	Expansive

1. **Housing types**
   Which kinds of housing may use infill RHID?

2. **Project costs**
   Which building and site costs may be recouped from the increment?

3. **Amount and term**
   How much of the new tax goes to the project, and for how long?

4. **Lots in established RHIDs**
   May a vacant lot in an established RHID, whether ended or still active, use infill RHID?

Next: staff starts moving projects within those bounds, refines the policy as they proceed, and returns with left and right limits for approval.

CITY COMMISSION MEETING

City of Garden City
Tuesday, November 3, 2026
1:00 PM

REGULAR MEETING CALLED TO ORDER AND CITY CLERK ANNOUNCING QUORUM PRESENT
All members were present.

PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION
Commissioner Oyler opened the meeting with the Pledge of Allegiance and Invocation.

APPROVAL OF THE MINUTES OF THE LAST REGULAR MEETING, WHICH IF NO CORRECTIONS ARE OFFERED, SHALL STAND APPROVED
The October 27, 2026, Commission Meeting minutes were approved as presented.

PUBLIC COMMENT Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)
Donathan Turner addressed the Governing Body regarding automated license plate readers, questioned whether the Police Department has access to the technology, and expressed concerns regarding Fourth Amendment rights and the number of cameras in use.

CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES
The Governing Body considered and approved a request from Levi Burnfin with Garden City Education Association to allow the Mayor to proclaim the week of November 16-20, 2026, as American Education Week in Garden City, Kansas.

Moved to Approve by Commissioner Oyler; seconded by Commissioner Canales-Lozano.
Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

REPORT OF THE CITY MANAGER

Steve Quakenbush, Finney County Historical Society, thanked Cemetery staff for their assistance in the 2026 Historic Cemetery Walking Tours that took place October 8-10, 2026.

Finney County Assistant Director of Emergency Medical Services Luke Sullivan presented a quarterly update on Finney County Emergency Medical Services.

Presentation of the August 2026 Code Enforcement Report from Neighborhood & Development Services.

Presentation of the September 2026 Code Enforcement Report from Neighborhood & Development Services.

Presentation of the 2026 Quarter 3 Social Media Report from the Communications Department.

Presentation of the monthly City-wide performance management report for September 2026.

Presentation of September 2026 Monthly Financial report from Service and Finance.

Presentation of the October 2026 Monthly Sales Tax Reports from Service and Finance.

Presentation of the September 2026 monthly staff report from Lee Richardson Zoo.

MEETINGS OF NOTE

- November 3, 2026 - General Election Day - 7:00 a.m. - 7:00 p.m.
- November 10, 2026 - Southwest Kansas Chambers of Commerce - Annual Legislative Appreciation Dinner at Liberal Country Club at 6:30 p.m.
- November 14, 2026 - Veterans Day Parade on Main Street from 10:00 a.m. - 11:00 a.m.
- November 14, 2026 - Veterans Day Fireworks at the West Exhibition Building Parking Lot at approximately 7:00 p.m.

- November 18, 2026 - Garden City Area Chamber of Commerce Membership Breakfast at The Refinery at 7:10 a.m.
- November 19, 2026 - Garden City Area Chamber of Commerce - 31st Annual Crystal Apple Awards at The Refinery at 6:30 p.m.
- November 21, 2026 - Fantasy Tree Festival / Holiday Home Tours at the Finney County Exhibition Building
- December 1, 2026 - Western Kansas Community Foundation - Match Day at First United Methodist Church from 7:00 a.m. - 7:00 p.m.
- December 6, 2026 - Downtown Vision - Commerce Bank Christmas Parade on Main Street at 6:00 p.m.
- December 12, 2026 - Friends of Lee Richardson Zoo's - Wild Lights Holiday Light Show at Lee Richardson Zoo from 5:00 - 9:00 p.m.

CONSIDERATION OF APPROPRIATION ORDINANCE

Appropriation Ordinance No. 2622-2026A, "an appropriation ordinance making certain appropriations for certain claims in the amount of $2,057,449.00", was read and considered section by section.

Moved to Approve by Commissioner Oyler; seconded by Commissioner Cessna.
Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

CONSIDERATION OF ORDINANCES AND RESOLUTIONS

At 1:32 p.m., Mayor Nguyen opened the public hearing for the Governing Body to consider and approve an ordinance creating the Kripa Community Improvement District and authorizing the levy of a Community Improvement District retailers' sales tax to be collected within the district.

There being no further comments from the public, Mayor Nguyen closed the public hearing at 1:32 p.m.

1. Ordinance No. 3058-2026, an ordinance creating the Kripa Community Improvement District in the City of Garden City, Kansas and authorizing the levy of a Community Improvement District retailers' sales tax to be collected within the district.

Moved to Approve by Commissioner Cessna; seconded by Commissioner Oyler.
Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

Commissioner Landgraf stepped down from his seat at the bench.

The Governing Body considered and approved an ordinance rezoning from "R-3" Multiple Family Residential to "I-2" Medium Industrial District for the property generally located in the 1600 Block of W. Joe McGraw Street, Garden City, Kansas.

1. Ordinance No. 3057-2026, an ordinance approving the rezoning of certain real property in the corporate limits of Garden City, Kansas from "R-3" Multiple Family Residential District to "I-2" Medium Industrial District that is generally located in the 1600 Block of West Joe McGraw Street, Garden City, Kansas, pursuant to the application of American Warrior Construction, Inc.; and district zoning map, zoning regulations, and district zoning map of the City of Garden City, Kansas; and repealing the current zoning ordinance, zoning regulations, and district zoning map of the same; all to the Code of Ordinances of the City of Garden City, Kansas.

Moved to Approve by Commissioner Cessna; seconded by Commissioner Oyler.
Ayes: Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None
Absent: Commissioner Landgraf

Commissioner Landgraf returned to his seat at the bench.

The Governing Body considered and approved a resolution of intent to create a redevelopment district, approve a redevelopment plan, and set a public hearing for Kripa Developers, LLC on December 15, 2026, at 1:30 p.m.

1. Resolution No. 3232-2026, a resolution stating the intention of the City of Garden City, Kansas to consider creation of a redevelopment district, approve a redevelopment plan for the district, and provide for notice of a public hearing on such matters.

Moved to Approve by Commissioner Oyler; seconded by Commissioner Cessna.
Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

OLD BUSINESS

NEW BUSINESS
The Governing Body considered and approved publishing a Notice of Budget Hearing for amending the 2026 Budget to reflect actual 2026 expenditures. The hearing is scheduled for December 1, 2026, at 1:30 p.m.

Moved to Approve by Commissioner Cessna; seconded by Commissioner Canales-Lozano.
Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

Commissioner Oyler moved to approve the Governing Body go into an Executive Session for 15 minutes to start at 1:35 p.m. and end at 1:50 p.m., pursuant to K.S.A. 75-4319(b)(1) pertaining to personnel matters of nonelected personnel and their contractual obligations because if the matter were discussed in open session, it might invade the privacy of those discussed, with City Attorney Cunningham present. Commissioner Cessna seconded the motion.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

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

Commissioner Cessna moved to appoint Deputy City Manager Danielle Burke as Interim City Manager for Garden City, Kansas. Commissioner Oyler seconded the motion.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

Commissioner Oyler moved to approve the Governing Body go into an Executive Session for 15 minutes to start at 1:55 p.m. and end at 2:10 p.m., pursuant to K.S.A. 75-4319(b)(1) pertaining to personnel matters of nonelected personnel and their contractual obligations because if the matter were discussed in open session, it might invade the privacy of those discussed, with City Attorney Cunningham and Interim City Manager Burke present. Commissioner Cessna seconded the motion.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

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

The Governing Body recessed for three minutes.

Commissioner Oyler moved to approve the Governing Body go into an Executive Session for 15 minutes to start at 2:15 p.m. and end at 2:30 p.m., pursuant to K.S.A. 75-4319(b)(1) pertaining to personnel matters of nonelected personnel and their contractual obligations because if the matter were discussed in open session, it might invade the privacy of those discussed. Commissioner Cessna seconded the motion.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano

Nays: None

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

Commissioner Oyler moved to direct the City Attorney to prepare a memo to Human Resources to add a $2,000 a month stipend for additional duties for Danielle Burke including filling in as Interim City Manager when City Manager Matt Allen is not available and expanding her role until City Manager Allen's last day of employment at which time the City Commission will engage in contract negotiations for the full-time fulfillment of the Interim City Manager position with Ms. Burke until the City Manager position is filled. The Governing Body considered and approved additional compensation of $2,000 per month for Interim City Manager Burke until a new City Manager is selected. Commissioner Cessna seconded the motion.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

CONSENT AGENDA
Commissioner Oyler moved to approve the following items on the Consent Agenda. Seconded by Commissioner Canales-Lozano.

Ayes: Commissioner Landgraf, Commissioner Cessna, Mayor Nguyen, Commissioner Oyler, Commissioner Canales-Lozano
Nays: None

The Governing Body considered and approved abatement of nuisance conditions at 2009 Center Street pursuant to Section 38-63 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 1005 W Olive Street pursuant to Section 38-63 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 2107 A Street pursuant to Section 38-63 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 1716 Henderson Drive pursuant to Section 38-63 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 1216 Parkwood Lane pursuant to Section 38-63 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 2009 Center Street pursuant to Section 38-139 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 1803 Mikes Drive pursuant to Section 38-139 of the Environmental Code of Ordinances.

The Governing Body considered and approved abatement of nuisance conditions at 1412 W Mary Street pursuant to Section 38-139 of the Environmental Code of Ordinances.

The Governing Body considered and approved the replat for Golden Plains Third Addition.

The Governing Body considered and approved the Flores Addition Replat.

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

_____
Tam "Tom" Nguyen, Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

CITY COMMISSION REPORTS

Commissioner Oyler appreciated the pre-meeting discussion regarding the Employee Engagement Survey and the level of detail presented in the plans developed in response to employee feedback. Commissioner Oyler commended supervisors for their willingness to receive feedback, address concerns, and continue working toward improvements throughout the organization. Commissioner Oyler also appreciated the opportunity to hear directly from City staff during pre-meetings. Commissioner Oyler attended the Newman University reception and commented on the strong community support, opportunities being created for students in southwest Kansas, and the accomplishments of graduates. Commissioner Oyler stated she recently visited with a group of residents who complimented the City's Traffic Department and specifically thanked Street Superintendent Casey Howard for his responsiveness to questions and concerns regarding streets and traffic. Commissioner Oyler reminded residents that polls would remain open until 7:00 p.m. and encouraged everyone who had not yet voted to do so.

Commissioner Canales-Lozano reminded residents of the importance of exercising their right to vote and stated that civic engagement should continue beyond Election Day. Commissioner Canales-Lozano encouraged residents to remain involved in the community by attending events and public meetings, volunteering, supporting local businesses, checking on neighbors, and listening to perspectives different from their own. Commissioner Canales-Lozano stated that residents may not always agree on every issue but encouraged the community to continue showing up, respecting one another, and working toward a stronger and more connected Garden City. Commissioner Canales-Lozano also encouraged residents to consider serving on City boards and commissions.

Commissioner Landgraf appreciated the pre-meeting discussion regarding the Employee Engagement Survey and stated that survey information is most valuable when followed by action. Commissioner Landgraf appreciated hearing how departments plan to address concerns identified through the survey while continuing practices that are working well. Commissioner Landgraf reminded residents that it was Election Day, that polls would remain open until 7:00 p.m., and encouraged voters to verify their correct polling location before voting.

Mayor Nguyen recognized LiveWell for receiving statewide recognition for its work and congratulated the organization on its achievement. Mayor Nguyen thanked City staff for their United Way campaign, which generated nearly $50,000 in contributions, and recognized employees for the time and effort they contribute toward supporting the community. Mayor Nguyen reflected on the Employee Engagement Survey discussion during the pre-meeting and commented on the importance of employees feeling valued, recognized, and supported in their work. Mayor Nguyen thanked City staff and Administration for recognizing the importance of employee engagement and investing in ways to address employee feedback.

Commissioner Cessna encouraged residents to vote. Commissioner Cessna attended the Newman University reception and appreciated the continued partnerships among local educational institutions and the opportunities those partnerships provide for students to receive education and training locally and remain in the Garden City workforce. Commissioner Cessna also noted that the League of Kansas Municipalities Western Kansas Summit will be held November 18, 2026, in Colby and invited other Commissioners interested in attending to participate.

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Eidy A. Flores, Assistant City Clerk
DATE: November 5, 2026
RE: 2026 Match Day Proclamation

ISSUE:
The Governing Body is asked to consider and approve a request from Dr. Katie Reck Executive Director Western Kansas Community Foundation allowing the Mayor to proclaim Tuesday, December 1st, 2026 as Match Day in Garden City, Kansas.

BACKGROUND:
Match Day is another national movement targeting the first few days of the Christmas season. The focus of Match Day is fundraising for non-profit organizations and doing so in response to the growing commercialization of Friday through Monday on Thanksgiving weekend. Many local nonprofit organizations are participating in Match Day with additional matching resources being contributed by local foundations or national home offices.

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

RECOMMENDATION:
Staff recommends approval of the proclamation.

FISCAL NOTE:
None.

ATTACHMENTS:
2026 Proclamation-Match Day

PROCLAMATION

WHEREAS, Match Day was established as a national day of giving on the Tuesday following Thanksgiving; and

WHEREAS, 2026 marks Western Kansas Community Foundation's 10th annual Match Day, supporting local nonprofits and encouraging giving throughout our communities; and

WHEREAS, Match Day is a celebration of philanthropy and volunteerism where people give whatever they are able to give; and

WHEREAS, Match Day is a day where citizens work together to share commitments, rally for favorite causes, build a stronger community, and think about other people; and

WHEREAS, it is fitting and proper on Match Day and on every day to recognize the tremendous impact of philanthropy, volunteerism, and community service in the City of Garden City; and

WHEREAS, Match Day is an opportunity to encourage citizens to serve others throughout this holiday season and during other times of the year.

NOW, THEREFORE, I, Tam "Tom" Nguyen, Mayor of the City of Garden City, do hereby proclaim December 1, 2026, as:

Match Day

In the City of Garden City and encourage all citizens to join to give back to the community in any way that is personally meaningful.

SIGNED AND SEALED this 17th day of November 2026.

_____
Tam "Tom" Nguyen, Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Danielle B Burke, Deputy City Manager
DATE: November 17, 2026
RE: SKC Letter

ISSUE:
Deputy City Manager Burke will provide an update on the Southwest Kansas Coalition annual meeting and discussions related to immigration in southwest Kansas.

BACKGROUND:
At the meeting on October 6, 2026, the Governing Body authorized the Mayor to sign a letter at the request of the Cultural Relations Board to our federal delegation reiterating the City's position on immigration and advocating for naturalization services in Southwest Kansas. Since that time, staff and/or Governing Body members have had subsequent discussions with Senator Moran and Senator Marshall's staff. Senator Moran issued a press release on October 26, 2026 urging the Department of Homeland Security to establish a permanent U.S. Citizenship and Immigration Services field office in Southwest Kansas and in the meantime to restore monthly mobile services in Garden City, Dodge City, and Liberal.

Additionally, the Southwest Kansas Coalition member cities met on October 22, 2026 to discuss the 2027 legislative policy statement. During that discussion the member cities requested a joint letter be sent on behalf of all three communities to again reinforce the legislative policy position of the Southwest Kansas Coalition. That letter is attached and will be sent to each member of our federal delegation. This is consistent with the SKC legislative policy statement from last year.

Finally, the three communities are also working on setting up an introductory meeting with Senator-Elect Hamilton to allow us to introduce our communities to him and to talk through out legislative policy statements. A date for that meeting has not yet been identified.

ALTERNATIVES:
Informational only.

RECOMMENDATION:
Informational only.

FISCAL NOTE:
Informational only.

ATTACHMENTS:
SKC Immigration Letter

November 17, 2026

Senator Moran
United State Senate
521 Dirksen Senate Office Building
Washington, D.C. 20510

Senator Marshall
United States Senate
479A Russell Senate Office Building
Washington, D.C. 20510

Representative Mann
United States House of Representatives
344 Cannon House Office Building
Washington, D.C. 20515

Dear Senator Moran, Senator Marshall, and Representative Mann,

The Southwest Kansas Coalition (SKC) recognizes that immigrant and refugee labor is vital to the economic strength and sustainability of Southwest Kansas. SKC supports legal immigration and advocates for a sensible, fair, and coordinated approach to immigration enforcement and reform that recognizes the needs of local employers, communities, and families.

SKC believes immigration policy should be guided by the following principles:

- **Responsible, coordinated enforcement:** Support lawful immigration enforcement that prioritizes public safety, focuses on serious and repeat offenders, protects due process, and promotes coordination and communication with local law enforcement and community leaders.
- **Economic stability and workforce needs:** Ensure immigration legislation considers its impact on Southwest Kansas employers and provides accessible, reliable legal pathways for agricultural, meatpacking, health care, energy, and other essential workers.
- **Accessible legal status and integration:** Streamline immigration processes, reduce barriers of time and distance to legal services, and provide local communities with the resources needed to help immigrants maintain legal status and integrate into their communities.
- **Expanded USCIS services in Southwest Kansas:** Urge U.S. Citizenship and Immigration Services (USCIS) to establish a field office in Southwest Kansas. In the interim, provide at least monthly mobile service visits to SKC member cities, including full services such as biometrics and interviews. SKC member cities will continue to offer staff support, rent-

free space, and technology. SKC also advocates for more frequent naturalization ceremonies.

- **Permanent DACA solution:** Urge Congress to enact bipartisan legislation establishing a permanent solution for Deferred Action for Childhood Arrivals (DACA) recipients, including a pathway to citizenship within a reasonable time frame and renewal filing periods that account for processing times and minimize disruptions.
- **Comprehensive federal immigration reform:** Encourage Congress and the administration to modernize agricultural and essential-worker visa programs, strengthen employer accountability, improve immigration court and asylum processing, and establish fair, workable pathways for eligible individuals to obtain legal status.

SKC believes secure borders, effective and lawful enforcement, a reliable legal workforce, and fair treatment of our neighbors are complementary goals. We urge Congress and federal agencies to pursue practical immigration policies that strengthen Southwest Kansas communities, support economic prosperity, and uphold the rule of law.

Thank you for your consideration.

City of Dodge City

City of Garden City

City of Liberal

Southwest Kansas Coalition is a membership organization that includes the Cities of Dodge City, Garden City and Liberal with associate membership from City of Hays that actively advocates for issues impacting the region.

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Danielle B. Burke, Deputy City Manager
DATE: November 17, 2026
RE: Performance Management Report - October 2026

ISSUE:
Presentation of the monthly City-wide performance management report for October 2026.

BACKGROUND:
Attached is the October 2026 Performance Management Report.

ALTERNATIVES:
Informational only.

RECOMMENDATION:
Informational only.

FISCAL NOTE:
Informational only.

ATTACHMENTS:
2026 Performance Measurement Report - October

Performance Measurement Report

October 2026

Purpose

The purpose of this document is to identify and record key measurements by which the City of Garden City elected officials and staff believe gauge performance. The document will be shared publicly as an accountability tool between the municipal corporation and the public it serves. The City of Garden City believes the use of these key performance measures is part of a continuous cycle of learning and improvement.

Executive Summary

Below is a table containing summary excerpts for the Performance Measurements. Each category has a "desired" performance goal identified in green, an "acceptable" performance standard identified in yellow, and a below expectations threshold identified in "red." Some measures will report data that shows a frequency of occurrence within each of the three categories. Some measures will report an average and list it in the column which best characterizes performance in relationship to the expectation. Following the Executive Summary Table, additional explanation for each performance measure is provided, which includes data entries for each month of the year to date. Those performance measures are shown in individual tables in the same order they appear in the Executive Summary Table.

Police Department Performance Measures	October			2026 Year-to-Date			2026 Goal
Part 1 Crimes Per Capita			52		50		Less than 45 Part I Crimes
Percent of 911 Calls answered within 15 seconds	100%			99%			Within 15 seconds
Percent of 911 Calls Dispatched within 90 seconds	72			67			Within 90 seconds
GCPD Response Time to Emergency Calls	2:24			3:56			Less than 4 minutes
Average Number of Training Hours per Sworn Employee	11			9			Greater than 5 hours/month
Average Number of Training Hours per Non-Sworn Employee	2			2			Greater than 2 hours/month
Number of Special Events and Community Events	12			20			Greater than 2 events/month

Fire Department Performance Measures	October			2026 Year-to-Date			2026 Goal
GCFD Turnout Time				1:10			2 minutes or less
Fire Response Time				3:52			Less than 4 minutes
Number of Training Hours per employee per month				28			Greater than 16 hours
Percent of Truck Checks Completed				97%			Greater than 95%
Township Calls for Service							TBD
Number of Inspections Completed				70			Greater than 65 per month
Airport Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
GCK Commercial Enplanements							Greater than 28,000 annually
Passage of the annual FAA Inspection					9		Less than 6 discrepancies
Passage of the annual TSA Inspection				0			Less than 6 discrepancies
Neighborhood & Development Services Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Days for Site Plan Review (first submittal)	1			36	1	0	less than 10 days
Number of Days for Building Permit Review (residential)				285	25	105	less than 5 days
Number of Days for Building Permit Review (commercial)				117	6	46	less than 5 days
Precent of Code Enforcement Cased Brought into Voluntary Compliance			77%			61%	Greater than 90%
Number of Building Inspections Completed	337			278			Greater than 250
Municipal Court Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Percent of Court Cases Prepared On-Time	96%	3%	2%	90%	9%	1%	4 weeks in advance
Number of Cases Paid within 30 days				63%	18%	7%	Paid within 30 days
Number of Failure to Comply Letters Sent on Time				94%	5%	1%	Sent before 15th of month
Percent of Probation Defendants on Track to Completion						77%	Greater than 90%

Recreation Performance Measures	October			2026 Year-to-Date			2026 Goal
Percentage of Actual Sponsorship Funding vs. Amount Budgeted			18%		67%		91% or higher
Recreation Programming Revenue in Relationship to Expenses		43%		49%			45% or higher
CORE Fitness Revenue in Relation to Expenses	170%*			109%*			100% or greater
Lee Richardson Zoo Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Average Zoo Guest Experience Survey Response	4.75						4.0 or higher on a 5 point scale
Reduction in Combined Accidents/Injuries	2						Below 3 per Month
Inspections completed with an "acceptable" rating		88					Acceptable
Golf Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Percentage Increase: Golf Shop Merchandise, Food & Beverage prev. year	36%			102%			5% or greater
Percentage of Golf Course Decrease/(Increase) of water used with rainfall calculation compared to previous year			(40%)			(17%)	5% Decrease
Parks Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Acres of Vegetation Control Completed	300			2400			Greater than 300 acres
Percentage of Attended/Completed Mandatory Quart. Safety Trainings			83%				100% attended/completed
Information Technologies Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Monthly IT Support Tickets	219			2021	0	289	201 or greater
Average Response Time for IT Support Tickets		34		122	132	0	Less than 24 hours
Percentage of Completed IT Support Tickets					89%		90% or greater

Average Time to Resolve IT Support Tickets		100		75	484	547	84 hours or less
Communications Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Social Media Posts - Facebook	64			726			More than 40 posts
Percentage Increase in Growth of "reach" over prior month - Facebook			-36%				Greater than 3%
Number of Social Media Posts - LinkedIn	11			135			More than 8 posts
Percentage Increase in Growth of "reach" over prior month - LinkedIn	271%						Greater than 3%
Number of Social Media Posts - Instagram	34			390			More than 16 posts
Percentage Increase in Growth of "reach" over prior month - Instagram	30%						Greater than 3%
Number of Community Engagement Events	3			15	2		2 or more events
Website Page Views	47,693			50,149			Greater than 2,000 Views
Human Resources Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Percentage Turnover Rate for Organization						25%	12% or Less
Percentage of Stay Interviews Conducted						68%	Greater than 95%
Timesheet Submission Timeliness					85%		Greater than 95%
Time to Hire from Conditional Offer				26			Less than 30 Days
Service and Finance Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Timeliness of Monthly Financial Report	Yes			8	1	1	2nd Meeting of the Month
Increase Auto-Pay Customers	Yes			10			More than the prior month
Increase E-Bill Customers	Yes			10			More than the prior month
City Clerk Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Business Days to Process Public Record Request with notice					138		Less than 3 days

Number of Business Days to File Property & Liability Claims				15	26	3	Less than 5 days
Number of Business Days to file/publish Ordinances and Resolutions				30			Less than 7 days
Number of licenses processed				42			Less than 5 days
Number of Special Event Requests Processed				106	9	1	10 or more
Day and Time of the Week the City Commission Packet is published				13	5		Before 5:00 PM Friday
Public Works & Utilities Admin. Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Business Days to Report Utility Meter "Un-Reads"	42	21	23				Less than 1 day
Date of the Month WWTP lab invoices are sent for prior month tests		13			25		10th of the Month or earlier
Number of phone calls handled within with customer service standards	465	359	65				Call rec'd. by intended dept.
Electric Department Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Length of Time to Resolve Electric Outages	1		4	6	1	4	55 minutes of less
Number of Monthly Substation Hotspot Scans	5			10			Greater than 4 scans
Repairs made to substation hotspots within a target number of days	0	0	0	0	3	0	3 Days or Less
Number of Days to replace poles			14			21	Less than 30 days
Number of Calendar Days to repair a reported Street Light failure		53			69	17	Less than 7 days
Number of 400 Top Energy Accounts tested for Electric Meter Accuracy			18	34	0	18	31 or more per month
Number of High Voltage Metered Locations Tested		0		0	2	1	Greater than 2
Public Works Department Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Mapping Areas Completed Each Month - Street Sweeping	8			14			More than 3 areas per month
Acres of Vegetation Control Completed	0	0	0	0	0	0	Greater than 375 acres

Miles of Alleys Maintained with a prevention or repair action	0	0	2.4	0	0	2.6	More than 6.0 miles
Number of Calendar Days following a report required to repair a pothole	0	0	0	0	0	0	Less than 7 days
Number of Calendar Days to complete Fleet Work Orders	51	1	0	133	1	2	Less than 7 days
Storm Water Department Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Storm Water Inlet Inspections	0	0	0	0	0	0	Greater than 14 per month
Number of Storm Water Outfall Inspections	15	0	0	0	0	0	Greater than 12 per month
Water Department Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Calendar Day Required to Complete a Work Order	97	0	1	191	0	11	Same Day
Percentage of KDHE Samples submitted on time and accepted	51	0	0	96	0	0	100%
Number of Hydrants Tested	0	0	62	0	0	63	100 or Greater per month
Number of Water Valves Exercised	0	0	115	0	0	115	200 or Greater per month
Wastewater Department Performance Measures	**October**			**2026 Year-to-Date**			**2026 Goal**
Number of Passing NPEDS Tests	8	0	0	16	0	0	8 per month
Percentage of weekly wastewater lift station inspections completed	55	0	0	110	0	0	100%
Number of Days to Complete a Scheduled Preventive Maintenance Action	248	0	0	496	0	0	95% Same Day, 99% < 5days
SCADA Alert Function Test - Wastewater Acknowledgment Times	8	0	0	16	4	0	5 minutes or less
Response Time on Sewer Line Maintenance Calls	9	0	0	14	0	0	1 Hour or less

Police Department

Part I Crimes Per Capita	This metric measures the frequency of serious crimes relative to the population size of a jurisdiction. Part 1 Crimes, as defined by the FBI's Uniform Crime Reporting (UCR) program, include eight categories: murder, rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson. While the desire would be to have no Part 1 crimes, the realities of a City of the First Class suggest these types of crimes will exist. The goal is for the City to be lower than other peer communities.			Year: 2026
Month	**Low Volume (Best): ≤ 45 Part I incidents**	**Typical Volume (Expected Range): 46–50 Part I incidents**	**Elevated Volume (Needs Attention): ≥ 51 Part I incidents**	**Notes**
January	37			Total Part 1 Crimes for January 2026: 37 (27 - Property; 10 - Violent) Crime Rate Per/1000: 1
February			51	Total Part 1 Crimes for February 2026: 51 (45 - Property; 6 - Violent) Crime Rate Per/1000: 2
March			55	Total Part 1 Crimes for March 2026: 55 (47 - Property; 8 - Violent) Crime Rate Per/1000: 2
April		50		Total Part 1 Crimes for April 2026: 50 (38 - Property; 12 - Violent) Crime Rate Per/1000: 2
May			56	Total Part 1 Crimes for May 2026: 56 (45 - Property; 11 - Violent) Crime Rate Per/1000: 2
June		46		Total Part 1 Crimes for June 2026: 46 (32 - Property; 14 - Violent) Crime Rate Per/1000: 1

July		47		Total Part 1 Crimes for July 2026: 47 (42 - Property; 5- Violent) Crime Rate Per/1000: 2
August			51	Total Part 1 Crimes for August 2026: 51 (41 - Property; 10 - Violent) Crime Rate Per/1000: 2
September			53	Total Part 1 Crimes for September 2026: 53 (41- Property; 12- Violent) Crime Rate Per/1000: 2
October			52	Total Part 1 Crimes for October 2026: 52 (41- Property; 11- Violent) Crime Rate Per/1000: 2
November				
December				
Total				Average: 50/month

Percent of 911 Calls answered within 15 seconds	This metric measures the percentage of 911 calls that are answered within 15 seconds. The standard of the National Emergency Number Association (NENA) is to answer 95% of all 911 calls within 20 seconds.			Year: 2026
Month	**Within 15 Seconds**	**Between 15 and 20 Seconds**	**Above 20 Seconds**	**Notes**
January	98.83%			
February	99.23%			
March	99.47%			
April	99.20%			
May	99.70%			
June	99.61%			
July	96.30%			
August	99.91%			
September	100%			
October				
November				
December				
Total	99.18%			

Percent of 911 Calls Dispatched within 90 Seconds	This metric measures the percentage of 911 calls being dispatched within 90 seconds. The standard of the National Emergency Number Association (NENA) is to dispatch 90% of 911 calls within 90 seconds.			Year: 2026
Month	**Within 90 Seconds**	**Between 90 – 120 Seconds**	**More than 120 Seconds**	**Notes**
January	63 Seconds			100% of call dispatched within 90 seconds
February	78 Seconds			100% of call dispatched within 90 seconds
March	81 Seconds			100% of call dispatched within 90 seconds
April	79 Seconds			100% of call dispatched within 90 seconds
May	48 Seconds			100% of call dispatched within 90 seconds
June	51 Seconds			100% of call dispatched within 90 seconds
July	46 Seconds			100% of call dispatched within 90 seconds
August	96 Seconds			
September	54 Seconds			100% of call dispatched within 90 seconds
October	72 Seconds			100% of call dispatched within 90 seconds
November				
December				

Total	68 Seconds			

GCPD Response Time to Emergency Calls	This metric measures the average time it takes for GCPD personnel to arrive on-scene after being dispatched to an emergency call. This metric reflects the department's efficiency in handling urgent situations where lives or public safety may be at risk, such as active crimes, medical emergencies, or accidents.			**Year: 2026**
Month	**Less than 4 Minutes**	**4 to 6 Minutes**	**More than 6 Minutes**	**Notes**
January		4:08		
February		4:11		
March				
April	3:57			
May		4:18		
June		5:54		
July		5:01		
August	2:56			
September	2:37			
October	2:24			
November				
December				
Total				3:56 Minutes

Average Number of Training Hours per Sworn Employee	This metric measures the average amount of time each sworn officer spends on professional development and skill-building activities during each month. It reflects the agency's commitment to continuous learning and improving employee competency.			Year: 2026
Month	**Greater than 5 hours**	**4 to 5 hours**	**Less than 4 hours**	**Notes**
January			3.5	
February	6.67			
March	7.30			
April	18.10			
May	6.00			
June	10.64			
July	10.75			
August	7.9			
September	7.9			
October	10.9			
November				
December				
Total				

Average Number of Training Hours per Non-Sworn Employee	This metric measures the average amount of time each non-sworn employee spends on professional development and skill-building activities each month. It reflects the agency's commitment to continuous learning and improving employee competency.			Year: 2026
Month	**Greater than 2 hours**	**1 to 2 hours**	**Less than 1 hour**	**Notes**
January			0.15	
February	4.33			
March		1.0		
April			0.85	
May		1.0		
June	2.03			
July	4.10			
August	2.10			
September	2.10			
October		1.7		
November				
December				
Total				

Number of Special Events and Community Events	This metric measures the total number of community-focused activities the GCPD participates in each month. This includes events like safety fairs, neighborhood meetings, school visits, parades, or any outreach initiative designed to engage with the public.			Year: 2026
Month	**Greater than 2 Events**	**1 or 2 Events**	**No Events**	**Notes**
January	3			
February	6			Hospital Workplace Violence Working Group, Gun Show, USD 457 Meeting, Migrant Family Discussion, Youth Engagement - Edith Schuerman
March	7			EF Facilitators, GCCC Debrief, CJ Advisory Board, US 83/50 Safety Corridor Meeting
April	10			LEPC, USD 457 Teacher In-Service, On-Boarding, Plymell Run/Race, GCCC Students, JROTC Awards Ceremony, RHF, Joint Training with FISO, Citizen's Academy
May	12			Active Shooter In-Service, Emergency Management Training, LiveWell, Cinco De Mayo Parade, Capstone Interviews GCCC, Advisory Boards, Beef Empire Days Parade and activities
June	15+			Tabletop Planning with Zoo, Glow Game w/ FD, Kansas Police Administrators Seminar, Command Peer Support, Extra Patrol - Pride Fest, Chief's /Sheriff/KLETC Joint

				Meeting, PSAB, TUSA, Meeting on Overdose / Suicide Review Board
July	15			Tabletop Planning with Zoo, PSAB Admin Day, Helping our Heros Car Show, Touch a Truck, Run Hide Fight Classes
August	14			Run, Hide, Fight Classes, GC Wind Parade, SWAT workout with GCHS Volleyball team, PSAB, Zoo tabletop, GCCC Law Enforcement Appreciation Dinner, Lemonade Battle and Torch Run
September	9			"Drive Sober or Get Puller Over" campaign, Appreciation Lunch @ GC Christian Academy, 9/11 Ceremony at GCCC and the Refinery, Fiesta Parade, Hosted and Trained Confidential Informant Kansas Narcotics Officer Association, Shotgun Training at the Zoo, DPS Advisory Board Meeting, Real Men Real Leaders Appreciation Lunch
October	12			Legacy Run, Coffee with a Cop, Faith and Blue, LEPC, GOP Bus Tour Event, Boo at the Zoo, Appreciation Breakfast at Elem Schools, Halloween on 9th Street, KHP Peer Support
November				
December				
Total	103			20 per month

Fire Department

GCFD Turnout Time	This metric measures the average time it takes from being dispatched to leaving the station (turnout time) in the appropriate bunker gear.			Year: 2026
Month	**2 Minutes or Less**	**2 to 3 Minutes**	**More than 3 Minutes**	**Notes**
January	1:58			
February	1:05			
March	1:01			
April	1:01			
May	1:10			
June	1:11			
July	1:09			
August	0:46			
September				
October				
November				
December				
Total	1:10			

Fire Response Time for Emergency Calls in Garden City	This metric measures the average time it takes from leaving the station to arriving on scene of an emergency call (i.e. active structure fire, injury accident, etc.)			Year: 2026
Month	**Less than 4 Minutes**	**4 to 5 Minutes**	**More Than 6 Minutes**	**Notes**
January	3:03			
February	3:37			
March	3:41			
April	3:49			
May		4:08		
June		4:05		
July	3:56			
August				
September		4:41		
October				
November				
December				
Total	3:52			

Number of Training Hours per employee per month	The metric that measures the average amount of time each staff member spends on professional development and skill-building activities during a month. It reflects the agency's commitment to continuous learning and improving employee competency.			Year: 2026
Month	**Greater than 16 Hours**	**14 to 15 Hours**	**Less Than 14 Hours**	**Notes**
January	26			
February	30			
March	26			
April	32			
May	31			
June	33			
July	24			
August	22			
September				
October				
November				
December				
Average	224			28 hours per month

Percent of Truck Checks Completed On Time	This metric measures the number of truck checks that are completed on time. There are different set of truck checks that are required to keep the apparatus functional.			Year: 2026
Month	**95% or Greater**	**Between 90% - 95%**	**Less than 90%**	**Notes**
January	97%			
February	98%			
March	98%			
April	97%			
May	97%			
June	95%			
July	97%			
August	96%			
September				
October				
November				
December				
Total				

Townships Calls for Service	This metric will track the resources dedicated to township calls but the metric is still in development and will be updated on the next report.			Year: 2026
Month	**Goal**	**Acceptable**	**Needs Improvement**	**Notes**
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total				

Number of inspections completed	The Fire Department is responsible for completing approximately 750 inspections on various businesses within the community on an annual basis. Additionally, all new commercial construction receives a fire inspection.			Year: 2026
Month	**Greater than 65 Inspections**	**64 to 60 Inspections**	**Less than 60 Inspections**	**Notes**
January	68			
February	73			
March		64		
April	72			
May			56	
June	76			
July	69			
August	80			
September				
October				
November				
December				
Total	558			70 per month

Garden City Regional Airport

GCK Commercial Enplanements	Number of revenue passengers flying out of GCK. Supports improvements/enhancements (infrastructure, passenger services, air service, etc.)			Year: 2026
Annual	Greater than 28,000 Enplanements	26,000 to 27,999 Enplanements	Less than 25,999 Enplanements	Notes
Total				

Passage of the annual FAA Inspection	FAA provides the airport operating certificate for commercial air service. Supports improvements to meet FAA regulations (infrastructure, policies, equipment, staffing, etc.)			Year: 2026
Annual	Less than 6 Discrepancies	6 to 10 Discrepancies	More than 11 Discrepancies	Notes
Total		9		Inspections are completed annually

Passage of the annual TSA Inspection	TSA confirms the airport meets security regulations for commercial air service. Supports improvements to meet TSA regulations (infrastructure, policies, equipment, staffing, etc.)			Year: 2026
Annual	Less than 6 Discrepancies	6 to 10 Discrepancies	More than 11 Discrepancies	Notes

Total	0			Inspections are completed annually

Neighborhood and Development Services

Number of Days for Site Plan Review (first submittal)	This metric measures how quickly City staff and partner agencies are able to turn around comments (or approve site plans) to developers and their design professionals. This has been an area of focus for the Governing Body to ensure that projects in the community are able to move forward in a timely manner.			Year: 2026
Month	**Less than 10 days**	**10 days**	**More than 10 days**	**Notes**
January	1			1 Project in the Urban Growth Area
February	8			2 Project in the Urban Growth Area
March	2			
April	3			
May	2			
June	5			
July	3			1 Project in the Urban Growth Area
August	5	1		
September	6			
October	1			
November				
December				
Total	36	1		

Number of Days for Building Permit Review (residential)	This metric measures how quickly City staff are able to turn around residential building permits for contractors and applicants. This has been an area of focus for the Governing Body to ensure that housing projects in the community are able to move forward in a timely manner.			Year: 2026
Month	**Less than 5 days**	**5 days**	**More than 5 days**	**Notes**
January	12	2	9	
February	15	2	7	
March	28	5	22	
April	38	3	6	
May	36	1	10	
June	52	3	21	
July	43	5	9	
August	28	2	6	
September	33	2	15	
October				
November				
December				
Total	285	25	105	75%

Number of Days for Building Permit Review (commercial)	This metric measures how quickly City staff are able to turn around commercial building permits for contractors and applicants. This has been an area of focus for the Governing Body to ensure that commercial projects in the community are able to move forward in a timely manner.			Year: 2026
Month	**Less than 5 days**	**5 days**	**More than 5 days**	**Notes**
January	18	2	8	
February	16	0	9	
March	7	0	6	
April	12	2	5	
May	6	0	3	
June	24	1	6	
July	17	0	4	
August	12	1	4	
September	5	0	1	
October				
November				
December				
Total	117	6	46	69%

Percent of Code Enforcement Cases Brought into Compliance Voluntarily	This metric measures the percent of code enforcement cases (environmental nuisances and non-operable vehicles) that are brought into compliance voluntarily. The cases unable to be brought into compliance voluntarily come before the Governing Body for consideration of abatement by City staff of contractors.			Year: 2026
Month	**Greater than 90%**	**80% to 89%**	**Less than 80%**	**Notes**
January		88.6%		79 violations
February		86.7%		75 violations
March		87.5%		40 violations
April		84.4%		122 violations
May	90.3%			145 violations
June			79.0%	157 violations
July			42.9%	287 violations
August			19.7%	335 violations
September			76.6%	209 violations
October				
November				
December				
Total				1,449 total violations

Number of Building Inspections Completed	This metric measures the workload for the building inspectors and is an indication of overall construction load within the community.			Year: 2026
Month	**Greater than 250 Inspections**	**200 to 250 Inspections**	**Less than 200 Inspections**	**Notes**
January		205		
February		244		
March	294			
April	288			
May	297			
June	314			
July	283			
August	269			
September	252			
October	337			
November				
December				
Total	278			2,783 Total

Municipal Court

Percent of Court Cases Prepared On-Time	This metric measures the percentage of cases that are prepared in advance of the first court appearance. This is important to ensure victim letters are sent before the court date so that is not a factor in delaying the resolution of the case. This is also to ensure the prosecutor/court staff have information necessary to inform defendants/victims.			Year: 2026
Month	**Prepped Greater than 4 weeks in Advance**	**Prepped 1 to 4 Weeks in Advance**	**Prepped Less than 1 week in Advance**	**Notes**
January	69%	19%	1%	
February	53%	47%	0%	
March	99%	1%	0%	
April	92%	7%	1%	
May	98%	2%	0%	
June	100%	0%	0%	
July	99%	1%	0%	
August	94%	5%	1%	
September	96%	3%	2%	
October				
November				
December				
Total				2,360 Total Cases

Number of Cases Paid within 30 days	This metric measures the percentage of cases that are paid in a timely manner or if a bench warrant is issued for failing to comply with a citation. This is important to measure efficiency, compliance, and the type of bench warrants being issued.			Year: 2026
Month	**Paid within 30 days**	**Paid 30 to 60 days**	**Bench Warrant Issued**	**Notes**
January	63%	17%	8%	
February	67%	24%	9%	
March	64%	23%	7%	
April	68%	22%	11%	
May	64%	23%	15%	
June	63%	16%	10%	
July	52%	31%	10%	
August	56%			Not all cases have reached 60 days since filed
September				
October				
November				
December				
Total				987 Total Cases

Number of Failure to Comply Letters Sent on Time	This metric measures the percentage of letters sent to defendants who have not paid their citation within 30 days of it being filed with the court. All past due citations are expected to be sent out by the 15th of each month. This is important to ensure cases are resolved efficiently.			Year: 2026
Month	**Sent Within 2 Weeks**	**Sent 2 to 3 Weeks**	**Sent after 3 Weeks**	**Notes**
January	84%	12%	2%	
February	67%	38%	0%	
March	100%	0%	0%	
April	100%	0%	0%	
May	100%	0%	0%	
June	92%	8%	0%	
July	94%	3%	3%	
August	98%	0%	2%	
September				Not all cases have reached 30 days since filed
October				
November				
December				
Total				

Percent of Probation Defendants on Track to Completion	This metric measures the percentage of defendants who are currently on track to finish probation successfully. This is important to track to identify reasons for not completing, identify community resources needed, avoid jail time enforcement, and ensure cases are resolved efficiently.			Year: 2026
Month	**Greater than 90%**	**80 to 90%**	**Less than 80%**	**Notes**
January			76%	
February			78%	
March			79%	
April			75%	
May		80%		
June		80%		
July			75%	
August			76%	
September			75%	
October				
November				
December				
Total				56 Defendants

Recreation

Percentage of actual Sponsorship / Partnership Funding of non-tax revenue generated vs. budgeted	This metric measures the percentage of actual non-tax revenue generated from sponsorships and partnerships compared to the budgeted income amount identified annually in the budget.			Year: 2026
Month	**91% or Greater**	**80 to 90%**	**Below 80%**	**Notes**
January			41.38%	
February			0%	YTD 3.45%
March			54.99%	YTD 17.20%
April			55.33%	YTD 21.23%
May			79%	YTD 28%
June	139.3%			YTD 78.8%
July			46%	YTD 74%
August			18%	YTD 67%
September			30%	YTD 56%
October				
November				
December				
Total				

Recreation Department Revenue in Relation to Expense	This metric measures the Recreation Department revenue in relation to expenses with the target goal of 45% cost recovery. National cost recovery average for Public/Governmental programs is 45.3%			Year: 2026
Month	**45% or Greater**	**30 to 44%**	**Below 30%**	**Notes**
January		33.91%		YTD 33.91%
February		43.74%		YTD 41.14%
March	59.28%			YTD 45.18%
April	55.50%			YTD 46.83%
May		33.69%		YTD 36.74%
June	76.58%			YTD 50.9%
July		38%		YTD 47.2%
August		43%		YTD 49%
September		44%		YTD 57%
October				
November				
December				
Total				

CORE Fitness Revenue in Relation to Expenses	This metric measures the CORE fitness revenue in relation to expenses with the target goal of 100% cost recovery. An acceptable level of cost recovery at 90%.			Year: 2026
Month	**100% or Greater**	**90 to 99%**	**Below 90%**	**Notes**
January	155.92%			YTD 155.92%
February	122.49%			YTD 142.41%
March	158.96%			YTD 130.65%
April	148.35%			YTD 150.34%
May			40.61%	YTD 102.12%
June			87.4%	YTD 99.6%
July	126%			YTD 102%
August			No information due to salary coding issue	No information due to salary coding issue
September	111%			
October				
November				
December				
Total				

Lee Richardson Zoo

Average Zoo Guest Experience Survey Response on a 5-point scale	This metric measures the average Zoo Guest Experience Survey response on a 5-point scale with a “5” represent the highest customer service score and a “1” representing the lowest customer service score.			Year: 2026
Month	**4.0 or Higher**	**3 to 3.99**	**Below 3**	**Notes**
January	4.83			
February	4.71			
March	4.75			
April	4.89			
May	4.48			
June	4.59			
July	4.59			
August	4.75			
September	4.79			
October	4.92			
November				
December				
Total				

Reduce Combined Accidents/Injuries to Below 3 Per Month.	This metric tracks vehicle and equipment accidents, missed locks and fastener standards, and non-vehicle-related injuries and accidents. A score below 3 indicates performance is acceptable; a score between 3 and 4 is marginal; a score above 4 is unacceptable.			Year: 2026
Month	**Below 3**	**3 - 4**	**Over 4**	**Notes**
January	2			
February			6	
March	2			
April	1			
May	1			
June	2			
July		3		
August	2			
September			5	
October			7	
November				
December				
Total				

Inspections completed with an "acceptable" rating	This metric indicates the percentage of inspections that received an "acceptable" rating. Routine inspections are conducted by zoo staff and can be rated as "acceptable," "marginal," or "unacceptable." These inspections adhere to the standards set by the Association of Zoos and Aquariums (AZA) and the United States Department of Agriculture (USDA). *For 2026, the inspection forms were modified to reflect the importance that AZA and USDA place on certain standards.*			Year: 2026
Month	**Acceptable**	**Marginal**	**Unacceptable**	**Notes**
January	90%			
February		88%		
March	90%			
April		89%		
May		86%		
June		88%		
July		84%		
August		88%		
September	91%			
October	89%			
November				
December				
Total				

Golf

Golf Shop, Food & Beverage Profitability	This metric measures the change in sales of golf shop food and beverage compared to the previous year, with a goal of achieving a 5% annual increase. Food and beverage sales are a significant revenue source for Buffalo Dunes Golf Course and serve as a key indicator of the customer service efforts by the clubhouse staff. Monthly figures will be tracked.			Year: 2026
Month	**5% or Greater**	**3.5 to 5.0%**	**Below 3.5%**	**Notes**
January			-.99%	
February	90.65%			YTD 74.76%
March	29.44%			YTD 44.51%
April	34.91%			YTD 39.96%
May	15.52%			YTD 23.35%
June		4.33%		YTD 21.3%
July			(41.80%)	YTD 5.19%
August	36%			YTD 102%
September	26%			YTD 8%
October				
November				
December				
Total				

Percentage Golf Course Decrease (Increase) of Water Used under (over) the previous year.	This metric measures the water consumed for the purpose of maintaining and operating Buffalo Dunes Golf Course in light of an overall City goal of preserving groundwater resources. Rainfall will be included in the measurement to better compare year to year. The standard will eventually change to maintain the previous year's goal once the golf course remodel is completed.			**Year: 2026**
Month	**5% or Greater Decrease**	**Up to 9% Increase**	**Greater than 10% Increase**	**Notes**
January	(63.21%)			YTD (63.21%) Rainfall 1.16 in
February	(65.65%)			YTD (64.82%) Rainfall 0.09 in
March			36.51%	YTD (4.99%) Rainfall 0.0 in
April			51.53%	YTD 20.49% Rainfall 0.34 in
May	(3.6%)			YTD 11.5% Rainfall 0.69"
June			(10%)	YTD (12%) Rainfall 2.02"
July			(11.84%)	YTD (11.57%) Rainfall 1.18"
August			(40%)	YTD (17%) Rainfall 1.40"
September			(15%)	
October				
November				
December				
Total				

Parks

Acres of vegetation control completed	This metric measures how many of the 300 plus acres get mowed and maintained monthly. Maintenance includes preparing areas needing leveling for mowers to traverse, trimming and weed spraying activities for all parks, ball fields, Talley Trail, Chappel Heights Addition, utility sites and islands along Taylor Ave, Kansas Ave, and Fulton St			Year: 2026
Month	300+ acres	**100-299 acres**	**Less than 100 acres**	**Notes**
January			0	
February			0	
March	300			
April	300			
May	300			
June	300			
July	300			
August	300			
September	300			
October	300			
November				
December				
Total				

Percentage of Attended/Completed Mandatory Quarterly Safety Trainings	This metric measures the percentage of attended/completed mandatory quarterly safety trainings. The goal is 100% participation but leaves a small margin for absences due to illness or planned leave during the reporting month and prior to the employee being able to complete the required “make-up” training.			Year: 2026
Month	**100%**	**95 to 99%**	**Below 95%**	**Notes**
January			80%	
February			80%	
March			0	Meeting was cancelled
April			91%	
May	100%			
June	100%			
July			91%	
August			76%	
September		95%		
October			83%	
November				
December				
Total				

Information Technologies

Number of Monthly IT support tickets	This metric measures the volume of IT requests. In addition to evaluating the support ticket impact of a number of IT actions, this metric will help IT staff evaluate education and self-help efforts, hypothesizing that effective education and self-help efforts will reduce the volume of tickets over time.			Year: 2026
Month	**201 or Greater**	**151 to 200**	**150 or Less**	**Notes**
January			148	
February			141	
March	304			
April	257			
May	210			
June	214			
July	243			
August	213			
September	361			
October	219			
November				
December				
Total	2,021	0	289	2,310 total

Average Response Time for IT support tickets	This metric measures the time between a ticket being received and then acknowledged after having been assigned to an IT staff member. This metric is seen as being an operationally important measure in reducing system -wide exposure to critical issues as well as a measure contributing to customer service satisfaction with IT services.			Year: 2026
Month	**Less than 24 Hours**	**24 to 48 hours**	**Greater than 48 Hours**	**Notes**
January		28		
February	22			
March	22			
April	19			
May	21			
June		27		
July	23			
August		43		
September	15			
October		34		
November				
December				
Total	122	132	0	254

Percentage of Completed IT support tickets	This metric tracks the completion rate of IT support tickets completed within the same month they are submitted.			Year: 2026
Month	**90% or Greater**	**80 to 89%**	**Below 80%**	**Notes**
January	91%			
February	92%			
March	99%			
April	98%			
May		89%		
June		87%		
July		81%		
August			76%	
September	91%			
October				
November				
December				
Total				

Average Time to Resolve IT support tickets	This metric measures the time required to complete an IT support ticket. Understanding that each support ticket is unique, the target goal is to complete an IT ticket within 84 hours. An acceptable response would be resolution within 108 hours.			Year: 2026
Month	**84 Hours or Less**	**85 to 108 Hours**	**Greater than 108 Hours**	**Notes**
January			137	0-5 Hours 49% closure, 5-24 Hours 13% closure, 1-7 Days 18% closure, 7-30 Days 15% closure, More than 30 days 5% closure
February		107		0-5 Hours 44% closure, 5-24 Hours 11% closure, 1-7 Days 23% closure, 7-30 Days 20% closure, More than 30 days 2% closure
March		88		0-5 Hours 52% closure, 5-24 Hours 24% closure, 1-7 Days 13% closure, 7-30 Days 10% Closure, More than 30 Days 1% closure
April			112	0-5 Hours 44% closure, 5-24 Hours 11% closure, 1-7 Days 23% closure, 7-30 Days 19% Closure, More than 30 Days 3% closure
May		87		0-5 Hours 45% closure, 5-24 Hours 18% closure, 1-7 Days 21% closure, 7-30 Days 14% Closure, More than 30 Days 2% closure
June		102		0-5 Hours 45% closure, 5-24 Hours 15% closure, 1-7 Days 31% closure, 7-30 Days 7% Closure, More than 30 Days 2% closure

July	75			0-5 Hours 53% closure, 5-24 Hours 14% closure, 1-7 Days 21% closure, 7-30 Days 11% Closure, More than 30 Days 1% closure
August			163	0-5 Hours 44% closure, 5-24 Hours 10% closure, 1-7 Days 23% closure, 7-30 Days 20% Closure, More than 30 Days 3% closure
September			135	0-5 Hours 63% closure, 5-24 Hours 11% closure, 1-7 Days 15% closure, 7-30 Days 7% Closure, More than 30 Days 4% closure
October		100		Legacy Run, Coffee with a Cop, Faith and Blue, LEPC, GOP Bus Tour Event, Boo at the Zoo, Appreciation Breakfast at Elem Schools, Halloween on 9th Street, KHP Peer Support
November				
December				
Total		484	547	1,106

Communications

Number of Social Media Posts – Facebook	This metric measures the number of social media posts using the Facebook platform, with target goals and acceptable levels defined by the overall Department strategy for use of the platform.			Year: 2026
Month	**Greater than 40 Posts**	**32 to 40 Posts**	**Below 32 Posts**	**Notes**
January	73			Multiple rounds of winter weather resulted in more posts
February	57			
March	68			More proactive in sharing City projects and using trends that can elevate City happenings and messaging
April	76			
May	82			
June	82			
July	82			
August	78			
September	64			
October	64			

November				
December				
Total	726			73 per month

Percentage Increase in Growth of "reach" over prior month - Facebook	This metric measures the effectiveness of the communications strategy with respect to the Facebook platform, using target goals and acceptable levels of growth representing a sustained rate of growth.			Year: 2026
Month	**Greater than 3%**	**1to 3%**	**Less than .5%**	**Notes**
January	38.02%			Reach in December 2025 was 251,669; Reach in January 2026 was 347,363
February			-26.79%	Reach in January 2026 was 347,363; Reach in February 2026 was 254,278
March	57.13%			Reach in February 2026 was 254,278; Reach in March 2026 was 593,191
April			-20.51%	Reach in March 2026 was 593,191; Reach in April 2026 was 471,522
May			-23.00%	Reach in April 2026 was 471,522; Reach in May 2026 was 363,139
June	26.54%			Reach in May 2026 was 363,139; Reach in June 2026 was 459,509
July	66.88%			Reach in June 2026 was 459,509; Reach in July 2026 was 766,824
August			-34.74%	Reach in July 2026 was 766,824; Reach in August 2026 was 500,425
September	8.27%			Reach in August 2026 was 500,425; Reach in September 2026 was 504,564
October			-35.53%	Reach in September 2026 was 504,564; Reach in October 2026 was 372,303
November				
December				
Total				

Number of Social Media Posts - LinkedIn	This metric measures the number of social media posts using the LinkedIn platform, with target goals and acceptable levels defined by the overall Department strategy for use of the platform.			Year: 2026
Month	**More than 8 Posts**	**5 to 8 Posts**	**Less than 5 Posts**	**Notes**
January	11			Continuing to experiment with content on this platform
February	16			
March	13			
April	16			
May	12			
June	14			June'26 experienced a double in reach metrics from the previous month, thanks to several top-performing posts (Fred Jones promotion, May 2026 new hires)
July	14			
August	18			
September	10			
October	11			October'26 was one of our strongest months on record for LinkedIn reach and engagement, driven in large part by the City Manager's retirement announcement.
November				

December				
Total	124			14 per month

Percentage Increase in Growth of "reach" over prior month - LinkedIn	This metric measures the effectiveness of the communications strategy with respect to the LinkedIn platform, using target goals and acceptable levels of growth representing a sustained rate of growth.			Year: 2026
Month	**Greater than 3%**	**1 to 3%**	**Less than .5%**	**Notes**
January	45.98%			Members reached in December 2025 was 1,007; Members reached in January 2026 was 1,470
February	25.03%			Members reached in January 2026 was 1,470; Members reached in February 2026 was 1,838
March			-2.80%	Members reached in February 2026 was 1,838; Members reached in March 2026 was 1,788
April	36.24%			Members reached in March 2026 was 1,788; Members reached in April 2026 was 2,436
May			-44.83%	Members reached in April 2026 was 2,436; Members reached in May 2026 was 1,344
June	102.30%			Members reached in May 2026 was 1,344; Members reached in June 2026 was 2,719
July			-28.54%	Members reached in June 2026 was 2,719; Members reached in July 2026 was 1,943
August	53%			Members reached in July 2026 was 1,943; Members reached in August 2026 was 2,972
September			-17.40%	Members reached in August 2026 was 2,972; Members reached in September 2026 was 2,455

October	270.88%			Members reached in September 2026 was 2,455; Members reached in October 2026 was 9,105
November				
December				
Total				

Number of Social Media Posts - Instagram	This metric measures the number of social media posts using the Instagram platform, with target goals and acceptable levels defined by the overall Department strategy for use of the platform.			Year: 2026
Month	**More than 16 Posts**	**10 to 16 Posts**	**Less than 10 Posts**	**Notes**
January	31			
February	29			
March	42			
April	49			
May	54			
June	39			
July	33			
August	40			
September	39			
October	34			
November				
December				
Total	390			39 per month

Percentage Increase in Growth of "reach" over prior month - Instagram	This metric measures the effectiveness of the communications strategy with respect to the Instagram platform, using target goals and acceptable levels of growth representing a sustained rate of growth.			Year: 2026
Month	**Greater than 3%**	**1 to 3%**	**Less than .5%**	**Notes**
January	11.44%			Reach in December 2025 was 23,597; Reach in January 2026 was 26,296
February			-26.06%	Reach in January 2026 was 26,296; Reach in February 2026 was 19,442
March	34.25%			Reach in February 2026 was 19,442; Reach in March 2026 was 30,026
April	62.40%			Reach in March 2026 was 30,026; Reach in April 2026 was 48,762
May			-12.48%	Reach in April 2026 was 48,762; Reach in May 2026 was 42,677
June			-24.32%	Reach in May 2026 was 42,677; Reach in June 2026 was 32,299
July			-15.80%	Reach in June 2026 was 32,299; Reach in July 2026 was 27,200
August	90.83%			Reach in July 2026 was 27,200; Reach in August 2026 was 51,905
September	77.10%			Reach in August 2026 was 51,905; Reach in September 2026 was 91,923
October	29.87%			Reach in September 2026 was 91,923; Reach in October 2026 was 119,384
November				
December				
Total				

Number of Community Engagement Events	This metric measures the Communications Department's level of active participation in community events, hypothesizing that regular interaction with community members at events fosters strong relationships, increases awareness and use of City communications tools, and improves the City's effectiveness in engaging with citizens about their needs, concerns, and desires regarding local government.			Year: 2026
Month	**2 or More Events**	**1 Event**	**No Events**	**Notes**
January			0	
February	2			Rotary Club Presentation, Youth Engagement Day with Edith Scheuerman Elementary School Student Lighthouse Group
March			0	
April	2			USD 457 In-Service, GCCC TRIO Program Youth Engagement Day
May	2			Cinco de Mayo parade, Public Works Touch-A-Truck
June		1		Beef Empire Days
July		1		4th of July Parade
August	3			National Night Out 2026, GC Wind Championship Celebration, GCCC Campus & Community Fair
September	2			Community Mexican Fiesta Parade, Fall Fest
October	3			Boo! At the Zoo, Coffee with a Cop, GCMC October Meeting
November				
December				
Total	12	2		

Website Page Views	This metric measures the extent to which the website is used by the public and can serve useful in cause and effect analysis of other communications tools.			Year: 2026
Month	**Greater than 2,000 Views**	**1,700 to 2,000 Views**	**Less than 1700 Views**	**Notes**
January	48,850			
February	43,523			
March	50,157			
April	48,421			
May	53,004			
June	56,281			
July	50,840			
August	52,715			
September	50,005			
October	47,693			
November				
December				
Total				50,149 per month

Human Resources Department

Turnover Rate for Organization	This metric will allow the City to monitor 12 month rolling "look back" trends in employee retention on a recurring basis and serve useful in cause and effect analysis of other employee retention and workplace culture efforts.			Year: 2026
Month	**0-12%**	**13-24%**	**25%+**	**Notes**
January		20%		
February		16%		
March		19%		
April		23%		
May			36%	
June		16%		
July			26%	
August			46%	
September			26%	
October				
November				
December				
Total				

Percentage of Stay Interviews Conducted	This metric will measure the quantity of "stay interviews" conducted, hypothesizing that regular communication with employees on topics of job satisfaction, the totality of their compensation package, and workplace culture will lead to improved retention and improved job satisfaction scores.			Year: 2026
Month	**Greater than 95%**	**90% to 94%**	**Less than 90%**	**Notes**
January			70%	19/27 Completed
February			78%	14/18 Complete
March			79%	31/39 Completed
April			70%	14/20 Completed
May			63%	19/30 Completed
June			84%	28/33 Completed
July			77%	17/22 Completed
August			61%	
September			32%	
October				
November				
December				
Total				

Timesheet Submission Timeliness	This metric will allow the City to monitor the percentage of employee timesheets submitted by the established deadline of 5 p.m. on Mondays on a recurring basis. Tracking this metric will support timely and accurate payroll processing and reduce manual follow-up and corrections.			Year: 2026
Month	**Greater than 95%**	**80% to 94%**	**Less than 80%**	**Notes**
January	97%			
February		93%		
March		85%		
April		91%		
May			68%	Holiday Week
June		83%		
July		86%		
August		85%		
September			79%	
October				
November				
December				
Total				

Time to Hire from Conditional Offer	This metric will allow the City to monitor the average number of days between a conditional offer of employment and the employee's start date. Tracking this metric will help evaluate the efficiency of the pre-employment processes, identify delays related to onboarding, background checks, or pre-employment requirements, and support continuous efforts aimed at getting employees in the door more quickly while maintaining compliance.			Year: 2026
Month	**Less than 30 Days**	**30 to 60 Days**	**More than 60 Days**	**Notes**
January		36 Days		
February		31 Days		
March	24 Days			
April	24 Days			
May		42 Days		
June	26 Days			
July	20 Days			
August	17 Days			
September	13 Days			
October				
November				
December				
Total				

Service and Finance Department

Monthly Financial Report	Provide a summary financial report monthly to the City Commission.			Year: 2026
Month	**Financials for Each Month Provided at the 2nd Meeting of the Following Month**	**Financials for Each Month are Provided at the 1st Meeting of the 2nd Month Following the Reported Month**	**Financials for Each Month are Provided after the 1st Meeting of the 2nd Month Following the Reported Month**	**Notes**
January			Yes	
February	Yes			
March	Yes			
April	Yes			
May	Yes			
June	Yes			
July	Yes			
August	Yes			
September		Yes		
October	Yes			
November				
December				
Total				

Auto-Pay Customers	Encourage utility customers to enroll in auto-pay.			Year: 2026
Month	**Total Enrollment Exceeds Prior Month**	**Total Enrollment Equal to Prior Month**	**Total Enrollment Below Prior Month**	**Notes**
January	Yes			3564 Enrolled
February	Yes			3592 Enrolled
March	Yes			3631 Enrolled
April	Yes			3653 Enrolled
May	Yes			3689 Enrolled
June	Yes			3716 Enrolled
July	Yes			3761 Enrolled
August	Yes			3788 Enrolled
September	Yes			3816 Enrolled
October	Yes			3858 Enrolled
November				
December				
Total				

E-Bill Customers	Encourage utility customers to enroll in electronic billing.			Year: 2026
Month	**Total Enrollment Exceeds Prior Month**	**Total Enrollment Equal to Prior Month**	**Total Enrollment Below Prior Month**	**Notes**
January	Yes			3327 Enrolled
February	Yes			3367 Enrolled
March	Yes			3464 Enrolled
April	Yes			3537 Enrolled
May	Yes			3639 Enrolled
June	Yes			3698 Enrolled
July	Yes			3770 Enrolled
August	Yes			3820 Enrolled
September	Yes			3870 Enrolled
October	Yes			3948 Enrolled
November				
December				
Total				

City Clerk

Number of Business Days to Process Public Record Request with "approval, denial, or delay" notice	This metric measures the days to process an initial response to a public record request in relation to a target customer service goal of 2 days and the statutorily required deadline of 3 days.			Year: 2026
Month	**Provided in 2 Days or Less**	**3 Days**	**More than 3 days**	**Notes**
January		18		
February		11		
March		19		
April		14		
May		8		
June		21		
July		24		
August		12		
September		11		
October				
November				
December				
Total		138		

Number of Business Days to File Property & Liability Claims	This metric measures the number of business days required to submit insurance claims to City's Insurance carrier or Third-Party's Insurance carrier once all required documentation is received. This indicator reflects the efficiency and responsiveness of the City Clerk's office in managing Property & Liability claims.			Year: 2026
Month	**Filed within 5 Days**	**6-10 Days**	**More than 10 Days**	**Notes**
January	4	5		
February			3	
March		5		
April	4			
May		2		
June		8		
July	4			
August	1	6		
September	2			
October				
November				
December				
Total	15	26	3	44

Number of Business Days following passage to file/publish Ordinances and Resolutions	This metric measures the number of business days following passage of an Ordinance or Resolution to complete the required filing or publishing.			Year: 2026
Month	**Less than 7 Days**	**8 to 14 Days**	**More than 14 days**	**Notes**
January	4			
February	10			
March	1			
April	1			
May	4			
June	0			
July	2			
August	3			
September	5			
October				
November				
December				
Total	30			

Number of Business Days to process licenses	This metric measures the number of business days to process the licenses issued by the City Clerk's Office in relations to the target goal of less than 5 business days and an acceptable performance level of 5 and 7 business days.			Year: 2026
Month	**Less than 5 days**	**5 to 7 days**	**More than 7 days**	**Notes**
January	3			
February	3			
March	8			
April	9			
May	5			
June	3			
July	4			
August	4			
September	3			
October				
November				
December				
Total	42			

Number of Special Event Requests Processed	This metric measures the number of business days to process a special event request administered by the City Clerk's Office in relations to the target goal of less than 10 business days and an acceptable performance level of 10-15 business days.			Year: 2026
Month	**10 or more events**	**4-9 Events**	**Less than 4 events**	**Notes**
January			0	
February			1	
March		9		
April	10			
May	17			
June	21			
July	26			
August	18			
September	14			
October				
November				
December				
Total	106	9	1	116 total

Day and Time of the Week the Completed City Commission Packet is published	This metric measures the day and time of the week the City Commission Packet is published in relation to the target goal of prior to 5pm on the Friday before a City Commission Meeting and the acceptable performance level of prior to 7pm on the Friday before a City Commission Meeting.			Year: 2026
Month	**Before 5:00 PM Friday**	**Between 5:00 PM and 7:00 PM Friday**	**Later than 7:00 PM Friday**	**Notes**
January	1	1		5:20 PM
February	2			
March	2			
April	1	1		5:50 PM
May	1	1		5:04 PM
June		2		5:04 PM and 5:16 PM
July	2			
August	2			
September	2			
October				
November				
December				
Total	13	5		

Public Works & Utilities Administration

Number of Business Days to report back to Service & Finance Utility Meter "Un-reads"	This metric measures the time it takes to obtain accurate meter readings that the Automated Meter Infrastructure did not get and provides a reading back to Service & Finance for billing.			Year: 2026
Month	**Less than 1 Day**	**1 to 2 Days**	**More than 2 Days**	**Notes**
January	79	39	16	
February	42	21	23	
March	43	27	8	
April	86	47	27	
May	45	13	37	
June	4	14	6	
July	7	16	11	
August	1	18	12	
September	22	19	57	
October	18	31	7	
November				
December				
Total				

Date of the Month WWTP lab testing invoices are sent for prior month customer tests	This metric measures the 11 lab tests from required industrial customers to ensure compliance with city ordinances regarding sewage strength and ensure that they are invoiced within the proper amount of time.			Year: 2026
Month	**10th of the Month or Earlier**	**11th to 15th of the Month**	**Later than the 15th of the Month**	**Notes**
January	0	12	0	
February	0	13	0	
March	0	12	0	
April	0	12	0	
May	0	13	1	
June	0	13	1	
July	0	13	1	
August	0	13	1	
September	0	13	0	
October	0	13	0	
November				
December				
Total				

Number of phone calls handled in accordance with customer service standards	This metric measures the monthly number of phone calls received by the Public Works & Utilities phone lines.			Year: 2026
Month	**Calls Received**	**Calls Transferred through Automated Phone System**	**Calls Missed**	**Notes**
January	474	267	58	
February	465	359	65	
March	590	308	72	
April	667	233	108	
May	646	215	68	
June	687	178	62	
July	630	266	79	
August	578	146	54	
September	660	169	48	
October	711	175	53	
November				
December				
Total				

Electric Department

Length of Time to Resolve Electric Outages	This metric measures how long it takes to restore power that SCADA, AMI systems or customer calls received.			Year: 2026
Month	**55 Minutes or Less**	**56 to 70 Minutes**	**71 Minutes or More**	**Notes**
January	5	1	0	
February	1	0	4	
March	4	3	3	
April	5	2	5	Major outage caused by car hitting a pole
May	6	1	5	
June	7	0	15	Wildlife, Storms, Non-Utility Contractor Dig-ins
July	9	6	3	Equipment failure OH, Overloads, Lightening
August	5	2	11	Wildlife, Storms, Vehicle Accidents
September	5	1	13	Wildlife, Storms, Vehicle Accidents
October	9	3	5	Wildlife, Storms, Vehicle Accidents
November				

December				
Total				

Number of Monthly Substation Hotspot Scans	This metric measures Infrared scans of electrical substations that show where possible equipment failures may occur.			Year: 2026
Month	**Greater than 4 Scans**	**4 Scans**	**Less than 4**	**Notes**
January	5	0	0	Substations #11, #12, and 34.5 kV Cabinets associated with those substations.
February	5	0	0	Substations #GC North and South, #2, #3, and #5
March	5	0	0	Substations #4, #6, #8, #9, and #10
April	5	0	0	Substations #11, #12, and 34.5 kV Cabinets associated with those substations.
May	5	0	0	Substations #GC North and South, #2, #3, and #5
June	5	0	0	Substations #4, #6, #8, #9, and #10
July	5	0	0	Substations #11, #12, and 34.5 kV Cabinets associated with those substations.
August	5	0	0	Substations #GC North and South, #2, #3, #4, and #5

September	5	0	0	Substations #4, #6, #8, #9, and #10
October	5	0	0	Substations #11, #12, and 34.5 kV Cabinets associated with those substations.
November				
December				
Total				

Repairs made to substation hotspots within a target number of days	This metric measures the time taken to repair hotspots detected by infrared scans of electrical equipment.			Year: 2026
Month	**3 Days or Less**	**4 to 10 Days**	**More than 10 Days**	**Notes**
January	0	3	0	Found termination issues in two 34.5 kV cabinets and Substation Switch connection
February	0	0	0	None found to repair
March	0	0	0	None found to repair
April	0	1	0	Found termination issues in one 34.5 kV cabinet
May	0	0	0	None found to repair
June	0	2	0	Sub #9 & #10
July	0	0	0	None found to repair
August	0	0	0	None found to repair
September	0	0	0	None found to repair
October	0	1	0	Circuit 502
November				
December				
Total				

Number of Calendar Days to replace poles	This metric measures the length of time it takes to replace poles that are slated to be tested and require replacement due to their structural integrity. The majority of poles tested occurs by virtue of an annual inspection done by a third-party contractor. As a result, this measurement will have varied activity throughout the year.			Year: 2026
Month	**Less than 30 Days**	**30 to 45 Days**	**More than 45 Days**	**Notes**
January	0	0	7	
February	0	0	14	
March	0	0	3	
April	0	0	7	
May	0	0	10	
June	0	0	14	
July	0	0	36	
August	0	0	7	
September	0	0	2	
October	0	0	10	
November				
December				
Total				

Number of Calendar Days to repair a reported Street Light failure	This metric measures the length of time it takes to make repairs to malfunctioning streetlights reported by members of the community or those identified by city crews conducting monthly checks of certain designated areas at night.			Year: 2026
Month	**Less than 7 Days**	**7 to 10 Days**	**More than 10 Days**	**Notes**
January	0	16	17	District 4
February	0	53	0	District 4
March	0	35	35	District 5
April	0	9	0	District 5
May	0	15	0	District 1 & 2
June	0	21	0	District 1 & 2
July	0	0	36	District 3 & 4
August	0	0	33	District 3 & 4
September	0	38	0	District 3 & 4
October	24	0	75	Districts 4 & 5
November				
December				
Total				

Number of 400 Top Energy Accounts tested for Electric Meter Accuracy	This metric measures the number of electric meters tested by the electrical system's 400 most significant energy consumers. These accounts have multiple components to the metering system, which makes them more vulnerable to cause errors in meter reading and accuracy.			Year: 2026
Month	**31 or More**	**25 to 30**	**Less than 25**	**Notes**
January	33	0	0	GCCC, Common Spirit
February	0	0	18	GCCC, Common Spirit
March	0	0	15	GC Ammonia Program, KDOT Complex
April	0	0	10	Worked with KMEA schedule, Weather affected couple a days of testing
May	41	0	0	Finney county courthouse, All USD 457 facilities
June	0	0	12	
July	0	0	12	
August	31	0	0	
September	0	0	24	
October	0	0	13	
November				
December				
Total				

Number of High Voltage Metered Locations Tested	This metric measures metering located primarily in electrical substations, where electric power is measured to ensure voltage, current, and other electrical factors are within the desired range.			Year: 2026
Month	**Greater than 2**	**2**	**Less than 2**	**Notes**
January	0	0	1	Bonanza
February	0	2	0	Bonanza 2, Radiant
March	3	0	0	Empirical, DFA
April	0	0	1	
May	0	0	1	
June	0	0	0	
July	0	0	0	
August	0	0	0	
September	0	0	0	
October	0	0	0	
November				
December				
Total				

Public Works Department

Number of Mapping Areas Completed Each Month – Street Sweeping	This metric measures how many of the mapping areas are swept monthly. The overall goal is to sweep the 450+ lane miles of streets least twice per year, with main corridor streets swept more often—the Rubicon tracking system located in the street sweeping equipment measures this.			Year: 2026
Month	**More than 3 Areas**	**2 to 3 Areas**	**1 Area or Less**	**Notes**
January	6	0	0	
February	8	0	0	
March	10	0	0	
April	4	0	0	software issues getting the report
May	11	0	0	
June	11	0	0	
July	16	0	0	
August	14	0	0	
September	13	0	0	
October	6	0	0	
November				
December				
Total				

Acres of vegetation control completed	This metric measures how many of the 376 acres get mowed and maintained monthly. This includes 5 miles of drainage ditches and other areas that the Parks Department does not maintain. Maintenance includes preparing areas needing leveling for mowers to traverse and weed spraying activities.			Year: 2026
Month	**Greater than 375 Acres**	**200 to 375 Acres**	**Less than 200 Acres**	**Notes**
January	0	0	0	
February	0	0	0	
March	0	0	0	
April	0	210	0	
May	428	0	0	
June	390	0	0	
July	0	280	0	
August	0	300	0	
September	0	200	0	
October	0	0	188	
November				
December				
Total				

Miles of Alleys Maintained with a prevention or repair action	This metric measures how many of the 64 miles of alleyways are graded each month. This may include some isolated asphalt pavement installation, vegetation removal, etc. The Solid Waste Department reports the condition of the alleys every week.			Year: 2026
Month	**More than 6.0 Miles**	**5.0 to 6.0 Miles**	**Less than 5.0 Miles**	**Notes**
January	0	0	0.2	
February	0	0	2.4	
March	0	5.1	0	
April	0	0	1.4	Spring Cleanup
May	6	0	0	
June	6.1	0	0	
July	0	5 0	0	
August	0	0	2.7	
September	0	0	0.5	
October	0	0	3.8	
November				
December				
Total				

Number of Calendar Days following a report required to repair a pothole	This metric measures the time it takes to have a pothole repaired after it has been reported by the public or other City employees who are asked to report it when observed.			Year: 2026
Month	**Less than 7 Days**	**7 to 14 Days**	**More than 14 Days**	**Notes**
January	0	0	0	
February	0	0	0	
March	0	0	0	
April	0	0	4	Spring Cleanup and availability of asphalt.
May	0	16	0	
June	23	0	0	
July	0	10	0	
August	12	0	0	
September	2	0	0	
October	0	0	0	
November				
December				
Total				

Number of Calendar Days to complete Fleet Work Orders	This metric measures the time the Fleet Department takes to complete the monthly work orders that come through the shop. Some work orders can be completed in hours, whereas others may require ordering the necessary parts to make the repairs.			Year: 2026
Month	**Less than 7 Days**	**7 to 14 Days**	**More than 14 Days**	**Notes**
January	82	0	2	
February	51	0.125	0	4 total weeks of 2 mech, out
March	64	0.125	2	
April	108	0.4	2	
May	113	0.5	0	
June	84	0.9	2	Had two vehicles farmed out to other places
July	105	0.33	6	Have jobs open that are waiting on parts
August	73	0.8	4	Have PD cars at burtis
September	99	0.5	1	PD 34 AT BURTIS
October	76	0.25	3	PD 34 AT BURTIS/ST 52/SW 129
November				
December				
Total				

Storm Water Department

Number of Storm Water Inlet Inspections Completed	This metric measures the number of stormwater inlets inspected per month and kept clear of debris. This will help keep the stormwater systems clean and better equipped to handle rain events.			Year: 2026
Month	**Greater than 14**	**12 to 14**	**Less than 12**	**Notes**
January	0	0	0	worked on other projects due to consistent severe weather.
February	0	0	0	Working on other major projects.
March	0	0	2	
April	0	0	6	
May	0	0	6	
June	0	0	1	additional inlet improvements to be done in the Fall of 2026
July	0	0	0	Scope of work review & contract design - pending
August	0	0	0	no contractors available to do stormwater improvements until Fall 2026
September	250	0	0	
October	0	0	10	
November				
December				
Total				

Number of Storm Water Outfall Inspections	This metric measures the number of stormwater outfalls inspected to be clear of debris and other obstacles. This includes outfalls to the large drainage ditch and to the Arkansas River to be better equipped to handle rain events.			Year: 2026
Month	**Greater than 12**	**10 to 12**	**Less than 10**	**Notes**
January	0	0	0	worked on other projects due to consistent severe weather.
February	15	0	0	Working with Ciro Chaves to upload all Outfalls to GIS
March	0	10	0	
April	38	0	0	
May	25	0	0	Curb & Gutter: 100'
June	0	0	0	rain prevented any work or inspections for outfalls
July	0	0	0	Scope of work review & contract design - pending
August	0	0	0	no contractors available to do stormwater improvements until Fall 2026
September	15	0	0	
October	0	0	10	Curb & Gutter: 100'
November				
December				
Total				

Water Department

Number of Calendar Days Required to complete a Work Order	This metric measures the days required to complete a work order requiring Water Department staff to change a meter, make repairs to a meter, or complete tapping a water main for a newly installed service line.			Year: 2026
Month	**Same Day**	**1 Day**	**More than 1 Day**	**Notes**
January	94	0	10	
February	97	0	1	
March	62	5	0	
April	71	4	0	
May	91	0	0	
June	100	0	9	
July	107	23	0	
August	57	32	34	
September	60	39	4	
October	53	0	13	
November				
December				
Total				

Percentage of KDHE Samples submitted on time and accepted	This metric measures the 40 routine coliform water samples that KDHE requires each month from locations within the community. These water samples are sent to KDHE, where the necessary testing will occur.			Year: 2026
Month	**100%**	**90 to 99%**	**Less than 90%**	**Notes**
January	45	0	0	
February	51	0	0	
March	79	0	0	
April	52	0	0	
May	53	0	0	
June	60	0	0	
July	51	0	0	
August	59	0	0	
September	54	0	0	
October	45	0	0	
November				
December				
Total				

Number of Hydrants Tested per Month	This metric measures the amount of the 1185 hydrants required to be tested each month to ensure each hydrant is tested once per year. Weather plays a significant factor in when the tests occur.			Year: 2026
Month	**100 or Greater**	**85 to 99**	**Less than 85**	**Notes**
January	0	0	1	
February	0	0	62	
March	112	0	0	
April	0	0	73	
May	0	86	0	
June	152	0	0	
July	0	92	0	
August	0	0	66	
September	167	0	0	
October	0	0	14	Replaced 6 Hydrants
November				
December				
Total				

Number of Water Valves Exercised	This metric measures the number of 2048 water valves exercised each month to ensure every valve is exercised at least once per year. This keeps valves in better operating condition when needed to isolate a section of the water main due to a break.			Year: 2026
Month	**200 or Greater**	**150 to 200**	**Less than 150**	**Notes**
January	0	0	0	
February	0	0	115	
March	358	0	0	
April	0	161	0	
May	0	0	0	
June	0	0	67	
July	0	0	33	
August	0	0	96	
September	237	0	0	
October	0	0	4	
November				
December				
Total				

Wastewater Department

Number of Passing NPEDS Tests per month	This metric measures the monthly WWTP lab testing to ensure compliance with the City's National Pollution Discharge System (NPDES) Permit to ensure public safety and environmental health. 8 tests are conducted each month.			Year: 2026
Month	**8**	**7**	**Less than 7**	**Notes**
January	8	0	0	
February	8	0	0	
March	8	0	0	
April	8	0	0	
May	8	0	0	
June	8	0	0	
July	8	0	0	
August	8	0	0	
September	8	0	0	
October	8	0	0	
November				
December				
Total				

Percentage of weekly wastewater lift station inspections completed	This metric measures the daily inspection of 11 lift stations that transfer wastewater to the wastewater treatment plant. Maintenance includes removing grease buildup, cleaning, and testing the float systems at each location.			Year: 2026
Month	**100%**	**90 to 99%**	**Less than 90%**	**Notes**
January	55	0	0	
February	55	0	0	
March	55	0	0	
April	30	20	5	
May	55	0	0	
June	35	25	0	
July	32	23	0	
August	30	25	0	
September	55	0	0	
October	30	20	5	
November				
December				
Total				

Number of Days to Complete a Scheduled Preventive Maintenance Action	This metric measures the number of days to complete a scheduled Preventive Maintenance Action. The Performance Goal is that 95% are completed on the same day as scheduled with 99% completed within 4 days.			Year: 2026
Month	**Same Day**	**2-4 Days**	**More than 5 Days**	**Notes**
January	248	0	0	
February	248	0	0	
March	240	8	0	
April	248	0	0	
May	240	8	0	
June	238	10	0	
July	235	13	0	
August	248	0	0	
September	248	0	0	
October	248	0	0	
November				
December				
Total				

SCADA Alert Function Test – Wastewater Acknowledgment Times	This metric measures response times to alarms (text messages, emails, and phone calls) sent to supervisors and on-call employees if a problem is detected at one of the WWTP's lift stations.			Year: 2026
Month	**5 Minutes or Less**	**5 to 10 Minutes**	**More than 10 Minutes**	**Notes**
January	8	4	0	
February	8	0	0	
March	8	0	0	
April	8	0	0	
May	12	0	0	
June	12	0	0	
July	15	0	0	
August	12	0	0	
September	0	8	0	
October	7	0	0	
November				
December				
Total				

Response Time on Sewer Line Maintenance Calls	This metric measures response times to respond to issues regarding a customer's sewer that is not draining properly.			Year: 2026
Month	**1 Hour or less**	**1 to 4 Hours**	**More than 4 Hours**	**Notes**
January	5	0	0	
February	9	0	0	6 customer calls
March	4	0	0	4 customer calls
April	4	0	0	
May	5	0	0	5 customer calls
June	8	2	0	10 customer calls
July	12	3	0	15 customer calls
August	6	0	0	6 customer calls
September	4	0	0	4 customer calls
October	8	2	0	8 customer calls
November				
December				
Total				

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 13, 2026
RE: Airport October 2026 Report

ISSUE:
Presentation of the October 2026 report from the Garden City Regional Airport.

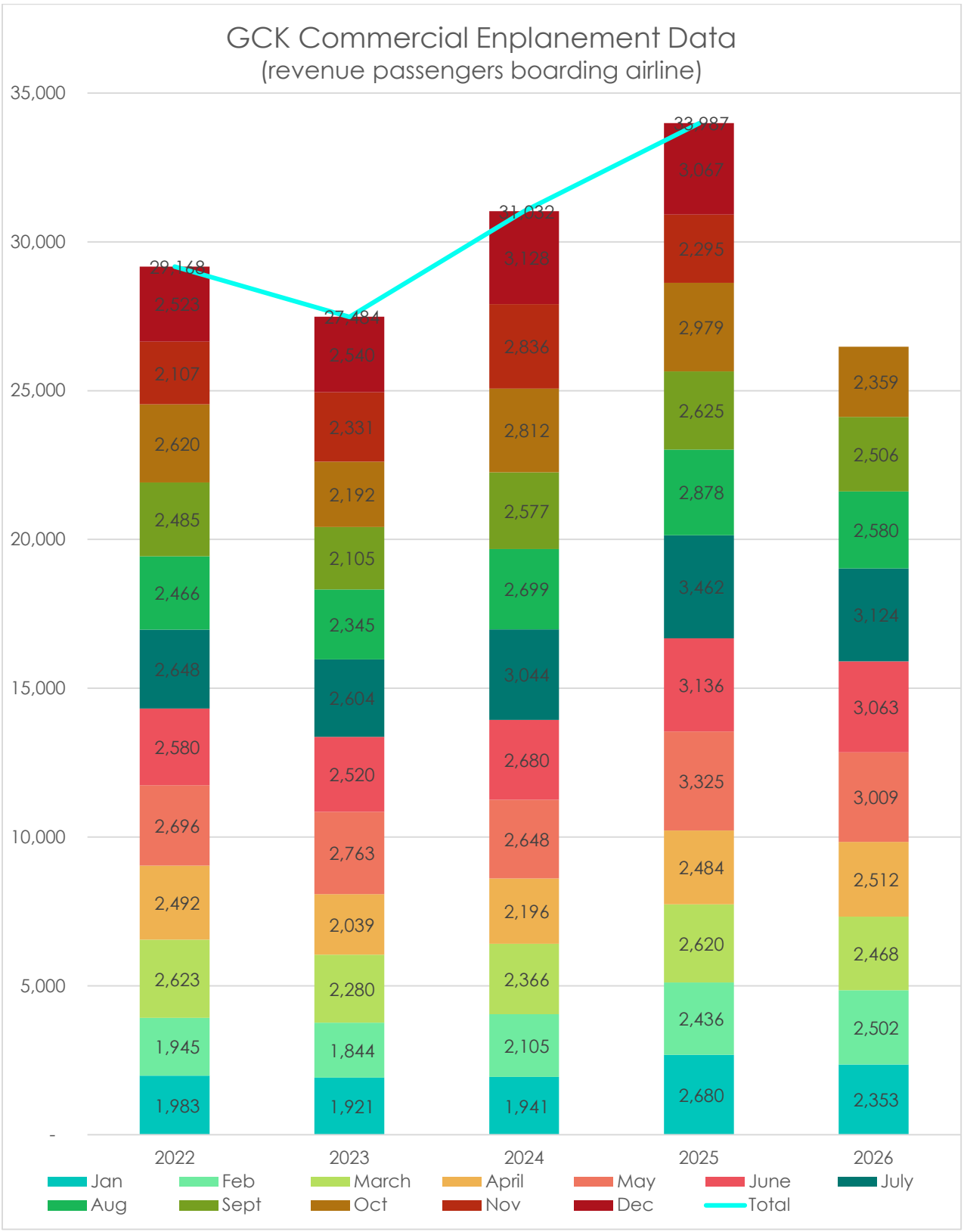
BACKGROUND:
Attached is the Garden City Regional Airport report for October 2026.

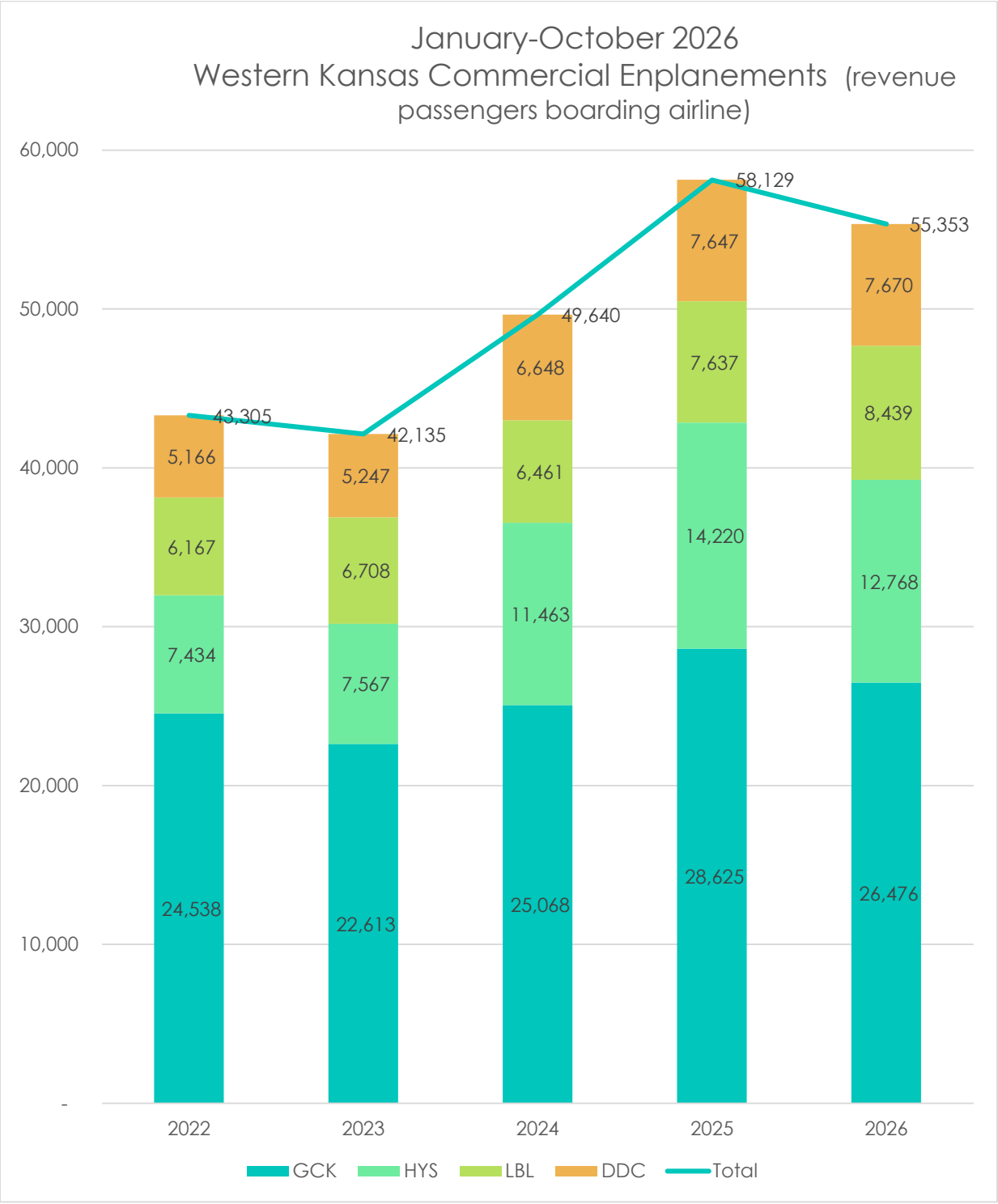
ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

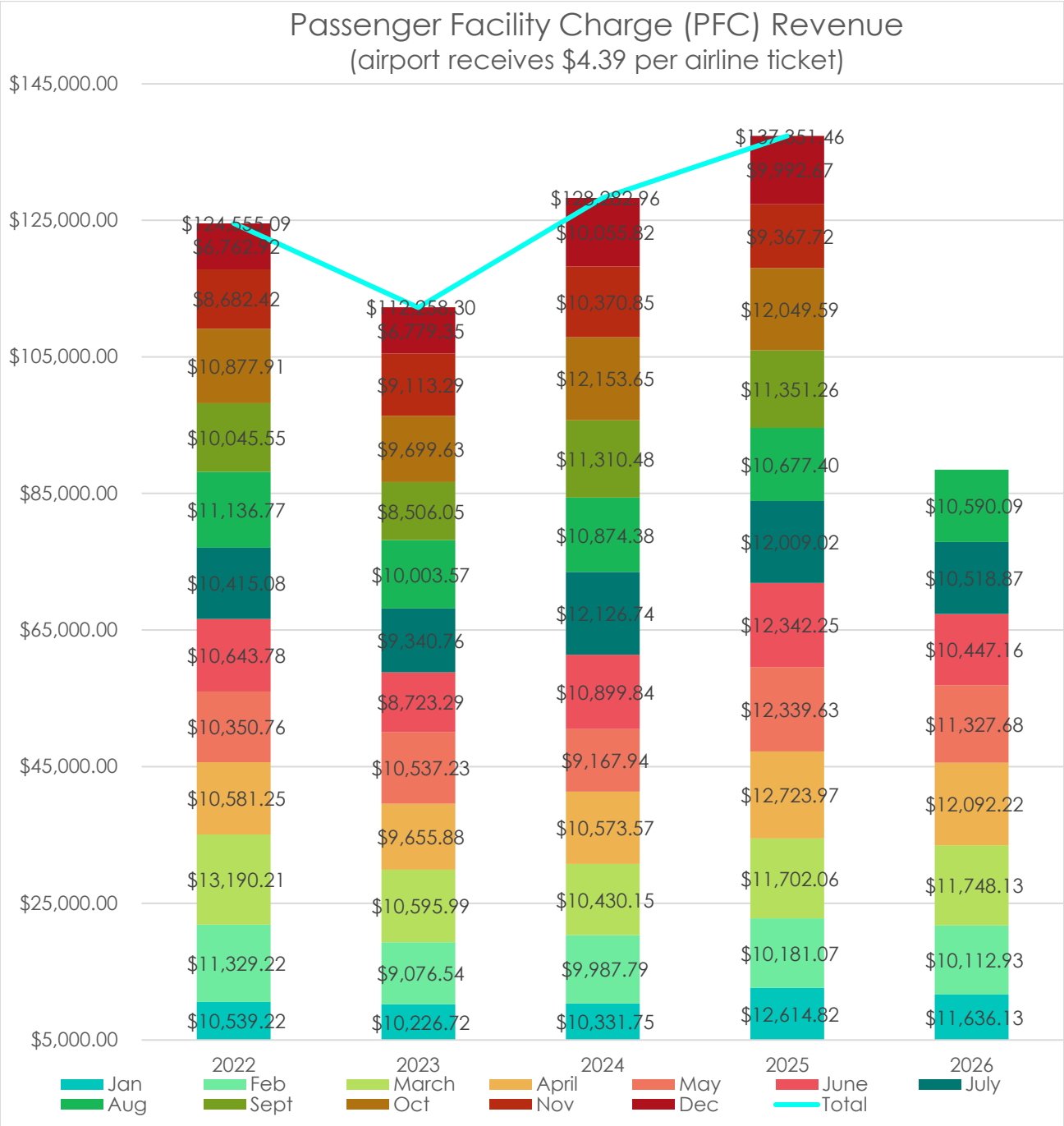
ATTACHMENTS:
Airport October 2026 Monthly Reports


GCK Commercial Enplanement Data
(revenue passengers boarding airline)
35,000
30,000
25,000
20,000
15,000
10,000
5,000
-
2022
2023
2024
2025
2026
Jan
Feb
March
April
May
June
July
Aug
Sept
Oct
Nov
Dec
Total

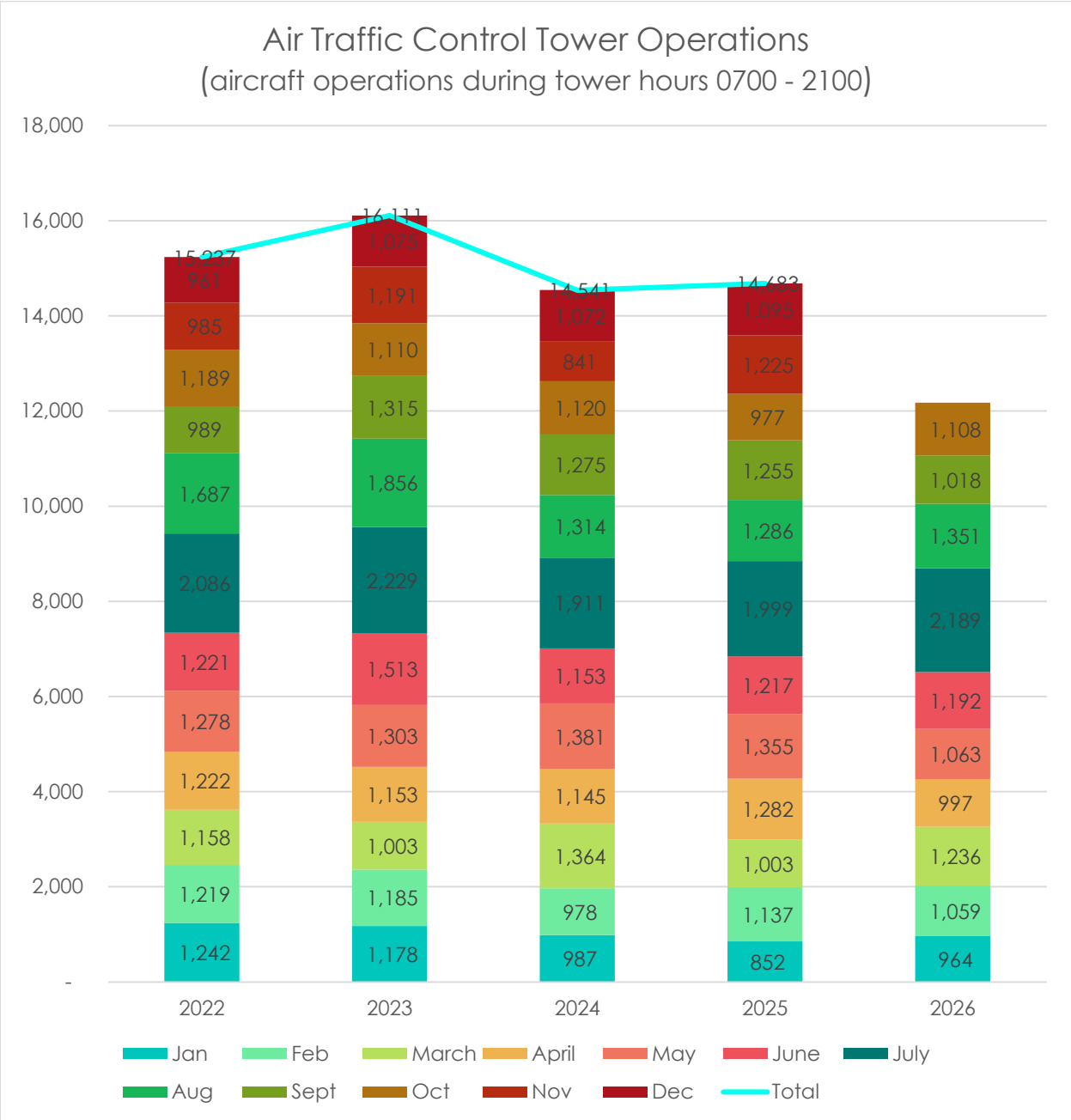

January-October 2026
Western Kansas Commercial Enplanements (revenue passengers boarding airline)
60,000
50,000
40,000
30,000
20,000
10,000
-
2022
2023
2024
2025
2026
43,305
42,135
49,640
58,129
55,353
5,166
6,167
7,434
24,538
5,247
6,708
7,567
22,613
6,648
6,461
11,463
25,068
7,647
7,637
14,220
28,625
7,670
8,439
12,768
26,476
GCK
HYS
LBL
DDC
Total

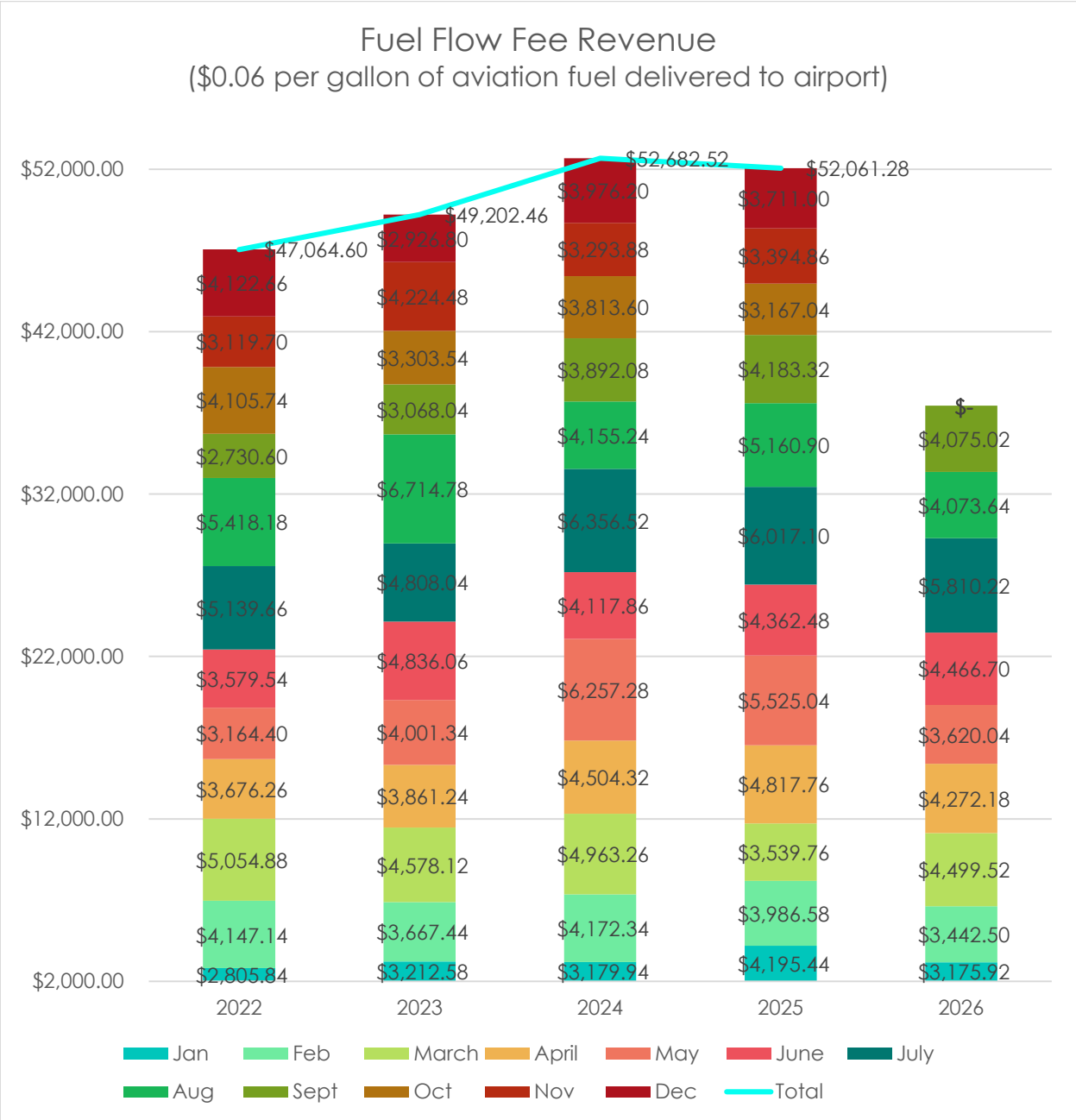
GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS



*Report is delayed as the airline collects the PFC and sends it to the airport.


Air Traffic Control Tower Operations
(aircraft operations during tower hours 0700 - 2100)
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
2022
2023
2024
2025
2026
Jan
Feb
March
April
May
June
July
Aug
Sept
Oct
Nov
Dec
Total


Fuel Flow Fee Revenue
($0.06 per gallon of aviation fuel delivered to airport)
$52,000.00
$42,000.00
$32,000.00
$22,000.00
$12,000.00
$2,000.00
$47,064.60
$49,202.46
$52,682.52
$52,061.28
2022
2023
2024
2025
2026
Jan
Feb
March
April
May
June
July
Aug
Sept
Oct
Nov
Dec
Total

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Kristi Newland, Zoo Director
DATE: November 17, 2026
RE: Zoo monthly report October 2026

ISSUE:
Presentation of the October 2026 monthly staff report from Lee Richardson Zoo

BACKGROUND:
Attached is the October 2026 monthly staff report from Lee Richardson Zoo

ALTERNATIVES:
None

RECOMMENDATION:
None

FISCAL NOTE:
None

ATTACHMENTS:
Zoo Current Monthly report

CITY OF GARDEN CITY
ZOO DEPARTMENT
OCTOBER 2026 MONTHLY REPORT

ANIMAL CARE, HEALTH AND NUTRITION

ACCESSIONS:

Births/Hatchings

0.1	Addax	Calf born per SSP breeding recommendation

Transfers In

0.1	Blue-faced honeyeater	Transferred from Sedgwick County Zoo per SSP recommendation

DEACCESSIONS:

Deaths

1.0	Trumpeter swan	Suspected Aspergillus fungal infection

Transfers Out

None

OPERATIONS:

Non-winter hardy birds were moved from the mews, Aviary Flight and Ground Bird habitats to temperature-controlled, off-exhibit holding areas. The monthly All-Keeper meeting focused on enrichment and conservation, during which staff carved pumpkins for animal enrichment using AZA SAFE species stencils. Dr. Trumble led an All-Keeper meeting on medication compliance and treatment sheets. Class 1 Keepers met to discuss ideas from shadowing 2-lock, 2-key protocols at other facilities. New Seasonal Keeper Aide started. Collaborating on upcoming animal transports with Ralph Mitchell Zoo, Rolling Hills Zoo, Busch Gardens Tampa, Buffalo Zoo, Cleveland Metroparks Zoo, Pueblo Zoo, Como Park Zoo, Utah Hogle Zoo, Zoo Miami, Detroit Zoo, and Potter Park Zoo.

Physicals/procedures for:

Ongoing check-ups and treatments for 1.0 Chilean Flamingo, 0.1 Eurasian Collared Dove, 0.1 Hooded Crane, 1.1 Karakul Sheep, and 1.0 Ruddy Duck. 1.1 Black Rhino blood collection and phlebotomies. 0.1 Cougar vaccines. Beak trim for 0.1 Screech Owl. Neonate exam on 0.1 Addax. Pre-shipment exam for 1.0 Addax. Routine exams for 1.1 Black & White Ruffed Lemurs and 4.0 Red-Ruffed lemurs.

ADMINISTRATION

Staff facilitated Leave a Legacy (1,200 participants), City's Walktober, and FOLRZ's Boo! at the Zoo (attendance estimated at 4,904). Staff participated in the fall KAZoo meeting at Topeka Zoo, pepper spray training by GCPD, a presentation on Emergency Action/Fire Prevention by KMU, and the City's third session on Onboarding Academy and Echelon Front training for 2026 hires. Proposed Capital Improvement Projects were turned in. Attendance for the first half of the year was ahead of last year. Third quarter attendance fell behind (weather-related). Emergency drill number 2 was completed (animal escape). Picture of the Month selected by the Zoo Advisory Board: giraffe picture by Keeper Peyton Schmidli.

CONSERVATION AWARENESS

Staff hosted a Discovery cart for the Monarch Migration Meet-up, which reached 108 people, and ECOMeet, a competition about conservation and native animals attended by high school students. Conservation Awareness Manager participated in a Trunk-or-Treat event attended by over 450 people. The Zoo's post about Boo at the Zoo received 17,021 views on Facebook. The Facebook video of Dylan, the desert bighorn sheep, training received 14,462 views.

MAINTENANCE

Work continued on the leopard habitat, which is nearly complete, along with finishing work on the old Takin habitat. Staff completed a variety of work requests, including heater, fence, padlock, and doorknob repairs; and serviced and repaired mowers experiencing various issues. The team also prepared for the Boo! at the Zoo event and began weekly cleanup of bean pods and leaves in areas around the Zoo where they accumulate.

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: November 17, 2026
RE: Monthly Financial Report from Service and Finance

ISSUE:
Presentation of October 2026 Monthly Financial Reports from Service and Finance

BACKGROUND:

ALTERNATIVES:

RECOMMENDATION:

FISCAL NOTE:

ATTACHMENTS:
Monthly Financial Report - October 2026
YTD Budget Report - October 2026

City of Garden City, Kansas – Cash Balance Report
For the Month Ended October 31, 2026

(unaudited -- Intended for Management Purposes Only)

Fund #	Fund Name	Beginning Unencumbered Cash	Receipts & Transfers	Expenditures & Transfers	Treasurer Cash Balance	Payables & Encumbrances	Ending Unencumbered Cash
General Fund							
100	General	$11,049,331	$34,326,958	$31,883,683	$13,492,606	$36,970	$13,455,637
Total General Fund		**$11,049,331**	**$34,326,958**	**$31,883,683**	**$13,492,606**	**$36,970**	**$13,455,637**
Debt Service Funds							
201	Bond and Interest	$351,641	$3,074,722	$3,165,166	$261,197	$0	$261,197
202	TIF	$2,963,189	$5,789,327	$5,429,504	$3,323,011	$0	$3,323,011
Total Debt Service Funds		**$3,314,829**	**$8,864,049**	**$8,594,670**	**$3,584,208**	**$0**	**$3,584,208**
Special Revenue Funds							
301	Community Trust Reserve	$2,280,933	$44,169	$0	$2,325,101	$0	$2,325,101
302	Capital Improvement Reserve	$3,112,227	$71,261	$593,879	$2,589,609	$0	$2,589,609
303	Special Trafficway	$1,331,229	$1,289,198	$1,064,691	$1,555,736	$38,024	$1,517,713
304	Special Improvements	$31,686	$6,308	$4,276	$33,717	$0	$33,717
305	Cemetery Endowment	$132,665	$19,295	$0	$151,960	$0	$151,960
306	Special Recreation and Parks	$290,312	$116,438	$105,183	$301,567	$0	$301,567
307	Specal Alcohol & Drug Abuse	$221,542	$117,443	$113,033	$225,952	$0	$225,952
308	Finnup Trust	$454,452	$126,500	$45,440	$535,512	$0	$535,512
309	Risk Management	$181,033	$93,934	$14,875	$260,092	$0	$260,092
310	Drug Enforcement	$85,572	$34,829	$7,808	$112,593	$0	$112,593
311	DEA Forfeiture	$3,392	$98	$0	$3,490	$0	$3,490
312	Community Development Loan	$20,752	$0	$0	$20,752	$0	$20,752
314	Economic Development Loan	$1,750	$0	$0	$1,750	$0	$1,750
315	Enhanced Wireless 911	$67,962	$213,557	$244,883	$36,636	$0	$36,636
317	HIDTA Grant	$135,831	$105,712	$1,250	$240,293	$0	$240,293
318	Housing	$185,592	$0	$0	$185,592	$0	$185,592
319	Project Development	$196,692	$1,811	$1,496	$197,006	$30,148	$166,859
320	Project Safe Neighborhood	$55,626	$38,937	$1,704	$92,860	$0	$92,860
321	Opioid Settlements	$143,599	$32,467	$0	$176,066	$0	$176,066
Total Special Revenue Funds		**$8,932,847**	**$2,311,956**	**$2,198,517**	**$9,046,287**	**$68,171**	**$8,978,115**
Capital Projects Funds							
401	Capital Improvement Plan	$1,192,921	$29,518	$431,042	$791,398	$100,000	$691,398
402	Capital Projects	$10,076,489	$3,004,202	$9,181,078	$3,899,613	$0	$3,899,613
403	.30 Sales Tax Projects	$4,405,460	$3,038,309	$2,023,681	$5,420,088	$0	$5,420,088
404	.15 Sales Tax Projects	$352,761	$1,266,408	$975,313	$643,856	$0	$643,856
Total Capital Projects Funds		**$16,027,632**	**$7,338,437**	**$12,611,113**	**$10,754,955**	**$100,000**	**$10,654,955**
Enterprise Funds							
Electric Utility							
501	Electric	$683,342	$43,724,658	$34,785,786	$9,622,213	$1,094,587	$8,527,626
502	Electric Capital Reserve	$5,152,850	$0	$0	$5,152,850	$0	$5,152,850
503	Utilities Security Deposits	$350,200	$116,055	$596	$465,659	$0	$465,659
Total Electric Utility		**$6,186,392**	**$43,840,713**	**$34,786,382**	**$15,240,722**	**$1,094,587**	**$14,146,135**
Water & Sewer Utility							
521	Water and Sewage	$8,291,763	$11,598,521	$10,852,246	$9,038,038	$334,303	$8,703,735
522	Sewage Repair and Replacement	$1,122,301	$136,451	$0	$1,258,752	$0	$1,258,752
523	Water and Sewage Reserve	$2,911,765	$430,595	$0	$3,342,359	$0	$3,342,359
525	Water Reuse	$341,352	$539,430	$484,382	$396,399	$0	$396,399
Total Water & Sewer Utility		**$12,667,180**	**$12,704,996**	**$11,336,628**	**$14,035,548**	**$334,303**	**$13,701,245**
Drainage Utility							
541	Drainage	$1,100,777	$400,467	$209,206	$1,292,038	$0	$1,292,038
Total Drainage Utility		**$1,100,777**	**$400,467**	**$209,206**	**$1,292,038**	**$0**	**$1,292,038**
Solid Waste Utility							
551	Solid Waste	$1,584,225	$4,271,538	$5,088,990	$766,773	$13,611	$753,162
Total Solid Waste Utility		**$1,584,225**	**$4,271,538**	**$5,088,990**	**$766,773**	**$13,611**	**$753,162**
Airport							
561	Airport	$1,470,413	$2,164,553	$2,275,745	$1,359,221	$0	$1,359,221
562	Airport Improvement	$263,185	$305,554	$116,875	$451,865	$0	$451,865
563	Airport Terminal Project	$2,536,964	$0	$476,522	$2,060,441	$0	$2,060,441
Total Airport		**$4,270,562**	**$2,470,107**	**$2,869,142**	**$3,871,527**	**$0**	**$3,871,527**
Recreation Area							
Golf Course							
581	Golf Course	$176,493	$1,405,944	$1,169,128	$413,308	$0	$413,308
582	Golf Course Improvement	$80,782	$55,460	$60,638	$75,604	$0	$75,604
Total Golf Course		**$257,275**	**$1,461,404**	**$1,229,766**	**$488,912**	**$0**	**$488,912**
Recreation							
584	Rec Reserve	$435,095	$25,000	$0	$460,095	$0	$460,095
Total Recreation Commission		**$435,095**	**$25,000**	**$0**	**$460,095**	**$0**	**$460,095**
Internal Service Funds							
601	Health Insurance	$1,190,584	$4,417,502	$5,151,699	$456,388	$0	$456,388
602	Health Insurance Reserve	$1,345,847	$0	$250,000	$1,095,847	$0	$1,095,847
611	Workers Compensation	$335,387	$530,000	$468,906	$396,481	$0	$396,481
612	Workers Compensation Reserve	$771,045	$3,516	$0	$774,561	$0	$774,561
Total Internal Service Funds		**$3,642,863**	**$4,951,018**	**$5,870,605**	**$2,723,276**	**$0**	**$2,723,276**
Total All Funds		**$69,469,008**	**$122,966,643**	**$116,678,703**	**$75,756,948**	**$1,647,642**	**$74,109,306**

General Fund Revenues - By Department

#	Account Description	Budget	YTD Actual	Available Budget	% Received
11	Administration	$37,204,650	$31,922,149	$5,282,501	86%
21	Police	$543,000	$694,179	($151,179)	127.8%
24	Fire	$180,000	$218,440	($38,440)	121%
31	Parks	$158,500	$212,448	($53,948)	134%
33	Zoo	$33,300	$29,852	$3,448	90%
35	Recreation	$1,485,500	$1,242,065	$243,435	84%
Revenue Total		**$39,604,950**	**$34,319,132**	**$5,285,818**	**87%**

General Fund Revenues - By Character Code

#	Account Description	Budget	YTD Actual	Available Budget	% Received
11	Property Tax	$8,162,700	$8,032,986	$129,714	98%
12	Sales Tax	$14,000,000	$11,681,800	$2,318,200	83%
13	Use Tax	$2,200,000	$1,963,867	$236,133	89%
15	Franchise Tax	$820,000	$817,034	$2,966	100%
16	Other Taxes	$300,500	$261,559	$38,941	87%
17	Fees	$2,459,500	$2,211,852	$247,648	90%
18	Sales	$278,000	$229,938	$48,062	83%
19	Licenses & Permits	$574,350	$1,128,733	($554,383)	197%
20	Use of $/Property	$1,260,000	$1,117,225	$142,775	89%
22	Miscellaneous	$17,500	$112,649	($95,149)	644%
24	Reimbursement	$897,000	$1,068,505	($171,505)	119%
40	Transfers In	$8,640,400	$5,700,810	$2,939,590	66%
Revenue Total		**$39,609,950**	**$34,326,958**	**$5,282,992**	**87%**

General Fund Expenses - By Department

For the Month Ended September 30, 2026

#	Account Description	Budget	YTD Actual	Encumbrances	Available Budget	% Used
10011111	Commission	$161,650	$99,205	$0	$62,445	61%
10011112	City Manager	$1,008,900	$842,754	$0	$166,146	84%
10011113	Service & Finance	$1,203,400	$963,793	$0	$239,607	80%
10011114	Legal Services	$377,050	$244,594	$0	$132,456	65%
10011115	Municipal Court	$713,650	$533,946	$0	$179,704	75%
10011116	Human Resources	$588,750	$445,756	$0	$142,994	76%
10011117	Information Technology	$1,031,390	$852,848	$0	$178,542	83%
10011118	City Prosecution	$240,000	$202,035	$0	$37,966	84%
10011119	Communications	$347,600	$307,187	$0	$40,413	88%
10011120	Neighborhood & Development	$1,814,150	$1,441,159	$0	$372,991	79%
10021101	Police	$14,377,849	$10,033,739	$0	$4,344,110	70%
10024101	Fire	$7,159,120	$5,660,853	$0	$1,498,267	79%
10031311	Parks	$2,778,520	$1,922,895	$36,970	$818,655	71%
10033101	Zoo	$3,557,395	$2,625,276	$0	$932,119	74%
10035102	Recreation	$3,208,320	$2,480,925	$0	$727,395	77%
10041411	Street	$2,846,173	$2,242,372	$0	$603,801	79%
10077171	Capital Improvement	$1,175,700	$984,345	$0	$191,355	84%
Expense Total		**$42,589,617**	**$31,883,681**	**$36,970**	**$10,668,967**	**75%**

Enterprise Fund Revenues - By Department

#	Account Description	Budget	YTD Actual	Available Budget	% Received
501	Electric	$44,585,650	$43,724,658	$860,992	98%
521	Water & Sewer	$13,459,750	$11,598,521	$1,861,229	86%
541	Drainage	$457,000	$400,467	$56,533	88%
551	Solid Waste	$5,163,900	$4,271,538	$892,362	83%
561	Airport	$2,220,500	$2,164,553	$55,947	97%
581	Golf	$1,394,500	$1,405,944	($11,444)	101%
Revenue Total		**$67,281,300**	**$63,565,681**	**$3,715,619**	**94%**

Enterprise Fund Expenses - By Department

#	Account Description	Budget	YTD Actual	Encumbrances	Available Budget	% Used
501	Electric	$44,258,700	$34,785,786	$1,094,587	$8,378,327	81%
521	Water & Sewer	$14,174,100	$10,852,246	$334,303	$2,987,551	79%
541	Drainage	$1,124,450	$209,206	$0	$915,244	19%
551	Solid Waste	$5,982,550	$5,088,990	$13,611	$879,948	85%
561	Airport	$3,022,450	$2,275,745	$0	$746,705	75%
581	Golf	$1,440,050	$1,169,128	$0	$270,922	81%
Expense Total		**$70,002,300**	**$54,381,102**	**$1,442,501**	**$14,178,697**	**80%**

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011100 ADMIN REVENUE								
10011100 3022	CONNECTING LINKS	-125,000	-125,000	-124,539.99	-31,390.90	.00	-460.01	99.6%*
10011100 3026	LIQUOR CONSUMPTION T	-145,000	-145,000	-112,511.24	.00	.00	-32,488.76	77.6%*
10011100 3040	AD VALOREM TAX	-7,489,772	-7,350,000	-7,268,539.83	.00	.00	-81,460.17	98.9%*
10011100 3041	AD VALOREM BACK TAX	-125,000	-125,000	-83,771.52	.00	.00	-41,228.48	67.0%*
10011100 3042	MOTOR VEHICLE TAX	-693,805	-650,000	-644,101.60	.00	.00	-5,898.40	99.1%*
10011100 3043	RECREATIONAL VEHICLE	-7,841	-6,500	-4,831.49	.00	.00	-1,668.51	74.3%*
10011100 3044	HEAVY DUTY VEHICLE T	-1,535	-1,200	-1,969.60	.00	.00	769.60	164.1%
10011100 3045	COMMERCIAL VEHICLE T	-32,474	-30,000	-29,772.37	.00	.00	-227.63	99.2%*
10011100 3051	CITY SALES TAX	-8,600,000	-8,700,000	-7,243,810.40	-685,858.04	.00	-1,456,189.60	83.3%*
10011100 3053	COUNTY SALES TAX	-5,200,000	-5,300,000	-4,437,989.69	-425,083.10	.00	-862,010.31	83.7%*
10011100 3057	CONSUMER USE TAX	-2,100,000	-2,200,000	-1,963,867.18	-183,714.45	.00	-236,132.82	89.3%*
10011100 3095	CATV FRANCHISE	-120,000	-130,000	-132,406.09	.00	.00	2,406.09	101.9%
10011100 3096	GAS UTILITY FRANCHIS	-675,000	-675,000	-669,225.91	-90,587.54	.00	-5,774.09	99.1%*
10011100 3097	TELEPHONE FRANCHISE	-9,000	-9,000	-8,212.18	-562.68	.00	-787.82	91.2%*
10011100 3098	TELECOM FRANCHISE	-6,000	-6,000	-7,190.14	-1,802.19	.00	1,190.14	119.8%
10011100 3160	IDENTIFIED LONG/SHOR	0	0	-392.00	-150.00	.00	392.00	100.0%
10011100 3161	UNIDENTIFIED LONG/SH	0	0	-3,651.78	-1,255.00	.00	3,651.78	100.0%
10011100 3407	FEES-PLAT FILING	-2,000	-2,000	-3,535.00	-155.00	.00	1,535.00	176.8%
10011100 3408	FEES-REZONING	-4,200	-4,200	-1,750.00	.00	.00	-2,450.00	41.7%*
10011100 3410	FEES-WAIVER FILING	-4,000	-4,000	-4,255.00	-325.00	.00	255.00	106.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011100 3411	FEES-COUNTY SEPTIC	0	0	-4,250.00	-500.00	.00	4,250.00	100.0%
10011100 3413	FINES-MUNICIPAL COUR	-750,000	-850,000	-740,642.33	-74,856.58	.00	-109,357.67	87.1%*
10011100 3414	FEES-STATE JUDGE	0	0	-740.07	200.93	.00	740.07	100.0%
10011100 3415	FEES-STATE LAW ENFOR	0	0	-16,330.25	4,516.75	.00	16,330.25	100.0%
10011100 3416	FEES-REINSTATEMENT	0	0	-417.09	100.00	.00	417.09	100.0%
10011100 3417	FEES-RESTITUTION	0	0	-12,414.26	8,466.57	.00	12,414.26	100.0%
10011100 3418	LEGAL COPIES	-500	-500	-995.74	-35.00	.00	495.74	199.1%
10011100 3419	PROBATION SCREENING	-500	-500	-5.00	.00	.00	-495.00	1.0%*
10011100 3420	FEES-CRIME STOPPER I	0	0	-5,050.00	1,187.00	.00	5,050.00	100.0%
10011100 3421	FEES-CRIME STOPPER M	0	0	-4,079.62	-256.00	.00	4,079.62	100.0%
10011100 3422	FEES-FAMILY CRISIS	0	0	-1,475.00	-50.00	.00	1,475.00	100.0%
10011100 3471	LICENSE-AMUSEMENT	-100	-100	-1,000.00	.00	.00	900.00	1000.0%
10011100 3472	LICENSE-ARBORIST	-500	-500	-285.00	-50.00	.00	-215.00	57.0%*
10011100 3473	LICENSE-CEREAL MALT	-4,500	-4,500	-1,000.00	-250.00	.00	-3,500.00	22.2%*
10011100 3474	LICENSE-CONTRACTOR	-55,000	-55,000	-54,460.00	-7,775.00	.00	-540.00	99.0%*
10011100 3475	ZONING COMPLIANCE	-1,500	-1,500	-2,200.00	-100.00	.00	700.00	146.7%
10011100 3476	LICENSE-ELECTRICIAN	-7,000	-7,000	-4,250.00	-1,200.00	.00	-2,750.00	60.7%*
10011100 3478	LICENSE-ITINERANT ME	-10,500	-10,500	-15,100.00	-600.00	.00	4,600.00	143.8%
10011100 3479	LICENSE-LIQUOR	-10,000	-10,000	-6,300.00	-1,500.00	.00	-3,700.00	63.0%*
10011100 3480	LICENSE-MECHANICAL	-4,000	-4,000	-1,700.00	-450.00	.00	-2,300.00	42.5%*
10011100 3482	LICENSE-PAWN SHOP	-100	-100	-75.00	.00	.00	-25.00	75.0%*
10011100 3483	LICENSE-PLUMBER	-3,000	-3,000	-1,750.00	-150.00	.00	-1,250.00	58.3%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011100 3485	LICENSE-TAXI	-150	-150	-90.00	.00	.00	-60.00	60.0%*
10011100 3501	PERMITS-BUILDING	-425,000	-425,000	-981,100.39	-328,525.50	.00	556,100.39	230.8%
10011100 3503	PERMITS-ELECTRIC	-10,000	-10,000	-8,943.50	-1,005.50	.00	-1,056.50	89.4%*
10011100 3504	PERMITS-EXCAVATION	-3,000	-3,000	-3,380.00	-625.00	.00	380.00	112.7%
10011100 3505	PERMITS-GAS	-2,000	-2,000	-2,169.00	-184.00	.00	169.00	108.5%
10011100 3508	PERMITS-MECHANICAL	-25,000	-20,000	-20,693.00	-3,043.00	.00	693.00	103.5%
10011100 3509	PERMITS-PLUMBING	-10,000	-10,000	-15,494.00	-1,695.50	.00	5,494.00	154.9%
10011100 3511	PERMITS-TV & SIGN	-6,000	-6,000	-6,880.00	-1,700.00	.00	880.00	114.7%
10011100 3531	INTEREST INCOME	-1,200,000	-1,200,000	-1,042,109.37	-48,770.70	.00	-157,890.63	86.8%*
10011100 3552	RENTAL-CITY FACILITI	-35,000	-35,000	-55,942.53	-15,635.25	.00	20,942.53	159.8%
10011100 3553	RENTAL-DEPOT	-10,000	-10,000	-2,900.77	-933.59	.00	-7,099.23	29.0%*
10011100 3561	ROYALTIES-GAS WELLS	-15,000	-15,000	-16,271.92	-402.38	.00	1,271.92	108.5%
10011100 3562	SALE OF PROPERTY-AUC	-20,000	-20,000	-32,184.45	.00	.00	12,184.45	160.9%
10011100 3633	REPAYMENT-ENGINEERIN	-10,000	-10,000	.00	.00	.00	-10,000.00	.0%*
10011100 3639	REPAYMENT-COUNTY	-240,000	-240,000	-247,917.70	.00	.00	7,917.70	103.3%
10011100 3640	REPAYMENT-HOLCOMB	-42,000	-42,000	-42,000.00	.00	.00	.00	100.0%
10011100 3642	REPAYMENT-ANIMAL SHE	-94,000	-94,000	-95,508.72	.00	.00	1,508.72	101.6%
10011100 3651	THIRD FIRE STATION C	0	0	-6,458.98	-1,231.50	.00	6,458.98	100.0%
10011100 3701	FUEL TAX REFUND	-2,000	-2,000	-4,331.38	.00	.00	2,331.38	216.6%
10011100 3802	MISCELLANEOUS-ADMINI	-3,500	-10,000	-16,121.24	-2,359.16	.00	6,121.24	161.2%
10011100 4012	TRANSFER-ADMIN OVERH	-4,036,100	-4,036,100	-3,363,420.00	-336,342.00	.00	-672,680.00	83.3%*
10011100 4013	TRANSFER-UTILITY FRA	-2,877,900	-2,806,000	-2,337,390.00	-234,307.00	.00	-468,610.00	83.3%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011100 4032	TRANSFER - OTHER FUN	-200,000	-200,000	.00	.00	.00	-200,000.00	.0%*
10011100 4033	TRANSFER - .30 SALES	-1,598,300	-1,598,300	.00	.00	.00	-1,598,300.00	.0%*
TOTAL ADMIN REVENUE		-37,052,777	-37,204,650	-31,922,149.32	-2,470,945.31	.00	-5,282,500.68	85.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011111 ADMIN COMMISSION								
10011111 5100	SALARIES	35,350	35,200	29,843.09	4,007.97	.00	5,356.91	84.8%
10011111 5111	HEALTH INSURANCE	54,000	54,000	9,786.91	1,229.61	.00	44,213.09	18.1%
10011111 5113	KPERS-CITY SHARE	3,650	3,650	2,311.90	306.60	.00	1,338.10	63.3%
10011111 5114	SOCIAL SECURITY-CITY	2,650	2,650	1,984.76	267.82	.00	665.24	74.9%
10011111 5115	UNEMPLOYMENT COMPENS	100	100	29.73	3.99	.00	70.27	29.7%
10011111 5116	WORKERS COMPENSATION	6,250	6,250	6,250.00	.00	.00	.00	100.0%
10011111 5419	LEGAL PUBLICATION	19,900	10,000	7,274.00	.00	.00	2,726.00	72.7%
10011111 5441	MAINTENANCE CONTRACT	28,850	25,500	25,039.19	.00	.00	460.81	98.2%
10011111 5561	TRAINING-EDUCATION	7,950	8,850	8,873.80	.00	.00	-23.80	100.3%*
10011111 5571	TRAVEL EXPENSE	8,950	8,950	4,100.36	26.14	.00	4,849.64	45.8%
10011111 5711	MEETINGS, MEALS EXPE	4,000	3,000	2,462.48	.00	.00	537.52	82.1%
10011111 5811	SUPPLIES-OFFICE	2,000	2,000	879.16	.00	.00	1,120.84	44.0%
10011111 6511	NEW EQUIPMENT-OFFICE	1,500	1,500	369.38	.00	.00	1,130.62	24.6%
TOTAL ADMIN COMMISSION		175,150	161,650	99,204.76	5,842.13	.00	62,445.24	61.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011112 ADMIN CITY MANAGER								
10011112 5100	SALARIES	662,950	542,800	464,514.38	61,998.90	.00	78,285.62	85.6%
10011112 5111	HEALTH INSURANCE	54,000	43,200	35,227.52	4,978.61	.00	7,972.48	81.5%
10011112 5113	KPERS-CITY SHARE	70,300	58,150	47,996.24	6,565.67	.00	10,153.76	82.5%
10011112 5114	SOCIAL SECURITY-CITY	50,700	41,550	31,747.23	3,338.11	.00	9,802.77	76.4%
10011112 5115	UNEMPLOYMENT COMPENS	700	550	464.53	62.00	.00	85.47	84.5%
10011112 5116	WORKERS COMPENSATION	6,250	5,000	6,250.00	.00	.00	-1,250.00	125.0%*
10011112 5206	ADVERTISING & HIRING	500	500	964.19	.00	.00	-464.19	192.8%*
10011112 5210	ADVISORY BOARD EXPEN	1,500	0	.00	.00	.00	.00	.0%
10011112 5215	ASSOCIATION DUES	48,700	33,500	31,374.12	.00	.00	2,125.88	93.7%
10011112 5219	COMMUNICATIONS-SURVE	9,950	0	.00	.00	.00	.00	.0%
10011112 5223	BANK & CREDIT CARD C	0	0	189.82	64.09	.00	-189.82	100.0%*
10011112 5274	CONTRACTED-CONTRACTO	21,850	24,000	14,380.00	.00	.00	9,620.00	59.9%
10011112 5401	INSURANCE-PROPERTY	42,650	32,900	32,900.00	.00	.00	.00	100.0%
10011112 5402	INSURANCE-VEHICLES	9,450	7,400	7,391.00	.00	.00	9.00	99.9%
10011112 5435	LICENSE RENEWAL	3,100	4,500	.00	.00	.00	4,500.00	.0%
10011112 5441	MAINTENANCE CONTRACT	44,750	21,000	15,971.89	200.00	.00	5,028.11	76.1%
10011112 5442	JANITORIAL SERVICE	33,800	33,800	22,455.00	.00	.00	11,345.00	66.4%
10011112 5471	REPAIR-BUILDINGS	9,950	9,950	6,268.65	.00	.00	3,681.35	63.0%
10011112 5474	REPAIR-EQUIPMENT	7,950	7,000	.00	.00	.00	7,000.00	.0%
10011112 5483	REPAIR-VEHICLE	1,500	1,500	373.85	.00	.00	1,126.15	24.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011112 5531	SUBSCRIPTIONS	4,000	39,150	38,184.44	.00	.00	965.56	97.5%
10011112 5561	TRAINING-EDUCATION	9,950	8,500	5,902.00	.00	.00	2,598.00	69.4%
10011112 5571	TRAVEL EXPENSE	24,850	24,850	17,230.22	.00	.00	7,619.78	69.3%
10011112 5576	TELEPHONE	1,600	2,300	1,727.80	.00	.00	572.20	75.1%
10011112 5586	UTILITIES-GAS	4,000	4,000	2,115.55	53.95	.00	1,884.45	52.9%
10011112 5615	PROPERTY TAXES	5,450	5,000	.00	.00	.00	5,000.00	.0%
10011112 5645	GAS-OIL-DIESEL	500	500	.00	.00	.00	500.00	.0%
10011112 5711	MEETINGS, MEALS EXPE	9,950	7,050	8,574.07	.00	.00	-1,524.07	121.6%*
10011112 5715	MISCELLANEOUS	8,950	8,000	3,740.61	-500.00	.00	4,259.39	46.8%
10011112 5811	SUPPLIES-OFFICE	2,500	3,650	4,551.35	.00	.00	-901.35	124.7%*
10011112 5814	SUPPLIES-CUSTODIAL	2,500	2,500	1,889.74	.00	.00	610.26	75.6%
10011112 5833	SUPPLIES - POSTAGE	24,850	31,150	9,763.90	10.26	.00	21,386.10	31.3%
10011112 6511	NEW EQUIPMENT-OFFICE	4,950	4,950	3,218.58	.00	.00	1,731.42	65.0%
10011112 6513	NEW EQUIPMENT-SOFTWA	0	0	23,500.00	.00	.00	-23,500.00	100.0%*
10011112 6514	NEW EQUIPMENT-VEHICL	0	0	3,887.47	409.34	.00	-3,887.47	100.0%*
TOTAL ADMIN CITY MANAGER		1,184,600	1,008,900	842,754.15	77,180.93	.00	166,145.85	83.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011113 ADMIN SERVICE AND FINANCE								
10011113 5100	SALARIES	964,500	822,900	674,967.33	89,317.15	.00	147,932.67	82.0%
10011113 5111	HEALTH INSURANCE	140,400	129,600	97,392.55	12,432.38	.00	32,207.45	75.1%
10011113 5113	KPERS-CITY SHARE	102,200	88,150	67,437.67	9,234.98	.00	20,712.33	76.5%
10011113 5114	SOCIAL SECURITY-CITY	73,850	62,950	48,176.23	6,364.88	.00	14,773.77	76.5%
10011113 5115	UNEMPLOYMENT COMPENS	1,000	900	675.08	89.33	.00	224.92	75.0%
10011113 5116	WORKERS COMPENSATION	16,250	15,000	16,250.00	.00	.00	-1,250.00	108.3%*
10011113 5206	ADVERTISING & HIRING	300	300	72.70	.00	.00	227.30	24.2%
10011113 5215	ASSOCIATION DUES	800	500	600.00	.00	.00	-100.00	120.0%*
10011113 5216	AUDIT EXPENSE	64,650	48,000	35,964.68	.00	.00	12,035.32	74.9%
10011113 5419	LEGAL PUBLICATION	1,000	500	.00	.00	.00	500.00	.0%
10011113 5435	LICENSE RENEWAL	500	0	.00	.00	.00	.00	.0%
10011113 5441	MAINTENANCE CONTRACT	69,600	3,500	3,087.82	496.00	.00	412.18	88.2%
10011113 5474	REPAIR-EQUIPMENT	1,000	1,200	.00	.00	.00	1,200.00	.0%
10011113 5531	SUBSCRIPTIONS	0	450	450.00	.00	.00	.00	100.0%
10011113 5561	TRAINING-EDUCATION	4,950	4,950	4,923.00	.00	.00	27.00	99.5%
10011113 5571	TRAVEL EXPENSE	4,950	4,950	2,597.18	.00	.00	2,352.82	52.5%
10011113 5576	TELEPHONE	800	800	454.59	-16.19	.00	345.41	56.8%
10011113 5711	MEETINGS, MEALS EXPE	300	300	280.94	.00	.00	19.06	93.6%
10011113 5715	MISCELLANEOUS	1,500	1,500	-499.00	-499.00	.00	1,999.00	-33.3%
10011113 5811	SUPPLIES-OFFICE	19,900	15,000	5,799.45	.00	.00	9,200.55	38.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011113 6511	NEW EQUIPMENT-OFFICE	4,950	1,950	5,163.14	.00	.00	-3,213.14	264.8%*
TOTAL ADMIN SERVICE AND FINANCE		1,473,400	1,203,400	963,793.36	117,419.53	.00	239,606.64	80.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011114 ADMIN LEGAL SERVICES								
10011114 5215	ASSOCIATION DUES	900	900	35.00	.00	.00	865.00	3.9%
10011114 5273	CONTRACT-SERVICES	313,200	375,000	243,567.06	54,400.00	.00	131,432.94	65.0%
10011114 5561	TRAINING-EDUCATION	250	600	919.00	.00	.00	-319.00	153.2%*
10011114 5571	TRAVEL EXPENSE	300	300	.00	.00	.00	300.00	.0%
10011114 5811	SUPPLIES-OFFICE	250	250	73.00	.00	.00	177.00	29.2%
TOTAL ADMIN LEGAL SERVICES		314,900	377,050	244,594.06	54,400.00	.00	132,455.94	64.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011115 ADMIN MUNICIPAL COURT								
10011115 5100	SALARIES	274,400	263,300	211,488.33	30,960.78	.00	51,811.67	80.3%
10011115 5111	HEALTH INSURANCE	64,800	64,800	38,154.21	4,986.10	.00	26,645.79	58.9%
10011115 5113	KPERS-CITY SHARE	29,100	28,200	21,185.46	3,016.03	.00	7,014.54	75.1%
10011115 5114	SOCIAL SECURITY-CITY	21,200	20,200	15,055.81	2,244.14	.00	5,144.19	74.5%
10011115 5115	UNEMPLOYMENT COMPENS	300	300	211.47	30.96	.00	88.53	70.5%
10011115 5116	WORKERS COMPENSATION	7,500	7,500	7,500.00	.00	.00	.00	100.0%
10011115 5206	ADVERTISING & HIRING	500	500	109.70	.00	.00	390.30	21.9%
10011115 5215	ASSOCIATION DUES	700	700	325.00	.00	.00	375.00	46.4%
10011115 5223	BANK & CREDIT CARD C	4,950	0	.00	.00	.00	.00	.0%
10011115 5270	CONTRACT SERVICES-JU	117,400	110,700	101,442.00	9,222.00	.00	9,258.00	91.6%
10011115 5271	CONTRACTED-PRO TEM J	3,000	3,000	4,820.00	600.00	.00	-1,820.00	160.7%*
10011115 5273	CONTRACT-SERVICES	2,500	3,000	2,940.00	.00	.00	60.00	98.0%
10011115 5415	INTERPRETOR FEES	2,300	3,000	886.49	.00	.00	2,113.51	29.5%
10011115 5417	WITNESS FEES	2,000	1,000	.00	.00	.00	1,000.00	.0%
10011115 5441	MAINTENANCE CONTRACT	64,650	57,000	52,421.12	294.68	.00	4,578.88	92.0%
10011115 5442	JANITORIAL SERVICE	11,950	11,950	9,053.96	970.00	.00	2,896.04	75.8%
10011115 5462	REFUND OVERPAYMENT	100	100	.00	.00	.00	100.00	.0%
10011115 5471	REPAIR-BUILDINGS	9,950	9,950	5,924.01	3,360.00	.00	4,025.99	59.5%
10011115 5474	REPAIR-EQUIPMENT	500	500	.00	.00	.00	500.00	.0%
10011115 5561	TRAINING-EDUCATION	1,000	1,500	448.04	.00	.00	1,051.96	29.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011115 5571	TRAVEL EXPENSE	4,000	5,000	2,085.47	.00	.00	2,914.53	41.7%
10011115 5576	TELEPHONE	500	0	.00	.00	.00	.00	.0%
10011115 5586	UTILITIES-GAS	9,950	9,950	4,967.68	56.06	.00	4,982.32	49.9%
10011115 5715	MISCELLANEOUS	1,500	1,500	835.79	.00	.00	664.21	55.7%
10011115 5721	LEGAL-COURT APPOINTE	109,350	100,000	52,295.00	7,535.00	.00	47,705.00	52.3%
10011115 5811	SUPPLIES-OFFICE	4,000	4,000	1,772.29	.00	.00	2,227.71	44.3%
10011115 6511	NEW EQUIPMENT-OFFICE	3,000	6,000	24.44	.00	.00	5,975.56	.4%
TOTAL ADMIN MUNICIPAL COURT		751,100	713,650	533,946.27	63,275.75	.00	179,703.73	74.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011116 ADMIN HUMAN RESOURCES								
10011116 5100	SALARIES	296,200	315,250	266,228.47	35,820.00	.00	49,021.53	84.4%
10011116 5111	HEALTH INSURANCE	43,200	43,200	35,222.04	4,973.07	.00	7,977.96	81.5%
10011116 5113	KPERS-CITY SHARE	31,400	33,800	27,861.59	3,793.34	.00	5,938.41	82.4%
10011116 5114	SOCIAL SECURITY-CITY	22,750	24,150	19,536.44	2,601.69	.00	4,613.56	80.9%
10011116 5115	UNEMPLOYMENT COMPENS	300	350	266.27	35.81	.00	83.73	76.1%
10011116 5116	WORKERS COMPENSATION	5,000	5,000	5,000.00	.00	.00	.00	100.0%
10011116 5210	ADVISORY BOARD EXPEN	4,000	4,000	900.00	300.00	.00	3,100.00	22.5%
10011116 5215	ASSOCIATION DUES	1,800	1,800	783.00	.00	.00	1,017.00	43.5%
10011116 5267	CONSULTANT FEE	4,000	2,000	200.00	.00	.00	1,800.00	10.0%
10011116 5269	CONSULTANT - PAY PLN	0	51,250	4,000.00	.00	.00	47,250.00	7.8%
10011116 5441	MAINTENANCE CONTRACT	67,100	71,550	71,454.02	.00	.00	95.98	99.9%
10011116 5531	SUBSCRIPTIONS	7,950	7,950	5,324.36	.00	.00	2,625.64	67.0%
10011116 5561	TRAINING-EDUCATION	4,950	4,950	847.20	.00	.00	4,102.80	17.1%
10011116 5571	TRAVEL EXPENSE	3,000	3,000	.00	.00	.00	3,000.00	.0%
10011116 5576	TELEPHONE	0	0	792.29	.00	.00	-792.29	100.0%*
10011116 5711	MEETINGS, MEALS EXPE	0	14,000	601.90	.00	.00	13,398.10	4.3%
10011116 5715	MISCELLANEOUS	3,500	3,500	3,939.31	.00	.00	-439.31	112.6%*
10011116 5811	SUPPLIES-OFFICE	1,000	1,000	1,035.71	.00	.00	-35.71	103.6%*
10011116 6511	NEW EQUIPMENT-OFFICE	2,000	2,000	1,763.40	.00	.00	236.60	88.2%
TOTAL ADMIN HUMAN RESOURCES		498,150	588,750	445,756.00	47,523.91	.00	142,994.00	75.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011117 ADMIN INFORMATION TECHNOLOGY								
10011117 5100	SALARIES	480,050	442,150	350,259.89	49,088.56	.00	91,890.11	79.2%
10011117 5111	HEALTH INSURANCE	64,800	64,800	39,004.86	6,642.87	.00	25,795.14	60.2%
10011117 5113	KPERS-CITY SHARE	50,900	47,550	34,850.54	5,198.47	.00	12,699.46	73.3%
10011117 5114	SOCIAL SECURITY-CITY	35,350	33,600	22,080.57	2,592.42	.00	11,519.43	65.7%
10011117 5115	UNEMPLOYMENT COMPENS	500	500	350.13	49.09	.00	149.87	70.0%
10011117 5116	WORKERS COMPENSATION	7,500	7,500	7,500.00	.00	.00	.00	100.0%
10011117 5206	ADVERTISING & HIRING	300	700	567.10	67.65	.00	132.90	81.0%
10011117 5215	ASSOCIATION DUES	250	300	.00	.00	.00	300.00	.0%
10011117 5263	COMMISSION	0	0	14.54	.00	.00	-14.54	100.0%*
10011117 5267	CONSULTANT FEE	0	12,240	12,240.00	.00	.00	.00	100.0%
10011117 5431	INTERNET CONNECTION	38,800	44,000	43,327.31	.00	.00	672.69	98.5%
10011117 5441	MAINTENANCE CONTRACT	45,350	18,000	21,204.86	10,896.86	.00	-3,204.86	117.8%*
10011117 5483	REPAIR-VEHICLE	500	500	.00	.00	.00	500.00	.0%
10011117 5516	SHIPPING COSTS	100	100	.00	.00	.00	100.00	.0%
10011117 5531	SUBSCRIPTIONS	211,750	232,000	223,946.89	.00	.00	8,053.11	96.5%
10011117 5561	TRAINING-EDUCATION	9,950	4,000	4,255.71	.00	.00	-255.71	106.4%*
10011117 5571	TRAVEL EXPENSE	9,950	1,000	.00	.00	.00	1,000.00	.0%
10011117 5576	TELEPHONE	9,750	8,000	.00	.00	.00	8,000.00	.0%
10011117 5645	GAS-OIL-DIESEL	400	400	306.20	56.84	.00	93.80	76.6%
10011117 5715	MISCELLANEOUS	200	200	4,673.16	.00	.00	-4,473.16	2336.6%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011117 5811	SUPPLIES-OFFICE	6,450	5,000	3,736.03	.00	.00	1,263.97	74.7%
10011117 5816	SUPPLIES-REPAIR	19,900	19,900	3,148.71	.00	.00	16,751.29	15.8%
10011117 6511	NEW EQUIPMENT-OFFICE	152,150	84,000	78,159.37	.00	.00	5,840.63	93.0%
10011117 6513	NEW EQUIPMENT-SOFTWA	9,950	4,950	3,192.63	.00	.00	1,757.37	64.5%
10011117 6520	NEW EQUIPMENT-OTHER	0	0	29.04	.00	.00	-29.04	100.0%*
TOTAL ADMIN INFORMATION TECHNOLOG		1,154,850	1,031,390	852,847.54	74,592.76	.00	178,542.46	82.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011118 ADMIN CITY PROSECUTION								
10011118 5420	LEGAL SERVICES	240,000	240,000	202,034.50	20,000.00	.00	37,965.50	84.2%
TOTAL ADMIN CITY PROSECUTION		240,000	240,000	202,034.50	20,000.00	.00	37,965.50	84.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011119 ADMIN COMMUNICATIONS								
10011119 5100	SALARIES	203,300	202,900	172,818.11	25,383.82	.00	30,081.89	85.2%
10011119 5111	HEALTH INSURANCE	32,400	32,400	25,736.15	3,735.21	.00	6,663.85	79.4%
10011119 5113	KPERS-CITY SHARE	21,600	21,800	18,301.39	2,688.16	.00	3,498.61	84.0%
10011119 5114	SOCIAL SECURITY-CITY	15,550	15,600	12,703.11	1,868.49	.00	2,896.89	81.4%
10011119 5115	UNEMPLOYMENT COMPENS	200	250	172.81	25.38	.00	77.19	69.1%
10011119 5116	WORKERS COMPENSATION	3,750	3,750	3,750.00	.00	.00	.00	100.0%
10011119 5206	ADVERTISING & HIRING	200	200	252.17	.00	.00	-52.17	126.1%*
10011119 5215	ASSOCIATION DUES	1,000	1,000	985.00	.00	.00	15.00	98.5%
10011119 5220	COMMUNICATIONS-OTHER	6,000	1,000	680.99	.00	.00	319.01	68.1%
10011119 5441	MAINTENANCE CONTRACT	46,000	48,000	42,050.60	.00	.00	5,949.40	87.6%
10011119 5531	SUBSCRIPTIONS	4,950	4,950	4,756.58	.00	.00	193.42	96.1%
10011119 5561	TRAINING-EDUCATION	3,500	3,500	7,120.00	.00	.00	-3,620.00	203.4%*
10011119 5571	TRAVEL EXPENSE	5,450	5,450	3,714.98	.00	.00	1,735.02	68.2%
10011119 5712	MEETINGS - CITIZEN'S	2,500	2,500	2,189.05	.00	.00	310.95	87.6%
10011119 5715	MISCELLANEOUS	100	100	77.88	.00	.00	22.12	77.9%
10011119 5811	SUPPLIES-OFFICE	500	500	327.26	.00	.00	172.74	65.5%
10011119 5816	SUPPLIES-REPAIR	1,000	1,000	.00	.00	.00	1,000.00	.0%
10011119 6511	NEW EQUIPMENT-OFFICE	2,700	2,700	2,395.89	.00	.00	304.11	88.7%
10011119 6513	NEW EQUIPMENT-SOFTWA	0	0	9,155.00	.00	.00	-9,155.00	100.0%*
TOTAL ADMIN COMMUNICATIONS		350,700	347,600	307,186.97	33,701.06	.00	40,413.03	88.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011120 ADMIN NEIGHBORHOOD AND DEV								
10011120 5100	SALARIES	964,500	962,900	793,388.62	110,672.40	.00	169,511.38	82.4%
10011120 5111	HEALTH INSURANCE	140,400	140,400	115,310.20	16,177.09	.00	25,089.80	82.1%
10011120 5113	KPERS-CITY SHARE	102,200	103,300	84,059.49	11,736.49	.00	19,240.51	81.4%
10011120 5114	SOCIAL SECURITY-CITY	73,850	73,600	57,428.98	8,003.03	.00	16,171.02	78.0%
10011120 5115	UNEMPLOYMENT COMPENS	1,000	1,000	794.78	110.88	.00	205.22	79.5%
10011120 5116	WORKERS COMPENSATION	16,250	16,250	16,250.00	.00	.00	.00	100.0%
10011120 5206	ADVERTISING & HIRING	1,600	1,600	1,346.72	.00	.00	253.28	84.2%
10011120 5210	ADVISORY BOARD EXPEN	1,000	1,000	368.87	.00	.00	631.13	36.9%
10011120 5215	ASSOCIATION DUES	5,850	4,050	2,107.80	.00	.00	1,942.20	52.0%
10011120 5223	BANK & CREDIT CARD C	8,350	13,350	12,014.69	1,886.82	.00	1,335.31	90.0%
10011120 5331	ENGINEERING FEES	234,350	284,350	183,481.53	13,908.89	.00	100,868.47	64.5%
10011120 5402	INSURANCE-VEHICLES	38,350	29,400	29,400.00	.00	.00	.00	100.0%
10011120 5419	LEGAL PUBLICATION	2,100	2,100	1,696.97	.00	.00	403.03	80.8%
10011120 5435	LICENSE RENEWAL	850	850	.00	.00	.00	850.00	.0%
10011120 5441	MAINTENANCE CONTRACT	34,300	35,300	33,621.41	.00	.00	1,678.59	95.2%
10011120 5480	REPAIR-RADIOS	50	50	.00	.00	.00	50.00	.0%
10011120 5483	REPAIR-VEHICLE	2,600	3,200	4,592.68	45.00	.00	-1,392.68	143.5%*
10011120 5493	REPAIR-DILAPIDATED S	39,750	0	.00	.00	.00	.00	.0%
10011120 5531	SUBSCRIPTIONS	4,000	6,100	6,192.48	.00	.00	-92.48	101.5%*
10011120 5561	TRAINING-EDUCATION	17,900	17,100	13,715.08	.00	.00	3,384.92	80.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10011120 5571	TRAVEL EXPENSE	28,850	33,400	21,601.62	.00	.00	11,798.38	64.7%
10011120 5576	TELEPHONE	4,450	4,450	1,824.94	.00	.00	2,625.06	41.0%
10011120 5612	WAIVER FILING FEE	100	100	.00	.00	.00	100.00	.0%
10011120 5645	GAS-OIL-DIESEL	6,900	5,950	4,343.92	1,127.00	.00	1,606.08	73.0%
10011120 5711	MEETINGS, MEALS EXPE	2,000	3,400	355.07	.00	.00	3,044.93	10.4%
10011120 5715	MISCELLANEOUS	4,000	4,000	2,082.45	.00	.00	1,917.55	52.1%
10011120 5811	SUPPLIES-OFFICE	11,550	9,050	6,381.53	.00	.00	2,668.47	70.5%
10011120 5812	SUPPLIES-OPERATIONS	4,950	8,000	2,587.86	.00	.00	5,412.14	32.3%
10011120 6511	NEW EQUIPMENT-OFFICE	4,950	4,950	1,289.22	.00	.00	3,660.78	26.0%
10011120 6514	NEW EQUIPMENT-VEHICL	39,750	44,950	44,922.00	.00	.00	28.00	99.9%
TOTAL ADMIN NEIGHBORHOOD AND DEV		1,796,750	1,814,150	1,441,158.91	163,667.60	.00	372,991.09	79.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10021100 POLICE REVENUE								
10021100 3157	SALES - INDOOR SHOOT	-8,000	-3,000	-438.38	-86.20	.00	-2,561.62	14.6%*
10021100 3391	CAR STORAGE & TOWING	-15,000	-15,000	-3,075.00	-949.00	.00	-11,925.00	20.5%*
10021100 3402	FEES-FALSE ALARM	-2,000	-2,000	-7,395.00	.00	.00	5,395.00	369.8%
10021100 3418	LEGAL COPIES	-1,000	-1,000	-572.50	-70.00	.00	-427.50	57.3%*
10021100 3430	FEES - INDOOR SHOOTI	-13,000	-7,000	-3,259.00	-264.00	.00	-3,741.00	46.6%*
10021100 3495	TAGS-DOG & CAT	-2,000	-2,000	-1,862.88	-153.68	.00	-137.12	93.1%*
10021100 3635	REPAYMENT-POLICE SER	-300,000	-300,000	-169,320.00	-11,040.00	.00	-130,680.00	56.4%*
10021100 3639	REPAYMENT-COUNTY	0	-187,000	-484,196.20	-12,336.63	.00	297,196.20	258.9%
10021100 3661	DISBURSEMENT - DEA	-20,000	-20,000	-21,478.67	.00	.00	1,478.67	107.4%
10021100 3663	DISBURSEMENT - CLICK	-4,000	-4,000	.00	.00	.00	-4,000.00	.0%*
10021100 3674	SALES TAX - INDOOR G	-1,000	-1,000	-383.03	-56.86	.00	-616.97	38.3%*
10021100 3808	MISCELLANEOUS-POLICE	-1,000	-1,000	-2,198.33	-873.75	.00	1,198.33	219.8%
TOTAL POLICE REVENUE		-367,000	-543,000	-694,178.99	-25,830.12	.00	151,178.99	127.8%

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10021101 POLICE ADMINISTRATIVE								
10021101 5100	SALARIES	200,650	194,850	142,950.33	22,610.48	.00	51,899.67	73.4%
10021101 5111	HEALTH INSURANCE	21,600	21,600	11,994.85	2,485.90	.00	9,605.15	55.5%
10021101 5112	KP&F-CITY SHARE	33,000	33,050	28,852.94	4,024.50	.00	4,197.06	87.3%
10021101 5113	KPERS-CITY SHARE	5,900	4,950	2,407.07	618.63	.00	2,542.93	48.6%
10021101 5114	SOCIAL SECURITY-CITY	14,750	14,500	10,340.58	1,596.39	.00	4,159.42	71.3%
10021101 5115	UNEMPLOYMENT COMPENS	200	200	142.92	22.61	.00	57.08	71.5%
10021101 5116	WORKERS COMPENSATION	2,500	2,500	2,500.00	.00	.00	.00	100.0%
10021101 5206	ADVERTISING & HIRING	4,950	4,950	2,650.29	286.70	.00	2,299.71	53.5%
10021101 5215	ASSOCIATION DUES	4,950	4,950	320.00	.00	.00	4,630.00	6.5%
10021101 5223	BANK & CREDIT CARD C	800	800	836.37	64.95	.00	-36.37	104.5%*
10021101 5403	INSURANCE-PRF LIABIL	133,350	103,200	103,189.00	.00	.00	11.00	100.0%
10021101 5441	MAINTENANCE CONTRACT	394,850	457,899	216,902.15	14,271.98	.00	240,996.85	47.4%
10021101 5443	LEC CONTRACT	233,650	233,650	162,888.27	14,914.47	.00	70,761.73	69.7%
10021101 5448	PHYSICAL EXAMS	19,900	19,900	21,144.28	.00	.00	-1,244.28	106.3%*
10021101 5463	DISBURSE-COMMUNITY T	300,000	300,000	300,000.00	.00	.00	.00	100.0%
10021101 5470	RECRUITING EXPENSE	14,900	14,900	12,278.80	.00	.00	2,621.20	82.4%
10021101 5471	REPAIR-BUILDINGS	110,350	110,350	32,951.66	82.50	.00	77,398.34	29.9%
10021101 5474	REPAIR-EQUIPMENT	7,950	7,950	479.95	.00	.00	7,470.05	6.0%
10021101 5483	REPAIR-VEHICLE	147,150	147,150	118,671.67	3,217.74	.00	28,478.33	80.6%
10021101 5531	SUBSCRIPTIONS	3,000	3,000	5,283.00	.00	.00	-2,283.00	176.1%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10021101 5546	SALES TAX - INDOOR G	2,000	1,000	700.53	32.78	.00	299.47	70.1%
10021101 5561	TRAINING-EDUCATION	39,750	49,750	36,741.34	.00	.00	13,008.66	73.9%
10021101 5562	TRAINING-OTHER	41,750	41,750	38,100.21	.00	.00	3,649.79	91.3%
10021101 5571	TRAVEL EXPENSE	68,100	78,100	37,709.54	-46.47	.00	40,390.46	48.3%
10021101 5576	TELEPHONE	17,400	125,900	15,723.37	.00	.00	110,176.63	12.5%
10021101 5577	TELEPHONE-CELL CONTR	44,750	44,750	45,185.11	.00	.00	-435.11	101.0%*
10021101 5581	UNIFORM EXPENSE	4,950	4,950	659.27	.00	.00	4,290.73	13.3%
10021101 5586	UTILITIES-GAS	7,650	7,650	8,866.58	182.81	.00	-1,216.58	115.9%*
10021101 5587	UTILITIES-LEC	162,250	162,250	125,560.67	15,984.73	.00	36,689.33	77.4%
10021101 5591	VEHICLE TOW CHARGES	32,800	32,800	6,465.00	.00	.00	26,335.00	19.7%
10021101 5592	MEDICAL EXPENSE-INMA	9,950	9,950	4,182.06	.00	.00	5,767.94	42.0%
10021101 5645	GAS-OIL-DIESEL	4,950	4,950	1,198.46	.00	.00	3,751.54	24.2%
10021101 5715	MISCELLANEOUS	0	0	533.11	.00	.00	-533.11	100.0%*
10021101 5811	SUPPLIES-OFFICE	79,550	79,550	46,571.04	-25.00	.00	32,978.96	58.5%
10021101 5812	SUPPLIES-OPERATIONS	26,850	26,850	4,002.58	.00	.00	22,847.42	14.9%
10021101 5818	SUPPLIES-SHOP	2,200	2,200	826.57	.00	.00	1,373.43	37.6%
10021101 5832	SUPPLIES - INDOOR GU	0	0	459.50	.00	.00	-459.50	100.0%*
10021101 6511	NEW EQUIPMENT-OFFICE	9,950	9,950	3,313.15	.00	.00	6,636.85	33.3%
10021101 6512	NEW EQUIPMENT-COMPUT	50,700	10,000	.00	.00	.00	10,000.00	.0%
10021101 6514	NEW EQUIPMENT-VEHICL	280,400	280,400	213,906.92	10,720.00	.00	66,493.08	76.3%
10021101 6520	NEW EQUIPMENT-OTHER	638,350	563,350	332,476.75	260,071.28	.00	230,873.25	59.0%
10021101 6674	PD TEMP FACILITY	0	0	-485,413.52	531,930.00	.00	485,413.52	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL POLICE ADMINISTRATIVE	3,178,700	3,216,449	1,614,552.37	883,046.98	.00	1,601,896.63	50.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10021212 POLICE OPERATIONS								
10021212 5100	SALARIES	7,114,350	7,145,250	5,502,982.57	765,257.57	.00	1,642,267.43	77.0%
10021212 5111	HEALTH INSURANCE	1,058,400	1,047,600	642,254.22	82,586.43	.00	405,345.78	61.3%
10021212 5112	KP&F-CITY SHARE	1,266,250	1,311,500	1,006,173.13	141,184.28	.00	305,326.87	76.7%
10021212 5113	KPERS-CITY SHARE	193,600	195,700	131,833.55	17,321.75	.00	63,866.45	67.4%
10021212 5114	SOCIAL SECURITY-CITY	543,450	543,700	399,280.55	55,693.38	.00	144,419.45	73.4%
10021212 5115	UNEMPLOYMENT COMPENS	7,150	7,350	5,503.04	765.30	.00	1,846.96	74.9%
10021212 5116	WORKERS COMPENSATION	122,500	120,000	122,500.00	.00	.00	-2,500.00	102.1%*
10021212 5294	CONTRACTED-HUMANE SO	320,000	320,000	318,362.40	.00	.00	1,637.60	99.5%
10021212 5416	TRANSLATOR FEES	3,000	3,000	1,243.54	54.12	.00	1,756.46	41.5%
10021212 5418	INVESTIGATION EXPENS	31,800	31,800	17,778.65	1,250.00	.00	14,021.35	55.9%
10021212 5471	REPAIR-BUILDINGS	29,850	29,850	166.16	.00	.00	29,683.84	.6%
10021212 5474	REPAIR-EQUIPMENT	41,350	41,350	5,554.40	.00	.00	35,795.60	13.4%
10021212 5581	UNIFORM EXPENSE	67,400	67,400	32,278.79	19.80	.00	35,121.21	47.9%
10021212 5645	GAS-OIL-DIESEL	114,250	89,000	96,260.51	13,082.64	.00	-7,260.51	108.2%*
10021212 5812	SUPPLIES-OPERATIONS	500	500	.00	.00	.00	500.00	.0%
10021212 7008	TRANSFER-HIDTA GRANT	93,000	93,000	93,000.00	.00	.00	.00	100.0%
TOTAL POLICE OPERATIONS		11,006,850	11,047,000	8,375,171.51	1,077,215.27	.00	2,671,828.49	75.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10021215 POLICE INDOOR RANGE								
10021215 5100	SALARIES	62,600	60,850	11,020.47	2,138.79	.00	49,829.53	18.1%
10021215 5114	SOCIAL SECURITY-CITY	4,750	4,700	843.06	163.64	.00	3,856.94	17.9%
10021215 5115	UNEMPLOYMENT COMPENS	100	100	11.03	2.14	.00	88.97	11.0%
10021215 5471	REPAIR-BUILDINGS	11,950	11,950	14,774.88	.00	.00	-2,824.88	123.6%*
10021215 5474	REPAIR-EQUIPMENT	19,900	19,900	14,904.39	.00	.00	4,995.61	74.9%
10021215 5812	SUPPLIES-OPERATIONS	16,900	16,900	2,461.58	.00	.00	14,438.42	14.6%
TOTAL POLICE INDOOR RANGE		116,200	114,400	44,015.41	2,304.57	.00	70,384.59	38.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10024100 FIRE REVENUE								
10024100 3333	REPAYMENT-INSURANCE	0	0	-1,625.00	-625.00	.00	1,625.00	100.0%
10024100 3409	FEES-RURAL FIRE CONT	-180,000	-180,000	-198,662.13	.00	.00	18,662.13	110.4%
10024100 3810	MISCELLANEOUS-FIRE D	0	0	-18,152.67	.00	.00	18,152.67	100.0%
TOTAL FIRE REVENUE		-180,000	-180,000	-218,439.80	-625.00	.00	38,439.80	121.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10024101 FIRE ADMINISTRATIVE								
10024101 5100	SALARIES	442,700	445,600	371,389.19	52,960.72	.00	74,210.81	83.3%
10024101 5111	HEALTH INSURANCE	54,000	54,000	44,377.35	6,221.54	.00	9,622.65	82.2%
10024101 5112	KP&F-CITY SHARE	91,900	94,850	80,445.68	11,239.02	.00	14,404.32	84.8%
10024101 5113	KPERS-CITY SHARE	5,250	5,400	3,764.50	649.31	.00	1,635.50	69.7%
10024101 5114	SOCIAL SECURITY-CITY	33,150	33,300	25,664.31	3,664.48	.00	7,635.69	77.1%
10024101 5115	UNEMPLOYMENT COMPENS	450	450	371.39	52.95	.00	78.61	82.5%
10024101 5116	WORKERS COMPENSATION	6,250	6,250	6,250.00	.00	.00	.00	100.0%
10024101 5206	ADVERTISING & HIRING	2,000	2,000	1,846.06	.00	.00	153.94	92.3%
10024101 5208	RECRUITING EXPENSE	2,500	2,500	1,490.00	.00	.00	1,010.00	59.6%
10024101 5215	ASSOCIATION DUES	4,900	4,900	1,735.88	.00	.00	3,164.12	35.4%
10024101 5402	INSURANCE-VEHICLES	66,600	51,450	51,450.00	.00	.00	.00	100.0%
10024101 5441	MAINTENANCE CONTRACT	117,850	119,350	90,586.46	1,950.00	.00	28,763.54	75.9%
10024101 5471	REPAIR-BUILDINGS	39,750	39,750	73,860.53	.00	.00	-34,110.53	185.8%*
10024101 5483	REPAIR-VEHICLE	0	5,000	2,155.85	.00	.00	2,844.15	43.1%
10024101 5531	SUBSCRIPTIONS	1,650	5,000	6,080.98	.00	.00	-1,080.98	121.6%*
10024101 5561	TRAINING-EDUCATION	5,950	7,550	8,907.94	.00	.00	-1,357.94	118.0%*
10024101 5571	TRAVEL EXPENSE	5,950	5,950	7,226.12	.00	.00	-1,276.12	121.4%*
10024101 5576	TELEPHONE	4,950	4,950	3,609.90	.00	.00	1,340.10	72.9%
10024101 5586	UTILITIES-GAS	12,450	12,450	6,593.03	247.79	.00	5,856.97	53.0%
10024101 5715	MISCELLANEOUS	6,450	6,450	5,162.49	.00	.00	1,287.51	80.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10024101 5811	SUPPLIES-OFFICE	4,000	4,000	3,660.85	.00	.00	339.15	91.5%
10024101 5829	SUPPLIES-COMM RISK R	5,950	5,950	3,742.72	375.00	.00	2,207.28	62.9%
10024101 6511	NEW EQUIPMENT-OFFICE	0	0	449.98	.00	.00	-449.98	100.0%*
TOTAL FIRE ADMINISTRATIVE		914,650	917,100	800,821.21	77,360.81	.00	116,278.79	87.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10024102 FIRE OPERATIONS									
10024102	5100	SALARIES	3,603,250	3,630,700	2,837,581.68	408,459.05	.00	793,118.32	78.2%
10024102	5111	HEALTH INSURANCE	540,000	540,000	403,019.43	57,266.76	.00	136,980.57	74.6%
10024102	5112	KP&F-CITY SHARE	864,950	885,900	673,982.28	97,172.34	.00	211,917.72	76.1%
10024102	5114	SOCIAL SECURITY-CITY	275,650	276,250	202,344.15	29,197.54	.00	73,905.85	73.2%
10024102	5115	UNEMPLOYMENT COMPENS	3,650	3,700	2,837.69	408.47	.00	862.31	76.7%
10024102	5116	WORKERS COMPENSATION	62,500	62,500	62,500.00	.00	.00	.00	100.0%
10024102	5448	PHYSICAL EXAMS	21,850	25,000	3,091.08	.00	.00	21,908.92	12.4%
10024102	5474	REPAIR-EQUIPMENT	11,950	11,950	8,768.07	.00	.00	3,181.93	73.4%
10024102	5480	REPAIR-RADIOS	7,650	7,650	7,679.40	.00	.00	-29.40	100.4%*
10024102	5483	REPAIR-VEHICLE	127,500	122,500	103,729.37	.00	.00	18,770.63	84.7%
10024102	5561	TRAINING-EDUCATION	36,800	30,000	27,018.85	.00	.00	2,981.15	90.1%
10024102	5571	TRAVEL EXPENSE	29,850	29,850	19,270.30	-38.00	.00	10,579.70	64.6%
10024102	5581	UNIFORM EXPENSE	38,300	38,300	22,137.49	108.80	.00	16,162.51	57.8%
10024102	5645	GAS-OIL-DIESEL	40,550	40,550	47,391.01	5,183.41	.00	-6,841.01	116.9%*
10024102	5658	MATERIAL-FIRE FIGHTI	8,150	8,150	4,890.00	.00	.00	3,260.00	60.0%
10024102	5715	MISCELLANEOUS	4,000	4,000	4,968.85	.00	.00	-968.85	124.2%*
10024102	5812	SUPPLIES-OPERATIONS	25,850	25,850	22,741.99	.00	.00	3,108.01	88.0%
10024102	5826	SUPPLIES-SPECIAL OPE	29,850	29,850	7,355.71	1,011.76	.00	22,494.29	24.6%
10024102	5828	SUPPLIES-EMS	6,650	6,650	2,798.04	.00	.00	3,851.96	42.1%
10024102	6511	NEW EQUIPMENT-OFFICE	3,600	3,600	3,605.58	.00	.00	-5.58	100.2%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10024102 6514	NEW EQUIPMENT-VEHICL	291,250	302,320	277,373.03	3,832.69	.00	24,946.97	91.7%
10024102 6517	NEW EQUIPMENT-SPECIA	0	0	1,250.00	1,250.00	.00	-1,250.00	100.0%*
10024102 6520	NEW EQUIPMENT-OTHER	89,500	84,500	56,497.46	.00	.00	28,002.54	66.9%
10024102 6535	NEW EQUIPMENT-PPE	82,250	72,250	57,200.09	.00	.00	15,049.91	79.2%
TOTAL FIRE OPERATIONS		6,205,550	6,242,020	4,860,031.55	603,852.82	.00	1,381,988.45	77.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10031100 PARKS REVENUE								
10031100 3120	CEMETERY SPACES	-84,000	-84,000	-84,201.00	-5,375.00	.00	201.00	100.2%
10031100 3405	FEES-GRAVE OPENINGS	-70,000	-70,000	-60,800.00	-8,200.00	.00	-9,200.00	86.9%*
10031100 3406	FEES-MONUMENT SETTIN	-3,000	-3,000	-3,475.00	-600.00	.00	475.00	115.8%
10031100 3803	MISCELLANEOUS-CEMETE	-1,500	-1,500	-63,971.83	-1,509.39	.00	62,471.83	4264.8%
TOTAL PARKS REVENUE		-158,500	-158,500	-212,447.83	-15,684.39	.00	53,947.83	134.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10031311 PARKS								
10031311 5100	SALARIES	1,009,700	1,001,500	744,289.37	99,769.09	.00	257,210.63	74.3%
10031311 5111	HEALTH INSURANCE	216,000	216,000	147,713.86	19,503.33	.00	68,286.14	68.4%
10031311 5113	KPERS-CITY SHARE	106,950	102,300	77,329.14	10,331.09	.00	24,970.86	75.6%
10031311 5114	SOCIAL SECURITY-CITY	77,250	76,700	53,048.97	7,154.90	.00	23,651.03	69.2%
10031311 5115	UNEMPLOYMENT COMPENS	1,000	1,050	744.26	99.78	.00	305.74	70.9%
10031311 5116	WORKERS COMPENSATION	25,000	25,000	25,000.00	.00	.00	.00	100.0%
10031311 5206	ADVERTISING & HIRING	750	750	785.92	78.70	.00	-35.92	104.8%*
10031311 5215	ASSOCIATION DUES	300	650	239.00	.00	.00	411.00	36.8%
10031311 5441	MAINTENANCE CONTRACT	24,000	26,150	25,490.90	184.00	.00	659.10	97.5%
10031311 5444	DEPOT MAINTENANCE &	11,950	10,500	7,363.22	80.00	.00	3,136.78	70.1%
10031311 5471	REPAIR-BUILDINGS	20,900	29,000	24,337.23	4,089.15	.00	4,662.77	83.9%
10031311 5474	REPAIR-EQUIPMENT	15,900	15,900	16,966.72	.00	.00	-1,066.72	106.7%*
10031311 5475	REPAIR-GROUNDS	99,450	179,300	55,097.68	157.53	.00	124,202.32	30.7%
10031311 5476	REPAIR-WELCOME SIGNS	1,000	1,000	.00	.00	.00	1,000.00	.0%
10031311 5480	REPAIR-RADIOS	3,000	3,000	1,759.52	.00	.00	1,240.48	58.7%
10031311 5483	REPAIR-VEHICLE	10,450	10,450	16,706.31	643.94	.00	-6,256.31	159.9%*
10031311 5531	SUBSCRIPTIONS	300	150	460.88	.00	.00	-310.88	307.3%*
10031311 5561	TRAINING-EDUCATION	4,950	3,750	1,620.00	.00	.00	2,130.00	43.2%
10031311 5571	TRAVEL EXPENSE	5,450	8,200	2,642.28	.00	.00	5,557.72	32.2%
10031311 5575	TREE TRIMMING	49,700	49,700	20,075.00	1,500.00	.00	29,625.00	40.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10031311 5576	TELEPHONE	1,200	1,000	1,226.62	.00	.00	-226.62	122.7%*
10031311 5581	UNIFORM EXPENSE	5,950	6,200	3,044.58	.00	.00	3,155.42	49.1%
10031311 5585	UTILITIES-ELECTRIC	2,000	0	.00	.00	.00	.00	.0%
10031311 5586	UTILITIES-GAS	16,400	13,800	9,391.07	163.57	.00	4,408.93	68.1%
10031311 5634	FERTILIZER	13,900	18,800	13,570.96	.00	.00	5,229.04	72.2%
10031311 5645	GAS-OIL-DIESEL	27,850	26,300	25,287.41	3,659.55	.00	1,012.59	96.1%
10031311 5715	MISCELLANEOUS	1,000	1,000	2,434.55	198.83	.00	-1,434.55	243.5%*
10031311 5811	SUPPLIES-OFFICE	3,000	3,000	1,623.00	.00	.00	1,377.00	54.1%
10031311 5812	SUPPLIES-OPERATIONS	19,900	28,850	21,567.68	.00	.00	7,282.32	74.8%
10031311 5861	TREES-SHRUBS-SEED	17,900	19,900	5,411.93	.00	.00	14,488.07	27.2%
10031311 6249	TREE LOAN EXPENSES	2,000	4,000	2,000.00	2,000.00	.00	2,000.00	50.0%
10031311 6321	LANDSCAPING	11,950	35,000	19,418.38	.00	.00	15,581.62	55.5%
10031311 6511	NEW EQUIPMENT-OFFICE	3,000	3,000	74.76	.00	.00	2,925.24	2.5%
10031311 6514	NEW EQUIPMENT-VEHICL	8,950	9,000	7,448.30	744.83	.00	1,551.70	82.8%
10031311 6515	NEW EQUIPMENT-PARKS	39,750	50,000	.00	.00	36,969.54	13,030.46	73.9%
10031311 6520	NEW EQUIPMENT-OTHER	82,550	86,450	85,986.78	.00	.00	463.22	99.5%
TOTAL PARKS		1,941,300	2,067,350	1,420,156.28	150,358.29	36,969.54	610,224.18	70.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10031321 PARKS CEMETERY								
10031321 5100	SALARIES	383,100	389,900	288,353.82	41,661.08	.00	101,546.18	74.0%
10031321 5111	HEALTH INSURANCE	75,600	75,600	43,110.26	5,808.15	.00	32,489.74	57.0%
10031321 5113	KPERS-CITY SHARE	40,600	37,200	28,917.27	4,411.93	.00	8,282.73	77.7%
10031321 5114	SOCIAL SECURITY-CITY	29,400	29,800	21,025.67	3,030.41	.00	8,774.33	70.6%
10031321 5115	UNEMPLOYMENT COMPENS	400	400	288.44	41.67	.00	111.56	72.1%
10031321 5116	WORKERS COMPENSATION	8,750	8,750	8,750.00	.00	.00	.00	100.0%
10031321 5206	ADVERTISING & HIRING	500	500	212.80	.00	.00	287.20	42.6%
10031321 5215	ASSOCIATION DUES	100	150	.00	.00	.00	150.00	.0%
10031321 5223	BANK & CREDIT CARD C	1,100	1,100	1,652.91	125.17	.00	-552.91	150.3%*
10031321 5401	INSURANCE-PROPERTY	9,550	7,350	7,350.00	.00	.00	.00	100.0%
10031321 5435	LICENSE RENEWAL	12,450	0	.00	.00	.00	.00	.0%
10031321 5441	MAINTENANCE CONTRACT	0	17,850	16,800.00	.00	.00	1,050.00	94.1%
10031321 5471	REPAIR-BUILDINGS	6,950	6,950	2,401.38	417.97	.00	4,548.62	34.6%
10031321 5474	REPAIR-EQUIPMENT	17,900	17,900	5,350.98	.00	.00	12,549.02	29.9%
10031321 5475	REPAIR-GROUNDS	4,950	20,000	7,630.59	.00	.00	12,369.41	38.2%
10031321 5480	REPAIR-RADIOS	1,500	1,000	.00	.00	.00	1,000.00	.0%
10031321 5483	REPAIR-VEHICLE	6,450	6,450	2,229.11	.00	.00	4,220.89	34.6%
10031321 5514	REPURCHASE SPACES	2,000	2,000	1,625.00	.00	.00	375.00	81.3%
10031321 5531	SUBSCRIPTIONS	0	150	.00	.00	.00	150.00	.0%
10031321 5561	TRAINING-EDUCATION	1,000	1,100	200.00	.00	.00	900.00	18.2%

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FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10031321 5571	TRAVEL EXPENSE	2,500	1,750	.00	.00	.00	1,750.00	.0%
10031321 5575	TREE TRIMMING	14,900	0	.00	.00	.00	.00	.0%
10031321 5576	TELEPHONE	750	750	760.85	.00	.00	-10.85	101.4%*
10031321 5581	UNIFORM EXPENSE	2,500	3,200	1,566.16	.00	.00	1,633.84	48.9%
10031321 5585	UTILITIES-ELECTRIC	1,000	1,000	567.27	71.14	.00	432.73	56.7%
10031321 5586	UTILITIES-GAS	4,000	4,000	2,164.07	34.72	.00	1,835.93	54.1%
10031321 5634	FERTILIZER	4,950	4,950	.00	.00	.00	4,950.00	.0%
10031321 5641	CEMETERY MARKERS	9,450	9,450	10,417.25	.00	.00	-967.25	110.2%*
10031321 5645	GAS-OIL-DIESEL	13,900	14,000	12,387.49	581.14	.00	1,612.51	88.5%
10031321 5715	MISCELLANEOUS	500	500	811.03	.00	.00	-311.03	162.2%*
10031321 5811	SUPPLIES-OFFICE	2,500	2,100	2,180.53	.00	.00	-80.53	103.8%*
10031321 5812	SUPPLIES-OPERATIONS	9,950	16,820	10,635.48	550.00	.00	6,184.52	63.2%
10031321 5861	TREES-SHRUBS-SEED	2,500	1,000	329.43	.00	.00	670.57	32.9%
10031321 6511	NEW EQUIPMENT-OFFICE	3,000	3,000	2,727.90	.00	.00	272.10	90.9%
10031321 6514	NEW EQUIPMENT-VEHICL	8,950	9,000	6,115.11	744.83	.00	2,884.89	67.9%
10031321 6520	NEW EQUIPMENT-OTHER	4,950	15,500	16,178.00	7,396.00	.00	-678.00	104.4%*
TOTAL PARKS CEMETERY		688,600	711,170	502,738.80	64,874.21	.00	208,431.20	70.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033100 ZOO REVENUE								
10033100 3404	FEES-GATE RECEIPTS	-25,000	-33,300	-29,450.00	-840.00	.00	-3,850.00	88.4%*
10033100 3806	MISCELLANEOUS-PARK &	0	0	-401.54	.00	.00	401.54	100.0%
TOTAL ZOO REVENUE		-25,000	-33,300	-29,851.54	-840.00	.00	-3,448.46	89.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033101 ZOO ADMINISTRATIVE								
10033101 5100	SALARIES	447,200	449,900	363,000.38	44,371.35	.00	86,899.62	80.7%
10033101 5111	HEALTH INSURANCE	75,600	75,600	43,164.52	4,982.58	.00	32,435.48	57.1%
10033101 5113	KPERS-CITY SHARE	47,350	44,500	34,768.27	4,277.89	.00	9,731.73	78.1%
10033101 5114	SOCIAL SECURITY-CITY	34,250	33,500	26,778.32	3,268.79	.00	6,721.68	79.9%
10033101 5115	UNEMPLOYMENT COMPENS	450	450	363.14	44.40	.00	86.86	80.7%
10033101 5116	WORKERS COMPENSATION	8,750	8,750	8,750.00	.00	.00	.00	100.0%
10033101 5206	ADVERTISING & HIRING	4,750	5,000	3,715.61	226.00	.00	1,284.39	74.3%
10033101 5215	ASSOCIATION DUES	18,600	17,650	16,993.00	16,898.00	.00	657.00	96.3%
10033101 5402	INSURANCE-VEHICLES	28,600	22,050	22,050.00	.00	.00	.00	100.0%
10033101 5441	MAINTENANCE CONTRACT	46,750	47,500	35,494.46	79.00	.00	12,005.54	74.7%
10033101 5474	REPAIR-EQUIPMENT	850	850	.00	.00	.00	850.00	.0%
10033101 5483	REPAIR-VEHICLE	850	850	46.51	.00	.00	803.49	5.5%
10033101 5531	SUBSCRIPTIONS	2,850	2,850	3,062.23	.00	.00	-212.23	107.4%*
10033101 5561	TRAINING-EDUCATION	4,200	4,200	2,941.03	.00	.00	1,258.97	70.0%
10033101 5571	TRAVEL EXPENSE	13,400	13,400	5,959.10	.00	.00	7,440.90	44.5%
10033101 5576	TELEPHONE	8,100	8,500	6,043.59	.00	.00	2,456.41	71.1%
10033101 5586	UTILITIES-GAS	34,800	30,000	21,809.09	109.94	.00	8,190.91	72.7%
10033101 5645	GAS-OIL-DIESEL	450	500	620.20	28.97	.00	-120.20	124.0%*
10033101 5715	MISCELLANEOUS	1,000	1,000	251.41	.00	.00	748.59	25.1%
10033101 5811	SUPPLIES-OFFICE	5,050	5,050	2,432.09	.00	.00	2,617.91	48.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033101 5820	SUPPLIES-PUBLIC EDUC	4,950	4,950	2,826.14	.00	.00	2,123.86	57.1%
10033101 6511	NEW EQUIPMENT-OFFICE	17,900	17,900	.00	.00	.00	17,900.00	.0%
TOTAL ZOO ADMINISTRATIVE		806,700	794,950	601,069.09	74,286.92	.00	193,880.91	75.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033103 ZOO MAINTENANCE								
10033103 5100	SALARIES	382,050	397,400	315,077.52	44,924.84	.00	82,322.48	79.3%
10033103 5111	HEALTH INSURANCE	75,600	75,600	61,790.18	8,707.90	.00	13,809.82	81.7%
10033103 5113	KPERS-CITY SHARE	38,100	39,600	30,884.11	4,164.14	.00	8,715.89	78.0%
10033103 5114	SOCIAL SECURITY-CITY	29,800	30,350	21,879.60	3,148.01	.00	8,470.40	72.1%
10033103 5115	UNEMPLOYMENT COMPENS	400	400	315.13	44.92	.00	84.87	78.8%
10033103 5116	WORKERS COMPENSATION	8,750	8,750	8,750.00	.00	.00	.00	100.0%
10033103 5215	ASSOCIATION DUES	95	95	.00	.00	.00	95.00	.0%
10033103 5471	REPAIR-BUILDINGS	14,000	14,000	10,925.62	226.50	.00	3,074.38	78.0%
10033103 5474	REPAIR-EQUIPMENT	13,000	13,000	12,887.56	219.91	.00	112.44	99.1%
10033103 5475	REPAIR-GROUNDS	26,000	26,000	20,734.95	.00	.00	5,265.05	79.7%
10033103 5480	REPAIR-RADIOS	600	600	209.93	.00	.00	390.07	35.0%
10033103 5483	REPAIR-VEHICLE	1,000	1,000	4,589.38	.00	.00	-3,589.38	458.9%*
10033103 5561	TRAINING-EDUCATION	1,000	1,000	445.00	.00	.00	555.00	44.5%
10033103 5571	TRAVEL EXPENSE	3,000	3,000	112.95	.00	.00	2,887.05	3.8%
10033103 5575	TREE TRIMMING	15,000	15,000	15,150.00	.00	.00	-150.00	101.0%*
10033103 5645	GAS-OIL-DIESEL	8,500	9,750	8,822.89	1,621.90	.00	927.11	90.5%
10033103 5715	MISCELLANEOUS	50	50	.00	.00	.00	50.00	.0%
10033103 5812	SUPPLIES-OPERATIONS	23,300	26,450	27,027.71	72.50	.00	-577.71	102.2%*
10033103 6321	LANDSCAPING	13,660	16,000	10,744.99	.00	.00	5,255.01	67.2%
10033103 6520	NEW EQUIPMENT-OTHER	25,700	22,550	22,044.59	.00	.00	505.41	97.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033103 6533	NEW EQUIPMENT-ZOO	0	0	1,467.75	.00	.00	-1,467.75	100.0%*
10033103 6561	ZOO IMPROVEMENT	93,700	93,700	.00	.00	.00	93,700.00	.0%
TOTAL ZOO MAINTENANCE		773,305	794,295	573,859.86	63,130.62	.00	220,435.14	72.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033331 ZOO ANIMAL CARE								
10033331 5100	SALARIES	925,750	888,400	714,768.17	84,279.73	.00	173,631.83	80.5%
10033331 5111	HEALTH INSURANCE	205,200	205,200	114,471.91	14,935.53	.00	90,728.09	55.8%
10033331 5113	KPERS-CITY SHARE	95,350	92,750	72,812.35	8,784.15	.00	19,937.65	78.5%
10033331 5114	SOCIAL SECURITY-CITY	70,800	67,700	53,629.01	6,316.47	.00	14,070.99	79.2%
10033331 5115	UNEMPLOYMENT COMPENS	950	950	714.78	84.28	.00	235.22	75.2%
10033331 5116	WORKERS COMPENSATION	23,750	23,750	23,750.00	.00	.00	.00	100.0%
10033331 5215	ASSOCIATION DUES	4,600	4,650	.00	.00	.00	4,650.00	.0%
10033331 5471	REPAIR-BUILDINGS	28,350	32,000	23,380.90	.00	.00	8,619.10	73.1%
10033331 5474	REPAIR-EQUIPMENT	14,300	26,400	7,920.65	.00	.00	18,479.35	30.0%
10033331 5480	REPAIR-RADIOS	850	850	1,019.92	.00	.00	-169.92	120.0%*
10033331 5483	REPAIR-VEHICLE	4,000	4,000	965.88	.00	.00	3,034.12	24.1%
10033331 5531	SUBSCRIPTIONS	110	150	.00	.00	.00	150.00	.0%
10033331 5561	TRAINING-EDUCATION	6,950	7,250	5,780.00	.00	.00	1,470.00	79.7%
10033331 5571	TRAVEL EXPENSE	12,450	12,500	5,817.40	.00	.00	6,682.60	46.5%
10033331 5645	GAS-OIL-DIESEL	3,550	3,050	2,513.52	146.44	.00	536.48	82.4%
10033331 5715	MISCELLANEOUS	100	100	.00	.00	.00	100.00	.0%
10033331 5812	SUPPLIES-OPERATIONS	35,800	35,800	14,416.82	.00	.00	21,383.18	40.3%
10033331 6520	NEW EQUIPMENT-OTHER	8,050	5,150	5,127.74	.00	.00	22.26	99.6%
10033331 6582	ANIMAL TRANSPORT COS	14,900	14,900	4,126.37	.00	.00	10,773.63	27.7%
10033331 6671	ZOO BUILDING & GROUN	28,200	5,800	.00	.00	.00	5,800.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL ZOO ANIMAL CARE	1,484,010	1,431,350	1,051,215.42	114,546.60	.00	380,134.58	73.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10033332 ZOO ANIMAL HEALTH & NUTRITION								
10033332 5100	SALARIES	173,800	172,150	143,989.70	21,324.13	.00	28,160.30	83.6%
10033332 5111	HEALTH INSURANCE	21,600	21,600	12,856.27	2,489.86	.00	8,743.73	59.5%
10033332 5113	KPERS-CITY SHARE	18,500	15,850	12,953.48	1,761.31	.00	2,896.52	81.7%
10033332 5114	SOCIAL SECURITY-CITY	13,350	13,200	10,745.48	1,570.39	.00	2,454.52	81.4%
10033332 5115	UNEMPLOYMENT COMPENS	200	200	143.96	21.32	.00	56.04	72.0%
10033332 5116	WORKERS COMPENSATION	2,500	2,500	2,500.00	.00	.00	.00	100.0%
10033332 5215	ASSOCIATION DUES	850	950	322.00	.00	.00	628.00	33.9%
10033332 5283	CONTRACTED-VET SERVI	9,950	9,950	380.15	.00	.00	9,569.85	3.8%
10033332 5471	REPAIR-BUILDINGS	4,000	4,000	.00	.00	.00	4,000.00	.0%
10033332 5474	REPAIR-EQUIPMENT	9,950	10,000	5,289.75	.00	.00	4,710.25	52.9%
10033332 5480	REPAIR-RADIOS	250	250	.00	.00	.00	250.00	.0%
10033332 5483	REPAIR-VEHICLE	1,000	1,000	692.48	.00	.00	307.52	69.2%
10033332 5561	TRAINING-EDUCATION	2,100	2,100	1,845.00	.00	.00	255.00	87.9%
10033332 5571	TRAVEL EXPENSE	3,500	3,500	1,923.48	97.16	.00	1,576.52	55.0%
10033332 5593	VET & MEDICAL EXPENS	58,850	58,850	59,966.52	1,595.81	.00	-1,116.52	101.9%*
10033332 5631	ANIMAL FEED	204,250	192,000	123,742.12	17,215.14	.00	68,257.88	64.4%
10033332 5645	GAS-OIL-DIESEL	600	350	469.94	127.11	.00	-119.94	134.3%*
10033332 5812	SUPPLIES-OPERATIONS	4,450	4,450	1,638.84	.00	.00	2,811.16	36.8%
10033332 6520	NEW EQUIPMENT-OTHER	14,900	23,900	19,672.03	.00	.00	4,227.97	82.3%
TOTAL ZOO ANIMAL HEALTH & NUTRITI		544,600	536,800	399,131.20	46,202.23	.00	137,668.80	74.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035100 RECREATION REVENUE								
10035100 3150	SALES	-75,000	-60,000	-26,651.32	-1,757.88	.00	-33,348.68	44.4%*
10035100 3151	INCOME-RENTAL	-40,000	-40,000	-24,190.00	-1,095.00	.00	-15,810.00	60.5%*
10035100 3152	INCOME-PHOTO	-35,000	-35,000	-28,291.37	-3,133.75	.00	-6,708.63	80.8%*
10035100 3153	SPONSORSHIP-ATHLETIC	-30,000	-30,000	-14,325.00	-1,800.00	.00	-15,675.00	47.8%*
10035100 3154	SPONSORSHIP-FITNESS	-10,000	-3,000	-2,000.00	.00	.00	-1,000.00	66.7%*
10035100 3155	COLLECTIONS-VENDING	-45,000	-45,000	-29,118.43	-4,174.34	.00	-15,881.57	64.7%*
10035100 3156	SPONSORSHIP-ARTS	-5,000	-5,000	-7,300.00	-600.00	.00	2,300.00	146.0%
10035100 3160	IDENTIFIED LONG/SHOR	0	0	238.40	.00	.00	-238.40	100.0%*
10035100 3161	UNIDENTIFIED LONG/SH	0	0	577.81	42.00	.00	-577.81	100.0%*
10035100 3427	FEES-ATHLETICS	-425,000	-425,000	-282,492.11	-21,497.00	.00	-142,507.89	66.5%*
10035100 3428	FEES-ARTS	-25,000	-28,000	-29,808.50	-1,410.00	.00	1,808.50	106.5%
10035100 3429	FEES-FITNESS	-465,000	-485,000	-391,609.32	-37,745.50	.00	-93,390.68	80.7%*
10035100 3451	GARDEN RAPIDS-ADMISS	-130,000	-130,000	-206,480.00	.00	.00	76,480.00	158.8%
10035100 3452	GARDEN RAPIDS-CONCES	-110,000	-115,000	-113,253.77	.00	.00	-1,746.23	98.5%*
10035100 3453	GARDEN RAPIDS-EVENTS	-12,000	-20,000	-19,379.50	.00	.00	-620.50	96.9%*
10035100 3454	GARDEN RAPIDS-LESSON	-18,500	-22,000	-17,006.50	.00	.00	-4,993.50	77.3%*
10035100 3455	GARDEN RAPIDS-RENTAL	-25,000	-15,000	-30,432.00	.00	.00	15,432.00	202.9%
10035100 3673	SALES TAX - GC REC T	-500	-500	-462.13	-58.74	.00	-37.87	92.4%*
10035100 3675	SALES TAX - RECREATI	-20,400	-27,000	-19,330.85	-779.95	.00	-7,669.15	71.6%*
10035100 3812	MISCELLANEOUS - RECR	-2,500	0	-750.00	.00	.00	750.00	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL RECREATION REVENUE	-1,473,900	-1,485,500	-1,242,064.59	-74,010.16	.00	-243,435.41	83.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035102 RECREATION OPERATIONS								
10035102 5100	SALARIES	521,050	662,200	548,238.74	69,258.34	.00	113,961.26	82.8%
10035102 5111	HEALTH INSURANCE	86,400	129,600	60,451.29	7,457.87	.00	69,148.71	46.6%
10035102 5113	KPERS-CITY SHARE	55,250	70,900	57,104.37	7,218.19	.00	13,795.63	80.5%
10035102 5114	SOCIAL SECURITY-CITY	36,450	50,750	39,435.80	4,925.00	.00	11,314.20	77.7%
10035102 5115	UNEMPLOYMENT COMPENS	500	700	548.30	69.29	.00	151.70	78.3%
10035102 5116	WORKERS COMPENSATION	10,000	15,000	10,000.00	.00	.00	5,000.00	66.7%
10035102 5206	ADVERTISING & HIRING	29,850	30,220	15,088.75	552.70	.00	15,131.25	49.9%
10035102 5215	ASSOCIATION DUES	2,500	2,500	478.00	.00	.00	2,022.00	19.1%
10035102 5223	BANK & CREDIT CARD C	32,550	38,000	30,271.93	19.95	.00	7,728.07	79.7%
10035102 5224	VENDING MACHINE FEES	4,000	2,500	2,798.09	347.07	.00	-298.09	111.9%*
10035102 5401	INSURANCE-PROPERTY	45,500	35,100	35,100.00	.00	.00	.00	100.0%
10035102 5402	INSURANCE-VEHICLES	19,550	15,050	15,050.00	.00	.00	.00	100.0%
10035102 5431	INTERNET CONNECTION	5,450	5,900	5,615.89	.00	.00	284.11	95.2%
10035102 5435	LICENSE RENEWAL	32,800	2,000	1,375.00	.00	.00	625.00	68.8%
10035102 5468	RENTAL AGREEMENT	500	500	500.00	.00	.00	.00	100.0%
10035102 5471	REPAIR-BUILDINGS	29,850	32,050	32,335.35	6,468.40	.00	-285.35	100.9%*
10035102 5474	REPAIR-EQUIPMENT	2,000	1,500	8.84	.00	.00	1,491.16	.6%
10035102 5516	SHIPPING COSTS	250	0	.00	.00	.00	.00	.0%
10035102 5531	SUBSCRIPTIONS	1,000	5,900	8,899.80	.00	.00	-2,999.80	150.8%*
10035102 5541	TAX-STATE SALES	19,900	27,000	21,305.31	1,337.61	.00	5,694.69	78.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035102 5561	TRAINING-EDUCATION	7,950	7,100	1,420.00	.00	.00	5,680.00	20.0%
10035102 5571	TRAVEL EXPENSE	9,950	7,450	4,580.27	.00	.00	2,869.73	61.5%
10035102 5586	UTILITIES-GAS	8,450	2,750	4,384.93	.00	.00	-1,634.93	159.5%*
10035102 5645	GAS-OIL-DIESEL	5,050	1,500	2,435.10	405.55	.00	-935.10	162.3%*
10035102 5711	MEETINGS, MEALS EXPE	2,500	2,500	1,435.39	.00	.00	1,064.61	57.4%
10035102 5811	SUPPLIES-OFFICE	24,850	17,000	12,885.34	493.00	.00	4,114.66	75.8%
10035102 5812	SUPPLIES-OPERATIONS	11,950	11,600	6,684.42	813.16	.00	4,915.58	57.6%
10035102 5821	SUPPLIES-CONCESSIONS	64,650	37,350	18,378.79	689.54	.00	18,971.21	49.2%
10035102 5824	SUPPLIES-VENDING	39,750	27,350	16,405.56	3,389.23	.00	10,944.44	60.0%
10035102 6511	NEW EQUIPMENT-OFFICE	12,450	8,200	4,894.99	.00	.00	3,305.01	59.7%
10035102 6520	NEW EQUIPMENT-OTHER	13,900	22,500	1,941.91	.00	.00	20,558.09	8.6%
TOTAL RECREATION OPERATIONS		1,136,800	1,272,670	960,052.16	103,444.90	.00	312,617.84	75.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035351 RECREATION AQUATICS								
10035351 5100	SALARIES	328,250	328,250	347,611.00	.00	.00	-19,361.00	105.9%*
10035351 5114	SOCIAL SECURITY-CITY	30,550	25,150	26,592.42	.00	.00	-1,442.42	105.7%*
10035351 5115	UNEMPLOYMENT COMPENS	400	400	347.66	.00	.00	52.34	86.9%
10035351 5206	ADVERTISING & HIRING	3,000	1,000	1,524.33	.00	.00	-524.33	152.4%*
10035351 5215	ASSOCIATION DUES	1,000	1,000	466.43	.00	.00	533.57	46.6%
10035351 5273	CONTRACT-SERVICES	19,900	28,400	14,944.79	1,800.00	.00	13,455.21	52.6%
10035351 5401	INSURANCE-PROPERTY	23,800	18,350	18,350.00	.00	.00	.00	100.0%
10035351 5431	INTERNET CONNECTION	100	0	.00	.00	.00	.00	.0%
10035351 5471	REPAIR-BUILDINGS	14,900	14,900	2,841.48	.00	.00	12,058.52	19.1%
10035351 5478	REPAIR-OTHER	99,450	100,000	96,387.13	1,175.60	.00	3,612.87	96.4%
10035351 5561	TRAINING-EDUCATION	3,000	3,000	3,994.25	.00	.00	-994.25	133.1%*
10035351 5571	TRAVEL EXPENSE	2,000	1,000	1,148.37	.00	.00	-148.37	114.8%*
10035351 5581	UNIFORM EXPENSE	19,900	19,900	15,909.20	.00	.00	3,990.80	79.9%
10035351 5586	UTILITIES-GAS	1,200	1,200	1,021.62	104.09	.00	178.38	85.1%
10035351 5632	CHEMICALS	69,600	69,600	46,116.77	.00	.00	23,483.23	66.3%
10035351 5811	SUPPLIES-OFFICE	2,000	200	.00	.00	.00	200.00	.0%
10035351 5812	SUPPLIES-OPERATIONS	27,850	27,850	13,726.17	.00	.00	14,123.83	49.3%
10035351 5821	SUPPLIES-CONCESSIONS	59,650	59,650	58,313.04	.00	.00	1,336.96	97.8%
10035351 5823	SUPPLIES-MERCHANDISE	0	0	89.00	.00	.00	-89.00	100.0%*
10035351 6242	BUILDING IMPROVEMENT	9,950	9,950	.00	.00	.00	9,950.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035351 6721	AQUATIC FACILITY	39,750	40,000	9,515.84	.00	.00	30,484.16	23.8%
TOTAL RECREATION AQUATICS		756,250	749,800	658,899.50	3,079.69	.00	90,900.50	87.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035352 RECREATION ARTS								
10035352 5100	SALARIES	0	0	15,314.38	1,721.09	.00	-15,314.38	100.0%*
10035352 5114	SOCIAL SECURITY-CITY	0	0	1,171.55	131.65	.00	-1,171.55	100.0%*
10035352 5115	UNEMPLOYMENT COMPENS	0	0	15.29	1.72	.00	-15.29	100.0%*
10035352 5206	ADVERTISING & HIRING	1,500	650	462.57	.00	.00	187.43	71.2%
10035352 5273	CONTRACT-SERVICES	14,900	10,000	1,620.00	240.00	.00	8,380.00	16.2%
10035352 5435	LICENSE RENEWAL	7,950	3,700	2,773.00	.00	.00	927.00	74.9%
10035352 5715	MISCELLANEOUS	0	0	29.91	.00	.00	-29.91	100.0%*
10035352 5831	SUPPLIES-ARTS	19,900	19,000	16,458.76	.00	.00	2,541.24	86.6%
10035352 6520	NEW EQUIPMENT-OTHER	2,500	3,000	.00	.00	.00	3,000.00	.0%
TOTAL RECREATION ARTS		46,750	36,350	37,845.46	2,094.46	.00	-1,495.46	104.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035353 RECREATION ATHLETICS								
10035353 5100	SALARIES	398,950	255,450	119,393.08	15,474.42	.00	136,056.92	46.7%
10035353 5111	HEALTH INSURANCE	21,600	10,800	.00	.00	.00	10,800.00	.0%
10035353 5113	KPERS-CITY SHARE	33,750	6,200	727.44	.00	.00	5,472.56	11.7%
10035353 5114	SOCIAL SECURITY-CITY	24,400	19,550	9,133.52	1,183.78	.00	10,416.48	46.7%
10035353 5115	UNEMPLOYMENT COMPENS	350	300	119.44	15.48	.00	180.56	39.8%
10035353 5116	WORKERS COMPENSATION	2,500	1,250	2,500.00	.00	.00	-1,250.00	200.0%*
10035353 5206	ADVERTISING & HIRING	3,000	1,000	1,064.33	20.00	.00	-64.33	106.4%*
10035353 5215	ASSOCIATION DUES	9,950	11,450	7,873.45	.00	.00	3,576.55	68.8%
10035353 5273	CONTRACT-SERVICES	91,500	85,500	48,569.77	5,440.00	.00	36,930.23	56.8%
10035353 5404	INSURANCE-OTHER	23,800	18,350	18,350.00	.00	.00	.00	100.0%
10035353 5431	INTERNET CONNECTION	2,500	3,500	1,854.01	370.82	.00	1,645.99	53.0%
10035353 5468	RENTAL AGREEMENT	10,150	1,000	9,449.06	860.93	.00	-8,449.06	944.9%*
10035353 5474	REPAIR-EQUIPMENT	1,500	1,500	.00	.00	.00	1,500.00	.0%
10035353 5561	TRAINING-EDUCATION	1,400	5,000	670.00	.00	.00	4,330.00	13.4%
10035353 5571	TRAVEL EXPENSE	2,000	2,500	2,331.15	.00	.00	168.85	93.2%
10035353 5585	UTILITIES-ELECTRIC	6,950	6,200	6,487.49	610.93	.00	-287.49	104.6%*
10035353 5586	UTILITIES-GAS	4,000	1,500	1,296.97	.00	.00	203.03	86.5%
10035353 5711	MEETINGS, MEALS EXPE	1,000	2,000	-523.98	.00	.00	2,523.98	-26.2%
10035353 5811	SUPPLIES-OFFICE	3,000	0	366.87	.00	.00	-366.87	100.0%*
10035353 5823	SUPPLIES-MERCHANDISE	2,500	2,500	1,360.33	.00	.00	1,139.67	54.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035353 5825	SUPPLIES-ATHLETICS	119,300	91,500	82,623.67	4,276.95	.00	8,876.33	90.3%
10035353 6520	NEW EQUIPMENT-OTHER	24,850	24,100	4,201.84	.00	.00	19,898.16	17.4%
10035353 6572	LEASE AGREEMENT-OB G	164,000	164,000	163,247.96	.00	.00	752.04	99.5%
TOTAL RECREATION ATHLETICS		952,950	715,150	481,096.40	28,253.31	.00	234,053.60	67.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035354 RECREATION FITNESS								
10035354 5100	SALARIES	240,800	140,250	107,432.44	14,575.22	.00	32,817.56	76.6%
10035354 5111	HEALTH INSURANCE	32,400	10,800	9,115.18	1,243.88	.00	1,684.82	84.4%
10035354 5113	KPERS-CITY SHARE	15,450	5,150	4,151.75	573.23	.00	998.25	80.6%
10035354 5114	SOCIAL SECURITY-CITY	18,400	10,750	8,105.78	1,099.67	.00	2,644.22	75.4%
10035354 5115	UNEMPLOYMENT COMPENS	250	150	107.40	14.56	.00	42.60	71.6%
10035354 5116	WORKERS COMPENSATION	3,750	1,250	3,750.00	.00	.00	-2,500.00	300.0%*
10035354 5206	ADVERTISING & HIRING	4,950	1,250	764.34	10.00	.00	485.66	61.1%
10035354 5273	CONTRACT-SERVICES	0	200	125.42	.00	.00	74.58	62.7%
10035354 5431	INTERNET CONNECTION	12,450	12,500	12,057.60	2,039.64	.00	442.40	96.5%
10035354 5435	LICENSE RENEWAL	7,450	5,300	2,250.00	.00	.00	3,050.00	42.5%
10035354 5467	RENT-OFFICE SPACE	120,000	120,000	100,000.00	10,000.00	.00	20,000.00	83.3%
10035354 5471	REPAIR-BUILDINGS	0	5,000	.00	.00	.00	5,000.00	.0%
10035354 5474	REPAIR-EQUIPMENT	4,950	5,250	5,637.34	.00	.00	-387.34	107.4%*
10035354 5561	TRAINING-EDUCATION	1,500	1,500	60.00	.00	.00	1,440.00	4.0%
10035354 5571	TRAVEL EXPENSE	1,500	1,000	.00	.00	.00	1,000.00	.0%
10035354 5585	UTILITIES-ELECTRIC	24,850	24,000	21,665.47	2,046.76	.00	2,334.53	90.3%
10035354 5586	UTILITIES-GAS	3,000	2,500	965.43	.00	.00	1,534.57	38.6%
10035354 5811	SUPPLIES-OFFICE	4,950	4,500	375.15	.00	.00	4,124.85	8.3%
10035354 5812	SUPPLIES-OPERATIONS	11,950	11,200	3,584.17	304.32	.00	7,615.83	32.0%
10035354 5830	SUPPLIES-FITNESS	7,950	7,000	9,248.75	217.00	.00	-2,248.75	132.1%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10035354 6520	NEW EQUIPMENT-OTHER	18,400	6,000	.00	.00	.00	6,000.00	.0%
10035354 6574	OP LEASE AGREEMENT-C	58,800	58,800	53,636.00	.00	.00	5,164.00	91.2%
TOTAL RECREATION FITNESS		593,750	434,350	343,032.22	32,124.28	.00	91,317.78	79.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10041100 STREET REVENUE								
10041100 3809	MISCELLANEOUS-STREET	0	-5,000	-7,825.55	-645.00	.00	2,825.55	156.5%
TOTAL STREET REVENUE		0	-5,000	-7,825.55	-645.00	.00	2,825.55	156.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10041411 STREET								
10041411 5100	SALARIES	690,850	716,500	570,272.15	77,593.69	.00	146,227.85	79.6%
10041411 5111	HEALTH INSURANCE	140,400	140,400	98,118.60	12,685.06	.00	42,281.40	69.9%
10041411 5113	KPERS-CITY SHARE	73,250	76,900	60,374.18	8,217.14	.00	16,525.82	78.5%
10041411 5114	SOCIAL SECURITY-CITY	52,900	54,650	40,563.19	5,528.81	.00	14,086.81	74.2%
10041411 5115	UNEMPLOYMENT COMPENS	700	750	570.38	77.56	.00	179.62	76.1%
10041411 5116	WORKERS COMPENSATION	16,250	16,250	16,250.00	.00	.00	.00	100.0%
10041411 5206	ADVERTISING & HIRING	0	500	781.86	145.40	.00	-281.86	156.4%*
10041411 5561	TRAINING-EDUCATION	2,500	2,500	2,785.82	910.00	.00	-285.82	111.4%*
10041411 5571	TRAVEL EXPENSE	2,000	2,000	54.92	.00	.00	1,945.08	2.7%
10041411 5581	UNIFORM EXPENSE	6,450	7,500	4,866.26	.00	.00	2,633.74	64.9%
10041411 5656	MATERIAL-STREET REPA	1,056,450	1,056,450	1,055,043.51	.00	.00	1,406.49	99.9%
10041411 6247	BUILDING PURCHASE RE	75,000	75,000	75,000.00	.00	.00	.00	100.0%
10041411 6581	PUBLIC TRANSPORTATIO	308,173	308,173	.00	.00	.00	308,173.00	.0%
TOTAL STREET		2,424,923	2,457,573	1,924,680.87	105,157.66	.00	532,892.13	78.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10041421 STREET TRAFFIC								
10041421 5100	SALARIES	238,450	215,100	185,102.58	28,442.01	.00	29,997.42	86.1%
10041421 5111	HEALTH INSURANCE	43,200	43,200	30,900.51	4,743.03	.00	12,299.49	71.5%
10041421 5113	KPERS-CITY SHARE	25,250	23,000	19,602.34	3,012.00	.00	3,397.66	85.2%
10041421 5114	SOCIAL SECURITY-CITY	18,300	16,500	13,017.15	2,029.85	.00	3,482.85	78.9%
10041421 5115	UNEMPLOYMENT COMPENS	250	250	185.09	28.44	.00	64.91	74.0%
10041421 5116	WORKERS COMPENSATION	5,000	5,000	5,000.00	.00	.00	.00	100.0%
10041421 5446	MAINTENANCE-TRAFFIC	79,550	79,550	60,937.77	5,549.88	.00	18,612.23	76.6%
10041421 5561	TRAINING-EDUCATION	2,500	2,000	97.25	.00	.00	1,902.75	4.9%
10041421 5571	TRAVEL EXPENSE	2,000	2,000	439.40	.00	.00	1,560.60	22.0%
10041421 5581	UNIFORM EXPENSE	2,000	2,000	2,409.24	150.00	.00	-409.24	120.5%*
TOTAL STREET TRAFFIC		416,500	388,600	317,691.33	43,955.21	.00	70,908.67	81.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 100 General		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10077171 CAPITAL IMPROVEMENT								
10077171 5343	FIREWORKS	29,850	29,850	25,000.00	.00	.00	4,850.00	83.8%
10077171 5453	MAIN STREET PROGRAM	134,000	134,000	134,000.00	.00	.00	.00	100.0%
10077171 6135	DEVELOPMENT INCENTIV	99,450	100,000	.00	.00	.00	100,000.00	.0%
10077171 6154	ECONOMIC DEVELOPMENT	305,000	305,000	305,000.00	.00	.00	.00	100.0%
10077171 6155	AIRPORT INDUSTRIAL P	7,950	11,000	.00	.00	.00	11,000.00	.0%
10077171 6220	GOLF COURSE BUILDING	425,000	425,000	425,000.00	.00	.00	.00	100.0%
10077171 6285	FACILITIES MAINTENAN	29,850	50,000	.00	.00	.00	50,000.00	.0%
10077171 6480	MISCELLANEOUS	99,450	99,450	73,945.41	.00	.00	25,504.59	74.4%
10077171 6641	SOCIAL FUNDING	21,400	21,400	21,400.00	.00	.00	.00	100.0%
TOTAL CAPITAL IMPROVEMENT		1,151,950	1,175,700	984,345.41	.00	.00	191,354.59	83.7%
TOTAL General		3,822,761	2,979,667	-2,443,275.05	1,544,312.52	36,969.54	5,385,972.51	-80.8%
	TOTAL REVENUES	-39,257,177	-39,609,950	-34,326,957.62	-2,588,579.98	.00	-5,282,992.38	
	TOTAL EXPENSES	43,079,938	42,589,617	31,883,682.57	4,132,892.50	36,969.54	10,668,964.89	

PRIOR FUND BALANCE	11,049,331.27
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	2,443,275.05
REVISED FUND BALANCE	13,492,606.32

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 201 Bond and Interest		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
20100100	BOND AND INTEREST							
20100100 3040	AD VALOREM TAX	-2,759,392	-2,650,000	-2,685,821.70	.00	.00	35,821.70	101.4%
20100100 3041	AD VALOREM BACK TAX	-60,000	-60,000	-39,598.70	.00	.00	-20,401.30	66.0%*
20100100 3042	MOTOR VEHICLE TAX	-293,758	-275,000	-279,568.10	.00	.00	4,568.10	101.7%
20100100 3043	RECREATIONAL VEHICLE	-3,321	-3,000	-2,100.07	.00	.00	-899.93	70.0%*
20100100 3044	HEAVY DUTY VEHICLE T	-650	-650	-922.78	.00	.00	272.78	142.0%
20100100 3045	COMMERCIAL VEHICLE T	-13,749	-12,500	-12,729.82	.00	.00	229.82	101.8%
20100100 3046	SPECIAL ASSESSMENTS	-10,000	-10,000	-53,980.71	-1,000.00	.00	43,980.71	539.8%
20100100 6682	INTEREST ON BONDS	682,750	682,750	682,705.75	341,352.75	.00	44.25	100.0%
20100100 6683	PRINCIPAL ON BONDS	2,482,500	2,482,500	2,482,460.00	2,482,460.00	.00	40.00	100.0%
20100100 6684	5% COVERAGE	160,000	0	.00	.00	.00	.00	.0%
TOTAL BOND AND INTEREST		184,380	154,100	90,443.87	2,822,812.75	.00	63,656.13	58.7%
TOTAL Bond and Interest		184,380	154,100	90,443.87	2,822,812.75	.00	63,656.13	58.7%
	TOTAL REVENUES	-3,140,870	-3,011,150	-3,074,721.88	-1,000.00	.00	63,571.88	
	TOTAL EXPENSES	3,325,250	3,165,250	3,165,165.75	2,823,812.75	.00	84.25	

PRIOR FUND BALANCE	351,640.71
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-90,443.87
REVISED FUND BALANCE	261,196.84

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 202 TIF		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
20200100 TIF								
20200100 3901	TAX DISTR-GARDEN CIT	-1,750,000	-1,750,000	-1,758,431.43	.00	.00	8,431.43	100.5%
20200100 3902	TAX DISTR-PRAIRIE TR	-50,000	-50,000	-32,918.78	.00	.00	-17,081.22	65.8%*
20200100 3903	TIF DISTR-STONE ADDI	-250,000	-150,000	-132,562.76	.00	.00	-17,437.24	88.4%*
20200100 3904	RHID DISTR-PIONEER R	-150,000	-150,000	-181,329.48	.00	.00	31,329.48	120.9%
20200100 3905	RHID DISTR-MAGGIE'S	-48,000	-48,000	-63,732.04	.00	.00	15,732.04	132.8%
20200100 3906	RHID DISTR-CHAPPEL H	-1,000,000	-700,000	-721,567.87	.00	.00	21,567.87	103.1%
20200100 3907	RHID DISTR-EAST CAMB	-325,000	-325,000	-316,853.10	.00	.00	-8,146.90	97.5%*
20200100 3908	RHID DISTR-CLARION P	-280,000	-280,000	-317,369.29	.00	.00	37,369.29	113.3%
20200100 3909	RHID DISTR-PRAIRIE V	-65,000	-65,000	-80,197.38	.00	.00	15,197.38	123.4%
20200100 3910	TGT DISTRIBUTION - W	-100,000	-90,000	-80,755.02	-21,867.56	.00	-9,244.98	89.7%*
20200100 3912	RHID DISTR-NOTTING H	-50,000	-50,000	-46,302.06	.00	.00	-3,697.94	92.6%*
20200100 3913	RHID DISTR-NORTHBORO	-60,000	-60,000	.00	.00	.00	-60,000.00	.0%*
20200100 3914	RHID DISTR-MILESTONE	-80,000	-60,000	-44,272.42	.00	.00	-15,727.58	73.8%*
20200100 3915	RHID DIST-SUNFLOWER	-80,000	-80,000	-174,230.99	.00	.00	94,230.99	217.8%
20200100 3916	RHID DIST-LOST RIVER	-20,000	-20,000	-23,454.18	.00	.00	3,454.18	117.3%
20200100 3917	RHID DIST-HAWKEYE	-20,000	-20,000	-35,308.06	.00	.00	15,308.06	176.5%
20200100 3918	TIF DIST - CAMPUS &	-90,000	-150,000	-139,134.52	.00	.00	-10,865.48	92.8%*
20200100 3919	TIF DIST - WESTERN K	-20,000	-60,000	-82,008.77	.00	.00	22,008.77	136.7%
20200100 3920	MIH DIST - SLIGO STA	0	-350,000	-1,031,475.29	.00	.00	681,475.29	294.7%
20200100 3921	RHID DIST-HUNTERS GL	-75,000	-125,000	-63,940.95	.00	.00	-61,059.05	51.2%*

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 202 TIF		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
20200100 3922	RHID DIST-SUNSET TER	-30,000	-30,000	-25,318.98	.00	.00	-4,681.02	84.4%*
20200100 3971	CID-STONE DEVELOPMEN	-180,000	-140,000	-102,606.24	-8,828.63	.00	-37,393.76	73.3%*
20200100 3972	CID-FULTON'S FOUNDER	-10,000	-10,000	-8,726.47	-321.17	.00	-1,273.53	87.3%*
20200100 3973	CID-SCHULMAN CROSSIN	-70,000	-55,000	-45,522.73	-5,089.58	.00	-9,477.27	82.8%*
20200100 3974	CID-GC PLAZA	-75,000	-75,000	-56,649.19	-5,796.16	.00	-18,350.81	75.5%*
20200100 3975	CID DIST-GC PLAZA II	-150,000	-150,000	-167,823.79	-16,100.42	.00	17,823.79	111.9%
20200100 3976	CID DIST-CAMPUS & KA	-50,000	-50,000	-47,891.61	-4,589.95	.00	-2,108.39	95.8%*
20200100 3977	CID DIST-4A'S PROPER	0	-5,000	-8,943.55	-306.80	.00	3,943.55	178.9%
20200100 6682	INTEREST ON BONDS	310,500	310,500	310,419.29	155,209.77	.00	80.71	100.0%
20200100 6683	PRINCIPAL ON BONDS	850,000	850,000	850,000.00	850,000.00	.00	.00	100.0%
20200100 6902	RHID DISB-PRAIRIE TR	50,000	50,000	32,918.78	.00	.00	17,081.22	65.8%
20200100 6903	TIF DISB-STONE ADDIT	250,000	150,000	132,562.76	.00	.00	17,437.24	88.4%
20200100 6904	RHID DISB-PIONEER RO	150,000	150,000	181,329.48	.00	.00	-31,329.48	120.9%*
20200100 6905	RHID DISB-MAGGIE'S A	48,000	48,000	63,732.04	.00	.00	-15,732.04	132.8%*
20200100 6906	RHID DISB-CHAPPEL HE	1,000,000	700,000	621,572.13	30,275.22	.00	78,427.87	88.8%
20200100 6907	RHID DISB-EAST CAMBR	325,000	325,000	316,853.10	.00	.00	8,146.90	97.5%
20200100 6908	RHID DISB-CLARION PA	280,000	280,000	317,369.29	6,690.51	.00	-37,369.29	113.3%*
20200100 6909	RHID DISB-PRAIRIE VI	65,000	65,000	80,197.38	2,212.28	.00	-15,197.38	123.4%*
20200100 6910	TGT DISBURSEMENT - W	100,000	90,000	80,755.02	21,867.56	.00	9,244.98	89.7%
20200100 6912	RHID DISB-NOTTING HI	50,000	50,000	46,302.06	.00	.00	3,697.94	92.6%
20200100 6913	RHID DISB-NORTHBOROU	60,000	60,000	.00	.00	.00	60,000.00	.0%
20200100 6914	RHID DISB-MILESTONE	80,000	60,000	44,272.42	.00	.00	15,727.58	73.8%

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ACCOUNTS FOR: 202 TIF		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
20200100 6915	RHID PAY-SUNFLOWER C	80,000	80,000	174,230.99	9,374.36	.00	-94,230.99	217.8%*
20200100 6916	RHID PAY-LOST RIVER	20,000	20,000	26,747.93	26,747.93	.00	-6,747.93	133.7%*
20200100 6917	RHID PAY-HAWKEYE	20,000	20,000	35,308.06	1,952.99	.00	-15,308.06	176.5%*
20200100 6918	TIF PAY - CAMPUS & K	90,000	150,000	139,134.52	.00	.00	10,865.48	92.8%
20200100 6919	TIF PAY -WESTERN KS	20,000	60,000	82,008.77	.00	.00	-22,008.77	136.7%*
20200100 6920	MIH PAY - SLIGO STAT	0	350,000	1,407,804.22	97,832.66	.00	-1,057,804.22	402.2%*
20200100 6921	RHID PAY-HUNTERS GLE	75,000	125,000	63,940.95	4,814.04	.00	61,059.05	51.2%
20200100 6922	RHID PAY-SUNSET TERR	30,000	30,000	25,318.98	.00	.00	4,681.02	84.4%
20200100 6971	CID REIMBURSE-STONE	180,000	140,000	93,777.61	11,667.81	.00	46,222.39	67.0%
20200100 6972	CID REIMBURSE-FULTON	10,000	10,000	8,403.58	621.71	.00	1,596.42	84.0%
20200100 6973	CID REIMBURSE-SCHULM	70,000	55,000	40,455.58	5,314.67	.00	14,544.42	73.6%
20200100 6974	CID REIMBURSE - GC P	75,000	75,000	50,853.03	5,848.66	.00	24,146.97	67.8%
20200100 6975	CID PAY-GC PLAZA II	150,000	150,000	151,737.06	16,300.55	.00	-1,737.06	101.2%*
20200100 6976	CID PAY-CAMPUS & KAN	50,000	50,000	43,296.88	4,470.03	.00	6,703.12	86.6%
20200100 6977	CID PAY-4A'S PROPERT	0	5,000	8,202.56	6.14	.00	-3,202.56	164.1%*
TOTAL TIF		-589,500	-589,500	-359,822.48	1,188,306.62	.00	-229,677.52	61.0%
TOTAL TIF		-589,500	-589,500	-359,822.48	1,188,306.62	.00	-229,677.52	61.0%
	TOTAL REVENUES	-5,078,000	-5,098,000	-5,789,326.95	-62,900.27	.00	691,326.95	
	TOTAL EXPENSES	4,488,500	4,508,500	5,429,504.47	1,251,206.89	.00	-921,004.47	

PRIOR FUND BALANCE	2,963,188.71
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	359,822.48
REVISED FUND BALANCE	3,323,011.19

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ACCOUNTS FOR: 301 Community Trust Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30100100 COMMUNITY TRUST RESERVE								
30100100 3335	REPAYMENT-KDOT	0	-50,000	-44,118.66	.00	.00	-5,881.34	88.2%*
30100100 3338	REPAYMENT-ECON DEV-F	0	0	-50.00	-50.00	.00	50.00	100.0%
30100100 5290	CONTRACTED-PROJECTS	500,000	500,000	.00	.00	.00	500,000.00	.0%
TOTAL COMMUNITY TRUST RESERVE		500,000	450,000	-44,168.66	-50.00	.00	494,168.66	-9.8%
TOTAL Community Trust Reserve		500,000	450,000	-44,168.66	-50.00	.00	494,168.66	-9.8%
	TOTAL REVENUES	0	-50,000	-44,168.66	-50.00	.00	-5,831.34	
	TOTAL EXPENSES	500,000	500,000	.00	.00	.00	500,000.00	

PRIOR FUND BALANCE	2,280,932.65
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	44,168.66
REVISED FUND BALANCE	2,325,101.31

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ACCOUNTS FOR: 302 Capital Improvement Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30200100	CAPITAL IMPROVEMENT RESERVE							
30200100 3360	REBATE-PURCHASE CARD	-24,000	-24,000	-17,751.35	-1,881.21	.00	-6,248.65	74.0%*
30200100 3371	TRANSFER-CITY DEPART	-500,000	-500,000	.00	.00	.00	-500,000.00	.0%*
30200100 3423	FEES-PARK RESERVATIO	-15,000	-15,000	-19,600.00	-1,160.00	.00	4,600.00	130.7%
30200100 3580	DONATIONS	-2,000	-2,000	-2,300.00	.00	.00	300.00	115.0%
30200100 3601	FEES-DISTANCE LEARNI	-15,000	-15,000	-3,033.00	-442.00	.00	-11,967.00	20.2%*
30200100 3602	FEES-ZOO BASED PROGR	-15,000	-15,000	-13,837.50	-210.39	.00	-1,162.50	92.3%*
30200100 3603	FEES-FINNUP CENTER U	-5,000	-5,000	-5,275.00	-225.00	.00	275.00	105.5%
30200100 3604	DONATIONS-ZOO CONSER	-10,000	-10,000	-5,970.82	-115.61	.00	-4,029.18	59.7%*
30200100 3605	DONATIONS-FIRE DEPT	-10,000	-10,000	.00	7,833.00	.00	-10,000.00	.0%*
30200100 3609	DONATIONS-POLICE	-10,000	-10,000	-3,103.00	.00	.00	-6,897.00	31.0%*
30200100 3610	DONATIONS-EXPLORER P	-10,000	-10,000	.00	.00	.00	-10,000.00	.0%*
30200100 3612	DONATIONS-POLICE HON	-10,000	-10,000	-50.00	.00	.00	-9,950.00	.5%*
30200100 3626	DONATIONS-BRICKS	0	0	-340.00	.00	.00	340.00	100.0%
30200100 5267	CONSULTANT FEE	0	8,310	.00	.00	.00	8,310.00	.0%
30200100 5307	POLICE-HONOR GUARD	0	2,821	96.18	.00	.00	2,724.82	3.4%
30200100 5471	REPAIR-BUILDINGS	50,000	166,289	.00	.00	.00	166,289.00	.0%
30200100 5493	REPAIR-DILAPIDATED S	0	39,750	.00	.00	.00	39,750.00	.0%
30200100 5564	TRAINING-ZOO	0	4,776	956.95	.00	.00	3,819.05	20.0%
30200100 5715	MISCELLANEOUS	0	0	1,960.83	.00	.00	-1,960.83	100.0%*
30200100 6060	PROJECT-PUBLIC ART	50,000	173,875	.00	.00	.00	173,875.00	.0%

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ACCOUNTS FOR: 302 Capital Improvement Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30200100 6121	CEMETERY IMPROVEMENT	20,000	110,000	.00	.00	.00	110,000.00	.0%
30200100 6135	DEVELOPMENT INCENTIV	100,000	199,450	.00	.00	.00	199,450.00	.0%
30200100 6181	HR-ADVISORY BOARD	10,000	15,943	.00	.00	.00	15,943.00	.0%
30200100 6286	CITY LINK	50,000	41,466	.00	.00	.00	41,466.00	.0%
30200100 6311	STAR BOND CITY DISTR	0	546,255	.00	.00	.00	546,255.00	.0%
30200100 6322	FUNDING-PARK PROJECT	10,000	174,077	.00	.00	.00	174,077.00	.0%
30200100 6515	NEW EQUIPMENT-PARKS	0	201,431	27,744.00	6,279.00	.00	173,687.00	13.8%
30200100 6516	NEW EQUIPMENT-FIRE	0	6,479	.00	.00	.00	6,479.00	.0%
30200100 6522	NEW EQUIPMENT-POLICE	200,000	979,599	292,456.07	22,871.33	.00	687,142.93	29.9%
30200100 6529	NEW EQUIPMENT-MUNICI	0	7,540	.00	.00	.00	7,540.00	.0%
30200100 6540	NEW EQUIPMENT-RECREA	0	43,000	34,428.93	.00	.00	8,571.07	80.1%
30200100 6541	NEW EQUIPMENT - IT	0	42,700	.00	.00	.00	42,700.00	.0%
30200100 6601	FUNDING-FCCE DISTANC	12,000	16,515	149.90	.00	.00	16,365.10	.9%
30200100 6602	ZOO-FEE BASED PROGRA	12,000	44,250	9,454.36	.00	.00	34,795.64	21.4%
30200100 6603	FUNDING-FINNUP CENTE	4,000	29,883	777.80	.00	.00	29,105.20	2.6%
30200100 6604	ZOO CONSERVATION	4,000	2,944	.00	.00	.00	2,944.00	.0%
30200100 6606	ZOO-REPAIRS	0	128,063	107,569.64	.00	.00	20,493.36	84.0%
30200100 6610	FUNDING-EXPLORER PRO	0	9,498	3,683.96	.00	.00	5,814.04	38.8%
30200100 6632	AQUATIC SUPPLIES	0	117,313	114,600.00	.00	.00	2,713.00	97.7%
TOTAL CAPITAL IMPROVEMENT RESERVE		-104,000	2,486,227	522,617.95	32,949.12	.00	1,963,609.05	21.0%
TOTAL Capital Improvement Reserve		-104,000	2,486,227	522,617.95	32,949.12	.00	1,963,609.05	21.0%
	TOTAL REVENUES	-626,000	-626,000	-71,260.67	3,798.79	.00	-554,739.33	
	TOTAL EXPENSES	522,000	3,112,227	593,878.62	29,150.33	.00	2,518,348.38	

PRIOR FUND BALANCE	3,112,227.07
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-522,617.95

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ACCOUNTS FOR: 302 Capital Improvement Reserve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
REVISED FUND BALANCE				2,589,609.12			

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ACCOUNTS FOR: 303 Special Trafficway		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30341100 SPEC TRAFFIC REVENUE								
30341100 3030	STATE HIGHWAY FUNDS	-735,000	-735,000	-765,818.55	-197,343.08	.00	30,818.55	104.2%
30341100 3032	STATE - SIGNAL FUNDS	-15,400	-15,400	-15,400.00	.00	.00	.00	100.0%
30341100 3334	REPAYMENT-FUND EXCHA	-350,000	-365,000	-365,841.73	.00	.00	841.73	100.2%
30341100 3335	REPAYMENT-KDOT	0	0	-22,306.91	.00	.00	22,306.91	100.0%
30341100 3562	SALE OF PROPERTY-AUC	-15,000	-33,700	-33,700.00	.00	.00	.00	100.0%
30341100 3801	MISCELLANEOUS	-15,000	-15,000	-7,176.59	.00	.00	-7,823.41	47.8%*
30341100 4032	TRANSFER - OTHER FUN	0	0	-78,954.00	-78,954.00	.00	78,954.00	100.0%
TOTAL SPEC TRAFFIC REVENUE		-1,130,400	-1,164,100	-1,289,197.78	-276,297.08	.00	125,097.78	110.7%

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ACCOUNTS FOR: 303	Special Trafficway	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30341102 SPEC TRAFFIC OPERATIONS								
30341102 5206	ADVERTISING & HIRING	1,120	1,120	1,378.81	.00	.00	-258.81	123.1%*
30341102 5402	INSURANCE-VEHICLES	131,100	100,550	100,550.00	.00	.00	.00	100.0%
30341102 5441	MAINTENANCE CONTRACT	0	4,100	.00	.00	.00	4,100.00	.0%
30341102 5471	REPAIR-BUILDINGS	5,000	5,000	7,579.99	526.63	.00	-2,579.99	151.6%*
30341102 5474	REPAIR-EQUIPMENT	70,000	70,000	50,945.66	11,151.83	.00	19,054.34	72.8%
30341102 5480	REPAIR-RADIOS	1,800	1,800	2,594.71	139.98	.00	-794.71	144.2%*
30341102 5483	REPAIR-VEHICLE	4,500	4,500	34,949.65	3,128.04	.00	-30,449.65	776.7%*
30341102 5576	TELEPHONE	950	950	3,230.84	.00	.00	-2,280.84	340.1%*
30341102 5586	UTILITIES-GAS	20,000	20,000	16,614.85	186.88	.00	3,385.15	83.1%
30341102 5632	CHEMICALS	4,000	4,000	4,835.75	.00	.00	-835.75	120.9%*
30341102 5645	GAS-OIL-DIESEL	68,850	60,750	66,718.66	6,443.21	.00	-5,968.66	109.8%*
30341102 5656	MATERIAL-STREET REPA	600,000	400,000	266,715.37	5,993.60	.00	133,284.63	66.7%
30341102 5711	MEETINGS, MEALS EXPE	1,500	1,500	1,051.23	.00	.00	448.77	70.1%
30341102 5715	MISCELLANEOUS	1,000	1,000	1,979.89	-4.75	.00	-979.89	198.0%*
30341102 5811	SUPPLIES-OFFICE	4,500	4,500	3,338.64	66.58	.00	1,161.36	74.2%
30341102 5812	SUPPLIES-OPERATIONS	5,000	5,000	4,618.54	-845.00	.00	381.46	92.4%
30341102 5818	SUPPLIES-SHOP	5,000	5,000	3,422.89	.00	.00	1,577.11	68.5%
30341102 6511	NEW EQUIPMENT-OFFICE	2,500	2,500	2,249.09	.00	.00	250.91	90.0%
30341102 6523	NEW EQUIPMENT-STREET	512,300	325,000	281,809.15	1,483.46	.00	43,190.85	86.7%
TOTAL SPEC TRAFFIC OPERATIONS		1,439,120	1,017,270	854,583.72	28,270.46	.00	162,686.28	84.0%

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ACCOUNTS FOR: 303 Special Trafficway		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30341431 SPEC TRAFFIC SIGNS & MARKINGS								
30341431 5446	MAINTENANCE-TRAFFIC	195,000	195,000	162,613.07	1,800.00	38,023.75	-5,636.82	102.9%*
30341431 5474	REPAIR-EQUIPMENT	2,000	2,000	2,177.59	.00	.00	-177.59	108.9%*
30341431 5812	SUPPLIES-OPERATIONS	3,000	3,000	17,233.51	.00	.00	-14,233.51	574.5%*
30341431 5818	SUPPLIES-SHOP	50,000	35,000	3,065.22	.00	.00	31,934.78	8.8%
30341431 5836	SUPPLIES-PEST CONTRO	0	10,000	.00	.00	.00	10,000.00	.0%
TOTAL SPEC TRAFFIC SIGNS & MARKIN		250,000	245,000	185,089.39	1,800.00	38,023.75	21,886.86	91.1%

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ACCOUNTS FOR: 303 Special Trafficway		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30341432 SPEC TRAFFIC SNOW REMOVAL								
30341432 5474	REPAIR-EQUIPMENT	15,000	15,000	5,967.30	.00	.00	9,032.70	39.8%
30341432 5812	SUPPLIES-OPERATIONS	4,500	4,500	197.35	.00	.00	4,302.65	4.4%
30341432 5819	SUPPLIES-STREET SALT	50,000	25,000	3,852.29	.00	.00	21,147.71	15.4%
30341432 6523	NEW EQUIPMENT-STREET	15,000	15,000	15,000.60	.00	.00	-.60	100.0%*
TOTAL SPEC TRAFFIC SNOW REMOVAL		84,500	59,500	25,017.54	.00	.00	34,482.46	42.0%
TOTAL Special Trafficway		643,220	157,670	-224,507.13	-246,226.62	38,023.75	344,153.38	-118.3%
	TOTAL REVENUES	-1,130,400	-1,164,100	-1,289,197.78	-276,297.08	.00	125,097.78	
	TOTAL EXPENSES	1,773,620	1,321,770	1,064,690.65	30,070.46	38,023.75	219,055.60	

PRIOR FUND BALANCE	1,331,229.36
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	224,507.13
REVISED FUND BALANCE	1,555,736.49

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ACCOUNTS FOR: 304 Special Improvements		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30400100 SPECIAL IMPROVEMENTS								
30400100 3647	REIMBURSED EXPENSE-I	-10,000	-10,000	.00	.00	.00	-10,000.00	.0%*
30400100 3648	PAYMENT-WEED CUTTING	-15,000	-15,000	-6,307.80	-97.97	.00	-8,692.20	42.1%*
30400100 3801	MISCELLANEOUS	-1,000	-1,000	.00	.00	.00	-1,000.00	.0%*
30400100 5201	ADMINISTRATIVE FEE	6,000	6,000	1,486.29	.00	.00	4,513.71	24.8%
30400100 5280	CONTRACTED-WEED CUTT	20,000	20,000	2,790.00	.00	.00	17,210.00	14.0%
TOTAL SPECIAL IMPROVEMENTS		0	0	-2,031.51	-97.97	.00	2,031.51	100.0%
TOTAL Special Improvements		0	0	-2,031.51	-97.97	.00	2,031.51	100.0%
	TOTAL REVENUES	-26,000	-26,000	-6,307.80	-97.97	.00	-19,692.20	
	TOTAL EXPENSES	26,000	26,000	4,276.29	.00	.00	21,723.71	

PRIOR FUND BALANCE	31,685.86
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	2,031.51
REVISED FUND BALANCE	33,717.37

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ACCOUNTS FOR: 305 Cemetery Endowment		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30531100 CEMETERY ENDOWMENT								
30531100 3120	CEMETERY SPACES	-9,600	-9,600	-17,210.00	-750.00	.00	7,610.00	179.3%
30531100 3801	MISCELLANEOUS	0	0	-2,085.00	-585.00	.00	2,085.00	100.0%
30531100 5641	CEMETERY MARKERS	2,000	2,000	.00	.00	.00	2,000.00	.0%
30531100 6121	CEMETERY IMPROVEMENT	100,000	0	.00	.00	.00	.00	.0%
TOTAL CEMETERY ENDOWMENT		92,400	-7,600	-19,295.00	-1,335.00	.00	11,695.00	253.9%
TOTAL Cemetery Endowment		92,400	-7,600	-19,295.00	-1,335.00	.00	11,695.00	253.9%
	TOTAL REVENUES	-9,600	-9,600	-19,295.00	-1,335.00	.00	9,695.00	
	TOTAL EXPENSES	102,000	2,000	.00	.00	.00	2,000.00	

PRIOR FUND BALANCE	132,665.37
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	19,295.00
REVISED FUND BALANCE	151,960.37

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ACCOUNTS FOR: 306 Special Recreation & Parks		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30631100	SPECIAL RECREATION & PARKS							
30631100 3026	LIQUOR CONSUMPTION T	-150,000	-150,000	-112,511.21	.00	.00	-37,488.79	75.0%*
30631100 3174	LOAN REPAYMENTS	-2,000	-2,000	-3,926.36	-407.32	.00	1,926.36	196.3%
30631100 6249	TREE LOAN EXPENSES	1,300	1,300	182.75	50.00	.00	1,117.25	14.1%
30631100 6525	NEW EQUIPMENT-GOLF	40,000	40,000	.00	.00	.00	40,000.00	.0%
30631100 6573	TRANSFER-LEASE AGREE	25,000	25,000	25,000.00	.00	.00	.00	100.0%
30631100 7014	TRANSFER-GOLF COURSE	80,000	80,000	80,000.00	.00	.00	.00	100.0%
TOTAL SPECIAL RECREATION & PARKS		-5,700	-5,700	-11,254.82	-357.32	.00	5,554.82	197.5%
TOTAL Special Recreation & Parks		-5,700	-5,700	-11,254.82	-357.32	.00	5,554.82	197.5%
	TOTAL REVENUES	-152,000	-152,000	-116,437.57	-407.32	.00	-35,562.43	
	TOTAL EXPENSES	146,300	146,300	105,182.75	50.00	.00	41,117.25	

PRIOR FUND BALANCE	290,312.36
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	11,254.82
REVISED FUND BALANCE	301,567.18

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ACCOUNTS FOR: 307 Special Alcohol & Drug Abuse			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30700100 SPECIAL ALCOHOL/DRUG ABUSE									
30700100	3026	LIQUOR CONSUMPTION T	-120,000	-120,000	-112,511.21	.00	.00	-7,488.79	93.8%*
30700100	3801	MISCELLANEOUS	0	0	-4,932.00	.00	.00	4,932.00	100.0%
30700100	5273	CONTRACT-SERVICES	140,000	140,000	113,032.97	.00	.00	26,967.03	80.7%
TOTAL SPECIAL ALCOHOL/DRUG ABUSE			20,000	20,000	-4,410.24	.00	.00	24,410.24	-22.1%
TOTAL Special Alcohol & Drug Abus			20,000	20,000	-4,410.24	.00	.00	24,410.24	-22.1%
		TOTAL REVENUES	-120,000	-120,000	-117,443.21	.00	.00	-2,556.79	
		TOTAL EXPENSES	140,000	140,000	113,032.97	.00	.00	26,967.03	

PRIOR FUND BALANCE	221,541.97
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	4,410.24
REVISED FUND BALANCE	225,952.21

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ACCOUNTS FOR: 308 Finnup Trust		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30830100 FINNUP TRUST								
30830100 3634	GRANT PAYMENT-FINNUP	-150,000	-150,000	-126,500.00	.00	.00	-23,500.00	84.3%*
30830100 5100	SALARIES	0	5,500	2,290.02	.00	.00	3,209.98	41.6%
30830100 5114	SOCIAL SECURITY-CITY	0	450	175.18	.00	.00	274.82	38.9%
30830100 5115	UNEMPLOYMENT COMPENS	0	50	2.29	.00	.00	47.71	4.6%
30830100 5511	FUNDING-ZOO PROJECTS	40,000	73,058	37,804.03	.00	.00	35,253.98	51.7%
30830100 6322	FUNDING-PARK PROJECT	100,000	490,877	.00	.00	.00	490,876.50	.0%
30830100 6603	FUNDING-FINNUP CENTE	10,000	11,017	5,168.19	.00	.00	5,848.95	46.9%
TOTAL FINNUP TRUST		0	430,952	-81,060.29	.00	.00	512,011.94	-18.8%
TOTAL Finnup Trust		0	430,952	-81,060.29	.00	.00	512,011.94	-18.8%
	TOTAL REVENUES	-150,000	-150,000	-126,500.00	.00	.00	-23,500.00	
	TOTAL EXPENSES	150,000	580,952	45,439.71	.00	.00	535,511.94	

PRIOR FUND BALANCE	454,451.65
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	81,060.29
REVISED FUND BALANCE	535,511.94

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ACCOUNTS FOR: 309 Risk Management		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
30900100 RISK MANAGEMENT								
30900100 3333	REPAYMENT-INSURANCE	-15,000	-15,000	-63,934.43	-3,430.67	.00	48,934.43	426.2%
30900100 3371	TRANSFER-CITY DEPART	-30,000	-30,000	-30,000.00	.00	.00	.00	100.0%
30900100 3801	MISCELLANEOUS	-1,000	-1,000	.00	.00	.00	-1,000.00	.0%*
30900100 5235	CLAIMS PAYMENT-PROPE	0	0	3,021.06	.00	.00	-3,021.06	100.0%*
30900100 5237	CLAIMS SETTLEMENT-GE	50,000	50,000	11,854.24	.00	.00	38,145.76	23.7%
TOTAL RISK MANAGEMENT		4,000	4,000	-79,059.13	-3,430.67	.00	83,059.13	-1976.5%
TOTAL Risk Management		4,000	4,000	-79,059.13	-3,430.67	.00	83,059.13	-1976.5%
	TOTAL REVENUES	-46,000	-46,000	-93,934.43	-3,430.67	.00	47,934.43	
	TOTAL EXPENSES	50,000	50,000	14,875.30	.00	.00	35,124.70	

PRIOR FUND BALANCE	181,032.93
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	79,059.13
REVISED FUND BALANCE	260,092.06

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ACCOUNTS FOR: 310 Drug Enforcement		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31021100 DRUG ENFORCEMENT								
31021100 3031	STATE TAX DISTRIBUTI	-8,000	-8,000	-964.52	-628.47	.00	-7,035.48	12.1%*
31021100 3521	DRUG FORFEITURE	-5,000	-5,000	-33,607.20	.00	.00	28,607.20	672.1%
31021100 3531	INTEREST INCOME	-500	-500	-256.93	.00	.00	-243.07	51.4%*
31021100 3801	MISCELLANEOUS	-500	-500	.00	.00	.00	-500.00	.0%*
31021100 5345	FORFEIT EXPENSE	5,000	5,000	.00	.00	.00	5,000.00	.0%
31021100 5565	TRAINING-K9	10,000	10,000	5,742.28	.00	.00	4,257.72	57.4%
31021100 5835	SUPPLIES - K9	2,000	2,000	1,450.70	.00	.00	549.30	72.5%
31021100 6520	NEW EQUIPMENT-OTHER	5,000	5,000	615.23	.00	.00	4,384.77	12.3%
TOTAL DRUG ENFORCEMENT		8,000	8,000	-27,020.44	-628.47	.00	35,020.44	-337.8%
TOTAL Drug Enforcement		8,000	8,000	-27,020.44	-628.47	.00	35,020.44	-337.8%
	TOTAL REVENUES	-14,000	-14,000	-34,828.65	-628.47	.00	20,828.65	
	TOTAL EXPENSES	22,000	22,000	7,808.21	.00	.00	14,191.79	

PRIOR FUND BALANCE	85,572.25
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	27,020.44
REVISED FUND BALANCE	112,592.69

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ACCOUNTS FOR: 311 DEA Foreiture		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31121100 DEA FORFEITURE								
31121100 3521	DRUG FORFEITURE	-5,000	-5,000	.00	.00	.00	-5,000.00	.0%*
31121100 3531	INTEREST INCOME	-200	-200	-98.14	.00	.00	-101.86	49.1%*
31121100 5345	FORFEIT EXPENSE	5,000	5,000	.00	.00	.00	5,000.00	.0%
TOTAL DEA FORFEITURE		-200	-200	-98.14	.00	.00	-101.86	49.1%
TOTAL DEA Foreiture		-200	-200	-98.14	.00	.00	-101.86	49.1%
	TOTAL REVENUES	-5,200	-5,200	-98.14	.00	.00	-5,101.86	
	TOTAL EXPENSES	5,000	5,000	.00	.00	.00	5,000.00	

PRIOR FUND BALANCE	3,392.32
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	98.14
REVISED FUND BALANCE	3,490.46

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 312 Community Development Loan		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31200100 COMMUNITY DEVELOPMENT LOAN								
31200100 3174	LOAN REPAYMENTS	-2,000	-2,000	.00	.00	.00	-2,000.00	.0%*
31200100 5274	CONTRACTED-CONTRACTO	10,000	10,000	.00	.00	.00	10,000.00	.0%
31200100 5419	LEGAL PUBLICATION	500	500	.00	.00	.00	500.00	.0%
TOTAL COMMUNITY DEVELOPMENT LOAN		8,500	8,500	.00	.00	.00	8,500.00	.0%
TOTAL Community Development Loan		8,500	8,500	.00	.00	.00	8,500.00	.0%
	TOTAL REVENUES	-2,000	-2,000	.00	.00	.00	-2,000.00	
	TOTAL EXPENSES	10,500	10,500	.00	.00	.00	10,500.00	

PRIOR FUND BALANCE	20,751.71
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	.00
REVISED FUND BALANCE	20,751.71

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ACCOUNTS FOR: 314 Economic Development Loan		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31400100 ECONOMIC DEVELOPMENT LOAN								
31400100 3206	LOAN REPAY-STROH CLE	-16,000	-16,000	.00	.00	.00	-16,000.00	.0%*
31400100 3216	LOAN REPAY-VHC PERFO	-13,000	-13,000	.00	.00	.00	-13,000.00	.0%*
31400100 5212	APPROVED LOANS	2,000	2,000	.00	.00	.00	2,000.00	.0%
31400100 5267	CONSULTANT FEE	1,000	1,000	.00	.00	.00	1,000.00	.0%
31400100 5356	GRANT-CDBG-CV	26,000	26,000	.00	.00	.00	26,000.00	.0%
TOTAL ECONOMIC DEVELOPMENT LOAN		0	0	.00	.00	.00	.00	.0%
TOTAL Economic Development Loan		0	0	.00	.00	.00	.00	.0%
	TOTAL REVENUES	-29,000	-29,000	.00	.00	.00	-29,000.00	
	TOTAL EXPENSES	29,000	29,000	.00	.00	.00	29,000.00	

PRIOR FUND BALANCE	1,750.00
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	.00
REVISED FUND BALANCE	1,750.00

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ACCOUNTS FOR: 315 Enhanced Wireless 911		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31521100 ENHANCED WIRELESS 911								
31521100 3097	TELEPHONE FRANCHISE	-240,000	-240,000	-213,557.28	-20,528.65	.00	-26,442.72	89.0%*
31521100 3808	MISCELLANEOUS-POLICE	-100	0	.00	.00	.00	.00	.0%
31521100 5441	MAINTENANCE CONTRACT	216,000	216,000	239,019.42	598.23	.00	-23,019.42	110.7%*
31521100 5471	REPAIR-EQUIPMENT	10,000	0	.00	.00	.00	.00	.0%
31521100 5561	TRAINING-EDUCATION	10,000	0	.00	.00	.00	.00	.0%
31521100 5571	TRAVEL EXPENSE	10,000	0	.00	.00	.00	.00	.0%
31521100 6520	NEW EQUIPMENT-OTHER	20,000	20,000	5,863.19	1,763.50	.00	14,136.81	29.3%
TOTAL ENHANCED WIRELESS 911		25,900	-4,000	31,325.33	-18,166.92	.00	-35,325.33	-783.1%
TOTAL Enhanced Wireless 911		25,900	-4,000	31,325.33	-18,166.92	.00	-35,325.33	-783.1%
	TOTAL REVENUES	-240,100	-240,000	-213,557.28	-20,528.65	.00	-26,442.72	
	TOTAL EXPENSES	266,000	236,000	244,882.61	2,361.73	.00	-8,882.61	

PRIOR FUND BALANCE	67,961.64
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-31,325.33
REVISED FUND BALANCE	36,636.31

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ACCOUNTS FOR: 317 HIDTA Grant		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31721100 HIDTA GRANT								
31721100 3001	FEDERAL GRANT	-55,000	-55,000	-12,711.81	.00	.00	-42,288.19	23.1%*
31721100 3090	GRANT-CITY SHARE	-90,000	-90,000	-93,000.00	.00	.00	3,000.00	103.3%
31721100 5100	SALARIES	80,000	80,000	.00	.00	.00	80,000.00	.0%
31721100 5111	HEALTH INSURANCE	10,800	10,800	.00	.00	.00	10,800.00	.0%
31721100 5112	KP&F-CITY SHARE	19,100	19,100	.00	.00	.00	19,100.00	.0%
31721100 5114	SOCIAL SECURITY-CITY	6,200	6,200	.00	.00	.00	6,200.00	.0%
31721100 5115	UNEMPLOYMENT COMPENS	100	100	.00	.00	.00	100.00	.0%
31721100 5116	WORKERS COMPENSATION	1,250	1,250	1,250.00	.00	.00	.00	100.0%
31721100 6520	NEW EQUIPMENT-OTHER	8,000	8,000	.00	.00	.00	8,000.00	.0%
TOTAL HIDTA GRANT		-19,550	-19,550	-104,461.81	.00	.00	84,911.81	534.3%
TOTAL HIDTA Grant		-19,550	-19,550	-104,461.81	.00	.00	84,911.81	534.3%
	TOTAL REVENUES	-145,000	-145,000	-105,711.81	.00	.00	-39,288.19	
	TOTAL EXPENSES	125,450	125,450	1,250.00	.00	.00	124,200.00	

PRIOR FUND BALANCE	135,831.49
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	104,461.81
REVISED FUND BALANCE	240,293.30

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ACCOUNTS FOR: 318 Housing		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31800100 HOUSING								
31800100 3025	PILOT	-29,000	-29,000	.00	.00	.00	-29,000.00	.0%*
TOTAL HOUSING		-29,000	-29,000	.00	.00	.00	-29,000.00	.0%
TOTAL Housing		-29,000	-29,000	.00	.00	.00	-29,000.00	.0%
	TOTAL REVENUES	-29,000	-29,000	.00	.00	.00	-29,000.00	

PRIOR FUND BALANCE	185,591.54
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	.00
REVISED FUND BALANCE	185,591.54

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ACCOUNTS FOR: 319 Project Development		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
31900100 PROJECT DEVELOPMENT								
31900100 3174	LOAN REPAYMENTS	-2,000	-2,000	-1,810.97	.00	.00	-189.03	90.5%*
31900100 5266	LOAN PAYMENT-KCC	2,000	2,000	1,496.34	.00	.00	503.66	74.8%
31900100 6651	DOWNTOWN PROJECT	0	0	.00	.00	30,147.60	-30,147.60	100.0%*
31900100 6652	CITY CAPITAL PROJECT	170,000	0	.00	.00	.00	.00	.0%
TOTAL PROJECT DEVELOPMENT		170,000	0	-314.63	.00	30,147.60	-29,832.97	100.0%
TOTAL Project Development		170,000	0	-314.63	.00	30,147.60	-29,832.97	100.0%
	TOTAL REVENUES	-2,000	-2,000	-1,810.97	.00	.00	-189.03	
	TOTAL EXPENSES	172,000	2,000	1,496.34	.00	30,147.60	-29,643.94	

PRIOR FUND BALANCE	196,691.62
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	314.63
REVISED FUND BALANCE	197,006.25

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ACCOUNTS FOR: 320 Project Safe Neighborhood		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
32021100 PROJECT SAFE NEIGHBORHOOD								
32021100 3001	FEDERAL GRANT	-40,000	-40,000	-38,937.11	.00	.00	-1,062.89	97.3%*
32021100 5571	TRAVEL EXPENSE	4,500	8,400	1,703.80	.00	.00	6,696.20	20.3%
32021100 6520	NEW EQUIPMENT-OTHER	36,000	31,600	.00	.00	.00	31,600.00	.0%
TOTAL PROJECT SAFE NEIGHBORHOOD		500	0	-37,233.31	.00	.00	37,233.31	100.0%
TOTAL Project Safe Neighborhood		500	0	-37,233.31	.00	.00	37,233.31	100.0%
	TOTAL REVENUES	-40,000	-40,000	-38,937.11	.00	.00	-1,062.89	
	TOTAL EXPENSES	40,500	40,000	1,703.80	.00	.00	38,296.20	

PRIOR FUND BALANCE	55,626.39
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	37,233.31
REVISED FUND BALANCE	92,859.70

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ACCOUNTS FOR: 321 Opioid Settlements		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
32121100 OPIOID SETTLEMENTS								
32121100 3071	SETTLEMENT-CVS #1	0	0	-6,011.75	.00	.00	6,011.75	100.0%
32121100 3080	SETTLEMENT - MCKINSE	-5,000	-5,000	.00	.00	.00	-5,000.00	.0%*
32121100 3081	SETTLEMENT-MALLINCKR	-5,000	-5,000	.00	.00	.00	-5,000.00	.0%*
32121100 3082	SETTLEMENT-JANSSEN #	-5,000	-5,000	-1,821.38	.00	.00	-3,178.62	36.4%*
32121100 3083	SETTLEMENT-DISTRIBUT	-10,000	-10,000	-11,982.28	.00	.00	1,982.28	119.8%
32121100 3084	SETTLEMENT-ALLERGAN	0	0	-3,436.09	.00	.00	3,436.09	100.0%
32121100 3085	SETTLEMENT-TEVA	0	0	-3,126.78	.00	.00	3,126.78	100.0%
32121100 3088	SETTLEMENT-WALGREENS	0	0	-55.13	.00	.00	55.13	100.0%
32121100 3089	SETTLEMENT-WALGREENS	0	0	-2,877.93	.00	.00	2,877.93	100.0%
32121100 3093	SETTLEMENT-KROGER	0	0	-3,155.95	.00	.00	3,155.95	100.0%
32121100 6520	NEW EQUIPMENT-OTHER	60,000	60,000	.00	.00	.00	60,000.00	.0%
TOTAL OPIOID SETTLEMENTS		35,000	35,000	-32,467.29	.00	.00	67,467.29	-92.8%
TOTAL Opioid Settlements		35,000	35,000	-32,467.29	.00	.00	67,467.29	-92.8%
	TOTAL REVENUES	-25,000	-25,000	-32,467.29	.00	.00	7,467.29	
	TOTAL EXPENSES	60,000	60,000	.00	.00	.00	60,000.00	

PRIOR FUND BALANCE	143,599.12
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	32,467.29
REVISED FUND BALANCE	176,066.41

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ACCOUNTS FOR: 401 Capital Improvement Plan Fund		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
40177100 CAPITAL IMPROVEMENT PLAN								
40177100 3371	TRANSFER-CITY DEPART	-200,000	-200,000	.00	.00	.00	-200,000.00	.0%*
40177100 3801	MISCELLANEOUS	-20,000	-20,000	-29,517.50	.00	.00	9,517.50	147.6%
40177100 6221	GOLF COURSE IMPROVEM	100	210,000	15,960.00	910.00	.00	194,040.00	7.6%
40177100 6513	NEW EQUIPMENT-SOFTWA	0	340,461	276,206.07	.00	.00	64,254.61	81.1%
40177100 6516	NEW EQUIPMENT-FIRE	200,000	73,530	63,761.25	.00	.00	9,769.11	86.7%
40177100 6520	NEW EQUIPMENT-OTHER	0	301,380	.00	.00	.00	301,380.15	.0%
40177100 6561	ZOO IMPROVEMENT	0	167,550	75,114.35	2,700.00	.00	92,435.65	44.8%
40177100 6617	PROJECTS-PARKS	100	100,000	.00	.00	100,000.00	.00	100.0%
TOTAL CAPITAL IMPROVEMENT PLAN		-19,800	972,921	401,524.17	3,610.00	100,000.00	471,397.02	51.5%
TOTAL Capital Improvement Plan Fu		-19,800	972,921	401,524.17	3,610.00	100,000.00	471,397.02	51.5%
	TOTAL REVENUES	-220,000	-220,000	-29,517.50	.00	.00	-190,482.50	
	TOTAL EXPENSES	200,200	1,192,921	431,041.67	3,610.00	100,000.00	661,879.52	

PRIOR FUND BALANCE	1,192,921.19
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-401,524.17
REVISED FUND BALANCE	791,397.02

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 402 Capital Projects		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
40277100 CAPITAL PROJECTS								
40277100 3335	REPAYMENT-KDOT	0	-1,500,000	-1,108,695.73	-101,127.16	.00	-391,304.27	73.9%*
40277100 3531	INTEREST INCOME	0	-100,000	-152,209.14	.00	.00	52,209.14	152.2%
40277100 3570	BOND PROCEEDS	0	-1,745,000	-1,743,280.55	.00	.00	-1,719.45	99.9%*
40277100 3801	MISCELLANEOUS	0	0	-17.00	.00	.00	17.00	100.0%
40277100 5344	BOND ISSUANCE COSTS	0	63,459	45,548.70	.00	.00	17,910.16	71.8%
40277100 5657	MATERIAL-WATER TOWER	0	3,600,000	3,056,458.75	277,732.50	.00	543,541.25	84.9%
40277100 5666	MATERIAL-WATER SERVI	0	790,550	678,348.74	.00	.00	112,201.26	85.8%
40277100 6121	CEMETERY IMPROVEMENT	0	821,660	96,598.06	102.78	.00	725,062.37	11.8%
40277100 6142	MAINTENANCE-WATER/SE	0	1,539,288	1,507,183.51	165,933.91	.00	32,104.55	97.9%
40277100 6451	EQUIPMENT REPLACEMEN	0	1,265,362	.00	.00	.00	1,265,362.00	.0%
40277100 6539	NEW EQUIPMENT-SOLID	0	1,660,225	1,482,210.16	.00	.00	178,014.84	89.3%
40277100 6679	EAST SIDE PEDESTRIAN	0	3,435,488	2,171,001.09	193,678.92	.00	1,264,486.87	63.2%
40277100 7019	TRANSFER-OTHER FUNDS	0	143,729	143,729.00	78,954.00	.00	.00	100.0%
TOTAL CAPITAL PROJECTS		0	9,974,761	6,176,875.59	615,274.95	.00	3,797,885.72	61.9%
TOTAL Capital Projects		0	9,974,761	6,176,875.59	615,274.95	.00	3,797,885.72	61.9%
	TOTAL REVENUES	0	-3,345,000	-3,004,202.42	-101,127.16	.00	-340,797.58	
	TOTAL EXPENSES	0	13,319,761	9,181,078.01	716,402.11	.00	4,138,683.30	

PRIOR FUND BALANCE	10,076,488.92
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-6,176,875.59
REVISED FUND BALANCE	3,899,613.33

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 403 .30 Sales Tax Projects		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
40377100 .30 SALES TAX PROJECTS								
40377100 3054	COUNTYWIDE TAX - CIT	-1,800,000	-1,800,000	-1,592,972.56	-153,448.05	.00	-207,027.44	88.5%*
40377100 3055	COUNTYWIDE TAX - COU	-1,600,000	-1,600,000	-1,445,336.35	-294,506.18	.00	-154,663.65	90.3%*
40377100 3531	INTEREST INCOME	-50,000	0	.00	.00	.00	.00	.0%
40377100 5296	THIRD FIRE STATION O	1,598,300	1,598,300	.00	.00	.00	1,598,300.00	.0%
40377100 6275	INTERNAL LOAN-REPAY	0	1,000,000	.00	.00	.00	1,000,000.00	.0%
40377100 6616	PROJECT-FIRE STATION	0	620,000	2,231.27	.00	.00	617,768.73	.4%
40377100 6682	INTEREST ON BONDS	556,450	556,450	556,450.00	278,225.00	.00	.00	100.0%
40377100 6683	PRINCIPAL ON BONDS	1,465,000	1,465,000	1,465,000.00	1,465,000.00	.00	.00	100.0%
TOTAL .30 SALES TAX PROJECTS		169,750	1,839,750	-1,014,627.64	1,295,270.77	.00	2,854,377.64	-55.2%
TOTAL .30 Sales Tax Projects		169,750	1,839,750	-1,014,627.64	1,295,270.77	.00	2,854,377.64	-55.2%
	TOTAL REVENUES	-3,450,000	-3,400,000	-3,038,308.91	-447,954.23	.00	-361,691.09	
	TOTAL EXPENSES	3,619,750	5,239,750	2,023,681.27	1,743,225.00	.00	3,216,068.73	

PRIOR FUND BALANCE	4,405,460.35
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	1,014,627.64
REVISED FUND BALANCE	5,420,087.99

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 404 .15 Sales Tax Projects		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
40477100 .15 SALES TAX PROJECTS								
40477100 3052	CITY SALES TAX - SPE	-1,400,000	-1,400,000	-1,250,363.80	-117,474.31	.00	-149,636.20	89.3%*
40477100 3531	INTEREST INCOME	0	0	-16,043.73	.00	.00	16,043.73	100.0%
40477100 6682	INTEREST ON BONDS	210,312	210,312	210,312.50	105,156.25	.00	-.50	100.0%*
40477100 6683	PRINCIPAL ON BONDS	765,000	765,000	765,000.00	765,000.00	.00	.00	100.0%
40477100 7019	TRANSFER-OTHER FUNDS	400,000	400,000	.00	.00	.00	400,000.00	.0%
TOTAL .15 SALES TAX PROJECTS		-24,688	-24,688	-291,095.03	752,681.94	.00	266,407.03	1179.1%
TOTAL .15 Sales Tax Projects		-24,688	-24,688	-291,095.03	752,681.94	.00	266,407.03	1179.1%
	TOTAL REVENUES	-1,400,000	-1,400,000	-1,266,407.53	-117,474.31	.00	-133,592.47	
	TOTAL EXPENSES	1,375,312	1,375,312	975,312.50	870,156.25	.00	399,999.50	

PRIOR FUND BALANCE	352,761.18
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	291,095.03
REVISED FUND BALANCE	643,856.21

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151100 ELECTRIC REVENUE								
50151100 3001	FEDERAL GRANT	-100	-626,050	-430,098.90	.00	.00	-195,951.10	68.7%*
50151100 3002	STATE GRANT	-100	-302,600	-260,060.33	-25,581.77	.00	-42,539.67	85.9%*
50151100 3101	COLLECTIONS-ELECTRIC	-39,995,000	-40,909,000	-37,280,111.98	-4,511,064.93	.00	-3,628,888.02	91.1%*
50151100 3121	CONNECT FEES	-100,000	-30,000	-117,847.60	-11,835.74	.00	87,847.60	392.8%
50151100 3160	IDENTIFIED LONG/SHOR	-210,000	0	2,459.49	-134.11	.00	-2,459.49	100.0%*
50151100 3161	UNIDENTIFIED LONG/SH	-1,000	-1,000	134.75	30.26	.00	-1,134.75	-13.5%*
50151100 3163	RETURNED CHECK CHARG	-18,000	-18,000	-8,920.55	-1,169.03	.00	-9,079.45	49.6%*
50151100 3305	PENALTIES	-110,000	-220,000	-248,565.24	-46,541.41	.00	28,565.24	113.0%
50151100 3331	REPAYMENT-DEVELOPER	-650,000	-758,000	-1,965,745.52	-5,717.89	.00	1,207,745.52	259.3%
50151100 3361	SALE OF MATERIAL	-21,000	-21,000	-27,082.25	.00	.00	6,082.25	129.0%
50151100 3552	RENTAL-CITY FACILITI	0	0	-33,333.26	-5,777.75	.00	33,333.26	100.0%
50151100 3671	SALES TAX	-1,400,000	-1,600,000	-1,508,568.56	-171,364.73	.00	-91,431.44	94.3%*
50151100 3706	KMEA - AAR & TCR CRE	0	0	-1,713,885.00	.00	.00	1,713,885.00	100.0%
50151100 3801	MISCELLANEOUS	-130,000	-100,000	-133,032.98	-12,667.44	.00	33,032.98	133.0%
TOTAL ELECTRIC REVENUE		-42,635,200	-44,585,650	-43,724,657.93	-4,791,824.54	.00	-860,992.07	98.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151511 ELECTRIC ADDITIONS								
50151511 5274	CONTRACTED-CONTRACTO	950,000	1,150,000	684,084.26	9,953.32	32,680.00	433,235.74	62.3%
50151511 5651	MATERIAL-BUILDING	30,000	30,000	33,965.96	.00	.00	-3,965.96	113.2%*
50151511 5653	MATERIAL-TRAFFIC LIG	570,000	667,400	639,632.09	50.12	.00	27,767.91	95.8%
50151511 5655	MATERIAL-STREET LIGH	450,000	75,000	67,897.13	.00	.00	7,102.87	90.5%
50151511 5659	MATERIAL-DISTRIBUTIO	975,000	1,150,000	1,697,042.27	33,174.35	22,814.39	-569,856.66	149.6%*
50151511 5668	MATERIAL-SUBSTATION	175,000	100,000	48,918.58	1,576.08	804.43	50,276.99	49.7%
50151511 5672	MATERIAL-STORM SIREN	50,000	50,000	47,376.91	.00	.00	2,623.09	94.8%
50151511 6291	LAND PURCHASE	50,000	75,000	74,332.10	.00	.00	667.90	99.1%
50151511 6461	METERS-ELECTRIC	150,000	150,000	121,162.83	.00	16,581.66	12,255.51	91.8%
50151511 6511	NEW EQUIPMENT-OFFICE	30,000	30,000	29,996.33	.00	.00	3.67	100.0%
50151511 6519	NEW EQUIPMENT-TEST	7,000	7,000	391.97	.00	.00	6,608.03	5.6%
50151511 6520	NEW EQUIPMENT-OTHER	10,000	200,000	165,788.05	.00	.00	34,211.95	82.9%
50151511 6538	NEW EQUIPMENT-SCADA	40,000	40,000	5,452.34	1,710.00	.00	34,547.66	13.6%
50151511 6661	TRANSFORMERS	1,500,000	1,635,000	732,624.21	.00	987,312.12	-84,936.33	105.2%*
TOTAL ELECTRIC ADDITIONS		4,987,000	5,359,400	4,348,665.03	46,463.87	1,060,192.60	-49,457.63	100.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151512 ELECTRIC PRODUCTION								
50151512 5100	SALARIES	566,400	574,700	517,524.54	61,825.64	.00	57,175.46	90.1%
50151512 5111	HEALTH INSURANCE	54,000	54,000	42,556.36	6,225.00	.00	11,443.64	78.8%
50151512 5113	KPERS-CITY SHARE	60,000	31,150	50,703.67	6,547.34	.00	-19,553.67	162.8%*
50151512 5114	SOCIAL SECURITY-CITY	43,350	43,750	37,718.85	4,447.12	.00	6,031.15	86.2%
50151512 5115	UNEMPLOYMENT COMPENS	550	600	517.58	61.83	.00	82.42	86.3%
50151512 5116	WORKERS COMPENSATION	6,250	6,250	6,250.00	.00	.00	.00	100.0%
50151512 5281	CONTRACTED-GIS	51,450	51,450	50,831.17	.00	.00	618.83	98.8%
50151512 5471	REPAIR-BUILDINGS	5,000	5,000	4,359.04	2,501.97	.00	640.96	87.2%
50151512 5474	REPAIR-EQUIPMENT	15,000	15,000	7,129.02	.00	.00	7,870.98	47.5%
50151512 5480	REPAIR-RADIOS	750	750	855.48	790.13	.00	-105.48	114.1%*
50151512 5482	REPAIR-SUBSTATIONS	375,000	200,000	238,467.79	15,457.58	.00	-38,467.79	119.2%*
50151512 5483	REPAIR-VEHICLE	10,000	10,000	11,700.98	.00	.00	-1,700.98	117.0%*
50151512 5576	TELEPHONE	12,000	15,000	13,506.45	.00	.00	1,493.55	90.0%
50151512 5586	UTILITIES-GAS	7,500	7,500	5,530.55	99.33	.00	1,969.45	73.7%
50151512 5621	WHOLESALE ELECTRIC	17,500,000	19,200,000	13,947,705.44	430,725.00	.00	5,252,294.56	72.6%
50151512 5622	POWER SUPPLY LONG-TE	4,300,000	4,150,000	3,296,353.78	.00	.00	853,646.22	79.4%
50151512 5623	JEC OPERATING COSTS	250,000	250,000	116,052.29	4,274.00	34,394.43	99,553.28	60.2%
50151512 5624	STATE LOW INT LOAN	1,136,000	1,118,500	1,023,735.90	93,066.90	.00	94,764.10	91.5%
TOTAL ELECTRIC PRODUCTION		24,393,250	25,733,650	19,371,498.89	626,021.84	34,394.43	6,327,756.68	75.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151513 ELECTRIC DISTRIBUTION								
50151513 5100	SALARIES	2,876,100	2,709,400	2,167,585.76	314,961.77	.00	541,814.24	80.0%
50151513 5111	HEALTH INSURANCE	295,680	291,600	217,857.81	31,129.72	.00	73,742.19	74.7%
50151513 5113	KPERS-CITY SHARE	301,700	290,350	229,547.49	33,354.51	.00	60,802.51	79.1%
50151513 5114	SOCIAL SECURITY-CITY	220,100	206,900	158,464.42	23,047.25	.00	48,435.58	76.6%
50151513 5115	UNEMPLOYMENT COMPENS	2,850	2,800	2,167.61	314.99	.00	632.39	77.4%
50151513 5116	WORKERS COMPENSATION	35,000	33,750	35,000.00	.00	.00	-1,250.00	103.7%*
50151513 5301	UTILITY LOCATE EXPEN	7,500	7,500	4,882.43	524.02	.00	2,617.57	65.1%
50151513 5483	REPAIR-VEHICLE	80,000	80,000	74,531.31	569.36	.00	5,468.69	93.2%
50151513 5485	REPAIR-TRANSFORMERS	2,500	2,500	11,220.52	7,374.57	.00	-8,720.52	448.8%*
50151513 5524	ENVIRONMENTAL DISPOS	7,500	7,500	.00	.00	.00	7,500.00	.0%
50151513 5525	ENVIRONMENTAL TESTIN	2,000	2,000	100.00	.00	.00	1,900.00	5.0%
50151513 5575	TREE TRIMMING	160,000	160,000	137,100.00	24,000.00	.00	22,900.00	85.7%
50151513 5581	UNIFORM EXPENSE	50,000	50,000	40,844.70	.00	.00	9,155.30	81.7%
50151513 5585	UTILITIES-ELECTRIC	60,000	76,000	49,321.01	4,916.39	.00	26,678.99	64.9%
50151513 5645	GAS-OIL-DIESEL	58,200	50,800	59,817.88	9,788.99	.00	-9,017.88	117.8%*
50151513 5655	MATERIAL-STREET LIGH	0	0	437.01	.00	.00	-437.01	100.0%*
50151513 5731	OTHER-GENERAL REPAIR	10,000	10,000	6,794.44	2,714.91	.00	3,205.56	67.9%
50151513 5812	SUPPLIES-OPERATIONS	100,000	100,000	67,646.12	.00	.00	32,353.88	67.6%
50151513 5815	SUPPLIES-SAFETY	50,000	50,000	39,968.04	400.00	.00	10,031.96	79.9%
50151513 5818	SUPPLIES-SHOP	7,000	7,000	10,751.75	.00	.00	-3,751.75	153.6%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151513 6520	NEW EQUIPMENT-OTHER	10,000	0	.00	.00	.00	.00	.0%
TOTAL ELECTRIC DISTRIBUTION		4,336,130	4,138,100	3,314,038.30	453,096.48	.00	824,061.70	80.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151514 ELECTRIC COMMERCIAL								
50151514 5206	ADVERTISING & HIRING	3,000	3,000	2,841.81	169.10	.00	158.19	94.7%
50151514 5215	ASSOCIATION DUES	50,000	50,000	59,715.00	32,787.00	.00	-9,715.00	119.4%*
50151514 5216	AUDIT EXPENSE	65,000	48,000	35,664.68	.00	.00	12,335.32	74.3%
50151514 5223	BANK & CREDIT CARD C	140,000	250,000	201,228.50	19,238.94	.00	48,771.50	80.5%
50151514 5262	COLLECTION FEES	7,000	7,000	801.48	.00	.00	6,198.52	11.4%
50151514 5289	CONTRACTED-UTIL BILL	25,000	33,000	23,651.86	2,708.52	.00	9,348.14	71.7%
50151514 5401	INSURANCE-PROPERTY	379,450	291,100	291,100.00	.00	.00	.00	100.0%
50151514 5402	INSURANCE-VEHICLES	90,000	90,000	40,042.93	.00	.00	49,957.07	44.5%
50151514 5431	INTERNET CONNECTION	1,500	1,500	.00	.00	.00	1,500.00	.0%
50151514 5441	MAINTENANCE CONTRACT	100,000	170,000	83,403.79	299.00	.00	86,596.21	49.1%
50151514 5442	JANITORIAL SERVICE	8,000	8,500	6,975.00	680.00	.00	1,525.00	82.1%
50151514 5531	SUBSCRIPTIONS	0	1,800	1,800.00	.00	.00	.00	100.0%
50151514 5561	TRAINING-EDUCATION	65,000	65,000	46,640.34	-21,420.83	.00	18,359.66	71.8%
50151514 5571	TRAVEL EXPENSE	55,000	55,000	47,478.30	241.68	.00	7,521.70	86.3%
50151514 5615	PROPERTY TAXES	13,000	0	.00	.00	.00	.00	.0%
50151514 5711	MEETINGS, MEALS EXPE	5,500	7,500	6,950.08	448.75	.00	549.92	92.7%
50151514 5715	MISCELLANEOUS	0	1,000	1,006.11	.00	.00	-6.11	100.6%*
50151514 5811	SUPPLIES-OFFICE	35,000	25,000	8,144.74	.00	.00	16,855.26	32.6%
50151514 7018	TRANSFER-ADMIN OVERH	2,825,300	2,825,300	2,354,420.00	235,442.00	.00	470,880.00	83.3%
50151514 7022	TRANSFER-RISK MANAGE	15,000	15,000	15,000.00	.00	.00	.00	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL ELECTRIC COMMERCIAL	3,882,750	3,947,700	3,226,864.62	270,594.16	.00	720,835.38	81.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151515 ELECTRIC SUNDRY								
50151515 5267	CONSULTANT FEE	150,000	100,000	88,484.38	9,216.33	.00	11,515.62	88.5%
50151515 5331	ENGINEERING FEES	100,000	75,000	41,874.83	7,070.32	.00	33,125.17	55.8%
50151515 5420	LEGAL SERVICES	50,000	30,000	3.08	.00	.00	29,996.92	.0%
50151515 5461	REFUND-CUSTOMER ACCO	100,000	50,000	22,374.61	764.85	.00	27,625.39	44.7%
50151515 5468	RENTAL AGREEMENT	0	6,200	6,190.30	.00	.00	9.70	99.8%
50151515 5541	TAX-STATE SALES	1,400,000	1,600,000	1,474,336.54	222,767.31	.00	125,663.46	92.1%
50151515 6563	SYSTEM ACQUISITION-W	75,000	152,000	150,964.79	.00	.00	1,035.21	99.3%
50151515 7019	TRANSFER-OTHER FUNDS	500,000	0	.00	.00	.00	.00	.0%
50151515 7025	TRANSFER-JEC RESERVE	750,000	0	.00	.00	.00	.00	.0%
50151515 7031	TRANSFER-UTILITY FRA	2,005,500	1,954,650	1,628,880.00	162,888.00	.00	325,770.00	83.3%
TOTAL ELECTRIC SUNDRY		5,130,500	3,967,850	3,413,108.53	402,706.81	.00	554,741.47	86.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 501 Electric		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50151516 ELECTRIC DEBT SERVICE								
50151516 7211	PRINCIPAL PMT - GO B	775,000	775,000	774,652.00	774,652.00	.00	348.00	100.0%
50151516 7212	INTEREST PMT - GO BO	337,000	337,000	336,959.00	168,479.50	.00	41.00	100.0%
TOTAL ELECTRIC DEBT SERVICE		1,112,000	1,112,000	1,111,611.00	943,131.50	.00	389.00	100.0%
TOTAL Electric		1,206,430	-326,950	-8,938,871.56	-2,049,809.88	1,094,587.03	7,517,334.53	2399.2%
	TOTAL REVENUES	-42,635,200	-44,585,650	-43,724,657.93	-4,791,824.54	.00	-860,992.07	
	TOTAL EXPENSES	43,841,630	44,258,700	34,785,786.37	2,742,014.66	1,094,587.03	8,378,326.60	

PRIOR FUND BALANCE	683,341.64
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	8,938,871.56
REVISED FUND BALANCE	9,622,213.20

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FOR 2026 10

ACCOUNTS FOR: 502 Electric Capital Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50251100 ELECTRIC CAPITAL RESERVE								
50251100 4005	TRANSFER-ELECTRIC UT	-750,000	0	.00	.00	.00	.00	.0%
50251100 5290	CONTRACTED-PROJECTS	50,000	0	.00	.00	.00	.00	.0%
TOTAL ELECTRIC CAPITAL RESERVE		-700,000	0	.00	.00	.00	.00	.0%
TOTAL Electric Capital Reserve		-700,000	0	.00	.00	.00	.00	.0%
	TOTAL REVENUES	-750,000	0	.00	.00	.00	.00	
	TOTAL EXPENSES	50,000	0	.00	.00	.00	.00	

PRIOR FUND BALANCE	5,152,850.34
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	.00
REVISED FUND BALANCE	5,152,850.34

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FOR 2026 10

ACCOUNTS FOR: 503 Utilities Security Deposit		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50351100 UTILITIES SECURITY DEPOSIT								
50351100 3382	UTILITY DEPOSITS	-320,000	-100,000	-116,055.00	-20,000.00	.00	16,055.00	116.1%
50351100 5461	REFUND-CUSTOMER ACCO	320,000	100,200	596.11	.00	.00	99,603.89	.6%
TOTAL UTILITIES SECURITY DEPOSIT		0	200	-115,458.89	-20,000.00	.00	115,658.89	*******%
TOTAL Utilities Security Deposit		0	200	-115,458.89	-20,000.00	.00	115,658.89	*******%
	TOTAL REVENUES	-320,000	-100,000	-116,055.00	-20,000.00	.00	16,055.00	
	TOTAL EXPENSES	320,000	100,200	596.11	.00	.00	99,603.89	

PRIOR FUND BALANCE	350,200.00
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	115,458.89
REVISED FUND BALANCE	465,658.89

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153100 WATER REVENUE								
52153100 3102	COLLECTIONS-SEWER	-3,300,000	-3,500,000	-2,594,681.07	-242,408.72	.00	-905,318.93	74.1%*
52153100 3103	COLLECTIONS-WATER	-8,750,000	-9,400,000	-8,150,336.01	-888,657.87	.00	-1,249,663.99	86.7%*
52153100 3121	CONNECT FEES	-16,000	-11,000	-19,761.22	-961.52	.00	8,761.22	179.6%
52153100 3122	COUNTY SEWER FEES	-160,000	-160,000	-113,764.41	-14,479.77	.00	-46,235.59	71.1%*
52153100 3123	COUNTY SEWER MAINTEN	0	0	-1,255.88	-180.00	.00	1,255.88	100.0%
52153100 3124	COUNTY SEWER OPERATI	0	0	-1,929.00	-277.50	.00	1,929.00	100.0%
52153100 3130	FIRE LEG FEES	-15,000	-25,000	-23,894.50	-175.00	.00	-1,105.50	95.6%*
52153100 3305	PENALTIES	-30,000	-60,000	-89,601.98	-12,818.47	.00	29,601.98	149.3%
52153100 3331	REPAYMENT-DEVELOPER	-50,000	0	.00	.00	.00	.00	.0%
52153100 3361	SALE OF MATERIAL	-500	-500	.00	.00	.00	-500.00	.0%*
52153100 3362	SEWER MAINTENANCE FE	-6,000	-6,000	-145.50	.00	.00	-5,854.50	2.4%*
52153100 3363	SEWER TANK FEES	-60,000	-60,000	-72,219.86	-5,420.28	.00	12,219.86	120.4%
52153100 3364	SEWER TAP FEES	-30,000	-30,000	-64,520.00	-1,500.00	.00	34,520.00	215.1%
52153100 3383	WATER TANK SALES	-45,000	-30,000	-46,652.12	-10,060.69	.00	16,652.12	155.5%
52153100 3384	WATER TAP FEES	-110,000	-110,000	-355,377.41	-7,923.75	.00	245,377.41	323.1%
52153100 3677	TAX-WATER CONSUMPTIO	-67,000	-67,000	-61,914.86	-6,688.26	.00	-5,085.14	92.4%*
52153100 3701	FUEL TAX REFUND	-250	-250	-90.30	.00	.00	-159.70	36.1%*
52153100 3801	MISCELLANEOUS	0	0	-2,376.76	.00	.00	2,376.76	100.0%
TOTAL WATER REVENUE		-12,639,750	-13,459,750	-11,598,520.88	-1,191,551.83	.00	-1,861,229.12	86.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153511 WATER ADDITIONS								
52153511 5661	MATERIALS-STREET REP	175,000	175,000	50,110.54	.00	.00	124,889.46	28.6%
52153511 5662	MATERIALS-MAINS	240,000	240,000	.00	.00	.00	240,000.00	.0%
52153511 5663	MATERIAL-PUMPING EQU	180,000	180,000	42,992.43	.00	58,075.25	78,932.32	56.1%
52153511 5666	MATERIAL-WATER SERVI	160,000	160,000	184,898.34	2,077.21	.00	-24,898.34	115.6%*
52153511 5667	MATERIAL-STRUCTURES	100	100	.00	.00	.00	100.00	.0%
52153511 5669	MATERIAL-SEWER MAINS	25,000	25,000	.00	.00	.00	25,000.00	.0%
52153511 5671	MATERIAL-LIFT STATIO	30,000	30,000	.00	.00	.00	30,000.00	.0%
52153511 6451	EQUIPMENT REPLACEMEN	1,000	1,000	.00	.00	.00	1,000.00	.0%
52153511 6462	METERS-WATER	130,000	130,000	180,664.64	.00	.00	-50,664.64	139.0%*
52153511 6520	NEW EQUIPMENT-OTHER	0	97,500	97,500.00	.00	97,500.00	-97,500.00	200.0%*
52153511 6576	OTHER-GIS SYSTEM ACQ	5,400	5,400	.00	.00	.00	5,400.00	.0%
TOTAL WATER ADDITIONS		946,500	1,044,000	556,165.95	2,077.21	155,575.25	332,258.80	68.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153512 WATER PRODUCTION								
52153512 5100	SALARIES	316,850	309,900	246,068.68	33,728.85	.00	63,831.32	79.4%
52153512 5111	HEALTH INSURANCE	43,200	43,200	36,448.02	4,970.68	.00	6,751.98	84.4%
52153512 5113	KPERS-CITY SHARE	33,600	33,200	26,058.71	3,571.88	.00	7,141.29	78.5%
52153512 5114	SOCIAL SECURITY-CITY	24,250	23,750	17,748.98	2,433.63	.00	6,001.02	74.7%
52153512 5115	UNEMPLOYMENT COMPENS	350	350	245.99	33.72	.00	104.01	70.3%
52153512 5116	WORKERS COMPENSATION	5,000	5,000	5,000.00	.00	.00	.00	100.0%
52153512 5215	ASSOCIATION DUES	1,200	1,200	1,778.00	.00	.00	-578.00	148.2%*
52153512 5261	PURCHASED WATER	2,100,000	2,100,000	1,540,694.21	170,643.60	.00	559,305.79	73.4%
52153512 5281	CONTRACTED-GIS	51,450	51,450	50,831.17	.00	.00	618.83	98.8%
52153512 5474	REPAIR-EQUIPMENT	50,000	50,000	21,132.88	5,368.00	19,429.00	9,438.12	81.1%
52153512 5477	REPAIR-MATERIAL	200,000	200,000	143,637.18	.00	16,090.00	40,272.82	79.9%
52153512 5479	REPAIR-SCADA	15,000	15,000	24,903.00	13,749.19	2,203.55	-12,106.55	180.7%*
52153512 5483	REPAIR-VEHICLE	5,000	5,000	3,297.01	450.00	.00	1,702.99	65.9%
52153512 5561	TRAINING-EDUCATION	7,000	7,000	1,663.00	.00	6,450.00	-1,113.00	115.9%*
52153512 5571	TRAVEL EXPENSE	6,000	6,000	3,127.24	.00	.00	2,872.76	52.1%
52153512 5576	TELEPHONE	3,500	4,800	4,156.91	.00	.00	643.09	86.6%
52153512 5581	UNIFORM EXPENSE	6,000	6,000	4,477.45	.00	.00	1,522.55	74.6%
52153512 5585	UTILITIES-ELECTRIC	895,000	895,000	831,472.76	91,676.97	.00	63,527.24	92.9%
52153512 5586	UTILITIES-GAS	3,000	3,000	1,244.53	40.72	.00	1,755.47	41.5%
52153512 5611	WATER ANALYSIS	20,000	25,500	5,940.95	.00	.00	19,559.05	23.3%

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153512 5632	CHEMICALS	45,000	45,000	29,731.16	2,700.48	.00	15,268.84	66.1%
52153512 5633	CHLORINE	0	0	100.64	.00	.00	-100.64	100.0%*
52153512 5811	SUPPLIES-OFFICE	0	0	2,869.93	.00	.00	-2,869.93	100.0%*
52153512 5812	SUPPLIES-OPERATIONS	30,000	60,000	47,552.83	1,203.00	.00	12,447.17	79.3%
52153512 6143	MAINT-WATER TOWER	250,000	253,000	250,467.49	.00	.00	2,532.51	99.0%
52153512 6520	NEW EQUIPMENT-OTHER	0	0	71.60	.00	.00	-71.60	100.0%*
TOTAL WATER PRODUCTION		4,111,400	4,143,350	3,300,720.32	330,570.72	44,172.55	798,457.13	80.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153513 WATER DISTRIBUTION								
52153513 5100	SALARIES	808,300	825,850	631,614.09	77,150.80	.00	194,235.91	76.5%
52153513 5111	HEALTH INSURANCE	129,600	141,400	93,386.27	12,035.17	.00	48,013.73	66.0%
52153513 5113	KPERS-CITY SHARE	85,600	88,250	66,886.06	8,089.55	.00	21,363.94	75.8%
52153513 5114	SOCIAL SECURITY-CITY	52,000	63,400	45,745.03	5,624.53	.00	17,654.97	72.2%
52153513 5115	UNEMPLOYMENT COMPENS	800	850	631.51	77.15	.00	218.49	74.3%
52153513 5116	WORKERS COMPENSATION	15,000	16,250	15,000.00	.00	.00	1,250.00	92.3%
52153513 5215	ASSOCIATION DUES	1,500	1,500	1,508.00	.00	.00	-8.00	100.5%*
52153513 5224	VENDING MACHINE FEES	1,000	1,200	1,271.06	238.49	.00	-71.06	105.9%*
52153513 5471	REPAIR-BUILDINGS	10,000	27,000	25,064.31	125.00	.00	1,935.69	92.8%
52153513 5474	REPAIR-EQUIPMENT	20,000	20,000	29,001.19	7,365.38	.00	-9,001.19	145.0%*
52153513 5477	REPAIR-MATERIAL	15,000	10,000	15.87	.00	.00	9,984.13	.2%
52153513 5480	REPAIR-RADIOS	300	300	.00	.00	.00	300.00	.0%
52153513 5483	REPAIR-VEHICLE	15,000	15,000	9,734.91	.00	.00	5,265.09	64.9%
52153513 5561	TRAINING-EDUCATION	4,000	4,000	3,278.75	1,000.00	.00	721.25	82.0%
52153513 5571	TRAVEL EXPENSE	6,500	6,500	7,046.92	.00	.00	-546.92	108.4%*
52153513 5645	GAS-OIL-DIESEL	33,250	24,000	27,671.83	3,067.38	.00	-3,671.83	115.3%*
52153513 5657	MATERIAL-WATER TOWER	2,000	2,000	.00	.00	.00	2,000.00	.0%
52153513 5732	OTHER-FIRE HYDRANT	15,000	15,000	3,841.88	.00	.00	11,158.12	25.6%
52153513 5811	SUPPLIES-OFFICE	7,000	7,000	5,789.02	3,092.06	.00	1,210.98	82.7%
52153513 5812	SUPPLIES-OPERATIONS	50,000	50,000	32,721.49	741.05	.00	17,278.51	65.4%

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153513 6520	NEW EQUIPMENT-OTHER	22,000	155,000	21,621.60	.00	.00	133,378.40	13.9%
TOTAL WATER DISTRIBUTION		1,293,850	1,474,500	1,021,829.79	118,606.56	.00	452,670.21	69.3%

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153514 WATER COMMERCIAL								
52153514 5206	ADVERTISING & HIRING	1,500	1,500	348.80	.00	.00	1,151.20	23.3%
52153514 5215	ASSOCIATION DUES	1,000	1,000	.00	.00	.00	1,000.00	.0%
52153514 5216	AUDIT EXPENSE	65,000	48,000	35,664.64	.00	.00	12,335.36	74.3%
52153514 5223	BANK & CREDIT CARD C	0	0	16,953.41	6,495.61	.00	-16,953.41	100.0%*
52153514 5289	CONTRACTED-UTIL BILL	25,000	33,000	23,651.86	2,708.52	.00	9,348.14	71.7%
52153514 5401	INSURANCE-PROPERTY	163,450	125,350	125,350.00	.00	.00	.00	100.0%
52153514 5402	INSURANCE-VEHICLES	85,000	65,200	65,200.00	.00	.00	.00	100.0%
52153514 5420	LEGAL SERVICES	15,000	15,000	13,914.00	.00	.00	1,086.00	92.8%
52153514 5531	SUBSCRIPTIONS	0	300	300.00	.00	.00	.00	100.0%
52153514 5615	PROPERTY TAXES	1,000	1,700	.00	.00	.00	1,700.00	.0%
52153514 5711	MEETINGS, MEALS EXPE	1,000	1,000	1,000.00	.00	.00	.00	100.0%
52153514 5715	MISCELLANEOUS	0	0	23.70	.00	.00	-23.70	100.0%*
52153514 5811	SUPPLIES-OFFICE	5,000	5,000	36.56	.00	.00	4,963.44	.7%
52153514 7018	TRANSFER-ADMIN OVERH	807,200	807,200	672,670.00	67,267.00	.00	134,530.00	83.3%
52153514 7022	TRANSFER-RISK MANAGE	15,000	15,000	15,000.00	.00	.00	.00	100.0%
TOTAL WATER COMMERCIAL		1,185,150	1,119,250	970,112.97	76,471.13	.00	149,137.03	86.7%

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153515 WATER SUNDRY								
52153515 5207	CCR ANNUAL REPORTING	3,000	3,000	303.75	.00	.00	2,696.25	10.1%
52153515 5331	ENGINEERING FEES	250,000	250,000	321,812.00	18,615.25	38,232.32	-110,044.32	144.0%*
52153515 5420	LEGAL SERVICES	5,000	5,000	6,570.00	.00	.00	-1,570.00	131.4%*
52153515 5461	REFUND-CUSTOMER ACCO	2,000	2,000	26.66	26.66	.00	1,973.34	1.3%
52153515 5545	TAX-WATER USE FEE	133,000	133,000	57,642.58	.00	.00	75,357.42	43.3%
52153515 5715	MISCELLANEOUS	0	0	2,400.00	.00	.00	-2,400.00	100.0%*
52153515 6123	COUNTY SEWER MAINTEN	0	0	996.00	.00	.00	-996.00	100.0%*
52153515 6124	COUNTY SEWER OPERATI	0	0	1,535.50	.00	.00	-1,535.50	100.0%*
52153515 7031	TRANSFER-UTILITY FRA	607,500	612,300	510,250.00	51,025.00	.00	102,050.00	83.3%
TOTAL WATER SUNDRY		1,000,500	1,005,300	901,536.49	69,666.91	38,232.32	65,531.19	93.5%

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52153516 WATER DEBT SERVICE								
52153516 7211	PRINCIPAL PMT - GO B	1,382,900	1,382,900	1,382,887.00	1,382,887.00	.00	13.00	100.0%
52153516 7212	INTEREST PMT - GO BO	534,500	534,500	534,446.68	267,223.84	.00	53.32	100.0%
TOTAL WATER DEBT SERVICE		1,917,400	1,917,400	1,917,333.68	1,650,110.84	.00	66.32	100.0%

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52155551 WASTEWATER SEWER MAINTENANCE								
52155551 5100	SALARIES	283,000	216,850	211,836.90	28,846.33	.00	5,013.10	97.7%
52155551 5111	HEALTH INSURANCE	54,000	43,200	18,254.65	2,490.75	.00	24,945.35	42.3%
52155551 5113	KPERS-CITY SHARE	30,000	23,250	22,433.52	3,054.83	.00	816.48	96.5%
52155551 5114	SOCIAL SECURITY-CITY	21,250	16,600	15,816.51	2,153.69	.00	783.49	95.3%
52155551 5115	UNEMPLOYMENT COMPENS	300	250	211.87	28.86	.00	38.13	84.7%
52155551 5116	WORKERS COMPENSATION	6,250	5,000	6,250.00	.00	.00	-1,250.00	125.0%*
52155551 5215	ASSOCIATION DUES	500	1,700	316.00	.00	.00	1,384.00	18.6%
52155551 5274	CONTRACTED-CONTRACTO	145,000	185,000	165,399.32	.00	17,021.00	2,579.68	98.6%
52155551 5278	CONTRACTED-BACK UP P	40,000	80,000	.00	.00	.00	80,000.00	.0%
52155551 5282	CONTRACTED - BUPP	60,000	20,000	60,670.00	.00	.00	-40,670.00	303.4%*
52155551 5472	REPAIR-SEWER MAINS	100,000	100,000	40,302.46	4,905.92	.00	59,697.54	40.3%
52155551 5474	REPAIR-EQUIPMENT	40,000	40,000	11,610.66	.00	.00	28,389.34	29.0%
52155551 5480	REPAIR-RADIOS	500	500	.00	.00	.00	500.00	.0%
52155551 5483	REPAIR-VEHICLE	10,000	10,000	463.29	.00	.00	9,536.71	4.6%
52155551 5561	TRAINING-EDUCATION	6,000	6,000	1,658.75	1,500.00	.00	4,341.25	27.6%
52155551 5571	TRAVEL EXPENSE	5,000	5,000	.00	.00	.00	5,000.00	.0%
52155551 5632	CHEMICALS	2,500	2,500	.00	.00	.00	2,500.00	.0%
52155551 5645	GAS-OIL-DIESEL	7,550	5,050	.00	.00	.00	5,050.00	.0%
52155551 5665	MATERIALS-MANHOLE	80,000	80,000	.00	.00	39,775.00	40,225.00	49.7%
52155551 5715	MISCELLANEOUS	0	0	142.04	.00	.00	-142.04	100.0%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52155551 5812	SUPPLIES-OPERATIONS	5,000	5,000	817.68	.00	.00	4,182.32	16.4%
52155551 6520	NEW EQUIPMENT-OTHER	18,000	145,000	13,407.30	1,489.70	.00	131,592.70	9.2%
TOTAL WASTEWATER SEWER MAINTENANC		914,850	990,900	569,590.95	44,470.08	56,796.00	364,513.05	63.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52155552 WASTEWATER SEWAGE PLANT								
52155552 5100	SALARIES	501,550	480,500	362,211.53	50,219.05	.00	118,288.47	75.4%
52155552 5111	HEALTH INSURANCE	86,400	86,400	51,877.11	7,470.39	.00	34,522.89	60.0%
52155552 5113	KPERS-CITY SHARE	53,150	51,300	38,451.09	5,318.19	.00	12,848.91	75.0%
52155552 5114	SOCIAL SECURITY-CITY	33,950	33,550	25,932.07	3,592.11	.00	7,617.93	77.3%
52155552 5115	UNEMPLOYMENT COMPENS	500	500	362.35	50.24	.00	137.65	72.5%
52155552 5116	WORKERS COMPENSATION	10,000	10,000	10,000.00	.00	.00	.00	100.0%
52155552 5206	ADVERTISING & HIRING	0	0	108.41	.00	.00	-108.41	100.0%*
52155552 5215	ASSOCIATION DUES	6,000	1,700	2,148.00	.00	.00	-448.00	126.4%*
52155552 5276	CONTRACT-SERVICES (B	315,000	315,000	49,516.60	.00	.00	265,483.40	15.7%
52155552 5402	INSURANCE-VEHICLES	66,600	51,050	51,050.00	.00	.00	.00	100.0%
52155552 5433	LAB SERVICE & TESTIN	35,000	35,000	33,488.51	11,499.00	.00	1,511.49	95.7%
52155552 5434	LANDFILL CHARGES	6,500	6,500	3,280.33	191.44	.00	3,219.67	50.5%
52155552 5471	REPAIR-BUILDINGS	30,000	30,000	41,869.81	163.85	.00	-11,869.81	139.6%*
52155552 5474	REPAIR-EQUIPMENT	560,500	253,300	47,211.38	.00	30,873.00	175,215.62	30.8%
52155552 5475	REPAIR-GROUNDS	1,000	1,000	2,728.41	.00	.00	-1,728.41	272.8%*
52155552 5479	REPAIR-SCADA	15,000	15,000	29,575.56	17,655.23	2,203.56	-16,779.12	211.9%*
52155552 5483	REPAIR-VEHICLE	15,000	15,000	39,492.39	36,775.65	.00	-24,492.39	263.3%*
52155552 5531	SUBSCRIPTIONS	0	0	4,650.00	.00	.00	-4,650.00	100.0%*
52155552 5561	TRAINING-EDUCATION	3,000	3,000	6,292.33	.00	6,450.00	-9,742.33	424.7%*
52155552 5571	TRAVEL EXPENSE	5,000	5,000	2,329.43	.00	.00	2,670.57	46.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 521 Water and Sewage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52155552 5576	TELEPHONE	5,000	5,000	3,429.33	.00	.00	1,570.67	68.6%
52155552 5581	UNIFORM EXPENSE	6,000	6,000	5,698.78	.00	.00	301.22	95.0%
52155552 5585	UTILITIES-ELECTRIC	400,000	400,000	487,079.43	49,163.28	.00	-87,079.43	121.8%*
52155552 5586	UTILITIES-GAS	18,000	20,000	12,237.15	44.42	.00	7,762.85	61.2%
52155552 5632	CHEMICALS	42,000	42,000	25,468.00	393.75	.00	16,532.00	60.6%
52155552 5645	GAS-OIL-DIESEL	20,150	10,600	9,148.71	1,782.90	.00	1,451.29	86.3%
52155552 5715	MISCELLANEOUS	1,000	1,000	945.28	.00	.00	54.72	94.5%
52155552 5811	SUPPLIES-OFFICE	9,000	9,000	1,702.82	.00	.00	7,297.18	18.9%
52155552 5812	SUPPLIES-OPERATIONS	15,000	15,000	11,086.99	.00	.00	3,913.01	73.9%
52155552 6511	NEW EQUIPMENT-OFFICE	2,000	2,000	160.81	.00	.00	1,839.19	8.0%
52155552 6520	NEW EQUIPMENT-OTHER	167,000	575,000	255,423.35	.00	.00	319,576.65	44.4%
TOTAL WASTEWATER SEWAGE PLANT		2,429,300	2,479,400	1,614,955.96	184,319.50	39,526.56	824,917.48	66.7%
TOTAL Water and Sewage		1,159,200	714,350	-746,274.77	1,284,741.12	334,302.68	1,126,322.09	-57.7%
	TOTAL REVENUES	-12,639,750	-13,459,750	-11,598,520.88	-1,191,551.83	.00	-1,861,229.12	
	TOTAL EXPENSES	13,798,950	14,174,100	10,852,246.11	2,476,292.95	334,302.68	2,987,551.21	

PRIOR FUND BALANCE	8,291,763.38
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	746,274.77
REVISED FUND BALANCE	9,038,038.15

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 522 Sewage Repair and Replacement	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52255100 SEWAGE REPAIR & REPLACEMENT							
52255100 4110 SEWER COLLECTIONS (5	-150,000	-150,000	-136,450.75	-12,771.21	.00	-13,549.25	91.0%*
TOTAL SEWAGE REPAIR & REPLACEMENT	-150,000	-150,000	-136,450.75	-12,771.21	.00	-13,549.25	91.0%
TOTAL Sewage Repair and Replaceme	-150,000	-150,000	-136,450.75	-12,771.21	.00	-13,549.25	91.0%
TOTAL REVENUES	-150,000	-150,000	-136,450.75	-12,771.21	.00	-13,549.25	

PRIOR FUND BALANCE	1,122,301.06
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	136,450.75
REVISED FUND BALANCE	1,258,751.81

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 523 Water and Sewage Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52353100 WATER AND SEWAGE RESERVE								
52353100 4111	WATER COLLECTIONS (5	-375,000	-375,000	-430,594.64	-46,989.40	.00	55,594.64	114.8%
52353100 6291	LAND PURCHASE	1,000,000	1,000,000	.00	.00	.00	1,000,000.00	.0%
TOTAL WATER AND SEWAGE RESERVE		625,000	625,000	-430,594.64	-46,989.40	.00	1,055,594.64	-68.9%
TOTAL Water and Sewage Reserve		625,000	625,000	-430,594.64	-46,989.40	.00	1,055,594.64	-68.9%
	TOTAL REVENUES	-375,000	-375,000	-430,594.64	-46,989.40	.00	55,594.64	
	TOTAL EXPENSES	1,000,000	1,000,000	.00	.00	.00	1,000,000.00	

PRIOR FUND BALANCE	2,911,764.56
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	430,594.64
REVISED FUND BALANCE	3,342,359.20

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 525 Water Reuse		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
52553100 WATER REUSE								
52553100 3001	FEDERAL GRANT	-19,100,000	-1,250,000	-539,430.05	-19,806.08	.00	-710,569.95	43.2%*
52553100 3002	STATE GRANT	-150,000	0	.00	.00	.00	.00	.0%
52553100 3570	BOND PROCEEDS	0	-4,775,000	.00	.00	.00	-4,775,000.00	.0%*
52553100 5331	ENGINEERING FEES	150,000	966,200	.00	.00	.00	966,200.00	.0%
52553100 6050	CAPITAL IMPROVEMENT	19,100,000	500,000	484,382.29	.00	.00	15,617.71	96.9%
TOTAL WATER REUSE		0	-4,558,800	-55,047.76	-19,806.08	.00	-4,503,752.24	1.2%
TOTAL Water Reuse		0	-4,558,800	-55,047.76	-19,806.08	.00	-4,503,752.24	1.2%
	TOTAL REVENUES	-19,250,000	-6,025,000	-539,430.05	-19,806.08	.00	-5,485,569.95	
	TOTAL EXPENSES	19,250,000	1,466,200	484,382.29	.00	.00	981,817.71	

PRIOR FUND BALANCE	341,351.62
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	55,047.76
REVISED FUND BALANCE	396,399.38

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 541 Drainage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
54155100 DRAINAGE								
54155100 3104	DRAINAGE FEE	-450,000	-450,000	-386,265.08	-32,261.54	.00	-63,734.92	85.8%*
54155100 3305	PENALTIES	-6,000	-4,000	-4,201.77	-358.24	.00	201.77	105.0%
54155100 3801	MISCELLANEOUS	-3,000	-3,000	-10,000.00	.00	.00	7,000.00	333.3%
54155100 5100	SALARIES	91,400	95,200	79,945.20	11,131.56	.00	15,254.80	84.0%
54155100 5111	HEALTH INSURANCE	10,800	10,800	9,126.96	1,245.03	.00	1,673.04	84.5%
54155100 5113	KPERS-CITY SHARE	9,700	10,200	8,466.22	1,178.83	.00	1,733.78	83.0%
54155100 5114	SOCIAL SECURITY-CITY	7,050	7,300	5,847.91	815.04	.00	1,452.09	80.1%
54155100 5115	UNEMPLOYMENT COMPENS	100	100	80.01	11.13	.00	19.99	80.0%
54155100 5116	WORKERS COMPENSATION	1,250	1,250	1,250.00	.00	.00	.00	100.0%
54155100 5274	CONTRACTED-CONTRACTO	86,000	86,000	57,522.10	7,411.90	.00	28,477.90	66.9%
54155100 5289	CONTRACTED-UTIL BILL	8,000	12,000	7,883.89	902.86	.00	4,116.11	65.7%
54155100 5290	CONTRACTED-PROJECTS	95,000	798,000	8,886.29	1,000.00	.00	789,113.71	1.1%
54155100 5561	TRAINING-EDUCATION	1,500	1,500	1,025.93	500.00	.00	474.07	68.4%
54155100 5571	TRAVEL EXPENSE	1,500	1,500	.00	.00	.00	1,500.00	.0%
54155100 5660	MATERIAL-REPAIR	25,000	25,000	.00	.00	.00	25,000.00	.0%
54155100 5711	MEETINGS, MEALS EXPE	500	500	407.24	.00	.00	92.76	81.4%
54155100 5812	SUPPLIES-OPERATIONS	25,000	25,000	3,659.86	38.34	.00	21,340.14	14.6%
54155100 6291	LAND PURCHASE	0	25,100	25,103.95	.00	.00	-3.95	100.0%*
54155100 6715	PHASE II REQUIREMENT	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL DRAINAGE		-71,200	667,450	-191,261.29	-8,385.09	.00	858,711.29	-28.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 541 Drainage		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL Drainage		-71,200	667,450	-191,261.29	-8,385.09	.00	858,711.29	-28.7%
	TOTAL REVENUES	-459,000	-457,000	-400,466.85	-32,619.78	.00	-56,533.15	
	TOTAL EXPENSES	387,800	1,124,450	209,205.56	24,234.69	.00	915,244.44	

PRIOR FUND BALANCE	1,100,777.03
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	191,261.29
REVISED FUND BALANCE	1,292,038.32

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157100 SOLID WASTE REVENUE								
55157100 3105	COLLECTIONS-SOLID WA	-5,500,000	-5,000,000	-4,124,715.54	-371,475.71	.00	-875,284.46	82.5%*
55157100 3108	TRASH CONTAINER REPL	-1,000	-1,000	-200.00	.00	.00	-800.00	20.0%*
55157100 3109	ADDITIONAL PICK UP	-1,700	-1,700	-2,532.47	-122.47	.00	832.47	149.0%
55157100 3116	CITY CLEAN UP	-2,700	-2,700	.00	.00	.00	-2,700.00	.0%*
55157100 3305	PENALTIES	-30,000	-30,000	-42,139.24	-5,186.21	.00	12,139.24	140.5%
55157100 3320	RECYCLING SALES	-63,000	-60,000	-29,272.28	-1,894.55	.00	-30,727.72	48.8%*
55157100 3531	INTEREST INCOME	-20,000	-20,000	-13,879.44	.00	.00	-6,120.56	69.4%*
55157100 3562	SALE OF PROPERTY-AUC	0	-18,500	-18,500.00	.00	.00	.00	100.0%
55157100 3643	REPAYMENT-RENT A TRU	-3,000	-7,000	39,292.57	1,863.98	.00	-46,292.57	-561.3%*
55157100 3701	FUEL TAX REFUND	-3,000	-3,000	-2,540.49	.00	.00	-459.51	84.7%*
55157100 3801	MISCELLANEOUS	-20,000	-20,000	-12,276.50	.00	.00	-7,723.50	61.4%*
55157100 4005	TRANSFER-ELECTRIC UT	-500,000	0	.00	.00	.00	.00	.0%
55157100 4032	TRANSFER - OTHER FUN	0	0	-64,775.00	.00	.00	64,775.00	100.0%
TOTAL SOLID WASTE REVENUE		-6,144,400	-5,163,900	-4,271,538.39	-376,814.96	.00	-892,361.61	82.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157571 SOLID WASTE TRASH COLLECTION								
55157571 5100	SALARIES	1,230,200	1,256,350	1,070,801.98	126,635.58	.00	185,548.02	85.2%
55157571 5111	HEALTH INSURANCE	226,800	226,800	177,992.14	22,404.31	.00	48,807.86	78.5%
55157571 5113	KPERS-CITY SHARE	130,300	129,150	107,055.77	13,123.76	.00	22,094.23	82.9%
55157571 5114	SOCIAL SECURITY-CITY	90,550	96,150	76,410.77	8,999.35	.00	19,739.23	79.5%
55157571 5115	UNEMPLOYMENT COMPENS	1,200	1,300	1,070.88	126.63	.00	229.12	82.4%
55157571 5116	WORKERS COMPENSATION	26,250	26,250	26,250.00	.00	.00	.00	100.0%
55157571 5206	ADVERTISING & HIRING	1,200	1,200	837.99	.00	.00	362.01	69.8%
55157571 5215	ASSOCIATION DUES	1,000	500	252.00	.00	.00	248.00	50.4%
55157571 5223	BANK & CREDIT CARD C	0	0	3,390.67	1,299.12	.00	-3,390.67	100.0%*
55157571 5274	CONTRACTED-CONTRACTO	100,000	80,000	54,504.67	8,025.00	.00	25,495.33	68.1%
55157571 5281	CONTRACTED-GIS	51,450	51,450	50,831.16	.00	.00	618.84	98.8%
55157571 5289	CONTRACTED-UTIL BILL	23,000	33,000	23,651.86	2,708.52	.00	9,348.14	71.7%
55157571 5402	INSURANCE-VEHICLES	188,650	144,700	144,700.00	.00	.00	.00	100.0%
55157571 5434	LANDFILL CHARGES	1,200,000	1,200,000	806,935.42	97,862.81	.00	393,064.58	67.2%
55157571 5441	MAINTENANCE CONTRACT	0	22,000	22,132.28	28.69	.00	-132.28	100.6%*
55157571 5442	JANITORIAL SERVICE	0	2,400	1,980.00	450.00	.00	420.00	82.5%
55157571 5461	REFUND-CUSTOMER ACCO	2,000	2,000	29.68	29.68	.00	1,970.32	1.5%
55157571 5471	REPAIR-BUILDINGS	10,000	10,000	4,982.17	.00	.00	5,017.83	49.8%
55157571 5473	REPAIR-CONTAINERS	8,000	8,000	7,600.88	4,481.88	.00	399.12	95.0%
55157571 5474	REPAIR-EQUIPMENT	1,200	1,200	2,007.29	.00	.00	-807.29	167.3%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157571 5480	REPAIR-RADIOS	1,500	1,500	.00	.00	.00	1,500.00	.0%
55157571 5483	REPAIR-VEHICLE	175,000	175,000	210,301.21	13,157.13	.00	-35,301.21	120.2%*
55157571 5531	SUBSCRIPTIONS	0	0	22,653.60	.00	.00	-22,653.60	100.0%*
55157571 5561	TRAINING-EDUCATION	2,500	1,500	458.03	.00	.00	1,041.97	30.5%
55157571 5571	TRAVEL EXPENSE	2,500	2,500	4.10	.00	.00	2,495.90	.2%
55157571 5576	TELEPHONE	1,000	1,000	4,571.44	.00	.00	-3,571.44	457.1%*
55157571 5581	UNIFORM EXPENSE	7,000	7,000	7,846.34	236.57	.00	-846.34	112.1%*
55157571 5585	UTILITIES-ELECTRIC	2,800	2,800	.00	.00	.00	2,800.00	.0%
55157571 5586	UTILITIES-GAS	12,000	12,000	8,367.46	96.18	.00	3,632.54	69.7%
55157571 5615	PROPERTY TAXES	0	1,600	.00	.00	.00	1,600.00	.0%
55157571 5632	CHEMICALS	3,500	3,500	4,564.65	.00	.00	-1,064.65	130.4%*
55157571 5645	GAS-OIL-DIESEL	132,000	140,000	129,451.16	30,034.70	.00	10,548.84	92.5%
55157571 5711	MEETINGS, MEALS EXPE	1,000	1,000	1,022.93	.00	.00	-22.93	102.3%*
55157571 5715	MISCELLANEOUS	0	500	778.33	.00	.00	-278.33	155.7%*
55157571 5811	SUPPLIES-OFFICE	5,000	4,500	1,725.35	.00	.00	2,774.65	38.3%
55157571 5812	SUPPLIES-OPERATIONS	7,500	7,500	8,286.97	231.75	.00	-786.97	110.5%*
55157571 6511	NEW EQUIPMENT-OFFICE	1,500	1,500	1,500.00	.00	.00	.00	100.0%
55157571 6514	NEW EQUIPMENT-VEHICL	504,850	406,900	394,581.23	.00	.00	12,318.77	97.0%
55157571 6520	NEW EQUIPMENT-OTHER	2,000	2,000	.00	.00	.00	2,000.00	.0%
55157571 6539	NEW EQUIPMENT-SOLID	0	0	506.22	.00	.00	-506.22	100.0%*
55157571 6575	LEASE PAYMENT-VEHICL	0	25,800	25,800.00	.00	.00	.00	100.0%
55157571 6577	OTHER-RADIO SYSTEM	6,000	2,500	19.95	.00	.00	2,480.05	.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157571 6662	TRASH CONTAINERS	175,000	175,000	174,738.00	.00	.00	262.00	99.9%
55157571 6682	INTEREST ON BONDS	77,000	70,250	70,233.33	42,000.00	.00	16.67	100.0%
55157571 6683	PRINCIPAL ON BONDS	380,000	315,000	315,000.00	315,000.00	.00	.00	100.0%
55157571 7018	TRANSFER-ADMIN OVERH	403,600	403,600	336,330.00	33,633.00	.00	67,270.00	83.3%
55157571 7031	TRANSFER-UTILITY FRA	264,900	239,050	198,260.00	20,394.00	.00	40,790.00	82.9%
TOTAL SOLID WASTE TRASH COLLECTIO		5,459,950	5,295,950	4,500,417.91	740,958.66	.00	795,532.09	85.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157572 SOLID WASTE RECYCLING								
55157572 5206	ADVERTISING & HIRING	550	550	621.19	.00	.00	-71.19	112.9%*
55157572 5402	INSURANCE-VEHICLES	26,150	20,050	20,050.00	.00	.00	.00	100.0%
55157572 5474	REPAIR-EQUIPMENT	10,000	10,000	3,551.86	.00	.00	6,448.14	35.5%
55157572 5483	REPAIR-VEHICLE	5,000	5,000	744.36	.00	.00	4,255.64	14.9%
55157572 5561	TRAINING-EDUCATION	700	500	.00	.00	.00	500.00	.0%
55157572 5571	TRAVEL EXPENSE	700	500	.00	.00	.00	500.00	.0%
55157572 5581	UNIFORM EXPENSE	2,000	2,000	1,422.31	.00	.00	577.69	71.1%
55157572 5645	GAS-OIL-DIESEL	10,100	6,400	6,695.08	1,183.36	.00	-295.08	104.6%*
55157572 5812	SUPPLIES-OPERATIONS	3,500	3,500	9,170.85	5,460.10	.00	-5,670.85	262.0%*
55157572 6662	TRASH CONTAINERS	5,000	5,000	497.32	.00	.00	4,502.68	9.9%
TOTAL SOLID WASTE RECYCLING		63,700	53,500	42,752.97	6,643.46	.00	10,747.03	79.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157573 SOLID WASTE HHW								
55157573 5274	CONTRACTED-CONTRACTO	10,000	10,000	7,650.00	.00	13,611.31	-11,261.31	212.6%*
55157573 5471	REPAIR-BUILDINGS	3,000	2,500	6,650.00	.00	.00	-4,150.00	266.0%*
55157573 5561	TRAINING-EDUCATION	1,000	500	.00	.00	.00	500.00	.0%
55157573 5812	SUPPLIES-OPERATIONS	2,000	2,000	490.68	.00	.00	1,509.32	24.5%
TOTAL SOLID WASTE HHW		16,000	15,000	14,790.68	.00	13,611.31	-13,401.99	189.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157574 SOLID WASTE FLEET								
55157574 5100	SALARIES	417,400	408,100	353,214.46	52,174.47	.00	54,885.54	86.6%
55157574 5111	HEALTH INSURANCE	64,800	64,800	51,031.82	7,470.04	.00	13,768.18	78.8%
55157574 5113	KPERS-CITY SHARE	44,250	43,700	36,847.66	5,282.89	.00	6,852.34	84.3%
55157574 5114	SOCIAL SECURITY-CITY	31,900	31,300	25,060.29	3,705.19	.00	6,239.71	80.1%
55157574 5115	UNEMPLOYMENT COMPENS	400	450	353.20	52.18	.00	96.80	78.5%
55157574 5116	WORKERS COMPENSATION	7,500	7,500	7,500.00	.00	.00	.00	100.0%
55157574 5274	CONTRACTED-CONTRACTO	2,500	2,500	2,403.38	.00	.00	96.62	96.1%
55157574 5471	REPAIR-BUILDINGS	3,000	5,500	4,889.81	.00	.00	610.19	88.9%
55157574 5480	REPAIR-RADIOS	1,000	1,000	272.97	.00	.00	727.03	27.3%
55157574 5483	REPAIR-VEHICLE	2,500	2,500	1,806.98	.00	.00	693.02	72.3%
55157574 5561	TRAINING-EDUCATION	2,500	2,500	1,035.38	500.00	.00	1,464.62	41.4%
55157574 5571	TRAVEL EXPENSE	500	500	.00	.00	.00	500.00	.0%
55157574 5576	TELEPHONE	1,500	1,000	2,936.40	.00	.00	-1,936.40	293.6%*
55157574 5581	UNIFORM EXPENSE	4,000	4,000	5,337.00	.00	.00	-1,337.00	133.4%*
55157574 5632	CHEMICALS	1,500	1,500	116.08	.00	.00	1,383.92	7.7%
55157574 5645	GAS-OIL-DIESEL	22,700	18,750	9,842.85	.00	.00	8,907.15	52.5%
55157574 5711	MEETINGS, MEALS EXPE	250	250	528.91	.00	.00	-278.91	211.6%*
55157574 5715	MISCELLANEOUS	0	0	685.05	.00	.00	-685.05	100.0%*
55157574 5811	SUPPLIES-OFFICE	500	750	1,429.75	.00	.00	-679.75	190.6%*
55157574 5812	SUPPLIES-OPERATIONS	1,500	1,500	1,944.80	.00	.00	-444.80	129.7%*

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 551 Solid Waste			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
55157574	5818	SUPPLIES-SHOP	10,000	10,000	13,141.10	.00	.00	-3,141.10	131.4%*
55157574	6520	NEW EQUIPMENT-OTHER	10,000	10,000	10,650.80	.00	.00	-650.80	106.5%*
TOTAL SOLID WASTE FLEET			630,200	618,100	531,028.69	69,184.77	.00	87,071.31	85.9%
TOTAL Solid Waste			25,450	818,650	817,451.86	439,971.93	13,611.31	-12,413.17	101.5%
		TOTAL REVENUES	-6,144,400	-5,163,900	-4,271,538.39	-376,814.96	.00	-892,361.61	
		TOTAL EXPENSES	6,169,850	5,982,550	5,088,990.25	816,786.89	13,611.31	879,948.44	

PRIOR FUND BALANCE	1,584,224.94
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-817,451.86
REVISED FUND BALANCE	766,773.08

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 561 Airport		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
56161100 AIRPORT REVENUE								
56161100 3040	AD VALOREM TAX	-1,702,922	-1,600,000	-1,648,858.64	.00	.00	48,858.64	103.1%
56161100 3041	AD VALOREM BACK TAX	-50,000	-50,000	-22,426.20	.00	.00	-27,573.80	44.9%*
56161100 3042	MOTOR VEHICLE TAX	-139,114	-130,000	-132,826.98	.00	.00	2,826.98	102.2%
56161100 3043	RECREATIONAL VEHICLE	-1,572	-1,400	-782.76	.00	.00	-617.24	55.9%*
56161100 3044	HEAVY DUTY VEHICLE T	-308	-250	-443.20	.00	.00	193.20	177.3%
56161100 3045	COMMERCIAL VEHICLE T	-6,511	-6,300	-6,036.43	.00	.00	-263.57	95.8%*
56161100 3125	FBO PAYMENT	-33,050	-33,050	-25,788.42	-2,865.38	.00	-7,261.58	78.0%*
56161100 3135	FUEL FLOWAGE FEE	-53,500	-53,500	-37,071.72	-4,073.64	.00	-16,428.28	69.3%*
56161100 3141	LAND LEASE	-42,500	-42,500	-42,715.99	-3,433.19	.00	215.99	100.5%
56161100 3142	HANGER RENT/LEASES	-78,000	-78,000	-72,178.30	-10,210.85	.00	-5,821.70	92.5%*
56161100 3143	LANDING FEES	-52,500	-52,500	-36,858.09	-3,864.58	.00	-15,641.91	70.2%*
56161100 3144	OFFICE RENTAL	-140,000	-140,000	-113,955.60	-10,755.27	.00	-26,044.40	81.4%*
56161100 3145	COMMISSIONS-FLIGHT D	-24,000	-24,000	-6,825.00	-2,100.00	.00	-17,175.00	28.4%*
56161100 3146	SECURITY FEES	-3,000	-3,000	-820.00	-60.00	.00	-2,180.00	27.3%*
56161100 3155	COLLECTIONS-VENDING	-6,000	-6,000	-11,003.14	-978.83	.00	5,003.14	183.4%
56161100 3701	FUEL TAX REFUND	0	0	-767.96	.00	.00	767.96	100.0%
56161100 3801	MISCELLANEOUS	0	0	-5,194.66	.00	.00	5,194.66	100.0%
56161100 5100	SALARIES	1,241,150	1,239,150	970,988.01	131,808.60	.00	268,161.99	78.4%
56161100 5111	HEALTH INSURANCE	248,400	248,400	144,785.65	21,170.10	.00	103,614.35	58.3%
56161100 5113	KPERS-CITY SHARE	131,500	132,800	108,706.69	16,004.98	.00	24,093.31	81.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 561 Airport			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
56161100	5114	SOCIAL SECURITY-CITY	95,000	94,750	71,623.46	9,676.53	.00	23,126.54	75.6%
56161100	5115	UNEMPLOYMENT COMPENS	1,200	1,300	960.44	131.83	.00	339.56	73.9%
56161100	5116	WORKERS COMPENSATION	28,750	28,750	28,750.00	.00	.00	.00	100.0%
56161100	5206	ADVERTISING & HIRING	34,800	34,800	32,726.36	1,389.70	.00	2,073.64	94.0%
56161100	5210	ADVISORY BOARD EXPEN	250	250	.00	.00	.00	250.00	.0%
56161100	5215	ASSOCIATION DUES	4,000	4,000	3,900.00	.00	.00	100.00	97.5%
56161100	5407	INSURANCE-AIRPORT	36,800	30,250	30,250.00	.00	.00	.00	100.0%
56161100	5441	MAINTENANCE CONTRACT	62,150	61,000	36,468.56	.00	.00	24,531.44	59.8%
56161100	5445	MAINT-TOWER RADIO	14,900	14,900	6,749.62	1,708.75	.00	8,150.38	45.3%
56161100	5471	REPAIR-BUILDINGS	19,900	19,900	89,081.20	.00	.00	-69,181.20	447.6%*
56161100	5474	REPAIR-EQUIPMENT	27,850	40,350	22,419.42	250.00	.00	17,930.58	55.6%
56161100	5475	REPAIR-GROUNDS	4,950	4,950	9,236.63	.00	.00	-4,286.63	186.6%*
56161100	5480	REPAIR-RADIOS	4,450	4,450	981.30	.00	.00	3,468.70	22.1%
56161100	5481	REPAIR-RUNWAY & FIEL	21,850	21,850	21,991.06	152.99	.00	-141.06	100.6%*
56161100	5483	REPAIR-VEHICLE	4,950	4,950	16,746.66	.00	.00	-11,796.66	338.3%*
56161100	5486	REPAIR-AIRFIELD PAVE	49,700	49,700	35,150.40	29,588.42	.00	14,549.60	70.7%
56161100	5513	AIRPORT SECURITY COS	14,900	14,900	9,885.77	220.30	.00	5,014.23	66.3%
56161100	5551	FLIGHT DECK EXPENSES	500	500	10,483.79	202.50	.00	-9,983.79	2096.8%*
56161100	5553	TENANT EXPENSE-FBO	2,500	2,500	.00	.00	.00	2,500.00	.0%
56161100	5554	TENANT EXPENSE-HANGA	4,000	4,000	62,378.72	.00	.00	-58,378.72	1559.5%*
56161100	5561	TRAINING-EDUCATION	9,950	9,950	9,414.05	.00	.00	535.95	94.6%
56161100	5571	TRAVEL EXPENSE	13,900	13,900	6,336.68	439.28	.00	7,563.32	45.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 561 Airport		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
56161100 5576	TELEPHONE	4,950	4,950	3,165.83	.00	.00	1,784.17	64.0%
56161100 5585	UTILITIES-ELECTRIC	174,000	174,000	122,074.73	12,617.13	.00	51,925.27	70.2%
56161100 5586	UTILITIES-GAS	49,700	49,700	30,210.82	.00	.00	19,489.18	60.8%
56161100 5615	PROPERTY TAXES	34,800	34,800	.00	.00	.00	34,800.00	.0%
56161100 5645	GAS-OIL-DIESEL	30,800	26,000	19,978.22	.00	.00	6,021.78	76.8%
56161100 5715	MISCELLANEOUS	1,000	1,000	74.96	.00	.00	925.04	7.5%
56161100 5811	SUPPLIES-OFFICE	4,450	4,450	2,386.12	.00	.00	2,063.88	53.6%
56161100 5812	SUPPLIES-OPERATIONS	49,700	49,700	25,940.79	.00	.00	23,759.21	52.2%
56161100 5814	SUPPLIES-CUSTODIAL	14,900	14,900	8,316.51	.00	.00	6,583.49	55.8%
56161100 5824	SUPPLIES-VENDING	4,000	4,000	4,463.41	.00	.00	-463.41	111.6%*
56161100 6001	AIRPORT IMPROVEMENT	298,300	298,300	136,772.90	.00	.00	161,527.10	45.9%
56161100 6511	NEW EQUIPMENT-OFFICE	4,950	4,950	.00	.00	.00	4,950.00	.0%
56161100 6520	NEW EQUIPMENT-OTHER	273,450	273,450	192,346.51	7,066.82	.00	81,103.49	70.3%
TOTAL AIRPORT REVENUE		690,323	801,950	111,192.18	194,086.19	.00	690,757.82	13.9%
TOTAL Airport		690,323	801,950	111,192.18	194,086.19	.00	690,757.82	13.9%
	TOTAL REVENUES	-2,332,977	-2,220,500	-2,164,553.09	-38,341.74	.00	-55,946.91	
	TOTAL EXPENSES	3,023,300	3,022,450	2,275,745.27	232,427.93	.00	746,704.73	

PRIOR FUND BALANCE	1,470,412.98
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-111,192.18
REVISED FUND BALANCE	1,359,220.80

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 562 Airport Improvement		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
56261100 AIRPORT IMPROVEMENT								
56261100 3001	FEDERAL GRANT	-4,498,250	-5,936,550	-197,699.00	-4,695.00	.00	-5,738,851.00	3.3%*
56261100 3003	PFC ALLOCATION	-236,750	-137,350	-107,855.33	-10,590.09	.00	-29,494.67	78.5%*
56261100 5274	CONTRACTED-CONTRACTO	4,485,000	5,601,000	.00	.00	.00	5,601,000.00	.0%
56261100 5331	ENGINEERING FEES	250,000	648,050	116,874.65	5,926.16	.00	531,175.35	18.0%
TOTAL AIRPORT IMPROVEMENT		0	175,150	-188,679.68	-9,358.93	.00	363,829.68	-107.7%
TOTAL Airport Improvement		0	175,150	-188,679.68	-9,358.93	.00	363,829.68	-107.7%
	TOTAL REVENUES	-4,735,000	-6,073,900	-305,554.33	-15,285.09	.00	-5,768,345.67	
	TOTAL EXPENSES	4,735,000	6,249,050	116,874.65	5,926.16	.00	6,132,175.35	

PRIOR FUND BALANCE	263,185.47
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	188,679.68
REVISED FUND BALANCE	451,865.15

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ACCOUNTS FOR: 563 Airport Terminal Project		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
56361100 AIRPORT TERMINAL PROJECT								
56361100 5274	CONTRACTED-CONTRACTO	0	2,265,800	318,869.28	53,083.58	.00	1,946,930.72	14.1%
56361100 5331	ENGINEERING FEES	0	200,500	157,653.09	18,945.54	.00	42,846.91	78.6%
TOTAL AIRPORT TERMINAL PROJECT		0	2,466,300	476,522.37	72,029.12	.00	1,989,777.63	19.3%
TOTAL Airport Terminal Project		0	2,466,300	476,522.37	72,029.12	.00	1,989,777.63	19.3%
TOTAL EXPENSES		0	2,466,300	476,522.37	72,029.12	.00	1,989,777.63	

PRIOR FUND BALANCE	2,536,963.67
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-476,522.37
REVISED FUND BALANCE	2,060,441.30

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 581 Golf Course		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58137100 GOLF REVENUE								
58137100 3161	UNIDENTIFIED LONG/SH	0	0	-123.04	-6.00	.00	123.04	100.0%
58137100 3225	MEMBERSHIPS	-240,000	-255,000	-253,243.99	-17,664.92	.00	-1,756.01	99.3%*
58137100 3301	GREEN FEES	-220,000	-230,000	-237,401.97	-18,545.00	.00	7,401.97	103.2%
58137100 3302	GOLF CART RENTAL	-180,000	-199,000	-195,861.41	-15,194.00	.00	-3,138.59	98.4%*
58137100 3303	DRIVING RANGE	-18,000	-20,000	-18,924.83	-678.00	.00	-1,075.17	94.6%*
58137100 3304	TRAIL FEES	-1,000	-1,000	-1,118.00	.00	.00	118.00	111.8%
58137100 3306	CLUBHOUSE CONCESSION	-110,000	-120,000	-134,751.75	-11,042.83	.00	14,751.75	112.3%
58137100 3308	CLUBHOUSE MERCHANDIS	0	0	-33,246.19	6,246.67	.00	33,246.19	100.0%
58137100 3309	GIFT CERT-PURCHASE &	0	0	26,766.38	2,738.77	.00	-26,766.38	100.0%*
58137100 3310	TOURNAMENT CART RENT	-17,000	-17,000	.00	.00	.00	-17,000.00	.0%*
58137100 3424	FEES-TOURNAMENT SPON	0	0	-11,882.00	-6,102.00	.00	11,882.00	100.0%
58137100 3425	FEES-LEAGUE HANDICAP	-2,500	-2,500	.00	.00	.00	-2,500.00	.0%*
58137100 3671	SALES TAX	-45,000	-45,000	-36,101.93	-3,435.10	.00	-8,898.07	80.2%*
58137100 3672	SALES TAX-BUFFALO DU	0	0	-357.93	305.91	.00	357.93	100.0%
58137100 3701	FUEL TAX REFUND	0	0	-1,287.27	.00	.00	1,287.27	100.0%
58137100 3801	MISCELLANEOUS	0	0	-3,409.77	-141.57	.00	3,409.77	100.0%
58137100 4007	TRANSFER-GENERAL FUN	-425,000	-425,000	-425,000.00	.00	.00	.00	100.0%
58137100 4017	TRANSFER-SPECIAL REC	-80,000	-80,000	-80,000.00	.00	.00	.00	100.0%
TOTAL GOLF REVENUE		-1,338,500	-1,394,500	-1,405,943.70	-63,518.07	.00	11,443.70	100.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 581 Golf Course		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58137371 GOLF PRO AND CLUBHOUSE								
58137371 5100	SALARIES	268,850	275,250	268,690.09	29,370.43	.00	6,559.91	97.6%
58137371 5111	HEALTH INSURANCE	32,400	32,400	26,117.21	2,487.69	.00	6,282.79	80.6%
58137371 5113	KPERS-CITY SHARE	21,700	22,800	18,753.68	1,834.82	.00	4,046.32	82.3%
58137371 5114	SOCIAL SECURITY-CITY	20,600	21,400	19,811.95	2,168.55	.00	1,588.05	92.6%
58137371 5115	UNEMPLOYMENT COMPENS	300	300	268.64	29.39	.00	31.36	89.5%
58137371 5116	WORKERS COMPENSATION	3,750	3,750	3,750.00	.00	.00	.00	100.0%
58137371 5206	ADVERTISING & HIRING	2,500	2,500	70.00	30.00	.00	2,430.00	2.8%
58137371 5215	ASSOCIATION DUES	2,500	2,500	1,588.00	.00	.00	912.00	63.5%
58137371 5223	BANK & CREDIT CARD C	12,000	21,000	21,120.62	4,073.89	.00	-120.62	100.6%*
58137371 5286	CONTRACTED-GOLF PRO	35,000	50,000	50,589.55	.00	.00	-589.55	101.2%*
58137371 5431	INTERNET CONNECTION	5,600	2,500	995.00	.00	.00	1,505.00	39.8%
58137371 5441	MAINTENANCE CONTRACT	7,200	9,500	6,071.00	1,981.00	.00	3,429.00	63.9%
58137371 5469	RENTAL-GOLF CARTS	17,000	17,000	5,476.74	.00	.00	11,523.26	32.2%
58137371 5471	REPAIR-BUILDINGS	4,000	4,000	10,101.07	3,500.00	.00	-6,101.07	252.5%*
58137371 5474	REPAIR-EQUIPMENT	4,000	4,000	2,559.39	.00	.00	1,440.61	64.0%
58137371 5487	REPAIR-GOLF CARTS	1,500	1,500	2,718.25	.00	.00	-1,218.25	181.2%*
58137371 5531	SUBSCRIPTIONS	0	0	2,107.00	.00	.00	-2,107.00	100.0%*
58137371 5541	TAX-STATE SALES	45,000	45,000	30,893.02	3,829.78	.00	14,106.98	68.7%
58137371 5561	TRAINING-EDUCATION	1,000	1,000	241.50	.00	.00	758.50	24.2%
58137371 5571	TRAVEL EXPENSE	1,000	1,000	646.85	.00	.00	353.15	64.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 581 Golf Course		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58137371 5576	TELEPHONE	100	500	400.10	.00	.00	99.90	80.0%
58137371 5586	UTILITIES-GAS	4,000	4,000	2,058.57	1.03	.00	1,941.43	51.5%
58137371 5715	MISCELLANEOUS	0	0	1,064.11	.00	.00	-1,064.11	100.0%*
58137371 5811	SUPPLIES-OFFICE	0	1,000	835.32	.00	.00	164.68	83.5%
58137371 5812	SUPPLIES-OPERATIONS	10,000	10,000	9,567.66	249.50	.00	432.34	95.7%
58137371 5814	SUPPLIES-CUSTODIAL	1,500	1,500	1,692.38	.00	.00	-192.38	112.8%*
58137371 5817	SUPPLIES-PRO SHOP	0	7,500	10,340.62	.00	.00	-2,840.62	137.9%*
58137371 5821	SUPPLIES-CONCESSIONS	65,000	65,000	54,090.07	225.30	.00	10,909.93	83.2%
58137371 5822	SUPPLIES-TOURNAMENT	13,500	7,500	4,309.01	.00	.00	3,190.99	57.5%
58137371 5834	SUPPLIES-TOURNAMENT	0	0	5,385.28	.00	.00	-5,385.28	100.0%*
58137371 6511	NEW EQUIPMENT-OFFICE	2,500	2,500	2,235.54	.00	.00	264.46	89.4%
TOTAL GOLF PRO AND CLUBHOUSE		582,500	616,900	564,548.22	49,781.38	.00	52,351.78	91.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 581 Golf Course		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58137372 GOLF COURSE MAINTENANCE								
58137372 5100	SALARIES	402,900	454,450	357,622.13	32,316.51	.00	96,827.87	78.7%
58137372 5111	HEALTH INSURANCE	54,000	54,000	37,313.96	3,728.58	.00	16,686.04	69.1%
58137372 5113	KPERS-CITY SHARE	36,050	42,200	30,968.98	2,754.97	.00	11,231.02	73.4%
58137372 5114	SOCIAL SECURITY-CITY	30,850	34,800	25,825.20	2,309.18	.00	8,974.80	74.2%
58137372 5115	UNEMPLOYMENT COMPENS	400	500	357.58	32.31	.00	142.42	71.5%
58137372 5116	WORKERS COMPENSATION	6,250	6,250	6,250.00	.00	.00	.00	100.0%
58137372 5206	ADVERTISING & HIRING	100	100	132.70	72.70	.00	-32.70	132.7%*
58137372 5215	ASSOCIATION DUES	1,300	1,300	905.00	.00	.00	395.00	69.6%
58137372 5402	INSURANCE-VEHICLES	39,250	30,100	30,100.00	.00	.00	.00	100.0%
58137372 5441	MAINTENANCE CONTRACT	4,000	4,000	2,862.00	.00	.00	1,138.00	71.6%
58137372 5471	REPAIR-BUILDINGS	5,000	5,000	4,199.40	.00	.00	800.60	84.0%
58137372 5474	REPAIR-EQUIPMENT	20,000	20,000	9,908.55	.00	.00	10,091.45	49.5%
58137372 5475	REPAIR-GROUNDS	15,000	15,000	16,759.75	.00	.00	-1,759.75	111.7%*
58137372 5483	REPAIR-VEHICLE	1,000	1,000	38.98	.00	.00	961.02	3.9%
58137372 5484	REPAIR-WATER SERVICE	4,000	4,000	3,040.00	.00	.00	960.00	76.0%
58137372 5561	TRAINING-EDUCATION	4,000	4,000	.00	.00	.00	4,000.00	.0%
58137372 5571	TRAVEL EXPENSE	2,500	2,500	.00	.00	.00	2,500.00	.0%
58137372 5576	TELEPHONE	500	500	.00	.00	.00	500.00	.0%
58137372 5581	UNIFORM EXPENSE	2,500	2,500	72.79	.00	.00	2,427.21	2.9%
58137372 5634	FERTILIZER	35,000	35,000	25,484.67	778.50	.00	9,515.33	72.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 581 Golf Course		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58137372 5635	FERTILIZER-WETTING A	12,000	12,000	9,793.28	.00	.00	2,206.72	81.6%
58137372 5636	INSECTICIDE	7,000	7,000	2,922.08	.00	.00	4,077.92	41.7%
58137372 5637	FUNGICIDE	6,000	6,000	95.00	.00	.00	5,905.00	1.6%
58137372 5638	HERBICIDES	6,000	6,000	824.49	.00	.00	5,175.51	13.7%
58137372 5645	GAS-OIL-DIESEL	33,850	25,000	26,757.44	3,268.14	.00	-1,757.44	107.0%*
58137372 5715	MISCELLANEOUS	0	0	1,048.35	.00	.00	-1,048.35	100.0%*
58137372 5811	SUPPLIES-OFFICE	500	500	571.77	.00	.00	-71.77	114.4%*
58137372 5812	SUPPLIES-OPERATIONS	5,000	5,000	3,897.63	.00	.00	1,102.37	78.0%
58137372 5815	SUPPLIES-SAFETY	1,000	1,000	49.99	.00	.00	950.01	5.0%
58137372 5861	TREES-SHRUBS-SEED	9,000	9,000	6,778.43	.00	.00	2,221.57	75.3%
58137372 6511	NEW EQUIPMENT-OFFICE	1,000	1,000	.00	.00	.00	1,000.00	.0%
58137372 6520	NEW EQUIPMENT-OTHER	10,000	33,450	.00	.00	.00	33,450.00	.0%
TOTAL GOLF COURSE MAINTENANCE		755,950	823,150	604,580.15	45,260.89	.00	218,569.85	73.4%
TOTAL Golf Course		-50	45,550	-236,815.33	31,524.20	.00	282,365.33	-519.9%
	TOTAL REVENUES	-1,338,500	-1,394,500	-1,405,943.70	-63,518.07	.00	11,443.70	
	TOTAL EXPENSES	1,338,450	1,440,050	1,169,128.37	95,042.27	.00	270,921.63	

PRIOR FUND BALANCE	176,492.98
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	236,815.33
REVISED FUND BALANCE	413,308.31

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 582 Golf Course Improvement		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58237100 GOLF COURSE IMPROVEMENT								
58237100 3381	TRANSFER-FEES	-5,000	-5,000	-3,760.00	-293.00	.00	-1,240.00	75.2%*
58237100 3580	DONATIONS	-100	-50,000	-51,000.00	-20,000.00	.00	1,000.00	102.0%
58237100 3650	ADVERTISING-TEE SIGN	0	0	-700.00	.00	.00	700.00	100.0%
58237100 6220	GOLF COURSE BUILDING	0	80,000	60,637.93	15,600.00	.00	19,362.07	75.8%
TOTAL GOLF COURSE IMPROVEMENT		-5,100	25,000	5,177.93	-4,693.00	.00	19,822.07	20.7%
TOTAL Golf Course Improvement		-5,100	25,000	5,177.93	-4,693.00	.00	19,822.07	20.7%
	TOTAL REVENUES	-5,100	-55,000	-55,460.00	-20,293.00	.00	460.00	
	TOTAL EXPENSES	0	80,000	60,637.93	15,600.00	.00	19,362.07	

PRIOR FUND BALANCE	80,781.60
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-5,177.93
REVISED FUND BALANCE	75,603.67

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 584 Recreation Reserve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
58435100 RECREATION RESERVE							
58435100 4017 TRANSFER-SPECIAL REC	-25,000	-25,000	-25,000.00	.00	.00	.00	100.0%
TOTAL RECREATION RESERVE	-25,000	-25,000	-25,000.00	.00	.00	.00	100.0%
TOTAL Recreation Reserve	-25,000	-25,000	-25,000.00	.00	.00	.00	100.0%
TOTAL REVENUES	-25,000	-25,000	-25,000.00	.00	.00	.00	

PRIOR FUND BALANCE	435,094.54
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	25,000.00
REVISED FUND BALANCE	460,094.54

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 601 Health Insurance		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
60190100 HEALTH INSURANCE								
60190100 3370	RETIREE HEALTH INSUR	-30,000	-30,000	-2,001.10	-27.58	.00	-27,998.90	6.7%*
60190100 3371	TRANSFER-CITY DEPART	-4,514,400	-4,547,800	-3,030,197.10	-409,564.68	.00	-1,517,602.90	66.6%*
60190100 3372	EMPLOYEE CONTRIBUTIO	-1,400,000	-1,350,000	-1,116,891.56	-149,828.76	.00	-233,108.44	82.7%*
60190100 3801	MISCELLANEOUS	0	0	-18,412.38	.00	.00	18,412.38	100.0%
60190100 4001	TRANSFER-HEALTH INSU	-250,000	-250,000	-250,000.00	.00	.00	.00	100.0%
60190100 5102	SPOUSAL INCENTIVE	20,000	20,000	13,823.19	1,807.17	.00	6,176.81	69.1%
60190100 5103	GYM MEMBERSHIP INCEN	22,000	22,000	18,801.12	1,817.29	.00	3,198.88	85.5%
60190100 5104	BOB HALLORAN SCHOLAR	2,000	2,000	1,364.80	188.11	.00	635.20	68.2%
60190100 5201	ADMINISTRATIVE FEE	5,000	5,000	570.00	.00	.00	4,430.00	11.4%
60190100 5202	ADMINISTRATIVE FEE-L	14,000	15,000	11,507.16	1,140.21	.00	3,492.84	76.7%
60190100 5205	HEALTH INSURANCE PRE	5,250,000	5,250,000	4,316,432.28	387,148.76	.00	933,567.72	82.2%
60190100 5305	DRUG TESTING COSTS	30	0	.00	.00	.00	.00	.0%
60190100 5311	EMPLOYEE ASSIST PROG	30,000	30,000	23,535.20	2,353.52	.00	6,464.80	78.5%
60190100 5312	CLINIC OPERATIONAL C	815,000	815,000	731,466.36	52,952.10	.00	83,533.64	89.8%
60190100 5715	MISCELLANEOUS	32,000	38,000	34,198.58	8,000.00	.00	3,801.42	90.0%
TOTAL HEALTH INSURANCE		-4,370	19,200	734,196.55	-104,013.86	.00	-714,996.55	3823.9%
TOTAL Health Insurance		-4,370	19,200	734,196.55	-104,013.86	.00	-714,996.55	3823.9%
	TOTAL REVENUES	-6,194,400	-6,177,800	-4,417,502.14	-559,421.02	.00	-1,760,297.86	
	TOTAL EXPENSES	6,190,030	6,197,000	5,151,698.69	455,407.16	.00	1,045,301.31	

PRIOR FUND BALANCE	1,190,584.29
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-734,196.55
REVISED FUND BALANCE	456,387.74

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 602 Health Insurance Reserve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
60290100 HEALTH INSURANCE RESERVE							
60290100 7015 TRANSFER-HEALTH INSU	250,000	250,000	250,000.00	.00	.00	.00	100.0%
TOTAL HEALTH INSURANCE RESERVE	250,000	250,000	250,000.00	.00	.00	.00	100.0%
TOTAL Health Insurance Reserve	250,000	250,000	250,000.00	.00	.00	.00	100.0%
TOTAL EXPENSES	250,000	250,000	250,000.00	.00	.00	.00	

PRIOR FUND BALANCE	1,345,846.61
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	-250,000.00
REVISED FUND BALANCE	1,095,846.61

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 611 Workers Compensation		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
61190100 WORKERS COMPENSATION								
61190100 3371	TRANSFER-CITY DEPART	-522,500	-525,000	-530,000.00	.00	.00	5,000.00	101.0%
61190100 5201	ADMINISTRATIVE FEE	1,750	1,750	.00	.00	.00	1,750.00	.0%
61190100 5230	CLAIMS PAYMENT	10,000	10,000	795.78	.00	.00	9,204.22	8.0%
61190100 5406	INSURANCE-WORK COMP	500,000	425,000	460,542.00	.00	.00	-35,542.00	108.4%*
61190100 5811	SUPPLIES-OFFICE	2,500	2,500	111.90	.00	.00	2,388.10	4.5%
61190100 5815	SUPPLIES-SAFETY	20,000	20,000	7,456.43	.00	.00	12,543.57	37.3%
TOTAL WORKERS COMPENSATION		11,750	-65,750	-61,093.89	.00	.00	-4,656.11	92.9%
TOTAL Workers Compensation		11,750	-65,750	-61,093.89	.00	.00	-4,656.11	92.9%
	TOTAL REVENUES	-522,500	-525,000	-530,000.00	.00	.00	5,000.00	
	TOTAL EXPENSES	534,250	459,250	468,906.11	.00	.00	-9,656.11	

PRIOR FUND BALANCE	335,387.11
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	61,093.89
REVISED FUND BALANCE	396,481.00

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

ACCOUNTS FOR: 612 Workers Compensation Reserve		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
61290100 WORKERS COMPENSATION RESERVE								
61290100 3531	INTEREST INCOME	-3,000	-3,000	-3,515.90	.00	.00	515.90	117.2%
61290100 5230	CLAIMS PAYMENT	5,000	5,000	.00	.00	.00	5,000.00	.0%
TOTAL WORKERS COMPENSATION RESERV		2,000	2,000	-3,515.90	.00	.00	5,515.90	-175.8%
TOTAL Workers Compensation Reserv		2,000	2,000	-3,515.90	.00	.00	5,515.90	-175.8%
	TOTAL REVENUES	-3,000	-3,000	-3,515.90	.00	.00	515.90	
	TOTAL EXPENSES	5,000	5,000	.00	.00	.00	5,000.00	

PRIOR FUND BALANCE	771,045.00
CHANGE IN FUND BAL - NET OF REVENUES/EXPENSES	3,515.90
REVISED FUND BALANCE	774,560.90

YEAR-TO-DATE BUDGET REPORT

FOR 2026 10

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	7,906,406	20,325,610	-6,287,939.26	7,731,450.81	1,647,641.91	24,965,907.50	-22.8%

** END OF REPORT - Generated by Colleen Drees **

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	Y
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Print Full or Short description: F
Print MTD Version: Y
Print Revenues-Version headings: N
Format type: 1
Print revenue budgets as zero: N
Include Fund Balance: Y
Include requisition amount: N
Multiyear view: D

Year/Period: 2026/10
Print revenue as credit: Y
Print totals only: N
Suppress zero bal accts: Y
Print full GL account: N
Double space: Y
Roll projects to object: N

Carry forward code: 1
Print journal detail: N
From Yr/Per: 2024/ 1
To Yr/Per: 2024/ 1
Include budget entries: Y
Incl encumb/liq entries: Y
Sort by JE # or PO #: J
Detail format option: 1

Find Criteria

Field Name	Field Value
Org	
Object	
Project	
Rollup code	
Account type	
Account status	

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: November 17, 2026
RE: Presentation of the July, August, and October 2026 Building Report from Neighborhood & Development Services.

ISSUE:
Presentation of the July, August, and October 2026 Building Report from Neighborhood & Development Services.

BACKGROUND:
Attached is the July, August, and October 2026 Building Report from Neighborhood & Development Services.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:
7 July 26 Building Report
8 August 26 Building Report
10 October 26 Building Report

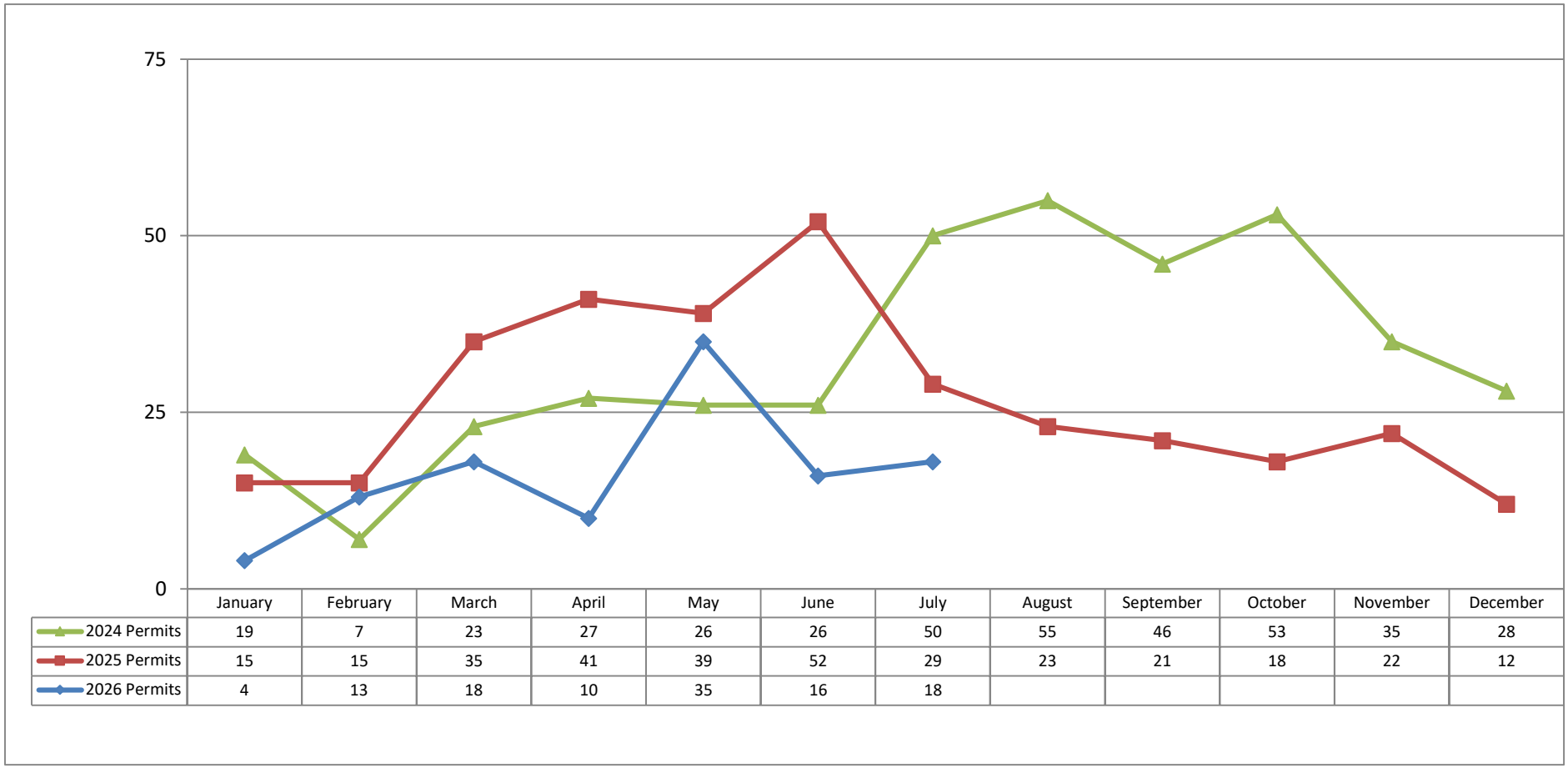
Neighborhood & Development Services
Building Report
July 2026



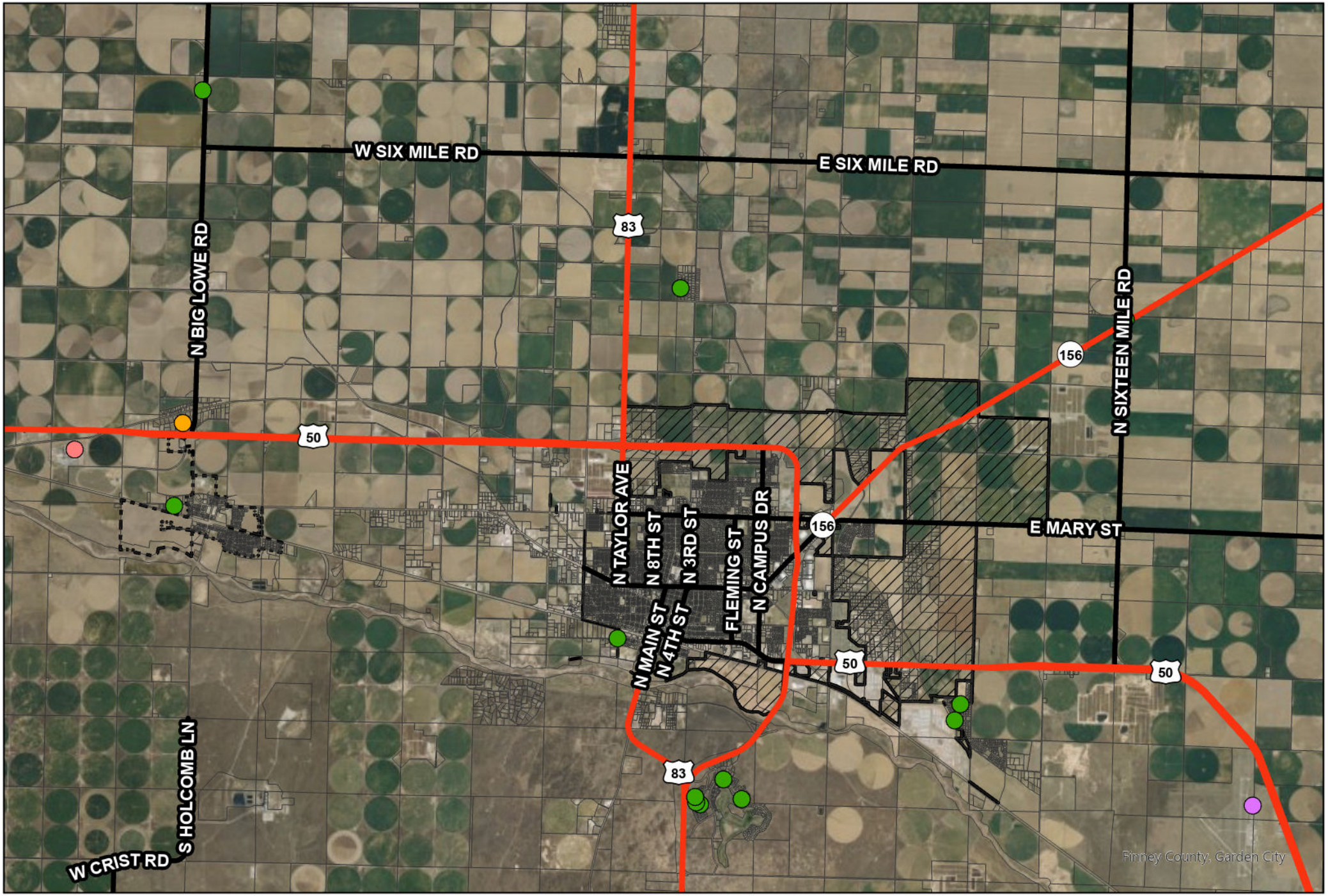
FINNEY COUNTY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				118.00			237.50		$ 356	**35**
	PERMITS				2			2		4	
	VALUATION				3,300			17,000		$ 20,300	
FEB	FEE				1,127			1,311	0	2,438	**37**
	PERMITS				7			5	1	13	
	VALUATION				63,471			83,000	0	146,471	
MAR	FEE		1,129		3,086			3,666		$ 7,881	**43**
	PERMITS		2		13			3		18	
	VALUATION		116,600		311,357			804,500		$ 1,232,457	
APR	FEE	1,872			1,802					$ 3,674	**47**
	PERMITS	1			9					10	
	VALUATION	320,000			122,781					$ 442,781	
MAY	FEE				5,640			6,639		$ 12,278	**35**
	PERMITS				15			4		19	
	VALUATION				525,048			960,450		$ 1,485,498	
JUN	FEE				2,023			791		$ 2,814	**15**
	PERMITS				10			4		14	
	VALUATION				120,089			33,539		$ 153,628	
JUL	FEE				3,303		919	115	0	$ 4,336	**18**
	PERMITS				12		1	1	1	15	
	VALUATION				241,377		70,000	0	2,500	$ 313,877	
AUG	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									0	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		1	2	0	68	0	1	19	2	$ 33,776 93 $ 3,795,012	**230**

2024-2026 FINNEY COUNTY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	19	7	23	27	26	26	50	55	46	53	35	28
2025 Permits	15	15	35	41	39	52	29	23	21	18	22	12
2026 Permits	4	13	18	10	35	16	18					



Finney County

Permit Types

July 2026

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
FP26-000081	Finney County	BD - Fence Permit	105 DURHAM Place	194	12000	Residential Remodel	6' FENCE
FP26-000083	Finney County	BD - Fence Permit	108 SUFFOLK Court	161	9000	Residential Remodel	6' Fence
RR26-000763	Finney County	BD - Repair, Replacement, or Remodel Building Permit	104 NOTTINGHAM Court	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RR26-000730	Finney County	BD - Repair, Replacement, or Remodel Building Permit	5775 KOEHN Avenue	139	7000	Residential Remodel	Install new feeder to house panel from main panel
FP26-000078	Finney County	BD - Fence Permit	5505 E El Delmo Street	154	7000	Residential Remodel	5ft Fence
RR26-000700	Finney County	BD - Repair, Replacement, or Remodel Building Permit	5550 E ALLEN Drive	286	18693.93	Residential Remodel	Remove/Replace roof
FP26-000079	Finney County	BD - Fence Permit	5550 N SIXTEEN MILE Road	198	10296	Residential Remodel	6' fence
RC26-000087	Finney County	BD - New Residential Construction Building Permit	8405 N BIG LOWE 1	722	84000	Residential Remodel	Install Mobile home
RR26-000696	Finney County	BD - Repair, Replacement, or Remodel Building Permit	710 W TAYLOR JONES Road	256.5	10850	Residential Remodel	Replace metal siding
RR26-000689	Finney County	BD - Repair, Replacement, or Remodel Building Permit	707 W MAPLE Street	432	35000	Residential Remodel	Remove AND REPLACE TPO
CA26-000002	Finney County	BD - Commercial Accessory Building Permit	7375 Turner Avenue	918.5	70000	New Industrial	48x100 storage building
SP26-000033	Finney County	BD - Sign Permit	3105 N IBP Road	115	0	Commercial/Industrial Remodel	Tyson sign
RA26-000040	Finney County	BD - Residential Accessory Building Permit	2104 GRANDVIEW EAST Drive	437	30000	Residential Remodel	Addition to house(8'x28')
RR26-000649	Finney County	BD - Repair, Replacement, or Remodel Building Permit	1805 S AIR SERVICE Road	0	2500	Misc	R/R roof - 4 sq (CITY WORK)
RR26-000638	Finney County	BD - Repair, Replacement, or Remodel Building Permit	105 WELLINGTON Place	264	16037.1	Residential Remodel	remove/ reroofing
			Total	**$ 4,336.00**	**$ 313,877.03**		

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000677	Garden City	BD - Repair, Replacement, or Remodel Building Permit	801 N CAMPUS DR	241.5	10415.23	Misc	Heat Exchanger Replacement
RR26-000681	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1524 N TAYLOR Plaza	42	500	Commercial/Industrial Remodel	Add garage door and electrical sign
CC26-000021	Garden City	BD - New Commercial Construction Building Permit	187 leawood	6243.5	950000	New Commercial	Head Start at Hunters Glen
RR26-000584	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2928 WINDMILL DR	135	8000	Residential Remodel	Remove and Replace Shingles
RR26-000635	Garden City	BD - Repair, Replacement, or Remodel Building Permit	3002 LOST RIVER DR	124	7000	Residential Remodel	Change out 3 ton ac and 75K 80% furnace
RR26-000650	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1602 N 11TH ST	135	7800	Residential Remodel	Change out 3 ton ac and 75K 96% furnace
RR26-000660	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1506 WILLOW LN	135	8000	Residential Remodel	Change out 3.5 ton ac and 100K 96% furnace
RR26-000684	Garden City	BD - Repair, Replacement, or Remodel Building Permit	621 MAGNOLIA ST	201	13970	Residential Remodel	Remove Wood Shakes and Install Shingles, 35SQ
RR26-000687	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2708 HENDERSON DR	157	9500	Residential Remodel	Remove and Replace Shingles
RR26-000690	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 E CHESTNUT Street	128	500	Residential Remodel	New meter
RR26-000702	Garden City	BD - Repair, Replacement, or Remodel Building Permit	802 N 5TH ST	418	37000	Residential Remodel	Remove and Replace Shingles
FP26-000076	Garden City	BD - Fence Permit	1801 W CHESTERFIELD Drive	45	800	Residential Remodel	6ft fence
RR26-000708	Garden City	BD - Repair, Replacement, or Remodel Building Permit	309 N 10TH Street	102	5000	Residential Remodel	Roof
RR26-000716	Garden City	BD - Repair, Replacement, or Remodel Building Permit	804 N 5TH Street	0	37000	Residential Remodel	Remove and Replace Shingles
RR26-000609	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1807 N CAMPUS DR	135	8000	Residential Remodel	Bathroom in basement - changed floor plan
RR26-000626	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1512 B ST	63	1700	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT - WEEKEND CALL
RR26-000645	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2322 C ST	59	1500	Residential Remodel	WATER HEATER REPLACEMENT - 40GALLON NG
RR26-000692	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2016 SUNFLOWER ST	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RR26-000721	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2509 C ST	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RC26-000040	Garden City	BD - New Residential Construction Building Permit	4130 CARDIGAN	1372	220000	SF Residential Includes Modular	NEW SINGLE FAMILY
RP26-000043	Garden City	BD - Right of Way and Excavation Permit	3333 E MARY ST	0	1	Commercial/Industrial Remodel	Placing ATT Fiber and handhole
RR26-000748	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W KANSAS Avenue	53	1200	Residential Remodel	repair sewer line
RP26-000044	Garden City	BD - Right of Way and Excavation Permit	1503 JAN Street	50	6000	Residential Remodel	Driveway
CP26-000104	Garden City	BD - Concrete Permit	1503 JAN Street	193	6000	Residential Remodel	Driveway
RR26-000733	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1209 N 8TH ST	157	10000	Residential Remodel	Remove and replace siding and windows
RR26-000759	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2906 PATTY Place	135	8000	Residential Remodel	Roof Replacement
RR26-000760	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 E KANSAS PLZ	533.5	28373.69	Commercial/Industrial Remodel	Replacing the rooftop package unit
RP26-000046	Garden City	BD - Right of Way and Excavation Permit	603 W THOMPSON Street	75	2300	Residential Remodel	Concrete work in front of house
CP26-000107	Garden City	BD - Concrete Permit	603 W THOMPSON Street	80	2300	Residential Remodel	Concrete work in front of house
RR26-000767	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1015 LAMPLIGHTER LN	212	14157.85	Residential Remodel	House & Shed Roof
RR26-000640	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2303 N 3RD Street	157	9250	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000641	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2206 N 9TH Street	102	5000	Residential Remodel	REPLACING AIR CONDITIONER
RR26-000643	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2505 LEE Avenue	91	4000	Residential Remodel	Tear off and replace
RC26-000088	Garden City	BD - New Residential Construction Building Permit	4133 Cardigan Street	1422	230000	SF Residential Includes Modular	New single fam
RR26-000401	Garden City	BD - Repair, Replacement, or Remodel Building Permit	706 IDA Street	442	40000	Residential Remodel	Kitchen Addition
RR26-000575	Garden City	BD - Repair, Replacement, or Remodel Building Permit	649 WHEATRIDGE Road	267	20000	Residential Remodel	Master Closet Addition
RR26-000582	Garden City	BD - Repair, Replacement, or Remodel Building Permit	746 S FARMLAND Road	513.5	27000	Commercial/Industrial Remodel	Electrical service from existing utility transformer and existing meter
RR26-000637	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1823 COMMANCHE	67	1890	Residential Remodel	Coil Change Out
RR26-000648	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1408 W CAMPBELL Street	65	1800	Residential Remodel	Replace 3/4" Water line
SP26-000032	Garden City	BD - Sign Permit	507 E FULTON Street	100	0	Commercial/Industrial Remodel	Sign replacement
SP26-000034	Garden City	BD - Sign Permit	2501 FLEMING Street	0	0	Commercial/Industrial Remodel	Sign replacement
CP26-000045	Garden City	BD - Concrete Permit	1524 HARVEST Lane	65	1800	Residential Remodel	Walk way
CP26-000097	Garden City	BD - Concrete Permit	2702 C Street	57	1385	Residential Remodel	Patio 35x9
FP26-000068	Garden City	BD - Fence Permit	911 JENNY Avenue	39	100	Residential Remodel	Update existing fence
SP26-000028	Garden City	BD - Sign Permit	2102 E SPRUCE Street	100	0	Commercial/Industrial Remodel	Wall sign
CP26-000077	Garden City	BD - Concrete Permit	2906 NANCY Place	80	2900	Residential Remodel	EXTEND DRIVEWAY
RR26-000639	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1606 HATTIE Street	91	3500	Residential Remodel	Replace sewer line with PVC
FP26-000052	Garden City	BD - Fence Permit	803 PATS Drive	69	2000	Residential Remodel	6' Fence
RP26-000036	Garden City	BD - Right of Way and Excavation Permit	1608 ANGUS Lane	75	0	Residential Remodel	City Sidewalk
CP26-000090	Garden City	BD - Concrete Permit	1608 ANGUS Lane	113	5650	Residential Remodel	City Sidewalk
RA26-000043	Garden City	BD - Residential Accessory Building Permit	2609 YELLOWSTONE Court	80	2500	Residential Remodel	Patio Cover
RC26-000065	Garden City	BD - New Residential Construction Building Permit	167 SNODGRASS Avenue	2647	475000	Multi-Family	Fourplex-Hip roof
RR26-000603	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1909 SLOAN	124	6855	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000617	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2930 TERRACE Place	135	8000	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000630	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1222 W KANSAS Avenue	39	500	Residential Remodel	Siding
RR26-000631	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1714 CENTER Street	53	1200	Residential Remodel	Dig out sewer line that was hit
RR26-000632	Garden City	BD - Repair, Replacement, or Remodel Building Permit	404 DAVIS Street	47	900	Residential Remodel	Repair water leak on water service line from meter to the house.
RP26-000040	Garden City	BD - Right of Way and Excavation Permit	1521 HARVEST Lane	75	0	Residential Remodel	Driveway & approach
CP26-000098	Garden City	BD - Concrete Permit	1521 HARVEST Lane	57	1400	Residential Remodel	Driveway & approach
RR26-000658	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2906 PATTY Place	179	11122.04	Residential Remodel	Replacing the air conditioning/heating equipment
RR26-000662	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2103 COMMANCHE Drive	267	20000	Residential Remodel	Replace interior doors, trim, floor covering, bathroom vanities, other items that need replaced to make home look new. Scrape popcorn on ceilings and texture. Prime and paint all interior ceilings and walls. Replace ceiling fixtures that are non-operating. Plumbing – move bathtub and replace with shower. Electrical – move bathroom switches and outlet.
RR26-000666	Garden City	BD - Repair, Replacement, or Remodel Building Permit	306 COLLEGE	124	6701.53	Residential Remodel	Replacing the air conditioning/heating equipment
RR26-000667	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2820 TERRACE Place	69	1965.45	Residential Remodel	Coil Change Out
RR26-000670	Garden City	BD - Repair, Replacement, or Remodel Building Permit	910 E SPRUCE Street	543.5	29990	Commercial/Industrial Remodel	Replace 2 roof top units
RR26-000671	Garden City	BD - Repair, Replacement, or Remodel Building Permit	511 N 9TH Street	91	3960	Residential Remodel	Roof
RR26-000672	Garden City	BD - Repair, Replacement, or Remodel Building Permit	922 AMY Street	146	8600	Residential Remodel	Remove & Replace 23SQ Shingles
CC26-000027	Garden City	BD - New Commercial Construction Building Permit	3175 Champions Court	217043.5	36000000	New Commercial	Refinery Fields
RR26-000674	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1304 SAINT JOHN Street	135	8000	Residential Remodel	R/R roof - 30 sq
RR26-000676	Garden City	BD - Repair, Replacement, or Remodel Building Permit	302 N 9TH Street	0	9500	Misc	Sewer service repair
RR26-000664	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1538 N 12TH Street	39	200	Residential Remodel	Repairing a 4" sewer main that was hit by fiber optics
RR26-000665	Garden City	BD - Repair, Replacement, or Remodel Building Permit	206 S 6TH Street	49	1000	Residential Remodel	Bring gas distribution system up to code

FP26-000072	Garden City	BD - Fence Permit	514 N 9TH Street	39	100	Residential Remodel	6' fence
RR26-000237	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1502 A Street	91	4000	Residential Remodel	Tear off replace shingles
RR26-000612	Garden City	BD - Repair, Replacement, or Remodel Building Permit	614 N 11TH Street	135	7500	Residential Remodel	Change out 2.5 ton ac and 75K 80% furnace
RR26-000644	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2820 TERRACE Place	124	6739.66	Residential Remodel	Replacing the air conditioning/heating equipment
RP26-000041	Garden City	BD - Right of Way and Excavation Permit	1538 N 12TH Street	50	200	Residential Remodel	Repairing a 4" sewer main that was hit by fiber optics
CP26-000094	Garden City	BD - Concrete Permit	305 N 5th Street	69	2000	Residential Remodel	Internal sidewalk
CP26-000095	Garden City	BD - Concrete Permit	2313 LEE Avenue	91	3500	Residential Remodel	Driveway
RR26-000646	Garden City	BD - Repair, Replacement, or Remodel Building Permit	309 DAVIS Street	53	1200	Residential Remodel	Change service from 70 amp to 100 amp
RR26-000655	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W OLIVE 1	80	3000	Residential Remodel	Relocate electric meter from the alley to the building
RR26-000656	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W OLIVE 2	80	3000	Residential Remodel	Relocate meter from alley to the building
RR26-000678	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1405 W OLIVE Street	212	15000	Residential Remodel	INTERIOR & EXTERIOR REMODEL
RR26-000679	Garden City	BD - Repair, Replacement, or Remodel Building Permit	186 LEAWOOD Avenue	39	350	Commercial/Industrial Remodel	Electrical temp meter for job trailer
RR26-000529	Garden City	BD - Repair, Replacement, or Remodel Building Permit	605 N 11TH Street	201	13700	Residential Remodel	remove and replace
RR26-000682	Garden City	BD - Repair, Replacement, or Remodel Building Permit	605 WHEATRIDGE Road	267	19572.78	Residential Remodel	Remove/Replace Roof
DP26-000016	Garden City	BD - Demolition Permit	405 W MARY Street	50	0	Residential Remodel	DEMO DETACHED GARARGE
RA26-000048	Garden City	BD - Residential Accessory Building Permit	1712 PRAIRIE PARK Lane	124	6800	Residential Remodel	Tuff shed
RR26-000653	Garden City	BD - Repair, Replacement, or Remodel Building Permit	210 W BELLEVUE Avenue	39	500	Residential Remodel	Install 1" water tap for property
RR26-000673	Garden City	BD - Repair, Replacement, or Remodel Building Permit	804 FLEMING Street	179	12000	Residential Remodel	Remove & Replace 30SQ Shingles
RR26-000688	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2101 FLEMING Street	1344	55000	Residential Remodel	Remove and Replace Shingles
RR26-000685	Garden City	BD - Repair, Replacement, or Remodel Building Permit	623 MAGNOLIA Street	201	13970	Residential Remodel	Remove Wood Shakes and Install Shingles, 35SQ
RR26-000668	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1605 N MAIN Street	49	1000	Residential Remodel	replace MAIN SERVICE TO 200
RR26-000683	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1901 E MARY Street	277.5	12047	Commercial/Industrial Remodel	AC furnace
RR26-000686	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1019 N 4TH Street	124	6544.46	Residential Remodel	Remove/Replace roof
RR26-000694	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2409 BELMONT Place	358	20500	Residential Remodel	Roof
FP26-000073	Garden City	BD - Fence Permit	103 S 3RD Street	49	1000	Residential Remodel	6' fence
FP26-000074	Garden City	BD - Fence Permit	301 W MAPLE Street	45	800	Residential Remodel	6ft Fence
SP26-000036	Garden City	BD - Sign Permit	1210 FLEMING Street	0	0	Misc	Law enforcement center sign
FP26-000075	Garden City	BD - Fence Permit	4105 CARDIGAN Street	124	7000	Residential Remodel	6FT Fence
RR26-000699	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1611 ANGUS Lane	256	18915	Residential Remodel	Residential Re-Roof
RR26-000703	Garden City	BD - Repair, Replacement, or Remodel Building Permit	708 N MAIN Street	103.5	1000	Commercial/Industrial Remodel	Service upgrade
RR26-000704	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1402 E KANSAS Avenue	223.5	10000	Commercial/Industrial Remodel	Remove AND REPLACE TPO
RR26-000705	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 CRESTWAY Drive	0	1500	Residential Remodel	Rework service(city work)
RR26-000706	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1710 CRESTWAY Drive	0	1500	Residential Remodel	Rework service(city work)
RR26-000707	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1903 FEATHER Court	0	1500	Residential Remodel	Rework service(city work)
RC26-000091	Garden City	BD - New Residential Construction Building Permit	4101 E HWY 50 421	952	135699.53	SF Manufactured (HUD Standards)	Install mobile home
RR26-000709	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1505 E LAUREL Street	102	4500	Residential Remodel	roof
RR26-000710	Garden City	BD - Repair, Replacement, or Remodel Building Permit	4101 HWY 50 210	39	380	Residential Remodel	Gas pressure test
RR26-000718	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1110 N 11TH Street	39	200	Residential Remodel	Repairing a sewer line that was struck
RR26-000720	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1901 FEATHER Court	0	1500	Residential Remodel	Rework service (city work)
RR26-000701	Garden City	BD - Repair, Replacement, or Remodel Building Permit	416 N MAIN Street	97.5	2500	Commercial/Industrial Remodel	Greece trap & replace drain pipe
CP26-000101	Garden City	BD - Concrete Permit	4105 CARDIGAN Street	80	2050	Residential Remodel	Concrete on side

RA26-000050	Garden City	BD - Residential Accessory Building Permit	312 PARK VIEW Drive	722	90000	Residential Remodel	Addition to home
FP26-000080	Garden City	BD - Fence Permit	1602 N 7TH Street	80	2300	Residential Remodel	6ft fence & Stucco
FP26-000070	Garden City	BD - Fence Permit	1709 LABRADOR Boulevard	179	11763.97	Misc	6' Fence
RC26-000089	Garden City	BD - New Residential Construction Building Permit	4101 HWY 50 Lot 534	223	16000	SF Manufactured (HUD Standards)	Install mobile home
RR26-000728	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2309 B Street	135	7600	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000729	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2506 A Street	39	200	Residential Remodel	replacing A SEWER LINE THAT WAS STRUCK
RR26-000732	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2810 N 10TH Street	39	200	Residential Remodel	Repairing a sewer line that was struct
FP26-000077	Garden City	BD - Fence Permit	411 N 1ST Street	80	2150	Residential Remodel	6' Fence
RR26-000698	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1011 N 3RD Street	482	45000	Residential Remodel	complete interior remodeling (basement only) including new electrical installations, new bathroom and kitchen plumbing, new stud walls attached to basement walls for drywall installation, and all other cosmetic renovations (flooring, painting, cabinets, doors, windows)
RR26-000712	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1402 E KANSAS Avenue	421.5	20526	Commercial/Industrial Remodel	Install new two 5T 1ph 208-230v 14 seer2 R454A condenserd and two evap coils Trane Model #5TTR4060A1008 (CONDENSERS) MODEL# 5PXCD010ASHAA (EVAP COILS)
RR26-000713	Garden City	BD - Repair, Replacement, or Remodel Building Permit	307 FLORENCE Avenue	135	7330	Residential Remodel	Install Shingles Over 1 Layer of Shingles,19SQ
SP26-000037	Garden City	BD - Sign Permit	1109 COLLEGE Drive	100	0	Commercial/Industrial Remodel	Face replacement for existing d/f cabinet sign
RR26-000750	Garden City	BD - Repair, Replacement, or Remodel Building Permit	901 N 7TH Street	179	11275	Residential Remodel	Remove & Replace 25 SQ Shingles
RR26-000751	Garden City	BD - Repair, Replacement, or Remodel Building Permit	617 BRIAR HILL Drive	245	17620	Residential Remodel	Remove & Replace 47 SQ Shingles
RR26-000740	Garden City	BD - Repair, Replacement, or Remodel Building Permit	701 N TAYLOR Avenue	102	4157.91	Residential Remodel	Remove/Replace roof
RR26-000742	Garden City	BD - Repair, Replacement, or Remodel Building Permit	205 WESLEY Street	53	1200	Residential Remodel	Replace water main
RR26-000744	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2205 N 7TH Street	267	20000	Residential Remodel	Remove/Replace roof
RA26-000055	Garden City	BD - Residential Accessory Building Permit	1510 E SPRUCE Street	113	5500	Residential Remodel	30X20 Carport/patio cover, 22x30 drive, & 8x10 patio slab
RR26-000661	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1205 RIDGEWOOD Drive	133	5800	Residential Remodel	Replace air conditioner
RR26-000752	Garden City	BD - Repair, Replacement, or Remodel Building Permit	705 PATS Drive	102	5000	Residential Remodel	PORCH ROOF
RR26-000757	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2204 SIOUX Drive	91	3240	Residential Remodel	Roof
SP26-000041	Garden City	BD - Sign Permit	1135 COLLEGE C	0	0	Commercial/Industrial Remodel	Wall sign
CP26-000103	Garden City	BD - Concrete Permit	602 N 7TH Street	79.5	2000	Commercial/Industrial Remodel	internal sidewalk work
RA26-000053	Garden City	BD - Residential Accessory Building Permit	2154 STETSON Way	135	8000	Residential Remodel	15x15 shed
RR26-000725	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 W MARY	102	4509.08	Residential Remodel	AC and coil change out
RR26-000736	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 WARRIOR Street	67	1847.01	Residential Remodel	Replacing evaporator coil
FP26-000065	Garden City	BD - Fence Permit	607 AMY Street	234	16500	Residential Remodel	6' wood fence
RA26-000054	Garden City	BD - Residential Accessory Building Permit	2321 IDLEWILD Way	113	5607.15	Residential Remodel	tuff shed
RC26-000092	Garden City	BD - New Residential Construction Building Permit	4170 E HWY 50 #437	221	9000	SF Manufactured (HUD Standards)	Move mobile home
RR26-000731	Garden City	BD - Repair, Replacement, or Remodel Building Permit	103 JEREMY Lane	205	800	Residential Remodel	Repair gas leaks and perform gas pressure test
RR26-000774	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 E CHESTNUT Street	39	100	Commercial/Industrial Remodel	2 Mini split
RR26-000764	Garden City	BD - Repair, Replacement, or Remodel Building Permit	412 MAGNOLIA Street	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RR26-000765	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2225 CENTER Street	354	28820	Residential Remodel	Replace 2 furnaces and air conditioners
SP26-000042	Garden City	BD - Sign Permit	2006 E SCHULMAN Avenue	100	0	Commercial/Industrial Remodel	Pole sign
CP26-000108	Garden City	BD - Concrete Permit	2919 LORAINE Place	53	1200	Residential Remodel	10X13 CONCRETE SLAB FOR FUTURE 8X10 RESIN SHED
CP26-000109	Garden City	BD - Concrete Permit	606 E STONE Street	80	3000	Residential Remodel	Concrete pad for above ground pool 20x20
RR26-000768	Garden City	BD - Repair, Replacement, or Remodel Building Permit	713 E FULTON Street	42	500	Commercial/Industrial Remodel	Adding outlets
RR26-000769	Garden City	BD - Repair, Replacement, or Remodel Building Permit	601 MOORES Avenue	39	450	Residential Remodel	Gas pressure test
RR26-000772	Garden City	BD - Repair, Replacement, or Remodel Building Permit	526 SUMMIT Street	237	9810.59	Residential Remodel	Roof
RR26-000726	Garden City	BD - Repair, Replacement, or Remodel Building Permit	620 MAGNOLIA Street	113	5850	Residential Remodel	Replace air conditioner
RR26-000753	Garden City	BD - Repair, Replacement, or Remodel Building Permit	304 N 1ST Street	80	2500	Residential Remodel	Replace existing Federal Pacific panel with new panel
RR26-000762	Garden City	BD - Repair, Replacement, or Remodel Building Permit	806 E HAMLINE Street	146	8956	Residential Remodel	Replace furnace and air conditioner
CP26-000105	Garden City	BD - Concrete Permit	1707 JULIE Street	53	1200	Residential Remodel	Non frost protected footing
RR26-000761	Garden City	BD - Repair, Replacement, or Remodel Building Permit	905 JC Street	124	7000	Residential Remodel	Tear off and replace shingles
SP26-000040	Garden City	BD - Sign Permit	713 E FULTON Street #2	100	0	Commercial/Industrial Remodel	4x8 sign
			Total	**$ 250,284.00**	**$ 39,155,967.93**		

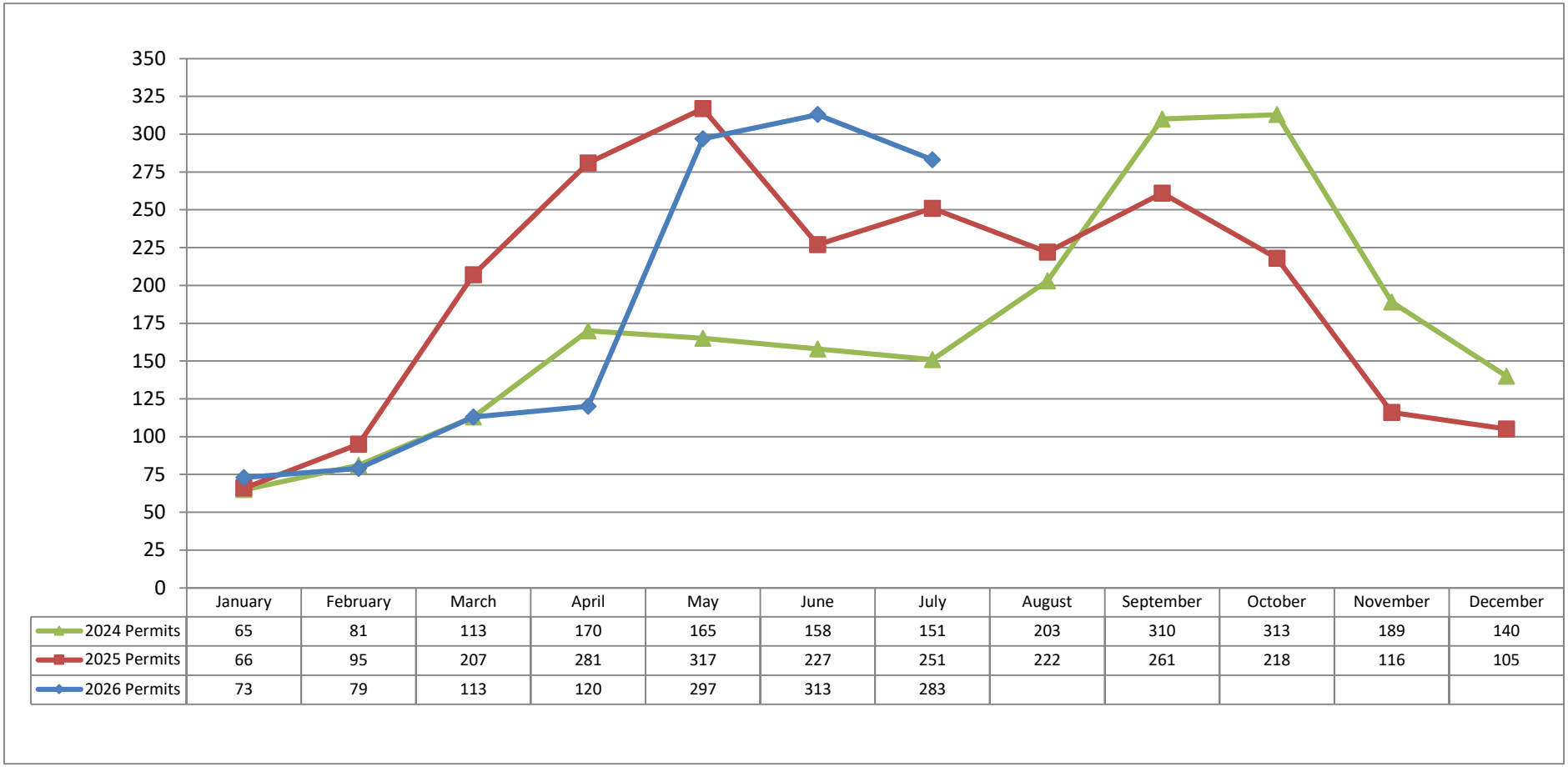
Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000714	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	503 W TAYLOR JONES RD	146	8238	Residential Remodel	re roof
RR26-000634	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	203 OLDWEILER DR	128	6000	Residential Remodel	Change out 2 ton ac an
RR26-000577	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	202 JENNY AVE	87	1380	Residential Remodel	remove/ reroofing
RR26-000722	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	101 PRAIRIE LN	284	5000	Residential Remodel	Remove and Replace Shingles
RR26-000739	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	606 HAELI Court	117	4400	Residential Remodel	Raise 2 window wells up approximately 3'' for proper grading to be done around foundation
RR26-000675	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	100 REDFORD Drive	165	7600	Residential Remodel	Roof Replacement
RR26-000663	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	100 S MAIN Street	95	2500	Residential Remodel	Install underground100 AMP service & new service panel
RR26-000642	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	401 JENNY Avenue	143	5635.41	Residential Remodel	remove/ reroofing
RA26-000030	Holcomb	BD - Residential Accessory Building Permit	300 W MILLS Avenue	84	2000	Residential Remodel	18x30 carport
			Total	**$ 1,249.00**	**$ 42,753.41**		

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000695	IUGA	BD - Repair, Replacement, or Remodel Building Permit	820 N INDUSTRIAL DR	360	25778.06	Residential Remodel	remove/replace roof
RR26-000633	IUGA	BD - Repair, Replacement, or Remodel Building Permit	2075 Whitetail Lane	95	3000	Residential Remodel	Installing new sprinkler system
RR26-000652	IUGA	BD - Repair, Replacement, or Remodel Building Permit	4170 E US HIGHWAY 50 Lot 307	64	1000	Residential Remodel	Upgrade service from 100 AMP to 200 AMP
RR26-000737	IUGA	BD - Repair, Replacement, or Remodel Building Permit	1204 E NANCY Avenue	128	5426.55	Residential Remodel	Replacing the condenser and evaporator coil
CP26-000100	IUGA	BD - Concrete Permit	3740 C&S Circle	117	5000	Residential Remodel	Concrete work
RR26-000723	IUGA	BD - Repair, Replacement, or Remodel Building Permit	4755 E HILLCREST	54	100	Residential Remodel	Electrical inspection
			Total	**$ 818.00**	**$ 40,304.61**		

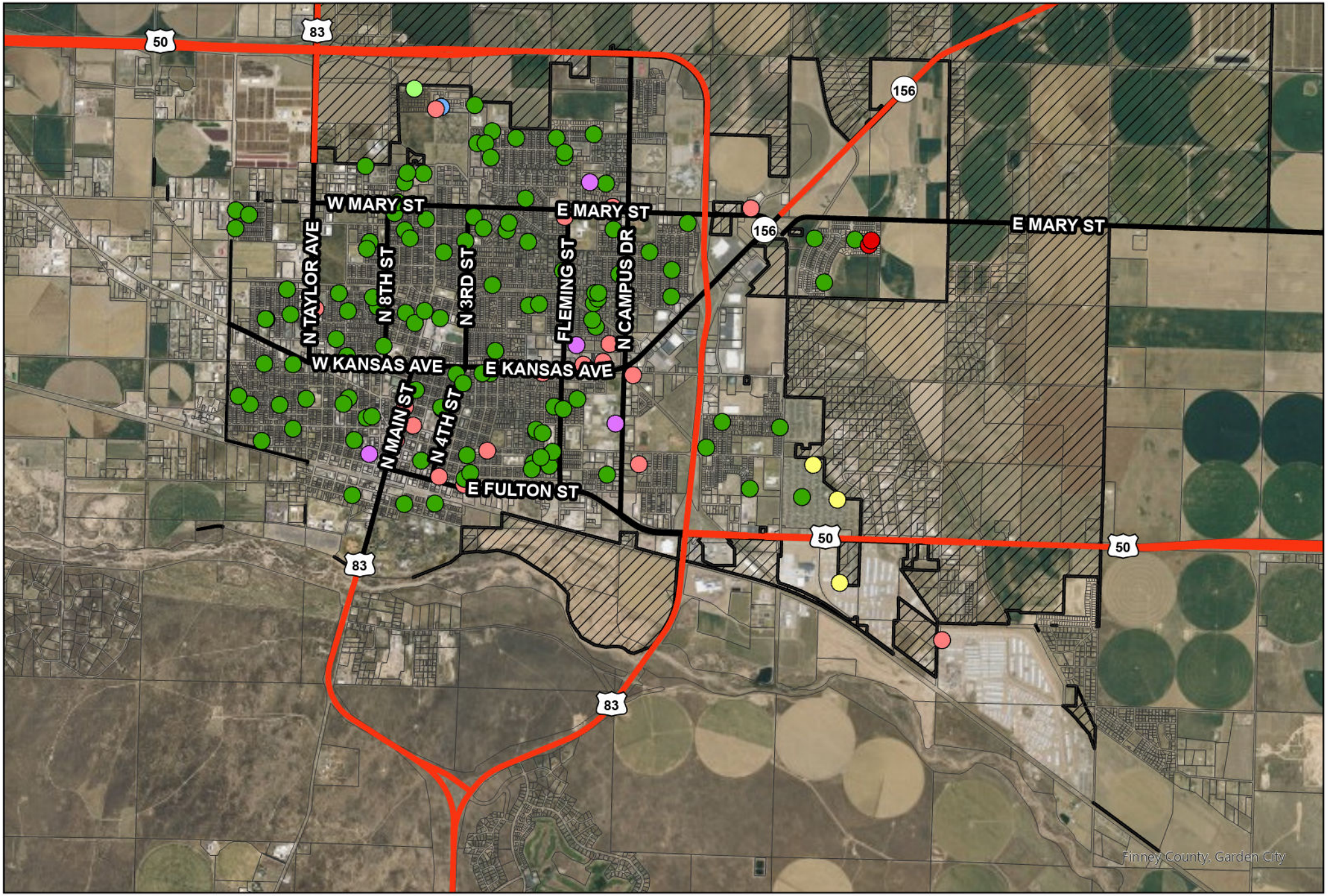
GARDEN CITY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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	3,139	987		5,183			7,310	50	$ 16,669	**205**
	PERMITS	2	1		45			24	1	73	
	VALUATION	519,000	62,416		438,841			514,066	0	$ 1,534,323	
FEB	FEE	1,272	105		5,432			8,067	2,995	$ 17,870	**244**
	PERMITS	1	1		54			19	4	79	
	VALUATION	200,000	25,000		269,965			73,266	5,762,516	$ 6,330,747	
MAR	FEE	8,600		3,919	8,614	22,126		5,500	625	$ 49,382	**294**
	PERMITS	6		2	87	1		12	5	113	
	VALUATION	1,519,000		3,050,000	418,101	3,596,840		714,679	36,332	$ 9,334,952	
APR	FEE	11,473		1,272	12,992	984		4,292	134	$ 31,146	**288**
	PERMITS	9		1	96	1		12	1	120	
	VALUATION	1,789,000		200,000	822,593	80,000		662,645	4,300	$ 3,558,538	
MAY	FEE	9,410	627	13,315	10,055	17,044		3,831	16,994	$ 71,274	**297**
	PERMITS	5	1	5	91	1		7	3	113	
	VALUATION	1,555,000	49,810	2,375,000	497,803	2,750,000		154,210	2,757,129	$ 10,138,952	
JUN	FEE	8,463	190	42,896	15,334	1,364		9,939	9,816	$ 88,000	**314**
	PERMITS	4	1	18	125	1		23	7	179	
	VALUATION	1,475,000	12,500	7,600,000	83,678	120,000		784,187	1,346,035	$ 11,421,400	
JUL	FEE	2,794	1,395	2,647	16,284	223,287		3,556	421	$ 250,383	**283**
	PERMITS	2	3	1	124	2		21	4	157	
	VALUATION	450,000	160,700	475,000	953,702	36,950,000		134,888	31,679	$ 39,155,968	
AUG	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									-	
	VALUATION									$ -	
DEC	FEE									-	
	PERMITS									-	
	VALUATION									-	
2026 TOTAL PERMITS		29	7	27	622	6	0	118	25	$ 524,724	**1925**
										834	
										$ 81,474,880	

2024-2026 GARDEN CITY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	65	81	113	170	165	158	151	203	310	313	189	140
2025 Permits	66	95	207	281	317	227	251	222	261	218	116	105
2026 Permits	73	79	113	120	297	313	283					



Garden City

Permit Types
July 2026

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000677	Garden City	BD - Repair, Replacement, or Remodel Building Permit	801 N CAMPUS DR	241.5	10415.23	Misc	Heat Exchanger Replacement
RR26-000681	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1524 N TAYLOR Plaza	42	500	Commercial/Industrial Remodel	Add garage door and electrical sign
CC26-000021	Garden City	BD - New Commercial Construction Building Permit	187 leawood	6243.5	950000	New Commercial	Head Start at Hunters Glen
RR26-000584	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2928 WINDMILL DR	135	8000	Residential Remodel	Remove and Replace Shingles
RR26-000635	Garden City	BD - Repair, Replacement, or Remodel Building Permit	3002 LOST RIVER DR	124	7000	Residential Remodel	Change out 3 ton ac and 75K 80% furnace
RR26-000650	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1602 N 11TH ST	135	7800	Residential Remodel	Change out 3 ton ac and 75K 96% furnace
RR26-000660	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1506 WILLOW LN	135	8000	Residential Remodel	Change out 3.5 ton ac and 100K 96% furnace
RR26-000684	Garden City	BD - Repair, Replacement, or Remodel Building Permit	621 MAGNOLIA ST	201	13970	Residential Remodel	Remove Wood Shakes and Install Shingles, 35SQ
RR26-000687	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2708 HENDERSON DR	157	9500	Residential Remodel	Remove and Replace Shingles
RR26-000690	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 E CHESTNUT Street	128	500	Residential Remodel	New meter
RR26-000702	Garden City	BD - Repair, Replacement, or Remodel Building Permit	802 N 5TH ST	418	37000	Residential Remodel	Remove and Replace Shingles
FP26-000076	Garden City	BD - Fence Permit	1801 W CHESTERFIELD Drive	45	800	Residential Remodel	6ft fence
RR26-000708	Garden City	BD - Repair, Replacement, or Remodel Building Permit	309 N 10TH Street	102	5000	Residential Remodel	Roof
RR26-000716	Garden City	BD - Repair, Replacement, or Remodel Building Permit	804 N 5TH Street	0	37000	Residential Remodel	Remove and Replace Shingles
RR26-000609	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1807 N CAMPUS DR	135	8000	Residential Remodel	Bathroom in basement - changed floor plan
RR26-000626	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1512 B ST	63	1700	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT - WEEKEND CALL
RR26-000645	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2322 C ST	59	1500	Residential Remodel	WATER HEATER REPLACEMENT - 40GALLON NG
RR26-000692	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2016 SUNFLOWER ST	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RR26-000721	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2509 C ST	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RC26-000040	Garden City	BD - New Residential Construction Building Permit	4130 CARDIGAN	1372	220000	SF Residential Includes Modular	NEW SINGLE FAMILY
RP26-000043	Garden City	BD - Right of Way and Excavation Permit	3333 E MARY ST	0	1	Commercial/Industrial Remodel	Placing ATT Fiber and handhole
RR26-000748	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W KANSAS Avenue	53	1200	Residential Remodel	repair sewer line
RP26-000044	Garden City	BD - Right of Way and Excavation Permit	1503 JAN Street	50	6000	Residential Remodel	Driveway
CP26-000104	Garden City	BD - Concrete Permit	1503 JAN Street	193	6000	Residential Remodel	Driveway
RR26-000733	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1209 N 8TH ST	157	10000	Residential Remodel	Remove and replace siding and windows
RR26-000759	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2906 PATTY Place	135	8000	Residential Remodel	Roof Replacement
RR26-000760	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 E KANSAS PLZ	533.5	28373.69	Commercial/Industrial Remodel	Replacing the rooftop package unit
RP26-000046	Garden City	BD - Right of Way and Excavation Permit	603 W THOMPSON Street	75	2300	Residential Remodel	Concrete work in front of house
CP26-000107	Garden City	BD - Concrete Permit	603 W THOMPSON Street	80	2300	Residential Remodel	Concrete work in front of house
RR26-000767	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1015 LAMPLIGHTER LN	212	14157.85	Residential Remodel	House & Shed Roof
RR26-000640	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2303 N 3RD Street	157	9250	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000641	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2206 N 9TH Street	102	5000	Residential Remodel	REPLACING AIR CONDITIONER
RR26-000643	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2505 LEE Avenue	91	4000	Residential Remodel	Tear off and replace
RC26-000088	Garden City	BD - New Residential Construction Building Permit	4133 Cardigan Street	1422	230000	SF Residential Includes Modular	New single fam
RR26-000401	Garden City	BD - Repair, Replacement, or Remodel Building Permit	706 IDA Street	442	40000	Residential Remodel	Kitchen Addition
RR26-000575	Garden City	BD - Repair, Replacement, or Remodel Building Permit	649 WHEATRIDGE Road	267	20000	Residential Remodel	Master Closet Addition
RR26-000582	Garden City	BD - Repair, Replacement, or Remodel Building Permit	746 S FARMLAND Road	513.5	27000	Commercial/Industrial Remodel	Electrical service from existing utility transformer and existing meter
RR26-000637	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1823 COMMANCHE	67	1890	Residential Remodel	Coil Change Out
RR26-000648	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1408 W CAMPBELL Street	65	1800	Residential Remodel	Replace 3/4" Water line
SP26-000032	Garden City	BD - Sign Permit	507 E FULTON Street	100	0	Commercial/Industrial Remodel	Sign replacement
SP26-000034	Garden City	BD - Sign Permit	2501 FLEMING Street	0	0	Commercial/Industrial Remodel	Sign replacement
CP26-000045	Garden City	BD - Concrete Permit	1524 HARVEST Lane	65	1800	Residential Remodel	Walk way
CP26-000097	Garden City	BD - Concrete Permit	2702 C Street	57	1385	Residential Remodel	Patio 35x9
FP26-000068	Garden City	BD - Fence Permit	911 JENNY Avenue	39	100	Residential Remodel	Update existing fence
SP26-000028	Garden City	BD - Sign Permit	2102 E SPRUCE Street	100	0	Commercial/Industrial Remodel	Wall sign
CP26-000077	Garden City	BD - Concrete Permit	2906 NANCY Place	80	2900	Residential Remodel	EXTEND DRIVEWAY
RR26-000639	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1606 HATTIE Street	91	3500	Residential Remodel	Replace sewer line with PVC
FP26-000052	Garden City	BD - Fence Permit	803 PATS Drive	69	2000	Residential Remodel	6' Fence
RP26-000036	Garden City	BD - Right of Way and Excavation Permit	1608 ANGUS Lane	75	0	Residential Remodel	City Sidewalk
CP26-000090	Garden City	BD - Concrete Permit	1608 ANGUS Lane	113	5650	Residential Remodel	City Sidewalk
RA26-000043	Garden City	BD - Residential Accessory Building Permit	2609 YELLOWSTONE Court	80	2500	Residential Remodel	Patio Cover
RC26-000065	Garden City	BD - New Residential Construction Building Permit	167 SNODGRASS Avenue	2647	475000	Multi-Family	Fourplex-Hip roof
RR26-000603	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1909 SLOAN	124	6855	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000617	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2930 TERRACE Place	135	8000	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000630	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1222 W KANSAS Avenue	39	500	Residential Remodel	Siding
RR26-000631	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1714 CENTER Street	53	1200	Residential Remodel	Dig out sewer line that was hit
RR26-000632	Garden City	BD - Repair, Replacement, or Remodel Building Permit	404 DAVIS Street	47	900	Residential Remodel	Repair water leak on water service line from meter to the house.
RP26-000040	Garden City	BD - Right of Way and Excavation Permit	1521 HARVEST Lane	75	0	Residential Remodel	Driveway & approach
CP26-000098	Garden City	BD - Concrete Permit	1521 HARVEST Lane	57	1400	Residential Remodel	Driveway & approach
RR26-000658	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2906 PATTY Place	179	11122.04	Residential Remodel	Replacing the air conditioning/heating equipment
RR26-000662	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2103 COMMANCHE Drive	267	20000	Residential Remodel	Replace interior doors, trim, floor covering, bathroom vanities, other items that need replaced to make home look new. Scrape popcorn on ceilings and texture. Prime and paint all interior ceilings and walls. Replace ceiling fixtures that are non-operating. Plumbing – move bathtub and replace with shower. Electrical – move bathroom switches and outlet.
RR26-000666	Garden City	BD - Repair, Replacement, or Remodel Building Permit	306 COLLEGE	124	6701.53	Residential Remodel	Replacing the air conditioning/heating equipment
RR26-000667	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2820 TERRACE Place	69	1965.45	Residential Remodel	Coil Change Out
RR26-000670	Garden City	BD - Repair, Replacement, or Remodel Building Permit	910 E SPRUCE Street	543.5	29990	Commercial/Industrial Remodel	Replace 2 roof top units
RR26-000671	Garden City	BD - Repair, Replacement, or Remodel Building Permit	511 N 9TH Street	91	3960	Residential Remodel	Roof
RR26-000672	Garden City	BD - Repair, Replacement, or Remodel Building Permit	922 AMY Street	146	8600	Residential Remodel	Remove & Replace 23SQ Shingles
CC26-000027	Garden City	BD - New Commercial Construction Building Permit	3175 Champions Court	217043.5	36000000	New Commercial	Refinery Fields
RR26-000674	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1304 SAINT JOHN Street	135	8000	Residential Remodel	R/R roof - 30 sq
RR26-000676	Garden City	BD - Repair, Replacement, or Remodel Building Permit	302 N 9TH Street	0	9500	Misc	Sewer service repair
RR26-000664	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1538 N 12TH Street	39	200	Residential Remodel	Repairing a 4" sewer main that was hit by fiber optics
RR26-000665	Garden City	BD - Repair, Replacement, or Remodel Building Permit	206 S 6TH Street	49	1000	Residential Remodel	Bring gas distribution system up to code

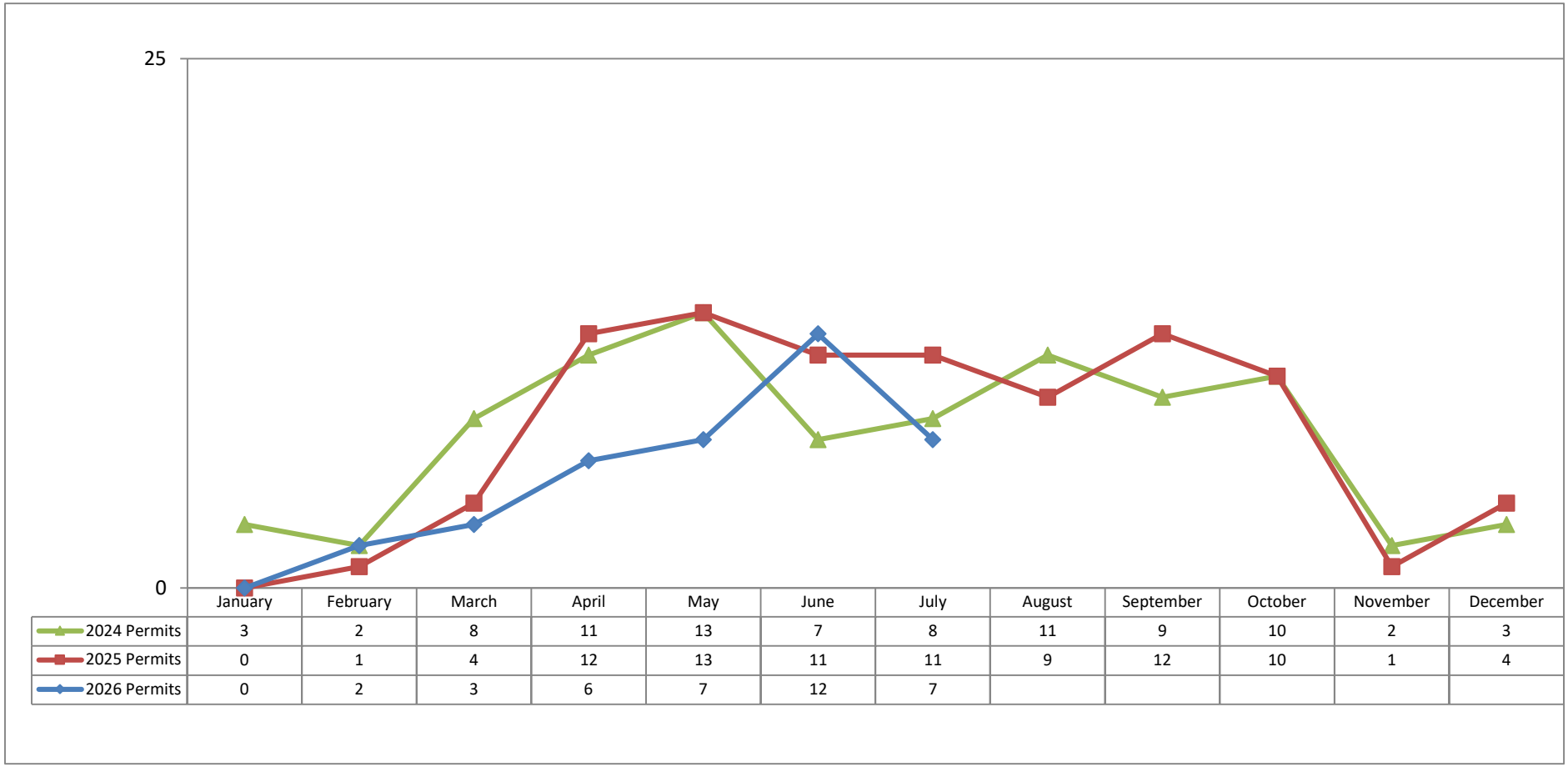
FP26-000072	Garden City	BD - Fence Permit	514 N 9TH Street	39	100	Residential Remodel	6' fence
RR26-000237	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1502 A Street	91	4000	Residential Remodel	Tear off replace shingles
RR26-000612	Garden City	BD - Repair, Replacement, or Remodel Building Permit	614 N 11TH Street	135	7500	Residential Remodel	Change out 2.5 ton ac and 75K 80% furnace
RR26-000644	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2820 TERRACE Place	124	6739.66	Residential Remodel	Replacing the air conditioning/heating equipment
RP26-000041	Garden City	BD - Right of Way and Excavation Permit	1538 N 12TH Street	50	200	Residential Remodel	Repairing a 4" sewer main that was hit by fiber optics
CP26-000094	Garden City	BD - Concrete Permit	305 N 5th Street	69	2000	Residential Remodel	Internal sidewalk
CP26-000095	Garden City	BD - Concrete Permit	2313 LEE Avenue	91	3500	Residential Remodel	Driveway
RR26-000646	Garden City	BD - Repair, Replacement, or Remodel Building Permit	309 DAVIS Street	53	1200	Residential Remodel	Change service from 70 amp to 100 amp
RR26-000655	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W OLIVE 1	80	3000	Residential Remodel	Relocate electric meter from the alley to the building
RR26-000656	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1608 W OLIVE 2	80	3000	Residential Remodel	Relocate meter from alley to the building
RR26-000678	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1405 W OLIVE Street	212	15000	Residential Remodel	INTERIOR & EXTERIOR REMODEL
RR26-000679	Garden City	BD - Repair, Replacement, or Remodel Building Permit	186 LEAWOOD Avenue	39	350	Commercial/Industrial Remodel	Electrical temp meter for job trailer
RR26-000529	Garden City	BD - Repair, Replacement, or Remodel Building Permit	605 N 11TH Street	201	13700	Residential Remodel	remove and replace
RR26-000682	Garden City	BD - Repair, Replacement, or Remodel Building Permit	605 WHEATRIDGE Road	267	19572.78	Residential Remodel	Remove/Replace Roof
DP26-000016	Garden City	BD - Demolition Permit	405 W MARY Street	50	0	Residential Remodel	DEMO DETACHED GARARGE
RA26-000048	Garden City	BD - Residential Accessory Building Permit	1712 PRAIRIE PARK Lane	124	6800	Residential Remodel	Tuff shed
RR26-000653	Garden City	BD - Repair, Replacement, or Remodel Building Permit	210 W BELLEVUE Avenue	39	500	Residential Remodel	Install 1" water tap for property
RR26-000673	Garden City	BD - Repair, Replacement, or Remodel Building Permit	804 FLEMING Street	179	12000	Residential Remodel	Remove & Replace 30SQ Shingles
RR26-000688	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2101 FLEMING Street	1344	55000	Residential Remodel	Remove and Replace Shingles
RR26-000685	Garden City	BD - Repair, Replacement, or Remodel Building Permit	623 MAGNOLIA Street	201	13970	Residential Remodel	Remove Wood Shakes and Install Shingles, 35SQ
RR26-000668	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1605 N MAIN Street	49	1000	Residential Remodel	replace MAIN SERVICE TO 200
RR26-000683	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1901 E MARY Street	277.5	12047	Commercial/Industrial Remodel	AC furnace
RR26-000686	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1019 N 4TH Street	124	6544.46	Residential Remodel	Remove/Replace roof
RR26-000694	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2409 BELMONT Place	358	20500	Residential Remodel	Roof
FP26-000073	Garden City	BD - Fence Permit	103 S 3RD Street	49	1000	Residential Remodel	6' fence
FP26-000074	Garden City	BD - Fence Permit	301 W MAPLE Street	45	800	Residential Remodel	6ft Fence
SP26-000036	Garden City	BD - Sign Permit	1210 FLEMING Street	0	0	Misc	Law enforcement center sign
FP26-000075	Garden City	BD - Fence Permit	4105 CARDIGAN Street	124	7000	Residential Remodel	6FT Fence
RR26-000699	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1611 ANGUS Lane	256	18915	Residential Remodel	Residential Re-Roof
RR26-000703	Garden City	BD - Repair, Replacement, or Remodel Building Permit	708 N MAIN Street	103.5	1000	Commercial/Industrial Remodel	Service upgrade
RR26-000704	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1402 E KANSAS Avenue	223.5	10000	Commercial/Industrial Remodel	Remove AND REPLACE TPO
RR26-000705	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 CRESTWAY Drive	0	1500	Residential Remodel	Rework service(city work)
RR26-000706	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1710 CRESTWAY Drive	0	1500	Residential Remodel	Rework service(city work)
RR26-000707	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1903 FEATHER Court	0	1500	Residential Remodel	Rework service(city work)
RC26-000091	Garden City	BD - New Residential Construction Building Permit	4101 E HWY 50 421	952	135699.53	SF Manufactured (HUD Standards)	Install mobile home
RR26-000709	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1505 E LAUREL Street	102	4500	Residential Remodel	roof
RR26-000710	Garden City	BD - Repair, Replacement, or Remodel Building Permit	4101 HWY 50 210	39	380	Residential Remodel	Gas pressure test
RR26-000718	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1110 N 11TH Street	39	200	Residential Remodel	Repairing a sewer line that was struck
RR26-000720	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1901 FEATHER Court	0	1500	Residential Remodel	Rework service (city work)
RR26-000701	Garden City	BD - Repair, Replacement, or Remodel Building Permit	416 N MAIN Street	97.5	2500	Commercial/Industrial Remodel	Greece trap & replace drain pipe
CP26-000101	Garden City	BD - Concrete Permit	4105 CARDIGAN Street	80	2050	Residential Remodel	Concrete on side

RA26-000050	Garden City	BD - Residential Accessory Building Permit	312 PARK VIEW Drive	722	90000	Residential Remodel	Addition to home
FP26-000080	Garden City	BD - Fence Permit	1602 N 7TH Street	80	2300	Residential Remodel	6ft fence & Stucco
FP26-000070	Garden City	BD - Fence Permit	1709 LABRADOR Boulevard	179	11763.97	Misc	6' Fence
RC26-000089	Garden City	BD - New Residential Construction Building Permit	4101 HWY 50 Lot 534	223	16000	SF Manufactured (HUD Standards)	Install mobile home
RR26-000728	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2309 B Street	135	7600	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000729	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2506 A Street	39	200	Residential Remodel	replacing A SEWER LINE THAT WAS STRUCK
RR26-000732	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2810 N 10TH Street	39	200	Residential Remodel	Repairing a sewer line that was struct
FP26-000077	Garden City	BD - Fence Permit	411 N 1ST Street	80	2150	Residential Remodel	6' Fence
RR26-000698	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1011 N 3RD Street	482	45000	Residential Remodel	complete interior remodeling (basement only) including new electrical installations, new bathroom and kitchen plumbing, new stud walls attached to basement walls for drywall installation, and all other cosmetic renovations (flooring, painting, cabinets, doors, windows)
RR26-000712	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1402 E KANSAS Avenue	421.5	20526	Commercial/Industrial Remodel	Install new two 5T 1ph 208-230v 14 seer2 R454A condenserd and two evap coils Trane Model #5TTR4060A1008 (CONDENSERS) MODEL# 5PXCD010ASHAA (EVAP COILS)
RR26-000713	Garden City	BD - Repair, Replacement, or Remodel Building Permit	307 FLORENCE Avenue	135	7330	Residential Remodel	Install Shingles Over 1 Layer of Shingles,19SQ
SP26-000037	Garden City	BD - Sign Permit	1109 COLLEGE Drive	100	0	Commercial/Industrial Remodel	Face replacement for existing d/f cabinet sign
RR26-000750	Garden City	BD - Repair, Replacement, or Remodel Building Permit	901 N 7TH Street	179	11275	Residential Remodel	Remove & Replace 25 SQ Shingles
RR26-000751	Garden City	BD - Repair, Replacement, or Remodel Building Permit	617 BRIAR HILL Drive	245	17620	Residential Remodel	Remove & Replace 47 SQ Shingles
RR26-000740	Garden City	BD - Repair, Replacement, or Remodel Building Permit	701 N TAYLOR Avenue	102	4157.91	Residential Remodel	Remove/Replace roof
RR26-000742	Garden City	BD - Repair, Replacement, or Remodel Building Permit	205 WESLEY Street	53	1200	Residential Remodel	Replace water main
RR26-000744	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2205 N 7TH Street	267	20000	Residential Remodel	Remove/Replace roof
RA26-000055	Garden City	BD - Residential Accessory Building Permit	1510 E SPRUCE Street	113	5500	Residential Remodel	30X20 Carport/patio cover, 22x30 drive, & 8x10 patio slab
RR26-000661	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1205 RIDGEWOOD Drive	133	5800	Residential Remodel	Replace air conditioner
RR26-000752	Garden City	BD - Repair, Replacement, or Remodel Building Permit	705 PATS Drive	102	5000	Residential Remodel	PORCH ROOF
RR26-000757	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2204 SIOUX Drive	91	3240	Residential Remodel	Roof
SP26-000041	Garden City	BD - Sign Permit	1135 COLLEGE C	0	0	Commercial/Industrial Remodel	Wall sign
CP26-000103	Garden City	BD - Concrete Permit	602 N 7TH Street	79.5	2000	Commercial/Industrial Remodel	internal sidewalk work
RA26-000053	Garden City	BD - Residential Accessory Building Permit	2154 STETSON Way	135	8000	Residential Remodel	15x15 shed
RR26-000725	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 W MARY	102	4509.08	Residential Remodel	AC and coil change out
RR26-000736	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 WARRIOR Street	67	1847.01	Residential Remodel	Replacing evaporator coil
FP26-000065	Garden City	BD - Fence Permit	607 AMY Street	234	16500	Residential Remodel	6' wood fence
RA26-000054	Garden City	BD - Residential Accessory Building Permit	2321 IDLEWILD Way	113	5607.15	Residential Remodel	tuff shed
RC26-000092	Garden City	BD - New Residential Construction Building Permit	4170 E HWY 50 #437	221	9000	SF Manufactured (HUD Standards)	Move mobile home
RR26-000731	Garden City	BD - Repair, Replacement, or Remodel Building Permit	103 JEREMY Lane	205	800	Residential Remodel	Repair gas leaks and perform gas pressure test
RR26-000774	Garden City	BD - Repair, Replacement, or Remodel Building Permit	710 E CHESTNUT Street	39	100	Commercial/Industrial Remodel	2 Mini split
RR26-000764	Garden City	BD - Repair, Replacement, or Remodel Building Permit	412 MAGNOLIA Street	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACEMENT
RR26-000765	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2225 CENTER Street	354	28820	Residential Remodel	Replace 2 furnaces and air conditioners
SP26-000042	Garden City	BD - Sign Permit	2006 E SCHULMAN Avenue	100	0	Commercial/Industrial Remodel	Pole sign
CP26-000108	Garden City	BD - Concrete Permit	2919 LORAINE Place	53	1200	Residential Remodel	10X13 CONCRETE SLAB FOR FUTURE 8X10 RESIN SHED
CP26-000109	Garden City	BD - Concrete Permit	606 E STONE Street	80	3000	Residential Remodel	Concrete pad for above ground pool 20x20
RR26-000768	Garden City	BD - Repair, Replacement, or Remodel Building Permit	713 E FULTON Street	42	500	Commercial/Industrial Remodel	Adding outlets
RR26-000769	Garden City	BD - Repair, Replacement, or Remodel Building Permit	601 MOORES Avenue	39	450	Residential Remodel	Gas pressure test
RR26-000772	Garden City	BD - Repair, Replacement, or Remodel Building Permit	526 SUMMIT Street	237	9810.59	Residential Remodel	Roof
RR26-000726	Garden City	BD - Repair, Replacement, or Remodel Building Permit	620 MAGNOLIA Street	113	5850	Residential Remodel	Replace air conditioner
RR26-000753	Garden City	BD - Repair, Replacement, or Remodel Building Permit	304 N 1ST Street	80	2500	Residential Remodel	Replace existing Federal Pacific panel with new panel
RR26-000762	Garden City	BD - Repair, Replacement, or Remodel Building Permit	806 E HAMLINE Street	146	8956	Residential Remodel	Replace furnace and air conditioner
CP26-000105	Garden City	BD - Concrete Permit	1707 JULIE Street	53	1200	Residential Remodel	Non frost protected footing
RR26-000761	Garden City	BD - Repair, Replacement, or Remodel Building Permit	905 JC Street	124	7000	Residential Remodel	Tear off and replace shingles
SP26-000040	Garden City	BD - Sign Permit	713 E FULTON Street #2	100	0	Commercial/Industrial Remodel	4x8 sign
			Total	**$ 250,284.00**	**$ 39,155,967.93**		

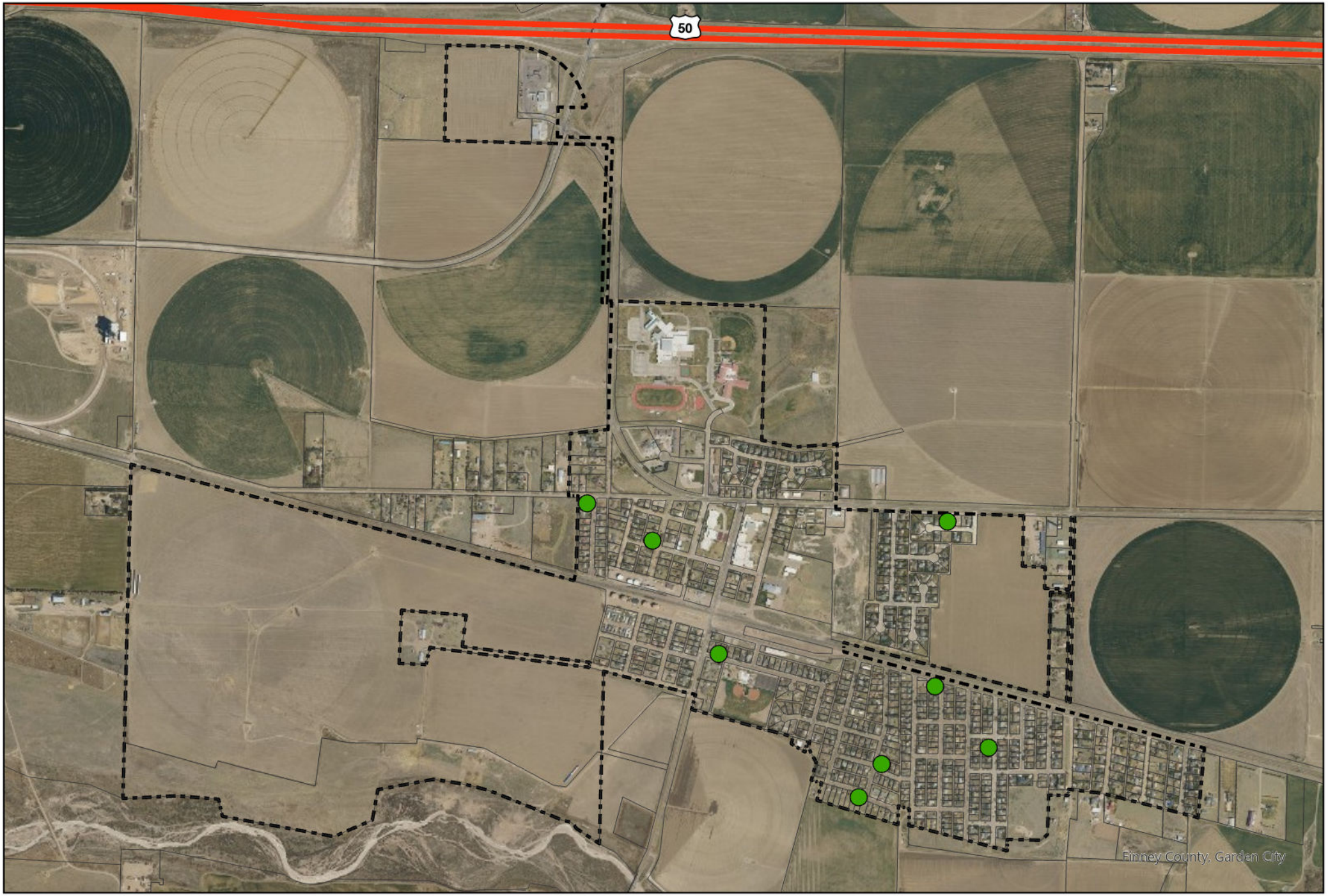
HOLCOMB
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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									$ -	**0**
	PERMITS									0	
	VALUATION									$ -	
FEB	FEE				54			0		$ 54	**1**
	PERMITS				1			1		2	
	VALUATION				150			0		$ 150	
MAR	FEE				552					$ 552	**6**
	PERMITS				3					3	
	VALUATION				35,646					$ 35,646	
APR	FEE				1,949					$ 1,949	**6**
	PERMITS				6					6	
	VALUATION				184,426					$ 184,426	
MAY	FEE				920					$ 920	**7**
	PERMITS				5					5	
	VALUATION				48,002					$ 48,002	
JUN	FEE				960					$ 960	**12**
	PERMITS				8					8	
	VALUATION				46,609					$ 46,609	
JUL	FEE				1,249					$ 1,249	**7**
	PERMITS				9					9	
	VALUATION				42,753					$ 42,753	
AUG	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		0	0	0	32	0	0	1	0	$ 5,684	**39**
										33	
										$ 357,585	

2024-2026 HOLCOMB BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	3	2	8	11	13	7	8	11	9	10	2	3
2025 Permits	0	1	4	12	13	11	11	9	12	10	1	4
2026 Permits	0	2	3	6	7	12	7					



Holcomb

Permit Types
July 2026

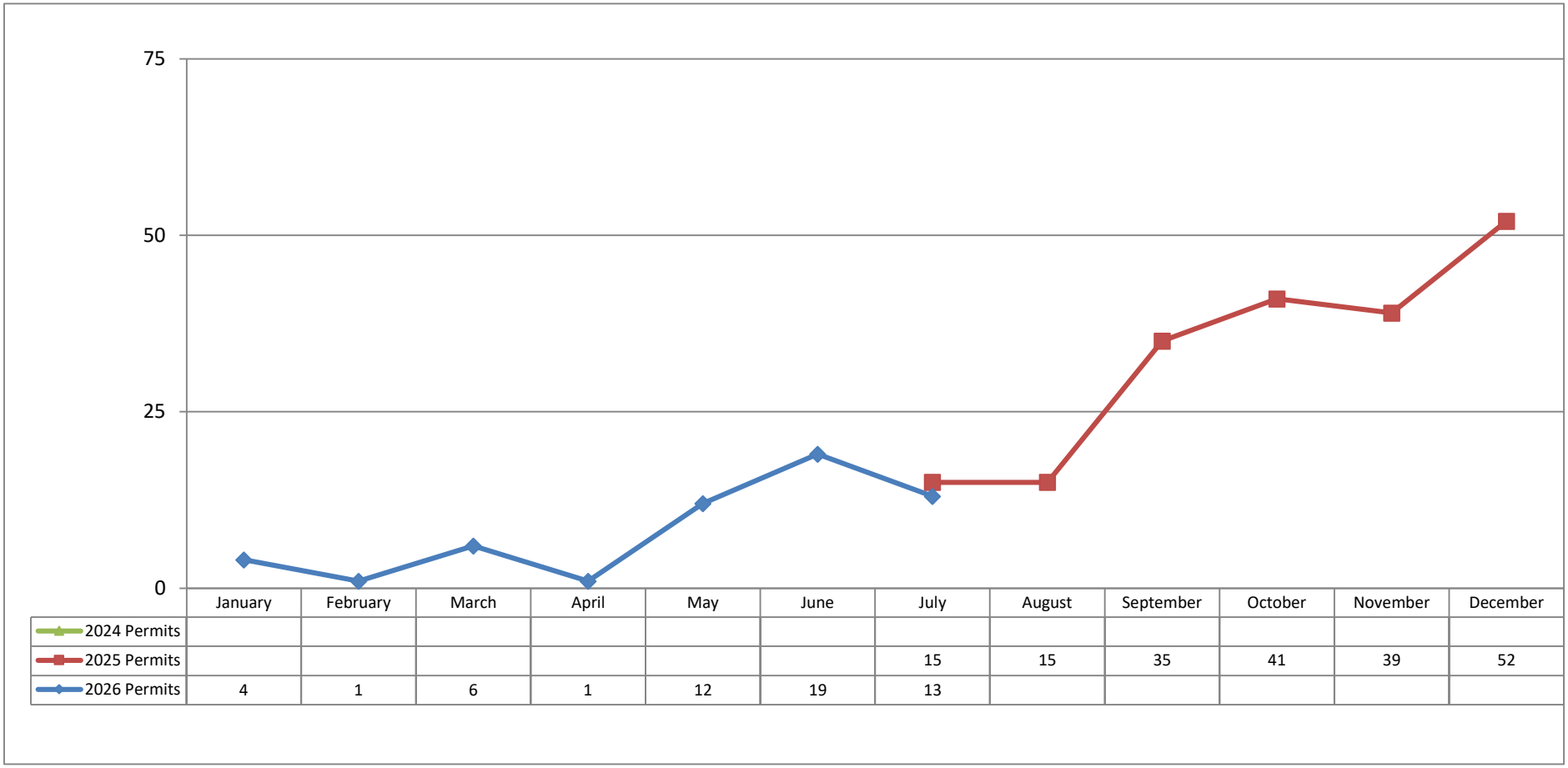
- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000714	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	503 W TAYLOR JONES RD	146	8238	Residential Remodel	re roof
RR26-000634	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	203 OLDWEILER DR	128	6000	Residential Remodel	Change out 2 ton ac an
RR26-000577	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	202 JENNY AVE	87	1380	Residential Remodel	remove/ reroofing
RR26-000722	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	101 PRAIRIE LN	284	5000	Residential Remodel	Remove and Replace Shingles
RR26-000739	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	606 HAELI Court	117	4400	Residential Remodel	Raise 2 window wells up approximately 3'' for proper grading to be done around foundation
RR26-000675	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	100 REDFORD Drive	165	7600	Residential Remodel	Roof Replacement
RR26-000663	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	100 S MAIN Street	95	2500	Residential Remodel	Install underground100 AMP service & new service panel
RR26-000642	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	401 JENNY Avenue	143	5635.41	Residential Remodel	remove/ reroofing
RA26-000030	Holcomb	BD - Residential Accessory Building Permit	300 W MILLS Avenue	84	2000	Residential Remodel	18x30 carport
			Total	**$ 1,249.00**	**$ 42,753.41**		

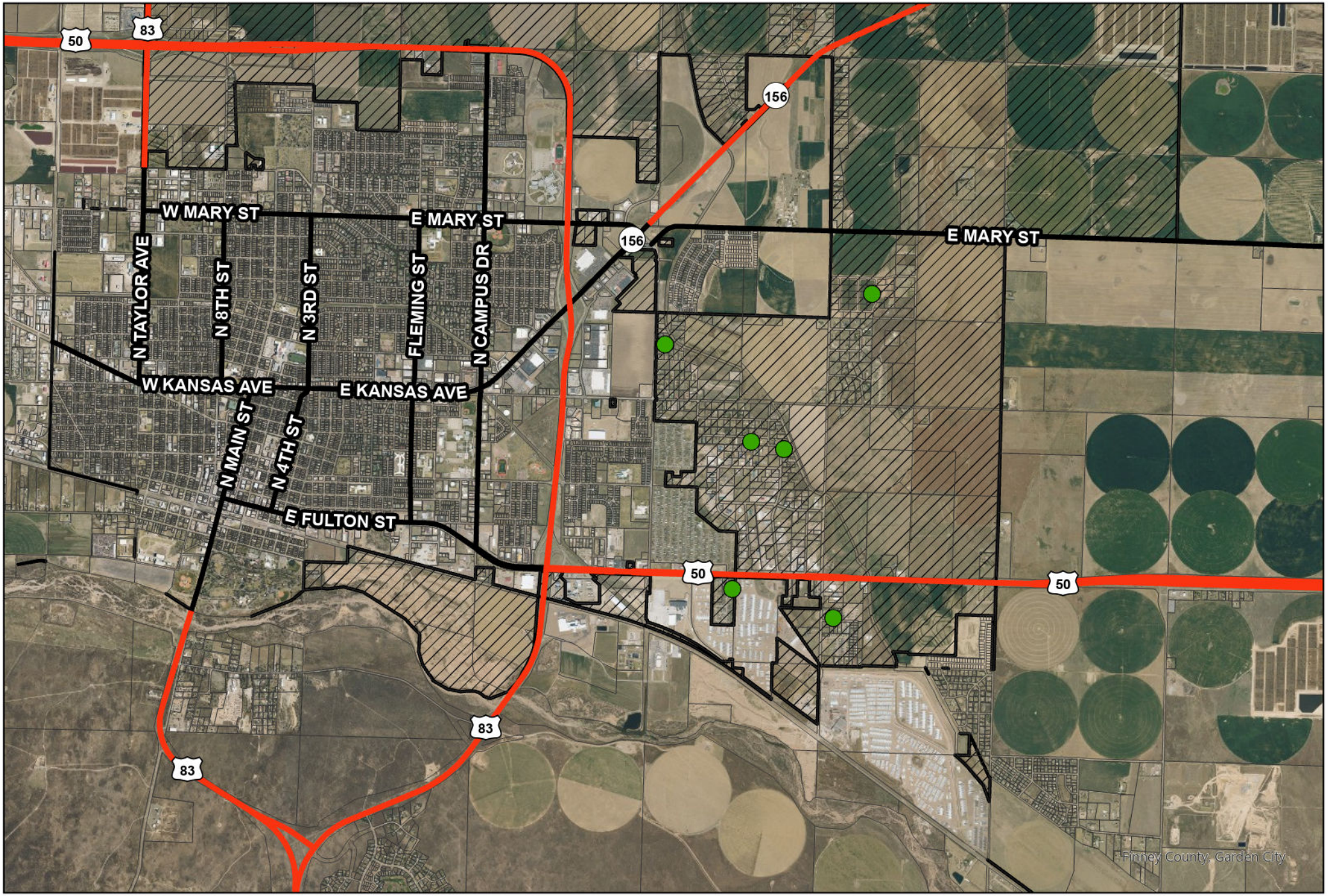
INNERMEDIATE URBAN GROWTH AREA
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				136	550		45		$ 731	**5**
	PERMITS				2	1		1		4	
	VALUATION				6,200	80,000		2,500		$ 88,700	
FEB	FEE				249					$ 249	**10**
	PERMITS				1					1	
	VALUATION				16,336					$ 16,336	
MAR	FEE		362		399			95		$ 856	**11**
	PERMITS		1		4			1		6	
	VALUATION		30,000		6,850			2,000		$ 38,850	
APR	FEE				118					$ 118	**6**
	PERMITS				1					1	
	VALUATION				9,500					$ 9,500	
MAY	FEE		1,101		163	1,699		419		$ 3,381	**12**
	PERMITS		3		3	1		1		8	
	VALUATION		74,310		1,900	180,000		20,000		$ 276,210	
JUN	FEE				1,019			449		$ 1,468	**19**
	PERMITS				6			3		9	
	VALUATION				60,500			14,000		$ 74,500	
JUL	FEE				818					$ 818	**13**
	PERMITS				6					6	
	VALUATION				40,305					$ 40,305	
AUG	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		0	4	0	23	2	0	6	0	$ 7,621 35 $ 544,401	**76**

2024-2026 IUGA BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits												
2025 Permits							15	15	35	41	39	52
2026 Permits	4	1	6	1	12	19	13					



IUGA

Permit Types
July 2026

Structure

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000695	IUGA	BD - Repair, Replacement, or Remodel Building Permit	820 N INDUSTRIAL DR	360	25778.06	Residential Remodel	remove/replace roof
RR26-000633	IUGA	BD - Repair, Replacement, or Remodel Building Permit	2075 Whitetail Lane	95	3000	Residential Remodel	Installing new sprinkler system
RR26-000652	IUGA	BD - Repair, Replacement, or Remodel Building Permit	4170 E US HIGHWAY 50 Lot 307	64	1000	Residential Remodel	Upgrade service from 100 AMP to 200 AMP
RR26-000737	IUGA	BD - Repair, Replacement, or Remodel Building Permit	1204 E NANCY Avenue	128	5426.55	Residential Remodel	Replacing the condenser and evaporator coil
CP26-000100	IUGA	BD - Concrete Permit	3740 C&S Circle	117	5000	Residential Remodel	Concrete work
RR26-000723	IUGA	BD - Repair, Replacement, or Remodel Building Permit	4755 E HILLCREST	54	100	Residential Remodel	Electrical inspection
			Total	**$ 818.00**	**$ 40,304.61**		

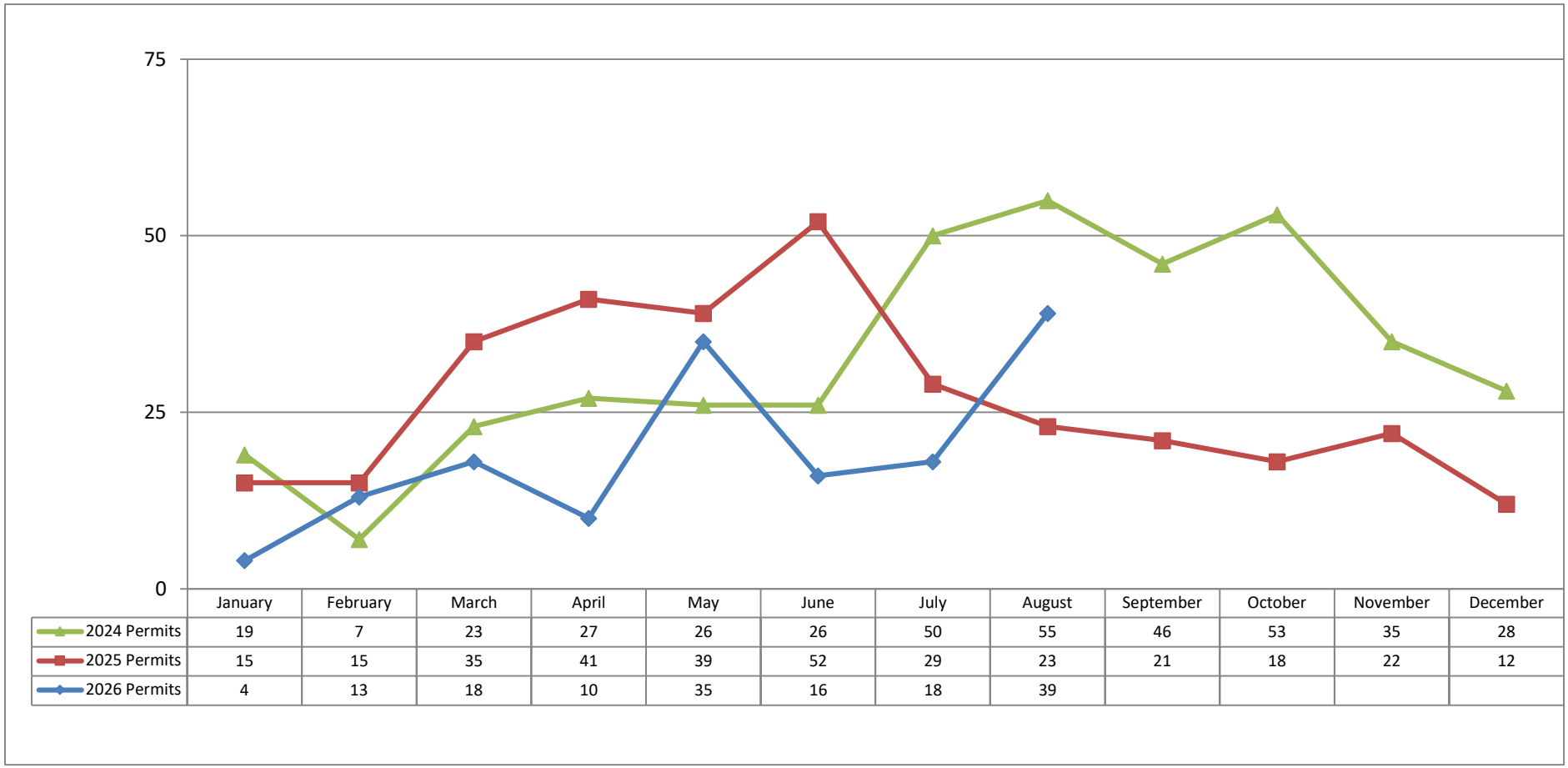
Neighborhood & Development Services
Building Report
August 2026



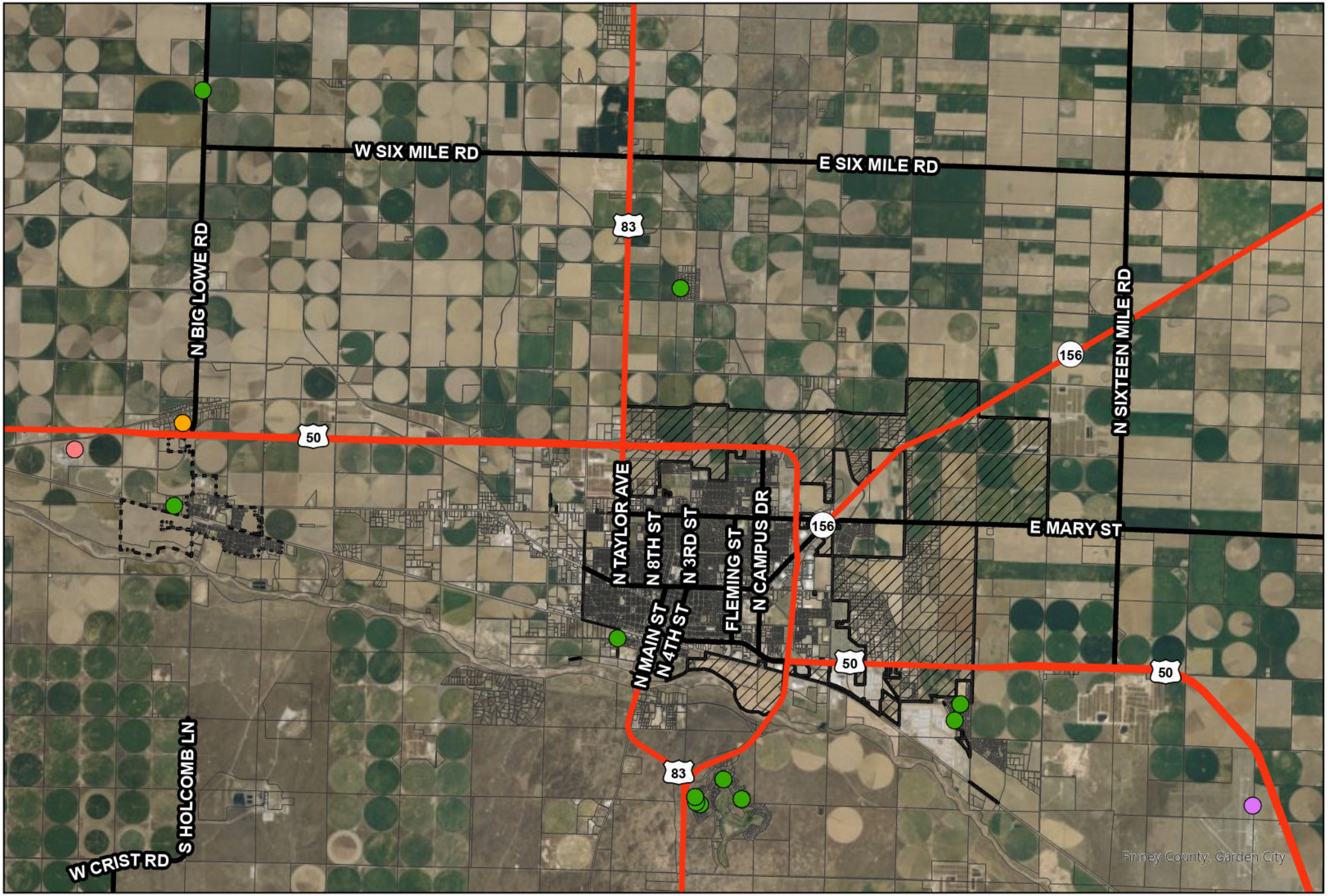
FINNEY COUNTY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				118.00			237.50		$ 356	**35**
	PERMITS				2			2		4	
	VALUATION				3,300			17,000		$ 20,300	
FEB	FEE				1,127			1,311	0	2,438	**37**
	PERMITS				7			5	1	13	
	VALUATION				63,471			83,000	0	146,471	
MAR	FEE		1,129		3,086			3,666		$ 7,881	**43**
	PERMITS		2		13			3		18	
	VALUATION		116,600		311,357			804,500		$ 1,232,457	
APR	FEE	1,872			1,802					$ 3,674	**47**
	PERMITS	1			9					10	
	VALUATION	320,000			122,781					$ 442,781	
MAY	FEE				5,640			6,639		$ 12,278	**35**
	PERMITS				15			4		19	
	VALUATION				525,048			960,450		$ 1,485,498	
JUN	FEE				2,023			791		$ 2,814	**15**
	PERMITS				10			4		14	
	VALUATION				120,089			33,539		$ 153,628	
JUL	FEE				3,303		919	115	0	$ 4,336	**18**
	PERMITS				12		1	1	1	15	
	VALUATION				241,377		70,000	0	2,500	$ 313,877	
AUG	FEE				3,555			5,102		$ 8,657	**39**
	PERMITS				13			3		16	
	VALUATION				353,295			628,070		$ 981,365	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									0	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		1	2	0	81	0	1	22	2	$ 42,433 109 $ 4,776,377	**269**

2024-2026 FINNEY COUNTY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	19	7	23	27	26	26	50	55	46	53	35	28
2025 Permits	15	15	35	41	39	52	29	23	21	18	22	12
2026 Permits	4	13	18	10	35	16	18	39				



Finney County

Permit Types
August 2026

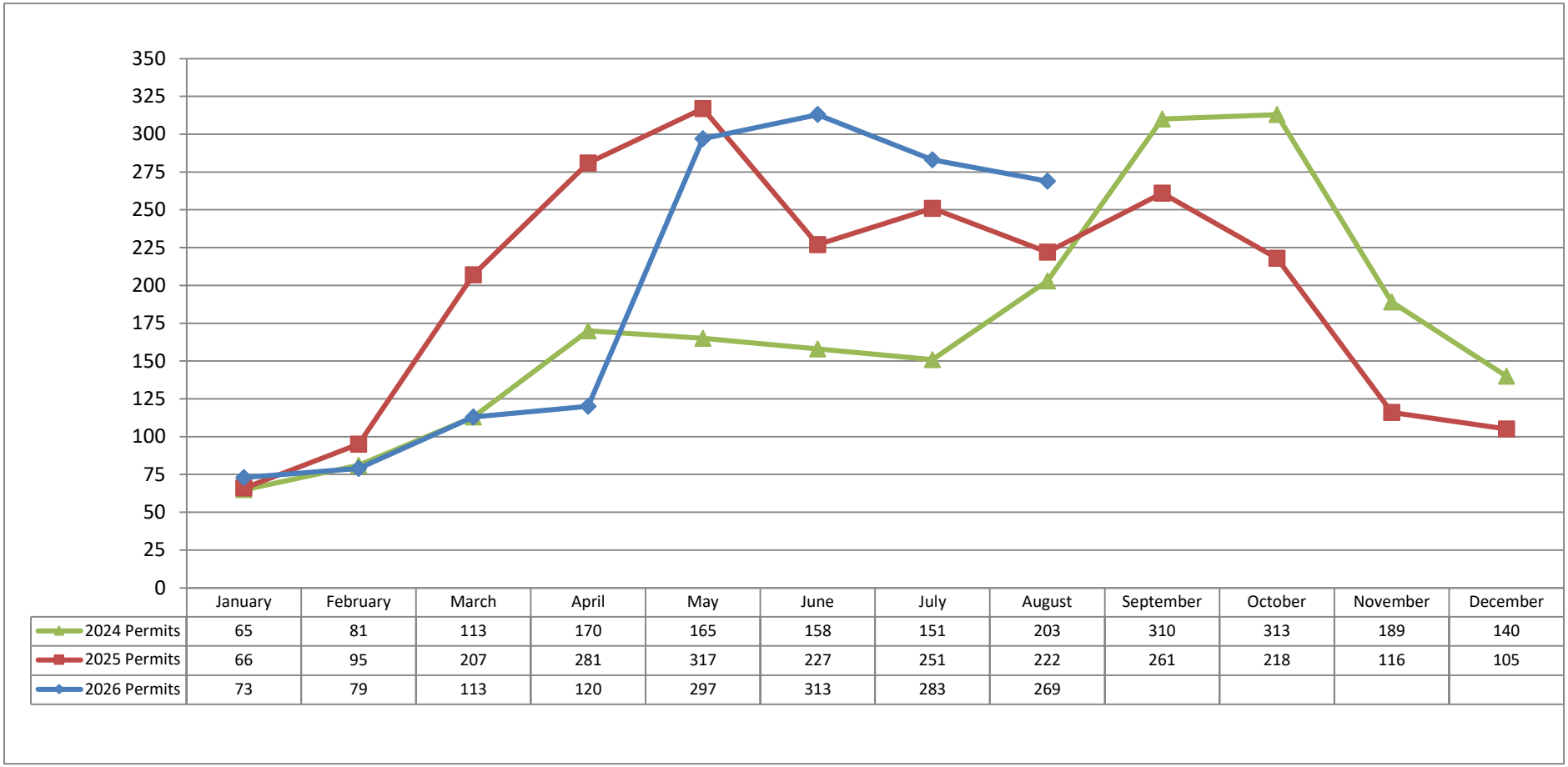
- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000887	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2914 W JONES Avenue	74.5	1200	Commercial/Industrial Remodel	increase to 200amp
RR26-000888	Finney County	BD - Repair, Replacement, or Remodel Building Permit	1806 OXFORD Court	128	5981.65	Residential Remodel	Install lawn sprinkler
CP26-000124	Finney County	BD - Concrete Permit	817 KENSINGTON Boulevard	80	1800	Residential Remodel	Patio-6x15
RR26-000837	Finney County	BD - Repair, Replacement, or Remodel Building Permit	1903 GRANDVIEW EAST Drive	59	1500	Residential Remodel	WATER HEATER REPLACEMENT - 50GALLON NG
RR26-000872	Finney County	BD - Repair, Replacement, or Remodel Building Permit	640 S DONNA Avenue	187	9100	Residential Remodel	Remove and replace the existing roof.
RR26-000851	Finney County	BD - Repair, Replacement, or Remodel Building Permit	8405 N BIG LOWE	64	1000	Residential Remodel	INTERIOR ELECTRIC WORK
RR26-000785	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2814 W JONES Avenue	4726.5	617870	Commercial/Industrial Remodel	New Sandblasting Building and Concrete Foundation
RA26-000049	Finney County	BD - Residential Accessory Building Permit	112 STRATFORD Court	847	100000	Residential Remodel	Garage addition
RR26-000821	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2105 GRANDVIEW EAST Drive	194	11625	Residential Remodel	Replace furnace
RR26-000816	Finney County	BD - Repair, Replacement, or Remodel Building Permit	709 W MAPLE Street	117	4991	Residential Remodel	PARTIAL SEWER LINE REPLACEMENT - FROM KITCHEN AREA & INSTALL DOUBLE CLEANOUT
RR26-000817	Finney County	BD - Repair, Replacement, or Remodel Building Permit	13260 N MENNONITE Road	117	5000	Residential Remodel	Install 185 of 1'' poly from house to generator
RA26-000028	Finney County	BD - Residential Accessory Building Permit	106 STRATFORD Court	1112	165000	Residential Remodel	build new detached garage
RA26-000032	Finney County	BD - Residential Accessory Building Permit	107 BROCK Place	117	5000	Residential Remodel	Outdoor BBQ Shack
RR26-000809	Finney County	BD - Repair, Replacement, or Remodel Building Permit	3130 N ANDERSON Road	473	41497	Residential Remodel	Erie to remove existing roofing and properly dispose. Erie to furnish and install ice and water shield where applicable. Erie to furnish and install stone-coated metal roofing. Erie to furnish and install all accessories that may include drip edge, pipe boots, and flashing. Erie to furnish and install Premium Synthetic Underlayment. Erie to vent roof properly. Erie to prep roof for low-slope application. Erie to furnish and install decking with OSB where applicable
RR26-000773	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2224 W KANSAS Avenue 1&3	60	800	Residential Remodel	Emergency electrical inspection
RR26-000788	Finney County	BD - Repair, Replacement, or Remodel Building Permit	3023 W MARY Street	300.5	9000	Commercial/Industrial Remodel	Replace water service line
			Total	**$ 8,656.50**	**$ 981,364.65**		

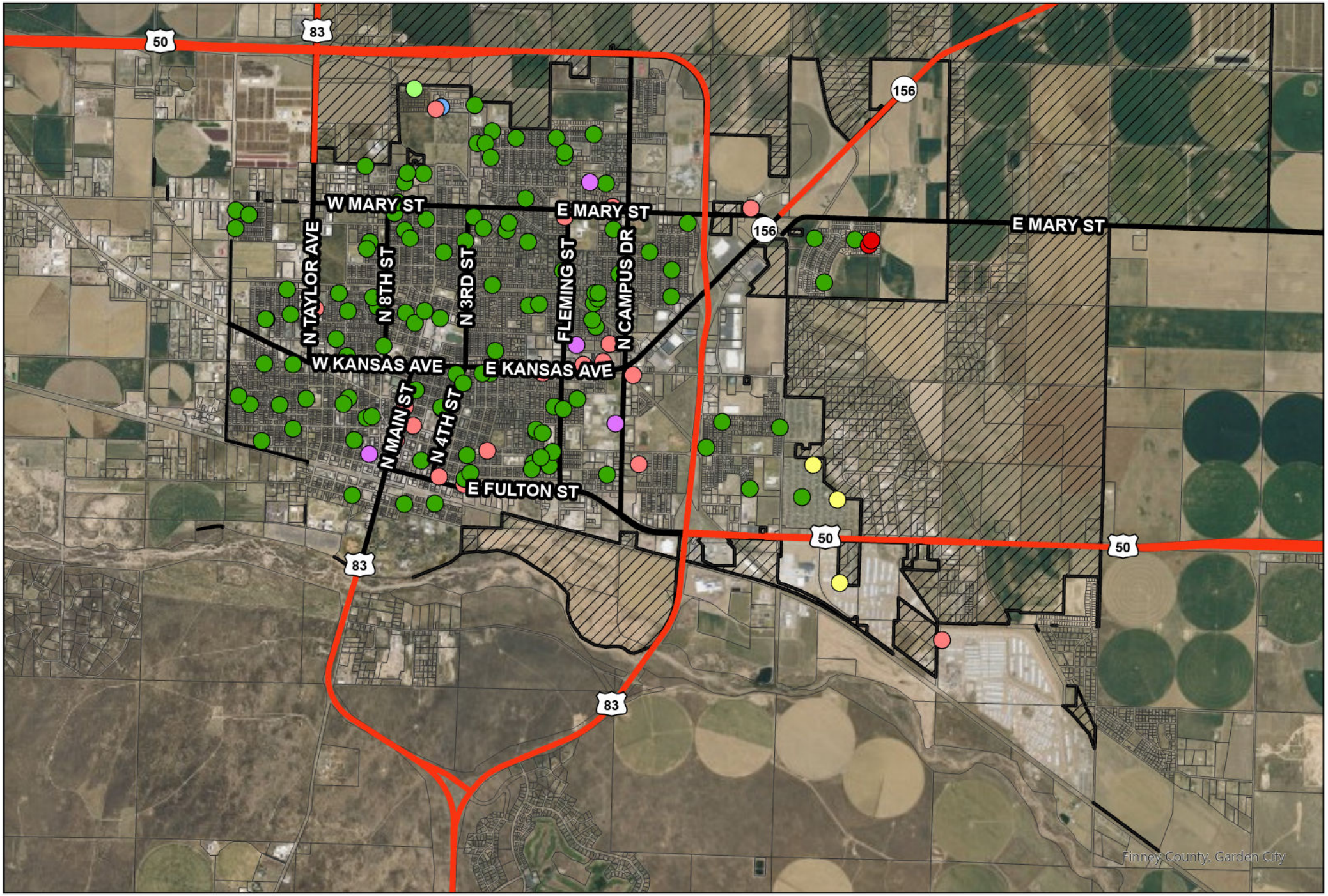
GARDEN CITY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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	3,139	987		5,183			7,310	50	$ 16,669	**205**
	PERMITS	2	1		45			24	1	73	
	VALUATION	519,000	62,416		438,841			514,066	0	$ 1,534,323	
FEB	FEE	1,272	105		5,432			8,067	2,995	$ 17,870	**244**
	PERMITS	1	1		54			19	4	79	
	VALUATION	200,000	25,000		269,965			73,266	5,762,516	$ 6,330,747	
MAR	FEE	8,600		3,919	8,614	22,126		5,500	625	$ 49,382	**294**
	PERMITS	6		2	87	1		12	5	113	
	VALUATION	1,519,000		3,050,000	418,101	3,596,840		714,679	36,332	$ 9,334,952	
APR	FEE	11,473		1,272	12,992	984		4,292	134	$ 31,146	**288**
	PERMITS	9		1	96	1		12	1	120	
	VALUATION	1,789,000		200,000	822,593	80,000		662,645	4,300	$ 3,558,538	
MAY	FEE	9,410	627	13,315	10,055	17,044		3,831	16,994	$ 71,274	**297**
	PERMITS	5	1	5	91	1		7	3	113	
	VALUATION	1,555,000	49,810	2,375,000	497,803	2,750,000		154,210	2,757,129	$ 10,138,952	
JUN	FEE	8,463	190	42,896	15,334	1,364		9,939	9,816	$ 88,000	**314**
	PERMITS	4	1	18	125	1		23	7	179	
	VALUATION	1,475,000	12,500	7,600,000	83,678	120,000		784,187	1,346,035	$ 11,421,400	
JUL	FEE	2,794	1,395	2,647	16,284	223,287		3,556	421	$ 250,383	**283**
	PERMITS	2	3	1	124	2		21	4	157	
	VALUATION	450,000	160,700	475,000	953,702	36,950,000		134,888	31,679	$ 39,155,968	
AUG	FEE	4,841		5,237	9,940	3,001		11,295	411	$ 34,724	**269**
	PERMITS	3		2	93	3		17	5	123	
	VALUATION	805,000		8,000,000	451,939	791,000		1,380,907	36,120	$ 11,464,966	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									-	
	VALUATION									$ -	
DEC	FEE									-	
	PERMITS									-	
	VALUATION									-	
2026 TOTAL PERMITS		32	7	29	715	9	0	135	30	$ 559,448	**2194**
										957	
										$ 92,939,846	

2024-2026 GARDEN CITY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	65	81	113	170	165	158	151	203	310	313	189	140
2025 Permits	66	95	207	281	317	227	251	222	261	218	116	105
2026 Permits	73	79	113	120	297	313	283	269				



Garden City

Permit Types
August 2026

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

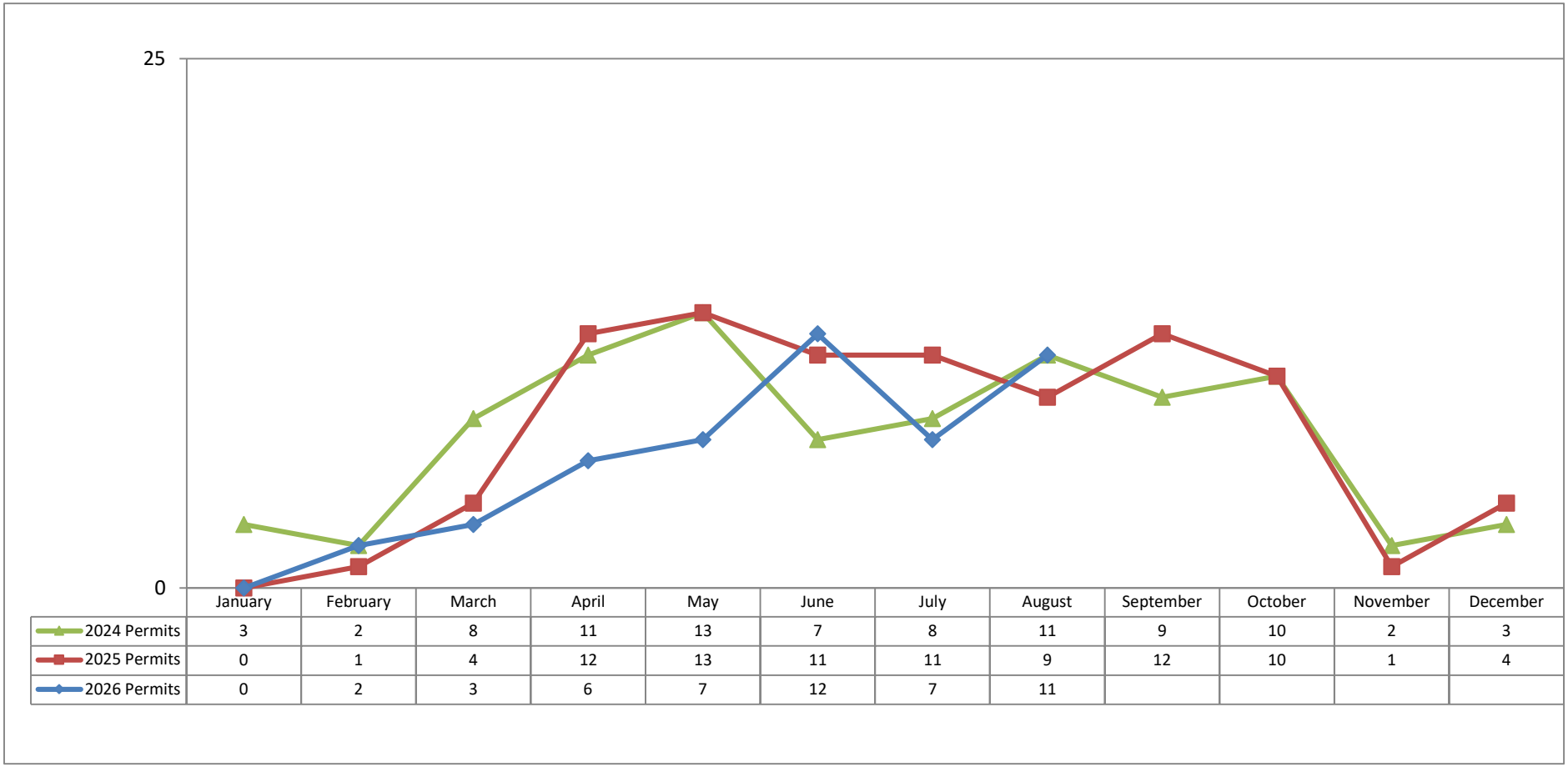
Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
FP26-000086	Garden City	BD - Fence Permit	1901 WILCOX Street	295.5	14000	Misc	6' fence
RP26-000049	Garden City	BD - Right of Way and Excavation Permit	2711 KOSTER Street	0	2500	Residential Remodel	Sanitary ewer service repair
RR26-000724	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1716 CENTER Street	135	8000	Residential Remodel	Change out 3 ton c and 75K 80% furnace
RR26-000738	Garden City	BD - Repair, Replacement, or Remodel Building Permit	713 E FULTON Street	184	1500	Commercial/Industrial Remodel	4ft tall bar with 3 outlets
RR26-000778	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1706 NEIL Street	39	315	Residential Remodel	GAS PRESSURE TEST
RR26-000783	Garden City	BD - Repair, Replacement, or Remodel Building Permit	304 N 1ST Street	59	1500	Residential Remodel	repair dining room ceiling due to fire
RR26-000793	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2017 N CAMPUS Drive	53	1200	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000795	Garden City	BD - Repair, Replacement, or Remodel Building Permit	4101 E HWY 50 Lot 468	80	3000	Residential Remodel	R/R 12 SQ SHINGLES
RR26-000797	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2711 KOSTER Street	80	2500	Residential Remodel	Sanitary ewer service repair
CC26-000004	Garden City	BD - New Commercial Construction Building Permit	2306 N 11th Street	2529.15	4000000	Multi-Family	3 story Apartment Building total 24 Units Building A
CC26-000005	Garden City	BD - New Commercial Construction Building Permit	710 W Thompson Street	2707.96	4000000	Multi-Family	Three story apartment building (24 Units) - Building B
CC26-000010	Garden City	BD - New Commercial Construction Building Permit	2310 N 11	89.27	50000	New Commercial	Maintenance building - accessory building for the apartment buildings
CC26-000011	Garden City	BD - New Commercial Construction Building Permit	2302 N 11TH Street	322.09	400000	New Commercial	Clubhouse-Thompson Pointe Apartments
CC26-000030	Garden City	BD - New Commercial Construction Building Permit	2302 N 11TH Street	2589.5	341000	New Commercial	PARKING LOT & LIGHTING-THOMPSON POINTE APARTMENTS
RR26-000802	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1710 NEIL Street	135	7800	Residential Remodel	R/R 16.5 SQ COMP SHINGLES
RR26-000803	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1212 PARKWOOD Lane	193	6000	Residential Remodel	Tear off and replace shingles
RR26-000775	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2312 N 8TH Street	43	650	Residential Remodel	Gas pressure test
RR26-000776	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2812 BELMONT Place	113	5400	Residential Remodel	R/R 30 SQ COMP SHINGLES
RR26-000777	Garden City	BD - Repair, Replacement, or Remodel Building Permit	950 N JENNIE BARKER 174	80	2160	Residential Remodel	Roof
RP26-000047	Garden City	BD - Right of Way and Excavation Permit	1201 LONG Boulevard	75	2500	Residential Remodel	City sidewalk
CP26-000112	Garden City	BD - Concrete Permit	1201 LONG Boulevard	80	2500	Residential Remodel	City sidewalk
CP26-000113	Garden City	BD - Concrete Permit	206 E SANTA FE Street	175	2500	Residential Remodel	Home entrance steps
RR26-000781	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2103 E FAIR Street	201	13327.01	Residential Remodel	Remove/Replace roof
RR26-000784	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2220 IDLEWILD Way	157	10000	Residential Remodel	repair basement
SP26-000045	Garden City	BD - Sign Permit	1209 E FULTON Street	100	0	Commercial/Industrial Remodel	Wild wild west sign
RC26-000095	Garden City	BD - New Residential Construction Building Permit	1703 STONEBRIDGE Lane	2272	400000	SF Residential Includes Modular	New Single fam
RR26-000747	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 1/2 E SANTA FE Street	59	1500	Residential Remodel	New service
RR26-000792	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1008 LAMPLIGHTER Lane	102	5000	Residential Remodel	Repiping drain lines that were installed improperly by another contractor.
RR26-000798	Garden City	BD - Repair, Replacement, or Remodel Building Permit	309 BALLINGER Street	168	10199.25	Residential Remodel	Replacing the condenser, furnace and coil
RR26-000799	Garden City	BD - Repair, Replacement, or Remodel Building Permit	503 STOECKLY Place	133.5	4639.47	Residential Remodel	Minisplit change out
RR26-000806	Garden City	BD - Repair, Replacement, or Remodel Building Permit	401 E KANSAS Avenue	42	500	Commercial/Industrial Remodel	Sam's Smoke Shop Sign
RR26-000808	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1001 SUMMIT Street	168	10438.03	Residential Remodel	Remove/Replace
RR26-000810	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2014 SUNFLOWER Street	223	15323	Residential Remodel	Remove & Replace 36SQ of Shingles
RR26-000811	Garden City	BD - Repair, Replacement, or Remodel Building Permit	204 S 6TH Street	124	6289.99	Residential Remodel	Remove/Replace
RR26-000814	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1510 E SPRUCE Street	45	800	Residential Remodel	Replace meter can
RP26-000048	Garden City	BD - Right of Way and Excavation Permit	1514 E FULTON Street	0	1	Commercial/Industrial Remodel	Placing ATT Fiber
CP26-000114	Garden City	BD - Concrete Permit	510 STOECKLY Place	140	800	Residential Remodel	5x 20 Concrete
RR26-000804	Garden City	BD - Repair, Replacement, or Remodel Building Permit	713 E FULTON Street #2	97.5	2500	Commercial/Industrial Remodel	ROUGH IN FLOOR SINK & LAVATORY
RR26-000812	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2118 C Street	53	1200	Residential Remodel	Replace old service with 100 Amp
SP26-000043	Garden City	BD - Sign Permit	601 N MAIN Street C	300	0	Commercial/Industrial Remodel	non-illuminated pan sign on east storefront, non-illuminated V-shaped panel over back door (donations drop).
RC26-000096	Garden City	BD - New Residential Construction Building Permit	5529 Dawsyn Avenue	1397	225000	SF Residential Includes Modular	New Single Family Home, Fence
RR26-000796	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2220 IDLEWILD Way	39	500	Residential Remodel	repair basement
RR26-000818	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2704 CHAINEY Street 2	59	1500	Residential Remodel	REPLACE 40GALLON NG WATER HEATER WITH 50GALLON NG WATER HEATER
RR26-000822	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1507 WILLOW Lane	300	22454.39	Residential Remodel	Remove/Replace
RR26-000826	Garden City	BD - Repair, Replacement, or Remodel Building Permit	304 N 9TH Street	0	500	Misc	Gas pressure test
CP26-000119	Garden City	BD - Concrete Permit	1605 N MAIN Street	80	2500	Residential Remodel	Install new driveway & approach
CP26-000120	Garden City	BD - Concrete Permit	520 N TAYLOR Avenue	102	4150	Residential Remodel	sidewalk around home
RR26-000786	Garden City	BD - Repair, Replacement, or Remodel Building Permit	114 GRANT Avenue	259.5	11256	Commercial/Industrial Remodel	Replace furnace and air conditioner
RR26-000794	Garden City	BD - Repair, Replacement, or Remodel Building Permit	204 N 12TH Street	201	13800	Residential Remodel	Replace furnace and air conditioner
RR26-000820	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2209 N 7TH Street	135	8000	Residential Remodel	Remove and Replace Shingles
RR26-000823	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2608 CHAINEY Street B	124	6989.75	Residential Remodel	a/c, furnace, and coil change out
RR26-000824	Garden City	BD - Repair, Replacement, or Remodel Building Permit	312 W MARY Street D1	102	4471.17	Residential Remodel	Replacing ac unit and coil
CA26-000009	Garden City	BD - Commercial Accessory Building Permit	518 S 9TH Street	0	17895	Misc	R/R SHED & INSTALL 26X26 PAD & 16X24 SHED
RR26-000833	Garden City	BD - Repair, Replacement, or Remodel Building Permit	411 W MARY Street	69	2000	Residential Remodel	ELECTRIC METER CAN
RR26-000756	Garden City	BD - Repair, Replacement, or Remodel Building Permit	306 COLLEGE Street 2	80	3000	Residential Remodel	repair damage from fire
RR26-000770	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2002 DOWNING Street	53	1200	Residential Remodel	Replace braker 100a in house and install 100a main disconnect
RR26-000827	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 W MARY Street B5	102	4626.86	Residential Remodel	AC and coil change out
RR26-000828	Garden City	BD - Repair, Replacement, or Remodel Building Permit	502 N Main Street unit a	0	2800	Commercial/Industrial Remodel	Install electrical receptacles(city job) (100amp)
RR26-000829	Garden City	BD - Repair, Replacement, or Remodel Building Permit	502 N Main Street unit b	0	2800	Commercial/Industrial Remodel	Install electrical receptacles, pedestal and breakers(city job)
RR26-000830	Garden City	BD - Repair, Replacement, or Remodel Building Permit	502 N Main Street C	0	2800	Commercial/Industrial Remodel	install electrical receptacles(CITY JOB)
RR26-000832	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2003 DOWNING Street	47	900	Residential Remodel	Replace 100 amp braker panel
RR26-000836	Garden City	BD - Repair, Replacement, or Remodel Building Permit	950 N JENNIE BARKER	124	7000	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000838	Garden City	BD - Repair, Replacement, or Remodel Building Permit	812 N MAIN Street	42	500	Commercial/Industrial Remodel	Perform gas pressure test and repair leaks
RR26-000840	Garden City	BD - Repair, Replacement, or Remodel Building Permit	311 W OLIVE Street	69	2000	Residential Remodel	Partial sanitary sewer service replacement
RR26-000841	Garden City	BD - Repair, Replacement, or Remodel Building Permit	311 N 9TH Street	0	500	Misc	Perform gas pressure test, identify and repair gas leaks
RR26-000842	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2823 EL DORADO D	157	10000	Residential Remodel	roof
FP26-000089	Garden City	BD - Fence Permit	4101 Cardigan	91	3200	Residential Remodel	Fence

DP26-000018	Garden City	BD - Demolition Permit	2618 N MAIN Street	50	0	Residential Remodel	DEMOLITION
RP26-000052	Garden City	BD - Right of Way and Excavation Permit	4135 HAWTHORNE Way	75	1000	Residential Remodel	driveway/patio
CP26-000115	Garden City	BD - Concrete Permit	4135 HAWTHORNE Way	102	5000	Residential Remodel	driveway/patio
CP26-000117	Garden City	BD - Concrete Permit	1718 PINECREST Avenue	102	5000	Residential Remodel	Internal sidewalk & driveway
RA26-000059	Garden City	BD - Residential Accessory Building Permit	2520 N 3RD Street	113	6000	Residential Remodel	12x16 shed
RR26-000839	Garden City	BD - Repair, Replacement, or Remodel Building Permit	803 E JOHNSON Street	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000843	Garden City	BD - Repair, Replacement, or Remodel Building Permit	805 FITZ Street	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000844	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1513 N 12TH Street	80	3000	Residential Remodel	INSTALL NEW MAIN SHUT-OFF FOR IRRIGATION SYSTEM AND INSTALL NEW BACKFLOW DEVICE
RR26-000845	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1102 E FULTON Street	67	1500	Commercial/Industrial Remodel	Replace water line
RR26-000846	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 PARKWOOD Lane	146	8430	Residential Remodel	Remove & Replace Shingles, 22SQ
RR26-000848	Garden City	BD - Repair, Replacement, or Remodel Building Permit	907 N 5TH Street	190	12500	Residential Remodel	remove and replace roof
RR26-000852	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1524 N TAYLOR Plaza	39	500	Commercial/Industrial Remodel	install MINI SPLIT
RR26-000875	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1505 COTTONTAIL Court	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000876	Garden City	BD - Repair, Replacement, or Remodel Building Permit	614 N 2ND Street	124	7000	Residential Remodel	roof
RR26-000878	Garden City	BD - Repair, Replacement, or Remodel Building Permit	3170 N CAMPUS Drive	336	18001.99	Residential Remodel	Remove/Replace Shingles
FP26-000090	Garden City	BD - Fence Permit	520 N TAYLOR Avenue	45	800	Residential Remodel	6' Fence
FP26-000091	Garden City	BD - Fence Permit	1006 EVANS Street	80	3000	Residential Remodel	6' fence with gate
CC26-000032	Garden City	BD - New Commercial Construction Building Permit	2213 W MARY Street	6743.5	1000000	Commercial/Industrial Remodel	Radiant Power Solutions Ph2
RA26-000061	Garden City	BD - Residential Accessory Building Permit	2125 STETSON Way	91	3500	Residential Remodel	8x12 shed
RA26-000063	Garden City	BD - Residential Accessory Building Permit	950 N JENNIE BARKER 18	80	2016	Residential Remodel	8x8 shed
RR26-000871	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1713 N 8TH Street unit B	80	2055.8	Residential Remodel	Replacing the evaporator coil.
RR26-000873	Garden City	BD - Repair, Replacement, or Remodel Building Permit	950 N JENNIE BARKER 99	80	3000	Residential Remodel	Covered shingle roof
RR26-000880	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2817 CLIFF Place	146	8500	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-000882	Garden City	BD - Repair, Replacement, or Remodel Building Permit	626 W OLIVE Street	39	230	Residential Remodel	Repair 4" sewer service
RC26-000102	Garden City	BD - New Residential Construction Building Permit	2135 IDLEWILD Way	1172	180000	SF Residential Includes Modular	New single fam
RR26-000859	Garden City	BD - Repair, Replacement, or Remodel Building Permit	504 S 9TH Street	115.5	3225	Misc	Replace existing interior electrical panel with modern equivalent
RR26-000867	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1820 SEQUOYAH Drive	124	6857.1	Residential Remodel	Complete tear off and re-roof
RR26-000868	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2706 KOSTER Street	157	9350.28	Residential Remodel	Complete tear off and re-roof
RR26-000869	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2701 EASY Street	168	10485.72	Residential Remodel	Complete tear off and re-roof
RR26-000870	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2701 EASY Street	91	3242.16	Residential Remodel	Complete tear off and re-roof (Garage)
RR26-000855	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1703 BELMONT Place	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000857	Garden City	BD - Repair, Replacement, or Remodel Building Permit	306 COLLEGE	102	4590.67	Residential Remodel	Replacing the condenser and coil.
RR26-000858	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 W MARY Street B5	102	4626.86	Residential Remodel	Replacing condenser and coil.
RR26-000860	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1807 COMMANCHE Drive 2	69	1951.93	Residential Remodel	Replacing evaporator coil.
RR26-000861	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1109 N 10TH Street	179	11865.45	Residential Remodel	Remove/Replace roof
RR26-000865	Garden City	BD - Repair, Replacement, or Remodel Building Permit	312 W FAIR Street	119	250	Residential Remodel	Gas pressure test
RA26-000051	Garden City	BD - Residential Accessory Building Permit	2351 IDLEWILD Way	102	5000	Residential Remodel	Tool shed 10x12x12
RR26-000691	Garden City	BD - Repair, Replacement, or Remodel Building Permit	407 N 8TH Street	1143.5	100000	Commercial/Industrial Remodel	Remodel inside
RR26-000801	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2411 LEE Avenue	193	6000	Residential Remodel	R/R 20 SQ COMP SHINGLES
RR26-000854	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1618 CONARD Avenue	39	500	Residential Remodel	Gas line
RR26-000856	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1106 PERSHING Avenue	80	2200	Residential Remodel	Roof
RR26-000899	Garden City	BD - Repair, Replacement, or Remodel Building Permit	811 SUMMIT Street	135	7500	Residential Remodel	Sewer main/work main
RR26-000900	Garden City	BD - Repair, Replacement, or Remodel Building Permit	402 CENTER Street	168	10623.97	Residential Remodel	Remove/Replace Shingles
RR26-000883	Garden City	BD - Repair, Replacement, or Remodel Building Permit	216 COLLEGE Street 3	124	6727.63	Residential Remodel	Installing a furnace, condenser and coil.
RR26-000885	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2606 E FAIR Street H6	91	3279.53	Residential Remodel	Replacing the furnace.
RR26-000849	Garden City	BD - Repair, Replacement, or Remodel Building Permit	512 BUFFALO JONES Avenue	47	900	Residential Remodel	Replace old 100amp service and install new 100amp
CP26-000121	Garden City	BD - Concrete Permit	2414 E KANSAS Avenue	133.5	4250	Commercial/Industrial Remodel	R/R sidewalk & misc. sinking concrete areas
RR26-000819	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1008 LAMPLIGHTER Lane	49	1000	Residential Remodel	Add 60A circuit for a steam shower
RR26-000499	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2412 E KANSAS Avenue	2143.5	250000	Commercial/Industrial Remodel	Pool room/Electricity room-change damaged rafters
RR26-000889	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2410 KOSTER Street	59	1500	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-000874	Garden City	BD - Repair, Replacement, or Remodel Building Permit	206 Elm Street	49	1000	Residential Remodel	Provide separate electrical metering for mother-in-law building
RR26-000877	Garden City	BD - Repair, Replacement, or Remodel Building Permit	311 EVANS Street	61	1600	Residential Remodel	upgrade main electric services
RR26-000879	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1709 N MAIN Street	311	24000	Residential Remodel	sheetrock and plumbing
RR26-000894	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1111 N 10TH Street	160	2520	Residential Remodel	Roof
RR26-000896	Garden City	BD - Repair, Replacement, or Remodel Building Permit	709 PENNSYLVANIA Avenue	65	1800	Residential Remodel	Sewer line replace
RR26-000897	Garden City	BD - Repair, Replacement, or Remodel Building Permit	305 E SANTA FE Street	53	1200	Residential Remodel	Replace water line
			Total	**$ 34,724.47**	**$ 11,464,966.01**		

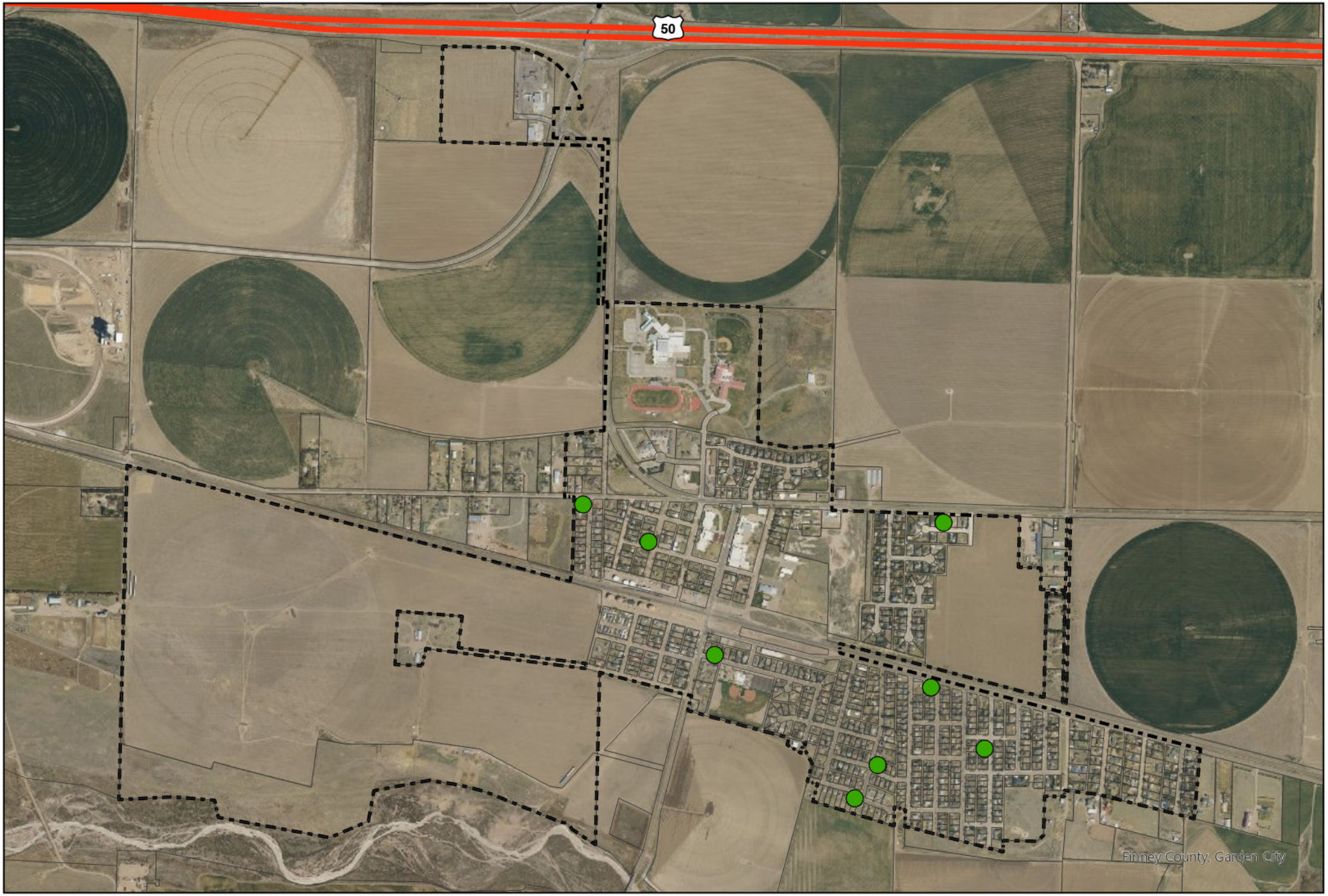
HOLCOMB
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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									$ -	**0**
	PERMITS									0	
	VALUATION									$ -	
FEB	FEE				54			0		$ 54	**1**
	PERMITS				1			1		2	
	VALUATION				150			0		$ 150	
MAR	FEE				552					$ 552	**6**
	PERMITS				3					3	
	VALUATION				35,646					$ 35,646	
APR	FEE				1,949					$ 1,949	**6**
	PERMITS				6					6	
	VALUATION				184,426					$ 184,426	
MAY	FEE				920					$ 920	**7**
	PERMITS				5					5	
	VALUATION				48,002					$ 48,002	
JUN	FEE				960					$ 960	**12**
	PERMITS				8					8	
	VALUATION				46,609					$ 46,609	
JUL	FEE				1,249					$ 1,249	**7**
	PERMITS				9					9	
	VALUATION				42,753					$ 42,753	
AUG	FEE				971					$ 971	**11**
	PERMITS				7					7	
	VALUATION				44,938					$ 44,938	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		0	0	0	39	0	0	1	0	$ 6,655 40 $ 402,523	**50**

2024-2026 HOLCOMB BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	3	2	8	11	13	7	8	11	9	10	2	3
2025 Permits	0	1	4	12	13	11	11	9	12	10	1	4
2026 Permits	0	2	3	6	7	12	7	11				



Holcomb

Permit Types
August 2026

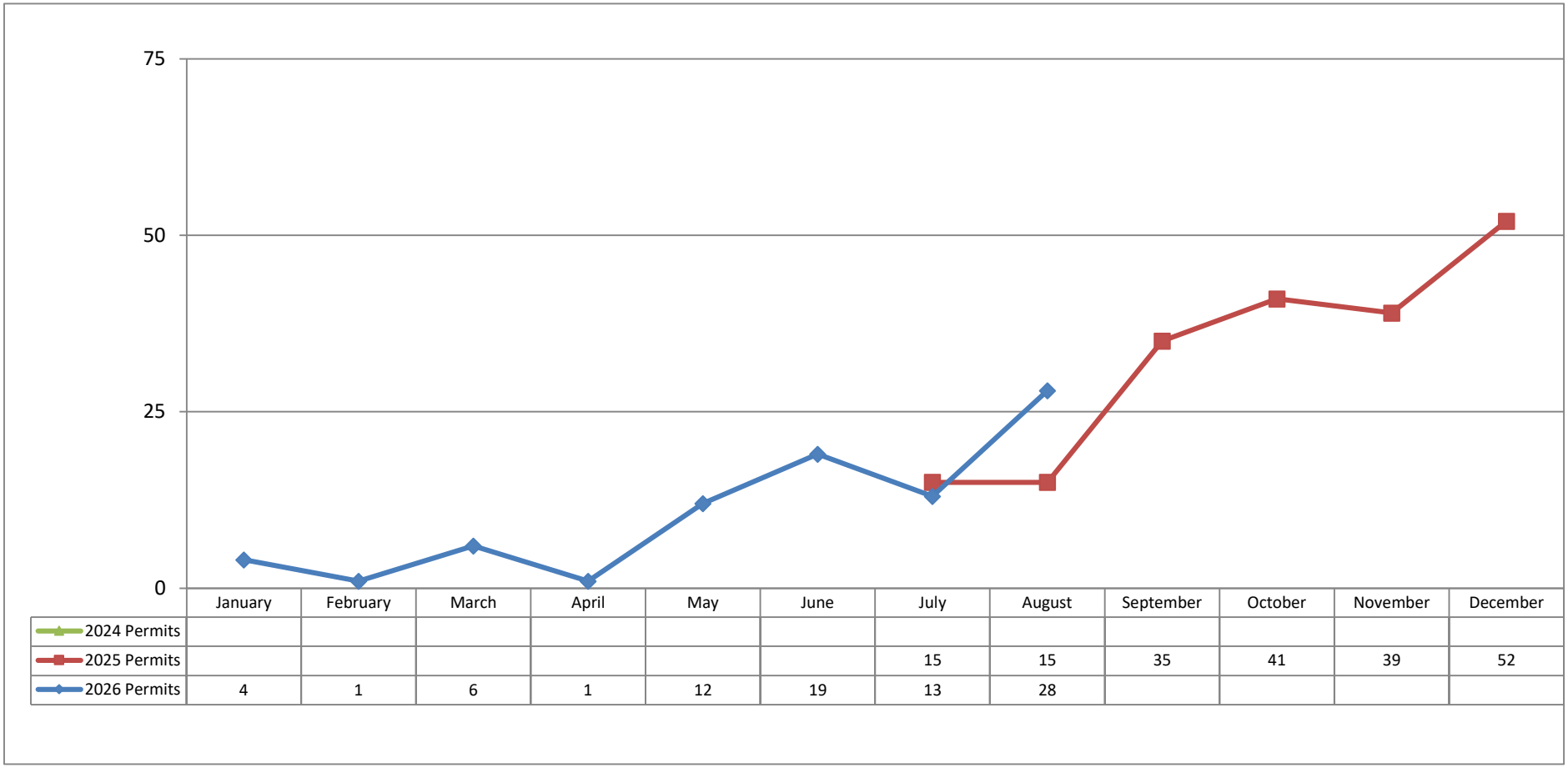
- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000898	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	109 SHALYN Place	242	14044	Residential Remodel	Residential Re-Roof
CP26-000125	Holcomb	BD - Concrete Permit	116 JEREMY Lane	95	2400	Residential Remodel	Driveway8x26
FP26-000092	Holcomb	BD - Fence Permit	308 PRAIRIE Lane	39	500	Residential Remodel	Privacy fence
CP26-000126	Holcomb	BD - Concrete Permit	602 LAURA Lane	161	8400	Residential Remodel	Driveway16x50
RR26-000850	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	302 OLDWEILER Drive	176	8694	Residential Remodel	Remove existing roof material on the house and install 18sq. laminates
RR26-000825	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	303 OLDWEILER Drive	176	9000	Residential Remodel	Remove/Replace
RR26-000779	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	306 BARBER Avenue	82	1900	Residential Remodel	Lawn Sprinkler System
			Total	**$ 971.00**	**$ 44,938.00**		

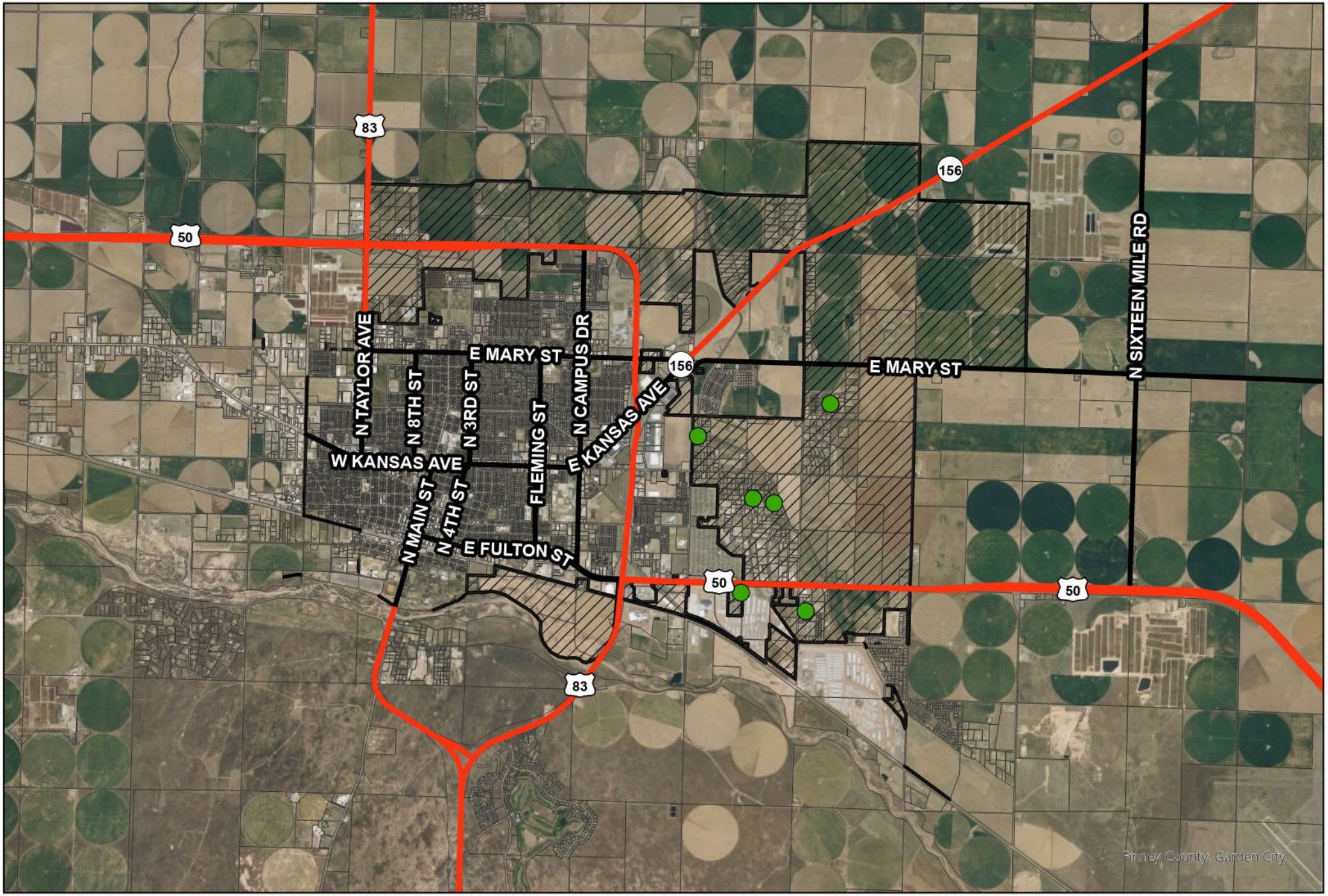
INNERMEDIATE URBAN GROWTH AREA
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				136	550		45		$ 731	**5**
	PERMITS				2	1		1		4	
	VALUATION				6,200	80,000		2,500		$ 88,700	
FEB	FEE				249					$ 249	**10**
	PERMITS				1					1	
	VALUATION				16,336					$ 16,336	
MAR	FEE		362		399			95		$ 856	**11**
	PERMITS		1		4			1		6	
	VALUATION		30,000		6,850			2,000		$ 38,850	
APR	FEE				118					$ 118	**6**
	PERMITS				1					1	
	VALUATION				9,500					$ 9,500	
MAY	FEE		1,101		163	1,699		419		$ 3,381	**12**
	PERMITS		3		3	1		1		8	
	VALUATION		74,310		1,900	180,000		20,000		$ 276,210	
JUN	FEE				1,019			449		$ 1,468	**19**
	PERMITS				6			3		9	
	VALUATION				60,500			14,000		$ 74,500	
JUL	FEE				818					$ 818	**13**
	PERMITS				6					6	
	VALUATION				40,305					$ 40,305	
AUG	FEE		315		3,012			221		$ 3,548	**28**
	PERMITS		1		5			1		7	
	VALUATION		23,000		326,500			9,000		$ 358,500	
SEP	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
OCT	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		0	5	0	28	2	0	7	0	$ 11,169 42 $ 902,901	**104**

2024-2026 IUGA BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits												
2025 Permits							15	15	35	41	39	52
2026 Permits	4	1	6	1	12	19	13	28				



IUGA

Permit Types
August 2026

Structure

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RC26-000099	IUGA	BD - New Residential Construction Building Permit	4925 E SWITCHGRASS Avenue	717	58000	Residential Remodel	16X44 Garage (existing foundation, replace flat concrete)
RR26-000780	IUGA	BD - Repair, Replacement, or Remodel Building Permit	4250 E SCHULMAN Avenue	95	2500	Residential Remodel	Replace siding
RC26-000090	IUGA	BD - New Residential Construction Building Permit	4170 HWY 50 225	315	23000	SF Manufactured (HUD Standards)	Moving mobile home
CC26-000031	IUGA	BD - New Commercial Construction Building Permit	4395 E US HIGHWAY 50	220.5	9000	Commercial/Industrial Remodel	New Building - Fidel
CP26-000096	IUGA	BD - Concrete Permit	3850 N BLUESTEM Drive	536	48000	Residential Remodel	60x100x16 Accessory Building
RA26-000052	IUGA	BD - Residential Accessory Building Permit	2080 Whitetail Lane	737	90000	Residential Remodel	42x50 shed
RC26-000086	IUGA	BD - New Residential Construction Building Permit	3850 N BLUESTEM Drive	927	128000	Residential Remodel	60x100x16 Accessory Building
			Total	**$ 3,547.50**	**$ 358,500.00**		

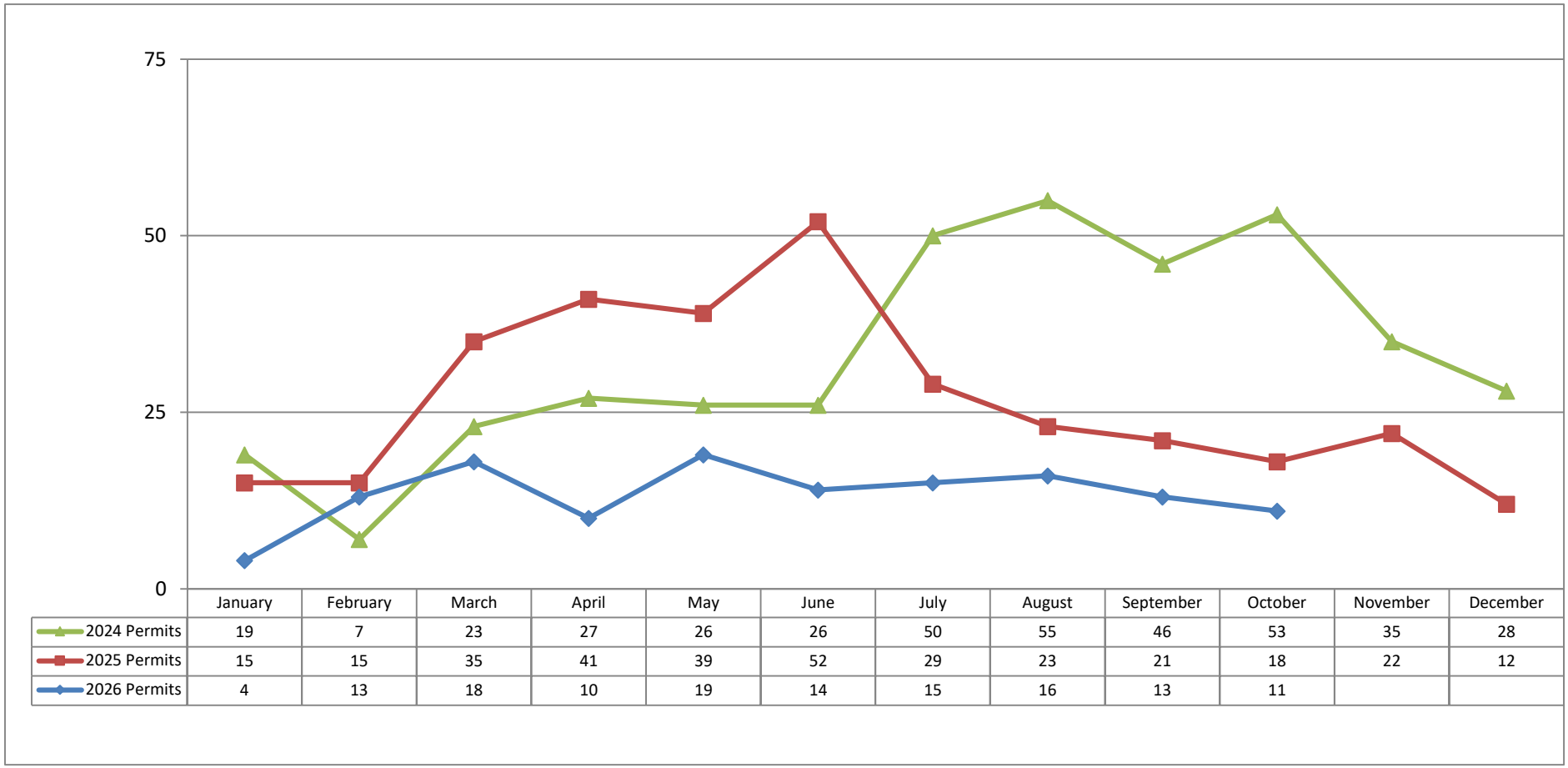
Neighborhood & Development Services
Building Report
October 2026



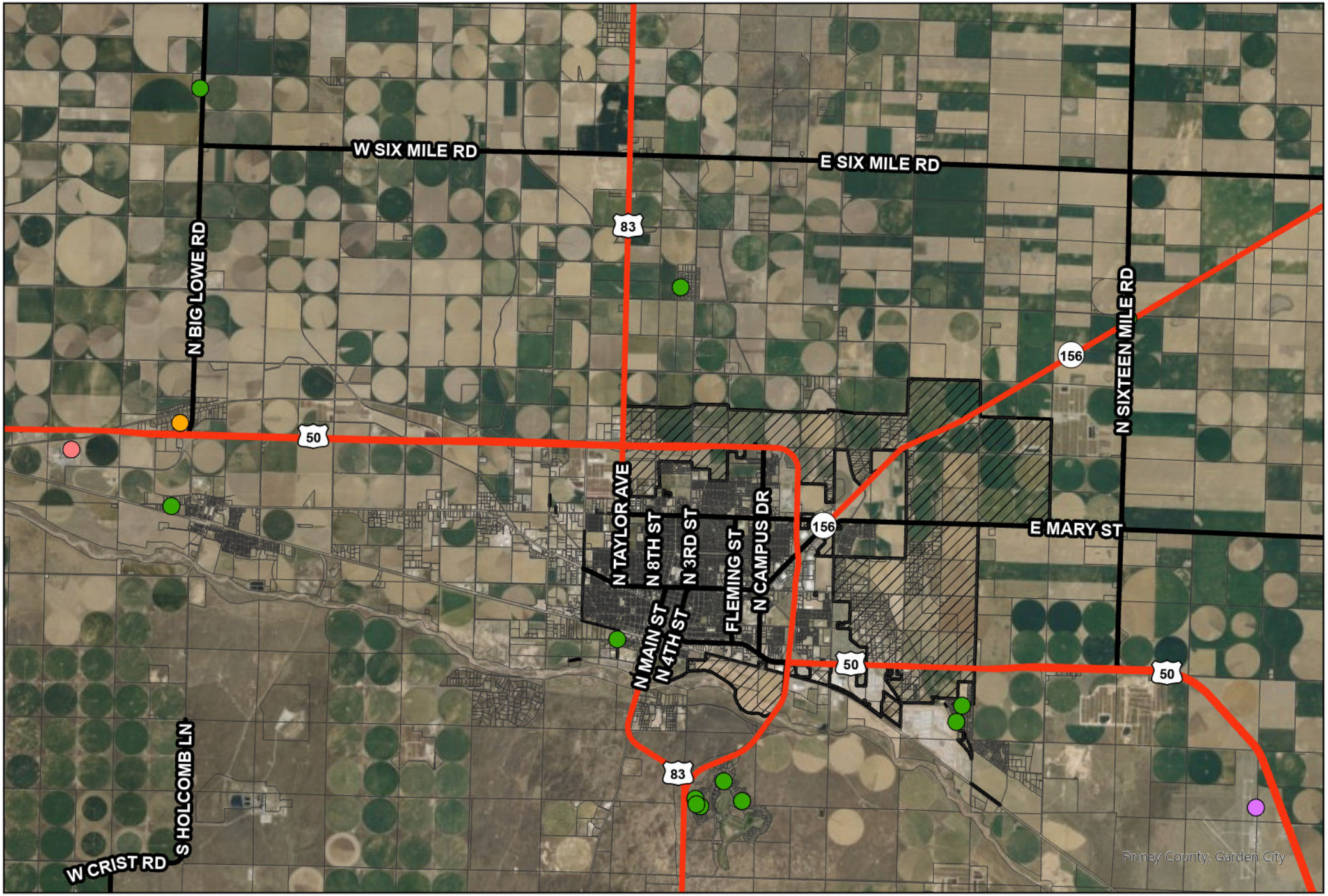
FINNEY COUNTY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				118.00			237.50		$ 356	**35**
	PERMITS				2			2		4	
	VALUATION				3,300			17,000		$ 20,300	
FEB	FEE				1,127			1,311	0	2,438	**37**
	PERMITS				7			5	1	13	
	VALUATION				63,471			83,000	0	146,471	
MAR	FEE		1,129		3,086			3,666		$ 7,881	**43**
	PERMITS		2		13			3		18	
	VALUATION		116,600		311,357			804,500		$ 1,232,457	
APR	FEE	1,872			1,802					$ 3,674	**47**
	PERMITS	1			9					10	
	VALUATION	320,000			122,781					$ 442,781	
MAY	FEE				5,640			6,639		$ 12,278	**35**
	PERMITS				15			4		19	
	VALUATION				525,048			960,450		$ 1,485,498	
JUN	FEE				2,023			791		$ 2,814	**15**
	PERMITS				10			4		14	
	VALUATION				120,089			33,539		$ 153,628	
JUL	FEE				3,303		919	115	0	$ 4,336	**18**
	PERMITS				12		1	1	1	15	
	VALUATION				241,377		70,000	0	2,500	$ 313,877	
AUG	FEE				3,555			5,102		$ 8,657	**39**
	PERMITS				13			3		16	
	VALUATION				353,295			628,070		$ 981,365	
SEP	FEE	2,787			1,603	6,459		538		$ 11,387	**37**
	PERMITS	1			8	1		3		13	
	VALUATION	500,000			141,773	949,531		16,390		$ 1,607,694	
OCT	FEE		362		1,021			719	307,044	$ 309,145	**17**
	PERMITS		1		7			2	1	11	
	VALUATION		29,500		53,314			20,000	51,000,000	$ 51,102,814	
NOV	FEE									0	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		2	3	0	96	1	1	27	3	$ 362,964	**323**
										133	
										$ 57,486,884	

2024-2026 FINNEY COUNTY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	19	7	23	27	26	26	50	55	46	53	35	28
2025 Permits	15	15	35	41	39	52	29	23	21	18	22	12
2026 Permits	4	13	18	10	19	14	15	16	13	11		



Finney County

Permit Types
October 2026

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-001062	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2201 GRANDVIEW EAST Drive	$ 59.00	$ 1,500.00	Residential Remodel	WATER HEATER REPLACEMENT - 50GALLON NG
RC26-000112	Finney County	BD - New Residential Construction Building Permit	2601 W MARY #503	$ 362.00	$ 29,500.00	SF Manufactured (HUD Standards)	INSTALL MOBILE HOME
RR26-001039	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2625 W LOWE Road	$ 253.00	$ 15,486.90	Residential Remodel	Remove/Replace Shingles
RR26-001040	Finney County	BD - Repair, Replacement, or Remodel Building Permit	4570 N VFW Road	$ 253.00	$ 15,122.78	Residential Remodel	Remove/Replace Shingles
RR26-001031	Finney County	BD - Repair, Replacement, or Remodel Building Permit	5800 E MANSFIELD	$ 128.00	$ 5,704.00	Residential Remodel	Replace furnace
RA26-000072	Finney County	BD - Residential Accessory Building Permit	835 SMITH Lane	$ 205.00	$ 13,000.00	Residential Remodel	Garage addition 24'x42'
RR26-001013	Finney County	BD - Repair, Replacement, or Remodel Building Permit	1303 N BOOTS Lot 7	$ 64.00	$ 1,000.00	Residential Remodel	Replace main electric service line
RR26-000985	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2013 LINCOLN Road	$ 59.00	$ 1,500.00	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
SP26-000053	Finney County	BD - Sign Permit	9905 E FIFTH PORT Drive	$ 200.00	$ -	Commercial/Industrial Remodel	5'x2.0'4'' Wall Sign
CC26-000026	Finney County	BD - New Commercial Construction Building Permit	2460 W Kansas Avenue	$ 307,043.50	$ 51,000,000.00	Misc	Finney county detention center
RR26-000970	Finney County	BD - Repair, Replacement, or Remodel Building Permit	2814 W JONES Avenue	$ 518.50	$ 20,000.00	Commercial/Industrial Remodel	Installation of electrical equipment for two approved building permits
				$ 309,145.00	**$ 51,102,813.68**		

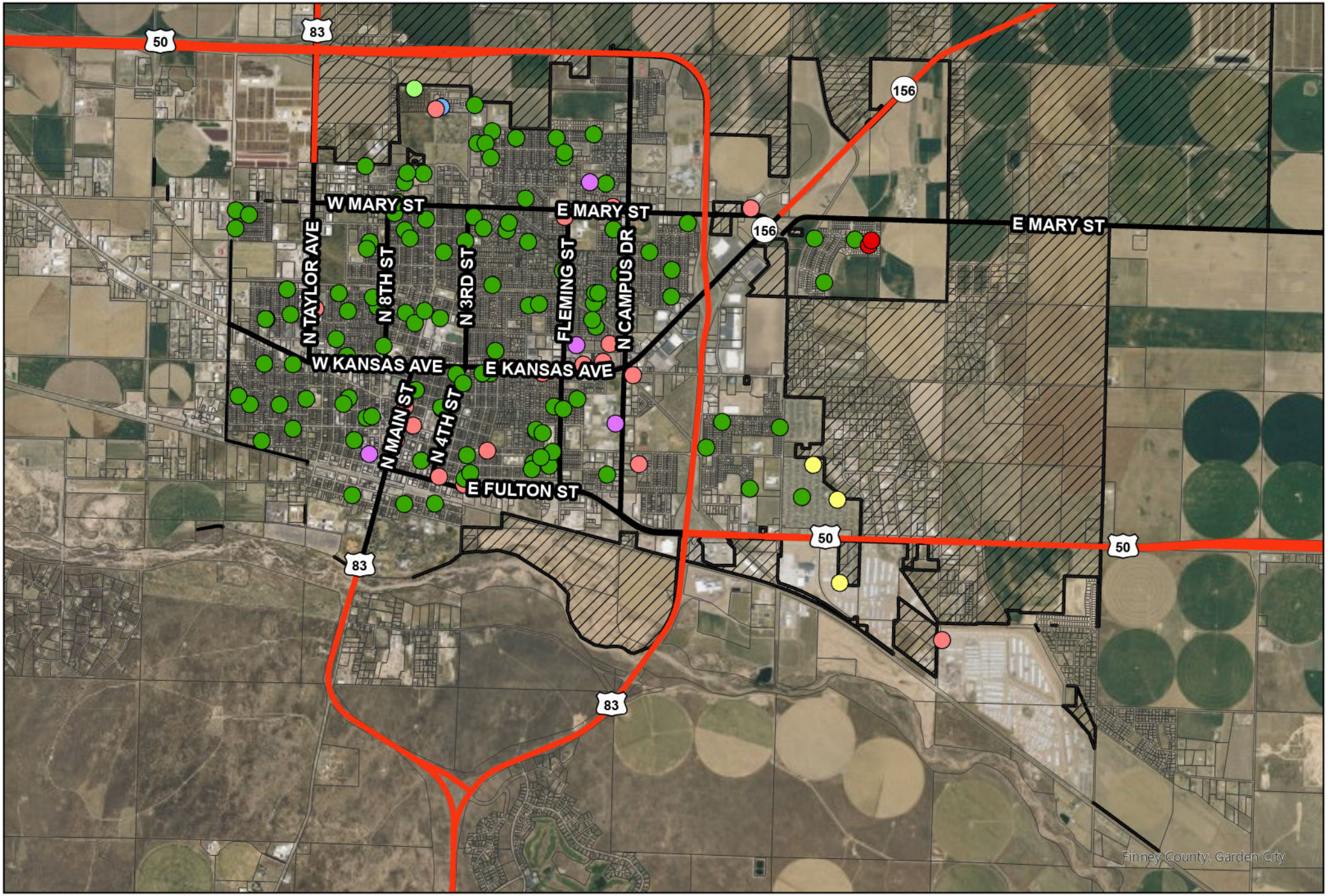
GARDEN CITY
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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	3,139	987		5,183			7,310	50	$ 16,669	**205**
	PERMITS	2	1		45			24	1	73	
	VALUATION	519,000	62,416		438,841			514,066	0	$ 1,534,323	
FEB	FEE	1,272	105		5,432			8,067	2,995	$ 17,870	**244**
	PERMITS	1	1		54			19	4	79	
	VALUATION	200,000	25,000		269,965			73,266	5,762,516	$ 6,330,747	
MAR	FEE	8,600		3,919	8,614	22,126		5,500	625	$ 49,382	**294**
	PERMITS	6		2	87	1		12	5	113	
	VALUATION	1,519,000		3,050,000	418,101	3,596,840		714,679	36,332	$ 9,334,952	
APR	FEE	11,473		1,272	12,992	984		4,292	134	$ 31,146	**288**
	PERMITS	9		1	96	1		12	1	120	
	VALUATION	1,789,000		200,000	822,593	80,000		662,645	4,300	$ 3,558,538	
MAY	FEE	9,410	627	13,315	10,055	17,044		3,831	16,994	$ 71,274	**297**
	PERMITS	5	1	5	91	1		7	3	113	
	VALUATION	1,555,000	49,810	2,375,000	497,803	2,750,000		154,210	2,757,129	$ 10,138,952	
JUN	FEE	8,463	190	42,896	15,334	1,364		9,939	9,816	$ 88,000	**314**
	PERMITS	4	1	18	125	1		23	7	179	
	VALUATION	1,475,000	12,500	7,600,000	83,678	120,000		784,187	1,346,035	$ 11,421,400	
JUL	FEE	2,794	1,395	2,647	16,284	223,287		3,556	421	$ 250,383	**283**
	PERMITS	2	3	1	124	2		21	4	157	
	VALUATION	450,000	160,700	475,000	953,702	36,950,000		134,888	31,679	$ 39,155,968	
AUG	FEE	4,841		5,237	9,940	3,001		11,295	411	$ 34,724	**269**
	PERMITS	3		2	93	3		17	5	123	
	VALUATION	805,000		8,000,000	451,939	791,000		1,380,907	36,120	$ 11,464,966	
SEP	FEE	4,783			10,652			24,989		$ 40,424	**252**
	PERMITS	5			9			9		23	
	VALUATION	731,000			697,973			3,838,106		$ 5,267,079	
OCT	FEE	7,810			10,515			7,194	91	$ 25,610	**337**
	PERMITS	5			101			20	1	127	
	VALUATION	1,290,000			459,008			240,594	3,400	$ 1,993,001	
NOV	FEE									$ -	
	PERMITS									-	
	VALUATION									$ -	
DEC	FEE									-	
	PERMITS									-	
	VALUATION									-	
2026 TOTAL PERMITS		42	7	29	825	9	0	164	31	$ 625,482 1107 $100,199,926	**2783**

2024-2026 GARDEN CITY BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	65	81	113	170	165	158	151	203	310	313	189	140
2025 Permits	66	95	207	281	317	227	251	222	261	218	116	105
2026 Permits	73	79	113	120	113	179	157	123	23	127		



Garden City

Permit Types
October 2026

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

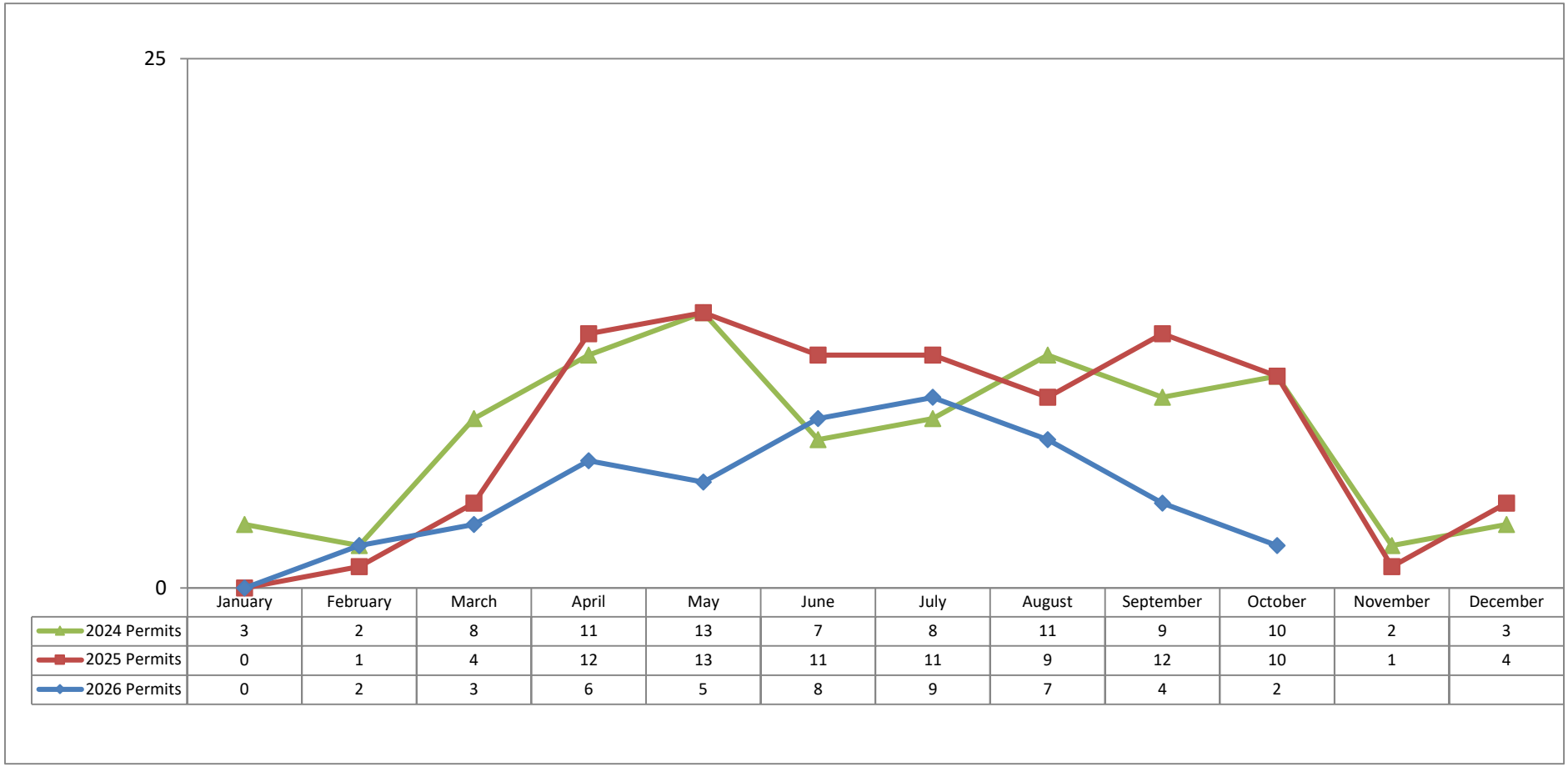
Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RR26-000992	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1307 CONARD AVE	$ 204.00	$ 6,100.00	Residential Remodel	Remove and Replace Shingles and Tpo
RR26-001014	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2302 E FAIR Street	$ 160.00	$ 2,400.00	Residential Remodel	R/R Roof
SP26-000056	Garden City	BD - Sign Permit	1313 E KANSAS Avenue	$ 100.00	$ -	Commercial/Industrial Remodel	Sonic sign
CP26-000149	Garden City	BD - Concrete Permit	1003 SAFFORD Avenue	$ 49.00	$ 1,000.00	Residential Remodel	REPAIR CONCRETE DRIVEWAY SLAB / SIDEWALK AROUND HOUSE FOR LANDSCAPING MOISTURE RETARDATION
RR26-000927	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1901 FEATHER Court	$ 157.00	$ 9,500.00	Residential Remodel	Change out 3 ton ac and 75K 96% furnace
RR26-000981	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1713 PRAIRIE PARK Lane	$ 80.00	$ 2,800.00	Residential Remodel	Sprinkler systems
RP26-000066	Garden City	BD - Right of Way and Excavation Permit	2103 C Street	$ -	$ 850.00	Residential Remodel	sidewalk curb
CP26-000146	Garden City	BD - Concrete Permit	1507 MIKES Drive	$ 135.00	$ 7,500.00	Residential Remodel	14x28 Patio
CP26-000147	Garden City	BD - Concrete Permit	2103 C Street	$ -	$ 850.00	Residential Remodel	sidewalk curb
CP26-000148	Garden City	BD - Concrete Permit	302 W BELLEVUE Avenue	$ 80.00	$ 2,500.00	Residential Remodel	Internal Sidewalks-5x15, 5x20, & 5x30
CA26-000012	Garden City	BD - Commercial Accessory Building Permit	2227 W MARY Street	$ 305.50	$ 9,000.00	Commercial/Industrial Remodel	ADDITION TO NEW BUILDING PERMIT. ADD VESTIBAL
RR26-000901	Garden City	BD - Repair, Replacement, or Remodel Building Permit	915 E KANSAS Plaza	$ 49.50	$ 800.00	Commercial/Industrial Remodel	New service for food truck
CP26-000143	Garden City	BD - Concrete Permit	610 GARDEN CITY Avenue	$ 39.00	$ 300.00	Residential Remodel	INTERIOR SIDEWALK
RR26-000984	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1213 FLEMING Street	$ 317.00	$ 5,000.00	Commercial/Industrial Remodel	Moving furnace from floor to hanging
RR26-000986	Garden City	BD - Repair, Replacement, or Remodel Building Permit	301 N 11TH Street	$ 226.00	$ 9,000.00	Residential Remodel	Roof permit
RR26-000988	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2501 N CAMPUS Drive	$ 331.50	$ 15,950.00	Commercial/Industrial Remodel	Replace rtu 5 ton unit
RR26-000989	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2905 NANCY Place	$ 102.00	$ 4,860.00	Residential Remodel	Roof permit
CP26-000141	Garden City	BD - Concrete Permit	401 W THOMPSON Street	$ 80.00	$ 2,500.00	Residential Remodel	SIDEWALKS & PATIO
RC26-000101	Garden City	BD - New Residential Construction Building Permit	1722 PRAIRIE VIEW Drive	$ 1,022.00	$ 150,000.00	SF Residential Includes Modular	New single family
RR26-000987	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1435 LAREU Road	$ 313.50	$ 15,000.00	Commercial/Industrial Remodel	Fire alarm installation
RR26-000993	Garden City	BD - Repair, Replacement, or Remodel Building Permit	531 CAMPUS VIEW Street	$ 151.50	$ 5,052.49	Commercial/Industrial Remodel	Install a new minisplit.
RR26-001001	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1605 N 11TH Street	$ 59.00	$ 1,500.00	Residential Remodel	Replace existing electrical panel
RR26-001005	Garden City	BD - Repair, Replacement, or Remodel Building Permit	319 N 10TH Street	$ 124.00	$ 6,500.00	Residential Remodel	Roof
RP26-000067	Garden City	BD - Right of Way and Excavation Permit	1605 N 11TH Street	$ -	$ -	Residential Remodel	R/R SEWER LINE
RR26-001008	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1605 N 11TH Street	$ 91.00	$ 4,000.00	Residential Remodel	R/R SEWER LINE
RR26-001009	Garden City	BD - Repair, Replacement, or Remodel Building Permit	711 CENTER Street	$ 190.00	$ 12,885.00	Residential Remodel	Install 120,000 furnace, 5 ton coil, 5 ton ac
RR26-001010	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1116 N TAYLOR Avenue	$ 39.00	$ 500.00	Residential Remodel	INSTALL NEW DISCONNECT STAY-100 AMP
RR26-001011	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1708 PARKWOOD Lane	$ 49.00	$ 1,000.00	Residential Remodel	Install main disconnect- 100 amp
RR26-001012	Garden City	BD - Repair, Replacement, or Remodel Building Permit	621 W OLIVE Street	$ 113.00	$ 6,000.00	Residential Remodel	R/R Roof
RR26-001016	Garden City	BD - Repair, Replacement, or Remodel Building Permit	814 E PRICE Street	$ 59.00	$ 1,500.00	Residential Remodel	WATER HEATER REPLACEMENT - 50GALLON NG
RR26-001017	Garden City	BD - Repair, Replacement, or Remodel Building Permit	604 PENNSYLVANIA Avenue	$ 91.00	$ 3,600.00	Residential Remodel	R/R 18 SQ COMP SHINGLES
RR26-001020	Garden City	BD - Repair, Replacement, or Remodel Building Permit	707 W FULTON Street	$ 69.00	$ 2,000.00	Residential Remodel	Remove and Replace Shingles and Tpo
RR26-001021	Garden City	BD - Repair, Replacement, or Remodel Building Permit	518 W THOMPSON Street	$ 59.00	$ 1,500.00	Residential Remodel	WATER HEATER REPLACEMENT - 50GALLON NG
RR26-001022	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1308 B Street	$ 179.00	$ 12,000.00	Residential Remodel	R/R roof - 30 sq
RR26-001023	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2004 N 8TH Street	$ 193.00	$ 5,500.00	Residential Remodel	replace main sewer main
RR26-001024	Garden City	BD - Repair, Replacement, or Remodel Building Permit	807 PATS Drive	$ 63.00	$ 1,700.00	Residential Remodel	Repair & replace clean out
RR26-001025	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1401 LONG Boulevard	$ 102.00	$ 4,400.00	Residential Remodel	R/R 20 SQ COMP SHINGLES
RR26-001028	Garden City	BD - Repair, Replacement, or Remodel Building Permit	519 N 13TH Street	$ 146.00	$ 9,000.00	Residential Remodel	replace furnace & ac unit
RR26-001029	Garden City	BD - Repair, Replacement, or Remodel Building Permit	805 N 7TH Street	$ 182.00	$ 5,000.00	Residential Remodel	Tear off and replace shingles
RP26-000064	Garden City	BD - Right of Way and Excavation Permit	401 W THOMPSON Street	$ 75.00	$ -	Residential Remodel	SIDEWALKS & PATIO
RA26-000085	Garden City	BD - Residential Accessory Building Permit	1507 MIKES Drive	$ 113.00	$ 6,000.00	Residential Remodel	Covered porch
RR26-001007	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1213 FLEMING Street	$ 223.50	$ 10,000.00	Commercial/Industrial Remodel	RELOCATE SERVICE PANEL & HOOK UP AC UNITS
RR26-001026	Garden City	BD - Repair, Replacement, or Remodel Building Permit	304 E HAMLINE Street	$ 45.00	$ 800.00	Residential Remodel	Replace panel no service upgrade
RR26-000995	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2410 HERITAGE Avenue	$ 182.00	$ 5,000.00	Residential Remodel	Roof
RR26-000996	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1717 JANICE Lane	$ 204.00	$ 6,800.00	Residential Remodel	Sewer line replacement
RR26-000998	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2510 KOSTER Street	$ 179.00	$ 11,508.08	Residential Remodel	Remove/Replace Shingles
RR26-000999	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2521 A Street	$ 39.00	$ 300.00	Residential Remodel	Gas pressure test
RR26-001000	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2706 N 10TH Street	$ 47.00	$ 900.00	Residential Remodel	Gas pressure test
RR26-001002	Garden City	BD - Repair, Replacement, or Remodel Building Permit	209 W ALBERT Street	$ 80.00	$ 2,500.00	Residential Remodel	Repair broke sewer line
RR26-001003	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2107 B Street	$ 80.00	$ 3,000.00	Residential Remodel	R/R 14 SQ ASPHALT SHINGLES
RR26-001004	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2301 ZIPPER Road	$ 91.00	$ 3,267.63	Residential Remodel	Remove/Replace Shingles
RR26-000968	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1103 E FAIR	$ 80.00	$ 3,000.00	Residential Remodel	Install gas log set
FP26-000097	Garden City	BD - Fence Permit	4101 E HWY 50 - #452	$ 39.00	$ 300.00	Residential Remodel	3' Fence
RA26-000079	Garden City	BD - Residential Accessory Building Permit	2120 B Street	$ 113.00	$ 6,000.00	Residential Remodel	Addition to storage shed
RR26-000504	Garden City	BD - Repair, Replacement, or Remodel Building Permit	100 N 7TH Street	$ 643.50	$ 40,000.00	Commercial/Industrial Remodel	Temporary Power for Construction
RR26-000835	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2033 LABRADOR Boulevard	$ 323.50	$ 10,000.00	Commercial/Industrial Remodel	Basement Remodel
RR26-000971	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2203 A Street	$ 133.00	$ 1,200.00	Residential Remodel	Replace main waterline into house from water meter
RR26-001033	Garden City	BD - Repair, Replacement, or Remodel Building Permit	532 COLONY Street	$ 124.00	$ 6,400.00	Residential Remodel	REPLACE & DIPOSE DAMAGED SIDING
RR26-001036	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2508 C Street	$ 322.00	$ 24,528.99	Residential Remodel	Remove/Replace Shingles
FP26-000104	Garden City	BD - Fence Permit	302 EVANS Street	$ 80.00	$ 3,000.00	Residential Remodel	NEW FENCE INSTALLATION- 3 FT & 6 FT
RC26-000111	Garden City	BD - New Residential Construction Building Permit	1704 C Street	$ 1,272.00	$ 200,000.00	SF Residential Includes Modular	New Single Family Home
RR26-001043	Garden City	BD - Repair, Replacement, or Remodel Building Permit	3309 YELLOWSTAR Street	$ 146.00	$ 9,000.00	Residential Remodel	Roof replacement
FP26-000108	Garden City	BD - Fence Permit	1122 N 5TH Street	$ 39.00	$ 500.00	Residential Remodel	6 ft wood fence
SP26-000055	Garden City	BD - Sign Permit	1301 E KANSAS Avenue	$ 400.00	$ -	Commercial/Industrial Remodel	INSTALL (1) INTERNALLY ILLUMINATED WALL-MOUNTED CHANNEL LETTER SIGN ON RACEWAY; REFACE (1) EXISTING PYLON SIGN WITH (2) NEW SIGN FACES; REFACE (1) EXISTING MONUMENT SIGN WITH (2) NEW SIGN FACES; AND INSTALL (1) NEW INTERNALLY ILLUMINATED ATM TOPPER.
RP26-000073	Garden City	BD - Right of Way and Excavation Permit	724 CENTER Street	$ 50.00	$ -	Residential Remodel	REPLACE SEWER AND WATER LINES
RA26-000064	Garden City	BD - Residential Accessory Building Permit	4101 E HWY 50 528	$ 39.00	$ 210.00	Residential Remodel	8x6 shed
RR26-001042	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1207 PATS Drive	$ 102.00	$ 4,500.00	Residential Remodel	Interior remodel - replace doors, trim, carpet, flooring, paint, cabinets, demo drywall

RR26-001048	Garden City	BD - Repair, Replacement, or Remodel Building Permit	307 DAVIS Street	$ 146.00	$ 8,500.00	Residential Remodel	Remove and Replace Shingles
RR26-001051	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1007 CONKLING Avenue	$ 91.00	$ 3,200.00	Residential Remodel	R/R Roof
RR26-001052	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1209 BUFFALO JONES Avenue	$ 80.00	$ 2,500.00	Commercial/Industrial Remodel	REPAIR SEWER LINE
RR26-001055	Garden City	BD - Repair, Replacement, or Remodel Building Permit	724 CENTER Street	$ 135.00	$ 8,000.00	Residential Remodel	REPLACE SEWER AND WATER LINES
FP26-000100	Garden City	BD - Fence Permit	1706 FLEMING Street	$ 91.00	$ 3,500.00	Residential Remodel	6FT WOOD FENCE
FP26-000101	Garden City	BD - Fence Permit	1503 WILLOW Lane	$ 80.00	$ 2,500.00	Residential Remodel	6FT WOOD FENCE
FP26-000102	Garden City	BD - Fence Permit	305 W HOLMES Avenue	$ 80.00	$ 2,500.00	Residential Remodel	6FT WOOD FENCE
RP26-000068	Garden City	BD - Right of Way and Excavation Permit	1106 PEARL Street	$ 75.00	$ 1,700.00	Residential Remodel	Driveway
RP26-000069	Garden City	BD - Right of Way and Excavation Permit	905 JC Street	$ 50.00	$ -	Residential Remodel	R/R SANITARY SEWER FROM HOUSE TO ALLEY
CP26-000136	Garden City	BD - Concrete Permit	1106 PEARL Street	$ 80.00	$ 3,000.00	Residential Remodel	Driveway
RR26-001032	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1207 PATS Drive	$ 80.00	$ 2,900.00	Residential Remodel	R/R Roof
RR26-001041	Garden City	BD - Repair, Replacement, or Remodel Building Permit	905 JC Street	$ 113.00	$ 5,500.00	Residential Remodel	R/R SANITARY SEWER FROM HOUSE TO ALLEY
RP26-000071	Garden City	BD - Right of Way and Excavation Permit	1502 E FULTON Street	$ 75.00	$ -	Commercial/Industrial Remodel	R/R APPROACH
CP26-000150	Garden City	BD - Concrete Permit	1502 E FULTON Street	$ 133.50	$ 5,000.00	Commercial/Industrial Remodel	R/R APPROACH
RR26-001030	Garden City	BD - Repair, Replacement, or Remodel Building Permit	507 W MAPLE Street	$ 157.00	$ 10,000.00	Residential Remodel	REBUILD PORCH & ROOF
RP26-000070	Garden City	BD - Right of Way and Excavation Permit	1008 ANDERSON Street	$ 75.00	$ -	Residential Remodel	SIDEWALKS-3X33, 3X37 & 3X8
RP26-000072	Garden City	BD - Right of Way and Excavation Permit	606 SUSAN Street	$ 50.00	$ -	Residential Remodel	10X41 DRIVEWAY EXTENSION, 20X24 PATIO & 7X13 PATIO
CP26-000152	Garden City	BD - Concrete Permit	2815 N JENNIE BARKER Road	$ 146.00	$ 8,500.00	Residential Remodel	DRIVEWAY EXTENTION-52X14 & 30X14
CP26-000153	Garden City	BD - Concrete Permit	1008 ANDERSON Street	$ 80.00	$ 2,200.00	Residential Remodel	SIDEWALKS-3X33, 3X37 & 3X8
CP26-000154	Garden City	BD - Concrete Permit	606 SUSAN Street	$ 146.00	$ 8,200.00	Residential Remodel	10X41 DRIVEWAY EXTENSION, 20X24 PATIO & 7X13 PATIO
CC26-000035	Garden City	BD - New Commercial Construction Building Permit	1010 STONE CREEK Drive	$ 2,137.00	$ 75,000.00	Commercial/Industrial Remodel	Interior remodel - remove kitchen equipment, remove tile floor, sheetrock in kitchen. Fix leaking plumbing and non structural wall framing with water damage and install new wall coverings, sheeting and new flooring in kitchen
RC26-000115	Garden City	BD - New Residential Construction Building Permit	4130 Gib Drive	$ 1,222.00	$ 190,000.00	SF Residential Includes Modular	New single fam home
RR26-001047	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1205 E MARY Street	$ 49.00	$ 1,000.00	Residential Remodel	Relocate electric meter from the alley to the house
RR26-001037	Garden City	BD - Repair, Replacement, or Remodel Building Permit	810 JC Street	$ 59.00	$ 1,500.00	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-001044	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1009 E MARY Street	$ 59.00	$ 1,500.00	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-001045	Garden City	BD - Repair, Replacement, or Remodel Building Permit	204 WESLEY Street	$ 135.00	$ 7,249.00	Residential Remodel	Remove/Replace Shingles
RR26-001046	Garden City	BD - Repair, Replacement, or Remodel Building Permit	707 AMY Street	$ 91.00	$ 3,054.00	Residential Remodel	Install a new water heater
RR26-001049	Garden City	BD - Repair, Replacement, or Remodel Building Permit	402 PONY Street	$ 80.00	$ 2,800.00	Residential Remodel	R/R Roof
RR26-001053	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1702 SUMMERWOOD Court	$ 59.00	$ 1,500.00	Residential Remodel	GAS PRESSURE TEST - NEW GAS LINE FOR NEW STOVE TOP
RR26-001057	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1208 HATTIE Street	$ 57.00	$ 1,400.00	Residential Remodel	REPLACE WATER SERVICE FROM WATER METER TO HOUSE
RR26-001073	Garden City	BD - Repair, Replacement, or Remodel Building Permit	618 WHEATRIDGE Road	$ 34.50	$ 2,000.00	Residential Remodel	R/R SIDE PATIO & RETAINING WALL
RR26-001075	Garden City	BD - Repair, Replacement, or Remodel Building Permit	709 CONKLING Avenue	$ 69.00	$ 2,000.00	Residential Remodel	R/R 10 SQ COMP SHINGLES
RP26-000074	Garden City	BD - Right of Way and Excavation Permit	1208 HATTIE Street	$ 50.00	$ -	Residential Remodel	REPLACE WATER SERVICE FROM WATER METER TO HOUSE
CP26-000151	Garden City	BD - Concrete Permit	4135 HAWTHORNE Way	$ 182.00	$ 5,000.00	Residential Remodel	27 x 26 driveway extension
FP26-000099	Garden City	BD - Fence Permit	1833 PRAIRIE VIEW Drive	$ 102.00	$ 5,000.00	Residential Remodel	6' Fence
RR26-000886	Garden City	BD - Repair, Replacement, or Remodel Building Permit	605 W CAMPBELL Street D	$ 69.00	$ 1,950.37	Residential Remodel	Replacing the evaporator coil
RR26-001056	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2131 PIONEER Road	$ 59.00	$ 1,500.00	Residential Remodel	40GALLON NG WATER HEATER REPLACMENT
RR26-001061	Garden City	BD - Repair, Replacement, or Remodel Building Permit	111 N 4TH Street	$ 97.50	$ 2,500.00	Commercial/Industrial Remodel	R/R roof - 10 sq
RR26-001064	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2604 CHAINEY Apt #4	$ 39.00	$ 300.00	Residential Remodel	New gas line
RR26-001063	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1505 MAC Street	$ 59.00	$ 1,500.00	Residential Remodel	WATER HEATER REPLACEMENT - 50GALLON NG - WEEKEND CALL
RR26-001069	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1606 W OLIVE Street	$ 113.00	$ 5,253.92	Residential Remodel	Remove/Replace Shingles
RR26-001070	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1402 W CAMPBELL Street	$ 135.00	$ 7,572.02	Residential Remodel	Remove/Replace Shingles
RR26-001079	Garden City	BD - Repair, Replacement, or Remodel Building Permit	532 COLONY Street	$ 386.00	$ 32,571.00	Residential Remodel	Erie to furnish and install fiberglass dimensional shingle. Erie to furnish and install all accessories that may include drip edge, pipe boots, and flashing. Erie to vent roof properly. Erie to furnish and install Premium Synthetic Underlayment. Erie to prep home for roof over of existing shingles. home only
RR26-001080	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2605 E FAIR Street	$ 124.00	$ 6,372.69	Residential Remodel	Installing a new split system.
RR26-001067	Garden City	BD - Repair, Replacement, or Remodel Building Permit	715 LONG Boulevard	$ 146.00	$ 9,000.00	Residential Remodel	REPLACING FURANCE AND AIR CONDITIONER
RR26-001084	Garden City	BD - Repair, Replacement, or Remodel Building Permit	706 PATS Drive	$ 160.00	$ 3,000.00	Residential Remodel	Tear off and replace shingles
RR26-000791	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1715 E KANSAS Plaza	$ 313.50	$ 14,791.07	Commercial/Industrial Remodel	Replace HVAC package unit
RR26-001060	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2316 ZIPPER Road	$ 168.00	$ 10,695.00	Residential Remodel	PACKAGE UNIT 2 TON, 60,000 BTU
SP26-000059	Garden City	BD - Sign Permit	2602 CHEROKEE Road	$ -	$ -	Commercial/Industrial Remodel	Temporary Sign for November Sale
RA26-000091	Garden City	BD - Residential Accessory Building Permit	1709 PIONEER Road	$ 102.00	$ 5,000.00	Residential Remodel	10'x16' Derksen shed
FP26-000109	Garden City	BD - Fence Permit	3401 E SPRUCE Street	$ 91.00	$ 3,400.00	Misc	6FT CHAIN LINK FENCE
SP26-000048	Garden City	BD - Sign Permit	1435 LAREU Road	$ 600.00	$ -	Commercial/Industrial Remodel	6 Wall Signs-Ashley Furniture
RA26-000090	Garden City	BD - Residential Accessory Building Permit	502 N 13TH Street	$ 39.00	$ 500.00	Residential Remodel	12x16 Shed
RC26-000100	Garden City	BD - New Residential Construction Building Permit	1822 PRAIRIE VIEW Drive	$ 1,022.00	$ 150,000.00	SF Residential Includes Modular	New single family
RC26-000117	Garden City	BD - New Residential Construction Building Permit	467 Camden Street	$ 3,272.00	$ 600,000.00	SF Residential Includes Modular	New Single Family Home
RR26-000164	Garden City	BD - Repair, Replacement, or Remodel Building Permit	317 S TAYLOR Avenue	$ 508.50	$ 25,000.00	Commercial/Industrial Remodel	replace furnace and a/c
RR26-000502	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1213 FLEMING Street	$ 223.50	$ 10,000.00	Commercial/Industrial Remodel	REMOVE CONCRETE FOR BATHROOM REMODEL, INSTALL NEW PVC DWV & AND PEX WATER LINES TO FIXTURES
RR26-001068	Garden City	BD - Repair, Replacement, or Remodel Building Permit	1619 SUMMIT Street	$ 102.00	$ 5,000.00	Residential Remodel	Tear off & replace shingles
RR26-001077	Garden City	BD - Repair, Replacement, or Remodel Building Permit	801 N 4TH Street	$ 223.00	$ 16,000.00	Residential Remodel	R/R roof - 25 sq
RR26-001078	Garden City	BD - Repair, Replacement, or Remodel Building Permit	2110 SIOUX Drive	$ 234.00	$ 16,130.00	Residential Remodel	Install 1000 SQ Siding
				$ 25,610.00	**$ 1,993,001.26**		

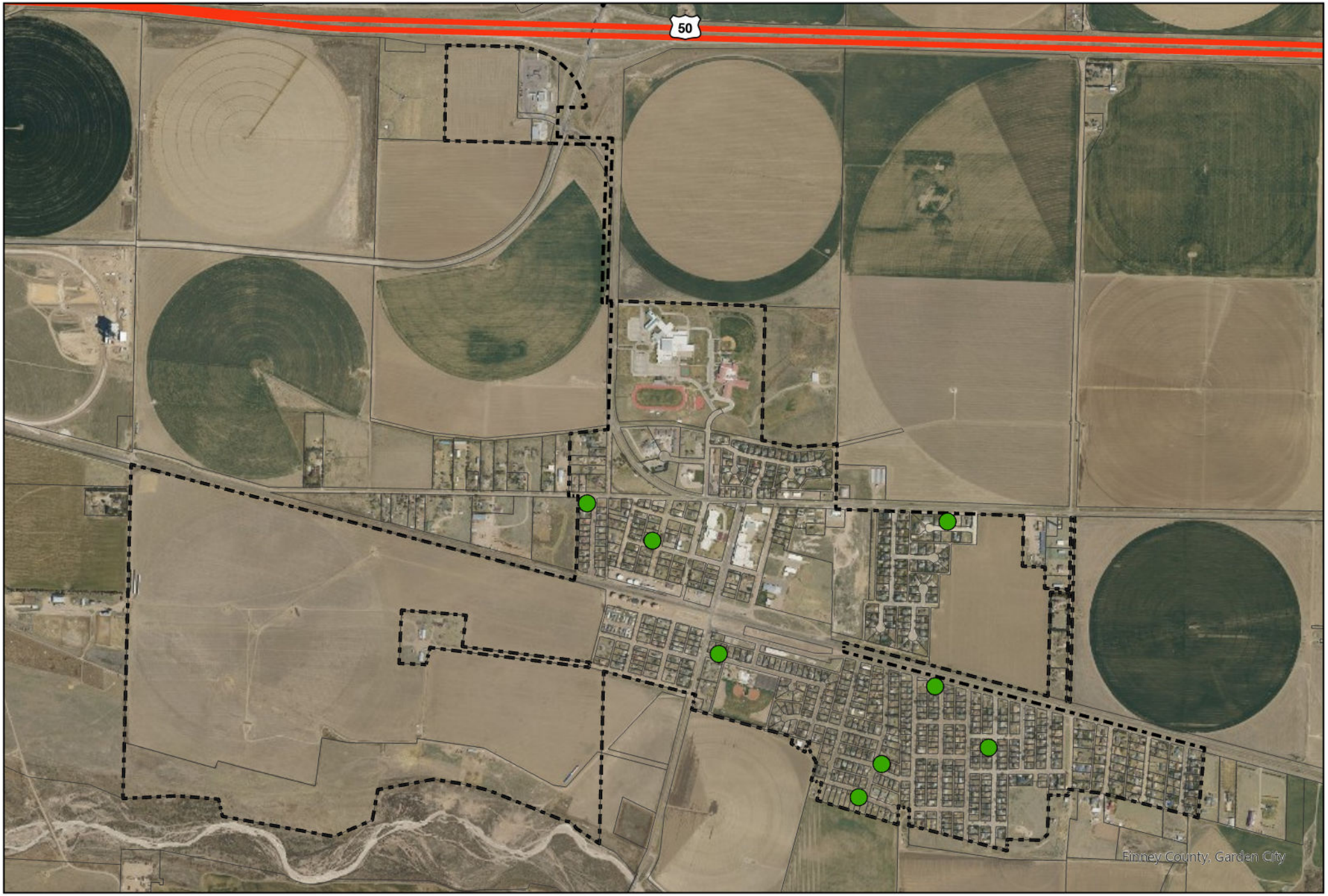
HOLCOMB
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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									$ -	**0**
	PERMITS									0	
	VALUATION									$ -	
FEB	FEE				54			0		$ 54	**1**
	PERMITS				1			1		2	
	VALUATION				150			0		$ 150	
MAR	FEE				552					$ 552	**6**
	PERMITS				3					3	
	VALUATION				35,646					$ 35,646	
APR	FEE				1,949					$ 1,949	**6**
	PERMITS				6					6	
	VALUATION				184,426					$ 184,426	
MAY	FEE				920					$ 920	**7**
	PERMITS				5					5	
	VALUATION				48,002					$ 48,002	
JUN	FEE				960					$ 960	**12**
	PERMITS				8					8	
	VALUATION				46,609					$ 46,609	
JUL	FEE				1,249					$ 1,249	**7**
	PERMITS				9					9	
	VALUATION				42,753					$ 42,753	
AUG	FEE				971					$ 971	**11**
	PERMITS				7					7	
	VALUATION				44,938					$ 44,938	
SEP	FEE				828					$ 828	**4**
	PERMITS				4					4	
	VALUATION				50,550					$ 50,550	
OCT	FEE				868					$ 868	**0**
	PERMITS				2					2	
	VALUATION				84,000					$ 84,000	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		0	0	0	45	0	0	1	0	$ 8,351 46 $ 537,073	**54**

2024-2026 HOLCOMB BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits	3	2	8	11	13	7	8	11	9	10	2	3
2025 Permits	0	1	4	12	13	11	11	9	12	10	1	4
2026 Permits	0	2	3	6	5	8	9	7	4	2		



Holcomb

Permit Types
October 2026

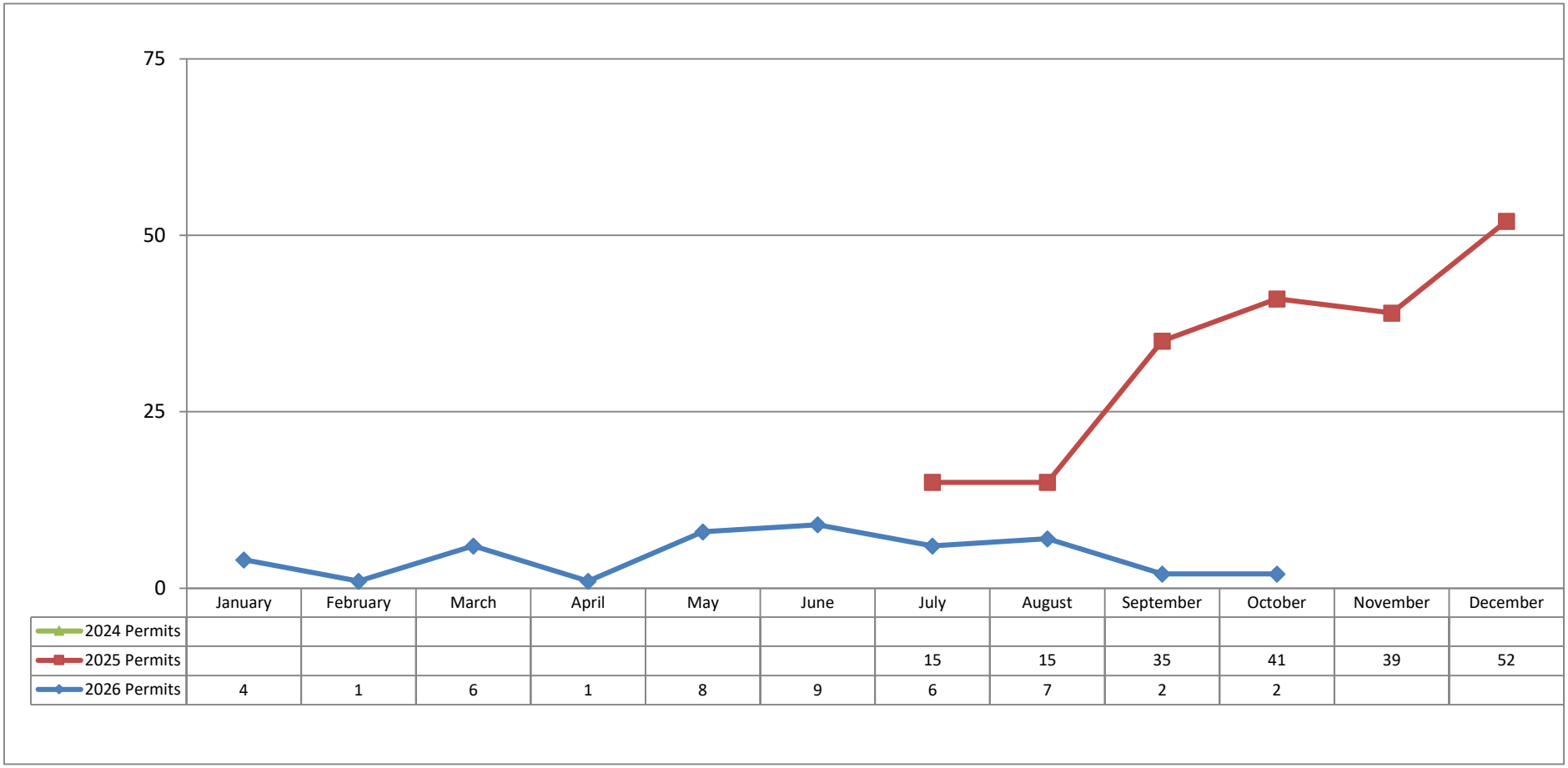
- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RC26-000118	Holcomb	BD - New Residential Construction Building Permit	103 SHALYN Place	$ 747.00	$ 80,000.00	Residential Remodel	HOUSE ADDITON
RR26-000974	Holcomb	BD - Repair, Replacement, or Remodel Building Permit	507 SCOTTY Lane	$ 121.00	$ 4,000.00	Residential Remodel	R/R 15 Sq Asphalt Shingles
				$ 868.00	**$ 84,000.00**		

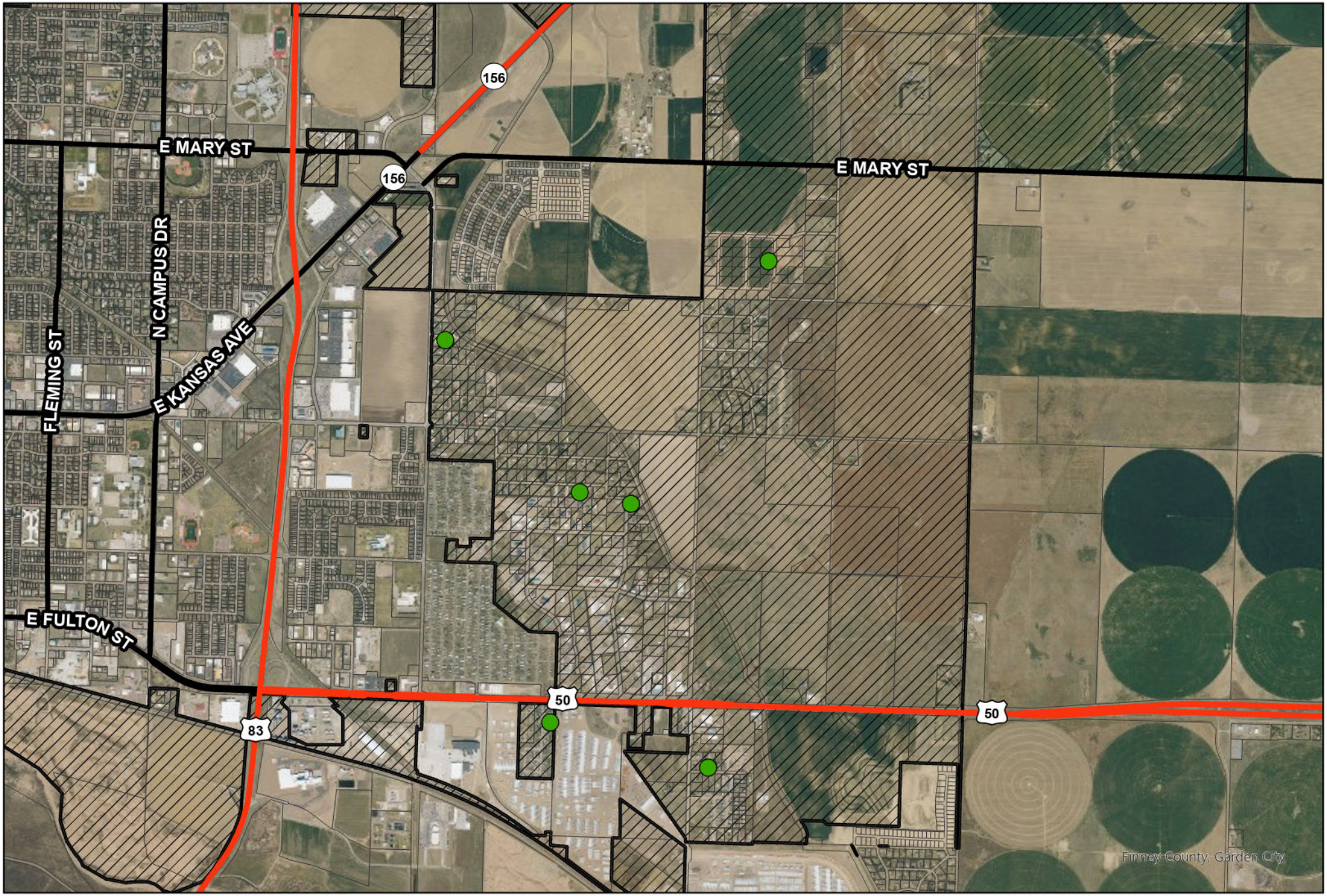
INNERMEDIATE URBAN GROWTH AREA
2026 MONTHLY BUILDING REPORT

2026 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (twor 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				136	550		45		$ 731	**5**
	PERMITS				2	1		1		4	
	VALUATION				6,200	80,000		2,500		$ 88,700	
FEB	FEE				249					$ 249	**10**
	PERMITS				1					1	
	VALUATION				16,336					$ 16,336	
MAR	FEE		362		399			95		$ 856	**11**
	PERMITS		1		4			1		6	
	VALUATION		30,000		6,850			2,000		$ 38,850	
APR	FEE				118					$ 118	**6**
	PERMITS				1					1	
	VALUATION				9,500					$ 9,500	
MAY	FEE		1,101		163	1,699		419		$ 3,381	**12**
	PERMITS		3		3	1		1		8	
	VALUATION		74,310		1,900	180,000		20,000		$ 276,210	
JUN	FEE				1,019			449		$ 1,468	**19**
	PERMITS				6			3		9	
	VALUATION				60,500			14,000		$ 74,500	
JUL	FEE				818					$ 818	**13**
	PERMITS				6					6	
	VALUATION				40,305					$ 40,305	
AUG	FEE		315		3,012			221		$ 3,548	**28**
	PERMITS		1		5			1		7	
	VALUATION		23,000		326,500			9,000		$ 358,500	
SEP	FEE				311					$ 311	**19**
	PERMITS				2					2	
	VALUATION				15,537					$ 15,537	
OCT	FEE	2,287	227							$ 2,514	**13**
	PERMITS	1	1							2	
	VALUATION	400,000	15,000							$ 415,000	
NOV	FEE									$ -	
	PERMITS									0	
	VALUATION									$ -	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2026 TOTAL PERMITS		1	6	0	30	2	0	7	0	$ 13,994	**136**
										46	
										$ 1,333,438	

2024-2026 IUGA BUILDING REPORT



	January	February	March	April	May	June	July	August	September	October	November	December
2024 Permits												
2025 Permits							15	15	35	41	39	52
2026 Permits	4	1	6	1	8	9	6	7	2	2		



IUGA

Permit Types
October 2026

Structure

- New Industrial
- New Commercial
- Commercial/Industrial Remodel
- Multi-Family
- Residential Remodel
- SF Manufactured (HUD Standards)
- SF Residential Includes Modular
- Misc
- Immediate Growth Area
- Municipal Boundaries

Permit#	District	Permit Type	Address	Amount	Value	Structure	Project Description
RC26-000113	IUGA	BD - New Residential Construction Building Permit	4170 E HWY 50 LOT 407	$ 227.00	$ 15,000.00	SF Manufactured (HUD Standards)	Installing mobile home
RC26-000104	IUGA	BD - New Residential Construction Building Permit	4880 LEONARD Circle	$ 2,287.00	$ 400,000.00	SF Residential Includes Modular	Build a New House
				$ 2,514.00	**$ 415,000.00**		

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Eidy A. Flores, Assistant City Clerk
DATE: November 11, 2026
RE: Meetings of Note

ISSUE:

November 18, 2026 - Garden City Area Chamber of Commerce Membership Breakfast at The Refinery at 7:10 a.m.

November 18, 2026 - League of Kansas Municipalities - Western Kansas Summit at the Colby Event Center in Colby, Kansas at 11:30 a.m.

November 19, 2026 - Garden City Area Chamber of Commerce - 31st Annual Crystal Apple Awards at The Refinery at 6:30 p.m.

November 17, 2026 - LiveWell Finney County Health Coalition meeting in Classroom B at St. Catherine Hospital at 12:00 p.m.

November 21, 2026 - Russell Child Development Center - Holiday Home Tours and Fantasy Tree Festival, with the festival at the Finney County Exhibition Building.

November 25, 2026 - Finney County Economic Development Corporation Board of Directors meeting at the City Administrative Center - Commission Chambers at 7:30 a.m.

December 1, 2026 - Western Kansas Community Foundation - MatchDay at First United Methodist Church from 7:00 a.m. - 7:00 p.m.

December 4, 2026 - Downtown Tree Lighting at Stevens Park from 7:15 p.m. to 8:30 p.m.

December 6, 2026 - Downtown Vision - Commerce Bank Christmas Parade on Main Street at 6:00 p.m.

December 9, 2026 - LiveWell Finney County Health Coalition LHEAT meeting in Classroom B at St. Catherine Hospital at 12:00 p.m.

December 12, 2026 - Friends of Lee Richardson Zoo - Wild Lights Holiday Light Show at Lee Richardson Zoo from 5:00 p.m. - 9:00 p.m.

December 16, 2026 - Garden City Area Chamber of Commerce Membership Breakfast at The Refinery at 7:10 a.m.

December 19, 2026 - Wreaths Across America Ceremony at Valley View Cemetery at 11:00 a.m.

BACKGROUND:

ALTERNATIVES:

RECOMMENDATION:

FISCAL NOTE:

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: November 17, 2026
RE: RHID Termination - Chappel Heights Phase II

ISSUE:
The Governing Body is asked to consider and approve the following ordinance related to the termination of the Reinvestment Housing Incentive District for Chappel Heights Phase II.

1. Ordinance No. _____-2026, an ordinance of the Governing Body of the City of Garden City, Kansas terminating the Reinvestment Housing Incentive District knows as the Chappel Heights Second Addition, also known as Chappel Heights Phase II, within the City of Garden City, Kansas, terminating the associated Development Plan and Development Agreement, and providing for the disposition of any remaining funds collected pursuant thereto; repealing Ordinance No. 2722-2016.

BACKGROUND:
On April 19, 2016, the City of Garden City passed and approved Ordinance No. 2722-2016, establishing Chappel Heights Second Addition, also known as Chappel Heights Phase II, as a Reinvestment Housing Incentive District with the City of Garden City. At that time, the City and Bernard Chappel entered into a development plan and a development agreement, pursuant to the Kansas Rural Housing Incentive District Act, now known as the Kansas Reinvestment Housing Incentive District Act, K.S.A 12-5241 et seq. and amendments thereto. The Development Agreement provides that the increment of the ad valorem real property taxes generated within the District shall be allocated by the County Treasurer to a special fund of the City, to be used for the reimbursement of the Developer for certain eligible expenses associated with housing projects within the District, until such time that all such expenses have been reimbursed or fifteen (15) years have elapsed form the date of the District's establishment, whichever occurs first.

Although the fifteen (15) year period has not yet expired, all eligible expenses have been fully reimbursed to the Developer, in the total amount of $1,075,678. The ordinance presented today acknowledges the full reimbursement of all eligible expenses, and closes the District and terminates the Development Plan and the Development Agreement.

Notice of the approval of the Ordinance will be provided to the appropriate Finney County staff to allow for the closure and termination of the remittance of the tax increment revenues generated by the Reinvestment Housing Incentive District. Since Finney County has already concluded the process of calculating and is preparing notices for the 2026 Ad Valorem Property Taxes, this closure and termination are expected to be reflected in the calculations for the 2027 Ad Valorem Property Tax.

The City will also provide a copy of the Ordinance to the Board of Education of USD 457, the Board of County Commissioners of Finney County, the Board of Trustees of Garden City Community College, and the Governing Body of the West Plains Extension District No. 19.

ALTERNATIVES:

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

RECOMMENDATION:

Staff recommends the Governing Body approve the ordinance as presented.

FISCAL NOTE:

Upon being provided a copy of the approved Ordinance, the County will terminate the incremental allocation and collection of property taxes for the RHID, beginning in the 2027 tax year. Upon termination, the property tax collected from the district will be distributed to the respective taxing subdivisions in the same manner as other ad valorem property taxes. Any surplus monies remaining in the special fund maintained by the City for said district shall be used as determined by the City for any purpose authorized by the Kansas Reinvestment Housing Incentive District Act, K.S.A. 12-5241 et seq. or the laws of the State of Kansas.

ATTACHMENTS:

Ordinance - Chappel Heights Phase II Termination

(Published in full once in the Garden City Telegram on the ____ day of _____, 20___)

ORDINANCE NO._____-2026

AN ORDINANCE OF THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS TERMINATING THE REINVESTMENT HOUSING INCENTIVE DISTRICT KNOWN AS CHAPPEL HEIGHTS SECOND ADDITION, ALSO KNOWN AS CHAPPEL HEIGHTS PHASE II, WITHIN THE CITY OF GARDEN CITY, KANSAS, TERMINATING THE ASSOCIATED DEVELOPMENT PLAN AND DEVELOPMENT AGREEMENT, AND PROVIDING FOR THE DISPOSITION OF ANY REMAINING FUNDS COLLECTED PURSUANT THERETO; REPEALING ORDINANCE NO. 2722-2016.

WHEREAS, the Governing Body of the City of Garden City, Kansas ("Governing Body") passed and approved Ordinance No. 2722-2016 on April 19, 2016, establishing Chappel Heights Second Addition, also known as Chappel Heights Phase II, as a Rural Housing Incentive District within the City of Garden City, Kansas ("District") and adopting a plan for the development of housing and public facilities therein ("Development Plan"), all pursuant to the Kansas Rural Housing Incentive District Act, now known as the Kansas Reinvestment Housing Incentive District Act, K.S.A. 12-5241 et seq., and amendments thereto ("Act"); and

WHEREAS, the City of Garden City, Kansas ("City") and Bernard Chappel ("Developer") entered into a development agreement on or about April 19, 2016, in support of the Development Plan and pursuant to the Act, a copy of which is attached to and incorporated in the Development Plan ("Development Agreement"); and

WHEREAS, pursuant to K.S.A. 12-5250, the Development Agreement provides that the increment of ad valorem real property taxes generated within the District shall be allocated by the County Treasurer to a special fund of the City, to be used for the reimbursement of the Developer for certain eligible expenses associated with housing projects within the District, also referred to as project costs, until such time that all such expenses have been reimbursed or fifteen (15) years have elapsed from the date of the District's establishment, whichever occurs first; and

WHEREAS, the Development Agreement further provides that any surplus amounts of increment received by the City, after all such expenses have been reimbursed, shall be used as determined by the City for any purpose authorized by the Act and the laws of the State of Kansas; and

WHEREAS, the Developer has completed all work required by the Development Agreement and has otherwise achieved the objectives set forth in the Development Plan; and

WHEREAS, although the fifteen (15) year period has not yet expired, all eligible expenses have been fully reimbursed to the Developer, in the total amount of $1,075,678.00, with the final reimbursement disbursed on June 26, 2026; and

WHEREAS, by letter dated June 30, 2026, the City's Finance Director notified the Developer that the City's records show all eligible expenses have been fully reimbursed, advised the Developer that the City intended to so notify Finney County, Kansas, and invited the Developer to raise any concern or disagreement by July 31, 2026, and the City has received no communication from the Developer disputing the same; and

WHEREAS, the Governing Body acknowledges that, unless and until the District is formally closed by ordinance and the Development Plan and Development Agreement are likewise formally terminated by ordinance, the County Treasurer will continue to remit tax increment revenues to the City and the City will continue to accumulate surplus funds generated within the District; and

WHEREAS, upon and considering the foregoing, the Governing Body deems it advisable to close the District, terminate the Development Plan and Development Agreement, and provide for the disposition of any surplus funds collected pursuant thereto.

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

SECTION 1. REPEAL, TERMINATION, AND CLOSURE. The Governing Body hereby repeals Ordinance No. 2722-2016 in its entirety, thereby closing and terminating the Reinvestment Housing Incentive District known as Chappel Heights Second Addition, also known as Chappel Heights Phase II, which is comprised of real property situated in the County of FINNEY and the State of KANSAS and as legally described in said ordinance. The Development Plan and Development Agreement adopted pursuant thereto are likewise hereby terminated; provided, however, that such termination shall not affect any provision of the Development Agreement that by its terms survives termination, nor any right or remedy of the City that accrued prior to the effective date of this Ordinance. A copy of said ordinance is attached hereto as **Exhibit A** and is incorporated herein by reference as if fully set forth.

SECTION 2. INCREMENT STOPPAGE. The County Treasurer shall discontinue the remittance to the City of tax increment revenues generated by the Reinvestment Housing Incentive District known as Chappel Heights Second Addition, also known as Chappel Heights Phase II. All moneys thereafter received from real property taxes within said district shall be allocated and paid to the respective taxing subdivisions in the same manner as are other ad valorem taxes. Any surplus monies remaining in the special fund maintained by the City for said district shall be used as determined by the City for any purpose authorized by the Act and the laws of the State of Kansas.

SECTION 3. FILING AND RECORDING. The City Clerk is hereby authorized and directed to file and record, as the case may be, a true and correct copy of this Ordinance with each of the following:

a. Register of Deeds of Finney County, Kansas;

b. County Clerk of Finney County, Kansas;

c. County Appraiser of Finney County, Kansas;

d. County Treasurer of Finney County, Kansas;

e. Board of Education of Unified School District No. 457;

f. Board of County Commissioners of Finney County, Kansas;

g. Board of Trustees of Garden City Community College; and

h. Governing Body of the West Plains Extension District No. 19.

SECTION 4. SEVERABILITY. 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 5. HEADINGS; SECTION REFERENCES. The headings used in this ordinance are intended for convenience of reference only and shall not affect the interpretation or construction of this Ordinance or any part hereof.

SECTION 6. EFFECTIVE DATE; PUBLICATION. This Ordinance shall take effect and be in full force and effect from and after: (a) the passage and signature hereof; and (b) its full publication once in The Garden City Telegram, the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, this ____ day of _____, 20___.

TAM “TOM” NGUYEN, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM AND CONTENT:

JENNIFER V. CUNNINGHAM, City Attorney

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(Published in the Garden City Telegram on the 23rd day of April, 2016)

ORDINANCE NO. 2722-2016

AN ORDINANCE OF THE CITY OF GARDEN CITY, KANSAS, ESTABLISHING A RURAL HOUSING INCENTIVE DISTRICT WITHIN THE CITY AND ADOPTING A PLAN FOR THE DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES IN SUCH DISTRICT, AND MAKING CERTAIN FINDINGS IN CONJUNCTION THEREWITH (CHAPPEL HEIGHTS SECOND ADDITION)

WHEREAS, K.S.A. 12-5242 et seq. (the "Act") authorizes any city incorporated in accordance with the laws of the State of Kansas (the "State") with a population of less than 60,000 located in a county with a population of less than 80,000, to designate rural housing incentive districts within such city; and

WHEREAS, prior to such designation the governing body of such city shall conduct a housing needs analysis to determine what, if any, housing needs exist within its community; and

WHEREAS, after conducting such analysis, the governing body of such city may adopt a resolution making certain findings regarding the establishment of a rural housing incentive district and providing the legal description of property to be contained therein; and

WHEREAS, after publishing such resolution, the governing body of such city shall send a copy thereof to the Secretary of Commerce of the State (the "Secretary") requesting that the Secretary agree with the finding contained in such resolution; and

WHEREAS, if the Secretary agrees with such findings, such city may proceed with the establishment of a rural housing incentive district within such city and adopt a plan for the development or redevelopment of housing and public facilities in the proposed district; and

WHEREAS, the City of Garden City , Kansas (the "City") has an estimated population of 30,948, is located in Finney County, Kansas which has a population of 41,940 and therefore constitutes a city as said term is defined in this act; and

WHEREAS, on February 20, 2015, the Governing Body of the City has updated the Community Housing Assessment Team Report originally dated December 15, 2008 (CHAT), a copy of which is on file in the office of the City Clerk; and

WHEREAS, the Governing Body of the City has heretofore adopted Resolution No. 2516-2013 which made certain findings relating to the need for financial incentives relating to the construction of quality housing within the City, declared it advisable to establish a Rural Housing Incentive District pursuant to the Act and authorized the submission of such Resolution and a Housing Needs Analysis to the Kansas Department of Commerce in accordance with the provisions of the Act; and

WHEREAS, the Secretary, pursuant to a letter dated April 16, 2013, authorized the City to proceed with the establishment of Rural Housing Incentive Districts pursuant to the Act; and

WHEREAS, the City has caused to be prepared a plan for the development or redevelopment of housing and public facilities in the proposed Rural Housing Incentive District (the "District") in accordance with the provisions of the Act (the "Plan"); and

WHEREAS, the Plan includes:

1. The legal description and map required by subsection (a) of K.S.A. 12-5244;

2. The existing assessed valuation of the real estate in the proposed District, listing the land and improvement values separately;

3. A list of the names and addresses of the owners of record of all real estate parcels within the proposed District;

4. A description of the housing and public facilities project or projects that are proposed to be constructed or improved in the proposed District, and the location thereof;

5. A listing of the names, addresses, and specific interest in real estate in the proposed District of the developers responsible for development of the housing and public facilities in the proposed District;

6. The contractual assurances, if any, the Governing Body has received from such developer or developers, guaranteeing the financial feasibility of specific housing tax incentive projects in the proposed District;

7. A comprehensive analysis of the feasibility of providing housing tax incentives in the proposed District as provided in the Act, set forth the boundaries of the proposed District, provided a summary of the proposed Plan, called a public hearing concerning the establishment of the proposed District for April 19, 2016, and provided for notice of such public hearing as provided in the Act; and

WHEREAS, the Governing Body of the City has heretofore adopted Resolution No. 2516-2013 which made a finding that the City is considering the establishment of the proposed District and adopting the proposed Plan pursuant to the Act, set forth the boundaries of the proposed District, provides a summary of the proposed Plan, called a public hearing concerning the establishment of the proposed District for April 19, 2016, and provided for notice of such public hearing as provided in the Act: and

WHEREAS, a public hearing was held on April 19, 2016, after due published and delivered notice in accordance with the provisions of the Act; and

WHEREAS, upon and considering the information and public comments received at the public hearing, the Governing Body of the City hereby deems it advisable to make certain findings to establish the proposed District and to adopt the proposed Plan.

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

Section 1. Findings. The Governing Body hereby finds that due notice of the public hearing conducted April 19, 2016, was made in accordance with the provisions of the Act.

Section 2. Creation of Rural Housing Incentive District. A Rural Housing Incentive District is hereby created within the City in accordance with the provisions of the Act, which shall consist of the following described real property in the Development, in the City of Garden City, Finney County, Kansas:

A tract of land in the Northwest Quarter of Section 10, Township 24 South, Range 32 West of the Sixth Principal Meridian, City of Garden City, Finney County, Kansas described as follows:

Beginning at the Southeast Corner of Lot 2, Block 2, Chappel Heights, First Addition, City of Garden City, Finney County, Kansas; thence
N01°25'37"E 129.94 feet (Plat: N00°00'52"W 130.00 feet); thence
S88°18'53"E 339.98 feet; thence
S01°25'58"W 619.97 feet; thence
N88°18'53"W 158.87 feet; thence
S32°42'25"W 271.57 feet; thence
On a curve to the left with a radius of 1755.00 feet an arc distance of 816.49 feet, chord being S19°22'22"W 809.14 feet; thence
S24°29'50"W 59.85 feet; thence
N65°30'10"W 155.41 feet; thence
N65°29'49"W 179.14 feet; thence
N24°31'48"E 59.98 feet to the Southeast Corner of Chappel Heights, First Addition, City of Garden City; thence
On a curve to the right with a radius of 2075.00 feet, an arc distance of 859.25 feet (Plat: 859.29 feet), chord being N20°50'16"E 853.13 feet; thence
N32°42'25"E 391.88 feet (Plat: N31°15'41"E 391.87 feet); thence
N01°25'41"E 222.07 feet (Plat: N00°00'52"W 221.99 feet); thence
S88°16'55"E 29.99 feet (Plat: S89°45'29"E 30.00 feet) to the point of beginning, containing 13.58 acres.

Subject to easements and restrictions of record.

The boundaries of the District do not contain any property not referenced in Resolution No. 2516-2013, which provided notice of public hearing on the creation of the District and adoption of the Plan.

Section 3. Approval of Development Plan. The Plan for the development or redevelopment of housing and public facilities in the District, as presented to the Governing Body this date, is hereby approved.

Section 4. Adverse Effect on Other Government Units. If, within thirty (30) days following the conclusion of the public hearing on April 19, 2016, any of the following occurs, the Governing Body shall take action to repeal this Ordinance:

1. The Board of Education of U.S.D. No. 457 determines by resolution that the District will have an adverse effect on such school district; or

2. The Board of County Commissioners of Finney County, Kansas, determines by resolution that the District will have an adverse effect on such county.

3. The Board of Trustees Garden City Community College determines by resolution that the District will have an adverse effect on such community college.

As of this date, the City has not received a copy of any such resolution and is not aware of the adoption of any such resolution by the governing body of Finney County, Unified School District No. 457, or Garden City Community College.

Section 5. Reimbursement. The Act authorizes the City to reimburse the developer for all or a portion of the costs of implementing the Plan through the use of property tax increments allocated to the City under the provisions of the Act.

Section 6. Further Action. The Mayor, City Clerk and other officials and employees of the City, including the City Attorney, are hereby further authorized and directed to take such other actions as may be appropriate to accomplish the purposes of this Ordinance.

Section 7. Effective Date. This Ordinance shall be effective upon its passage by the Governing Body of the City of Garden City, Kansas and publication one time in the official City newspaper.

PASSED by the Governing Body of the City of Garden City, Kansas and signed by the Mayor on April 19, 2016.

Mayor

ATTEST:

CELYN N. HURTADO,
City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Counselor

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: November 17, 2026
RE: 2027 Bond Sale Resolution

ISSUE:
The Governing Body is asked to consider and approve the following resolution regarding the 2027 General Obligation Bond Sale.

1. Resolution No. _____ - 2026, a resolution of the City of Garden City, Kansas authorizing the public sale of the City's (I) Taxable General Obligation Bonds, Series A, 2027, in the estimated principal amount of $4,835,000; and (II) General Obligation Bonds, Series B, 2027, in the estimated principal amount of $7,690,000; setting forth the details of the public sale; and authorizing notice thereof.

BACKGROUND:
The Governing Body has authorized proceeding with the 2027 General Obligation Bond issue by approving Ordinance No. ____-2026 for the improvements to the Solid Waste utility.

The next step in the process is consideration and approval of this resolution authorizing the bond sale at 10:00 a.m. on January 19, 2027.

Andrew Kovar, City Bond Counsel, prepared the resolution.

ALTERNATIVES:
1. The Governing Body may approve the resolution as presented.
2. The Governing Body may defer action to a later date.

RECOMMENDATION:
Staff recommends the Governing Body approve the resolution as presented.

FISCAL NOTE:
The debt payments for these projects are budgeted and will be paid from the Water Fund Budget (52153516) over ten years beginning in 2027. The annual debt service for this issuance is estimated at approximately $1,400,000 in 2027, then $1,560,000 in 2028-2036.

ATTACHMENTS:
2027 G.O. Bond Sale - Resolution
Calendar - G.O. Bond 2027

RESOLUTION NO. ____-2026

A RESOLUTION OF THE CITY OF GARDEN CITY, KANSAS, AUTHORIZING THE PUBLIC SALE OF THE CITY'S (I) TAXABLE GENERAL OBLIGATION BONDS, SERIES A, 2027, IN THE ESTIMATED PRINCIPAL AMOUNT OF $4,835,000 AND (II) GENERAL OBLIGATION BONDS, SERIES B, 2027, IN THE ESTIMATED PRINCIPAL AMOUNT OF $7,690,000; SETTING FORTH THE DETAILS OF THE PUBLIC SALE; AND AUTHORIZING NOTICE THEREOF.

WHEREAS, the governing body of the City of Garden City, Kansas (the "City"), has authorized construction or acquisition of capital improvements in the City and the issuance of general obligation bonds of the City to pay costs of such improvements; and

WHEREAS, the City is authorized by the provisions of K.S.A. 10-101 *et seq*., as amended and supplemented, to issue and deliver its general obligation bonds and provide for the public sale of the bonds; and

WHEREAS, the governing body determines it necessary to authorize and provide for the public sale of general obligation bonds of the City.

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

SECTION 1. Authorization of the Bonds and Public Sale. The City's (i) Taxable General Obligation Bonds, Series A, 2027, in the estimated principal amount of $4,835,000 (the "Series A, 2027 Bonds") and (ii) General Obligation Bonds, Series B, 2027, in the estimated principal amount of $7,690,000 (the "Series B, 2027 Bonds"), are authorized to be offered at a competitive public sale on Tuesday, January 19, 2027, at 10:00 A.M. Central Time, or on another date approved by the Mayor that is also the date of a city commission meeting. The City Clerk is authorized and directed to receive bids for the Series A, 2027 Bonds and the Series B, 2027 Bonds (collectively, the "Bonds") on behalf of the City and to deliver the bids received to the governing body at its meeting to be held at 1:00 P.M. on the sale date, where the governing body will consider and take action on the bids received.

SECTION 2. Authorization of Summary Notice of Bond Sale and Publication. Spencer Fane LLP, Wichita, Kansas, the City's Bond Counsel ("Bond Counsel") is authorized to prepare a Summary Notice of Bond Sale on behalf of the City, and Bond Counsel and the City Clerk are authorized to arrange for publication of the Summary Notice of Bond Sale at least six (6) days prior to the date of the public sale, in a newspaper of general circulation in Finney County, Kansas and in *The Kansas Register*, the official newspaper of the State of Kansas.

SECTION 3. Authorization of Official Notice of Bond Sale and Official Bid Form. Bond Counsel is authorized and directed to prepare an Official Notice of Bond Sale and Official Bid Form for the sale of the Bonds in cooperation with the City Clerk and Stifel, Nicolaus & Company,

Incorporated, Wichita, Kansas, the City's Financial Advisor ("Financial Advisor"). The Financial Advisor is authorized and directed to prepare the Preliminary Official Statement for the Bonds, in cooperation with the City and Bond Counsel, and the Mayor and the City Clerk are authorized to execute the Preliminary Official Statement. The Preliminary Official Statement, Official Notice of Bond Sale and Bid Form are authorized to be distributed (in their entirety) to prospective purchasers of the Bonds before the sale date.

SECTION 4. SEC Rule Compliance. To permit the purchaser of the Bonds to comply with applicable requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "SEC Rule") the Mayor, City Clerk or the City Manager are authorized, if requested to do so, to certify to the purchaser of the Bonds that the City deems the information in the Preliminary Official Statement "final" as of its date except for the omission of information as permitted by the SEC Rule and to take such other actions as such City officers find necessary to permit the purchaser of the Bonds to comply with the SEC Rule. The City also agrees that, on or before the date the Bonds are delivered, it will enter into a written undertaking to provide continuing disclosure about the City while the Bonds remain outstanding, if required by the applicable sections of the SEC Rule.

SECTION 5. Authorization of Additional Actions as Required. The Mayor, the City Clerk, City Manager, Finance Director, Bond Counsel and the Financial Advisor are authorized and directed to take all such other actions as are necessary to complete the public sale of the Bonds, including redemption or reimbursement of any temporary financing of the projects to be permanently financed from proceeds of the Bonds.

SECTION 6. Effective Date. This Resolution shall be in force and take effect from and after its adoption and approval.

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ADOPTED AND APPROVED by the governing body of the City of Garden City, Kansas, on November 17, 2026.

CITY OF GARDEN CITY, KANSAS

[seal]

_____
Tam "Tom" Nguyen, Mayor

ATTEST:

_____
Celyn N. Hurtado, City Clerk

SF REF: 7016710
Public Sale Resolution

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 November 17, 2026, at 1:00 P.M., Central Time. Mayor Tam "Tom" Nguyen presided, and members of the governing body were present, as follows:

The following members of the governing body were absent:

A resolution was presented to the governing body entitled:

A RESOLUTION OF THE CITY OF GARDEN CITY, KANSAS, AUTHORIZING THE PUBLIC SALE OF THE CITY'S (I) TAXABLE GENERAL OBLIGATION BONDS, SERIES A, 2027, IN THE ESTIMATED PRINCIPAL AMOUNT OF $4,835,000 AND (II) GENERAL OBLIGATION BONDS, SERIES B, 2027, IN THE ESTIMATED PRINCIPAL AMOUNT OF $7,690,000; SETTING FORTH THE DETAILS OF THE PUBLIC SALE; AND AUTHORIZING NOTICE THEREOF.

The Resolution was considered and discussed; and on motion of Commissioner _____, seconded by Commissioner _____, the Resolution was adopted by a majority vote of the members present, it was given No. ____-2026.

****

CITY CLERK'S
CERTIFICATION OF EXCERPT OF MINUTES

I certify that the foregoing is a true and correct Excerpt of Minutes of the November 17, 2026 meeting of the governing body of the City of Garden City, Kansas.

[seal]

Celyn N. Hurtado, City Clerk

SF REF: 7016710
Public Sale Resolution

City of Garden City, Kansas
General Obligation Bonds
Series A, 2027
Wastewater Treatment Plant and Water Reuse Projects

STIFEL | Public Finance

October 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Schedule of Events
As of October 20, 2026

Dates	Event	Involves
Tuesday, October 27	City Commission authorizes Wastewater Treatment Plant and Water Reuse Projects	CITY SF
Wednesday, November 11	Circulate draft Preliminary Official Statement for comments	CITY Stifel SF
Tuesday, November 17	City Commission adopts Bond Sale Resolution approving the sale of General Obligation Bonds, Series A, 2027 on January 19, 2027, authorizes staff to approve the Preliminary Official Statement	CITY Stifel SF
Wednesday, November 18	Receive Preliminary Official Statement comments	CITY Stifel SF
Thursday, November 19	Send rating package to Moody's Ratings	CITY Stifel SF
Week of December 14	Moody's Rating Conference Call Due Diligence Conference Call	CITY Stifel SF
Tuesday, December 22	Receive Moody's Rating	Stifel
Wednesday, December 30	Forward Summary Notice of Bond Sale to the Kansas Register and The Garden City Telegram for publication on January 7, 2027	Stifel SF
Thursday, January 7	Summary Notice of Bond Sale is published in the Kansas Register and The Garden City Telegram Finalize Preliminary Official Statement Send Preliminary Official Statement and Notice of Bond Sale to potential bidders list	Stifel SF
Tuesday, January 19	Bond Sale—Last Bid by 10:00 A.M. City Commission accepts best bid, adopts Bond Resolution Circulate Final Official Statement for comments	CITY Stifel SF
Friday, January 22	Distribute Final Official Statement	Stifel
Wednesday, January 27	Transcript to Kansas Attorney General's Office for Approval Bonds to Kansas State Treasurer	SF
Friday, February 5	Bonds Shipped to Depository Trust Company (DTC)	SF
Wednesday, February 10	Bond Closing Closing Confirmation	Stifel SF

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: November 17, 2026
RE: 2027 Master Fee Schedule updates

ISSUE:
The Governing Body is asked to review and recommend updates to the Master Fee Schedule for 2027.

BACKGROUND:
On November 18th, 2025, the Governing Body approved a resolution to establish the master fee schedule for calendar year 2026. This was the first time the City had established a master fee schedule to compile all rates and fees assessed by the City for different services. The intent is to revise the fee schedule in the fourth quarter of each year and adopt a new Ordinance to update the fee schedule with a January 1 effective date.

Staff have reviewed the current fee schedule and provided recommended adjustments to rates for 2027. These suggestions are included in the document attached to this item in the column "Department Suggested Changes". Items in that column with an asterisk have additional commentary or explanation provided by department heads regarding their proposed changes, or lack thereof. These comments are provided on the last page of the attached document.

Staff also compiled a column showing potential rates if they were adjusted to align with the Midwest CPI for 2026, titled "CPI Adjustments". This column utilizes a CPI adjustment rate of 3.5% over the 2026 established rate. As of the end of October 2026, Midwest CPI is up approximately 4.6% for Headline CPI (includes Food and Energy items) and up 3.4% for Core CPI. Additionally, staff included a column showing the CPI adjustments for rates that were not changed for 2026 and have a "Last Changed" date from some prior year. For example, if a rate was last changed in 2023, the rate shown in the "Multi-Year CPI Adjustments" column would show what the rate would be for 2027 if you increased it by the cumulative average annual CPI for all years from 2023 through 2026.

The items in Addenda A and B will be updated to reflect the final determination of rate increases for the Planning and Development fees, once those are determined. The values in Addenda C and D have been updated to reflect rates already approved through other Ordinances or procedures and are not established by the adoption of the fee schedule, but are included for informational purposes.

This initial presentation is intended to elicit discussion and feedback from the Governing Body. Staff requests that the Governing Body discuss and consider the following factors to provide feedback to staff for compiling a final fee schedule to be established for 2027. The final version of the fee schedule will be presented to the Governing Body as a Resolution at the December 1st commission

meeting, with an effective date of January 1, 2027.

The factors to consider are:

1. Does the City Commission want to adjust rates based on department head suggestions, with the majority of rates remaining the same for 2027?
2. Does the City Commission want to increase all rates across the schedule by a set percentage?
3. For rates that were not increased in 2026, does the City Commission want to adjust using a different percentage that accounts for multiple years of inflationary pressure?
4. Does the City Commission want to do some combination of the above options?
5. Are there specific departments or services where the City Commission desires to see rates increase each year, and others where the desire is to keep rates static?
6. What factors or considerations does the City Commission want staff to employ as they evaluate future year recommendations for proposed rate changes?

Staff recognizes that rate increases are unpopular, and many department heads have reservations about increases across the board, such as those based on a set percentage. However, over the last five years, we have seen a consistent upward pressure on the costs we experience to facilitate our programs and services. Equipment and material costs have increased, with some departments seeing significant increases in purchase prices compared to a few years ago. The cost of maintaining our facilities and supporting our programming has increased. Salary and benefits costs continue to increase as our pay scale has been adjusted to account for inflation and to remain competitive with the market. If our rates are not adjusted accordingly, the cost recovery of our programs and services will continue to diminish. Ultimately, this will necessitate either increasing revenue from another source, such as property or sales tax, or reducing costs associated with the programs and services we provide.

As the Governing Body considers the potential adjustments for the 2027 Fee Schedule, it would be irresponsible not to consider the impact of the termination of the .25 County Sales Tax that was not renewed in the recent election. That sales tax accounted for approximately $1,400,000 in revenues in the 2027 budget. With the termination of the sales tax, the City anticipates a reduction of approximately $117,000 in the 2027 budget. The impact on the 2028 budget will be a reduction of approximately $1,450,000. Historically, this revenue has been utilized to fund planning and development, public safety, parks and recreation, including Lee Richardson Zoo, and street improvements. For comparison's sake, this lost revenue represents approximately 50% of the Lee Richardson Zoo's 2025 annual operating costs.

ALTERNATIVES:

1. The Governing Body may provide direction to staff on the desired methodology for adjusting the Fee Schedule for 2027.
2. The Governing Body may defer to a later date.

RECOMMENDATION:

Staff recommends the Governing Body provide direction to staff regarding the methodology and desired outputs of the Fee Schedule for 2027 so a final version of the Ordinance adopting the 2027 Fee Schedule can be prepared for the December 1, 2026 meeting.

FISCAL NOTE:

Since the adoption of the 2026 Fee Schedule, the City has experienced increases in wide array of

revenues ties to the fee schedule. Some of these increases may also be attributable to increases in usage or instances of the item or service and is not all tied to a higher fee. Some examples of revenue collections YTD for October 2026 vs. October 2025 include:

Item	Revenue through 10/31/25	Revenue through 10/31/26	Percentage of Increase
License - Contractor	$41,060	$54,460	32%
Permits - Building	$367,173	$981,100	167%
False Alarm Fees (Fire and PD)	$1,125	$7,395	557%
Cemetery Spaces	$36,854	$84,201	128%
Gate Receipts (Zoo)	$22,145	$29,450	33%
Garden Rapids Admission	$130,966	$206,480	58%
Parks Reservations	$10,695	$19,600	83%
Zoo-Based Programs	$9,653	$13,838	43%
Green Fees (Golf)	$229,020	$237,402	4%

ATTACHMENTS:

2027 Fee Schedule - Potential Rate Considerations
2026 Adopted Fee Schedule

CITY OF GARDEN CITY FEE SCHEDULE
RESOLUTION NO. xxxx - 2026
A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS, ESTABLISHING A MASTER FEE SCHEDULE FOR CALENDAR YEAR 2027.
NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas:

*Accounts for 3.5% Annual CPI Adjustment from 2026 Rate.

*Accounts for Average Annual CPI Adjustment from Last Rate Change Date.

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
CITY CLERK						
22-240	**Mobile Food Vendors**	**2019**				
	Annual mobile food vendor license fee		$600.00		$ 621.00	$ 760.00
	Monthly mobile food vendor license fee		$200.00		$ 207.00	$ 253.00
	Daily mobile food vendor license fee		$50.00		$ 52.00	$ 63.00
6-88	**Cereal Malt Beverage**					
	On Premise	2024	$200.00 per year	*		
	Off Premise	2026	$50.00 per year	*		
6-88	Change of location fee	2026	$50.00	*		
	Special event	2026	$100.00 per event	*		
6-128	**Occupational Tax - Retail liquor stores**					
	Liquor license - off premise	2024	$600.00	*		
6-158	**Private club license**	**2011**				
	Class A Club		$500.00	*		
	Class B Club		$500.00	*		
6-178	**Drinking Establishment**					
	Liquor License - on premise	2011	$500.00	*		
22-69	**Ciruses and Carnivals**					
	Circuses and Carnivals Permit	2026	$100.00 per day		$ 104.00	
22-70	**Precious Metal Dealers**		$25.00 per year		$ 26.00	
	Pawnbrokers		$25.00 per year	*		
22-131	**Itinerant Merchants**	**2019**				
	Local - per year		$300.00		$ 311.00	$ 380.00
	Local - per month		$100.00		$ 104.00	$ 127.00
	Local - per day		$25.00		$ 26.00	$ 32.00
	Non-Local per month		$900.00		$ 932.00	$ 1,140.00
	Non-Local per day		$300.00		$ 311.00	$ 380.00
98-70	**Taxi Cab/Limo**					
	Per Vehicle	2026	$30.00 per vehicle		$ 31.00	
2-745	**Records Requests**					
	Calculated on factors related to each request	2022	Varies			
42-31	**Administration**					
	Waiver of ordinances	2009	$50.00	*Change to $500.00	$ 52.00	$ 74.00
AIRPORT						
	Hangar Rentals					
	Single Bifold Door	**2024**	**Per Month:**			
	Regular		$100.00	*	$ 104.00	$ 109.00
	End Hangar		$125.00	*	$ 130.00	$ 137.00
	Single Slider Door					
	Regular		$90.00	*	$ 93.00	$ 98.00

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	End Hangar		$115.00	*	$ 119.00	$ 126.00
	Twin Slider Door					
	Regular		$130.00	*	$ 135.00	$ 142.00
	End Hangar		$155.00	*	$ 160.00	$ 175.00
	Storage Hangar					
	Non-aeronautical airside		$500.00	*	$ 518.00	$ 546.00
	Non-aeronautical landslide		$100.00	*	$ 104.00	$ 109.00
	Non-aeronautical landside end hangar		$125.00	*	$ 129.00	$ 137.00
CEMETERY						
30-40	**Weekend (Sat & Sun) holiday funerals**	2026	$400.00		$ 414.00	
30-54	**Service charges for foundations and bases**	**2026**				
	Single or double base or foundation		$50.00		$ 52.00	
	Required relocation of single or double base or foundation		$40.00		$ 41.00	
30-80	**Gravesites**					
	Sunset Memorial Gardens					
	Adult grave spaces	2012	$450.00		$ 466.00	$ 613.00
	Half spaces for infants and cremations	2012	$250.00		$ 259.00	$ 340.00
	Deposit for site	2026	$75.00		$ 78.00	
	Valley View	**2026**				
	Adult grave spaces		$550.00		$ 570.00	
	Half spaces for infants and cremations		$325.00		$ 336.00	
	Deposit for site		$75.00		$ 78.00	
	Mausoleums, price per lot		$5,000.00		$ 5,175.00	
30-88	**Grave Opening and Closing**	**2026**				
	Adult grave		$500.00		$ 518.00	
	Weekends (Sat & Sun) and holidays		$700.00		$ 725.00	
	Infant grave		$350.00		$ 362.00	
	Weekends (Sat & Sun) and holidays		$500.00		$ 518.00	
	Ashes interment (cremated remains)		$200.00		$ 207.00	
	Weekends (Sat & Sun) and holidays		$250.00		$ 259.00	
	Interment services for after 3:30 pm on weekdays		Additional $200.00		$ 207.00	
	Interment services for a Saturday or Sunday or holiday		Additional $300.00		$ 311.00	
30-87	**Reopening and disinterment**	**2026**				
	Container 42 inches in size and larger		$1,000.00		$ 1,035.00	
	Container less than 42 inches in size		$800.00		$ 828.00	
	Cremation container		$400.00		$ 414.00	
30-58	**Valley View Columbarium fees**	**2016**				
	Top row niche		$1,000.00		$ 1,035.00	$ 1,316.00
	Second row niche		$900.00		$ 932.00	$ 1,184.00
	Third row niche		$800.00		$ 828.00	$ 1,053.00
	Bottom row niche		$700.00		$ 725.00	$ 921.00
	Addition of a second urn to a single niche					
	with engraving		$375.00		$ 388.00	$ 494.00
	additional cremation		$350.00		$ 362.00	$ 461.00
	Holiday and weekend inurnments		$300.00		$ 311.00	$ 395.00
	Disinterment		$350.00		$ 362.00	$ 461.00
	Misc					

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Rental of chairs and box for private graveside internments	2026	$50.00	Remove per Kacy - small number of chairs	$ 52.00	
FIRE						
	CPR and First Aid	2026	$20.00		$ 21.00	
34-58	**False Alarm Fees**	**2026**				
	1-5		No Assessment			
	6-10		$110.00		$ 114.00	
	11-15		$275.00		$ 285.00	
	16+		$550.00		$ 569.00	
46-2	**Townships**		Dictated by separate contracts, listed her as FYI			
	Garden City	**2023**	1 Mill			
	Garfield		$450.00/run			
	Ivanhoe		1/2 Mill			
	Pierceville		$450.00/run			
	Pleasant Valley		1/2 mill			
	Sherlock		55% of 3/4 mill			
	Terry		1/2 mill			
	Emergency Response	**2026**				
	Motor Vehicle Accident		$550.00 per hour	New - 3rd Quarter 2026		
	Vehicle Fire		$750.00 per hour	New - 3rd Quarter 2026		
	Command Vehicle		$350.00 per hour	New - 3rd Quarter 2026		
	Fluid Spill		$750.00 per hour	New - 3rd Quarter 2026		
	Additional Apparatus		$550.00 per hour	New - 3rd Quarter 2026		
MUNICIPAL COURT						
1-9	**Court Costs**	**2026**				
	Traffic Cases		$80.00		$ 83.00	
	Criminal Cases		$100.00		$ 104.00	
	Parking Cases		$10.00		$ 10.00	
	Court Fines					
1-9	**Warrant Fees**	**2026**				
	Warrant Issue Fee		$70.00		$ 72.00	
	Warrant Administrative Fee		$30.00		$ 31.00	
2-745	**Record Requests**					
	Calculated on factors related to each request	2022	Varies			
	Diversion Fees	**2026**				
	Traffic Cases		$160.00		$ 166.00	
	Criminal Cases		$360.00		$ 373.00	
	Diversion - Community Service Buyout	2026	$30.00/hour			
	Fast Track Fees	**2026**				
	Traffic		$160.00		$ 166.00	
	Traffic - Construction/School Zone		$210.00		$ 217.00	
	Expungement	2026	$150.00		$ 155.00	
	Driving Class	2026	$50.00		$ 52.00	
NEIGHBORHOOD & DEVELOPMENT SERVICES						
PLANNING AND ZONING						
	City Planning and Zoning Applications					
	Amendment Change	2014	$250.00		$ 259.00	$ 333.00

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Certificate of Zoning	2026	$50.00		$ 52.00	
	Conditional Use Permit	2026	$275.00		$ 285.00	
	Conditional Use Permit Transfer	2019	$200.00		$ 207.00	$ 253.00
	Home Insulation Loan	2006	10% downpayment based on loan amount			
	Neighborhood Revitalization Program	2026	$300.00		$ 311.00	
	Rezoning	2026	$300.00		$ 311.00	
	Variance	2026	$275.00		$ 285.00	
	Zoning Use Permit (Home Occupation)	2026	$50.00		$ 52.00	
	Plat Filing Applications - City	**2026**				
	City Parcel Plat/Lot Split		$80.00		$ 83.00	
	City Preliminary Plat		$200.00 + $5.00/lot		$207 + $5/lot	
	City Final Plat		$150.00 + $5.00/lot		$155 + $5/lot	
INSPECTIONS						
	Contractor Licensing	**2026**				
94-2	Arborist License		$50.00		$ 52.00	
	Contractor License New		$250.00		$ 259.00	
	Contractor License Renewal		$150.00		$ 155.00	
	Contractor License Renewal Late fee		$150.00		$ 155.00	
	Trade Cards - New & Renewals		$25.00		$ 26.00	
	Exam Sponsorship Fee		$40.00		$ 41.00	
	Residential Permits	**2026**	Examples shown in Addendum A			
	Fees based on Project Valuation				$ -	
	$0.01 to $500.00		$39.00		$ 40.00	
	$500.01 to $2,000.00		$39.00 for first $500.00 plus $2.00 for each additional $100.00 or fraction thereof		$40 for first $500 plus $2.00 for each additional $100	
	$2,000.01 to $25,000.00		$69.00 for first $2,000.00 plus $11.00 for each additional $1,000.00 or fraction thereof		$71 for first $2,000 plus $11	
	$25,000.01 to $50,000.00		$322.00 for first $25,000.00 plus $8.00 for each additional $1,000.00 of fraction thereof		$333 for first $25,000 plus $8	
	$50,000.01+		$522.00 for first $50,000.00 plus $5.00 for each additional $1,000.00 or fraction therof		$540 for first $50,000 plus $5	
	Commercial & Industrial Permits	**2026**	Examples shown in Addendum A			
	Fee Based on Project Valuation					
	$0.01 to $500.00		$42.00		$ 43.00	
	$500.01 to $2,000.00		$42.00 for first $500.00 plus $2.50 for each additional $100.00 or fraction thereof		$43 for first $500 plus $2.50	
	$2,000.01 to $25,000.00		$79.50 for first $2,000.00 plus $18.00 for each additional $1,000.00 or fraction thereof		$82 for first $2,000 plus $19	
	$25,000.01 to $50,000.00		$493.50 for first $25,000.00 plus $10.00 for each additional $1,000.00 of fraction thereof		$511 for first $25,000 plus $10	
	$50,000.01 to $100,000.00		$743.50 for first $50,000.00 plus $8.00 for each additional $1,000.00 or fraction therof		$770 for first $50,000 plus $8	
	$100,000.01+		$1,143.50 for first $100,000.00 plus $6.00 for each additional $1,000.00 or fraction therof		$1,184 for first $100,000 plus $6	
	Fence Permit	2026	Fee based on project valuation - Residential and Commercial rates			
	ROW permit (Curb Cut)	2026	$75.00		$ 78.00	
	Excavation Permit	2026	$50.00		$ 52.00	
	Sign Permit (permanent)	2026	$100.00		$ 104.00	

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Sign Permit - Temporary or Portable	2026	$0.00			
	Sign Permit - Offsite & EMB	**2019**				
	Fee Based on Project Valuation					
	$0.01 to $6,000.00		$75.00		$ 78.00	$ 95.00
	$6,000.01 to $25,000.00		$130.00		$ 135.00	$ 165.00
	$25,000.01 to $50,000.00		$220.00		$ 228.00	$ 279.00
	$50,000.01 to $100,000.00		$350.00 for the first $50,000.01 plus $4.50 for each additional $1,000.00 or fraction thereof, to and including $100,000.00		$362 for first $50,000.01 plus $4.50	$433 for first $50,000.01 plus $5.50
	$100,000.01 to $250,000.00		$600.00 for the first $100,000.01 plus $3.75 for each additional $1,000.00 or fraction thereof, to and including $250,000.00		$621 for first $100,000.01 plus $3.75	$760 for first $100,000.01 plus $4.75
	$250,000.01 to $500,000.00		$1,162.00 for the first $250,000.01 plus $4.00 for each additional $1,000.00 or fraction thereof		$1,203 for first $250,000.01 plus $4.00	$1,472 for first $250,000.01 plus $5.00
	$500,000.01 to $1,0000,000.00		$2,160.00 for the first $500,000.01 plus $4.00 for each additional $1,000.00 or fraction thereof.		$2,236 for first $500,000.01 plus $4.00	$2,735 for first $500,000.01 plus $5.00
	$1,000,000.01 and Over		$4,160.00 for the first $1,000,000.01 plus $2.00 for each additional $1,000.00 or fraction thereof.		$4,306 for first $1,000,000.01 plus $2.00	$5,267 for first $1,000,000.01 plus $2.50
78-42	**Blanket Permit**	2026	$1,500.00		$ 1,553.00	
	Demolition Permit	2026	$50.00		$ 52.00	
	Right-of-Way for Parklets Permit	2026	$200.00 annually		$ 207.00	
	Mileage Fee	2026	$15.00		$ 16.00	
	Inspections	**2026**				
	After hours		$80.00		$ 83.00	
	Re-Inspections		3rd time inspection - $50.00 per hour		$ 52.00	
	Inspections for which fee is not specifically indicated		$30.00		$ 31.00	
	Canceled Permit Processing Fee	2026	$20.00		$ 21.00	
	Plan/Additional Plan Review	2013	$100.00 Per hour		$ 104.00	$ 135.00
	House Moving	**2013**				
	House Moving Bldg Inspection		$100.00		$ 104.00	$ 135.00
	House Moving Bldg Permit		$600.00		$ 621.00	$ 798.00
	Working w/o Permit	**2019**				
18-6	**Working w/o permit - $25k or less**		Double the regular permit fee plus $50.00		Double the regular permit fee plus $52	Double the regular permit fee plus $63
	Working w/o permit - Greater than $25k		Double the regular permit fee plus $250.00		Double the regular permit fee plus $259	Double the regular permit fee plus $317
	Building Safety Board of Appeals - Appeal Application	2006	$300		$ 311.00	$ 430.00
38-113, 38-114	**Code Enforcement**	**2026**				
	Weed Abatement - Owner A/R		Admin fee of $75.00, plus the cost incurred in abatement		Admin fee of $78, plus the cost incurred of abatement	
	Unlawful Deposit Abatement		Admin fee of $75.00, plus the cost incurred in abatement		Admin fee of $78, plus the cost incurred of abatement	
	Environmental Nuisance Abatement		Admin fee of $85.00, plus the cost incurred in abatement		Admin fee of $88, plus the cost incurred of abatement	
	Dead/Diseased Trees Abatement		Admin fee of $85.00, plus the cost incurred in abatement		Admin fee of $88, plus the cost incurred of abatement	
	Vehicle Nuisance Abatement		Admin fee of $150.00, plus the cost incurred in abatement		Admin fee of 155, plus the cost incurred of abatement	
	Delinquent Payment Administration Fee		$33.00 assessed to any abatement fee not paid on time			
POLICE DEPARTMENT						
2-745	**Records Requests**					

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Calculated on factors related to each request	2022	Varies			
	Online Accident Reports	2026	$5.00		$ 5.00	
38-31	**Vehicle Impound Fees**	**2026**				
	Tow Fee		Cost of Tow + $25.00 Admin Fee		Cost of Tow + $26 Admin Fee	
	After 14 days		Cost of Tow + $25.00 Admin Fee + $10.00/day		Cost of Tow + $26 Admin Fee + $10/day	
86-2 (section m)	**Micro Utility Vehicle Registration**	**2024**				
	New Registration		$25.00		$ 26.00	$ 27.00
	Annual Renewal		$15.00		$ 16.00	$ 16.00
34-58	**False Alarm**	**2026**				
	1-5		No fee			
	6-10		$110.00		$ 114.00	
	11-15		$275.00		$ 285.00	
	16+		$550.00		$ 569.00	
	Cellular Phone Wiping	2023	$100.00		$ 104.00	$ 113.00
	Animal Fees					
10-102	**Dog & Cat Tags**	**2026**				
	Neutered/Spayed		$5.00		$ 5.00	
	Unneutered/unspayed		$10.00		$ 10.00	
10-106	Lost dog or cat tag	2026	$3.00		$ 3.00	
10-156	Commercial kennel registration	2026	$35.00		$ 36.00	
10-157	Cattery registration	2026	$15.00		$ 16.00	
	Gun Range	**2021**				
	Lane Rental					
	Handgun		$12.00/hour	*$15	$12.50/hour	$ 14.75
	Rifle		$18.00/hour	*$20	$18.50/hour	$ 22.00
	Annual single membership		$350.00	*	$ 362.00	$ 430.00
	Annual family membership		$500.00	*	$ 518.00	$ 614.00
	Eyes/Ears/Ammo/Targets		Fair market pricing			
RECREATION:						
	Adult Sports					
	Team Sports					
	Coed Softball League - 10 Games	2022	$440.00 per team		$ 455.00	$ 523.00
	Coed Summer Softball - 14 Games	2022	$550.00 Per team		$ 570.00	$ 654.00
	Coed Volleyball	2022	$170.00 per team		$ 176.00	$ 202.00
	Futsal League	2022	$230.00 per team + $20.00 per player		$238 + $20 per player	$273 + $24 per player
	Night Soccer	2022	$230.00 per team + $20.00 per player		$238 + $20 per player	$273 + $24 per player
	Women's Soccer	2023	$210.00 per team + $20.00 per player	Raise to $230	$217 + $20 per player	$238 + $23 per player
	Women's Volleyball	2022	$170.00 per team		$ 176.00	$ 202.00
	Men's Basketball League	2020	$450.00 per team		$ 455.00	$ 560.00
	Women's Basketball League	2025	$310.00 per team		$ 321.00	$ 329.00
	Softball Tournament	2018	$180.00 per team		$ 186.00	$ 231.00
	Team Late Registration		Additional $50.00		$ 52.00	
	Individual Sports					
	Disc Golf League	2025	$25.00/player		$ 26.00	$ 26.50
	Disc Golf Tournament	2025	$25.00/player		$ 26.00	$ 26.50
	Pickleball League	2025	$25.00/player		$ 26.00	$ 26.50

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Ping Pong League	2025	$25.00/player		$ 26.00	$ 26.50
	Cornhole Tournament	2022	$25.00/player		$ 26.00	$ 30.00
	Individual Late Registration	2022	Additional $10.00/person		$ 10.00	$ 12.00
	Road Races 1 Mile	2023	$30.00		$ 31.00	$ 34.00
	Late Registration	2023	$35.00		$ 36.00	$ 40.00
	Road Races 5k	2023	$40.00		$ 41.00	$ 45.00
	Late Registration	2023	$45.00		$ 47.00	$ 51.00
	Youth Sports					
	Youth Archery	2023	$30.00		$ 31.00	$ 34.00
	Baseball & Softball - Ages 6-12	2023	$40.00		$ 41.00	$ 45.00
	Baseball & Softball - Jr & Pony	2023	$50.00		$ 52.00	$ 57.00
	Baseball & Softball - Mini Sluggers & T-ball	2020	$30.00		$ 31.00	$ 37.00
	Basketball Camp	2022	$40.00		$ 41.00	$ 48.00
	NFL Flag Football	2025	$50.00		$ 52.00	$ 53.00
	Futsal	2022	$35.00		$ 36.00	$ 42.00
	Pre-season Baseball League	2022	$60.00		$ 62.00	$ 71.00
	Soccer	2023	$35.00		$ 36.00	$ 40.00
	Spring Training	2025	$40.00		$ 41.00	$ 42.00
	Summer Fit Camp	2025	$25.00		$ 26.00	$ 27.00
	Volleyball Camp	2021	$40.00		$ 41.00	$ 49.00
	Volleyball League - Mini Hitters	2021	$30.00		$ 31.00	$ 37.00
	Volleyball League - Olders	2023	$40.00		$ 41.00	$ 45.00
	Basketball League - Mini Dribblers	2020	$30.00		$ 31.00	$ 37.00
	Basketball League - Older	2022	$40.00		$ 41.00	$ 48.00
	Blue Tide Swim Team	2025	$110.00		$ 114.00	$ 117.00
	Late Registration	2023	Additional $10.00/person			
	Other Activities					
	Easter Egg Hunt	2026	$5.00		$ 5.00	
	Royal Tea Party	2024	$30.00 for entry of two + $10.00/additional entry		$31 + $10	$33 + $11
	Beginning Line Dancing	2023	$30.00		$ 31.00	$ 34.00
	Daddy Daughter Dance	2023	$30.00 for entry of two + $10.00/additional entry		$31 + $10	$34 + $11
	Carnival	2024	$5.00		$ 5.00	
	Enrichment Classes (may have additional supply costs)	2024	$10.00 - $40.00		$10-42	$11-45
	Enrichment Camps (Creativity, Cupcake, etc)	2025	$25.00 - $65.00		$26-$67	$27-$69
	Youth Theater Camp	2025	$40.00		$ 41.00	$ 42.00
	Holiday Photos	2021	$10.00		$ 10.00	$ 12.00
	Fitness Class Drop In Fee	2026	$5.00		$ 5.00	
	Fitness Class Registered per class rate	2024	$3.00/class		$ 3.00	
	Single Day Open Gym Pass	2026	$3.00		$ 3.00	
	Walking Group (18 times)	2025	$10.00		$ 10.00	$ 11.00
	Core Fitness					
	Single - Daily Drop In	2026	$6.00		$ 6.00	
	Single - Weekly Pass	2026	$30.00		$ 31.00	
	Single - Monthly	2026	$45.00		$ 47.00	
	Single - Monthy (Auto Pay)	2023	$40.50		$ 42.00	$ 46.00
	Single - Annual	2023	$432.00		$ 447.00	$ 490.00
	Couple - Monthly	2026	$75.00		$ 78.00	

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Couple - Monthly (Auto Pay)	2026	$67.50		$ 70.00	
	Couple - Annual	2026	$720.00		$ 745.00	
	Family - Monthly	2026	$130.00		$ 135.00	
	Family - Monthly (Auto Pay)	2026	$117.00		$ 121.00	
	Family - Annual	2026	$1,248.00		$ 1,292.00	
	Corporate Monthly Memberships	2026	$32.00		$ 33.00	
	Gymnastics					
	Gymnastics Drop In Fee	2023	$15.00		$ 16.00	$ 17.00
	Monthly Fee - Pre-Team	2025	$90.00		$ 93.00	$ 95.00
	Monthly Fee - Team A	2025	$240.00		$ 248.00	$ 254.00
	Monthly Fee - Team B	2025	$225.00		$ 233.00	$ 239.00
	Monthly Fee - Team C	2025	$205.00		$ 212.00	$ 217.00
	Tiny Tot Class	2025	$25.00		$ 26.00	$ 27.00
	Tot Tumbler/Tumbling I	2025	$30.00		$ 31.00	$ 32.00
	Kinder Gym	2025	$35.00		$ 36.00	$ 37.00
	Beginner/Jr. Ninja/Tumbling II/Cheer I/Intermediate	2025	$48.00		$ 50.00	$ 51.00
	Advanced	2025	$65.00		$ 67.00	$ 69.00
	Open Gym Fees	2025	$5.00		$ 5.00	
	Open Gym Punch Pass	2025	$40.00		$ 41.00	$ 42.00
	Private Lessons - 1 Session	2025	$25.00		$ 26.00	$ 27.00
	Private Lessons - 3 Sessions	2025	$75.00		$ 78.00	$ 80.00
	Private Lessons - 6 Sessions	2025	$135.00		$ 140.00	$ 143.00
	Gymnastics Center Party Rental	2025	$200.00		$ 207.00	$ 212.00
	Buffalo Dunes Golf Course					
	Green Fees					
	9 Holes - Monday-Thursday	2026	$27.00	$ 30.00	$ 28.00	
	9 Holes - Friday-Sunday & Holidays	2026	$32.00	$ 35.00	$ 33.00	
	18 Holes - Monday-Thursday	2026	$37.00	$ 40.00	$ 38.00	
	18 Holes - Friday-Sunday & Holidays	2026	$42.00	$ 45.00	$ 43.00	
	Students (21 and under) - Monday-Thursday	2025	$10.00	$ 10.00	$ 10.00	$ 10.50
	Students (21 and under) - Friday-Sunday & Holidays	2025	$10.00	$ 10.00	$ 10.00	$ 10.50
	Driving Range					
	Small bucket	2025	$5.00	$ 5.00	$ 5.00	$ 5.50
	Large bucket	2025	$10.00	$ 10.00	$ 10.00	$ 10.50
	Yearly Range Pass	2026	$225.00	$ 225.00	$ 233.00	
	Private Golf Cart Trail	**2026**				
	9 Holes		$15.00	$ 16.00	$ 16.00	
	18 Holes		$20.00	$ 21.00	$ 21.00	
	Annual		$750.00	$ 775.00	$ 776.00	
	Senior Annual		$500.00	$ 520.00	$ 518.00	
	Golf Cart Rental	**2026**				
	9 Holes		$15.00	$ 16.00	$ 16.00	
	18 Holes		$20.00	$ 21.00	$ 21.00	
	Annual Memberships	**2026**				
	Tradtional Pass					
	Adult		$550.00	$ 570.00	$ 569.00	
	Family		$775.00	$ 800.00	$ 82.00	

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Student		$105.00	$ 110.00	$ 109.00	
	Senior		$375.00	$ 390.00	$ 388.00	
	Gold Pass					
	Adult		$1,360.00	$ 1,400.00	$ 1,408.00	
	Couple		$1,740.00	$ 1,800.00	$ 1,801.00	
	Family		$2,020.00	$ 2,090.00	$ 2,091.00	
	Student (Ages 16-20)		$925.00	$ 960.00	$ 957.00	
	Senior (65 and Over)		$1,235.00	$ 1,280.00	$ 1,278.00	
	Weekend Tournament Rates	**2026**				
	Per Player		$75	$75, this is adequate for Tournament Rates	$ 78.00	
	Garden Rapids					
	Couple Pass	2025	$130.00	Remove	$ 135.00	$ 138.00
	Family Pass	2025	$200.00	$ 225.00	$ 207.00	$ 212.00
	Punch Pass (20)	2026	$80.00		$ 83.00	
	Single Day Pass	2026	$5.00		$ 5.00	
	Single Pass	2025	$80.00	$ 100.00	$ 83.00	$ 85.00
	Special Event Pass	2026	$10.00		$ 10.00	
	Additional Children on Family Pass	2021	$20.00/Child	$ 25.00	$ 21.00	$ 25.00
	Water Aerobics	2025	$30.00		$ 31.00	$ 32.00
	Resistance Walking	2026	$20.00 per month		$ 21.00	
	Lap Swim	2026	Lap Swim Pass per month $20.00		$ 21.00	
	Pool Rental - 1/2 Pool	2025	$300.00/hour (min. of 2 hours)		$ 311.00	$ 318.00
	Pool Rental - 1/2 Pool + 2 High Fly Slides	2025	$300.00/hour (min. of 2 hours) +$100.00		311 + $104	318 + $106
	Pool Rental - Full Pool	2025	$750.00/hour (min. of 2 hours)		$776	$ 795.00
	Cabana Rental - Reserved	2024	$85.00/hour (min of 2 hours)		$88	$ 93.00
	Cabana Rental - Walk Up	2024	$30.00/hour M-Th, $40.00/hour Fri-Sun & Holidays		$31 M-Th, $42 Fri-Sun & Holidays	$33 M-Th, $45 Fri-Sun & Holidays
	Private Swimming Lessons	2025	$45.00 per 4 lessons		$ 47.00	$ 48.00
	Swimming Lessons	2026	$35.00		$ 36.00	
	Parks					
	Shelter Reservations	**2026**				
	Small		$50.00		$ 52.00	
	Large		$100.00		$ 104.00	
	Stevens Park		$100.00 on weekdays, $200.00 on Friday, Sat, Sun		$104 weekdays, $208 on Fri-Sun	
	Flower Garden (Gazebo)		$50.00		$ 52.00	
	Recreation Facility Rentals					
	Classroom I					
	Studio II					
	Full Gym Rental - For Profit Event					
	Weekday Rental (Open Hours Only)	2026	$800.00		$ 828.00	
	Weekend Rental (Open Hours Only - Fri, Sat, Sun)	2026	$1,000.00/day		$ 1,035.00	
	After Hours Rental (7am - 12am)	2026	$50.00/hour		$ 52.00	
	Custodial Fee	2026	$35.00/visit		$ 36.00	
	Field Use					
	Baseball & Softball Game Field (initial prep & field chalking included)	2026	$25.00/hour - $170.00/day		$26/hour - $176/day	
	Turf Baseball Game Field (initial prep included)	2026	$35.00/hour - $238.00/day		$36/hour - $246/day	
	Baseball & Softball Field - practice field	2026	$15.00/hour - $102.00/day		$16/hour - $106/day	
	Turf Baseball Field - practice field	2026	$25.00/hour - $170.00/day		$26/hour - $176/day	

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
	Multi-Purpose Game Field - (initial prep & marking included)	2026	$30.00/hour - $204.00/day		$31/hour - $211/day	
	Multi-Purpose Practice Field	2026	$15.00/hour - $102.00/day		$16/hour - $106/day	
	Courts at the Zoo	2026	$15.00/hour - $ 102.00/day		$16/hour - $106/day	
	Grimsley Tennis Courts	2026	$10.00/hour - $68.00/day		$10/hour - $70/day	
	Field Painting	2024	$100.00 each		$ 104.00	$ 109.00
	Field Chalking	2024	$15.00 each		$ 16.00	$ 16.00
	Field Drying Agent	2024	$15.00 per bag (after first three)		$ 16.00	$ 16.00
	Infield Dragging	2024	$15.00 each		$ 16.00	$ 16.00
	Portable Mound	2024	$20.00 each mound/day		$ 21.00	$ 22.00
	Portable Fencing	2024	$100.00 per field (per installation)		$ 104.00	$ 109.00
	Field Lights	2021	$35.00/hour per field		$ 36.00	$ 43.00
	Field Supervisor	2025	$20.00/hour		$ 21.00	$ 21.00
	Cleaning Deposit	2024	$100.00		$ 104.00	$ 109.00
	Wet Field Prep (up to 3 bags of diamond dry included)	2024	$50.00/hour		$ 52.00	$ 55.00
	Field Drying Agent (after the first 3 bags)	2024	$15.00/bag		$ 16.00	$ 16.00
UTILITIES:						
ADMINISTRATIVE						
90-82	**Customer utility service fee (connections, disconnections & transfers)**	**2026**	$30.00		$ 31.00	
90-88	After Business Hours (after 5pm, Sat, Sun, and holidays)		$60.00		$ 62.00	
90-84	**Utility Initiation Fee (includes connection fee)**	**2026**				
	Residential - single family or unit		$75.00		$ 77.00	
	Commercial		$200.00 (unless otherwise agreed upon in a legal agreement)		$ 207.00	
90-82	**Late charge for delinquent utility bills**	2011	5% of amount billed			
90-40	**Meter Testing Charge**	2011	$50.00		$ 52.00	$ 69.00
90-42	**Service failures service call**	2011	$35.00		$ 36.00	$ 48.00
ELECTRIC SERVICE RATES						
	Electric Utility Rates		Please see Addendum D			
90-309	**Customer owned residential and commercial renewable energy generation facilities**	2018	150% - Variable credit based upon 150% of the avoided cost monthy & a $500.00 Interconnection Application Processing fee to the customer		150% - Variable credit based upon 150% of the avoided cost monthy & a $518 Interconnection Application Proccessing Fee	150% - Variable credit based upon 150% of the avoided cost monthy & a $643 Interconnection Application Proccessing Fee
	Pole Attachment Fee	2011	$3.00-$12.50		$3.00-$12.50	$4.00-$17.00
	New Development Infrastructure Residential and Commercial	2011	Varies			
90-269	**Electric System Connection Fee**	2011	Please see Addendum D			
WATER SERVICE CHARGES						
90-177	**Residential Water Utility Rates**	2026	Please see Addendum D			
90-180	**Tank Water and Misc Sales**	**2026**				
	Tank Water: Fill Station		$6.73		$ 6.97	
	Tank Water: Hydrant Meter		$6.73		$ 6.97	
90-40	**Water Meter Testing Fee**	2011	$50.00		$ 52.00	$ 69.00
WASTEWATER SERVICE CHARGES						
90-204	**Sewage Charge - Residential**	2026	Please see Addendum D			
STORMWATER - DRAINAGE						
90-379	**Residential Fees**	2017	Please see Addendum D			
SOLID WASTE - RECYCLING						
74-37	**Solid Waste - Residential & Multi-Family**	2023	Please see Addendum D			
ZOO						

CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Department Suggested Changes	CPI Adjustments	Multi-Year CPI Adjustments
66-36	**Entry Charges**	**2026**				
	Motorized Vehicles		$20.00		$ 21.00	
	Buses (except school buses)		$40.00		$ 41.00	
	Camps					
	Summer Camp	**2021**				
	Non-Member		$100.00		$ 104.00	$ 123.00
	FOLRZ Member		$90.00		$ 93.00	$ 111.00
	Spring Camp	**2022**				
	Non-Member		$50.00		$ 52.00	$ 59.00
	FOLRZ Member		$40.00		$ 41.00	$ 48.00
	Birthday Parties	**2025**				
	Base Cost		$200.00		$ 207.00	$ 212.00
	Decorations and set-up/teardown		$25.00		$ 26.00	$ 27.00
	Additional time during business hours (8am-5pm)		$50.00 per hour		$52/hour	$ 53.00
	Additional time after hours (after 5pm)		$75.00 per hour		$78/hour	$ 80.00
	FOLRZ birthday party discount		$10.00 off each option		$10 off each option	$ 10.00
	Encounters					
	Giraffe Encounters	2013	$2.00 for 1 full leaf/$5.00 for 3 full leaves		$2.00 for 1 full leaf/$5.00 for 3 full leaves	$2.70 for 1 full leaf/6.75 for 3 full leaves
	Rhino Encounters	2017	$5.00 for 1 feeding/$10.00 for 3 feedings	Remove Rhino Encounters	$5.00 for 1 feeding/$10.00 for 3 feedings	$6.50 for 1 feeding/$13.00 for 3 feedings
	Bear Encounters	2019	$3.00 for one feeding/$5.00 for 2 feedings		$3.00 for one feeding/$5.00 for 2 feedings	$4.00 for one feeding/$6.00 for 2 feedings
	Programs					
	Zoomobiles (off-site traveling)	2016	Free (within Garden City & Holcomb)			
	1-2 programs	2016	$125.00 + $1.50/mile one direction		$129 + $1.50/mile	$165 + $2.00/mile
	3-4 programs	2016	$200.00 + $1.50/mile one direction		$207 + $1.50/mile	$263 + $2.00/mile
	Virtual Zoo Trip (distance learning)	2020	$130.00/program		$ 135.00	$ 162.00
	Education Center Programs (on-site programs)		Free			
	Compost					
	Compost per skidsteer scoop	2026	$35.00		$ 36.00	
	Compost per bag	2026	$5.00		$ 5.00	
	Rentals					
	Finnup Center	**2026**				
	1 Room, full day during regular hours (8am - 5pm)		$150.00		$ 155.00	
	1 Room, half day during regular hours (8am - 5pm)		$75.00		$ 78.00	
	Additional classroom rental during regular hours (8am - 5pm)		$35.00		$ 36.00	
	Projector Use		$25.00/day		$ 26.00	
	Room setup fee		$50.00		$ 52.00	
	Copies		$.10/copy		$.10/copy	
	Shelters	**2026**				
	Picnic shelters (2), gazebo - West Green		$100.00		$ 104.00	
	Whole or Partial Zoo Rental	**2025**				
	Closure of entire zoo to vehicles & pedestrians (regular operating hours)		$4,500.00 per day, $450.00 per hour		$4,658 per day, $466 per hour	$4,770 per day, $477 per hour
	Partial Closure of entire zoo to vehicles (fencing off West Green)		$1,500.00 per day, $150.00 per hour		$1,553 per day, $155 per hour	$1,590 per day, $159 per hour
	Other Rentals available		Please contact zoo staff for details			

ADDENDUM A

***This addendum shows example calculations of Residential and Industrial permit costs, based on project valuation**

RESIDENTIAL PERMIT FEE SCHEDULE			
Total Valuation			**Fee**
$39.00 for the first $500 plus $2.00 for each additional $100 or fraction thereof, to and including $500			
$0.00	to	$500.00	$39.00
$501.00	to	$600.00	$41.00
$601.00	to	$700.00	$43.00
$701.00	to	$800.00	$45.00
$801.00	to	$900.00	$47.00
$901.00	to	$1,000.00	$49.00
$1,001.00	to	$1,100.00	$51.00
$1,101.00	to	$1,200.00	$53.00
$1,201.00	to	$1,300.00	$55.00
$1,301.00	to	$1,400.00	$57.00
$1,401.00	to	$1,500.00	$59.00
$1,501.00	to	$1,600.00	$61.00
$1,601.00	to	$1,700.00	$63.00
$1,701.00	to	$1,800.00	$65.00
$1,801.00	to	$1,900.00	$67.00
$1,901.00	to	$2,000.00	$69.00
$69.00 for the first $2,000 plus $11.00 for each additional $1,000 or fraction thereof, to and including $2,000			
$2,001.00	to	$3,000.00	$80.00
$3,001.00	to	$4,000.00	$91.00
$4,001.00	to	$5,000.00	$102.00
$5,001.00	to	$6,000.00	$113.00
$6,001.00	to	$7,000.00	$124.00
$7,001.00	to	$8,000.00	$135.00
$8,001.00	to	$9,000.00	$146.00
$9,001.00	to	$10,000.00	$157.00
$10,001.00	to	$11,000.00	$168.00
$11,001.00	to	$12,000.00	$179.00
$12,001.00	to	$13,000.00	$190.00
$13,001.00	to	$14,000.00	$201.00
$14,001.00	to	$15,000.00	$212.00
$15,001.00	to	$16,000.00	$223.00
$16,001.00	to	$17,000.00	$234.00
$17,001.00	to	$18,000.00	$245.00
$18,001.00	to	$19,000.00	$256.00
$19,001.00	to	$20,000.00	$267.00
$20,001.00	to	$21,000.00	$278.00
$322.00 for the first $25,000 plus $8.00 for each additional $1,000 or fraction thereof, to and including $25,000			
$522.00 for the first $50,000 plus $5.00 for each additional $1,000 or fraction thereof, to and including $50,000			
$772.00 for the first $100,000 plus $5.00 for each additional $1,000 or fraction thereof			

ADDENDUM B

***This addendum shows example calculations of Residential and Industrial permit costs, based on project valuation**

COMMERCIAL & INDUSTRIAL FEE SCHEDULE

Total Valuation			Fee
$42.00 for the first $500 plus $2.50 for each additional $100 or fraction thereof, to and including $500			
$0.00	to	$500.00	$42.00
$501.00	to	$600.00	$44.50
$601.00	to	$700.00	$47.00
$701.00	to	$800.00	$49.50
$801.00	to	$900.00	$52.00
$901.00	to	$1,000.00	$54.50
$1,001.00	to	$1,100.00	$57.00
$1,101.00	to	$1,200.00	$59.50
$1,201.00	to	$1,300.00	$62.00
$1,301.00	to	$1,400.00	$64.50
$1,401.00	to	$1,500.00	$67.00
$1,501.00	to	$1,600.00	$69.50
$1,601.00	to	$1,700.00	$72.00
$1,701.00	to	$1,800.00	$74.50
$1,801.00	to	$1,900.00	$77.00
$1,901.00	to	$2,000.00	$79.50
$79.50 for the first $2,000 plus $18.00 for each additional $1,000 or fraction thereof, to and including $2,000			
$2,001.00	to	$3,000.00	$97.50
$3,001.00	to	$4,000.00	$115.50
$4,001.00	to	$5,000.00	$133.50
$5,001.00	to	$6,000.00	$151.50
$6,001.00	to	$7,000.00	$169.50
$7,001.00	to	$8,000.00	$187.50
$8,001.00	to	$9,000.00	$205.50
$9,001.00	to	$10,000.00	$223.50
$10,001.00	to	$11,000.00	$241.50
$11,001.00	to	$12,000.00	$259.50
$12,001.00	to	$13,000.00	$277.50
$13,001.00	to	$14,000.00	$295.50
$14,001.00	to	$15,000.00	$313.50
$15,001.00	to	$16,000.00	$331.50
$16,001.00	to	$17,000.00	$349.50
$17,001.00	to	$18,000.00	$367.50
$18,001.00	to	$19,000.00	$385.50
$19,001.00	to	$20,000.00	$403.50
$20,001.00	to	$21,000.00	$421.50
$21,001.00	to	$22,000.00	$439.50
$22,001.00	to	$23,000.00	$457.50
$23,001.00	to	$24,000.00	$475.50
$24,001.00	to	$25,000.00	$493.50
$493.50 for the first $25,000 plus $10.00 for each additional $1,000 or fraction thereof, to and including $25,000			
$743.50 for the first $50,000 plus $8.00 for each additional $1,000 or fraction thereof, to and including $50,000			
$1,143.50 for the first $100,000 plus $6.00 for each additional $1,000 or fraction thereof			
$2,043.50 for the first $250,000 plus $6.00 for each additional $1,000 or fraction thereof			

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

*Items within this Addendum are not adopted within the fee schedule and are shown for information only and are adopted and authorized separately

ORDINANCE	DESCRIPTION	FINE	COURT COST
6-1(b)	UNLAWFUL CONS/POSS IN PUBLIC (PUBLIC WAYS)	$50.00	$100.00
6-1(c)	UNLAWFUL CONS/POSS IN PUBLIC (PUBLIC PROPERTY)	$50.00	$100.00
6-34	PROOF OF LEGAL AGE	$200.00	$100.00
6-51(1)	CMB - BUS REGS - LOCKED EXITS	$100.00	$100.00
6-51)(2)	CMB - BUS REGS - OPEN TO INSPECTION	$100.00	$100.00
6-51(3)	CMB - BUS REGS - HOURS, SUNDAYS	$100.00	$100.00
6-51(5)	CMB - BUS REGS - OPEN TO OFFICERS	$100.00	$100.00
6-51(6)	CMB - BUS REGS - INTOX EMPLOYEE	$100.00	$100.00
6-51(7)	CMB - BUS REGS - INTOX PATRON TO REMAIN	$100.00	$100.00
6-51(8)	CMB - BUS REGS - SALE/POSS TO MINOR	$100.00	$100.00
6-51(9)	CMB - BUS REGS - GAMBLING/LOTTERY	$100.00	$100.00
6-51(10)	CMB - BUS REGS - MIXING DRINKS	$100.00	$100.00
6-51(11)	CMB - BUS REGS - EMPLOYING FELON	$100.00	$100.00
6-51(12)	CMB - BUS REGS - SELL/FURNISH ON CREDIT OR EXCHANGE	$100.00	$100.00
6-51(13)	CMB - BUS REGS - PRIVATE ROOM/CLOSED BOOTHS	$100.00	$100.00
6-52(a)(1)	CMB - PROHIB SALES - FREE CMB	$100.00	$100.00
6-52(a)(2)	CMB - PROHIB SALES - BELOW COST	$100.00	$100.00
6-52(a)(3)	CMB - PROHIB SALES - UNLIMITED DRINKS AT FIXED PRICE	$100.00	$100.00
6-52(a)(4)	CMB - PROHIB SALES - SELECTIVE PRICING	$100.00	$100.00
6-52(a)(5)	CMB - PROHIB SALES - UPSIZING DRINK W/O PRICE INCREASE	$100.00	$100.00
6-52(a)(6)	CMB - PROHIB SALES - GAME OF CONSUMPTION; DRINK PRIZE	$100.00	$100.00
6-52(a)(7)	CMB - PROHIB SALES - ADVERTISING PROHIBITED SALES	$100.00	$100.00
6-53(a)(1)	CMB - SANITARY COND - CLEAN EQUIP & FURNISHINGS	$100.00	$100.00
6-53(a)(2)	CMB - SANITARY COND - ONE RESTROOM FOR M & F	$100.00	$100.00
6-53(a)(3)	CMB - SANITARY COND - IMPROPERLY EQUIP/FURNISHED RESTROOM	$100.00	$100.00
6-53(a)(4)	CMB - SANITARY COND - INADEQUATE TOILET FACILITIES	$100.00	$100.00
6-53(a)(5)	CMB - SANITARY COND - TOILET ROOM W/O SELF-CLOSING DOOR OR TOILET PAPER	$100.00	$100.00
6-53(a)(6)	CMB - SANITARY COND - NO/UNCOVERED FEMALE WASTE RECEPTACLE	$100.00	$100.00
6-53(a)(7)	CMB - SANITARY COND - OFFENSIVE ODORS/UNSANITARY RESTROOM	$100.00	$100.00
6-54(a)(1)	CMB - GAMBLING	$100.00	$100.00
6-54(a)(2)	CMB - SERVING TO CARS	$100.00	$100.00
6-54(a)(3)	CMB - POSS/CONSUME ALC. LIQUOR	$100.00	$100.00
6-55(a)(1)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (EXPOSE)	$100.00	$100.00
6-55(a)(2)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (EMP TOUCH)	$100.00	$100.00
6-55(a)(3)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (PATRON TOUCH)	$100.00	$100.00
6-55(a)(4)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (PERFORM SIMULATED)	$100.00	$100.00
6-55(a)(5)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (USE DEVICE/OBJECT)	$100.00	$100.00
6-55(a)(6)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (VIDEO/PHOTO)	$100.00	$100.00
6-81(a)	CMB - LICENSE REQUIRED	$100.00	$100.00
6-81(b)	CMB - SELL NON-ORIGINAL OR OPENED CONTAINER OR OFF PREM	$100.00	$100.00
6-81(c)	CMB - SELL IN VIOLATION OF LICENSE	$100.00	$100.00
6-86 (l)	CMB - LOCATION RESTRICTION	$300.00	$100.00
6-129(k)	LIQUOR - LOCATION RESTRICTION	$300.00	$100.00
6-130(a)(1)	LIQUOR - SANITARY COND - CLEAN EQUIP & FURNISHINGS	$100.00	$100.00
6-130(a)(2)	LIQUOR - SANITARY COND - ONE RESTROOM FOR M & F	$100.00	$100.00
6-130(a)(3)	LIQUOR - SANITARY COND - IMPROPERLY EQUIP/FURNISHED RESTROOM	$100.00	$100.00
6-130(a)(4)	LIQUOR - SANITARY COND - INADEQUATE TOILET FACILITIES	$100.00	$100.00
6-130(a)(5)	LIQUOR - SANITARY COND - TOILET ROOM W/O SELF-CLOSING DOOR OR TOILET PAPER	$100.00	$100.00
6-130(a)(6)	LIQUOR - SANITARY COND - NO/UNCOVERED FEMALE WASTE RECEPTACLE	$100.00	$100.00
6-130(a)(7)	LIQUOR - SANITARY COND - OFFENSIVE ODORS/UNSANITARY RESTROOM	$100.00	$100.00
6-132	LIQUOR - DAYS/HOURS OF SALES	$300.00	$100.00
6-134(a)	LIQUOR - FURNISHING TO UNDER 21	$100.00	$100.00
6-134(b)	LIQUOR - MISREPRESENTING AGE	$100.00	$100.00
6-135(a)(1)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (EXPOSE)	$200.00	$100.00
6-135(a)(2)	LIQUOR- CONDUCT CONTRARY TO PUBLIC WELF. (EMP TOUCH)	$200.00	$100.00
6-135(a)(3)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (PATRON TOUCH)	$200.00	$100.00
6-135(a)(4)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (PERFORM SIMULATED)	$200.00	$100.00
6-135(a)(5)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (USE DEVICE/OBJECT)	$200.00	$100.00
6-135(a)(6)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (VIDEO/PHOTO)	$200.00	$100.00
6-136	POSSESSION IN PREMISES LICENSED TO SELL CEREAL MALT BEVERAGES	$200.00	$100.00
6-159	BUSINESS REGULATIONS REGARDING ALCOHOL	$100.00	$100.00
6-177	LICENSE REQUIRED - DRINKING ESTABLISHMENT	$200.00	$100.00
6-179	BUSINESS REGULATIONS PERSON UNDER 18	$100.00	$100.00
10-2	INTERFERENCE WITH DUTIES OF ANIMAL CONTROL OFFICER	$100.00	$100.00
10-3	SLAUGHTERING OF ANIMALS IN CITY	$50.00	$100.00
10-31(a)	ANIMAL REGULATIONS IN STREETS	$50.00	$100.00
10-31(b)	ANIMAL REGULATIONS NEAR DWELLINGS	$50.00	$100.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
10-32	FOWL REGULATIONS	$50.00	$100.00
10-65	ANIMAL BITE VIOLATIONS	$100.00	$100.00
10-66	RABIES; BITING OF PERSONS OR OTHER ANIMALS	$100.00	$100.00
10-67	NOISY DOGS AND ANIMALS	$50.00	$100.00
10-69	DOG AT LARGE PROHIBITED	$50.00	$100.00
10-70	ANIMAL DAMAGE TO PROPERTY OF OTHERS	$50.00	$100.00
10-71	FEMALE ANIMAL IN SEASON	$50.00	$100.00
10-72	ILLEGAL TO ABANDON ANIMALS	$50.00	$100.00
10-73	ANIMAL ENTERING BUILDING PROHIBITED	$50.00	$100.00
10-74	IMPORTED ANIMALS;RESALE	$50.00	$100.00
10-75	FOULING ON PUBLIC WAY OR PRIVATE PROPERTY	$50.00	$100.00
10-76	NUMBER OF DOGS OR CATS ALLOWED	$50.00	$100.00
10-77	UNATTENDED GUARD DOGS	$50.00	$100.00
10-102	FAILURE TO REGISTER DOG OR CAT	$50.00	$100.00
10-103	RABIES VACCINATION REQUIRED	$50.00	$100.00
10-107	TAG AFFIXED TO ANIMAL`S COLLAR	$50.00	$100.00
10-156	COMMERCIAL KENNEL REGISTRATION	$50.00	$100.00
10-157	CATTERY REGISTRATION	$50.00	$100.00
10-158	COMMERCIAL KENNEL OR CATTERY NUISANCE	$50.00	$100.00
10-189	DECLARATION UNLAWFUL ACT	$100.00	$100.00
10-190	REQUIREMENTS FOR KEEPING DOG	$50.00	$100.00
10-192	CHANGE OF STATUS	$100.00	$100.00
10-194	DOG FIGHTING	$100.00	$100.00
10-217	WILD OR DANGEROUS ANIMALS (GENERALLY)	$100.00	$100.00
10-218	WILD OR DANGEROUS ANIMALS (SPECIFICALLY)	$100.00	$100.00
16-020	PERMITTED USES IN C-3	$500.00	$100.00
22-131	ITINERANT MERCHANT LICENSE VIOLATION	$100.00	$100.00
30-040	PENALTY	$500.00	$100.00
30-45	CEMETERY HOURS VIOLATION	$100.00	$100.00
38-2	NUISANCE DEPOSIT	$100.00	$100.00
38-3	VEHICLE NUISANCES	$100.00	$100.00
38-86	UNLAWFUL PARKING OR STANDING	$50.00	$100.00
38-121A	PROHIBITED ACTS (GRAFFITI) DEFACEMENT	$200.00	$100.00
38-121B	PROHIBITED ACTS POSSESSION OF GRAFFITI	$200.00	$100.00
38-121C	PROHIBITED ACTS FURNISHING AEROSOL PAINT	$200.00	$100.00
38-123	PROHIBITED ACTS (GRAFFITI) OWNER	$200.00	$100.00
38-136	UNLAWFUL ACTS/ UNLAWFUL CONDITIONS	$500.00	$100.00
62-3	AIDING A PERSON CHARGED OR CONVICTED OF A CRIME	$200.00	$100.00
62-4	FTA- FAILURE TO APPEAR	$200.00	$100.00
62-5	WINDOW PEEPING	$100.00	$100.00
62-6	UNLAWFUL PRESENCE ON PARKING LOT MUNICIPAL	$50.00	$100.00
62-7	TRESPASS UPON DRAINAGE DITCH OR STORM SEWERS	$100.00	$100.00
62-10	ADVERTISING MATTER	$100.00	$100.00
62-11A	CURFEW 1ST	$25.00	$100.00
62-11B	CURFEW 2ND	$50.00	$100.00
62-11C	CURFEW 3RD	$100.00	$100.00
62-11E	PARENT/GUARDIAN ALLOWING CURFEW	$100.00	$100.00
62-12	FIREWORKS VIOLATION	$50.00	$100.00
62-13	USE AND POSSESSION OF TOXIC VAPORS	$100.00	$100.00
62-14(A)1	PROHIBITED ACTS IN BAR - ENGAGE IN FIGHT	$200.00	$100.00
62-14(A)2	PROHIBITED ACTS IN BAR - PERSON OR PROPERTY DAMAGE	$200.00	$100.00
62-14(A)3	PROHIBITED ACTS IN BAR - DISORDERLY CONDUCT	$350.00	$100.00
62-14(A)4	PROHIBITED ACTS IN BAR - CARRY/USE OF WEAPON	$200.00	$100.00
62-14(A)5	PROHIBITED ACTS IN BAR - REFUSAL TO LEAVE	$200.00	$100.00
62-15	UNLAWFUL SOLICITING	$100.00	$100.00
62-16	POSSESSION OF DRUG PARAPHERNALIA	$300.00	$100.00
62-17A	USE OR POSSESSION OF MARIJUANA/FIRST OFFENSE	$500.00	$100.00
62-17B	USE OR POSSESSION OF MARIJUANA/2ND OFFENSE	$750.00	$100.00
62-19	LITTERING	$100.00	$100.00
62-20X	FAILURE TO COMPLY W/BOND RESTRICTIONS NO CONTACT	$300.00	$100.00
62-20Y	FAILURE TO COMPLY W/BOND RESTRICTIONS - NLV	$300.00	$100.00
62-22	NOISE (DECIBALS)	$100.00	$100.00
62-23	NOISE UNREASONABLE	$100.00	$100.00
62-26	INTERFERENCE WITH PARENTAL CUSTODY	$300.00	$100.00
62-29	PUBLIC NUDITY	$100.00	$100.00
62-2(1.2)	LIABILITIES FOR OFFENSE OF ANOTHER	$100.00	$100.00
62-2(2.1)	ATTEMPT	$200.00	$100.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
62-2(2.2)	CONSPIRACY	$200.00	$100.00
62-2(3.1)A	BATTERY	$400.00	$100.00
62-2(3.1)A2	BATTERY 2ND	$500.00	$100.00
62-2(3.1)A3	BATTERY 3RD	$600.00	$100.00
62-2(3.1)A4	BATTERY 4TH	$700.00	$100.00
62-2(3.1)A5	BATTERY 5TH OR SUBSEQUENT	$800.00	$100.00
62-2(3.1.1)(B)(1)	DOMESTIC BATTERY	$500.00	$100.00
62-2(3.1.1)(B)(2)	DOMESTIC BATTERY 2ND	$750.00	$100.00
62-2(3.2)D	BATTERY AGAINST LEO	$500.00	$100.00
62-2(3.2)E	BATTERY AGAINST LEO 2ND OR SUBSEQUENT	$500.00	$100.00
62-2(3.2.1)	SEXUAL BATTERY	$300.00	$100.00
62-2(3.3)A	ASSAULT	$200.00	$100.00
62-2(3.3)B	ASSAULT AGAINST LEO	$300.00	$100.00
62-2(3.4)	UNLAWFUL INTERFERENCE WITH AN EMERGENCY MEDICAL SERVICES ATTENDANT	$300.00	$100.00
62-2(3.5)	UNLAWFUL INTERFERENCE W/ FIREFIGHTER	$300.00	$100.00
62-2(3.6)	UNLAWFUL RESTRAINT	$200.00	$100.00
62-2(3.7.1)	INTERFERENCE WITH CUSTODY OF A COMMITTED PERSON	$200.00	$100.00
62-2(3.8)	VIOLATION OF PFA ORDER	$300.00	$100.00
62-2(3.8.1)	VIOLATION OF PROTECTIVE ORDER	$300.00	$100.00
62-2(3.9)	CRIMINAL DEFAMATION	$100.00	$100.00
62-2(4.1)	LEWD/LACIVIOUS BEHAVIOR	$200.00	$100.00
62-2(4.3)	PROSTITUTION	$200.00	$100.00
62-2(4.5)	PATRONIZING A PROSTITUE	$200.00	$100.00
62-2(4.5.1)	UNLAWFUL USE OF A COMMUNICATION FACILITY	$200.00	$100.00
62-2(5.1)	CONTRIBUTING TO A CHILDS`S MSCONDUCT/DEPRIVATION	$200.00	$100.00
62-2(5.2)	FURNISHING ALCOHOL/CMB TO MINOR	$200.00	$100.00
62-2(5.3)	UNLAWFULLY HOSTING MINORS CONSUMING ALCOHOL/CMB	$1,000.00	$100.00
62-2(5.4)	ENDANGERMENT OF A CHILD	$300.00	$100.00
62-2(5.6)	PURCHASE/POSS OF CIGARETTES/TOBACCO BY MINOR	$25.00	$100.00
62-2(5.7)	SELL/GIVE/FURNISH CIGARETTES/TOBACCO TO A MINOR	$200.00	$100.00
62-2(5.8)	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR	$200.00	$100.00
62-2(5.8)B	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR 2ND	$400.00	$100.00
62-2(5.8)C	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR 3RD OR SUBSEQUENT	$600.00	$100.00
62-2(6.1)D	THEFT	$300.00	$100.00
62-2(6.1)E	THEFT 2ND OR SUBSEQUENT	$500.00	$100.00
62-2(6.3)	THEFT OF LOST/MISLAID PROPERTY	$200.00	$100.00
62-2(6.5)	CRIMINAL DEPRIVATION OF PROPERTY	$200.00	$100.00
62-2(6.6)	CRIMINAL DAMAGE TO PROPERTY	$200.00	$100.00
62-2(6.7)	CRIMINAL TRESPASS	$200.00	$100.00
62-2(6.7)(a)(1)(C)	CRIMINAL TRESPASS; RESTRAINING ORDER	$200.00	$100.00
62-2(6.7.1)	CRIMINAL TRESPASS RAILROAD PROPERTY	$300.00	$100.00
62-2(6.8)	LITTERING	$100.00	$100.00
62-2(6.9)	TAMPERING W/ LANDMARK	$100.00	$100.00
62-2(6.10)	TAMPERING W/ TRAFFIC SIGNAL	$100.00	$100.00
62-2(6.13)	WITHOLDING POSSESSION OF PUBLIC PROPERTY	$100.00	$100.00
62-2(7.2)	INTERFERENCE WITH A LEO	$500.00	$100.00
62-2(7.2)(D)	INTERFERENCE WITH A LEO 2ND OR SUBSEQUENT	$750.00	$100.00
62-2(7.4)	INTERFERENCE W/ ADMINISTRATION OF JUSTICE	$300.00	$100.00
62-2(7.12)	INTERFERENCE; CONDUCT PUBLIC BUSINESS IN PUBLIC BUILDING	$200.00	$100.00
62-2(7.13)	INTERFERENCE W/ POLICE DOGS	$200.00	$100.00
62-2(7.15)	INTIMIDATION OF A WITNESS OR VICTIM	$300.00	$100.00
62-2(9.1)	DISORDERLY CONDUCT	$300.00	$100.00
62-2(9.2)	UNLAWFUL ASSEMBLY	$300.00	$100.00
62-2(9.3)	REMAIN AT UNLAWFUL ASSEMBLY	$300.00	$100.00
62-2(9.4)	RIOT	$200.00	$100.00
62-2(9.7)	GIVING A FALSE ALARM	$200.00	$100.00
62-2(9.8)	CRIMINAL DESECRATION	$100.00	$100.00
62-2(9.9.3)	UNLAWFUL DISTRIBUTION OF CONTROLLED SUBSTANCES	$500.00	$100.00
62-2(9.9.4)	UNLAWFUL POSSESSION OF CONTROLLED SUBSTANCES	$500.00	$100.00
62-2(9.9.6)	DISTRIBUTION OF NON-CONTROLLED SUBSTANCE	$500.00	$100.00
62-2(9.10)	HARASSMENT BY TELEPHONE	$300.00	$100.00
62-2(9.11)	PICKETING OF FUNERALS	$100.00	$100.00
62-2(10.1)	CRIMINAL USE OF WEAPONS	$300.00	$100.00
62-2(10.1.1)	CRIMINAL CARRYING OF A WEAPON	$300.00	$100.00
62-2(10.5)	UNLAWFUL DISCHARGE OF A FIREARM	$300.00	$100.00
62-2(10.6)	AIR GUN/RIFLE, BOW & ARROW, SLINGSHOT, BB GUN, PAINTBALL GUN	$200.00	$100.00
62-2(10.8)	UNLAWFUL AIDING AND ABETTING	$100.00	$100.00

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ORDINANCE	DESCRIPTION	FINE	COURT COST
62-2(10.10)	GENERAL ENDANGERMENT	$300.00	$100.00
62-2(10.11)	CREATING A HAZARD	$100.00	$100.00
62-2(10.13)	BARBED WIRE	$100.00	$100.00
62-2(10.16)	THROWING OBJECTS	$100.00	$100.00
62-2(10.17)	TATTOO/BODY PIERCING;PERSONS UNDER 18	$100.00	$100.00
62-2(10.18)	FAILURE TO PLACE OR MAINTAIN A SMOKE DETECTOR	$25.00	$100.00
62-2(10.24)	SMOKING PROHIBITED; 1ST	$100.00	$100.00
62-2(10.24)2	SMOKING PROHIBITED; 2ND	$200.00	$100.00
62-2(10.24)3	SMOKING PROHIBITED; 3RD	$500.00	$100.00
62-2(10.25)	SMOKING PROHIBITED POSTINGS; 1ST	$100.00	$100.00
62-2(10.25)2	SMOKING PROHIBITED POSTINGS; 2ND	$200.00	$100.00
62-2(10.25)3	SMOKING PROHIBITED POSTINGS; 3RD	$500.00	$100.00
62-2(10.26)A1	SMOKING PROHIBITED OWN/MANAGE; 1ST	$100.00	$100.00
62-2(10.26)A2	SMOKING PROHIBITIED OWN/MANAGE; 2ND	$200.00	$100.00
62-2(10.26)A3	SMOKING PROHIBITIED OWN/MANAGE; 3RD	$500.00	$100.00
62-2(10.26)B1	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE	$100.00	$100.00
62-2(10.26)B2	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE;2ND	$200.00	$100.00
62-2(10.26)B3	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE;3RD	$500.00	$100.00
62-2(10.30)	OPERATING AIRCRAFT UNDER THE INFLUENCE	$1,000.00	$100.00
62-2(11.1)	PROMOTING OBSCENITY	$300.00	$100.00
62-2(11.2)	PROMOTING OBSENITY TO MINORS	$300.00	$100.00
62-2(11.7)	MATERIAL HARMFUL TO MINORS	$200.00	$100.00
62-2(11.8)	GAMBLING	$100.00	$100.00
62-2(11.9)	PERMIT PREMISES TO BE USED FOR COMMERCIAL GAMBLING	$100.00	$100.00
62-2(11.10)	POSSESSION OF GAMBLING DEVICE	$100.00	$100.00
62-2(11.11)A2	CRUELTY TO ANIMALS;ABANDONING PROPER CARE	$100.00	$100.00
62-2(11.11)A3	CRUELTY TO ANIMALS; FOOD/WATER/ELEMENTS	$100.00	$100.00
62-2(11.11)A4	CRUELTY TO ANIMALS; EQUINE/BALANCE	$100.00	$100.00
62-2(11.11)A5	CRUELTY TO ANIMALS; OTHER	$100.00	$100.00
62-2(11.12)	COCKFIGHTING	$100.00	$100.00
66-33	CLOSURE OF PARKS	$100.00	$100.00
66-34	CONCESSIONS; PERMIT	$100.00	$100.00
66-35	SALE OF MERCHANDISE; PERMIT	$100.00	$100.00
66-37	MUNICIPAL SWIMMING POOL	$50.00	$100.00
66-38	CLIMBING FENCES AND ENTERING CLOSURES	$100.00	$100.00
66-39	BUILDING FIRES	$100.00	$100.00
66-41	BATHING	$100.00	$100.00
66-42	USE OF VEHICLES (PARK VEHICLE)	$25.00	$100.00
66-43	HORSES PROHIBITED	$100.00	$100.00
74-4	BURNING OF TRASH OR GARBAGE	$100.00	$100.00
74-5	UNLAWFUL DEPOSIT IN STREET/PUBLIC PARKS	$100.00	$100.00
86-2(6)	OBEY PERSON DIRECTING TRAFFIC	$40.00	$80.00
86-2(12)	OBEDIENCE TO REQUIRED TRAFFIC-CONTROL DEVICES	$40.00	$80.00
86-2(13.1)	TRAFFIC CONTROL SIGNAL PREEMPTION DEVICES	$100.00	$80.00
86-2(14)	PEDESTRIAN CONTROL SIGNALS	$40.00	$80.00
86-2(15)	FLASHING SIGNALS	$40.00	$80.00
86-2(16)	LANE DIRECTION CONTROL SIGNALS	$40.00	$80.00
86-2(17)	DISPLAY OF UNAUTHORIZED SIGNS, SIGNALS OR MARKINGS	$40.00	$80.00
86-2(18)	INTERFERENCE W/ OFFICIAL TRAFFIC CONTROL DEVICES ,RR SIGNS	$40.00	$80.00
86-2(23)	FAIL TO STOP-ACC INVOLVING DEATH/PERSONAL INJURY	$200.00	$80.00
86-2(25)	FAILING TO GIVE INFO OR RENDER AID	$200.00	$80.00
86-2(26)	DUTY UPON STRIKING UNATTENDED VEHICLE OR OTHER PROPERTY	$200.00	$80.00
86-2(26.1)	REMOVAL OF VEHICLE FROM ROADWAY AFTER ACCIDENT	$200.00	$80.00
86-2(28)	GIVING A FALSE REPORT	$200.00	$80.00
86-2(29)	RECKLESS DRIVING	$250.00	$80.00
86-2(29)B	RECKLESS DRIVING; 2ND OFFENSE	$250.00	$80.00
86-2(30)(A), (B)	DUI; 1ST OFFENSE	$1,000.00	$80.00
86-2(30)(A), (C)	DUI; 2ND OFFENSE	$1,750.00	$80.00
86-2(30.1)	DRIVING COMMERCIAL VEHICLE UNDER THE INFLUENCE OF ALCOHOL/DR	$1,000.00	$80.00
86-2(30.3)	IGNITION INTERLOCK DEVICE; TAMPERING	$500.00	$80.00
86-2(31)	FLEEING OR ATTEMPTING TO ELUDE A POLICE OFFICER	$250.00	$80.00
86-2(32)	SPEED GREATER THAN REASONABLE UNDER CONDITIONS	$40.00	$80.00
86-2(33)A	EXCEEDING MAX SPEED LIMIT 1-9 MPH OVER	$40.00	$80.00
86-2(33)B	EXCEEDING MAX SPEED LIMIT; 10-20 MPH OVER	$60.00	$80.00
86-2(33)C	EXCEEDING MAX SPEED LIMIT 21-30 MPH OVER	$90.00	$80.00
86-2(33)D	EXCEEDING MAX SPEED LIMIT 31+ MPH OVER	$180.00	$80.00
86-2(34)	MINIMUM SPEED REGULATIONS	$40.00	$80.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(35)	SPECIAL SPEED LIMITATION ON MOTOR DRIVEN CYCLE	$200.00	$80.00
86-2(37)	DRAG RACING/ EXHIBITION OF SPEED	$200.00	$80.00
86-2(38)	DRIVING ON RIGHT SIDE OF ROADWAY; EXCEPTIONS	$40.00	$80.00
86-2(39)	PASSING VEHICLES PROCEEDING IN OPPOSITE DIRECTIONS	$40.00	$80.00
86-2(40)	OVERTAKING A VEHICLE OR BICYCLE ON THE LEFT	$40.00	$80.00
86-2(41)	WHEN PASSING ON THE RIGHT IS PERMITTED	$40.00	$80.00
86-2(42)	LIMITATIONS ON OVERTAKING ON THE LEFT	$40.00	$80.00
86-2(43)	DRIVING ON LEFT OF CENTER	$40.00	$80.00
86-2(44)	NO PASSING ZONES	$40.00	$80.00
86-2(45)	ONE-WAY ROADWAYS AND ROTARY TRAFFIC ISLANDS	$40.00	$80.00
86-2(46)	FAILURE TO DRIVE IN PROPER LANE	$40.00	$80.00
86-2(47)	FOLLOWING TOO CLOSELY	$40.00	$80.00
86-2(48)	DRIVING ON DIVIDED HWYS;LEFT & U TURNS;CONTROLLED ACCESS HWY	$40.00	$80.00
86-2(49)	IMPROPER TURN	$40.00	$80.00
86-2(50)	RIGHT,LEFT, & U TURNS AT INTERSECTIONS: OBEDIENCE TO	$40.00	$80.00
86-2(51)	U TURNS; WHERE PROHIBITED	$40.00	$80.00
86-2(52)	TURNING ON CURVE OR CREST OF GRADE PROHIBITED	$40.00	$80.00
86-2(53)	UNSAFE STARTING OF PARKED VEHICLE	$40.00	$80.00
86-2(54)	TURNING MOVEMENTS AND REQUIRED SIGNALS	$40.00	$80.00
86-2(55)	FAILURE TO GIVE NOTICE OFINTENT TO TURN	$40.00	$80.00
86-2(56)	METHODS OF GIVING SIGNALS	$40.00	$80.00
86-2(57)	FAIL TO YIIELD AT UNCONTROLLED INTERSECTION	$40.00	$80.00
86-2(58)	FAIL TO YIELD; VEHICLE TURNING LEFT	$40.00	$80.00
86-2(59)	FAIL TO YIELD; STOP OR YIELD SIGNS	$40.00	$80.00
86-2(60)	FAIL TO YIELD; VEHICLE ENTERING ROADWAY	$40.00	$80.00
86-2(61)	FAIL TO YIELD; EMERGENCY VEHICLE	$40.00	$80.00
86-2(61.1)	PASSING WHEN NEAR STATIONARY AUTHORIZED EMERGENCY VEHICLE	$60.00	$80.00
86-2(62)	FAIL TO YIELD; ROAD CONSTRUCTION	$80.00	$80.00
86-2(63)	PEDESTRIANS;OBEDIENCE TO TRAFFIC-CONTROL DEVICES &TRAF REGS	$40.00	$80.00
86-2(64)	PEDESTRIANS; RIGHT OF WAY IN CROSSWALKS;CONTROL SIGNALS	$40.00	$80.00
86-2(64.1)	SCHOOL CROSSING GUARD; DISOBEYING	$40.00	$80.00
86-2(65)	CROSSING AT OTHER THAN CROSSWALKS; JAYWALKING	$40.00	$80.00
86-2(66)	DRIVERS TO EXERCISE DUE CARE	$40.00	$80.00
86-2(67)	PEDESTRIAN TO USE RIGHT HALF OF CROSSWALKS	$40.00	$80.00
86-2(68)	PEDESTRIANS ON HIGHWAYS	$40.00	$80.00
86-2(69)	PEDESTRIANS SOLICITING RIDES OR BUSINESS	$40.00	$80.00
86-2(70)	DRIVING THROUGH SAFETY ZONE PROHIBITED	$40.00	$80.00
86-2(71)	PEDESTRIANS RIGHT-OF-WAY ON SIDEWALKS	$40.00	$80.00
86-2(72)	PEDESTRIANS YIELD TO AUTHORIZED EMERGENCY VEHICLES	$40.00	$80.00
86-2(73)	BLIND PEDESTRIAN RIGHT-OF-WAY	$40.00	$80.00
86-2(74)	WALKING UNDER INFLUENCE OF ALCOHOL OR DRUGS	$40.00	$80.00
86-2(75)	FAIL TO PEDESTRIAN TO OBEY SIGNALS	$40.00	$80.00
86-2(76)	FAIL TO OBEY RAILROAD CROSSING	$60.00	$80.00
86-2(77)	FAIL TO STOP AT RAILROAD CROSSING	$120.00	$80.00
86-2(78)	HAZARDOUS VEHICLES; FAIL TO STOP AT RAILROAD CROSSING	$180.00	$80.00
86-2(79)	MOVING HEAVY EQUIPMENT AT RAILROAD GRADE CROSSING	$40.00	$80.00
86-2(80)	EMERGING FROM ALLEY OR PRIVATE DRIVEWAY OR BUILDING	$40.00	$80.00
86-2(81)	OVERTAKING AND PASSING SCHOOL BUS	$300.00	$80.00
86-2(82)	OVERTAKING AND PASSING CHURCH BUS OR DAY CARE PROGRAM BUS	$300.00	$80.00
86-2(83)	STOPPING,STANDING OR PARKING OUTSIDE BUSINESS OR RES DISTRIC	$40.00	$10.00
86-2(85)	STOPPING, STANDING OR PARKING PROHIBITED IN SPECIFIED PLACES	$40.00	$10.00
86-2(86)	STOPPING OR PARKING ON ROADWAYS	$40.00	$10.00
86-2(87)	HANDICAPPED PARKING VIOLATION	$100.00	$10.00
86-2(87.1)	HANDICAPPED PARKING;REVOKED OR SUSPENDED DEVICES	$100.00	$10.00
86-2(88)	PARKING FOR CERTAIN PURPOSES PROHIBITED	$40.00	$10.00
86-2(89)	STALL PARKING	$40.00	$10.00
86-2(90)	BLOCKING TRAFFIC; NARROW STREETS;STOPPING;WHEN.	$40.00	$10.00
86-2(91)	PARKING ON NARROW STREETS; SIGNS	$40.00	$10.00
86-2(92)	PARKING IN ALLEY	$40.00	$10.00
86-2(93)	PARKING DISABLED AND OTHER VEHICLES	$40.00	$10.00
86-2(94)	PARKING ADJACENT TO SCHOOLS; SIGNS	$40.00	$10.00
86-2(95)	STOPPING OR PARKING IN HAZARDOUS OR CONGESTED PLACES;SIGNS	$40.00	$10.00
86-2(96)	PARKING PROHIBITED AT ALL TIMES IN DESIGNATED PLACES	$40.00	$10.00
86-2(97)	LIMITED TIME PARKING ZONES	$40.00	$10.00
86-2(98)	COMMERCIAL & DELIVERY PARKING	$40.00	$10.00
86-2(99)	LOADING, UNLOADING AND ZONE VIOLATION	$40.00	$10.00
86-2(103)	USING HEADPHONES IN VEHICLES	$40.00	$80.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(104)	INATTENTIVE DRIVING	$50.00	$80.00
86-2(105)	CONSUMPTION OF ALCOHOL/BEER BY DRIVER	$500.00	$80.00
86-2(106)	TRANSPORTATION OF ALCOHOL/ CMB	$200.00	$80.00
86-2(106)B	TRANSPORTATION OF ALCOHOL/CMB; 2ND	$400.00	$80.00
86-2(106)C	TRANSPORTATION OF ALCOHOL/ CMB	$600.00	$80.00
86-2(107)	UNATTENDED MOTOR VEHICLE;INGITION; KEY AND BRAKES	$40.00	$80.00
86-2(108)	OBSTRUCTION OF DRIVER`S VIEW OR DRIVING MECHANISM	$40.00	$80.00
86-2(109)	COASTING VIOLATION	$40.00	$80.00
86-2(109.1)	MOTORIZED SKATEBOARDS	$40.00	$80.00
86-2(110)	FOLLOWING FIRE EQUIPMENT PROHIBITED	$40.00	$80.00
86-2(111)	CROSSING A FIRE HOSE	$40.00	$80.00
86-2(112)	PUTTING HAZARDOUS MATERIAL ON HIGHWAY PROHIBITED	$90.00	$80.00
86-2(113)	STOP WHEN TRAFFIC OBSTRUCTED	$40.00	$80.00
86-2(114)	SNOWMOBILE OPERATION LIMITED	$40.00	$80.00
86-2(114.1)	UNLAWFUL OPERATION OF ALL-TERRAIN VEHICLE	$40.00	$80.00
86-2(114.2)	UNLAWFUL OPERATION OF A MICRO UTILITY TRUCK	$40.00	$80.00
86-2(115)	UNLAWFUL RIDING ON VEHICLES;PERSON 14 YOA AND OLDER	$40.00	$80.00
86-2(116)	DRIVING UPON SIDEWALKS	$40.00	$80.00
86-2(117)	LIMITATIONS ON BACKING	$40.00	$80.00
86-2(118)	DRIVING THROUGH/ON PRIVATE/PUBLIC PROPERTY TO AVOID TRAF DEV	$40.00	$80.00
86-2(119)	PARADES AND PROCESSIONS	$40.00	$80.00
86-2(120)	DRIVING THROUGH PROCESSION	$40.00	$80.00
86-2(122)	STREET BARRIERS	$40.00	$80.00
86-2(123)	OPENING AND CLOSING VEHICLE DOORS	$40.00	$80.00
86-2(124)	RIDING IN A HOUSE TRAILER/ MOBILE/ MANUFACTURED HOME PROHIB	$40.00	$80.00
86-2(125)	DRIVING ACROSS LAWNS, SIDEWALKS, YARDS, CROPS, ETC	$40.00	$80.00
86-2(126)	REMOVAL OF TRAFFIC HAZARDS	$40.00	$80.00
86-2(126.1)	OBSTRUCTING LICENSE PLATES	$40.00	$80.00
86-2(126.2)	USE OF WIRELESS COMMUNICATION DEVICES	$40.00	$80.00
86-2(127)B	UNAUTHORIZED PARENTAL PERMISSION	$40.00	$80.00
86-2(128)	TRAFFIC LAWS APPLY TO BICYCLES	$40.00	$80.00
86-2(129)	RIDING ON BICYLCES; SEATS; RIDERS LIMITED	$40.00	$80.00
86-2(130)	CLINGING TO VEHICLES	$40.00	$80.00
86-2(131)	RIDING ON ROADWAYS AND BICYCLE PATHS	$40.00	$80.00
86-2(132)	TRANSPORTING PACKAGES ON BICYCLE	$40.00	$80.00
86-2(133)	LAMPS AND OTHER EQUIPMENT ON BICYCLES	$40.00	$80.00
86-2(135.1)	ELECTRIC-ASSISTED SCOOTERS, TRAFFIC LAW APPLICATION	$40.00	$80.00
86-2(136)	USE OF COASTERS/ ROLLER SKATES/ SIMILAR DEVICES RESTRICTED	$40.00	$80.00
86-2(138)	RIDING ON MOTORCYCLES	$40.00	$80.00
86-2(139)	OPERATING MOTORCYCLES ON ROADWAYS LANED FOR TRAFFIC	$40.00	$80.00
86-2(140)	CLINGING TO OTHER VEHICLES	$40.00	$80.00
86-2(141)	MOTORCYCLE SEAT AND FOOTRESTS	$40.00	$80.00
86-2(142)	EQUIPMENT FOR MOTORCYCLE OPERATOR OR RIDER	$40.00	$80.00
86-2(143)	DRIVING OR MOVING UNDEREQUIPPED VEHICLE	$40.00	$80.00
86-2(144)	DRIVING W/O LIGHTS WHEN NEEDED	$40.00	$80.00
86-2(146)	HEAD LAMPS ON MOTOR VEHICLES DEFECTIVE	$40.00	$80.00
86-2(147)	VEHICLE TAIL LAMPS DEFECTIVE	$40.00	$80.00
86-2(148)	DEFECTIVE OR INADEQUATE REFLECTORS	$40.00	$80.00
86-2(149)	STOP LAMPS AND TURN SIGNALS DEFECTIVE	$40.00	$80.00
86-2(151)	ADDITIONAL EQUIPMENT REQUIRED ON CERTAIN VEHICLES	$40.00	$80.00
86-2(152)	IMPROPER LAMP COLOR ON VEHICLE	$40.00	$80.00
86-2(153)	IMPROPER REFLECTOR MOUNTING	$40.00	$80.00
86-2(154)	IMPROPER VISIBILITY OF REFLECTORS	$40.00	$80.00
86-2(156)	NO LAMPS OR FLAGS ON PROJECTING LOADS	$40.00	$80.00
86-2(157)	LAMPS ON PARKED VEHICLES	$40.00	$80.00
86-2(158)	LAMPS ON OTHER VEHICLES AND EQUIPMENT	$40.00	$80.00
86-2(159)	SPOT LAMPS AND AUXILIARY LAMPS	$40.00	$80.00
86-2(160)	AUTHORIZED EMERGENCY VEHICLES	$40.00	$80.00
86-2(161)	SIGNAL LAMPS AND SIGNAL DEVICES	$40.00	$80.00
86-2(162)	VEHICULAR HAZARD WARNING LIGHTS	$40.00	$80.00
86-2(163)	ADDITIONAL LIGHTING EQUIPMENT	$40.00	$80.00
86-2(164)	MULTIPLE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(165)	USE OF MULTIPLE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(166)	SINGLE-BEAM ROAD-LIGHTING EQUIPMENT PERMITTED ON CERTAIN VEH	$40.00	$80.00
86-2(167)	SPEED LIMITATION WITH CERTAIN LIGHTS	$40.00	$80.00
86-2(168)	IMPROPER NUMBER OF DRIVING LAMPS	$40.00	$80.00
86-2(169)	LAMP RESTRICTION VIOLATION	$40.00	$80.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(170)	SCHOOL BUSES LAMP REQUIREMENTS	$40.00	$80.00
86-2(171)	IMPROPER CHURCH BUS LIGHTING REQUIREMENTS	$40.00	$80.00
86-2(172)	IMPROPER LAMPS ON CONSTRUCTION EQUIPMENT	$40.00	$80.00
86-2(173)	DEFECTIVE BRAKES; PERFORMANCE REQUIREMENTS	$40.00	$80.00
86-2(174)	DEFECTIVE OR IMPROPER US OF HORNS AND WARNING DEVICES	$40.00	$80.00
86-2(175)	DEFECTIVE MUFFLERS; NOISE PREVENTION	$40.00	$80.00
86-2(175.1)	COMPRESSION RELEASE ENGINE BRAKING SYSTEM	$40.00	$80.00
86-2(176)	DEFECTIVE MIRRORS	$40.00	$80.00
86-2(177)	OBSTRUCTED WINDSHIELDS	$40.00	$80.00
86-2(178)	IMPROPER TIRES	$40.00	$80.00
86-2(178.1)	WIDE-BASE SINGLE TIRES	$40.00	$80.00
86-2(179)	SPILLING LOADS ON HIGHWAYS PROHIBITED	$40.00	$80.00
86-2(180)	IMPROPER TOWING EQUIPMENT	$40.00	$80.00
86-2(181)	ONE-WAY GLASS AND FILM APPLICATION	$40.00	$80.00
86-2(182)A1	CHILD PASSENGER RESTRAINT SYSTEM UNDER 4YOA	$60.00	$80.00
86-2(182)A2	CHILD PASSENGER RESTRAINT SYSTEM 4YOA UNDER 8 YOA	$60.00	$80.00
86-2(182)A3	CHILD PASSENGER RESTRAINT SYSTEM 8YOA UNDER 14YOA	$60.00	$80.00
86-2(182.1)	SEATBELT VIOLATION	$30.00	$80.00
86-2(182.1)B	SEATBELT VIOLATION 14YOA UNDER 18YOA	$60.00	$80.00
86-2(182.2)	UNLAWFUL RIDING ON VEHICLES;PERSONS UNDER AGE 14	$40.00	$80.00
86-2(183)	DEFECTIVE HEADLAMPS	$40.00	$80.00
86-2(184)	DEFECTIIVE TAIL LIGHTS	$40.00	$80.00
86-2(185)	DEFECTIVE REFLECTORS	$40.00	$80.00
86-2(186)	DEFECTIVE STOP LAMPS	$40.00	$80.00
86-2(187)	MULTILE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(188)	LIGHTING EQUIPMENT FOR MOTOR-DRIVEN CYCLES	$40.00	$80.00
86-2(189)	DEFECTIVE BRAKES	$40.00	$80.00
86-2(190)	IMPROPER BRAKE PERFORMANCE; ABILITY OF BRAKES	$40.00	$80.00
86-2(191)	ADDITIONAL EQUIPMENT REQUIRED	$40.00	$80.00
86-2(192)	NO VALID DRIVERS LICENSE	$300.00	$80.00
86-2(192)B	NO VALID DRIVERS LICENSE; 2ND	$600.00	$80.00
86-2(192)C	NO VALID DRIVERS LICENSE; 3RD	$1,000.00	$80.00
86-2(192)D	NO VALID DRIVERS LICENSE; 4TH	$1,000.00	$80.00
86-2(192)E	NO VALID DRIVERS LICENSE; 5TH	$1,000.00	$80.00
86-2(192)F	NO VALID DRIVERS LICENSE; 6TH OR SUBSEQUENT	$1,000.00	$80.00
86-2(193)	DRIVER`S LICENSE IN POSSESSION	$40.00	$80.00
86-2(194)A	DRIVING WHILE SUSPENDED; 1ST	$200.00	$80.00
86-2(194)B	DRIVING WHILE SUSPENDED; 2ND	$300.00	$80.00
86-2(194)C	DRIVING WHILE SUSPENDED; 3RD	$500.00	$80.00
86-2(194)D	DRIVING WHILE SUSPENDED; 4TH	$700.00	$80.00
86-2(194)E	DRIVING WHILE SUSPENDED; 5TH	$1,000.00	$80.00
86-2(194)F	DRIVING WHILE SUSPENDED; 6TH	$1,000.00	$80.00
86-2(195)	DRIVING IN VIOLATION OF RESTRICTIONS	$100.00	$80.00
86-2(195)B	DRIVING IN VIOLATION OF RESTRICTIONS; 2ND	$200.00	$80.00
86-2(195.1)	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL	$500.00	$80.00
86-2(195.1)2	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL; 2ND	$500.00	$80.00
86-2(195.1)3	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL; 3RD	$1,500.00	$80.00
86-2(196)	UNAUTHORIZED OPERATOR	$100.00	$80.00
86-2(197)	UNAUTHORIZED MINORS	$100.00	$80.00
86-2(198)	ILLEGAL TAGS	$100.00	$80.00
86-2(199)	UNLAWFUL USE OF DRIVERS LICENSE	$500.00	$80.00
86-2(199)C	UNLAWFUL USE OF DL; 1ST OFF USE DL;UNDER 21 FOR ALCOHOL	$200.00	$80.00
86-2(199)CC	UNLAWFUL USE OF DL; 2ND OFF; USE OF DL;UNDER 21 FOR ALCOHOL	$500.00	$80.00
86-2(200)	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE	$300.00	$80.00
86-2(200)2	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE; 2ND	$800.00	$80.00
86-2(200)3	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE; 3RD	$800.00	$80.00
86-2(200)4	FAILURE TO PROVIDE PROOF OF LIABILITY INSURANCE; 4TH	$800.00	$80.00
86-3	EXCESSIVE NOISE FROM VEHICLES	$40.00	$80.00
86-5	TRUCK ROUTE VIOLATION	$40.00	$80.00
86-6	SPEED LIMIT IN CEMETERIES	$40.00	$80.00
86-7	LITTERING FROM A MOTOR VEHICLE	$40.00	$80.00
86-8	USE/OPERATION OF MECHANICAL EXHAUST DEV/ JAKE BRAKE	$40.00	$80.00
86-9	UNLAWFUL DRIVING ON SURFACES DESIGNATED FOR PED/BIKE/RECREAT	$40.00	$80.00
86-32	PARKING AND STANDING OF TAXI CABS	$40.00	$10.00
86-33	COMMERCIAL TRUCKS/ PARKING PROVISIONS	$40.00	$10.00
86-34	PARKING VEHICLE NOT BEARING CURRENT REGISTRATION	$40.00	$10.00
86-36	PRIVATE PARKING; PROPERTY OWNERS CONSENT	$40.00	$10.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-39	PARKING ON UNAPPROVED SURFACE	$40.00	$80.00
86-62	U-TURNS/NO RIGHT TURNS	$40.00	$80.00
86-63	RIDING ON SIDEWALKS	$40.00	$80.00
86-64	RIDING PROHIBITED AREAS	$40.00	$80.00
90-46	TAKING SERVICE WITHOUT AUTHORITY	$200.00	$100.00

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE	Previously Approved changes
UTILITY SERVICE RATES:				
ELECTRIC SERVICE RATES				
90-302	**Residential (Within corporate limits, schedule RE-1)**	**2026**		
	Customer charge, per month		$22.50	
	Energy charge, per kWh		$0.13543	$0.014931
	Residential (Statutory Service Area)	**2026**		
	Customer charge, per month		$22.50	
	Energy charge, per kWh		$0.14694	$0.1620
90-303	**Small General (within corporate limits)**	**2026**		
	Customer charge, per month		$45.00	
	Energy charge, per kWh		$0.08916	$0.09830
	Small General (Statutory Service Area)	**2026**		
	Customer charge, per month		$45.00	
	Energy charge, per kWh		$0.09674	$0.10666
90-304	**Large General (within corporate limits)**	**2026**		
	Customer charge, per month		$90.00	
	Demand Charge, per kW		$11.86	
	Energy charge, per kWh		$0.8916	$0.9830
	Large General (Statutory Service Area)	**2026**		
	Customer charge, per month		$90.00	
	Demand Charge, per kW		$12.86	
	Energy charge, per kWh		$0.09674	$0.106660
90-305	**Churches (within corporate limits)**	**2026**		
	Customer charge, per month		$15.00	
	Demand Charge, per kW		$11.86	
	Energy charge, per kWh		$0.08916	$0.09830
	Churches (Statutory Service Area)	**2026**		
	Customer charge, per month		$15.00	
	Demand Charge, per kW		$12.86	
	Energy charge, per kWh		$0.09674	$0.106660
90-306	**Schools (within corporate limits)**	**2026**		
	Customer charge, per month		$15.00	
	Demand Charge, per kW		$11.86	
	Energy charge, per kWh		$0.08916	$0.09830
	Schools (Statutory Service Area)	**2026**		

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE
	Customer charge, per month		$15.00
	Demand Charge, per kW		$12.86
	Energy charge, per kWh		$0.09674
90-269	**Electric System Connection Fee**	**2011**	
	120/240 - 800 Amp - 1Ø		$1,400.00
	120/240 - 1000 Amp - 1Ø		$1,750.00
	120/240 - 1200 Amp - 1Ø		$2,100.00
	120/240 - 1600 Amp - 1Ø		$2,800.00
	120/240 - 2000 Amp - 1Ø		$3,500.00
	120/208 - 800 Amp - 1Ø		$1,440.00
	120/208 - 1000 Amp - 1Ø		$1,800.00
	120/208 - 1200 Amp - 1Ø		$2,160.00
	120/208 - 1600 Amp - 1Ø		$2,520.00
	120/208 - 2000 Amp - 1Ø		$3,600.00
	120/240 - 800 Amp - 3Ø		$2,240.00
	120/240 - 1000 Amp - 3Ø		$2,800.00
	120/240 - 1200 Amp - 3Ø		$3,360.00
	120/240 - 1600 Amp - 3Ø		$4,480.00
	120/240 - 2000 Amp - 3Ø		$5,600.00
	120/240 - 3000 Amp - 3Ø		$8,400.00
	120/208 - 800 Amp - 3Ø		$2,520.00
	120/208 - 1000 Amp - 3Ø		$3,150.00
	120/208 - 1200 Amp - 3Ø		$3,780.00
	120/208 - 1600 Amp - 3Ø		$5,040.00
	120/208 - 2000 Amp - 3Ø		$6,300.00
	120/208 - 3000 Amp - 3Ø		$9,450.00
	277/480 - 800 Amp - 3Ø		$5,816.00
	277/480 - 1000 Amp - 3Ø		$7,270.00
	277/480 - 1200 Amp - 3Ø		$8,724.00
	277/480 - 1600 Amp - 3Ø		$11,632.00
	277/480 - 2000 Amp - 3Ø		$14,540.00
	277/480 - 3000 Amp - 3Ø		$21,810.00
	Greater KVA that above listed voltages		$12.00 per KVA above listed

$0.106660

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE	
WATER SERVICE CHARGES				
90-177	**Residential Water Utility Rates**	**2026**		
	Consumption 0 -15,000 gallons		$3.26 per 1000 gallons	$3.39 per 1000 gallons
	Consumption 15,001 - 30,000 gallons		$3.72 per 1000 gallons	$3.87 per 1000 gallons
	Consumption 30,001 - 60,000 gallons		$4.45 per 1000 gallons	$4.62 per 1000 gallons
	Consumption 60,001 + gallons		$5.44 per 1000 gallons	$5.66 per 1000 gallons
	Commercial Water Utility Rates			
	Consumption - All quantities		$3.37 per 1000 gallons	$3.51 per 1000 gallons
90-177	**Water Utility Rates and Charges: Monthly Service Charge**	**2025**		
	3/4 Tap		$25.66	$26.68
	1" Tap		$28.62	$29.76
	1 1/2 " Tap		$33.56	$34.90
	2" Tap		$50.85	$52.88
	3" Tap		$87.88	$91.40
	4" Tap		$124.43	$129.40
	6" Tap		$161.96	$168.44
	8" Tap		$260.73	$271.16
	10" Tap		$297.76	$309.68
	Water Service Tap Fee	**2021**		
	3/4" Tap		N/A	
	1" Tap		$900.00	
	1 1/2 " Tap		$1,200.00	
	2" Tap		$1,400.00	
	3" Tap		$1,600.00	
	4" Tap		$2,000.00	
	6" Tap		$2,200.00	
	8" Tap		$2,400.00	
	10" Tap		N/A	
	Water Service Installation Fee	**2021**		
	.75"		N/A	
	1" Tap		$1,620.00	
	1 1/2 " Tap		N/A	
	2" Tap		$3,416.00	
	3" Tap		$7,074.00	
	4" Tap		$8,868.00	
	6" Tap		$12,406.00	
	8" Tap		$17,781.00	
	10" Tap		$23,683.00	

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE	
90-179	**Private Fire Protection Equipment - Installation Fee**	**2021**		
	2" Fire Leg		$1,400.00	
	4" Fire Leg		$2,000.00	
	6" Fire Leg		$2,200.00	
	8" Fire Leg		$2,400.00	
	10" Fire Leg		$2,800.00	
	12" Fire Leg		$3,200.00	
90-179	**Private Fire Protection Equipment - Annual Connection Fee**	**2021**		
	2" Fire Leg		$70.00	
	3" Fire Leg		$85.00	
	4" Fire Leg		$95.00	
	6" Fire Leg		$125.00	
	8" Fire Leg		$175.00	
	10" Fire Leg		$225.00	
	12" Fire Leg		$300.00	
WASTEWATER SERVICE CHARGES				
90-204	**Sewage Charge - Residential**	**2026**		
	Base Charge		$10.67	$11.31
	Volume Charge		$2.25	$2.38
	Maximum Charge		$67.00	
90-241	**Sewer Tap/Connection Fee**	2018	$500.00	
90-204	**Sewage Charge - Multi-Family**	**2026**		
	Fixed Charge		$24.16	$25.61
	Sewage Charge - Mobile or MFG Housing	**2026**		
	Fixed Charge		$24.16	$25.61
	Sewage Charge - Commercial	**2026**		
	Base Charge		$16.29	$17.27
	Volume Charge		$2.25	$2.38
90-206	**Extra Strength Sewage Charges**	**2018**		
	BOD - In City		$0.16	
	BOD - Outside City		$0.24	
	TSS - In City		$0.12	
	TSS - Outside City		$0.18	
	FOG - In City		$2.10	
	FOG - Outside City		$3.15	
	NH4 - In City		$1.50	
	NH4 - Outside City		$2.25	
	Phosphorus - In City		$0.20	

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE	
	Phosphorus - Outside City		$0.30	
	VCP Tap 4"		$100.00	
	VCP Tap 6"		$150.00	
	Septic Dump Application Fee (FICO)		$10.00	
	Septic Dump Application Fee (Outside FICO)		$20.00	
	Septic Dump Fee		$35.00 (per 1000 gallons)	
	Lab - BOD test		$41.00	
	Lab - TSS Test		$15.00	
	Lab - pH Test		$10.00	
	Lab - Ammonia Test		$20.00	
	Lab - Phosphorus Test		$32.00	Actual Cost
	Lab - Fat, Oil & Grease Test		$55.00	Actual Cost
	Lab - Sulfates		$18.00	
	Lab - TKN test		$15.00	Actual Cost
	Lab - E. Coli Test		$22.00	
	Lab - Sampling Fee		$38.00	
	Courier Fees		Actual Cost	
	Sample Disposal		Actual Cost	
STORMWATER - DRAINAGE				
90-379	**Residential Fees**	**2017**		
	Residential Property Fee		$3.00	
	Multi-Family Residential		$2.50	
	Commercial and Industrial	**2017**		
	1-10 Spaces		$4.50	
	11-50 Spaces		$7.50	
	50-200 Spaces		$12.75	
	200+ Spaces		$24.00	
SOLID WASTE - RECYCLING				
74-37	**Solid Waste - Residential & Multi-Family**	2026	$29.68	$33.83
	Solid Waste Poly Kart	**2026**		
	Administrative Fee (customer requested change of service)		$15.00	$15.00
	Additional Poly Kart		$20.01	$20.61
	Special Collections			
	Minimum Charge - 1 container		$45.00	$46.35
	Minimum Charge - two or more containers		$35.00	$36.05
	Collection requiring labor (per container, per hour)		$60.00	$61.80
	Special Clean-up charge for Poly Kart (per hour)		$15.00	$15.45
	Special Events (delivery fee, per container)		$15.00	$15.45

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CODE REF.	**DESCRIPTION**	**LAST CHANGED**	**RATE**	
	Special Events (per container per day)		$35.00	$36.05
	Special Pick Up (compactors)		$120.00	$123.60
	Special Pick Up (6 yard frontload)		$100.00	$103.00
	Special Trafficway Rent-A-Truck (per truckload)		$65.00	$75.00
	Commercial Collections	**2026**		
	Container Capacity (CU. YD.)			
	3		$61.88 Per Collection	$63.74
	4		$82.51 Per Collection	$84.99
	6		$94.48 Per Collection	$97.31
	27		$890.47 Per Collection	$917.18
	33		$1,073.17 Per Collection	$1,105.37

City Clerk

- Rates tied to cereal malt beverage and liquor licenses are dictated by State Statute.
- Rates tied to pawnbroker licenses are dictated by State Statute.
- For the Waiver of Ordinances, this fee has been discussed with City Administration and the City Attorney's Office, and it is suggested to raise the rate due to the amount of staff and legal work done to complete these waivers. The Waiver of Ordinances is for any request to waive code requirements adopted by the City. For the most part, this is related to waivers of zoning regulations, and these take more time than a traditional rezone ordinance.

Airport

- Director Powell does not recommend CPI adjustments to the 54 hangar leases. Director Powell studies hangar rates and increases are determined on competitive market value for the area. The Airport Advisory Board has not reviewed this information and therefore can't provide a recommendation.

Police

- In addition to considering adjustments for CPI, the fees associated with lane rentals at the gun range need to consider competitive rates at other facilities.

CITY OF GARDEN CITY FEE SCHEDULE
RESOLUTION NO. 3212-2025
A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS, ESTABLISHING A MASTER FEE SCHEDULE FOR CALENDAR YEAR 2026.
NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas:

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
CITY CLERK			
22-240	**Mobile Food Vendors**	**2019**	
	Annual mobile food vendor license fee		$600.00
	Monthly mobile food vendor license fee		$200.00
	Daily mobile food vendor license fee		$50.00
6-88	**Cereal Malt Beverage**		
	On Premise	2024	$200.00 per year
	Off Premise	2026	$50.00 per year
6-88	Change of location fee	2026	$50.00
	Special event	2026	$100.00 per event
6-128	**Occupational Tax - Retail liquor stores**		
	Liquor license - off premise	2024	$600.00
6-158	**Private club license**	**2011**	
	Class A Club		$500.00
	Class B Club		$500.00
6-178	**Drinking Establishment**		
	Liquor License - on premise	2011	$500.00
22-69	**Ciruses and Carnivals**		
	Circuses and Carnivals Permit	2026	$100.00 per day
22-70	**Precious Metal Dealers**		$25.00 per year
	Pawnbrokers		$25.00 per year
22-131	**Itinerant Merchants**	**2019**	
	Local - per year		$300.00
	Local - per month		$100.00
	Local - per day		$25.00
	Non-Local per month		$900.00
	Non-Local per day		$300.00
98-70	**Taxi Cab/Limo**		
	Per Vehicle	2026	$30.00 per vehicle
2-745	**Records Requests**		
	Calculated on factors related to each request	2022	Varies
AIRPORT			
	Hangar Rentals		
	Single Bifold Door	**2024**	**Per Month:**
	Regular		$100.00
	End Hangar		$125.00
	Single Slider Door		
	Regular		$90.00
	End Hangar		$115.00
	Twin Slider Door		
	Regular		$130.00
	End Hangar		$155.00
	Storage Hangar		
	Non-aeronautical airside		$500.00
	Non-aeronautical landslide		$100.00
	Non-aeronautical landside end hangar		$125.00
CEMETERY			
30-40	**Weekend (Sat & Sun) holiday funerals**	2026	$400.00
30-54	**Service charges for foundations and bases**	**2026**	
	Single or double base or foundation		$50.00
	Required relocation of single or double base or foundation		$40.00
30-80	**Gravesites**		
	Sunset Memorial Gardens		
	Adult grave spaces	2012	$450.00
	Half spaces for infants and cremations	2012	$250.00
	Deposit for site	2026	$75.00
	Valley View	**2026**	
	Adult grave spaces		$550.00
	Half spaces for infants and cremations		$325.00
	Deposit for site		$75.00
	Mausoleums, price per lot		$5,000.00
30-88	**Grave Opening and Closing**	**2026**	
	Adult grave		$500.00
	Weekends (Sat & Sun) and holidays		$700.00
	Infant grave		$350.00
	Weekends (Sat & Sun) and holidays		$500.00
	Ashes interment (cremated remains)		$200.00
	Weekends (Sat & Sun) and holidays		$250.00
	Interment services for after 3:30 pm on weekdays		Additional $200.00
	Interment services for a Saturday or Sunday or holiday		Additional $300.00

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
30-87	**Reopening and disinterment**	**2026**	
	Container 42 inches in size and larger		$1,000.00
	Container less than 42 inches in size		$800.00
	Cremation container		$400.00
30-58	**Valley View Columbarium fees**	**2016**	
	Top row niche		$1,000.00
	Second row niche		$900.00
	Third row niche		$800.00
	Bottom row niche		$700.00
	Addition of a second urn to a single niche		
	with engraving		$375.00
	additional cremation		$350.00
	Holiday and weekend inurnments		$300.00
	Disinterment		$350.00
	Misc		
	Rental of chairs and box for private graveside internments	2026	$50.00
FIRE			
	CPR and First Aid	2026	$20.00
34-58	**False Alarm Fees**	**2026**	
	1-5		No Assessment
	6-10		$110.00
	10-15		$275.00
	15+		$550.00
46-2	**Townships**		Dictated by separate contracts, listed her as FYI
	Garden City	**2023**	1 Mill
	Garfield		$450.00/run
	Ivanhoe		1/2 Mill
	Pierceville		$450.00/run
	Pleasant Valley		1/2 mill
	Sherlock		55% of 3/4 mill
	Terry		1/2 mill
MUNICIPAL COURT			
1-9	**Court Costs**	**2026**	
	Traffic Cases		$80.00
	Criminal Cases		$100.00
	Parking Cases		$10.00
	Court Fines		
1-9	**Warrant Fees**	**2026**	
	Warrant Issue Fee		$70.00
	Warrant Administrative Fee		$30.00
2-745	**Record Requests**		
	Calculated on factors related to each request	2022	Varies
	Diversion Fees	**2026**	
	Traffic Cases		$160.00
	Criminal Cases		$360.00
	Diversion - Community Service Buyout	2026	$30.00/hour
	Fast Track Fees	**2026**	
	Traffic		$160.00
	Traffic - Construction/School Zone		$210.00
	Expungement	2026	$150.00
	Driving Class	2026	$50.00
NEIGHBORHOOD & DEVELOPMENT SERVICES			
PLANNING AND ZONING			
	City Planning and Zoning Applications		
	Amendment Change	2014	$250.00
	Certificate of Zoning	2026	$50.00
	Conditional Use Permit	2026	$275.00
	Conditional Use Permit Transfer	2019	$200.00
	Home Insulation Loan	2006	10% downpayment based on loan amount
	Neighborhood Revitalization Program	2026	$300.00
	Rezoning	2026	$300.00
	Variance	2026	$275.00
	Zoning Use Permit (Home Occupation)	2026	$50.00
	Plat Filing Applications - City	**2026**	
	City Parcel Plat/Lot Split		$80.00
	City Preliminary Plat		$200.00 + $5.00/lot
	City Final Plat		$150.00 + $5.00/lot

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
INSPECTIONS			
	Contractor Licensing	**2026**	
94-2	Arborist License		$50.00
	Contractor License New		$250.00
	Contractor License Renewal		$150.00
	Contractor License Renewal Late fee		$150.00
	Trade Cards - New & Renewals		$25.00
	Exam Sponsorship Fee		$40.00
	Residential Permits	**2026**	Examples shown in Addendum A
	Fees based on Project Valuation		
	$0.01 to $500.00		$39.00
	$500.01 to $2,000.00		$39.00 for first $500.00 plus $2.00 for each additional $100.00 or fraction thereof
	$2,000.01 to $25,000.00		$69.00 for first $2,000.00 plus $11.00 for each additional $1,000.00 or fraction thereof
	$25,000.01 to $50,000.00		$322.00 for first $25,000.00 plus $8.00 for each additional $1,000.00 of fraction thereof
	$50,000.01+		$522.00 for first $50,000.00 plus $5.00 for each additional $1,000.00 or fraction therof
	Commercial & Industrial Permits	**2026**	Examples shown in Addendum A
	Fee Based on Project Valuation		
	$0.01 to $500.00		$42.00
	$500.01 to $2,000.00		$42.00 for first $500.00 plus $2.50 for each additional $100.00 or fraction thereof
	$2,000.01 to $25,000.00		$79.50 for first $2,000.00 plus $18.00 for each additional $1,000.00 or fraction thereof
	$25,000.01 to $50,000.00		$493.50 for first $25,000.00 plus $10.00 for each additional $1,000.00 of fraction thereof
	$50,000.01 to $100,000.00		$743.50 for first $50,000.00 plus $8.00 for each additional $1,000.00 or fraction therof
	$100,000.01+		$1,143.50 for first $100,000.00 plus $6.00 for each additional $1,000.00 or fraction therof
	Fence Permit	2026	Fee based on project valuation - Residential and Commercial rates
	ROW permit (Curb Cut)	2026	$75.00
	Excavation Permit	2026	$50.00
	Sign Permit (permanent)	2026	$100.00
	Sign Permit - Temporary or Portable	2026	$0.00
	Sign Permit - Offsite & EMB	**2019**	
	Fee Based on Project Valuation		
	$0.01 to $6,000.00		$75.00
	$6,000.01 to $25,000.00		$130.00
	$25,000.01 to $50,000.00		$220.00
	$50,000.01 to $100,000.00		$350.00 for the first $50,000.01 plus $4.50 for each additional $1,000.00 or fraction thereof, to and including $100,000.00
	$100,000.01 to $250,000.00		$600.00 for the first $100,000.01 plus $3.75 for each additional $1,000.00 or fraction thereof, to and including $250,000.00
	$250,000.01 to $500,000.00		$1,162.00 for the first $250,000.01 plus $4.00 for each additional $1,000.00 or fraction thereof
	$500,000.01 to $1,0000,000.00		$2,160.00 for the first $500,000.01 plus $4.00 for each additional $1,000.00 or fraction thereof.
	$1,000,000.01 and Over		$4,160.00 for the first $1,000,000.01 plus $2.00 for each additional $1,000.00 or fraction thereof.
78-42	**Blanket Permit**	2026	$1,500.00
	Demolition Permit	2026	$50.00
	Right-of-Way for Parklets Permit	2026	$200.00 annually
	Mileage Fee	2026	$15.00
	Inspections	**2026**	
	After hours		$80.00
	Re-Inspections		3rd time inspection - $50.00 per hour
	Inspections for which fee is not specifically indicated		$30.00
	Canceled Permit Processing Fee	2026	$20.00
	Plan/Additional Plan Review	2013	$100.00 Per hour
	House Moving	**2013**	
	House Moving Bldg Inspection		$100.00
	House Moving Bldg Permit		$600.00
	Working w/o Permit	**2019**	
18-6	**Working w/o permit - $25k or less**		Double the regular permit fee plus $50.00
	Working w/o permit - Greater than $25k		Double the regular permit fee plus $250.00
	Building Safety Board of Appeals - Appeal Application	2006	$300
38-113, 38-114	**Code Enforcement**	**2026**	
	Weed Abatement - Owner A/R		Admin fee of $75.00, plus the cost incurred in abatement
	Unlawful Deposit Abatement		Admin fee of $75.00, plus the cost incurred in abatement
	Environmental Nuisance Abatement		Admin fee of $85.00, plus the cost incurred in abatement
	Dead/Diseased Trees Abatement		Admin fee of $85.00, plus the cost incurred in abatement
	Vehicle Nuisance Abatement		Admin fee of $150.00, plus the cost incurred in abatement
	Delinquent Payment Administration Fee		$33.00 assessed to any abatement fee not paid on time

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
POLICE DEPARTMENT			
2-745	**Records Requests**		
	Calculated on factors related to each request	2022	Varies
	Online Accident Reports	2026	$5.00
38-31	**Vehicle Impound Fees**	**2026**	
	Tow Fee		Cost of Tow + $25.00 Admin Fee
	After 14 days		Cost of Tow + $25.00 Admin Fee + $10.00/day
86-2 (section m)	**Micro Utility Vehicle Registration**	**2024**	
	New Registration		$25.00
	Annual Renewal		$15.00
34-58	**False Alarm**	**2026**	
	1-5 false alarms		No fee
	6-15 false alarms		$110.00
	16-25 false alarms		$275.00
	All alarms over 25		$550.00
	Cellular Phone Wiping	2023	$100.00
	Animal Fees		
10-102	**Dog & Cat Tags**	**2026**	
	Neutered/Spayed		$5.00
	Unneutered/unspayed		$10.00
10-106	Lost dog or cat tag	2026	$3.00
10-156	Commercial kennel registration	2026	$35.00
10-157	Cattery registration	2026	$15.00
	Gun Range	**2021**	
	Lane Rental		
	Handgun		$12.00/hour
	Rifle		$18.00/hour
	Annual single membership		$350.00
	Annual family membership		$500.00
	Eyes/Ears/Ammo/Targets		Fair market pricing
RECREATION:			
	Adult Sports		
	Team Sports		
	Coed Softball League - 10 Games	2022	$440.00 per team
	Coed Summer Softball - 14 Games	2022	$550.00 Per team
	Coed Volleyball	2022	$170.00 per team
	Futsal League	2022	$230.00 per team + $20.00 per player
	Night Soccer	2022	$230.00 per team + $20.00 per player
	Women's Soccer	2023	$210.00 per team + $20.00 per player
	Women's Volleyball	2022	$170.00 per team
	Men's Basketball League	2020	$450.00 per team
	Women's Basketball League	2025	$310.00 per team
	Softball Tournament	2018	$180.00 per team
	Team Late Registration		Additional $50.00
	Individual Sports		
	Disc Golf League	2025	$25.00/player
	Disc Golf Tournament	2025	$25.00/player
	Pickleball League	2025	$25.00/player
	Ping Pong League	2025	$25.00/player
	Cornhole Tournament	2022	$25.00/player
	Individual Late Registration	2022	Additional $10.00/person
	Road Races 1 Mile	2023	$30.00
	Late Registration	2023	$35.00
	Road Races 5k	2023	$40.00
	Late Registration	2023	$45.00
	Youth Sports		
	Youth Archery	2023	$30.00
	Baseball & Softball - Ages 6-12	2023	$40.00
	Baseball & Softball - Jr & Pony	2023	$50.00
	Baseball & Softball - Mini Sluggers & T-ball	2020	$30.00
	Basketball Camp	2022	$40.00
	NFL Flag Football	2025	$50.00
	Futsal	2022	$35.00
	Pre-season Baseball League	2022	$60.00
	Soccer	2023	$35.00
	Spring Training	2025	$40.00
	Summer Fit Camp	2025	$25.00
	Volleyball Camp	2021	$40.00
	Volleyball League - Mini Hitters	2021	$30.00
	Volleyball League - Olders	2023	$40.00
	Basketball League - Mini Dribblers	2020	$30.00
	Basketball League - Older	2022	$40.00
	Blue Tide Swim Team	2025	$110.00
	Late Registration	2023	Additional $10.00/person

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
	Other Activities		
	Easter Egg Hunt	2026	$5.00
	Royal Tea Party	2024	$30.00 for entry of two + $10.00/additional entry
	Beginning Line Dancing	2023	$30.00
	Daddy Daughter Dance	2023	$30.00 for entry of two + $10.00/additional entry
	Carnival	2024	$5.00
	Enrichment Classes (may have additional supply costs)	2024	$10.00 - $40.00
	Enrichment Camps (Creativity, Cupcake, etc)	2025	$25.00 - $65.00
	Youth Theater Camp	2025	$40.00
	Holiday Photos	2021	$10.00
	Fitness Class Drop In Fee	2026	$5.00
	Fitness Class Registered per class rate	2024	$3.00/class
	Single Day Open Gym Pass	2026	$3.00
	Walking Group (18 times)	2025	$10.00
	Core Fitness		
	Single - Daily Drop In	2026	$6.00
	Single - Weekly Pass	2026	$30.00
	Single - Monthly	2026	$45.00
	Single - Monthy (Auto Pay)	2023	$40.50
	Single - Annual	2023	$432.00
	Couple - Monthly	2026	$75.00
	Couple - Monthly (Auto Pay)	2026	$67.50
	Couple - Annual	2026	$720.00
	Family - Monthly	2026	$130.00
	Family - Monthly (Auto Pay)	2026	$117.00
	Family - Annual	2026	$1,248.00
	Corporate Monthly Memberships	2026	$32.00
	Gymnastics		
	Gymnastics Drop In Fee	2023	$15.00
	Monthly Fee - Pre-Team	2025	$90.00
	Monthly Fee - Team A	2025	$240.00
	Monthly Fee - Team B	2025	$225.00
	Monthly Fee - Team C	2025	$205.00
	Tiny Tot Class	2025	$25.00
	Tot Tumbler/Tumbling I	2025	$30.00
	Kinder Gym	2025	$35.00
	Beginner/Jr. Ninja/Tumbling II/Cheer I/Intermediate	2025	$48.00
	Advanced	2025	$65.00
	Open Gym Fees	2025	$5.00
	Open Gym Punch Pass	2025	$40.00
	Private Lessons - 1 Session	2025	$25.00
	Private Lessons - 3 Sessions	2025	$75.00
	Private Lessons - 6 Sessions	2025	$135.00
	Gymnastics Center Party Rental	2025	$200.00
	Buffalo Dunes Golf Course		
	Green Fees		
	9 Holes - Monday-Thursday	2026	$27.00
	9 Holes - Friday-Sunday & Holidays	2026	$32.00
	18 Holes - Monday-Thursday	2026	$37.00
	18 Holes - Friday-Sunday & Holidays	2026	$42.00
	Students (21 and under) - Monday-Thursday	2025	$10.00
	Students (21 and under) - Friday-Sunday & Holidays	2025	$10.00
	Driving Range		
	Small bucket	2025	$5.00
	Large bucket	2025	$10.00
	Yearly Range Pass	2026	$225.00
	Private Golf Cart Trail	**2026**	
	9 Holes		$15.00
	18 Holes		$20.00
	Annual		$750.00
	Senior Annual		$500.00
	Golf Cart Rental	**2026**	
	9 Holes		$15.00
	18 Holes		$20.00
	Annual Memberships	**2026**	
	Tradtional Pass		
	Adult		$550.00
	Family		$775.00
	Student		$105.00
	Senior		$375.00
	Gold Pass		
	Adult		$1,360.00
	Couple		$1,740.00
	Family		$2,020.00
	Student (Ages 16-20)		$925.00
	Senior (65 and Over)		$1,235.00
	Weekend Tournament Rates	**2026**	
	Per Player		$75

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
	Garden Rapids		
	Couple Pass	2025	$130.00
	Family Pass	2025	$200.00
	Punch Pass (20)	2026	$80.00
	Single Day Pass	2026	$5.00
	Single Pass	2025	$80.00
	Special Event Pass	2026	$10.00
	Additional Children on Family Pass	2021	$20.00/Child
	Water Aerobics	2025	$30.00
	Resistance Walking	2026	$20.00 per month
	Lap Swim	2026	Lap Swim Pass per month $20.00
	Pool Rental - 1/2 Pool	2025	$300.00/hour (min. of 2 hours)
	Pool Rental - 1/2 Pool + 2 High Fly Slides	2025	$300.00/hour (min. of 2 hours) +$100.00
	Pool Rental - Full Pool	2025	$750.00/hour (min. of 2 hours)
	Cabana Rental - Reserved	2024	$85.00/hour (min of 2 hours)
	Cabana Rental - Walk Up	2024	$30.00/hour M-Th, $40.00/hour Fri-Sun & Holidays
	Private Swimming Lessons	2025	$45.00 per 4 lessons
	Swimming Lessons	2026	$35.00
	Parks		
	Shelter Reservations	**2026**	
	Small		$50.00
	Large		$100.00
	Stevens Park		$100.00 on weekdays, $200.00 on Friday, Sat, Sun
	Flower Garden (Gazebo)		$50.00
	Recreation Facility Rentals		
	Classroom I		
	Studio II		
	Full Gym Rental - For Profit Event		
	Weekday Rental (Open Hours Only)	2026	$800.00
	Weekend Rental (Open Hours Only - Fri, Sat, Sun)	2026	$1,000.00/day
	After Hours Rental (7am - 12am)	2026	$50.00/hour
	Custodial Fee	2026	$35.00/visit
	Field Use		
	Baseball & Softball Game Field (initial prep & field chalking included)	2026	$25.00/hour - $170.00/day
	Turf Baseball Game Field (initial prep included)	2026	$35.00/hour - $238.00/day
	Baseball & Softball Field - practice field	2026	$15.00/hour - $102.00/day
	Turf Baseball Field - practice field	2026	$25.00/hour - $170.00/day
	Multi-Purpose Game Field - (initial prep & marking included)	2026	$30.00/hour - $204.00/day
	Multi-Purpose Practice Field	2026	$15.00/hour - $102.00/day
	Courts at the Zoo	2026	$15.00/hour - $ 102.00/day
	Grimsley Tennis Courts	2026	$10.00/hour - $68.00/day
	Field Painting	2024	$100.00 each
	Field Chalking	2024	$15.00 each
	Field Drying Agent	2024	$15.00 per bag (after first three)
	Infield Dragging	2024	$15.00 each
	Portable Mound	2024	$20.00 each mound/day
	Portable Fencing	2024	$100.00 per field (per installation)
	Field Lights	2021	$35.00/hour per field
	Field Supervisor	2025	$20.00/hour
	Cleaning Deposit	2024	$100.00
	Wet Field Prep (up to 3 bags of diamond dry included)	2024	$50.00/hour
	Field Drying Agent (after the first 3 bags)	2024	$15.00/bag
UTILITIES:			
ADMINISTRATIVE			
90-82	**Customer utility service fee (connections, disconnections & transfers)**	**2026**	$30.00
90-88	After Business Hours (after 5pm, Sat, Sun, and holidays)		$60.00
90-84	**Utility Initiation Fee (includes connection fee)**	**2026**	
	Residential - single family or unit		$75.00
	Commercial		$200.00 (unless otherwise agreed upon in a legal agreement)
90-82	**Late charge for delinquent utility bills**	2011	5% of amount billed
90-40	**Meter Testing Charge**	2011	$50.00
90-42	**Service failures service call**	2011	$35.00
ELECTRIC SERVICE RATES			
	Electric Utility Rates		Please see Addendum D
90-309	**Customer owned residential and commercial renewable energy generation facilities**	2018	150% - Variable credit based upon 150% of the avoided cost monthy & a $500.00 Interconnection Application Processing fee to the customer
	Pole Attachment Fee	2011	$3.00-$12.50
	New Development Infrastructure Residential and Commercial	2011	Varies
90-269	**Electric System Connection Fee**	2011	Please see Addendum D

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
WATER SERVICE CHARGES			
90-177	**Residential Water Utility Rates**	2026	Please see Addendum D
90-180	**Tank Water and Misc Sales**	**2026**	
	Tank Water: Fill Station		$6.73
	Tank Water: Hydrant Meter		$6.73
90-40	**Water Meter Testing Fee**	2011	$50.00
WASTEWATER SERVICE CHARGES			
90-204	**Sewage Charge - Residential**	2026	Please see Addendum D
STORMWATER - DRAINAGE			
90-379	**Residential Fees**	2017	Please see Addendum D
SOLID WASTE - RECYCLING			
74-37	**Solid Waste - Residential & Multi-Family**	2023	Please see Addendum D
ZOO			
66-36	**Entry Charges**	**2026**	
	Motorized Vehicles		$20.00
	Buses (except school buses)		$40.00
	Camps		
	Summer Camp	**2021**	
	Non-Member		$100.00
	FOLRZ Member		$90.00
	Spring Camp	**2022**	
	Non-Member		$50.00
	FOLRZ Member		$40.00
	Birthday Parties	**2025**	
	Base Cost		$200.00
	Decorations and set-up/teardown		$25.00
	Additional time during business hours (8am-5pm)		$50.00 per hour
	Additional time after hours (after 5pm)		$75.00 per hour
	FOLRZ birthday party discount		$10.00 off each option
	Encounters		
	Giraffe Encounters	2013	$2.00 for 1 full leaf/$5.00 for 3 full leaves
	Rhino Encounters	2017	$5.00 for 1 feeding/$10.00 for 3 feedings
	Bear Encounters	2019	$3.00 for one feeding/$5.00 for 2 feedings
	Programs		
	Zoomobiles (off-site traveling)	2016	Free (within Garden City & Holcomb)
	1-2 programs	2016	$125.00 + $1.50/mile one direction
	3-4 programs	2016	$200.00 + $1.50/mile one direction
	Virtual Zoo Trip (distance learning)	2020	$130.00/program
	Education Center Programs (on-site programs)		Free
	Compost		
	Compost per skidsteer scoop	2026	$35.00
	Compost per bag	2026	$5.00
	Rentals		
	Finnup Center	**2026**	
	1 Room, full day during regular hours (8am - 5pm)		$150.00
	1 Room, half day during regular hours (8am - 5pm)		$75.00
	Additional classroom rental during regular hours (8am - 5pm)		$35.00
	Projector Use		$25.00/day
	Room setup fee		$50.00
	Copies		$.10/copy
	Shelters	**2026**	
	Picnic shelters (2), gazebo - West Green		$100.00
	Whole or Partial Zoo Rental	**2025**	
	Closure of entire zoo to vehicles & pedestrians (regular operating hours)		$4,500.00 per day, $450.00 per hour
	Partial Closure of entire zoo to vehicles (fencing off West Green)		$1,500.00 per day, $150.00 per hour
	Other Rentals available		Please contact zoo staff for details

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 18th day of November, 2025.

CITY OF GARDEN CITY, KANSAS

By Roy Cessna
ROY CESSNA, Mayor

ATTEST:

Celyn N Hurtado
CELYN N. HURTADO, City Clerk
KORI A. LONGORIA, Deputy City Clerk

ADDENDUM A

***This addendum shows example calculations of Residential and Industrial permit costs, based on project valuation**

RESIDENTIAL PERMIT FEE SCHEDULE			
Total Valuation			**Fee**
$39.00 for the first $500 plus $2.00 for each additional $100 or fraction thereof, to and including $500			
$0.00	to	$500.00	$39.00
$501.00	to	$600.00	$41.00
$601.00	to	$700.00	$43.00
$701.00	to	$800.00	$45.00
$801.00	to	$900.00	$47.00
$901.00	to	$1,000.00	$49.00
$1,001.00	to	$1,100.00	$51.00
$1,101.00	to	$1,200.00	$53.00
$1,201.00	to	$1,300.00	$55.00
$1,301.00	to	$1,400.00	$57.00
$1,401.00	to	$1,500.00	$59.00
$1,501.00	to	$1,600.00	$61.00
$1,601.00	to	$1,700.00	$63.00
$1,701.00	to	$1,800.00	$65.00
$1,801.00	to	$1,900.00	$67.00
$1,901.00	to	$2,000.00	$69.00
$69.00 for the first $2,000 plus $11.00 for each additional $1,000 or fraction thereof, to and including $2,000			
$2,001.00	to	$3,000.00	$80.00
$3,001.00	to	$4,000.00	$91.00
$4,001.00	to	$5,000.00	$102.00
$5,001.00	to	$6,000.00	$113.00
$6,001.00	to	$7,000.00	$124.00
$7,001.00	to	$8,000.00	$135.00
$8,001.00	to	$9,000.00	$146.00
$9,001.00	to	$10,000.00	$157.00
$10,001.00	to	$11,000.00	$168.00
$11,001.00	to	$12,000.00	$179.00
$12,001.00	to	$13,000.00	$190.00
$13,001.00	to	$14,000.00	$201.00
$14,001.00	to	$15,000.00	$212.00
$15,001.00	to	$16,000.00	$223.00
$16,001.00	to	$17,000.00	$234.00
$17,001.00	to	$18,000.00	$245.00
$18,001.00	to	$19,000.00	$256.00
$19,001.00	to	$20,000.00	$267.00
$20,001.00	to	$21,000.00	$278.00
$322.00 for the first $25,000 plus $8.00 for each additional $1,000 or fraction thereof, to and including $25,000			
$522.00 for the first $50,000 plus $5.00 for each additional $1,000 or fraction thereof, to and including $50,000			
$772.00 for the first $100,000 plus $5.00 for each additional $1,000 or fraction thereof			

ADDENDUM B

***This addendum shows example calculations of Residential and Industrial permit costs, based on project valuation**

COMMERCIAL & INDUSTRIAL FEE SCHEDULE			
Total Valuation			**Fee**
$42.00 for the first $500 plus $2.50 for each additional $100 or fraction thereof, to and including $500			
$0.00	to	$500.00	$42.00
$501.00	to	$600.00	$44.50
$601.00	to	$700.00	$47.00
$701.00	to	$800.00	$49.50
$801.00	to	$900.00	$52.00
$901.00	to	$1,000.00	$54.50
$1,001.00	to	$1,100.00	$57.00
$1,101.00	to	$1,200.00	$59.50
$1,201.00	to	$1,300.00	$62.00
$1,301.00	to	$1,400.00	$64.50
$1,401.00	to	$1,500.00	$67.00
$1,501.00	to	$1,600.00	$69.50
$1,601.00	to	$1,700.00	$72.00
$1,701.00	to	$1,800.00	$74.50
$1,801.00	to	$1,900.00	$77.00
$1,901.00	to	$2,000.00	$79.50
$79.50 for the first $2,000 plus $18.00 for each additional $1,000 or fraction thereof, to and including $2,000			
$2,001.00	to	$3,000.00	$97.50
$3,001.00	to	$4,000.00	$115.50
$4,001.00	to	$5,000.00	$133.50
$5,001.00	to	$6,000.00	$151.50
$6,001.00	to	$7,000.00	$169.50
$7,001.00	to	$8,000.00	$187.50
$8,001.00	to	$9,000.00	$205.50
$9,001.00	to	$10,000.00	$223.50
$10,001.00	to	$11,000.00	$241.50
$11,001.00	to	$12,000.00	$259.50
$12,001.00	to	$13,000.00	$277.50
$13,001.00	to	$14,000.00	$295.50
$14,001.00	to	$15,000.00	$313.50
$15,001.00	to	$16,000.00	$331.50
$16,001.00	to	$17,000.00	$349.50
$17,001.00	to	$18,000.00	$367.50
$18,001.00	to	$19,000.00	$385.50
$19,001.00	to	$20,000.00	$403.50
$20,001.00	to	$21,000.00	$421.50
$21,001.00	to	$22,000.00	$439.50
$22,001.00	to	$23,000.00	$457.50
$23,001.00	to	$24,000.00	$475.50
$24,001.00	to	$25,000.00	$493.50
$493.50 for the first $25,000 plus $10.00 for each additional $1,000 or fraction thereof, to and including $25,000			
$743.50 for the first $50,000 plus $8.00 for each additional $1,000 or fraction thereof, to and including $50,000			
$1,143.50 for the first $100,000 plus $6.00 for each additional $1,000 or fraction thereof			
$2,043.50 for the first $250,000 plus $6.00 for each additional $1,000 or fraction thereof			

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

*Items within this Addendum are not adopted within the fee schedule and are shown for information only and are adopted and authorized separately

ORDINANCE	DESCRIPTION	FINE	COURT COST
6-1(b)	UNLAWFUL CONS/POSS IN PUBLIC (PUBLIC WAYS)	$50.00	$100.00
6-1(c)	UNLAWFUL CONS/POSS IN PUBLIC (PUBLIC PROPERTY)	$50.00	$100.00
6-34	PROOF OF LEGAL AGE	$200.00	$100.00
6-51(1)	CMB - BUS REGS - LOCKED EXITS	$100.00	$100.00
6-51)(2)	CMB - BUS REGS - OPEN TO INSPECTION	$100.00	$100.00
6-51(3)	CMB - BUS REGS - HOURS, SUNDAYS	$100.00	$100.00
6-51(5)	CMB - BUS REGS - OPEN TO OFFICERS	$100.00	$100.00
6-51(6)	CMB - BUS REGS - INTOX EMPLOYEE	$100.00	$100.00
6-51(7)	CMB - BUS REGS - INTOX PATRON TO REMAIN	$100.00	$100.00
6-51(8)	CMB - BUS REGS - SALE/POSS TO MINOR	$100.00	$100.00
6-51(9)	CMB - BUS REGS - GAMBLING/LOTTERY	$100.00	$100.00
6-51(10)	CMB - BUS REGS - MIXING DRINKS	$100.00	$100.00
6-51(11)	CMB - BUS REGS - EMPLOYING FELON	$100.00	$100.00
6-51(12)	CMB - BUS REGS - SELL/FURNISH ON CREDIT OR EXCHANGE	$100.00	$100.00
6-51(13)	CMB - BUS REGS - PRIVATE ROOM/CLOSED BOOTHS	$100.00	$100.00
6-52(a)(1)	CMB - PROHIB SALES - FREE CMB	$100.00	$100.00
6-52(a)(2)	CMB - PROHIB SALES - BELOW COST	$100.00	$100.00
6-52(a)(3)	CMB - PROHIB SALES - UNLIMITED DRINKS AT FIXED PRICE	$100.00	$100.00
6-52(a)(4)	CMB - PROHIB SALES - SELECTIVE PRICING	$100.00	$100.00
6-52(a)(5)	CMB - PROHIB SALES - UPSIZING DRINK W/O PRICE INCREASE	$100.00	$100.00
6-52(a)(6)	CMB - PROHIB SALES - GAME OF CONSUMPTION; DRINK PRIZE	$100.00	$100.00
6-52(a)(7)	CMB - PROHIB SALES - ADVERTISING PROHIBITED SALES	$100.00	$100.00
6-53(a)(1)	CMB - SANITARY COND - CLEAN EQUIP & FURNISHINGS	$100.00	$100.00
6-53(a)(2)	CMB - SANITARY COND - ONE RESTROOM FOR M & F	$100.00	$100.00
6-53(a)(3)	CMB - SANITARY COND - IMPROPERLY EQUIP/FURNISHED RESTROOM	$100.00	$100.00
6-53(a)(4)	CMB - SANITARY COND - INADEQUATE TOILET FACILITIES	$100.00	$100.00
6-53(a)(5)	CMB - SANITARY COND - TOILET ROOM W/O SELF-CLOSING DOOR OR TOILET PAPER	$100.00	$100.00
6-53(a)(6)	CMB - SANITARY COND - NO/UNCOVERED FEMALE WASTE RECEPTACLE	$100.00	$100.00
6-53(a)(7)	CMB - SANITARY COND - OFFENSIVE ODORS/UNSANITARY RESTROOM	$100.00	$100.00
6-54(a)(1)	CMB - GAMBLING	$100.00	$100.00
6-54(a)(2)	CMB - SERVING TO CARS	$100.00	$100.00
6-54(a)(3)	CMB - POSS/CONSUME ALC. LIQUOR	$100.00	$100.00
6-55(a)(1)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (EXPOSE)	$100.00	$100.00
6-55(a)(2)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (EMP TOUCH)	$100.00	$100.00
6-55(a)(3)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (PATRON TOUCH)	$100.00	$100.00
6-55(a)(4)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (PERFORM SIMULATED)	$100.00	$100.00
6-55(a)(5)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (USE DEVICE/OBJECT)	$100.00	$100.00
6-55(a)(6)	CMB - CONDUCT CONTRARY TO PUBLIC WELF. (VIDEO/PHOTO)	$100.00	$100.00
6-81(a)	CMB - LICENSE REQUIRED	$100.00	$100.00
6-81(b)	CMB - SELL NON-ORIGINAL OR OPENED CONTAINER OR OFF PREM	$100.00	$100.00
6-81(c)	CMB - SELL IN VIOLATION OF LICENSE	$100.00	$100.00
6-86 (l)	CMB - LOCATION RESTRICTION	$300.00	$100.00
6-129(k)	LIQUOR - LOCATION RESTRICTION	$300.00	$100.00
6-130(a)(1)	LIQUOR - SANITARY COND - CLEAN EQUIP & FURNISHINGS	$100.00	$100.00
6-130(a)(2)	LIQUOR - SANITARY COND - ONE RESTROOM FOR M & F	$100.00	$100.00
6-130(a)(3)	LIQUOR - SANITARY COND - IMPROPERLY EQUIP/FURNISHED RESTROOM	$100.00	$100.00
6-130(a)(4)	LIQUOR - SANITARY COND - INADEQUATE TOILET FACILITIES	$100.00	$100.00
6-130(a)(5)	LIQUOR - SANITARY COND - TOILET ROOM W/O SELF-CLOSING DOOR OR TOILET PAPER	$100.00	$100.00
6-130(a)(6)	LIQUOR - SANITARY COND - NO/UNCOVERED FEMALE WASTE RECEPTACLE	$100.00	$100.00
6-130(a)(7)	LIQUOR - SANITARY COND - OFFENSIVE ODORS/UNSANITARY RESTROOM	$100.00	$100.00
6-132	LIQUOR - DAYS/HOURS OF SALES	$300.00	$100.00
6-134(a)	LIQUOR - FURNISHING TO UNDER 21	$100.00	$100.00
6-134(b)	LIQUOR - MISREPRESENTING AGE	$100.00	$100.00
6-135(a)(1)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (EXPOSE)	$200.00	$100.00
6-135(a)(2)	LIQUOR- CONDUCT CONTRARY TO PUBLIC WELF. (EMP TOUCH)	$200.00	$100.00
6-135(a)(3)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (PATRON TOUCH)	$200.00	$100.00
6-135(a)(4)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (PERFORM SIMULATED)	$200.00	$100.00
6-135(a)(5)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (USE DEVICE/OBJECT)	$200.00	$100.00
6-135(a)(6)	LIQUOR - CONDUCT CONTRARY TO PUBLIC WELF. (VIDEO/PHOTO)	$200.00	$100.00
6-136	POSSESSION IN PREMISES LICENSED TO SELL CEREAL MALT BEVERAGES	$200.00	$100.00
6-159	BUSINESS REGULATIONS REGARDING ALCOHOL	$100.00	$100.00
6-177	LICENSE REQUIRED - DRINKING ESTABLISHMENT	$200.00	$100.00
6-179	BUSINESS REGULATIONS PERSON UNDER 18	$100.00	$100.00
10-2	INTERFERENCE WITH DUTIES OF ANIMAL CONTROL OFFICER	$100.00	$100.00
10-3	SLAUGHTERING OF ANIMALS IN CITY	$50.00	$100.00
10-31(a)	ANIMAL REGULATIONS IN STREETS	$50.00	$100.00
10-31(b)	ANIMAL REGULATIONS NEAR DWELLINGS	$50.00	$100.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
10-32	FOWL REGULATIONS	$50.00	$100.00
10-65	ANIMAL BITE VIOLATIONS	$100.00	$100.00
10-66	RABIES; BITING OF PERSONS OR OTHER ANIMALS	$100.00	$100.00
10-67	NOISY DOGS AND ANIMALS	$50.00	$100.00
10-69	DOG AT LARGE PROHIBITED	$50.00	$100.00
10-70	ANIMAL DAMAGE TO PROPERTY OF OTHERS	$50.00	$100.00
10-71	FEMALE ANIMAL IN SEASON	$50.00	$100.00
10-72	ILLEGAL TO ABANDON ANIMALS	$50.00	$100.00
10-73	ANIMAL ENTERING BUILDING PROHIBITED	$50.00	$100.00
10-74	IMPORTED ANIMALS;RESALE	$50.00	$100.00
10-75	FOULING ON PUBLIC WAY OR PRIVATE PROPERTY	$50.00	$100.00
10-76	NUMBER OF DOGS OR CATS ALLOWED	$50.00	$100.00
10-77	UNATTENDED GUARD DOGS	$50.00	$100.00
10-102	FAILURE TO REGISTER DOG OR CAT	$50.00	$100.00
10-103	RABIES VACCINATION REQUIRED	$50.00	$100.00
10-107	TAG AFFIXED TO ANIMAL`S COLLAR	$50.00	$100.00
10-156	COMMERCIAL KENNEL REGISTRATION	$50.00	$100.00
10-157	CATTERY REGISTRATION	$50.00	$100.00
10-158	COMMERCIAL KENNEL OR CATTERY NUISANCE	$50.00	$100.00
10-189	DECLARATION UNLAWFUL ACT	$100.00	$100.00
10-190	REQUIREMENTS FOR KEEPING DOG	$50.00	$100.00
10-192	CHANGE OF STATUS	$100.00	$100.00
10-194	DOG FIGHTING	$100.00	$100.00
10-217	WILD OR DANGEROUS ANIMALS (GENERALLY)	$100.00	$100.00
10-218	WILD OR DANGEROUS ANIMALS (SPECIFICALLY)	$100.00	$100.00
16-020	PERMITTED USES IN C-3	$500.00	$100.00
22-131	ITINERANT MERCHANT LICENSE VIOLATION	$100.00	$100.00
30-040	PENALTY	$500.00	$100.00
30-45	CEMETERY HOURS VIOLATION	$100.00	$100.00
38-2	NUISANCE DEPOSIT	$100.00	$100.00
38-3	VEHICLE NUISANCES	$100.00	$100.00
38-86	UNLAWFUL PARKING OR STANDING	$50.00	$100.00
38-121A	PROHIBITED ACTS (GRAFFITI) DEFACEMENT	$200.00	$100.00
38-121B	PROHIBITED ACTS POSSESSION OF GRAFFITI	$200.00	$100.00
38-121C	PROHIBITED ACTS FURNISHING AEROSOL PAINT	$200.00	$100.00
38-123	PROHIBITED ACTS (GRAFFITI) OWNER	$200.00	$100.00
38-136	UNLAWFUL ACTS/ UNLAWFUL CONDITIONS	$500.00	$100.00
62-3	AIDING A PERSON CHARGED OR CONVICTED OF A CRIME	$200.00	$100.00
62-4	FTA- FAILURE TO APPEAR	$200.00	$100.00
62-5	WINDOW PEEPING	$100.00	$100.00
62-6	UNLAWFUL PRESENCE ON PARKING LOT MUNICIPAL	$50.00	$100.00
62-7	TRESPASS UPON DRAINAGE DITCH OR STORM SEWERS	$100.00	$100.00
62-10	ADVERTISING MATTER	$100.00	$100.00
62-11A	CURFEW 1ST	$25.00	$100.00
62-11B	CURFEW 2ND	$50.00	$100.00
62-11C	CURFEW 3RD	$100.00	$100.00
62-11E	PARENT/GUARDIAN ALLOWING CURFEW	$100.00	$100.00
62-12	FIREWORKS VIOLATION	$50.00	$100.00
62-13	USE AND POSSESSION OF TOXIC VAPORS	$100.00	$100.00
62-14(A)1	PROHIBITED ACTS IN BAR - ENGAGE IN FIGHT	$200.00	$100.00
62-14(A)2	PROHIBITED ACTS IN BAR - PERSON OR PROPERTY DAMAGE	$200.00	$100.00
62-14(A)3	PROHIBITED ACTS IN BAR - DISORDERLY CONDUCT	$350.00	$100.00
62-14(A)4	PROHIBITED ACTS IN BAR - CARRY/USE OF WEAPON	$200.00	$100.00
62-14(A)5	PROHIBITED ACTS IN BAR - REFUSAL TO LEAVE	$200.00	$100.00
62-15	UNLAWFUL SOLICITING	$100.00	$100.00
62-16	POSSESSION OF DRUG PARAPHERNALIA	$300.00	$100.00
62-17A	USE OR POSSESSION OF MARIJUANA/FIRST OFFENSE	$500.00	$100.00
62-17B	USE OR POSSESSION OF MARIJUANA/2ND OFFENSE	$750.00	$100.00
62-19	LITTERING	$100.00	$100.00
62-20X	FAILURE TO COMPLY W/BOND RESTRICTIONS NO CONTACT	$300.00	$100.00
62-20Y	FAILURE TO COMPLY W/BOND RESTRICTIONS - NLV	$300.00	$100.00
62-22	NOISE (DECIBALS)	$100.00	$100.00
62-23	NOISE UNREASONABLE	$100.00	$100.00
62-26	INTERFERENCE WITH PARENTAL CUSTODY	$300.00	$100.00
62-29	PUBLIC NUDITY	$100.00	$100.00
62-2(1.2)	LIABILITIES FOR OFFENSE OF ANOTHER	$100.00	$100.00
62-2(2.1)	ATTEMPT	$200.00	$100.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
62-2(2.2)	CONSPIRACY	$200.00	$100.00
62-2(3.1)A	BATTERY	$400.00	$100.00
62-2(3.1)A2	BATTERY 2ND	$500.00	$100.00
62-2(3.1)A3	BATTERY 3RD	$600.00	$100.00
62-2(3.1)A4	BATTERY 4TH	$700.00	$100.00
62-2(3.1)A5	BATTERY 5TH OR SUBSEQUENT	$800.00	$100.00
62-2(3.1.1)(B)(1)	DOMESTIC BATTERY	$500.00	$100.00
62-2(3.1.1)(B)(2)	DOMESTIC BATTERY 2ND	$750.00	$100.00
62-2(3.2)D	BATTERY AGAINST LEO	$500.00	$100.00
62-2(3.2)E	BATTERY AGAINST LEO 2ND OR SUBSEQUENT	$500.00	$100.00
62-2(3.2.1)	SEXUAL BATTERY	$300.00	$100.00
62-2(3.3)A	ASSAULT	$200.00	$100.00
62-2(3.3)B	ASSAULT AGAINST LEO	$300.00	$100.00
62-2(3.4)	UNLAWFUL INTERFERENCE WITH AN EMERGENCY MEDICAL SERVICES ATTENDANT	$300.00	$100.00
62-2(3.5)	UNLAWFUL INTERFERENCE W/ FIREFIGHTER	$300.00	$100.00
62-2(3.6)	UNLAWFUL RESTRAINT	$200.00	$100.00
62-2(3.7.1)	INTERFERENCE WITH CUSTODY OF A COMMITTED PERSON	$200.00	$100.00
62-2(3.8)	VIOLATION OF PFA ORDER	$300.00	$100.00
62-2(3.8.1)	VIOLATION OF PROTECTIVE ORDER	$300.00	$100.00
62-2(3.9)	CRIMINAL DEFAMATION	$100.00	$100.00
62-2(4.1)	LEWD/LACIVIOUS BEHAVIOR	$200.00	$100.00
62-2(4.3)	PROSTITUTION	$200.00	$100.00
62-2(4.5)	PATRONIZING A PROSTITUE	$200.00	$100.00
62-2(4.5.1)	UNLAWFUL USE OF A COMMUNICATION FACILITY	$200.00	$100.00
62-2(5.1)	CONTRIBUTING TO A CHILDS`S MSCONDUCT/DEPRIVATION	$200.00	$100.00
62-2(5.2)	FURNISHING ALCOHOL/CMB TO MINOR	$200.00	$100.00
62-2(5.3)	UNLAWFULLY HOSTING MINORS CONSUMING ALCOHOL/CMB	$1,000.00	$100.00
62-2(5.4)	ENDANGERMENT OF A CHILD	$300.00	$100.00
62-2(5.6)	PURCHASE/POSS OF CIGARETTES/TOBACCO BY MINOR	$25.00	$100.00
62-2(5.7)	SELL/GIVE/FURNISH CIGARETTES/TOBACCO TO A MINOR	$200.00	$100.00
62-2(5.8)	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR	$200.00	$100.00
62-2(5.8)B	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR 2ND	$400.00	$100.00
62-2(5.8)C	CONSUMPTION OR POSS OF ALCOHOL BY A MINOR 3RD OR SUBSEQUENT	$600.00	$100.00
62-2(6.1)D	THEFT	$300.00	$100.00
62-2(6.1)E	THEFT 2ND OR SUBSEQUENT	$500.00	$100.00
62-2(6.3)	THEFT OF LOST/MISLAID PROPERTY	$200.00	$100.00
62-2(6.5)	CRIMINAL DEPRIVATION OF PROPERTY	$200.00	$100.00
62-2(6.6)	CRIMINAL DAMAGE TO PROPERTY	$200.00	$100.00
62-2(6.7)	CRIMINAL TRESPASS	$200.00	$100.00
62-2(6.7)(a)(1)(C)	CRIMINAL TRESPASS; RESTRAINING ORDER	$200.00	$100.00
62-2(6.7.1)	CRIMINAL TRESPASS RAILROAD PROPERTY	$300.00	$100.00
62-2(6.8)	LITTERING	$100.00	$100.00
62-2(6.9)	TAMPERING W/ LANDMARK	$100.00	$100.00
62-2(6.10)	TAMPERING W/ TRAFFIC SIGNAL	$100.00	$100.00
62-2(6.13)	WITHOLDING POSSESSION OF PUBLIC PROPERTY	$100.00	$100.00
62-2(7.2)	INTERFERENCE WITH A LEO	$500.00	$100.00
62-2(7.2)(D)	INTERFERENCE WITH A LEO 2ND OR SUBSEQUENT	$750.00	$100.00
62-2(7.4)	INTERFERENCE W/ ADMINISTRATION OF JUSTICE	$300.00	$100.00
62-2(7.12)	INTERFERENCE; CONDUCT PUBLIC BUSINESS IN PUBLIC BUILDING	$200.00	$100.00
62-2(7.13)	INTERFERENCE W/ POLICE DOGS	$200.00	$100.00
62-2(7.15)	INTIMIDATION OF A WITNESS OR VICTIM	$300.00	$100.00
62-2(9.1)	DISORDERLY CONDUCT	$300.00	$100.00
62-2(9.2)	UNLAWFUL ASSEMBLY	$300.00	$100.00
62-2(9.3)	REMAIN AT UNLAWFUL ASSEMBLY	$300.00	$100.00
62-2(9.4)	RIOT	$200.00	$100.00
62-2(9.7)	GIVING A FALSE ALARM	$200.00	$100.00
62-2(9.8)	CRIMINAL DESECRATION	$100.00	$100.00
62-2(9.9.3)	UNLAWFUL DISTRIBUTION OF CONTROLLED SUBSTANCES	$500.00	$100.00
62-2(9.9.4)	UNLAWFUL POSSESSION OF CONTROLLED SUBSTANCES	$500.00	$100.00
62-2(9.9.6)	DISTRIBUTION OF NON-CONTROLLED SUBSTANCE	$500.00	$100.00
62-2(9.10)	HARASSMENT BY TELEPHONE	$300.00	$100.00
62-2(9.11)	PICKETING OF FUNERALS	$100.00	$100.00
62-2(10.1)	CRIMINAL USE OF WEAPONS	$300.00	$100.00
62-2(10.1.1)	CRIMINAL CARRYING OF A WEAPON	$300.00	$100.00
62-2(10.5)	UNLAWFUL DISCHARGE OF A FIREARM	$300.00	$100.00
62-2(10.6)	AIR GUN/RIFLE, BOW & ARROW, SLINGSHOT, BB GUN, PAINTBALL GUN	$200.00	$100.00
62-2(10.8)	UNLAWFUL AIDING AND ABETTING	$100.00	$100.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
62-2(10.10)	GENERAL ENDANGERMENT	$300.00	$100.00
62-2(10.11)	CREATING A HAZARD	$100.00	$100.00
62-2(10.13)	BARBED WIRE	$100.00	$100.00
62-2(10.16)	THROWING OBJECTS	$100.00	$100.00
62-2(10.17)	TATTOO/BODY PIERCING;PERSONS UNDER 18	$100.00	$100.00
62-2(10.18)	FAILURE TO PLACE OR MAINTAIN A SMOKE DETECTOR	$25.00	$100.00
62-2(10.24)	SMOKING PROHIBITED; 1ST	$100.00	$100.00
62-2(10.24)2	SMOKING PROHIBITED; 2ND	$200.00	$100.00
62-2(10.24)3	SMOKING PROHIBITED; 3RD	$500.00	$100.00
62-2(10.25)	SMOKING PROHIBITED POSTINGS; 1ST	$100.00	$100.00
62-2(10.25)2	SMOKING PROHIBITED POSTINGS; 2ND	$200.00	$100.00
62-2(10.25)3	SMOKING PROHIBITED POSTINGS; 3RD	$500.00	$100.00
62-2(10.26)A1	SMOKING PROHIBITED OWN/MANAGE; 1ST	$100.00	$100.00
62-2(10.26)A2	SMOKING PROHIBITIED OWN/MANAGE; 2ND	$200.00	$100.00
62-2(10.26)A3	SMOKING PROHIBITIED OWN/MANAGE; 3RD	$500.00	$100.00
62-2(10.26)B1	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE	$100.00	$100.00
62-2(10.26)B2	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE;2ND	$200.00	$100.00
62-2(10.26)B3	SMOKING PROHIBITED OWN/MANAGE KNOWLEDGE;3RD	$500.00	$100.00
62-2(10.30)	OPERATING AIRCRAFT UNDER THE INFLUENCE	$1,000.00	$100.00
62-2(11.1)	PROMOTING OBSCENITY	$300.00	$100.00
62-2(11.2)	PROMOTING OBSENITY TO MINORS	$300.00	$100.00
62-2(11.7)	MATERIAL HARMFUL TO MINORS	$200.00	$100.00
62-2(11.8)	GAMBLING	$100.00	$100.00
62-2(11.9)	PERMIT PREMISES TO BE USED FOR COMMERCIAL GAMBLING	$100.00	$100.00
62-2(11.10)	POSSESSION OF GAMBLING DEVICE	$100.00	$100.00
62-2(11.11)A2	CRUELTY TO ANIMALS;ABANDONING PROPER CARE	$100.00	$100.00
62-2(11.11)A3	CRUELTY TO ANIMALS; FOOD/WATER/ELEMENTS	$100.00	$100.00
62-2(11.11)A4	CRUELTY TO ANIMALS; EQUINE/BALANCE	$100.00	$100.00
62-2(11.11)A5	CRUELTY TO ANIMALS; OTHER	$100.00	$100.00
62-2(11.12)	COCKFIGHTING	$100.00	$100.00
66-33	CLOSURE OF PARKS	$100.00	$100.00
66-34	CONCESSIONS; PERMIT	$100.00	$100.00
66-35	SALE OF MERCHANDISE; PERMIT	$100.00	$100.00
66-37	MUNICIPAL SWIMMING POOL	$50.00	$100.00
66-38	CLIMBING FENCES AND ENTERING CLOSURES	$100.00	$100.00
66-39	BUILDING FIRES	$100.00	$100.00
66-41	BATHING	$100.00	$100.00
66-42	USE OF VEHICLES (PARK VEHICLE)	$25.00	$100.00
66-43	HORSES PROHIBITED	$100.00	$100.00
74-4	BURNING OF TRASH OR GARBAGE	$100.00	$100.00
74-5	UNLAWFUL DEPOSIT IN STREET/PUBLIC PARKS	$100.00	$100.00
86-2(6)	OBEY PERSON DIRECTING TRAFFIC	$40.00	$80.00
86-2(12)	OBEDIENCE TO REQUIRED TRAFFIC-CONTROL DEVICES	$40.00	$80.00
86-2(13.1)	TRAFFIC CONTROL SIGNAL PREEMPTION DEVICES	$100.00	$80.00
86-2(14)	PEDESTRIAN CONTROL SIGNALS	$40.00	$80.00
86-2(15)	FLASHING SIGNALS	$40.00	$80.00
86-2(16)	LANE DIRECTION CONTROL SIGNALS	$40.00	$80.00
86-2(17)	DISPLAY OF UNAUTHORIZED SIGNS, SIGNALS OR MARKINGS	$40.00	$80.00
86-2(18)	INTERFERENCE W/ OFFICIAL TRAFFIC CONTROL DEVICES ,RR SIGNS	$40.00	$80.00
86-2(23)	FAIL TO STOP-ACC INVOLVING DEATH/PERSONAL INJURY	$200.00	$80.00
86-2(25)	FAILING TO GIVE INFO OR RENDER AID	$200.00	$80.00
86-2(26)	DUTY UPON STRIKING UNATTENDED VEHICLE OR OTHER PROPERTY	$200.00	$80.00
86-2(26.1)	REMOVAL OF VEHICLE FROM ROADWAY AFTER ACCIDENT	$200.00	$80.00
86-2(28)	GIVING A FALSE REPORT	$200.00	$80.00
86-2(29)	RECKLESS DRIVING	$250.00	$80.00
86-2(29)B	RECKLESS DRIVING; 2ND OFFENSE	$250.00	$80.00
86-2(30)(A), (B)	DUI; 1ST OFFENSE	$1,000.00	$80.00
86-2(30)(A), (C)	DUI; 2ND OFFENSE	$1,750.00	$80.00
86-2(30.1)	DRIVING COMMERCIAL VEHICLE UNDER THE INFLUENCE OF ALCOHOL/DR	$1,000.00	$80.00
86-2(30.3)	IGNITION INTERLOCK DEVICE; TAMPERING	$500.00	$80.00
86-2(31)	FLEEING OR ATTEMPTING TO ELUDE A POLICE OFFICER	$250.00	$80.00
86-2(32)	SPEED GREATER THAN REASONABLE UNDER CONDITIONS	$40.00	$80.00
86-2(33)A	EXCEEDING MAX SPEED LIMIT 1-9 MPH OVER	$40.00	$80.00
86-2(33)B	EXCEEDING MAX SPEED LIMIT; 10-20 MPH OVER	$60.00	$80.00
86-2(33)C	EXCEEDING MAX SPEED LIMIT 21-30 MPH OVER	$90.00	$80.00
86-2(33)D	EXCEEDING MAX SPEED LIMIT 31+ MPH OVER	$180.00	$80.00
86-2(34)	MINIMUM SPEED REGULATIONS	$40.00	$80.00

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(35)	SPECIAL SPEED LIMITATION ON MOTOR DRIVEN CYCLE	$200.00	$80.00
86-2(37)	DRAG RACING/ EXHIBITION OF SPEED	$200.00	$80.00
86-2(38)	DRIVING ON RIGHT SIDE OF ROADWAY; EXCEPTIONS	$40.00	$80.00
86-2(39)	PASSING VEHICLES PROCEEDING IN OPPOSITE DIRECTIONS	$40.00	$80.00
86-2(40)	OVERTAKING A VEHICLE OR BICYCLE ON THE LEFT	$40.00	$80.00
86-2(41)	WHEN PASSING ON THE RIGHT IS PERMITTED	$40.00	$80.00
86-2(42)	LIMITATIONS ON OVERTAKING ON THE LEFT	$40.00	$80.00
86-2(43)	DRIVING ON LEFT OF CENTER	$40.00	$80.00
86-2(44)	NO PASSING ZONES	$40.00	$80.00
86-2(45)	ONE-WAY ROADWAYS AND ROTARY TRAFFIC ISLANDS	$40.00	$80.00
86-2(46)	FAILURE TO DRIVE IN PROPER LANE	$40.00	$80.00
86-2(47)	FOLLOWING TOO CLOSELY	$40.00	$80.00
86-2(48)	DRIVING ON DIVIDED HWYS;LEFT & U TURNS;CONTROLLED ACCESS HWY	$40.00	$80.00
86-2(49)	IMPROPER TURN	$40.00	$80.00
86-2(50)	RIGHT,LEFT, & U TURNS AT INTERSECTIONS: OBEDIENCE TO	$40.00	$80.00
86-2(51)	U TURNS; WHERE PROHIBITED	$40.00	$80.00
86-2(52)	TURNING ON CURVE OR CREST OF GRADE PROHIBITED	$40.00	$80.00
86-2(53)	UNSAFE STARTING OF PARKED VEHICLE	$40.00	$80.00
86-2(54)	TURNING MOVEMENTS AND REQUIRED SIGNALS	$40.00	$80.00
86-2(55)	FAILURE TO GIVE NOTICE OFINTENT TO TURN	$40.00	$80.00
86-2(56)	METHODS OF GIVING SIGNALS	$40.00	$80.00
86-2(57)	FAIL TO YIIELD AT UNCONTROLLED INTERSECTION	$40.00	$80.00
86-2(58)	FAIL TO YIELD; VEHICLE TURNING LEFT	$40.00	$80.00
86-2(59)	FAIL TO YIELD; STOP OR YIELD SIGNS	$40.00	$80.00
86-2(60)	FAIL TO YIELD; VEHICLE ENTERING ROADWAY	$40.00	$80.00
86-2(61)	FAIL TO YIELD; EMERGENCY VEHICLE	$40.00	$80.00
86-2(61.1)	PASSING WHEN NEAR STATIONARY AUTHORIZED EMERGENCY VEHICLE	$60.00	$80.00
86-2(62)	FAIL TO YIELD; ROAD CONSTRUCTION	$80.00	$80.00
86-2(63)	PEDESTRIANS;OBEDIENCE TO TRAFFIC-CONTROL DEVICES &TRAF REGS	$40.00	$80.00
86-2(64)	PEDESTRIANS; RIGHT OF WAY IN CROSSWALKS;CONTROL SIGNALS	$40.00	$80.00
86-2(64.1)	SCHOOL CROSSING GUARD; DISOBEYING	$40.00	$80.00
86-2(65)	CROSSING AT OTHER THAN CROSSWALKS; JAYWALKING	$40.00	$80.00
86-2(66)	DRIVERS TO EXERCISE DUE CARE	$40.00	$80.00
86-2(67)	PEDESTRIAN TO USE RIGHT HALF OF CROSSWALKS	$40.00	$80.00
86-2(68)	PEDESTRIANS ON HIGHWAYS	$40.00	$80.00
86-2(69)	PEDESTRIANS SOLICITING RIDES OR BUSINESS	$40.00	$80.00
86-2(70)	DRIVING THROUGH SAFETY ZONE PROHIBITED	$40.00	$80.00
86-2(71)	PEDESTRIANS RIGHT-OF-WAY ON SIDEWALKS	$40.00	$80.00
86-2(72)	PEDESTRIANS YIELD TO AUTHORIZED EMERGENCY VEHICLES	$40.00	$80.00
86-2(73)	BLIND PEDESTRIAN RIGHT-OF-WAY	$40.00	$80.00
86-2(74)	WALKING UNDER INFLUENCE OF ALCOHOL OR DRUGS	$40.00	$80.00
86-2(75)	FAIL TO PEDESTRIAN TO OBEY SIGNALS	$40.00	$80.00
86-2(76)	FAIL TO OBEY RAILROAD CROSSING	$60.00	$80.00
86-2(77)	FAIL TO STOP AT RAILROAD CROSSING	$120.00	$80.00
86-2(78)	HAZARDOUS VEHICLES; FAIL TO STOP AT RAILROAD CROSSING	$180.00	$80.00
86-2(79)	MOVING HEAVY EQUIPMENT AT RAILROAD GRADE CROSSING	$40.00	$80.00
86-2(80)	EMERGING FROM ALLEY OR PRIVATE DRIVEWAY OR BUILDING	$40.00	$80.00
86-2(81)	OVERTAKING AND PASSING SCHOOL BUS	$300.00	$80.00
86-2(82)	OVERTAKING AND PASSING CHURCH BUS OR DAY CARE PROGRAM BUS	$300.00	$80.00
86-2(83)	STOPPING,STANDING OR PARKING OUTSIDE BUSINESS OR RES DISTRIC	$40.00	$10.00
86-2(85)	STOPPING, STANDING OR PARKING PROHIBITED IN SPECIFIED PLACES	$40.00	$10.00
86-2(86)	STOPPING OR PARKING ON ROADWAYS	$40.00	$10.00
86-2(87)	HANDICAPPED PARKING VIOLATION	$100.00	$10.00
86-2(87.1)	HANDICAPPED PARKING;REVOKED OR SUSPENDED DEVICES	$100.00	$10.00
86-2(88)	PARKING FOR CERTAIN PURPOSES PROHIBITED	$40.00	$10.00
86-2(89)	STALL PARKING	$40.00	$10.00
86-2(90)	BLOCKING TRAFFIC; NARROW STREETS;STOPPING;WHEN.	$40.00	$10.00
86-2(91)	PARKING ON NARROW STREETS; SIGNS	$40.00	$10.00
86-2(92)	PARKING IN ALLEY	$40.00	$10.00
86-2(93)	PARKING DISABLED AND OTHER VEHICLES	$40.00	$10.00
86-2(94)	PARKING ADJACENT TO SCHOOLS; SIGNS	$40.00	$10.00
86-2(95)	STOPPING OR PARKING IN HAZARDOUS OR CONGESTED PLACES;SIGNS	$40.00	$10.00
86-2(96)	PARKING PROHIBITED AT ALL TIMES IN DESIGNATED PLACES	$40.00	$10.00
86-2(97)	LIMITED TIME PARKING ZONES	$40.00	$10.00
86-2(98)	COMMERCIAL & DELIVERY PARKING	$40.00	$10.00
86-2(99)	LOADING, UNLOADING AND ZONE VIOLATION	$40.00	$10.00
86-2(103)	USING HEADPHONES IN VEHICLES	$40.00	$80.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(104)	INATTENTIVE DRIVING	$50.00	$80.00
86-2(105)	CONSUMPTION OF ALCOHOL/BEER BY DRIVER	$500.00	$80.00
86-2(106)	TRANSPORTATION OF ALCOHOL/ CMB	$200.00	$80.00
86-2(106)B	TRANSPORTATION OF ALCOHOL/CMB; 2ND	$400.00	$80.00
86-2(106)C	TRANSPORTATION OF ALCOHOL/ CMB	$600.00	$80.00
86-2(107)	UNATTENDED MOTOR VEHICLE;INGITION; KEY AND BRAKES	$40.00	$80.00
86-2(108)	OBSTRUCTION OF DRIVER`S VIEW OR DRIVING MECHANISM	$40.00	$80.00
86-2(109)	COASTING VIOLATION	$40.00	$80.00
86-2(109.1)	MOTORIZED SKATEBOARDS	$40.00	$80.00
86-2(110)	FOLLOWING FIRE EQUIPMENT PROHIBITED	$40.00	$80.00
86-2(111)	CROSSING A FIRE HOSE	$40.00	$80.00
86-2(112)	PUTTING HAZARDOUS MATERIAL ON HIGHWAY PROHIBITED	$90.00	$80.00
86-2(113)	STOP WHEN TRAFFIC OBSTRUCTED	$40.00	$80.00
86-2(114)	SNOWMOBILE OPERATION LIMITED	$40.00	$80.00
86-2(114.1)	UNLAWFUL OPERATION OF ALL-TERRAIN VEHICLE	$40.00	$80.00
86-2(114.2)	UNLAWFUL OPERATION OF A MICRO UTILITY TRUCK	$40.00	$80.00
86-2(115)	UNLAWFUL RIDING ON VEHICLES;PERSON 14 YOA AND OLDER	$40.00	$80.00
86-2(116)	DRIVING UPON SIDEWALKS	$40.00	$80.00
86-2(117)	LIMITATIONS ON BACKING	$40.00	$80.00
86-2(118)	DRIVING THROUGH/ON PRIVATE/PUBLIC PROPERTY TO AVOID TRAF DEV	$40.00	$80.00
86-2(119)	PARADES AND PROCESSIONS	$40.00	$80.00
86-2(120)	DRIVING THROUGH PROCESSION	$40.00	$80.00
86-2(122)	STREET BARRIERS	$40.00	$80.00
86-2(123)	OPENING AND CLOSING VEHICLE DOORS	$40.00	$80.00
86-2(124)	RIDING IN A HOUSE TRAILER/ MOBILE/ MANUFACTURED HOME PROHIB	$40.00	$80.00
86-2(125)	DRIVING ACROSS LAWNS, SIDEWALKS, YARDS, CROPS, ETC	$40.00	$80.00
86-2(126)	REMOVAL OF TRAFFIC HAZARDS	$40.00	$80.00
86-2(126.1)	OBSTRUCTING LICENSE PLATES	$40.00	$80.00
86-2(126.2)	USE OF WIRELESS COMMUNICATION DEVICES	$40.00	$80.00
86-2(127)B	UNAUTHORIZED PARENTAL PERMISSION	$40.00	$80.00
86-2(128)	TRAFFIC LAWS APPLY TO BICYCLES	$40.00	$80.00
86-2(129)	RIDING ON BICYLCES; SEATS; RIDERS LIMITED	$40.00	$80.00
86-2(130)	CLINGING TO VEHICLES	$40.00	$80.00
86-2(131)	RIDING ON ROADWAYS AND BICYCLE PATHS	$40.00	$80.00
86-2(132)	TRANSPORTING PACKAGES ON BICYCLE	$40.00	$80.00
86-2(133)	LAMPS AND OTHER EQUIPMENT ON BICYCLES	$40.00	$80.00
86-2(135.1)	ELECTRIC-ASSISTED SCOOTERS, TRAFFIC LAW APPLICATION	$40.00	$80.00
86-2(136)	USE OF COASTERS/ ROLLER SKATES/ SIMILAR DEVICES RESTRICTED	$40.00	$80.00
86-2(138)	RIDING ON MOTORCYCLES	$40.00	$80.00
86-2(139)	OPERATING MOTORCYCLES ON ROADWAYS LANED FOR TRAFFIC	$40.00	$80.00
86-2(140)	CLINGING TO OTHER VEHICLES	$40.00	$80.00
86-2(141)	MOTORCYCLE SEAT AND FOOTRESTS	$40.00	$80.00
86-2(142)	EQUIPMENT FOR MOTORCYCLE OPERATOR OR RIDER	$40.00	$80.00
86-2(143)	DRIVING OR MOVING UNDEREQUIPPED VEHICLE	$40.00	$80.00
86-2(144)	DRIVING W/O LIGHTS WHEN NEEDED	$40.00	$80.00
86-2(146)	HEAD LAMPS ON MOTOR VEHICLES DEFECTIVE	$40.00	$80.00
86-2(147)	VEHICLE TAIL LAMPS DEFECTIVE	$40.00	$80.00
86-2(148)	DEFECTIVE OR INADEQUATE REFLECTORS	$40.00	$80.00
86-2(149)	STOP LAMPS AND TURN SIGNALS DEFECTIVE	$40.00	$80.00
86-2(151)	ADDITIONAL EQUIPMENT REQUIRED ON CERTAIN VEHICLES	$40.00	$80.00
86-2(152)	IMPROPER LAMP COLOR ON VEHICLE	$40.00	$80.00
86-2(153)	IMPROPER REFLECTOR MOUNTING	$40.00	$80.00
86-2(154)	IMPROPER VISIBILITY OF REFLECTORS	$40.00	$80.00
86-2(156)	NO LAMPS OR FLAGS ON PROJECTING LOADS	$40.00	$80.00
86-2(157)	LAMPS ON PARKED VEHICLES	$40.00	$80.00
86-2(158)	LAMPS ON OTHER VEHICLES AND EQUIPMENT	$40.00	$80.00
86-2(159)	SPOT LAMPS AND AUXILIARY LAMPS	$40.00	$80.00
86-2(160)	AUTHORIZED EMERGENCY VEHICLES	$40.00	$80.00
86-2(161)	SIGNAL LAMPS AND SIGNAL DEVICES	$40.00	$80.00
86-2(162)	VEHICULAR HAZARD WARNING LIGHTS	$40.00	$80.00
86-2(163)	ADDITIONAL LIGHTING EQUIPMENT	$40.00	$80.00
86-2(164)	MULTIPLE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(165)	USE OF MULTIPLE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(166)	SINGLE-BEAM ROAD-LIGHTING EQUIPMENT PERMITTED ON CERTAIN VEH	$40.00	$80.00
86-2(167)	SPEED LIMITATION WITH CERTAIN LIGHTS	$40.00	$80.00
86-2(168)	IMPROPER NUMBER OF DRIVING LAMPS	$40.00	$80.00
86-2(169)	LAMP RESTRICTION VIOLATION	$40.00	$80.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-2(170)	SCHOOL BUSES LAMP REQUIREMENTS	$40.00	$80.00
86-2(171)	IMPROPER CHURCH BUS LIGHTING REQUIREMENTS	$40.00	$80.00
86-2(172)	IMPROPER LAMPS ON CONSTRUCTION EQUIPMENT	$40.00	$80.00
86-2(173)	DEFECTIVE BRAKES; PERFORMANCE REQUIREMENTS	$40.00	$80.00
86-2(174)	DEFECTIVE OR IMPROPER US OF HORNS AND WARNING DEVICES	$40.00	$80.00
86-2(175)	DEFECTIVE MUFFLERS; NOISE PREVENTION	$40.00	$80.00
86-2(175.1)	COMPRESSION RELEASE ENGINE BRAKING SYSTEM	$40.00	$80.00
86-2(176)	DEFECTIVE MIRRORS	$40.00	$80.00
86-2(177)	OBSTRUCTED WINDSHIELDS	$40.00	$80.00
86-2(178)	IMPROPER TIRES	$40.00	$80.00
86-2(178.1)	WIDE-BASE SINGLE TIRES	$40.00	$80.00
86-2(179)	SPILLING LOADS ON HIGHWAYS PROHIBITED	$40.00	$80.00
86-2(180)	IMPROPER TOWING EQUIPMENT	$40.00	$80.00
86-2(181)	ONE-WAY GLASS AND FILM APPLICATION	$40.00	$80.00
86-2(182)A1	CHILD PASSENGER RESTRAINT SYSTEM UNDER 4YOA	$60.00	$80.00
86-2(182)A2	CHILD PASSENGER RESTRAINT SYSTEM 4YOA UNDER 8 YOA	$60.00	$80.00
86-2(182)A3	CHILD PASSENGER RESTRAINT SYSTEM 8YOA UNDER 14YOA	$60.00	$80.00
86-2(182.1)	SEATBELT VIOLATION	$30.00	$80.00
86-2(182.1)B	SEATBELT VIOLATION 14YOA UNDER 18YOA	$60.00	$80.00
86-2(182.2)	UNLAWFUL RIDING ON VEHICLES;PERSONS UNDER AGE 14	$40.00	$80.00
86-2(183)	DEFECTIVE HEADLAMPS	$40.00	$80.00
86-2(184)	DEFECTIIVE TAIL LIGHTS	$40.00	$80.00
86-2(185)	DEFECTIVE REFLECTORS	$40.00	$80.00
86-2(186)	DEFECTIVE STOP LAMPS	$40.00	$80.00
86-2(187)	MULTILE-BEAM ROAD-LIGHTING EQUIPMENT	$40.00	$80.00
86-2(188)	LIGHTING EQUIPMENT FOR MOTOR-DRIVEN CYCLES	$40.00	$80.00
86-2(189)	DEFECTIVE BRAKES	$40.00	$80.00
86-2(190)	IMPROPER BRAKE PERFORMANCE; ABILITY OF BRAKES	$40.00	$80.00
86-2(191)	ADDITIONAL EQUIPMENT REQUIRED	$40.00	$80.00
86-2(192)	NO VALID DRIVERS LICENSE	$300.00	$80.00
86-2(192)B	NO VALID DRIVERS LICENSE; 2ND	$600.00	$80.00
86-2(192)C	NO VALID DRIVERS LICENSE; 3RD	$1,000.00	$80.00
86-2(192)D	NO VALID DRIVERS LICENSE; 4TH	$1,000.00	$80.00
86-2(192)E	NO VALID DRIVERS LICENSE; 5TH	$1,000.00	$80.00
86-2(192)F	NO VALID DRIVERS LICENSE; 6TH OR SUBSEQUENT	$1,000.00	$80.00
86-2(193)	DRIVER`S LICENSE IN POSSESSION	$40.00	$80.00
86-2(194)A	DRIVING WHILE SUSPENDED; 1ST	$200.00	$80.00
86-2(194)B	DRIVING WHILE SUSPENDED; 2ND	$300.00	$80.00
86-2(194)C	DRIVING WHILE SUSPENDED; 3RD	$500.00	$80.00
86-2(194)D	DRIVING WHILE SUSPENDED; 4TH	$700.00	$80.00
86-2(194)E	DRIVING WHILE SUSPENDED; 5TH	$1,000.00	$80.00
86-2(194)F	DRIVING WHILE SUSPENDED; 6TH	$1,000.00	$80.00
86-2(195)	DRIVING IN VIOLATION OF RESTRICTIONS	$100.00	$80.00
86-2(195)B	DRIVING IN VIOLATION OF RESTRICTIONS; 2ND	$200.00	$80.00
86-2(195.1)	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL	$500.00	$80.00
86-2(195.1)2	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL; 2ND	$500.00	$80.00
86-2(195.1)3	OPERATION OF A MOTOR VEHICLE WHEN HABITUAL; 3RD	$1,500.00	$80.00
86-2(196)	UNAUTHORIZED OPERATOR	$100.00	$80.00
86-2(197)	UNAUTHORIZED MINORS	$100.00	$80.00
86-2(198)	ILLEGAL TAGS	$100.00	$80.00
86-2(199)	UNLAWFUL USE OF DRIVERS LICENSE	$500.00	$80.00
86-2(199)C	UNLAWFUL USE OF DL; 1ST OFF USE DL;UNDER 21 FOR ALCOHOL	$200.00	$80.00
86-2(199)CC	UNLAWFUL USE OF DL; 2ND OFF; USE OF DL;UNDER 21 FOR ALCOHOL	$500.00	$80.00
86-2(200)	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE	$300.00	$80.00
86-2(200)2	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE; 2ND	$800.00	$80.00
86-2(200)3	FAILURE TO SHOW PROOF OF LIABILITY INSURANCE; 3RD	$800.00	$80.00
86-2(200)4	FAILURE TO PROVIDE PROOF OF LIABILITY INSURANCE; 4TH	$800.00	$80.00
86-3	EXCESSIVE NOISE FROM VEHICLES	$40.00	$80.00
86-5	TRUCK ROUTE VIOLATION	$40.00	$80.00
86-6	SPEED LIMIT IN CEMETERIES	$40.00	$80.00
86-7	LITTERING FROM A MOTOR VEHICLE	$40.00	$80.00
86-8	USE/OPERATION OF MECHANICAL EXHAUST DEV/ JAKE BRAKE	$40.00	$80.00
86-9	UNLAWFUL DRIVING ON SURFACES DESIGNATED FOR PED/BIKE/RECREAT	$40.00	$80.00
86-32	PARKING AND STANDING OF TAXI CABS	$40.00	$10.00
86-33	COMMERCIAL TRUCKS/ PARKING PROVISIONS	$40.00	$10.00
86-34	PARKING VEHICLE NOT BEARING CURRENT REGISTRATION	$40.00	$10.00
86-36	PRIVATE PARKING; PROPERTY OWNERS CONSENT	$40.00	$10.00

ADDENDUM C - MUNICIPAL COURT FINE SCHEDULE

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ORDINANCE	DESCRIPTION	FINE	COURT COST
86-39	PARKING ON UNAPPROVED SURFACE	$40.00	$80.00
86-62	U-TURNS/NO RIGHT TURNS	$40.00	$80.00
86-63	RIDING ON SIDEWALKS	$40.00	$80.00
86-64	RIDING PROHIBITED AREAS	$40.00	$80.00
90-46	TAKING SERVICE WITHOUT AUTHORITY	$200.00	$100.00

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE
UTILITY SERVICE RATES:			
ELECTRIC SERVICE RATES			
90-302	**Residential (Within corporate limits, schedule RE-1)**	**2026**	
	Customer charge, per month		$22.50
	Energy charge, per kWh		$0.13543
	Residential (Statutory Service Area)	**2026**	
	Customer charge, per month		$22.50
	Energy charge, per kWh		$0.14694
90-303	**Small General (within corporate limits)**	**2026**	
	Customer charge, per month		$45.00
	Energy charge, per kWh		$0.08916
	Small General (Statutory Service Area)	**2026**	
	Customer charge, per month		$45.00
	Energy charge, per kWh		$0.09674
90-304	**Large General (within corporate limits)**	**2026**	
	Customer charge, per month		$90.00
	Demand Charge, per kW		$11.86
	Energy charge, per kWh		$0.8916
	Large General (Statutory Service Area)	**2026**	
	Customer charge, per month		$90.00
	Demand Charge, per kW		$12.86
	Energy charge, per kWh		$0.09674
90-305	**Churches (within corporate limits)**	**2026**	
	Customer charge, per month		$15.00
	Demand Charge, per kW		$11.86
	Energy charge, per kWh		$0.08916
	Churches (Statutory Service Area)	**2026**	
	Customer charge, per month		$15.00
	Demand Charge, per kW		$12.86
	Energy charge, per kWh		$0.09674
90-306	**Schools (within corporate limits)**	**2026**	
	Customer charge, per month		$15.00
	Demand Charge, per kW		$11.86
	Energy charge, per kWh		$0.08916
	Schools (Statutory Service Area)	**2026**	
	Customer charge, per month		$15.00
	Demand Charge, per kW		$12.86
	Energy charge, per kWh		$0.09674

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE
90-269	**Electric System Connection Fee**	**2011**	
	120/240 - 800 Amp - 1Ø		$1,400.00
	120/240 - 1000 Amp - 1Ø		$1,750.00
	120/240 - 1200 Amp - 1Ø		$2,100.00
	120/240 - 1600 Amp - 1Ø		$2,800.00
	120/240 - 2000 Amp - 1Ø		$3,500.00
	120/208 - 800 Amp - 1Ø		$1,440.00
	120/208 - 1000 Amp - 1Ø		$1,800.00
	120/208 - 1200 Amp - 1Ø		$2,160.00
	120/208 - 1600 Amp - 1Ø		$2,520.00
	120/208 - 2000 Amp - 1Ø		$3,600.00
	120/240 - 800 Amp - 3Ø		$2,240.00
	120/240 - 1000 Amp - 3Ø		$2,800.00
	120/240 - 1200 Amp - 3Ø		$3,360.00
	120/240 - 1600 Amp - 3Ø		$4,480.00
	120/240 - 2000 Amp - 3Ø		$5,600.00
	120/240 - 3000 Amp - 3Ø		$8,400.00
	120/208 - 800 Amp - 3Ø		$2,520.00
	120/208 - 1000 Amp - 3Ø		$3,150.00
	120/208 - 1200 Amp - 3Ø		$3,780.00
	120/208 - 1600 Amp - 3Ø		$5,040.00
	120/208 - 2000 Amp - 3Ø		$6,300.00
	120/208 - 3000 Amp - 3Ø		$9,450.00
	277/480 - 800 Amp - 3Ø		$5,816.00
	277/480 - 1000 Amp - 3Ø		$7,270.00
	277/480 - 1200 Amp - 3Ø		$8,724.00
	277/480 - 1600 Amp - 3Ø		$11,632.00
	277/480 - 2000 Amp - 3Ø		$14,540.00
	277/480 - 3000 Amp - 3Ø		$21,810.00
	Greater KVA that above listed voltages		$12.00 per KVA above listed

ADDENDUM D

*Items within this Addendum are not adopted within the fee schedule and are shown for information only and are adopted and authorized separately

CODE REF.	DESCRIPTION	LAST CHANGED	RATE
WATER SERVICE CHARGES			
90-177	**Residential Water Utility Rates**	**2026**	
	Consumption 0 -15,000 gallons		$3.26 per 1000 gallons
	Consumption 15,001 - 30,000 gallons		$3.72 per 1000 gallons
	Consumption 30,001 - 60,000 gallons		$4.45 per 1000 gallons
	Consumption 60,001 + gallons		$5.44 per 1000 gallons
	Commercial Water Utility Rates		
	Consumption - All quantities		$3.37 per 1000 gallons
90-177	**Water Utility Rates and Charges: Monthly Service Charge**	**2025**	
	3/4 Tap		$25.66
	1" Tap		$28.62
	1 1/2 " Tap		$33.56
	2" Tap		$50.85
	3" Tap		$87.88
	4" Tap		$124.43
	6" Tap		$161.96
	8" Tap		$260.73
	10" Tap		$297.76
	Water Service Tap Fee	**2021**	
	3/4" Tap		N/A
	1" Tap		$900.00
	1 1/2 " Tap		$1,200.00
	2" Tap		$1,400.00
	3" Tap		$1,600.00
	4" Tap		$2,000.00
	6" Tap		$2,200.00
	8" Tap		$2,400.00
	10" Tap		N/A
	Water Service Installation Fee	**2021**	
	.75"		N/A
	1" Tap		$1,620.00
	1 1/2 " Tap		N/A
	2" Tap		$3,416.00
	3" Tap		$7,074.00
	4" Tap		$8,868.00
	6" Tap		$12,406.00
	8" Tap		$17,781.00
	10" Tap		$23,683.00
90-179	**Private Fire Protection Equipment - Installation Fee**	**2021**	
	2" Fire Leg		$1,400.00
	4" Fire Leg		$2,000.00
	6" Fire Leg		$2,200.00
	8" Fire Leg		$2,400.00
	10" Fire Leg		$2,800.00
	12" Fire Leg		$3,200.00
90-179	**Private Fire Protection Equipment - Annual Connection Fee**	**2021**	
	2" Fire Leg		$70.00
	3" Fire Leg		$85.00
	4" Fire Leg		$95.00
	6" Fire Leg		$125.00
	8" Fire Leg		$175.00
	10" Fire Leg		$225.00
	12" Fire Leg		$300.00

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE
WASTEWATER SERVICE CHARGES			
90-204	**Sewage Charge - Residential**	**2026**	
	Base Charge		$10.67
	Volume Charge		$2.25
	Maximum Charge		$67.00
90-241	**Sewer Tap/Connection Fee**	2018	$500.00
90-204	**Sewage Charge - Multi-Family**	**2026**	
	Fixed Charge		$24.16
	Sewage Charge - Mobile or MFG Housing	**2026**	
	Fixed Charge		$24.16
	Sewage Charge - Commercial	**2026**	
	Base Charge		$16.29
	Volume Charge		$2.25
90-206	**Extra Strength Sewage Charges**	**2018**	
	BOD - In City		$0.16
	BOD - Outside City		$0.24
	TSS - In City		$0.12
	TSS - Outside City		$0.18
	FOG - In City		$2.10
	FOG - Outside City		$3.15
	NH4 - In City		$1.50
	NH4 - Outside City		$2.25
	Phosphorus - In City		$0.20
	Phosphorus - Outside City		$0.30
	VCP Tap 4"		$100.00
	VCP Tap 6"		$150.00
	Septic Dump Application Fee (FICO)		$10.00
	Septic Dump Application Fee (Outside FICO)		$20.00
	Septic Dump Fee		$35.00 (per 1000 gallons)
	Lab - BOD test		$41.00
	Lab - TSS Test		$15.00
	Lab - pH Test		$10.00
	Lab - Ammonia Test		$20.00
	Lab - Phosphorus Test		$32.00
	Lab - Fat, Oil & Grease Test		$55.00
	Lab - Sulfates		$18.00
	Lab - TKN test		$15.00
	Lab - E. Coli Test		$22.00
	Lab - Sampling Fee		$38.00
	Courier Fees		Actual Cost
	Sample Disposal		Actual Cost
STORMWATER - DRAINAGE			
90-379	**Residential Fees**	**2017**	
	Residential Property Fee		$3.00
	Multi-Family Residential		$2.50
	Commercial and Industrial	**2017**	
	1-10 Spaces		$4.50
	11-50 Spaces		$7.50
	50-200 Spaces		$12.75
	200+ Spaces		$24.00

ADDENDUM D

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CODE REF.	DESCRIPTION	LAST CHANGED	RATE
SOLID WASTE - RECYCLING			
74-37	**Solid Waste - Residential & Multi-Family**	2026	$29.68
	Solid Waste Poly Kart	**2026**	
	Administrative Fee (customer requested change of service)		$15.00
	Additional Poly Kart		$20.01
	Special Collections		
	Minimum Charge - 1 container		$45.00
	Minimum Charge - two or more containers		$35.00
	Collection requiring labor (per container, per hour)		$60.00
	Special Clean-up charge for Poly Kart (per hour)		$15.00
	Special Events (delivery fee, per container)		$15.00
	Special Events (per container per day)		$35.00
	Special Pick Up (compactors)		$120.00
	Special Pick Up (6 yard frontload)		$100.00
	Special Trafficway Rent-A-Truck (per truckload)		$65.00
	Commercial Collections	**2026**	
	Container Capacity (CU. YD.)		
	3		$61.88 Per Collection
	4		$82.51 Per Collection
	6		$94.48 Per Collection
	27		$890.47 Per Collection
	33		$1,073.17 Per Collection

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Kent Pottorf, Electric Operations Manager
DATE: November 17, 2026
RE: Contract Renewal of the 2026 Underground Conduit and Street Light Installation to 2027

ISSUE:
The Governing Body is asked to consider and renew the 2026 Underground Conduit and Street Light Installation contract to 2027 between the City of Garden City Electric Department and Dreiling Construction, LLC.

BACKGROUND:
On December 16, 2025, the Governing Body approved the 2026 Underground Conduit and Street Light Installation contract with Dreiling Construction, LLC. In addition to the bid approved in 2025, there is a clause for two additional one-year contract renewals. If the contractor agrees to remain at the contract amount, this will allow the Electric Department to seek approval from the Governing Body to renew the contract annually. Dreiling Construction, LLC, has agreed to keep the contract prices as stated in their bid from December 2025. If approved, this would be the first renewal of the contract, with potential for one additional renewal in 2028 if Dreiling Construction chooses to offer the same terms.

ALTERNATIVES:
1. The Governing Body may choose to renew the contract to Dreiling Construction, LLC, and authorize the Mayor to sign the extension.
2. The Governing Body may choose to reject the contract renewal and direct staff to re-bid.

RECOMMENDATION:
Staff recommends that the Governing Body renew the contract with Dreiling Construction, LLC, to provide the service of installing conduit and streetlight projects for the Electric Department in 2027.

FISCAL NOTE:
If approved, funding for this contractual work comes from the 2027 Electrical Fund Budget - G/L Code 50151511-5274 Contracted-Contractors. The 2027 budget for this line item is $1,250,000.

ATTACHMENTS:
Dreiling Bid
City of GC Elec - UG 2027 Contract Extension

CONTRACT DOCUMENTS

AND

SPECIFICATIONS

GARDEN CITY

— KANSAS —

Underground Conduit & Street Light Installation Electric Department

October 24, 2025

ADVERTISEMENT

NOTICE TO BIDDERS

The City of Garden City Electric Department is soliciting bids for underground conduit and streetlight installation for 2026. Sealed bids are to be returned by ***11:00 AM, CT, Thursday, November 18, 2025,*** at the Electric Utility Service Center, 140 Harvest St., PO Box 998, Garden City, KS 67846, at which time the bids will be opened and publicly read. Bids received after this time will be returned unopened.

The work involves installing underground conduit and streetlighting in various locations throughout the City of Garden City. Bid sheets and specifications are available online at the City of Garden City website, **www.garden-city.org**.

Bids shall be made on printed forms, which may be obtained from the City Electric Department. Electronic bids will also be accepted via email. No bidder may withdraw his bid for at least thirty (30) days after the scheduled time for the receipt of bids. The City reserves the right to reject any or all bids, waive informalities, and accept the bid deemed to be in the best interest of the City.

Kent Pottorf
Electric Operations Manager

INFORMATION FOR BIDDERS

1. The City of Garden City Electric Department is soliciting bids for the installation of underground conduit and street lighting installation for 2026. Sealed bids are to be returned by ***11:00 AM, CT, Thursday, November 18, 2025,*** at the Electric Utility Service Center, 140 Harvest St., PO Box 998, Garden City, KS 67846, at which time the bids will be opened and publicly read.

2. Each bid must be accompanied by a bid bond or certified check in the amount of 5% of the total bid. Bid security will be returned to all bidders when the contract has been executed with the successful bidder. Base the bid bond on $75,000.

3. Statutory and Maintenance Bonds will not be required if the total project cost is less than $100,000.

4. No bidder may withdraw his bid for at least 30 days after the scheduled time for the receipt of bids.

5. The City reserves the right to reject any or all bids and to waive informalities. The City also reserves the right to accept the bid deemed to be in the best interest of the City.

6. The successful bidder will be required to have a contractor's license with the City of Garden City Building Department and be in good standing.

Equal Opportunity and Nondiscrimination

Equal Employment Opportunity. The Contractor and subcontractors will be required to comply with the President's Executive Order 11246 (Equal Employment Opportunity), as amended, which prohibits discrimination in employment regarding race, color, creed, sex, or national origin. The Contractor must certify that they do not or will not maintain or provide for their employees any facilities that are segregated based on race, color, creed, or national origin. The documents within Section 00201 (Equal Employment Opportunity) are made a condition of the bid. (See attachment-00201).

Nondiscrimination Clauses. Bidders on this work, including subcontractors or vendors, will be required to comply with regulations as outlined within the documents included within Section 00202 (Non-Discrimination Clauses 0708). (See attachment-00202).

Special Provisions. The Contractor and subcontractors will be required to comply with the Civil Rights Act of 1964, Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Age Discrimination Act of 1975, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations of 1994 and 49 C.F.R. Part 26.1 (DBE Program), along with any amendments thereto.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: Employment upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Contracting Officer, setting forth the provisions of this nondiscrimination clause.

2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

3. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the Contract Compliance Officer advising the said labor union or worker's representatives of the Contractors commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.

5. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto and will permit access to his books, records and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

6. In the event of the Contractors noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contract procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

7. The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204, provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Department may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Department the Contractor may request the United States to enter into such litigation to protect the interest of the United States.

8. The Contractor will, prior to the approval of any construction contract, submit an acceptable Affirmative Action Plan to the City for review and approval.

NONDISCRIMINATION CLAUSES

During the performance of this Contract, the Contractor or Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor"), agrees as follows:

(1) COMPLIANCE WITH REGULATIONS:
The Contractor will comply with the Regulations of the United States Department of Transportation relative to nondiscrimination in federally assisted programs of the United States Department of Transportation (Title 49, Code of Federal Regulations, Parts 21, 23 and 27), hereinafter incorporated by reference and made a part of this contract.

(2) NONDISCRIMINATION:
The Contractor, with regard to the work performed by it after award and prior to completion of the Contract work, will not discriminate on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix "A", "B", and "C" of the Regulations.

(3) SOLICITATIONS FOR SUBCONTRACTS, INCLUDING PROCUREMENTS OF MATERIALS AND EQUIPMENT:
In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this Contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations.

(4) INFORMATION AND REPORTS:
The Contractor will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and the City or the Secretary of Transportation of the State of Kansas, will be permitted access to its books, records, accounts, other sources of information and its facilities as may be determined by the City, Secretary of Transportation of the State of Kansas to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the City, Secretary of Transportation of the State of Kansas as appropriate; and shall set forth what efforts it has made to obtain information.

(5) EMPLOYMENT:
The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, gender, age, disability, or national origin.

(6) SANCTIONS FOR NONCOMPLIANCE:
In the event of the Contractor's noncompliance with the nondiscrimination provisions of this Contract, the City shall impose such Contract sanctions as it, or the Secretary of Transportation of the State of Kansas, may determine to be appropriate, including, but not limited to,
(a) withholding of payments to the Contractor under the Contract until the Contractor complies, and/or
(b) cancellation, termination or suspension of the Contract, in whole or in part.

(7) DISADVANTAGED BUSINESS OBLIGATION:

(a) Disadvantaged Businesses, as defined in the Regulations, shall have a level playing field to compete fairly for contracts financed in whole or in part with Federal funds under this contract.

(b) All necessary and reasonable steps shall be taken in accordance with the Regulations to ensure that Disadvantaged Businesses have equal opportunity to compete for and perform contracts. No person(s) shall be discriminated against based on race, color, gender, or national origin in the award and performance of federally assisted contracts.

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

(8) EXECUTIVE ORDER 12898:

(a) To the extent permitted by existing law, and whenever practical and appropriate, all necessary and reasonable steps shall be taken in accordance with Executive Order 12898 to collect, maintain, and analyze information on the race, color, national origin, and income level of persons affected by programs, policies, and activities of the Secretary of Transportation and use of such information in complying with this Order.

(9) INCORPORATION OF PROVISIONS:

The Contractor will include the provisions of paragraphs (1) through (8) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the regulations, orders, or instructions issued pursuant thereto. The Contractor will take such action with respect to any subcontract or procurement as the City or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the Contractor may request the State to enter into such litigation to protect the interests of the State.

NONDISCRIMINATION UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

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

BIDDER'S CHECKLIST

The Bidder's attention is especially to the following forms that must be completed in full as required and submitted collectively as the bid proposal package. The forms that must be submitted as the bid proposal package are on paper. "These forms must be filled out in ink or be typewritten."

1. CERTIFICATION OF NONSEGREGATED FACILITIES

2. PROPOSALS (BID ITEMS)

The unit prices must be shown in the space provided (in both written words and numbers). If subcontractors will be used, they must be identified along with the work they will do. Any addenda must be acknowledged. You must give anticipated construction dates. The proposals must be signed by an authorized officer.

3. Bids must be sealed, addressed to the Electric Operations Manager, Garden City, Kansas, and endorsed on the envelope: "2026 Underground Conduit and Street Lighting Installation"

4. Bidder must provide emergency contact information.

5. Bid will be renewable for three additional one-year contracts if both parties agree.

SPECIFICATIONS

Conduit is normally installed in the range of 24"- 60" deep per project specifications. There may be instances where the conduit is installed at a greater depth. Street Lighting poles or bases are installed by power installation machinery by digging the required hole size and depth, or by the screw-in base, per project specifications. All wiring, streetlight fixture installation, and handling of street lighting material instructions will be provided to the Contractor by City Electric Department-designated employees. Exposure to energized electrical infrastructure will be kept to a minimum for Contractor's Employees by City Electric Department Personnel. All Contractors and Employees involved with the construction are required to attend a formal one-time yearly safety training by the City Electric Department before work commences. The contractor is responsible for all Employee PPE. The contractor is responsible for all One-Call location requests and follows proper spotting of buried infrastructure. Please include existing underground utility exposure in the per-unit bid to offset that exposure cost. All Rights-of-Way are to be returned to their original or better condition as they were before the work started, as referenced in the City of Garden City Excavation Standards Handbook for restoration.

CONTRACT

THIS AGREEMENT was made and entered into this day of _____ ,**2026,** by and between the City of Garden City, Kansas, hereinafter called ",CITY" and

_____

_____ hereinafter called "CONTRACTOR".

WITNESSETH:

ARTICLE 1: The CONTRACTOR will commence and complete the project known as

_____

_____

ARTICLE 2: It is hereby mutually agreed that for and in consideration of the sum or sums to be paid the CONTRACTOR by the CITY as set forth in the Proposal; the CONTRACTOR shall furnish all labor, equipment, accessories, and material (except materials salvaged or otherwise furnished as specified) and shall perform all work necessary to construct and complete the improvement in a good, substantial, and workmanlike manner, ready for use, and in strict accordance with the contract documents, as set forth below, as approved and filed pursuant to the law in the office of the legal representative of the CITY.

ARTICLE 3: It is hereby further agreed that the CONTRACTOR will perform all of the work described in the contract documents and comply with the terms therein for the sum or sums set forth in the Proposal, as accepted by the CITY.

ARTICLE 4: It is hereby further agreed that in consideration of the faithful performance of the work by the CONTRACTOR, the CITY shall pay the CONTRACTOR the sum or sums due him at stated intervals and in amounts certified by the Engineer, in accordance with the provisions of the Contract Documents and as set forth in the Proposal as accepted by the CITY.

ARTICLE 5: It is further agreed that at the completion of the work and its acceptance by the CITY, all sums due the CONTRACTOR by reason of his faithful completion of the work, taking into consideration additions to, or deductions from, the contract price by reason of alterations or modifications of the original Contract Documents or by Change Order or Force Account work authorized under the Contract in accordance with the Contract Documents, will be paid to the CONTRACTOR by the CITY within thirty (30) days after said completion and acceptance.

ARTICLE 6: It is hereby further agreed that the term "Contract Documents" means and includes the Notice to Bidders, Information to Bidders, Nondiscrimination Clauses, Special Attachment, Equal Employment Opportunity Clauses, General Conditions of the Specifications, General Provisions, Technical Provisions, Technical Specifications, General Specifications, Special

Provisions, Certification of Nonsegregated Facilities, Plans and/or Drawings, Proposal, Contract, Contract and Maintenance Bond, Statutory Bond, as applicable to the project, and are hereby made part of this agreement as fully as if set out at length herein.

ARTICLE 7: It is hereby further agreed that the words "he", "him", or "it" whenever used herein as referring to the CONTRACTOR shall be deemed to refer to the CONTACTOR, whether a person, partnership, or corporation, and that this contract and all covenants and agreements thereof shall be binding and for the benefit of the heirs, executors, administrators, successors and assigns of the CONTRACTOR.

ARTICLE 8: It is hereby further agreed that the CONTRACTOR will commence the work required by the Contract Documents within ten (10) calendar days after the date of the Notice to Proceed and will complete the same within the time provided in the Contract Documents, unless the period for such completion is otherwise extended pursuant to the Contract Documents.

ARTICLE 9: It is hereby further agreed that should the CONTRACTOR fail to complete all work within the time provided, the CONTRACTOR shall be liable to the CITY for liquidated damages at the rate specified in the Contract Documents.

IN WITNESS WHEREOF, the Parties hereto have executed or caused to be executed by their duly authorized officials, this Contract on the date first above written, in triplicate, each of which shall be considered as the original.

CITY OF GARDEN CITY, KANSAS	**CONTRACTOR**
_____	_____
Mayor	Title:
ATTEST:	ATTEST:
_____	_____
City Clerk	Title

PROPOSAL
2026 Underground Conduit and Streetlighting Installation

TO THE CITY OF GARDEN CITY, KANSAS:

The undersigned hereby certifies that he has carefully examined the drawings, specifications, contract documents, location, character, and extent of the work to be done under this contract. He further certifies that he is familiar with the type of construction and materials involved within the scope of this contract. Renewable for three additional one-year contracts with cost escalation due to major operating cost changes the contractor has incurred will be negotiable before these contract periods.
The undersigned hereby proposes to furnish all tools, appliances, equipment, materials, and labor required to construct and complete the construction in a thorough and workmanlike manner in accordance with the plans, specifications, and documents attached hereto, for the following prices, to wit:

1. Install underground conduit per specification sheet:

	Bore	Trench
2"	$ 14.00	$ 9.00
4"	$ 16.00	$ 9.00
6"	$ 16.00	$ 9.00

2. Valmont Pole, Fixture and Wiring, Dig and Set.
   $ 850.00 Per
   Screw-in-Base, Fixture and Wiring, Set.
   $ 850.00 Per
3. The undersigned hereby acknowledges the receipt of the following addenda:
   _____, _____, _____, _____, _____.
4. The undersigned is a Corporation or L.L.C. ✓, Partnership ___, Individual ___.
   FEID 48-0808918.
5. The undersigned anticipates that delivery will be completed on or before _____ 2026.

BIDDER Dreiling Construction, LLC

ADDRESS P.O. Box 1218
Garden City, KS
67846

By Lorie Calderon
(Printed Name)

Title Off Admin

Calderon
(Signature)

11/17/25
(Date)

Lcalderon@dreilingco.com
(e-mail)

Daven Archer (620) 277-5355 or (620) 640-5821
(24-Hour Emergency Contact Name & Phone) (24-Hour Emergency Contact Name & Phone)

Jacob DeLa Rosa (620) 277-5348
(24-Hour Emergency Contact Name & Phone)

Don Dreiling (620) 271-8692
(24-Hour Emergency Contact Name & Phone)

Lorie Calderon (620) 277-5148
(24-Hour Emergency Contact Name & Phone)

Project: Underground Conduit & Street Light Installation

REQUEST FOR CONTRACTOR QUALIFICATIONS

PRIOR CONSTRUCTION REFERENCES:

The Bidder may make as many copies of this page as necessary. Respond to each item, indicating "none" where appropriate.

Name, address, and telephone number of owner: City of Garden City Electric Department 140 Harvest Street Garden City, Kansas 67846
Name of project: Underground Conduit + Street Light Installation Electric Department 2020 - 2022, 2023 - 2025
Location of project: Garden City, KS
Brief description of the work involved: Installation, Maintenance + repair of street lights.
Contract amount: Open
Claims amount: None
Liquidated damages assessed: None

Date of completion of contract: 12-31-25
Name, address, and telephone number of design firm's architect or engineer: N/A
Name of owner's project manager: N/A
Declaration of Default (Yes or (No)):
Litigation on questions of project performance: NO
Citations by federal OSHA or CAL OSHA: NO

City of Garden City reserves the right to verify the above information.

SIGNATURE BLOCK (Signature Block must be completed in ink and changes must be initialed.)	
Bidder's Signature:	Date: 11/17/25
Bidder's Name and Title (Print): Lorie Calderon, Office Admin	

Project: Underground Conduit & Street Light Installation

REQUEST FOR CONTRACTOR QUALIFICATIONS

PRIOR CONSTRUCTION REFERENCES:

The Bidder may make as many copies of this page as necessary. Respond to each item, indicating "none" where appropriate.

Name, address, and telephone number of owner: AT+T
Name of project: CSVA Wireline Contract 2018-2026
Location of project: Western Kansas
Brief description of the work involved: Installation of conduit, copper, fiber & associated hardware for buried & aerial facilities.
Contract amount: Direct Award of all Work in Area
Claims amount: NONE
Liquidated damages assessed: NONE

Date of completion of contract: Retids 11-1-2026
Name, address, and telephone number of design firm's architect or engineer:
Name of owner's project manager:
Declaration of Default (Yes or No): NO
Litigation on questions of project performance: NO
Citations by federal OSHA or CAL OSHA: NO

City of Garden City reserves the right to verify the above information.

SIGNATURE BLOCK (Signature Block must be completed in ink and changes must be initialed.)	
Bidder's Signature: LCalderon	Date: 11/17/25
Bidder's Name and Title (Print): Lori Calderon, Off Admin	

DREILING CONSTRUCTION, LLC.

P.O. Box 1218
Garden City, KS 67846
620-275-9433
620-275-2363 fax
lcalderon@dreilingco.com

10/21/2026

ATTN: Kent Pottorf

RE: City of Garden City Electric Dept
2025 Underground Utility Contract

Kent

Dreiling Construction, LLC wishes to request the option to extend our existing contract for Underground Utility Installation into 2027 at the current prices.

Thank You

Don Dreiling

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Kent Pottorf, Electric Operations Manager
DATE: November 17, 2026
RE: Public Works/Utilities/Parks Public Right-Of-Way Tree Trimming/Removal

---

ISSUE:
The Governing Body is asked to consider and approve a three-year contract with Bare Ground Management and the City of Garden City Public Works/Utilities/Parks Department to perform Public Right-Of-Way Tree Trimming/Removal for $479,320.00.

BACKGROUND:
The Public Works/Utilities/Parks Departments advertised three-year 2027, 2028, and 2029 tree trimming/removal services by a licensed and certified tree trimming contractor. Five Bids were received at 1 PM CT on October 27, 2026, and publicly read. The five bidders were Timber Oklahoma LLC, NDR LLC, Bare Ground Management, DRC Emergency Services, and Myran Flooring and Restoration. Bare Ground Management was the lowest bidder.

ALTERNATIVES:
1. The Governing Body may choose to approve the contract with Bare Ground Management for the years 2027, 2028, and 2029 for the amount of $479,320.00 and authorize the Mayor to sign the contract.
2. The Governing Body may choose not to approve the contract with Bare Ground Management and direct staff to find an alternative.

RECOMMENDATION:
Staff recommends the Governing Body approve the contract with Bare Grounds Management for the years 2027, 2028, and 2029 for the amount of $479,320.00.

FISCAL NOTE:
The services will be budgeted and paid for each department's GL codes as follows:
Electric Utility- GL #50151513-5575 Tree Trimming (2027-$99,960.00), (2028-$101,080.00), (2029-$89,760.00) Total $290,800.00
Solid Waste- GL #55157571-5274 Contracted-Contractors (2027-$42,840.00), (2028-$42,840.00), (2029-$42,840.00) Total $128,520.00
Parks- GL #10031311-5575 Tree Trimming (2027-$20,000.00), (2028-$20,000.00), (2029-$20,000.00) Total $60,000.00

ATTACHMENTS:
2027-2029 Tree Trimming Tally
Tree Trimming 2027-2029 Packet

Bare Ground Management Bid
DRC Emergency Services, LLC
Myran Flooring and Restoration
Natural Disaster Restoration
Timber Oklahoma LLC

Tree Trimming Bid Tally

		Tree Trimming-Electric			Tree Trimming-Solid Waste			Tree Trimming-Parks			Total			
Contractor	Year	2027	2028	2029	2027	2028	2029	2027	2028	2029	2027	2028	2029	Contract
Timber Oklahoma		$ 120,000.00	$ 150,000.00	$ 200,000.00	$ 50,000.00	$ 52,000.00	$ 54,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 190,000.00	$ 222,000.00	$ 274,000.00	$ 686,000.00
NDR LLC		$ 166,600.00	$ 176,800.00	$ 149,600.00	$ 52,500.00	$ 52,500.00	$ 52,500.00	$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 234,100.00	$ 244,300.00	$ 217,100.00	$ 695,500.00
Bare Ground Management		$ 99,960.00	$ 101,080.00	$ 89,760.00	$ 42,840.00	$ 42,840.00	$ 42,840.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 162,800.00	$ 163,920.00	$ 152,600.00	$ 479,320.00
DRC Emergency Services		$ 200,900.00	$ 221,000.00	$ 198,000.00	$ 86,100.00	$ 89,250.00	$ 94,500.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 307,000.00	$ 330,250.00	$ 312,500.00	$ 949,750.00
Myran Flooring and Restoration		$ 186,400.00	$ 204,688.00	$ 181,325.00	$ 30,200.00	$ 31,208.00	$ 32,256.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 236,600.00	$ 255,896.00	$ 233,581.00	$ 726,077.00

GARDEN CITY
KANSAS

Public Works/Utilities/Parks & Recreation

September 15, 2026

Specifications & Contract Documents

Power Line and Public Right-of-Way

Tree Trimming/Removal

2027, 2028, & 2029

CITY OF GARDEN CITY, KANSAS

INVITATION TO BID

BID TITLE: Power Line and Public Right-of-Way Tree Trimming and Removal

ISSUE DATE: September 15, 2026

BID OPENING: October 27, 2026

BID AWARD

IMPORTANT NOTE: Indicate the company name and Bid Title on the front of the sealed bid envelope.

The City of Garden City, Kansas (CITY) seeks competitive sealed bids for right-of-way clearing. The CITY desires to engage a licensed private tree trimming contractor to perform electrical distribution line clearing and tree removal typical to electric distribution lines and other vegetation away from electric distribution lines.

- Solid Waste, Alley (Department Determination)
  - 2027 - 21 Miles
  - 2028 - 21 Miles
  - 2029 - 21 Miles
- Electric Distribution Lines (Attachments A, B, C)
  - 2027 - 49 Miles
  - 2028 - 52 Miles
  - 2029 - 44 Miles
- Parks and Recreation (Department Determination)
  - 2027 - $20,000
  - 2028 - $20,000
  - 2029 - $20,000

Responding to the Bid should involve interested companies reviewing and analyzing the information provided herein and responding in writing to items where a response is requested.

The City Electric Division will receive sealed bids until 1:00 p.m. CT on October 27, 2026 at which time they will be publicly opened and read aloud. The bid opening will begin promptly at the appointed time at the Utilities Service Center located at 140 Harvest St., Garden City, KS 67846. No bids may be submitted after the bid opening begins. The bidder is solely responsible for the timely submission of this bid.

Address bids to the City of Garden City, Electric Division
ATTN: Power Line and Public ROW Tree Trimming/Removal
140 Harvest St.-P.O. Box 998
Garden City, KS 67846, on or before October 27, 2026 at 1:00 p.m. CT

No bid may be withdrawn sixty (60) calendar days after the bid opening.

The City of Garden City reserves the right to evaluate bids to determine the lowest responsible bidder according to City policies, to reject any and all proposals, to waive formalities within the scope of authority, and further, the City reserves the right to make an award of the bid that is in the best interest of the City.

Direct all questions on the bidding procedure to

Kent Pottorf, Electric Operations Manager
Kent.Pottorf@gardencityks.us
140 Harvest St.
P.O. Box 998
Garden City, KS 67846 (620) 276-1290

Billy Villanueva, Electric Superintendent
Billy.villanueva@gardencityks.us
140 Harvest St
PO Box 998
Garden City, KS 67846 (620)276-1290
Kent Pottorf, Electric Operations Manager

Keo Bounpaseuth, SCADA Generation VFD Foreman
Keo.bounpaseuth@gardencityks.us
140 Harvest St
PO Box 998
Garden City, KS 67846 (620)-276-1290

Introduction

The intent and purpose of this Invitation to Bid are to establish a contract with a qualified Contractor who can provide supervision, labor, material, debris removal, and incidentals necessary to perform tree and brush cutting and removal services on various utility and public rights-of-way, utility lines, and roadways in and around the CITY in accordance with the Scope of Services.

Scope of Services and Standards of Work

Contractor obligations: To supply the labor and equipment specified as necessary to provide forces capable of independently performing tree trimming along power lines and other rights-of-way belonging to the CITY. The Contractor must submit the proper certification to work around live energized power lines, and all personnel of the Contractor must attend training on the hazards associated with live energized power lines work. All tree trimming work is to be accomplished in accordance with the directions of the designated representative of the CITY.

a) *Clearing of Wood Waste:* It shall be the financial and physical responsibility of the contractor to dispose of all wood and wood products resulting from the pruning and removal process. The CITY shall supply a location to dispose of inert, clean wood waste or chippings.

b) *Clearing Distance:* All distribution lines right-of-way must be cleared to a minimum of ten feet (10') from any energized conductor above fifteen (15) feet. Only side and top pruning are permitted with a minimum clearance of ten feet (10') from the energized conductors. All overhanging limbs must be removed unless special unsafe conditions prevent removal. The final decision concerning leaving overhanging limbs will rest solely with the CITY. Additional tree trimming in alleys and public rights-of-way to allow Solid Waste Utility vehicles without damaging equipment, up to fifteen (15) feet high, and to ground level. Trim specified areas for Parks and Recreation as outlined in the attachment.

Safety

Job site activities shall at all times be conducted in accordance with applicable Federal, State, and Local laws, regulations, and requirements, including but not limited to the National Electric Safety Code and the Kansas Department of Transportation Manual on Uniform Traffic Control Devices. There shall be an annual

safety briefing for all contractor employees involved in this contract, conducted by the appointed CITY Electric Department personnel.

Damage to Facilities / Insurance Requirements

During the inspections, the Contractor shall be responsible for damages by its employees, agents, or subcontractors to any CITY utility facilities or customer-owned facilities. Furthermore, any damages to utility facilities not owned by the CITY but attached to CITY utility poles through a valid joint-use agreement shall be the responsibility of the Contractor. The Contractor shall submit proof of comprehensive General Liability Insurance carried in the minimum amount of $1,000,000 for bodily injury or death and $1,000,000 for property damage. Workers' compensation and motor vehicle liability insurance are also required. Proof of insurance must be submitted to the CITY prior to execution of the contract for services.

Supervision / Customer Notification

The Contractor shall remain in close communication with the CITY'S designated representative. No work shall commence that has not been appointed by the CITY-appointed representative. The contractor shall not respond to customer requests or make any representations to CITY customers, but instead refer such requests to the CITY'S representative. Customer notification of work to be performed at or near customer premises shall be made by the contractor as needed, with the CITY'S representative.

Contractor Employees

While working on or performing tree-trimming activities for the CITY, all contractor employees will be required to wear uniform shirts and/or coats identifying them as employees of the contractor. Employees will maintain a professional attitude toward the work being performed and toward all contacts with CITY employees & citizens.

Contractor Equipment

All equipment used by the contractor shall be in good working condition and have a good general appearance. All safety systems shall be adequately engaged and utilized by the contractor and its employees.

Payment

The Contractor may submit invoices for payment at the Contractor's discretion, but submissions shall be made monthly with payment within 30 days.

Assignment

No assignment, subcontracting, subletting, or transferring of the contractor's obligations or the contractor's right to receive payment hereunder shall be permitted without the written approval of the CITY.

Term / Limitation of Time to Complete Work

The Contractor is expected to start work promptly after the authorization to proceed is issued. Work shall begin within thirty (30) days of the execution date of authorization to proceed, and all work shall be completed within 120 days (approximately four months) of the execution date of the contract.

Limitation on the Number of Work Crews

The number of work crews assigned to this contractor and performing services for the CITY shall not exceed three (3) crews operating at any given time unless the CITY representative grants permission. This is to ensure that the CITY may adequately supervise the work under the contract.

Indemnification

The contractor agrees to and shall indemnify and hold the CITY harmless from and against all liability, loss, damages or injury, and all costs and expenses (including attorney's fees and costs of any suit related thereto) suffered or incurred by the CITY, arising from or related to the contractor's negligent performance under the contract, or the negligence of contractor's employees, agents or subcontractors.

References

The contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar right-of-way clearing work within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

Equal Opportunity and Nondiscrimination

Equal Employment Opportunity. The Contractor and subcontractors will be required to comply with the President's Executive Order 11246 (Equal Employment Opportunity), as amended, which prohibits discrimination in employment regarding race, color, creed, sex, or national origin. The Contractor must certify that they do not or will not maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origin. The documents within Section 00201 (Equal Employment Opportunity) are made a condition of the bid. (See attachment).

Nondiscrimination Clauses. Bidders on this work, including subcontractors or vendors, will be required to comply with regulations as outlined within the documents included within Section 00202 (Non-Discrimination Clauses 0708). (See attachment).

Special Provisions. The Contractor and subcontractors will be required to comply with the Civil Rights Act of 1964, Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Age Discrimination Act of 1975, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations of 1994 and 49 C.F.R. Part 26.1 (DBE Program), along with any amendments thereto.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: Employment upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Contracting Officer, setting forth the provisions of this nondiscrimination clause.

2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

3. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the Contract Compliance Officer advising the said labor union or worker's representatives of the Contractors commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.

5. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto and will permit access to his books, records and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

6. In the event of the Contractors noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contract procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

7. The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204, provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Department may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Department the Contractor may request the United States to enter into such litigation to protect the interest of the United States.

8. The Contractor will, prior to the approval of any construction contract, submit an acceptable Affirmative Action Plan to the City for review and approval.

NONDISCRIMINATION CLAUSES

During the performance of this Contract, the Contractor or Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor"), agrees as follows:

(1) COMPLIANCE WITH REGULATIONS:
The Contractor will comply with the Regulations of the United States Department of Transportation relative to nondiscrimination in federally assisted programs of the United States Department of Transportation (Title 49, Code of Federal Regulations, Parts 21, 23 and 27), hereinafter incorporated by reference and made a part of this contract.

(2) NONDISCRIMINATION:
The Contractor, with regard to the work performed by it after award and prior to completion of the Contract work, will not discriminate on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix "A", "B", and "C" of the Regulations.

(3) SOLICITATIONS FOR SUBCONTRACTS, INCLUDING PROCUREMENTS OF MATERIALS AND EQUIPMENT:
In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this Contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations.

(4) INFORMATION AND REPORTS:
The Contractor will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and the City or the Secretary of Transportation of the State of Kansas, will be permitted access to its books, records, accounts, other sources of information and its facilities as may be determined by the City, Secretary of Transportation of the State of Kansas to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the City, Secretary of Transportation of the State of Kansas as appropriate; and shall set forth what efforts it has made to obtain information.

(5) EMPLOYMENT:
The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, gender, age, disability, or national origin.

(6) SANCTIONS FOR NONCOMPLIANCE:
In the event of the Contractor's noncompliance with the nondiscrimination provisions of this Contract, the City shall impose such Contract sanctions as it, or the Secretary of Transportation of the State of Kansas, may determine to be appropriate, including, but not limited to,
(a) withholding of payments to the Contractor under the Contract until the Contractor complies, and/or
(b) cancellation, termination or suspension of the Contract, in whole or in part.

(7) DISADVANTAGED BUSINESS OBLIGATION:

(a) Disadvantaged Businesses as defined in the Regulations, shall have a level playing field to compete fairly for contracts financed in whole or in part with Federal funds under this contract.

(b) All necessary and reasonable steps shall be taken in accordance with the Regulations to ensure that Disadvantaged Businesses have equal opportunity to compete for and perform contracts. No person(s) shall be discriminated against on the basis of race, color, gender, or national origin in the award and performance of federally-assisted contracts.

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

(8) EXECUTIVE ORDER 12898:

(a) To the extent permitted by existing law, and whenever practical and appropriate, all necessary and reasonable steps shall be taken in accordance with Executive Order 12898 to collect, maintain, and analyze information on the race, color, national origin and income level of persons affected by programs, polices and activities of the Secretary of Transportation and use of such information in complying with this Order.

(9) INCORPORATION OF PROVISIONS:

The Contractor will include the provisions of paragraph (1) through (8) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the regulations, orders of instructions issued pursuant thereto. The Contractor will take such action with respect to any subcontract or procurement as the City or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subconsultant or supplier as a result of such direction, the Contractor may request the State to enter into such litigation to protect the interests of the State.

NONDISCRIMINATION UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

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

INSTRUCTIONS AND CONDITIONS

These conditions are integral to this bid, and the bidder must comply with them.

1. Bidder must bid on the Bid Sheet & Certification (page 10) and submit references on the Bidder References Form (page 11), as requested.
2. Bidder should make a copy of the bid for his/her file.
3. All costs for the service must be included in the total bid price as stated on the Bid Sheet & Certification (page 10).
4. The CITY reserves the right to accept or reject any or all bids, reserves all rights granted by law, reserves the right to waive formalities, and takes such action as it deems necessary in the best interest of the CITY.
5. Each bidder must sign the bid with his/her signature and shall give his/her business address on the form provided in this bid.
6. The CITY operates on an equal opportunity basis in its bidding policy. Bidding is open to all interested parties in compliance with national, state, and local laws.
7. No late bids will be opened.
8. Bids will be opened and read publicly at the Utilities Service Center, 140 Harvest St., Garden City, KS 67846, on the specified date and time.
9. No bid award will be made at the time of the opening. The successful bidder will be contacted immediately following bid approval by the Governing Body of the City of Garden City, Kansas. Bidders may contact the City of Garden City Electric Division at (620) 276-1290 to find out the results of the bid award.
10. Exceptions. The Bidder shall furnish a statement on the company letterhead describing all exceptions to the terms, conditions, and specifications. Failure to furnish the statement will mean that the bidder agrees to meet all terms, conditions, and specifications requirements.

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE:_____, 2027.

Total for approximately 49 overhead miles - 2027	**2027 amount:$_____**
Total for approximately 52 overhead miles - 2028	**2028 amount:$_____**
Total for approximately 44 overhead miles – 2029	**2029 amount:$_____**
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$_____**
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$_____**
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$_____**
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$_____**
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$_____**
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$_____**

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name:_____

Company Address:_____

Taxpayer Identification Number (T.I.N.):_____

Telephone No._____Fax No._____

Email Address:_____

Print Name:_____

Signature:_____

BIDDER REFERENCE FORM

The Contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar testing of wooden utility power poles within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

1. Company Name:_____

Contact Name:_____

Contact Phone:_____Contact Email:_____

Date(s) of Services Rendered:_____

Brief Description of Specific Services Rendered:_____

---

2. Company Name:_____

Contact Name:_____

Contact Phone:_____Contact Email:_____

Date(s) of Services Rendered:_____

Brief Description of Specific Services Rendered:_____

_____

_____

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3. Company Name:_____

Contact Name:_____

Contact Phone:_____Contact Email:_____

Date(s) of Services Rendered:_____

Brief Description of Specific Services Rendered:_____

ADVERTISEMENT

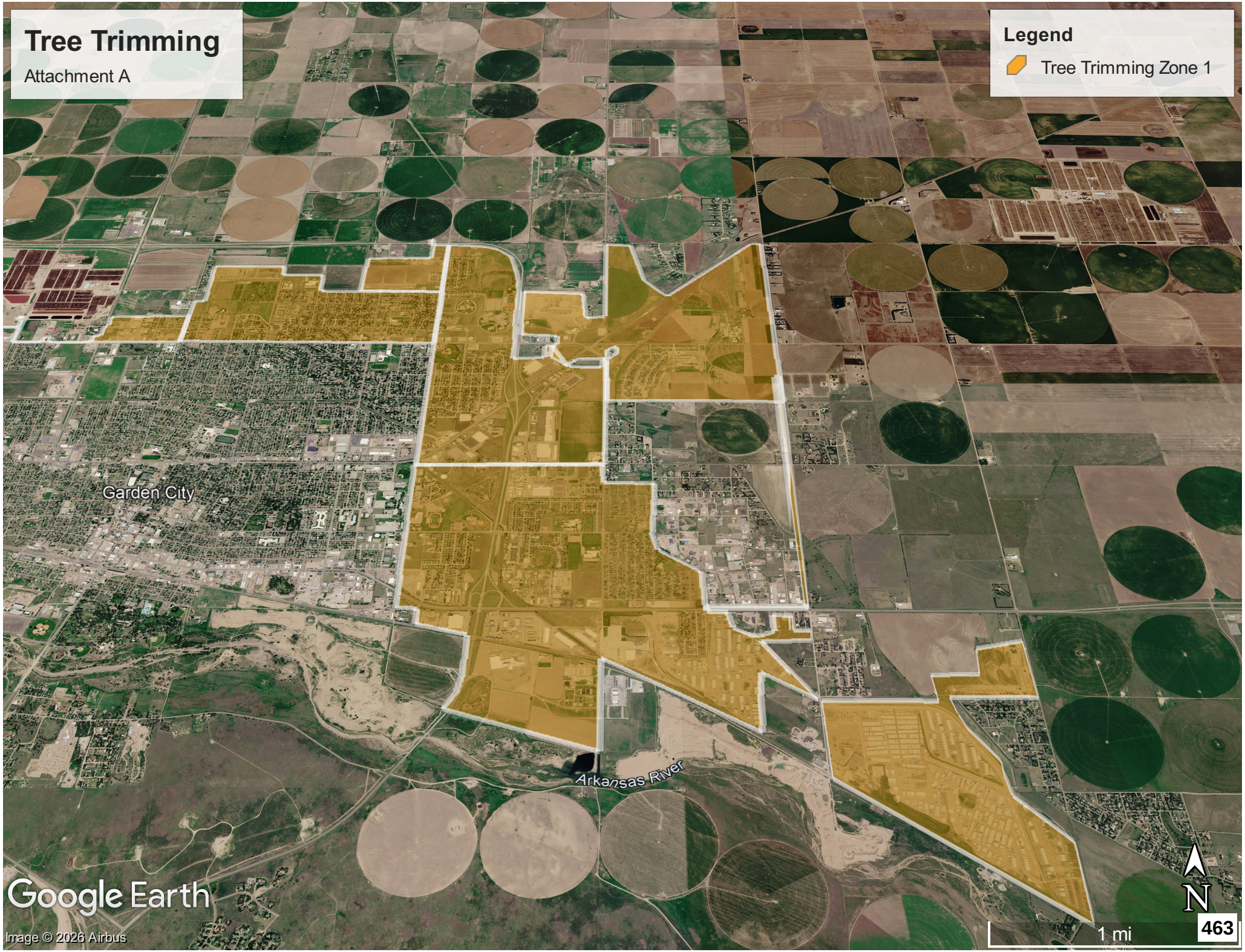
NOTICE TO BIDDERS

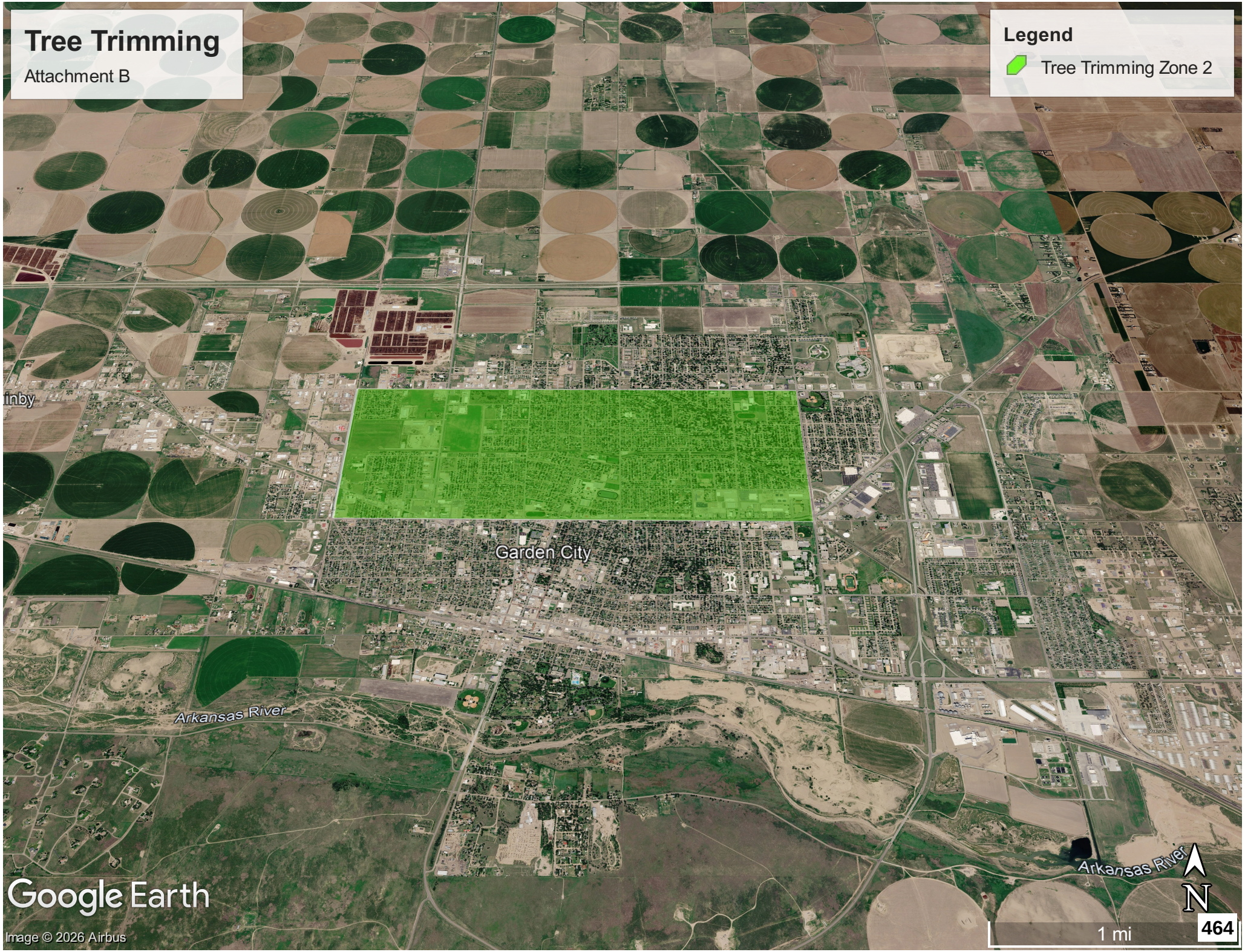
The City of Garden City Electric Department is soliciting bids for Power Line and Public Right-of-Way Tree Trimming and Removal for 2027-2029. Sealed bids are to be returned by ***1:00 PM, CT, Tuesday, October 27, 2026,*** at the Electric Utility Service Center, 140 Harvest St., PO Box 998, Garden City, KS 67846, at which time the bids will be opened and publicly read. Bids received after this time will be returned unopened.

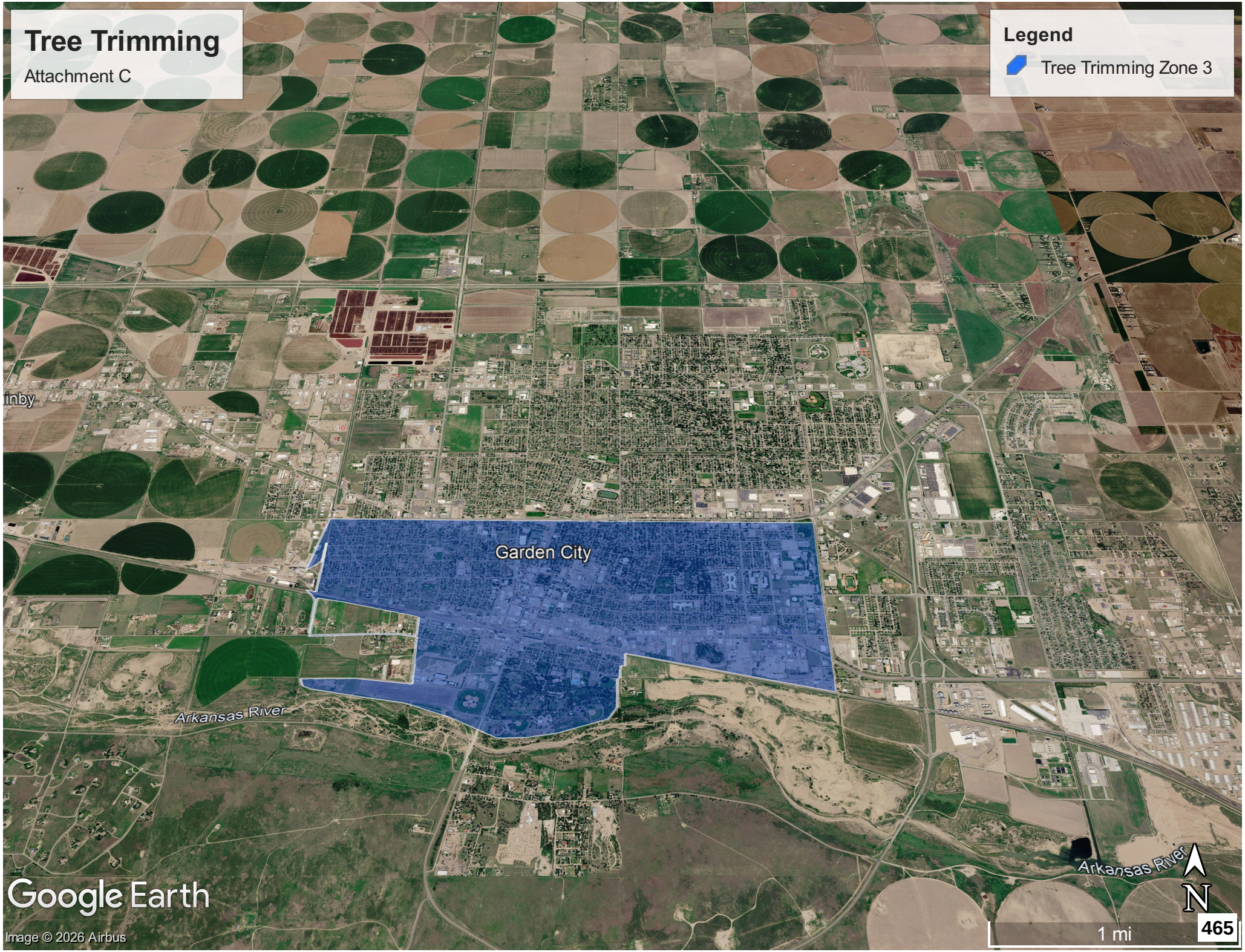
The work consists of Power Line and Public Right-of-Way Tree Trimming and Removal in various locations throughout the City of Garden City. Bid sheets and specifications are available online at the City of Garden City website at https://www.garden-city.org/bids.aspx.

Bids shall be made on printed forms, which may be obtained from the City Electric Department. Electronic bids will also be accepted via email. No bidder may withdraw his bid for at least sixty (60) days after the scheduled time for the receipt of bids. The City reserves the right to reject any or all bids, waive informalities, and accept the bid deemed to be in the best interest of the City.

Kent Pottorf
Electric Operations Manager
kent.pottorf@gardencityks.us


Tree Trimming
Attachment A
Legend
Tree Trimming Zone 1
Garden City
Arkansas River
Google Earth
Image © 2026 Airbus
N
1 mi
463


Tree Trimming
Attachment B
Legend
Tree Trimming Zone 2
finby
Garden City
Arkansas River
Arkansas River
Google Earth
Image © 2026 Airbus
N
1 mi
464


Tree Trimming
Attachment C
Legend
Tree Trimming Zone 3
finby
Garden City
Arkansas River
Arkansas River
Google Earth
Image © 2026 Airbus
N
1 mi
465

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE: March, 2027.

Total for approximately 49 overhead miles - 2027	**2027 amount:$** 99,960
Total for approximately 52 overhead miles - 2028	**2028 amount:$** 106,080
Total for approximately 44 overhead miles – 2029	**2029 amount:$** 89,760
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$** 42,840
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$** 42,840
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$** 42,840
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$** 20,000
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$** 20,000
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$** 20,000

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name: Bare Ground Management

Company Address: 719 SW 20th Ave

Taxpayer Identification Number (T.I.N.): 85-0992282

Telephone No. 620-388-4574 620-388-0988 Fax No.

Email Address: bareground management@gmail.com

Print Name: Gabe McCullin Brady Seidel

Signature:

BIDDER REFERENCE FORM

The Contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar testing of wooden utility power poles within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

1. Company Name: Ninnescah Rural Electric Coop
Contact Name: Robert Lamatsch
Contact Phone: (620) 672-1602 Contact Email: rLamatsch@ninnescah.com
Date(s) of Services Rendered: 2024 - Present
Brief Description of Specific Services Rendered: Clear Utility line right of ways.

2. Company Name: Kansas Wildlife and Parks
Contact Name: Norman Benette
Contact Phone: (620) 388-5712 Contact Email: Norman.bennett@KS.gov
Date(s) of Services Rendered: 3/11/25 10/20/26
Brief Description of Specific Services Rendered: Remove Larg Cotton wood Tree along Highway. Remove Large Tree and grind stump at museum.

3. Company Name: Ohio Township (Stafford County)
Contact Name: Kurt Keisling
Contact Phone: (620) 388-1731 Contact Email:
Date(s) of Services Rendered:
Brief Description of Specific Services Rendered: Clear encroaching Trees From road right of way.

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE: January 15th **, 2027.**

Total for approximately 49 overhead miles - 2027	**2027 amount:$** 200,900.00
Total for approximately 52 overhead miles - 2028	**2028 amount:$** 221,000.00
Total for approximately 44 overhead miles – 2029	**2029 amount:$** 198,000.00
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$** 86,100.00
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$** 89,250.00
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$** 94,500.00
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$** 20,000.00
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$** 20,000.00
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$** 20,000.00

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name: DRC Emergency Services, LLC

Company Address: 111 Veterans Memorial Blvd. Suite 1420, Metairie, LA 70005

Taxpayer Identification Number (T.I.N.): 63-1283729

Telephone No. (888) 721-4372 Fax No. (504) 482-2852

Email Address: kfuentes@drcusa.com

Print Name: Kristy Fuentes - Vice President, Treasurer, Secretary

Signature:

DRC EMERGENCY SERVICES
Striking Back.

Proposal By
DRC Emergency Services, LLC
111 Veterans Memorial Blvd, Suite 1420
Metairie, LA 70005

ORIGINAL PROPOSAL

TB - POWER LINE AND PUBLIC RIGHT-OF-WAY TREE TRIMMING AND REMOVAL 2027, 2028, & 2029



City of Garden City, Electric Division
ATTN: Power Line and Public ROW Tree Timming/Removal
140 Harvest St. - P.O. Box 998
Garden City, KS 67846

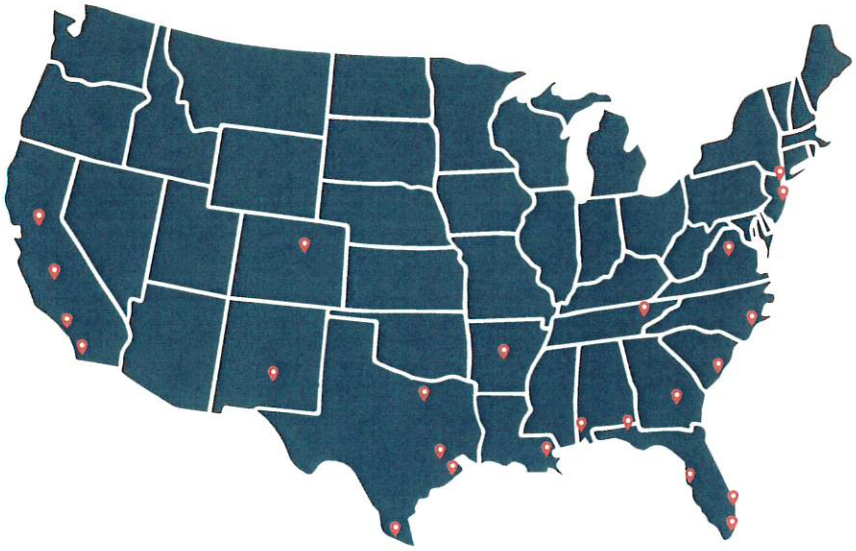


Kristy Fuentes
Vice President of Compliance and Administration
kfuentes@drcusa.com
(c): (504)220-7682
(f): (504)482-2852

October 27, 2026
at 1:00 PM

CONTACTS

DRC EMERGENCY SERVICES
Striking Back.



P.O. Box 17017
Galveston, TX 77552
TTY: 888-721-4DRC
Phone: 504-482-2852
Fax: 504-482-2852
www.drcusa.com

DRC CONTACT ADDRESS

111 Veterans Memorial Blvd.,
Ste 1420, Metairie, LA 70005



KRISTY FUENTES
Vice President of Compliance and Administration
kfuentes@drcusa.com
504-220-7682



JOHN SULLIVAN
President
jsullivan@drcusa.com
832-731-8234



JOE NEWMAN
Vice President of Operations
jnewman@drcusa.com
214-930-9300



CHAD BRAUN
Director of Response Readiness
cbraun@drcusa.com
615-571-4928



MARK CARDWELL
Operations Manager
mcardwell@drcusa.com
(270) 589-7735



LISA GARCIA WALSH
Contract Manager
lwalsh@drcusa.com
504-715-9052

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COVER LETTER

October 27th, 2026

City of Garden City, Electric Division
ATTN: Power Line and Public ROW Tree Trimming/Removal
140 Harvest Street, P.O. Box 998
Garden City, KS 67846

Re: Power Line and Public ROW Tree Trimming/Removal

Prepared Before the Storm. Proven After It.

To Whom It May Concern,

When disaster strikes, the contractor you select becomes more than a service provider. That contractor becomes an extension of your team, entrusted with helping your community recover safely, quickly, and responsibly.

For 25 years, DRC Emergency Services, LLC has helped communities recover from hurricanes, floods, tornadoes, wildfires, winter storms, and other major disasters through experienced leadership, immediate mobilization, financial strength, and an unwavering commitment to the clients we serve.

Backed by the financial strength of the Sullivan Brothers Family of Companies and one of the nation's most extensive disaster response networks, DRC has the personnel, equipment, and resources to respond immediately while successfully supporting multiple concurrent disasters.

I, Kristy Fuentes, DRC's Regional Manager for the State of Kansas, will serve as your primary day-to-day point of contact. I, along with the rest of DRC's staff, am committed to providing responsive communication, proactive coordination, and immediate support before, during, and after every event.

DRC currently holds contracts with the Florida Electric Cooperative Association (FECA) for Vegetative Management and Cut & Toss Tree Service, and the Dixie Electric Membership Corporation (DEMCO) for Dead Tree Removal in East Baton Rouge. This utility-focused experience gives DRC established procedures for working safely near energized lines and along public rights-of-way, which apply directly to the power line and right-of-way tree trimming and removal scope in Kansas. DRC will bring the same crew practices, utility coordination, and documentation standards to this project.

Corporate officers with the legal authority to bind DRC Emergency Services, LLC to the terms and conditions of this proposal are **John Sullivan, President**, and **Kristy Fuentes, Vice President of Compliance and Administration, Secretary/Treasurer**. Documentation evidencing this authority is included with our proposal.

DRC certifies that this proposal has been prepared fairly, in good faith, without collusion or fraud, and in accordance with the requirements and specifications of the Invitation to Bid.

Thank you for your consideration. Should you require any additional information or clarification during your evaluation, please do not hesitate to contact us. We appreciate the opportunity to submit our qualifications and look forward to the opportunity to serve Garden City.

Respectfully,

Kristy Fuentes
Vice President of Compliance and Administration
Secretary/Treasurer
DRC Emergency Services, LLC

ACTION IN LIEU OF
A MEETING OF THE
MEMBERS OF
DRC EMERGENCY SERVICES, LLC

This action is taken in accordance with the Alabama Limited Liability Company Act, as amended (the "Act"), in lieu of a meeting of the Members of DRC EMERGENCY SERVICES, LLC, an Alabama limited liability company (the "Company"), and is made effective as of June 11, 2026.

WHEREAS, Section 9.01 of the Company's Third Amended and Restated Operating Agreement dated January 1, 2018 (as amended, the "LLC Agreement") and the Act permit the Members of the Company to take the following actions; and

WHEREAS, the undersigned, constitutes the Members of the Company (the "Members").

NOW, THEREFORE, the undersigned hereby make the following resolutions and consents to the following actions in lieu of a meeting of the Members of the Company:

1. The following persons, in their respective capacities indicated below, are hereby authorized and empowered for the express purpose of signing all contracts, agreements, bid documents, filings and other documents necessary for execution between Company and any third-party in the ordinary course of the Company's business, subject to any restrictions of limitations on authority as set forth in the Company's governing documents:

Name	Office/Capacity
John R. Sullivan	President
Todd P. Sullivan	Vice President
William W. Sullivan	Vice President and Secretary
Kristy Fuentes	Vice President of Administration and Compliance, Secretary and Treasurer

2. The officers listed above after giving effect to this written consent are hereby authorized and directed on behalf of the Company to execute and deliver such agreements and instruments, make such filings and give such notices, and take any and all such other actions, and to do or cause to be done, such acts as such officers may deem necessary or advisable to accomplish or otherwise implement the purposes of the foregoing resolutions or to cause the Company to perform its obligations under any of the foregoing, until his or her successor is duly elected and qualified, his or her resignation, his or her removal from office by the Members of his or her death.

3. All actions taken by any officer of the Company in connection with any of the transactions contemplated by these resolutions are hereby authorized, approved, ratified and confirmed in all respects.

4. This written consent may be executed in counterparts, and all so executed shall constitute one action notwithstanding that all of the undersigned are not signatories to the original or to the same counterpart. This written consent shall be filed with the minutes of the proceedings of the Members of the Company.

Signature Page to Action in Lieu of Meeting

Dated effective as of the date first written above.

DRC EMERGENCY SERVICES, LLC

By: John R. Sullivan
Its: Member

By: Todd P. Sullivan
Its: Member

By: William W. Sullivan
Its: Member

STATE OF KANSAS
OFFICE OF
SECRETARY OF STATE
KRIS W. KOBACH

I, KRIS W. KOBACH, Secretary of State of the state of Kansas, do hereby certify, that according to the records of this office.

Business Entity ID Number: 4505129

Entity Name: DRC EMERGENCY SERVICES, LLC

Entity Type: FOR: LTD LIABILITY COMPANY

State of Organization: AL

Resident Agent: NATIONAL CORPORATE RESEARCH, LTD.

Registered Office: 2101 SW 21st Street, TOPEKA, KS 66604

was filed in this office on April 18, 2011, and is in good standing, having fully complied with all requirements of this office.

No information is available from this office regarding the financial condition, business activity or practices of this entity.

In testimony whereof I execute this certificate and affix the seal of the Secretary of State of the state of Kansas on this day of November 15, 2016

Kris W. Kobach

KRIS W. KOBACH
SECRETARY OF STATE

Certificate ID: 877728 - To verify the validity of this certificate please visit https://www.kansas.gov/bess/flow/validate and enter the certificate ID number.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/14/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
American Global LLC
10001 Woodloch Forest Dr
Ste 250
The Woodlands TX 77380

CONTACT NAME: Courtney Gugel
PHONE (A/C, No, Ext): 832-458-1910 **FAX (A/C, No):**
E-MAIL ADDRESS: txinsuranceteam@americanglobal.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Old Republic Insurance Company	24147
INSURER B : Texas Mutual Insurance Company	22945
INSURER C : Argonaut Insurance Company	19801
INSURER D : Vantage Risk Specialty Insurance Company	16275
INSURER E :	
INSURER F :	

INSURED SLSCLTD-01
DRC Emergency Services, LLC
P.O. Box 17017
Galveston, TX 77552

COVERAGES **CERTIFICATE NUMBER:** 1405573675 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			MWZY31921226	3/31/2026	3/31/2027	EACH OCCURRENCE	$ 5,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 200,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 5,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 5,000,000
	[ ] POLICY [X] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 5,000,000
	[ ] OTHER:							$
A	AUTOMOBILE LIABILITY			MWTB31979226	3/31/2026	3/31/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	[ ] UMBRELLA LIAB [X] OCCUR			MWZX31979326	3/31/2026	3/31/2027	EACH OCCURRENCE	$ 5,000,000
	[X] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$ 5,000,000
	[ ] DED [ ] RETENTION $							$
B C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A		0001307608 - TX WC929328471754 - All Other States	3/31/2026 3/31/2026	3/31/2027 3/31/2027	[X] PER STATUTE [ ] OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
D	Contractors Pollution Errors & Omissions			P03CP0000055602	3/31/2026	3/31/2027	General Aggregate Each Poll. Condition E&O Each Claim	5,000,000 5,000,000 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is included as an Additional Insured on the General Liability, Automobile and Excess Liability policies. Waiver of Subrogation applies in favor of Certificate Holder as respects the General Liability, Automobile, Workers' Compensation and Excess Liability policies. The General Liability Policy includes a Per Project Aggregate. Coverage is primary and non-contributory as respects to the General Liability, Automobile and Excess Liability policies. All as required by written contract subject to policy terms, conditions, and exclusions. In the event of cancellation by the insurance companies, the General Liability, Automobile and Excess policies have been endorsed to provide 30 days' Notice of Cancellation (except for non-payment) to the Certificate Holder shown below.

Installation Floater
QBE Insurance Corporation; NAIC #: 39217
See Attached...

CERTIFICATE HOLDER

DRC Emergency Services LLC
111 Veterans Memorial Blvd., Suite 401
Metairie LA 70005

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
American Global LLC

© 1988-2015 ACORD CORPORATION. All rights reserved.

BIDDER REFERENCE FORM

The Contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar testing of wooden utility power poles within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

1. Company Name: Monroe County, MS

Contact Name: Daniel Williams

Contact Phone: (662) 304-0019 Contact Email: dwilliams@monroems.com

Date(s) of Services Rendered: April 2023 - September 2023

Brief Description of Specific Services Rendered: Contract for Tornado Debris and Removal Services-DR-4727-MS

---

2. Company Name: City of Little Rock, AR

Contact Name: Nathan Spicer

Contact Phone: (501) 569-4131 Contact Email: nspicer@littlerock.gov

Date(s) of Services Rendered: April 2023 - June 2024

Brief Description of Specific Services Rendered: 2023 Tornado Removal and Disposal of Storm Debris - DR-4748-AR

---

3. Company Name: City of Shawnee, OK

Contact Name: Rachelle Erickson

Contact Phone: (405) 878-1652 Contact Email: rachelle.erickson@shawneeok.org

Date(s) of Services Rendered: April 2023 - January 2024

Brief Description of Specific Services Rendered: 2023 Tornado Removal and Disposal of Storm Debris-DR-4706-OK

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE: January 1rst, **2027.**

Total for approximately 49 overhead miles - 2027	**2027 amount:$** $186,400
Total for approximately 52 overhead miles - 2028	**2028 amount:$** $204,688
Total for approximately 44 overhead miles – 2029	**2029 amount:$** $181,325
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$** $30,200
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$** $31,208
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$** $32,256
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$** $20,000
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$** $20,000
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$** $20,000

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name: Myran Flooring and Restoration

Company Address: 1203 N 9TH ST

Taxpayer Identification Number (T.I.N.): EIN: 93-2633049

Telephone No. 620-293-3358 Fax No. _____

Email Address: Myranfloors@gmail.com

Print Name: Jarred Myran

Signature: _____

ADVERTISEMENT

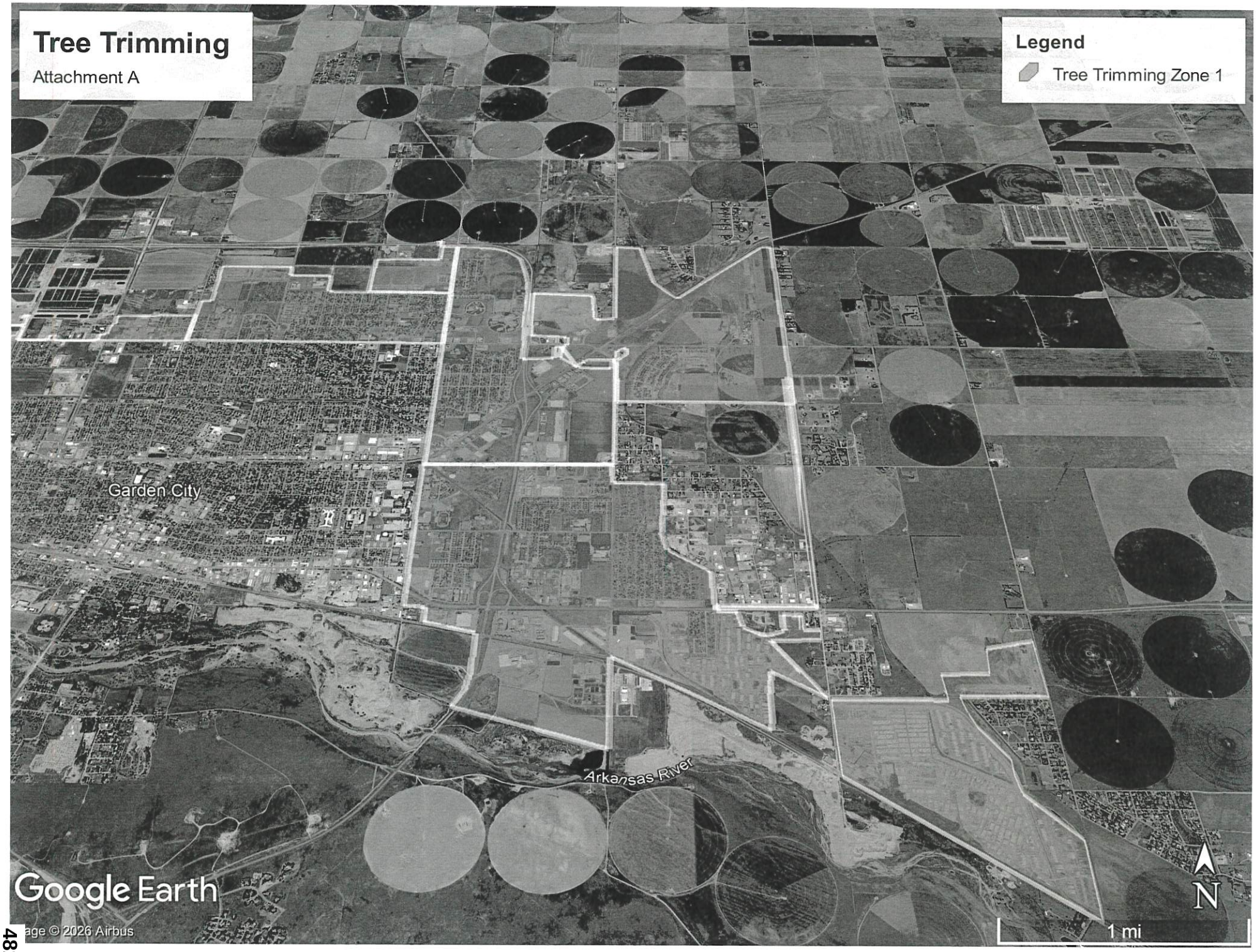
NOTICE TO BIDDERS

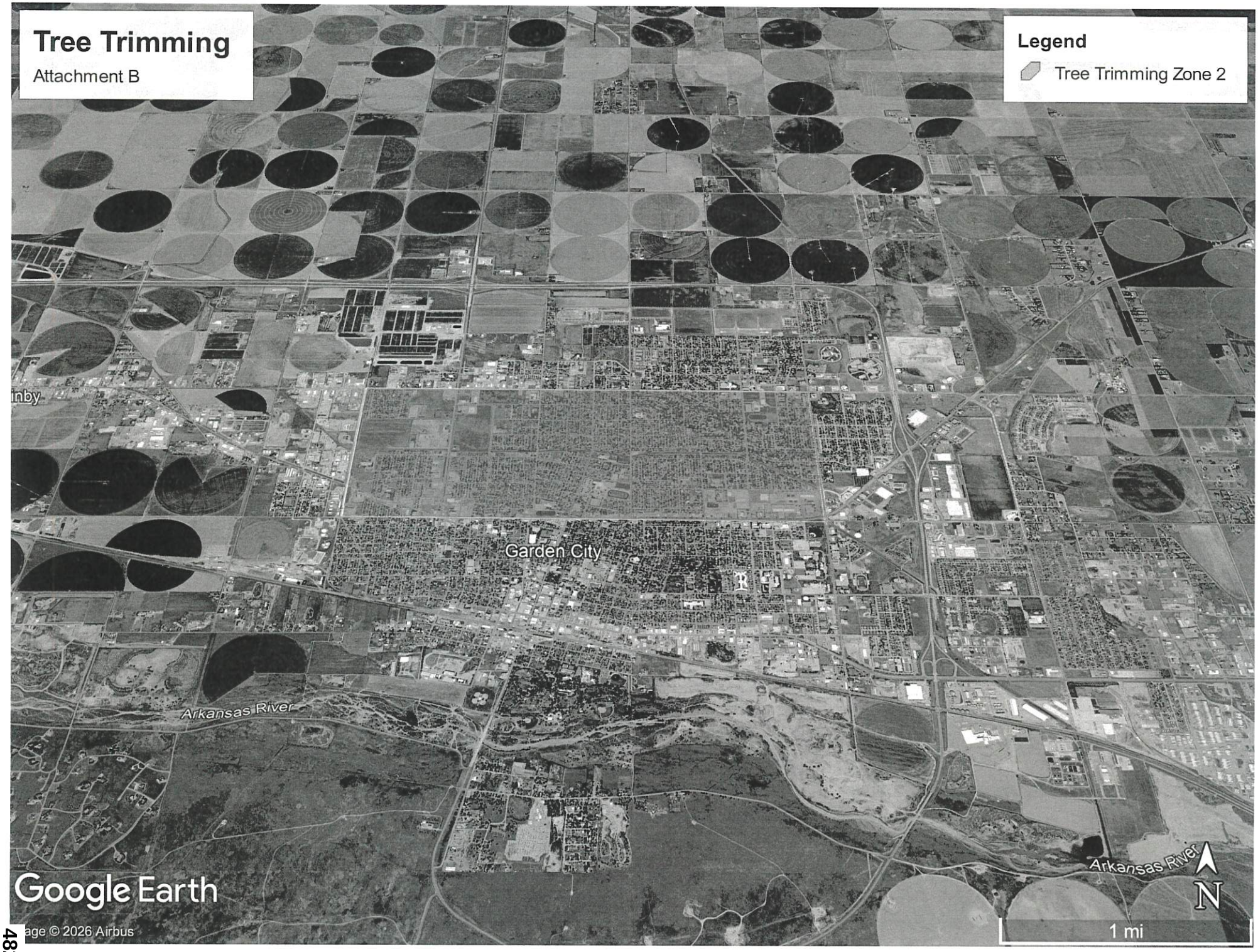
The City of Garden City Electric Department is soliciting bids for Power Line and Public Right-of-Way Tree Trimming and Removal for 2027-2029. Sealed bids are to be returned by ***1:00 PM, CT, Tuesday, October 27, 2026,*** at the Electric Utility Service Center, 140 Harvest St., PO Box 998, Garden City, KS 67846, at which time the bids will be opened and publicly read. Bids received after this time will be returned unopened.

The work consists of Power Line and Public Right-of-Way Tree Trimming and Removal in various locations throughout the City of Garden City. Bid sheets and specifications are available online at the City of Garden City website at https://www.garden-city.org/bids.aspx.

Bids shall be made on printed forms, which may be obtained from the City Electric Department. Electronic bids will also be accepted via email. No bidder may withdraw his bid for at least sixty (60) days after the scheduled time for the receipt of bids. The City reserves the right to reject any or all bids, waive informalities, and accept the bid deemed to be in the best interest of the City.

Kent Pottorf
Electric Operations Manager
kent.pottorf@gardencityks.us


Tree Trimming
Attachment A
Legend
Tree Trimming Zone 1
Garden City
Arkansas River
Google Earth
age © 2026 Airbus
N
1 mi


Tree Trimming
Attachment B
Legend
Tree Trimming Zone 2
Garden City
Arkansas River
Arkansas River
Google Earth
1 mi
N

NATURAL DISASTER RESTORATION LLC

20 Cave Industrial Dr, Festus, MO 63028 | 636-551-8164 | kylie@ndrepair.com
Owner: Carl Ivan Baker | Operations Manager: Kylie Brinkley

October 26, 2026

City of Garden City, Electric Division
ATTN: Power Line and Public ROW Tree Trimming/Removal
140 Harvest St., P.O. Box 998
Garden City, KS 67846
Attn: Kent Pottorf, Electric Operations Manager

RE: Bid Submission, Power Line and Public Right-of-Way Tree Trimming and Removal, 2027-2029

Mr. Pottorf,

Natural Disaster Restoration LLC is pleased to submit its sealed bid, delivered by email as permitted in the Notice to Bidders, for Power Line and Public Right-of-Way Tree Trimming and Removal for 2027, 2028, and 2029, for the bid opening on Tuesday, October 27, 2026 at 1:00 p.m. CT.

Relevant Experience: Natural Disaster Restoration LLC handles all vegetation control for Spectrum in Missouri, western Illinois, and Indiana, performing utility and telecom right-of-way tree trimming and vegetation management. Spectrum (Felipe R. Iglesias) is listed as a reference on the enclosed Bidder Reference Form.

Qualifications: Natural Disaster Restoration LLC is a fully union company hired to restore power during storm outages. The Company has successfully worked three separate storms, has been deployed to multiple states this year restoring power, and has restored power to more than 890,000 people. Our crews are highly qualified to work around energized lines; most of the personnel doing the work are journeyman linemen.

Crew Leadership: Clint Williams will be one of several crew leads on site. Clint served as a crew foreman on the Company's August 2026 ComEd storm restoration deployment in Joliet, Illinois, and as a journeyman lineman on its September 2026 DTE storm restoration deployment in Detroit, Michigan. He also oversees equipment and fleet for the Company.

Statement of Exceptions: Natural Disaster Restoration LLC takes **no exceptions** to the terms, conditions, and specifications of this bid and agrees to meet all requirements as stated.

Our bid summary, as entered on the Bid Sheet & Certification, is as follows (proposed start date March 1, 2027):

	2027	2028	2029
Electric overhead lines	$166,600.00	$176,800.00	$149,600.00
Solid Waste alleys	$52,500.00	$52,500.00	$52,500.00
Parks and Recreation/Zoo	$15,000.00	$15,000.00	$15,000.00
Year total	**$234,100.00**	**$244,300.00**	**$217,100.00**
Three-year total			**$695,500.00**

Enclosed with this letter:
1. Bid Sheet & Certification (page 10)
2. Bidder Reference Form (page 11)

Proof of insurance and live-line work certifications will be provided as required by the specifications prior to execution of the contract. Please direct any questions to Kylie Brinkley, Operations Manager, at 636-551-8164 or kylie@ndrepair.com.

Thank you for the opportunity to bid.

Respectfully submitted,

Kylie Brinkley, Operations Manager
Natural Disaster Restoration LLC
636-551-8164 | kylie@ndrepair.com

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE: March 1, 2027.

Total for approximately 49 overhead miles - 2027	**2027 amount:$ 166,600.00**
Total for approximately 52 overhead miles - 2028	**2028 amount:$ 176,800.00**
Total for approximately 44 overhead miles – 2029	**2029 amount:$ 149,600.00**
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$ 52,500.00**
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$ 52,500.00**
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$ 52,500.00**
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$ 15,000.00**
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$ 15,000.00**
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$ 15,000.00**

Bidder total by year (for reference): 2027 $234,100.00 | 2028 $244,300.00 | 2029 $217,100.00 | 3-Year $695,500.00

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name: **Natural Disaster Restoration LLC**

Company Address: **20 Cave Industrial Dr, Festus, MO 63028**

Taxpayer Identification Number (T.I.N.): **42-4361045**

Telephone No. **636-551-8164** Fax No. **N/A**

Email Address: **kylie@ndrepair.com**

Print Name: **Kylie Brinkley, Operations Manager**

Signature: Kylie Brinkley

BIDDER REFERENCE FORM

The Contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar testing of wooden utility power poles within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

1. Company Name: **Cat5 Communications Services (Cat Five)**

Contact Name: **Jason Lambert**

Contact Phone: **417-496-1931** Contact Email: **jlambert@cat5cs.com**

Date(s) of Services Rendered: **2025 - 2026**

Brief Description of Specific Services Rendered:

Tree trimming and vegetation management estimating and field work supporting utility and telecom line clearance (power line / distribution right-of-way).

2. Company Name: **Spectrum (Charter)**

Contact Name: **Felipe R. Iglesias**

Contact Phone: **636-208-7081** Contact Email: **Felipe.Iglesias@spectrum.com**

Date(s) of Services Rendered: **2025 - 2026**

Brief Description of Specific Services Rendered:

NDR handles all vegetation control for Spectrum in Missouri, western Illinois, and Indiana (utility / telecom ROW tree trimming and vegetation work).

3. Company Name: **Sunrise Telecom**

Contact Name: **Michael Nally, Operations Manager**

Contact Phone: **765-655-3048** Contact Email: **michael.nally@sunrisetele.com**

Date(s) of Services Rendered: **2025 - 2026**

Brief Description of Specific Services Rendered:

Distribution / ROW tree trimming and aerial vegetation work, including Indianapolis and multi-state utility vegetation management.

Note: Natural Disaster Restoration LLC references are for power line / distribution ROW tree trimming and vegetation management for utility and telecom clients (the form's reference to wooden pole testing is read as similar ROW work). Reference phone numbers available on request; contact Kylie Brinkley, Operations Manager, 636-551-8164, kylie@ndrepair.com.

BID SHEET & CERTIFICATION

The CITY is seeking competitive sealed bids for right-of-way clearing for 2027, 2028, and 2029. The CITY desires to engage a private tree trimming contractor to perform distribution line clearing typical to electric distribution lines and general CITY right-of-ways.

PROPOSED START DATE: February, **2027.**

Total for approximately 49 overhead miles - 2027	**2027 amount:$** 120,000.00
Total for approximately 52 overhead miles - 2028	**2028 amount:$** 150,000.00
Total for approximately 44 overhead miles – 2029	**2029 amount:$** 200,000.00
Total for approximately 21 miles for Solid Waste - 2027	**2027 amount:$** 50,000.00
Total for approximately 21 miles for Solid Waste - 2028	**2028 amount:$** 52,000.00
Total for approximately 21 miles for Solid Waste - 2029	**2029 amount:$** 54,000.00
Total for Parks and Recreation/Zoo – 2027	**2027 amount:$** 20,000.00
Total for Parks and Recreation/Zoo – 2028	**2028 amount:$** 20,000.00
Total for Parks and Recreation/Zoo – 2029	**2029 amount:$** 20,000.00

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same material, supplies, equipment, or service, that it meets or exceeds all specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, and prices, and certify that I am authorized to sign for the bidder.

Company Name: Timber Oklahoma LLC

Company Address: 809 Purcell Ave

Taxpayer Identification Number (T.I.N.): 47-3944544

Telephone No. 580-732-3400 Fax No. _____

Email Address: cjmurrow@timberokla.com

Print Name: Courtney Murrow

Signature: _____

TIMBER OKLAHOMA LLC

ADDED VALUE & COMMUNITY PARTNERSHIP COMMITMENT

City of Garden City, Kansas
2027–2029 Power Line and Public Right-of-Way Tree Trimming/Removal

As part of our proposal, Timber Oklahoma LLC is pleased to offer an additional **56 hours of complimentary crew services** to the City of Garden City over the three-year contract period, contingent upon contract award.

- **2027:** 16 donated crew hours
- **2028:** 16 donated crew hours
- **2029:** 24 donated crew hours

These hours will be provided at no additional charge to the City and may be allocated toward tree trimming, hazardous tree maintenance, vegetation management, or other mutually agreed-upon tree care projects.

This commitment is offered in addition to the contracted scope of work and reflects Timber Oklahoma LLC's dedication to building lasting municipal partnerships, supporting responsible stewardship of public resources, and providing value beyond the contract requirements.

Timber Oklahoma LLC
Utility Vegetation Management | Tree Care | Municipal Services

BIDDER REFERENCE FORM

The Contractor shall supply, with its bid, professional references of companies or organizations for which it has performed similar testing of wooden utility power poles within the last twenty-four (24) months. At least three (3) references shall be included with a contact name and telephone number.

1. Company Name: City of Kingfisher

Contact Name: Mark Gambel

Contact Phone: 405-368-5329 Contact Email: kingfisherelectric@pldi.net

Date(s) of Services Rendered: 2015 - Present

Brief Description of Specific Services Rendered: Utility and City Vegetation Management

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2. Company Name: GRDA

Contact Name: Kyle

Contact Phone: 918-500-5953 Contact Email: kyle.birkenfeld@grda.com

Date(s) of Services Rendered: 2025/2026/2027

Brief Description of Specific Services Rendered: Utility Vegetation Management

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3. Company Name: City of Fredrick

Contact Name: Kyle Davis

Contact Phone: 580-335-7528 Contact Email: citymanager@frederickok.org

Date(s) of Services Rendered: 2025 / 2027

Brief Description of Specific Services Rendered: Utility Vegetation Management

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Kristi Newland, Zoo Director
DATE: November 17, 2026
RE: Zoo public hours change

ISSUE:

The Governing Body is asked to review and approve changes to Lee Richardson Zoo's public hours.

BACKGROUND:

Lee Richardson Zoo is open to guests every day of the year except for three holidays (Thanksgiving Day, Christmas Day, and New Year's Day) and usually two days for event set up followed by events on those evenings (A Wild Affair and Boo! at the Zoo). During regular hours, which run from the day after Labor Day to March 31, the Zoo is open to guests from 8 am to 5 pm, with Maintenance staff working 7:30 to 4 and Animal Care and other staff working from 8 am to 5 pm. During extended hours, which run from April 1 to Labor Day, Animal Care staff cover both the 7 am to 4 pm and 10 am to 7 pm shifts, while Maintenance works from 7:30 am to 4 pm and other staff work 8 am to 5 pm. During this season, the Zoo is open to the public from 8 am to 7 pm.

Each day, a staff member conducts a safety check of the Zoo in an enclosed vehicle before other Zoo staff are out and about in the Zoo and before the Zoo opens to guests. This check does not involve an actual visual check on potentially dangerous animals that are residents of the Zoo or their containment, but is a general assessment that no issues are apparent during a drive through and around the Zoo. If issues are observed or suspected during the check, opening of the Zoo is delayed while a more thorough inspection is made before opening to the public. During extended hours, keepers have an hour between their start time and opening to the public, giving them time to visually check on the Zoo residents. Having an hour between keeper start time and opening time for guests during regular hours would provide time for the same type of resident checks before opening. Having keepers start earlier in the day to facilitate this would negatively affect coverage later in the day and isn't always possible due to the amount of daylight available at that time of day. Moving public opening time to 9 am from the day after Labor Day to March 31 would allow for enhanced safety checks in the morning each day year-round. This change would postpone the start of drive-through access from 8 am until 9 am from the day after Labor Day through October 31. This would reduce our drive-through access by approximately 54 hours and overall public hours by 205-212 hours (depending on the year); it would increase safety at the Zoo.

Extended hours are often noted as having a negative impact on the employee experience by members of the Animal Care team during exit interviews and stay interviews. To cover extended

hours, the keepers open or close another routine in addition to the one they work that day. The divided focus is stressful and time-consuming for the Keeper staff. They must focus on basic duties rather than developing heightened skills and programs. The daily schedule for the keepers and Zoo managers is not consistent during extended hours. Some days during a week an individual may work the early 7-4 shift and other days that week they may work the late 10 to 7 shift to provide coverage. During the recent employee engagement survey, the negative impact of extended hours on staff was identified as an area of possible improvement to boost staff morale, reduce stress, and contribute to increased retention. A review of the Zoo's public hours and related attendance, with a possible change proposal, became an action step for the goal of reducing the stress on Zoo staff. A review of the hours of similar facilities in the region was also conducted as part of the assessment.

The review of extended hours and related attendance shows the main use of the public hours after 5 pm is on Saturday and Sunday. This was quantified by reviewing April through August of 2025 and 2026 and giving one point to the day of the week for attendance during the 5-6 pm hour and/or the 6-7 pm hour if the attendance was 100 or over (2 points possible) for the month and -1 point if the attendance was under 100 (-2 possible). Sunday and Saturday scored 16 and 12, respectively, while the scores for other days of the week were dramatically lower. Modifying extended hours from daily during April 1 to Labor Day to Sundays and Saturdays during that period would continue to offer the opportunity for later hours to the community while reducing the stress and improve retention by reducing the number of days staff have to split their focus and work inconsistent schedules. The Zoo would close at 5 pm and drive-through access would end at 4 pm Monday through Friday during this time. This would be a reduction of drive-through access by approximately 226 hours and overall public hours by 320 – 306 hours depending on the year. The reductions listed above would result in Lee Richardson Zoo being open for approximately 3035 hours during the year, which is more comparable to but still exceeds those of other zoos in the region.

Reduced drive-through hours during the year reduce the need for other Zoo staff besides gate attendants to cover gatehouse duties and allows them instead to focus on their roles.

Since Lee Richardson Zoo public hours are set by ordinance, if any change is approved by the City Commission, an ordinance change will be presented at a following Commission meeting for the Governing Body's approval. Per ordinance, entrance gates are allowed to close a half-hour before closing, and that would not be changed by this action. Hours for Finnup Center for Conservation Education are not affected by this action.

ALTERNATIVES:

1. The Governing Body may approve changing Lee Richardson Zoo public hours from the day after Labor Day to March 31 to 9 am to 5 pm and from April 1 to Labor Day to 8 am to 5 pm Monday through Friday and 8 am to 7 pm on Saturday and Sunday with changes taking effect January 1, 2027.
2. The Governing Body may suggest other changes to Zoo public hours.
3. The Governing Body may deny any changes to the Zoo's public hours.

RECOMMENDATION:

Zoo staff recommends the Governing Body approves changing Lee Richardson Zoo public hours from the day after Labor Day to March 31 to 9 am to 5 pm and from April 1 to Labor Day to 8 am to 5 pm Monday through Friday and 8 am to 7 pm on Saturday and Sunday with changes taking effect January 1, 2027.

FISCAL NOTE:

Increasing retention reduces the cost of bringing on new staff. Gallup shows the cost of replacing someone at one-half to two times their annual salary. Work Institute shows it at 33% of the base salary.

Reducing drive-through hours would reduce the possibility of collecting revenue from those that might drive through during those hours. Current drive-through fee is $20 per vehicle and $40 per bus (except school buses). Friends of Lee Richardson Zoo members drive through for free as part of their membership.

There will be a nominal expense for new signs listing new times, if any change is approved.

ATTACHMENTS:

current vs proposed hours
Regional Zoo public hours
scores for 5 pm-7 pm
Total gate attendance by hour day month for 2025 and 2026
Drive-through attendance 2025 and 2026

Current hours	
April 1 - Labor Day	8 am - 7pm
drive-through	8 am - 6 pm

Proposed hours		
April 1 - Labor Day	Sat/Sun	8 am - 7 pm
	Mon - Fri	8 am - 5 pm
drive-through	Sat/Sun	8 am - 6 pm
	Mon - Fri	8 am - 4 pm

day after Labor Day - March 31	8 am - 5 pm
drive through	
day after Labor Day - Oct 31	8 am - 4 pm
Nov 1 - March 31	10 am - 4 pm

day after Labor Day - March 31	9 am - 5 pm
drive-through	
day after Labor Day - Oct 31	9 am - 4 pm
Nov 1 - March 31	10 am - 4 pm

Zoo	Public hours	Current total public hours/year
Lee Richardson Zoo	April 1 - Labor Day: 8am - 7 pm; Day after Labor day - March 31: 8 am - 5 pm	1760 +1845 = 3605
Hutchinson Zoo	daily 10 am - 4:45 pm	2463.75
Emporia Zoo	10 am to 4:30 pm; special summer hours: Sun/Wed/Sat 10 am to 7 pm (Sun before Memorial Day - Sun before Labor Day)	2372.5 + 115 = 2487.5
Rolling Hills Zoo (Salina)	March 8 - Oct 31: 9 am - 5 pm; Nov 1 - March 13 (2027): 10 am to 4 pm	1904 + 798 = 2,702
Sunset Zoo (Manhattan)	October - March 12: noon to 5 pm; March 13 to October: 9:30 am - 5 pm	815 + 1522.5 = 2337.5
Sedgwick County Zoo	daily 9 am - 5 pm	2,920
Topeka Zoo	daily 9 am - 5 pm	2,920
Pueblo Zoo	May - September 9 am - 5 pm; October - April: 9 am to 4 pm	1224 + 1484 = 2708
Great Bend Brit Spaugh Zoo	daily 9 am - 4:30 pm	2727.5
Denver Zoo	daily 9 am - 4 pm; (Members early entry 8 am - 9 am Memorial Day through Labor Day not figured in)	2,555
Lincoln's Children's Zoo	daily 10 am - 5 pm; every Wed in June, July, and Aug 10 am to 8 pm	2555 + 39 = 2594

Scores for attendance for 5 pm to 7 pm							
	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
April 2025	0	0	0	-2	-2	0	0
May 2025	2	-2	-2	-2	-2	2	2
June 2025	2	0	-2	0	-2	0	2
July 2025	2	0	-2	0	0	2	2
August 2025	2	-2	-2	-2	-2	0	2
April 2026	2	0	-2	-2	0	0	0
May 2026	2	0	-2	-2	0	0	2
June 2026	2	0	0	-2	0	0	2
July 2026	2	-2	0	0	0	0	0
August 2026	0	-2	-2	-2	-2	-2	0
Total	16	-8	-14	-14	-10	2	12

Total Zoo Gate Attendance (Pedestrian and Drive-through) by hour per day per month

2025

Mar-25									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	10	29	133	214	316	551	737	803	552
Mo	15	26	161	253	374	545	466	343	220
Tu	12	113	137	156	191	317	315	272	163
We	9	12	50	50	92	90	99	87	90
Th	6	89	62	93	158	218	152	185	108
Fr	25	49	135	168	195	261	254	178	70
Sa	12	66	203	278	313	515	677	712	584
Total	**89**	**384**	**881**	**1212**	**1639**	**2497**	**2700**	**2580**	**1787**

Apr-25											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	9	37	71	228	198	491	598	618	437	267	96
Mo	23	95	159	194	243	230	210	193	161	119	59
Tu	21	107	88	148	112	143	145	117	130	117	62
We	24	363	204	157	174	147	132	126	94	94	44
Th	21	224	98	75	94	68	121	135	92	66	34
Fr	87	292	227	110	215	259	110	108	65	105	24
Sa	9	35	110	152	163	224	361	282	190	185	51
Total	**194**	**1153**	**957**	**1064**	**1199**	**1562**	**1677**	**1579**	**1169**	**953**	**370**

May-25											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	16	82	156	294	399	476	552	552	397	224	124
Mo	47	216	217	213	189	144	122	81	87	75	24
Tu	18	137	243	125	120	89	85	71	66	69	30
We	36	157	221	200	181	217	81	73	53	59	10
Th	18	428	235	317	255	258	124	105	124	88	32
Fr	51	1078	618	297	352	375	289	184	258	166	123
Sa	25	137	377	366	502	587	538	568	429	266	105
Total	**211**	**2235**	**2067**	**1812**	**1998**	**2146**	**1791**	**1634**	**1414**	**947**	**448**

Jun-25											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	57	182	215	335	407	483	521	391	342	264	234
Mo	61	195	229	277	134	166	164	143	157	137	68
Tu	43	93	161	137	100	102	143	107	85	64	42
We	41	124	272	171	169	174	183	211	154	146	86
Th	65	159	209	184	153	163	182	129	102	53	52
Fr	95	163	287	235	215	214	196	157	142	116	81
Sa	68	200	361	349	358	343	310	281	239	235	120
Total	**430**	**1116**	**1734**	**1688**	**1536**	**1645**	**1699**	**1419**	**1221**	**1015**	**683**

Jul-25											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	68	127	263	262	276	227	298	283	227	169	137
Mo	81	160	211	201	141	132	155	119	69	104	32
Tu	114	229	263	200	145	189	112	136	113	79	82
We	99	211	229	222	178	181	207	194	153	126	77
Th	53	180	170	187	199	242	154	118	130	106	60
Fr	104	177	325	198	202	232	296	161	159	188	132
Sa	300	565	672	821	644	605	439	462	272	266	131
Total	**819**	**1649**	**2133**	**2091**	**1785**	**1808**	**1661**	**1473**	**1123**	**1038**	**651**

Aug-25											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	89	274	304	320	255	334	440	411	363	216	101
Mo	57	137	177	140	117	130	75	96	66	86	54
Tu	69	159	141	122	90	84	134	145	91	60	38
We	69	83	153	83	89	48	95	64	77	64	18
Th	63	110	141	81	55	75	54	78	62	30	26
Fr	100	217	271	248	127	227	149	136	142	118	69
Sa	103	260	601	546	523	448	448	438	307	319	118
Total	**550**	**1240**	**1788**	**1540**	**1256**	**1346**	**1395**	**1368**	**1108**	**893**	**424**

Sep-25									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	31	109	168	258	274	388	553	480	312
Mo	56	155	351	210	210	224	204	178	173
Tu	39	56	182	97	77	87	80	85	70
We	37	79	100	85	99	69	37	83	46
Th	38	106	116	135	166	143	90	109	91
Fr	45	173	124	168	122	91	91	96	59
Sa	48	96	212	175	280	256	283	367	210
Total	**294**	**774**	**1253**	**1128**	**1228**	**1258**	**1338**	**1398**	**961**

Oct-25									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	44	56	160	283	244	355	426	439	270
Mo	21	46	58	60	56	42	52	77	40
Tu	12	23	46	51	66	61	96	134	52
We	30	84	143	84	97	104	148	107	62
Th	29	82	164	268	217	180	101	150	50
Fr	30	164	179	284	219	228	350	233	126
Sa	18	84	135	194	222	179	225	200	1639
Total	**184**	**539**	**885**	**1224**	**1121**	**1149**	**1398**	**1340**	**2239**

Nov-25									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	7	5	65	77	117	219	246	113	80
Mo	19	25	30	47	42	60	86	84	49
Tu	18	26	70	44	81	113	121	111	58
We	14	23	55	64	54	77	114	139	43
Th	9	7	37	46	41	66	61	53	29
Fr	6	16	39	74	108	113	124	161	67
Sa	11	37	159	144	237	327	392	339	180
Total	**84**	**139**	**455**	**496**	**680**	**975**	**1144**	**1000**	**506**

Dec-25									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	3	1	56	13	40	56	79	38	30
Mo	13	13	40	82	121	196	235	157	123
Tu	13	24	75	76	104	180	203	229	88
We	14	12	49	88	72	138	125	93	40
Th	13	4	18	20	19	44	53	39	13
Fr	11	22	58	89	124	161	219	169	64
Sa	4	22	83	137	149	207	274	225	77
Total	**71**	**98**	**379**	**505**	**629**	**982**	**1188**	**950**	**435**

2026

Jan-26									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	2	2	33	44	142	239	287	210	112
Mo	7	7	15	75	45	71	84	84	18
Tu	6	9	11	38	46	96	80	76	53
We	10	3	21	22	25	66	65	76	41
Th	5	3	9	32	59	38	58	64	27
Fr	10	17	15	26	69	89	139	46	10
Sa	4	8	40	49	70	142	226	172	81
Total	**44**	**49**	**144**	**286**	**456**	**741**	**939**	**728**	**342**

Feb-26									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	8	23	65	176	364	570	669	668	322
Mo	18	35	65	115	136	177	184	200	123
Tu	23	25	77	86	73	115	114	85	63
We	14	37	59	109	73	136	93	95	75
Th	10	18	41	92	113	137	132	125	93
Fr	13	23	77	151	191	278	299	225	117
Sa	8	11	49	97	182	231	339	345	118
Total	**94**	**172**	**433**	**826**	**1132**	**1644**	**1830**	**1743**	**911**

Mar-26									
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p
Su	17	13	170	223	327	527	819	796	467
Mo	17	35	100	149	125	176	185	131	98
Tu	14	33	137	136	232	339	205	256	156
We	12	25	210	288	257	312	306	273	175
Th	17	74	228	174	343	334	250	190	149
Fr	16	76	269	371	289	403	442	451	214
Sa	27	122	352	468	502	493	564	749	426
Total	**120**	**378**	**1466**	**1809**	**2075**	**2584**	**2771**	**2846**	**1685**

Apr-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	23	26	150	165	275	554	566	598	476	406	105
Mo	24	116	99	118	148	106	167	186	113	134	40
Tu	23	58	131	88	70	149	103	105	78	98	31
We	26	241	359	152	182	97	147	104	108	73	29
Th	20	252	365	334	225	168	152	179	124	139	66
Fr	91	486	397	314	317	188	187	167	106	108	74
Sa	28	219	952	376	346	402	462	527	360	201	46
Total	**235**	**1398**	**2453**	**1547**	**1563**	**1664**	**1784**	**1866**	**1365**	**1159**	**391**

May-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	48	171	322	493	457	692	639	742	619	362	181
Mo	117	219	279	251	244	387	242	216	151	124	66
Tu	32	252	207	248	239	82	150	97	127	94	63
We	33	74	228	89	204	79	63	57	65	31	26
Th	28	253	171	147	122	168	191	105	167	149	34
Fr	115	1456	446	265	278	562	226	278	191	188	75
Sa	67	195	413	549	496	593	587	596	468	352	143
Total	**440**	**2620**	**2066**	**2042**	**2040**	**2563**	**2098**	**2091**	**1788**	**1300**	**588**

Jun-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	73	159	228	282	288	372	407	408	344	248	162
Mo	105	198	198	294	167	169	230	192	156	140	78
Tu	70	229	233	234	205	222	186	145	174	126	65
We	63	201	200	180	202	227	186	120	90	73	34
Th	39	97	211	210	221	157	167	138	143	123	82
Fr	99	200	325	256	264	276	211	201	167	145	92
Sa	96	233	453	440	365	325	307	419	265	211	117
Total	**545**	**1317**	**1848**	**1896**	**1712**	**1748**	**1694**	**1623**	**1339**	**1066**	**630**

Jul-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	82	142	129	197	301	215	214	280	136	118	101
Mo	106	182	155	152	102	112	77	77	64	48	32
Tu	99	150	341	188	144	107	110	101	72	103	62
We	123	259	244	171	212	216	192	118	85	104	77
Th	116	186	295	243	258	158	139	114	107	119	70
Fr	118	286	220	231	174	167	135	102	162	169	81
Sa	435	723	832	694	571	508	414	304	181	147	45
Total	**1079**	**1928**	**2216**	**1876**	**1762**	**1483**	**1281**	**1096**	**807**	**808**	**468**

Aug-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	126	251	375	371	277	273	258	215	189	128	67
Mo	80	129	153	86	88	37	46	54	49	30	25
Tu	60	136	160	96	86	111	41	50	37	47	18
We	72	114	156	106	70	114	155	93	82	87	34
Th	57	136	99	71	61	75	59	49	65	35	15
Fr	91	123	167	111	92	141	65	65	69	82	35
Sa	118	295	363	327	265	320	196	197	189	151	67
Total	**604**	**1184**	**1473**	**1168**	**939**	**1071**	**820**	**723**	**680**	**560**	**261**

Sep-26											
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p
Su	25	110	194	287	325	359	381	418	215	86	29
Mo	65	98	187	132	171	138	132	139	120	41	12
Tu	44	77	102	50	63	48	65	64	91	12	1
We	38	74	77	73	52	80	76	27	36	10	9
Th	37	64	63	64	76	49	49	64	48	9	10
Fr	44	100	153	94	106	45	38	56	25	19	7
Sa	77	166	256	226	266	247	303	289	132	59	16
Total	**330**	**689**	**1032**	**926**	**1059**	**966**	**1044**	**1057**	**667**	**236**	**84**

Zoo Drive-through attendance for 2025 and 2026 by hour per day per month

2025

Jan-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			12	14	19	25	17	21
Mo			30	4	6	14	13	12
Tu			7	3	6	13	19	14
We			22	18	16	12	25	15
Th			12	9	17	27	30	24
Fr			13	21	38	42	24	24
Sa			17	5	4	15	20	27
Total # people	**0**	**0**	**113**	**74**	**106**	**148**	**148**	**137**

ave 2 people/vehicle; 18% vehicles paid

Feb-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			13	20	27	68	43	42
Mo			12	7	25	18	25	41
Tu			23	15	18	10	6	4
We			16	16	0	18	22	12
Th			2	29	8	8	10	5
Fr			19	50	12	22	40	19
Sa			15	31	32	49	41	23
Total # people	**0**	**0**	**100**	**168**	**122**	**193**	**187**	**146**

ave 2.1 people/vehicle; 26% vehicles paid

Mar-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			42	55	58	83	80	62
Mo			38	44	38	59	59	48
Tu			25	24	24	55	42	19
We			15	22	26	16	17	11
Th			22	31	23	35	17	28
Fr			46	21	41	92	40	38
Sa			52	63	74	124	106	92
Total # people	**0**	**0**	**240**	**260**	**284**	**464**	**361**	**298**

ave 2.7 people/vehicle; 35% vehicles paid

Apr-25										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	0	8	18	51	36	52	89	70	56	31
Mo	10	16	21	61	44	36	45	23	21	0
Tu	2	20	29	61	30	23	41	35	4	15
We	4	17	39	46	47	40	36	29	16	20
Th	4	26	18	14	13	19	30	17	9	7
Fr	4	12	33	28	16	33	19	33	2	17
Sa	0	10	43	30	20	43	52	48	22	21
Total # people	**24**	**109**	**201**	**291**	**206**	**246**	**312**	**255**	**130**	**111**

ave 2.5 people/vehicle; 40% vehicles paid

May-25										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	1	24	37	107	68	81	58	68	19	15
Mo	5	22	49	40	47	28	32	26	17	6
Tu	7	7	22	30	19	27	23	22	9	10
We	6	40	58	27	45	46	29	32	22	18
Th	7	48	27	41	21	25	27	24	19	16
Fr	20	102	44	69	28	37	81	30	46	16
Sa	7	31	62	62	71	51	59	82	45	66
Total # people	**53**	**274**	**299**	**376**	**299**	**295**	**309**	**284**	**177**	**147**

ave 2/7 people/vehicle; 37% vehicles paid

Jun-25										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	16	64	48	30	45	77	81	63	64	25
Mo	13	24	49	58	16	33	29	68	27	18
Tu	9	23	10	58	28	13	40	7	5	16
We	8	20	25	41	32	43	27	55	24	31
Th	11	14	43	34	34	25	35	26	11	18
Fr	19	16	21	33	44	50	39	50	27	26
Sa	8	34	29	42	63	40	81	46	44	15
Total # people	**84**	**195**	**225**	**296**	**262**	**281**	**332**	**315**	**202**	**149**

ave 2.8 people/vehicle; 35% vehicles paid

Jul-25										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	2	29	59	66	38	41	51	46	45	27
Mo	10	40	39	24	14	19	28	15	22	20
Tu	19	41	60	46	26	55	42	37	14	0
We	18	50	21	37	39	28	44	56	40	27
Th	10	33	26	35	30	26	36	18	15	20
Fr	6	26	43	24	19	19	53	19	20	37
Sa	22	46	78	83	59	88	51	66	29	21
Total # people	**87**	**265**	**326**	**315**	**225**	**276**	**305**	**257**	**185**	**152**

ave 2.8 people/vehicle; 37% vehicles paid

Aug-25										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	32	139	88	56	56	33	86	64	83	36
Mo	6	10	68	44	21	33	17	8	9	14
Tu	18	36	17	25	20	21	25	31	17	10
We	12	26	48	22	25	10	34	28	18	21
Th	12	24	20	27	14	18	14	14	3	1
Fr	13	42	73	49	14	36	29	35	17	13
Sa	12	46	123	113	65	69	49	57	45	29
Total # people	**105**	**323**	**437**	**336**	**215**	**220**	**254**	**237**	**192**	**124**

ave 2.9 people/vehicle; 37% vehicles paid

Sep-25									one day	
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	2	29	12	53	56	34	56	39	0	0
Mo	5	35	64	20	23	43	37	10	6	13
Tu	0	18	30	32	5	35	27	21	0	0
We	7	17	34	35	28	22	9	18	0	0
Th	2	22	13	37	46	21	24	16	0	0
Fr	9	18	27	17	19	11	30	24	0	0
Sa	4	32	43	36	48	35	21	39	0	0
Total # people	**29**	**171**	**223**	**230**	**225**	**201**	**204**	**167**	**6**	**13**

ave 2.5 people/vehicle; 30% vehicles paid

Oct-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su	4	19	17	39	55	47	61	44
Mo	0	21	17	21	15	4	24	15
Tu	2	9	21	17	14	5	20	29
We	3	11	69	31	22	31	32	28
Th	2	12	37	53	33	24	38	9
Fr	4	24	36	123	34	33	57	31
Sa	5	14	21	24	27	15	30	42
Total # people	**20**	**110**	**218**	**308**	**200**	**159**	**262**	**198**

ave 2.7 people/vehicle; 30% vehicles paid

Nov-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			31	21	48	48	36	18
Mo			11	15	11	12	29	17
Tu			34	13	24	29	23	33
We			40	32	23	43	36	45
Th			17	22	13	17	10	8
Fr			4	36	21	32	22	31
Sa			44	20	18	35	78	41
Total # people	**0**	**0**	**181**	**159**	**158**	**216**	**234**	**193**

ave 2.7 people/vehicle; 26% vehicles paid

Dec-25								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			29	0	19	19	25	24
Mo			20	34	37	28	20	24
Tu			31	28	31	23	27	29
We			30	58	16	53	36	46
Th			6	10	3	17	2	9
Fr			25	22	26	19	34	26
Sa			39	30	31	33	37	23
Total # people	**0**	**0**	**180**	**182**	**163**	**192**	**181**	**181**

ave 2.6 people/vehicle; 20% vehicles paid

2026

Jan-26								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			13	7	10	33	18	21
Mo			8	8	9	13	13	27
Tu			6	22	10	14	18	12
We			16	14	11	30	19	26
Th			7	16	15	11	28	19
Fr			8	9	19	19	16	7
Sa			16	11	5	15	23	26
Total # people	**0**	**0**	**74**	**87**	**79**	**135**	**135**	**138**

ave 2.5 people/vehicle; 13% vehicles paid

Feb-26								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			16	21	44	47	50	71
Mo			9	29	7	23	16	20
Tu			9	12	2	17	10	12
We			24	62	17	35	20	34
Th			16	22	24	18	27	22
Fr			27	24	24	36	28	30
Sa			11	32	42	59	62	67
Total # people	**0**	**0**	**112**	**202**	**160**	**235**	**213**	**256**

ave 2.5 people/vehicle; 19% vehicles paid

Mar-26								
Day	8a	9a	10a	11a	12p	1p	2p	3p
Su			34	42	39	52	80	72
Mo			34	33	13	31	21	19
Tu			63	35	43	35	21	52
We			34	54	21	46	37	44
Th			30	26	14	44	36	28
Fr			33	81	43	49	36	61
Sa			58	76	45	43	79	67
Total # people	**0**	**0**	**286**	**347**	**218**	**300**	**310**	**343**

ave 2.9 people/vehicle; 26% vehicles paid

Apr-26										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	2	7	51	27	62	88	55	84	41	37
Mo	2	20	20	27	13	25	35	25	10	4
Tu	2	8	13	14	12	12	8	20	8	9
We	5	8	33	20	11	16	33	16	8	9
Th	1	18	24	41	14	16	12	34	26	15
Fr	0	8	8	19	71	19	28	11	19	23
Sa	0	14	71	69	39	39	57	69	25	6
Total # people	**12**	**83**	**220**	**217**	**222**	**215**	**228**	**259**	**137**	**103**

ave 2.5 people/vehicle; 27% vehicles paid

May-26										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	4	37	59	81	86	78	54	95	71	10
Mo	10	33	17	52	32	53	31	22	15	10
Tu	4	19	19	25	22	6	2	17	15	11
We	3	9	17	7	10	10	16	14	11	6
Th	5	21	30	31	16	12	26	20	20	12
Fr	18	110	87	57	26	34	30	66	29	18
Sa	10	42	67	65	71	59	72	98	14	31
Total # people	**54**	**271**	**296**	**318**	**263**	**252**	**231**	**332**	**175**	**98**

ave 2.7 people/vehicle; 31% vehicles paid

Jun-26										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	18	22	18	39	59	78	77	40	39	21
Mo	29	23	46	19	12	18	6	23	15	8
Tu	13	18	44	29	9	22	26	14	24	16
We	16	26	34	33	41	50	43	31	6	13
Th	9	6	22	29	19	10	23	12	4	1
Fr	21	18	32	37	45	9	29	19	11	0
Sa	23	13	64	121	67	27	19	43	15	0
Total # people	**129**	**126**	**260**	**307**	**252**	**214**	**223**	**182**	**114**	**59**

ave 2.6 people/vehicle; 31% vehicles paid

Jul-26										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	11	29	7	55	47	28	33	36	19	8
Mo	13	16	36	27	6	9	8	13	20	2
Tu	16	29	24	11	26	29	31	15	7	15
We	13	45	30	24	26	39	41	29	14	12
Th	16	42	42	23	43	32	33	19	22	11
Fr	17	11	25	57	47	57	41	13	14	21
Sa	28	51	45	29	43	39	43	40	16	17
Total # people	**114**	**223**	**209**	**226**	**238**	**233**	**230**	**165**	**112**	**86**

ave 2.7 people/vehicle; 28% vehicles paid

Aug-26										
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	65	68	116	96	25	20	17	21	18	14
Mo	8	28	41	20	21	3	2	12	12	2
Tu	6	26	11	9	2	30	4	15	9	6
We	5	13	20	17	16	17	39	22	23	13
Th	16	16	24	9	7	13	15	16	19	0
Fr	21	12	23	17	5	46	13	12	18	15
Sa	19	41	35	36	25	31	24	35	38	6
Total # people	**140**	**204**	**270**	**204**	**101**	**160**	**114**	**133**	**137**	**56**

ave 2.4 people/vehicle; 31% vehicles paid

Sep-26									seven days	
Day	8a	9a	10a	11a	12p	1p	2p	3p	4p	5p
Su	2	15	15	35	34	31	25	86	15	0
Mo	2	17	24	14	8	24	20	11	1	0
Tu	8	9	23	13	14	8	20	7	0	4
We	11	15	24	26	27	23	11	22	0	6
Th	3	10	23	5	9	19	10	7	3	2
Fr	12	15	31	7	21	5	14	3	0	4
Sa	2	30	52	23	15	13	13	36	2	2
Total # people	**40**	**111**	**192**	**123**	**128**	**123**	**113**	**172**	**21**	**18**

ave 2.4 people/vehicle; 25% vehicles paid

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jared Kuhlmann, Finance Director
DATE: November 17, 2026
RE: Retirement of Internal Financing

ISSUE:

The Governing Body is asked to consider and approve the retirement of $2,000,000 of the internal financing related to the construction of the Third Fire Station.

BACKGROUND:

On December 7, 2021, the Governing Body approved Resolution 2895-2021, which authorized the issuance of taxable temporary notes of the City, not to exceed $12,550,000. This temporary note was authorized to allow for internal financing for the costs of projects related to the 2017 .30 sales tax, as well as other City projects.

On February 15, 2022, the Governing Body authorized and approved internal financing of $4,000,000 for the Third Fire Station project, through a draw on the 2021 temporary note. This internal financing was approved with an interest rate of .5%. The internal financing allowed for the construction of the project to begin while the City further considered the issuance of General Obligation bonds for a portion of the project costs, and while revenues from the .30 sales tax were collected and/or utilized on other approved projects.

On February 17, 2026, the Governing Body approved Resolution 3220-2026, which amended the maturity date of the 2021 Temporary Note to November 1, 2029. This allowed for more time for the repayment of the internal financing that the City had utilized for the Third Fire Station, as well as the Municipal Court/Evidence Building, and the Harvest Street Building.

At the November 2, 2026 meeting of the Countywide Sales Tax Oversight Board, the Board discussed retiring a portion of the internal financing of $4,000,000 for the Third Fire Station Project. As of September 30, 2026, the .30 Sales Tax Fund had a cash position of $6,869,275. The City anticipates approximately $620,000 in additional costs for the Third Fire Station project. Additionally, there remains $3,341,525 in anticipated costs in 2026 related to the debt service payments for the General Obligation bonds and the internal transfer to the City's General Fund for the operational costs of the Third Fire Station. This leaves approximately $2,907,750 in available cash balance in the fund. The City anticipates additional revenues from the .30 sales tax in the fourth quarter of 2026 of approximately $890,000.

After discussion of the current cash position and upcoming liabilities in 2027, the Sales Tax Oversight Board recommended the Governing Body authorize the retirement of $2,000,000 of the $4,000,000 currently outstanding in internal financing for the Third Fire Station Project. In addition to retiring

the $2,000,000 in principal, a payment of $47,500 would be made to the City's General Fund from the .30 Sales Tax Fund to account for the .5% interest on the $2,000,000 amount that is retired.

ALTERNATIVES:

1. The Governing Body may approve the retirement of $2,000,000 of the internal financing related to the Third Fire Station project, as recommended by the Countywide Sales Tax Oversight Board.
2. The Governing Body may approve a retirement of an amount other than the $2,000,000 of internal financing.
3. The Governing Body may not approve the retirement of the internal financing.

RECOMMENDATION:

Staff recommends that the Governing Body approve the retirement of the $2,000,000 of the internal financing related to the Third Fire Station project, as recommended by the Countywide Sales Tax Oversight Board.

FISCAL NOTE:

If the Governing Body approves the retirement of the $2,000,000 of internal financing, the remaining balance of internal financing related to the Third Fire Station would be $2,000,000. Staff anticipates additional discussions of the Countywide Sales Tax Oversight Board in 2027 and 2028 related to the retirement of the remaining portion of internal financing. The Board will continue to evaluate collections of the .30 sales tax, expense obligations of the fund, and the available cash balance to determine when to recommend another retirement to the Governing Body. Staff anticipates that it is likely the full balance of the internal loan can be retired by 2028 or 2029, complying with the maturity deadline of the 2021 temporary note.

The total transfer out of the .30 Sales Tax Fund would be $2,047,500, with $2,000,000 retiring the internal financing balance, and $47,500 transferred to the City's General Fund.

The other outstanding amounts of internal financing related to the 2021 temporary note, for the Municipal Court/Evidence Building and the Harvest Street Building, are anticipated to be fully retired in January 2029.

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Brandon Crawford, Wastewater Superintendent
DATE: November 17, 2026
RE: Wastewater Treatment Plant Clarifier #3 Repair Proposal

ISSUE:
The Governing Body is asked to consider and approve the Bid proposal from WesTech Engineering, LLC, for $190,629 for the cost of repairs to be made to Clarifier #3 at the Wastewater Treatment Plant.

BACKGROUND:
A proposal was received from WesTech Engineering, LLC, for $190,629 to make the necessary repairs to the #3 clarifier. WesTech Engineering is the manufacturer of the clarifiers at the Wastewater Treatment Plant. Bids were not obtained elsewhere due to the proprietary equipment provided by WesTech Engineering, LLC.

ALTERNATIVES:
1. The Governing Body may choose to approve the bid proposal from WesTech Engineering, LLC, in the amount of $190,629 for the necessary repairs to Clarifier #3.
2. The Governing Body may not approve the Bid Proposal from WesTech Engineering for repairs to Clarifier #3.
3. The Governing Body may choose to request that staff present an alternative solution at a future meeting of the Governing Body.

RECOMMENDATION:
Staff recommends that the Governing Body approve the Bid Proposal from WesTech Engineering, LLC, for $190,629 for the necessary repairs to Clarifier #3.

FISCAL NOTE:
If approved, the proposal will be funded by the following Wastewater Budget Repair - Equipment (GL 52155552-5474). The balance for this line item is $171,797.34. The cost will exceed the budget remaining in the Repair Equipment line by $18,831.66. Staff will reduce the anticipated spending in the New Equipment-Other line by that same value to ensure the overall budget is not exceeded.

The total remaining budget available for the Wastewater Sewage Plant is $755,398.42.

ATTACHMENTS:
WWTP Clarifier #2

Proposal

Garden City WWTP

Garden City, Kansas

Representative
Joe Augustyn
Ray Lindsey Company
Belton, MO
jaugustyn@raylindsey.com
(913)558-7178

Owner
City of Garden City, KS

Contact

Joe Augustyn 913-558-7178
Ray Lindsey Company

Proposal: 2591936F_Rev6
Monday, October 14, 2026

WesTech®
Swire Water

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Technical Proposal

Item C – One (1) Scum Box
Item D – One (1) Scum Flushing Valve Assembly
Item E – One (1) Complete set of Squeegees
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Item O – One (1) Skimmer Arm
Item S – One (1) Skimmer Blade Assembly
Item Q – One (1) Lot of Attachment Fasteners
Item R – Field Service-Install Drive Stack and Clarifier Parts (items C, D, E, F, O, S)

Clarifications and Exceptions

Commercial Proposal

Bidder's Contact Information
Pricing
Payment Terms
Schedule
Freight

Warranty

Terms and Conditions

Item C – One (1) Scum Box

WesTech shall supply One (1) WesTech Scum Box to replace the existing scum box unit on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Scum Box	1 each	Scum box 4' w/ supports and fasteners	Steel

Item D – One (1) Scum Flushing Valve Assembly

WesTech shall supply One (1) Scum Flushing Valve Assembly to replace the existing scum flushing valve assembly on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Scum Flushing Valve	1 asm	Includes valve actuator and adapter	UHMW/304SS

Item E – One (1) Complete set of Squeegees

WesTech shall supply One (1) complete set of squeegees to replace the existing squeegees on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Squeegees	1 set	30-Spiral Blade, 2-Inner Spiral Blade, 6-Outrake Blade, 2-Outrake Blade End, 2-Sludge Scraper Squeegees w/ required fasteners	304SS

Item F – One (1) C31 Drive Stack

WesTech shall supply One (1) retrofit C31 Drive Stack - Model No. DV8050, to replace the existing drive stack on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Detailed Scope of Supply

Item	Unit	Qty	Description	Material
Speed Reducer	each	1	SM-Cyclo w/ coupling	CI/Steel
Drive Motor	each	1	¾ HP	CI/Steel
Torque Control Device	each	1	w/ Torque Arm	SS/Steel
Pinion Shaft	each	1	31" w/machining	4140/Steel
Pinion Gear	each	1	15T w/ machining	8620 Alloy Steel
Upper Bearing Assembly	asm	1	w/housing casting & machining, upper bearing	Steel
Adapters	lot	1	Reducer shaft, Torque box	Steel
Lower Pinion Bearing	each	1	Cylinidrical Roller w/	Steel
Shaft Seals	lot	1	as required	Mfg. Standard
Retaining Rings	lot	1	as required	Mfg. Standard
Shaft Keys	each	2	Reducer and Pinion	4140 Steel
Fittings	lot	1	Grease and pressure relief	Mfg. Standard
Fasteners	lot	1	as required	Steel
Paint & Shop Assembly	lot	1	as required	Standard drive coating

Items NOT Included in WesTech's Base Scope of Supply:

- Any items not indicated in scope of supply
- Submittals
- Field service
- Lubricants
- Unloading or storage
- Erection – unless purchased as part of this proposal

- Any field paint, touch-up, and repair to shop painted surfaces

Item O – One (1) Skimmer Arm

WesTech shall supply One (1) WesTech Skimmer Arm to replace the existing Skimmer Arm on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Skimmer Arm	1 each	18165B-B269A-Skimmer Arm	Steel

Item S – One (1) Skimmer Blade Assembly

WesTech shall supply One (1) WesTech Skimmer Blade Assembly to replace the existing Skimmer Blade on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Inner Skimmer Blade	1 each	18165B-B270A-Inner Skimmer Blade	Steel
Outer Skimmer Blade	1 each	18165B-B272A-Outer Skimmer Blade	Steel
Clamp Plate-Skimmer Blade	1 each	18165B-B273A-Clamp Plate-Skimmer Blade	Steel
Hook Plate-Skimmer Blade	1 each	18165B-B274A-Hook Plate-Skimmer Blade	Steel

Item Q – One (1) Lot of Attachment Fasteners

WesTech shall supply One (1) lot of fasteners for attaching above parts on a 75-foot diameter WesTech COP Clarifier, Serial No. 18165B at Garden City WWTP in Garden City, KS.

Scope of Supply

Item	Quantity	Description	Material
Fasteners	1 lot	18165B-As Required	Steel

Item R – Field Service Install - Drive Stack and Clarifier Parts

WesTech Engineering LLC. is offering installation of Drive Stack, Squeegees, Scum Box, Scum Skimmer Assembly, Scum Flushing Valve Assembly, Skimmer Support, Clamp Plates, Skimmer Mid-Support, and Skimmer Arm with this proposal. Installation services will be completed by certified field technicians that are qualified and have experience working with WesTech equipment. Travel expenses are included in the fee.

It is anticipated that four technicians will be on-site for up to 4 days (per person, per trip), over 1 trip to the site. Transportation, lodging, and expenses are included.

On-Site Technical Service

Service	Number of Trips	Total Days On-site*
Field Service Installation	1	4
Total Included Service	**1**	**4**

*Includes Travel Time. Total days on-site equal total days on-site for all technicians and all trips.

Additional days can be purchased at our per diem rate of $2,100 per day. This includes lodging and expenses.

On-Site Removal & Erection

Details	Description
Site Location	345 S Jennie Barker Rd, Garden City, KS 67846
Equipment Location	Open Tank, Outdoors, Crane Access
Labor Type	Non-union, WesTech – The foreman will be the crew lead for quality and safety
Work Schedule	Up to 50 hours/week, up to 5 days/week, day shift – site access 24/7
Scope of Items Erected	QTY (1) Lot of Parts to include Drive Stack, Scum Box, Scum Flushing Valve Assembly, Squeegees, Skimmer Blade Assembly, and Skimmer Arm – Remove existing & install new

Task	Owner	WesTech
Project Services		
GA Drawings		✓
Project Management		✓
Civil work – Pipe / underground protection	✓	
Site Training – ½ day allowed	✓	
Mobilization / Demobilization		✓
Supervision & Quality control		✓

	Safety and Coordination – any dedicated safety personnel	✓	
	Operation & Maintenance Manuals		✓

Task		Owner	WesTech
	Equipment Check-out and Calibration (if power is connected)		✓
	Storing / Receiving / Transporting to work area	✓	
Site Work			
	Permits – any necessary	✓	
	Gaskets & bolts for interconnecting piping to WesTech nozzles	✓	
	Grouting of floor (if required)	✓	
	Electrical power 440V at 120A or 110V at 240A + 110V at 60A	✓	
	Provide safe working environment	✓	
	Power line spotter if necessary	✓	
	Roll-off dumpsters and disposal of demolished materials	✓	
	Lift plans	✓	
	Removal of existing Drive Stack components, Squeegees, Scum Box, Scum Flushing Valve Assembly, Skimmer Blade Assembly, and Skimmer Arm		✓
	Installation of new Squeegees, Scum Box, Scum Flushing Valve Assembly, Skimmer Blade Assembly, and Skimmer Arm		✓
	Hydro test water, connections & disposal	✓	
	Tenting, heating – cold weather items	✓	
	Security and/or fencing for job site, including lay down area	✓	
Equipment			
	Engineering & Design		✓
	Cranes, forklifts for remove /installation		✓
	Electrical	✓	
	Electrical Equipment	✓	
	System control panel	✓	
	Disconnect / Hook-ups / Electrical Wiring, Conduit	✓	

- **Clarifications**

  WesTech considers the construction area around the tanks to be used for access to the tank and construction site.

Any damage to roadways will be considered normal wear and tear and will be repaired by others.

Assumed total access to the tank prior to arriving, including, if applicable, the ability to get a crane in a safe position for removal and installation of equipment.

Trip minimum is 4 technicians, 4 days on-site, and 1 trip.

Rates are based on up to 10-hour work and travel days, Monday through Friday. Additional on-site hours over 10 hours will be billed at $225 per hour (or any part thereof).

Travel and on-site days that occur on Saturday or Sunday will be billed at an additional $600 per day.

Trip prices are based on a purchase order being received at least two (2) weeks prior to the first day on-site. Purchase orders received after that point may be assessed a fee to cover the additional cost for airfare.

Contact WesTech at least twelve (12) weeks prior to needing the service to verify availability of technicians.

General Clarifications

Terms & Conditions: This proposal, including all terms and conditions contained herein, shall become part of any resulting contract or purchase order. Changes to any terms and conditions, including but not limited to submittal and shipment days, payment terms, and escalation clause shall be negotiated at order placement, otherwise the proposal terms and conditions contained herein shall apply.

Escalation: If between the proposal date and actual procurement and through no fault of the Seller, the relevant cost of labor, material, freight, tariffs, and other Seller costs combined relating to the contract, increase by greater than 2.5% of the overall contract price, then the contract price shall be subject to escalation and increased. Such increase shall be verified by documentation and the amount of contract price escalation shall be calculated as either the actual increased cost to the Seller or, if agreed by the Parties, the equivalent increase of a relevant industry recognized third-party index, and in both cases without any additional profit or margin being added.

Build America, Buy America Act (BABAA) and Other Domestic Content Requirements: WesTech is U.S. based and proudly manufacturers many products available to meet various domestic procurement requirements. Due to variability in legislation, products, and project-based specifications, WesTech is unable to guarantee compliance with domestic content requirements unless stated otherwise in our official project proposal. For products where domestic sourcing is not currently available, WesTech can provide documentation to support application for relevant waivers (Non-Availability, De Minimis, or others).

USA Tariffs and Current Trade Laws: All prices are based on current USA and North America tariffs and trade laws / agreements at the time of bid. Any changes in costs due to USA Tariffs and trade laws / agreements will be passed through to the purchaser at cost.

Exceptions

Not applicable

Commercial Proposal

Proposal Name: Garden City WWTP
Proposal Number: 2591936F Rev6
Monday, October 12, 2026

1. Bidder's Contact Information

Company Name	WesTech Engineering, LLC
Primary Contact Name	Paul Saltzgiver
Phone	(801) 290-1938
Email	psaltzgiver@westechwater.com
Address: Number/Street	3665 S West Temple
Address: City, State, Zip	Salt Lake City, UT 84115

2. Firm Pricing — Currency: USD

Scope of Supply		
C	One (1) Scum Box	$23,165
D	One (1) Scum Flushing Valve Assembly	$1,545
E	One (1) Complete set of Squeegees	$4,045
F	One (1) C31 Drive Stack	$51,640
O	One (1) Skimmer Arm	$3,097
S	One (1) Skimmer Blade Assembly	$14,842
Q	One (1) Lot of Attachment Fasteners	$295
R	Field Service-Install Drive Stack and Clarifier Parts (items C, D, E, F, O, S)	$92,000
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included

Prices are valid for a period not to exceed 90 days from date of proposal.

Additional Field Service	
Daily Rate (Applicable Only to Field Service Not Included in Scope)	$2,100

Pricing does not include field service unless noted in scope of supply but is available at the daily rate plus expenses. The greater of a two week notice or visa procurement time is required prior to departure date. Our field service policy is subject to change and can be provided upon request.

3. Payment Terms

Release for Fabrication	20%
Notification of Ready to Ship	40%
Installation of New Assemblies	40%

All payments are net 30 days. Partial shipments are allowed. An approved Letter of Credit is required if Incoterms CIF, CFR, DAP, CIP, or CPT are applicable. Payment is required in full for all other Incoterms prior to international shipment. Other terms per WesTech proforma invoice. Please note that the advising bank must be named as: Wells Fargo Bank, International Department, 9000 Flair Drive, 3rd Floor, El Monte, California 91731, USA.

4. Schedule

Estimated Weeks to Ready to Ship / Installation TBD	20 weeks*

Due to supply chain disruptions and volatility, delivery schedule is a best estimate only and may be improved or hampered based on date of contract execution, scope selection, and materials availability.

5. Freight

Domestic	FOB Shipping Point - Prepaid and Added (FSP-PPA)

From	Final Destination	Number of Trucks
WesTech Shops	Garden City WWTP	(1)

One-Year Warranty

Equipment manufactured or sold by WesTech Engineering, LLC, once paid for in full, is backed by the following warranty:

Subject to the terms below, WesTech warrants all new equipment manufactured or sold by WesTech Engineering, LLC to be unencumbered and free from defects in material and workmanship, and WesTech will replace or repair, F.O.B. its factories or other location it chooses, any part or parts returned to WesTech which WesTech's examination and analysis determine have failed within the warranty period because of defects in material and workmanship. The warranty period is either, one calendar year immediately following start-up, or eighteen (18) months from when WesTech sent its ready-to-ship notification to the purchaser, whichever expires sooner. All repair or replacement parts qualifying under this warranty shall be free of charge. Purchaser will provide timely written notice to WesTech of any defects it believes should be repaired or replaced under this warranty. WesTech will reject as untimely any warranty defect claim that purchaser submits more than thirty (30) days after the possible warranty defect first occurred. Unless specifically stated otherwise, this warranty does not cover normal wear, consumables, or coatings. Purchasers are invited to inspect the equipment in the shop for proper surface preparation and coating application prior to shipment. This warranty is not transferable.

This warranty shall be void and shall not apply where the equipment or any part thereof

- has been dismantled, modified, repaired, or connected to other equipment, outside of a WesTech factory, or without WesTech's written approval, or
- has not been installed in complete adherence to all WesTech's or parts manufacturer's requirements, recommendations, and procedures, or
- has been subject to misuse, abuse, neglect, or accident, or has not at all times been operated and maintained in strict compliance with all of WesTech's requirements and recommendations therefor, including, but not limited to, the relevant WesTech Operations & Maintenance Manual and any other of WesTech's specified guidelines & procedures, or
- has been subject to force majeure events; use of chemicals not approved in writing by WesTech; electrical surges; overloading; significant power, water or feed supply fluctuations; or non-compliance with agreed feedwater or chemical volumes, specifications or procedures.

In any case where a part or component of equipment under this warranty is or may be faulty and the component or part is also covered under the warranty of a third party then the purchaser shall provide reasonable assistance to first pursue a claim under the third-party warranty before making a claim under this warranty from WesTech. WesTech Engineering, LLC gives no warranty with respect to parts, accessories, or components purchased other than through WesTech. The warranties which apply to such items are those offered by the respective manufacturers.

This warranty is expressly given by WesTech and accepted by purchaser in lieu of all other warranties whether written, oral, express, implied, statutory, or otherwise, including without limitation, warranties of merchantability and fitness for particular purpose. WesTech neither accepts nor authorizes any other person to assume for it any other liability with respect to its equipment. WesTech shall not be liable for normal wear and tear, corrosion, or any contingent, incidental, or consequential damage or expense due to partial or complete inoperability of its equipment for any reason whatsoever. The purchaser's exclusive and only remedy for breach of this warranty shall be the repair and or replacement of the defective part or parts within a reasonable time of WesTech's accepting the validity of a warranty claim made by the purchaser.

Terms and Conditions

Terms and Conditions appearing in any order based on this proposal which are inconsistent herewith shall not be binding on WesTech Engineering, LLC. The sale and purchase of equipment described herein shall be governed exclusively by the foregoing proposal and the following provisions:

1. SPECIFICATIONS: WesTech Engineering, LLC is furnishing its standard equipment as outlined in the proposal and as will be covered by final approved drawings. The equipment may not be in strict compliance with the Engineer's/Owner's plans, specifications, or addenda as there may be deviations. The equipment will, however, meet the general intention of the mechanical specifications of these documents.

2. ITEMS INCLUDED: This proposal includes only the equipment specified herein and does not include erection, installation, accessories, nor associated materials such as controls, piping, etc., unless specifically listed.

3. PARTIES TO CONTRACT: WesTech Engineering, LLC is not a party to or bound by the terms of any contract between WesTech Engineering, LLC's customer and any other party. WesTech Engineering, LLC's undertakings are limited to those defined in the contract between WesTech Engineering, LLC and its direct customers.

4. PRICE AND DELIVERY: All selling prices quoted are subject to change without notice after 30 days from the date of this proposal unless specified otherwise. Unless otherwise stated, all prices are F.O.B. WesTech Engineering, LLC or its supplier's shipping points. All claims for damage, delay or shortage arising from such equipment shall be made by Purchaser directly against the carrier. When shipments are quoted F.O.B. job site or other designation, Purchaser shall inspect the equipment shipped, notifying WesTech Engineering, LLC of any damage or shortage within forty-eight hours of receipt, and failure to so notify WesTech Engineering, LLC shall constitute acceptance by Purchaser, relieving WesTech Engineering, LLC of any liability for shipping damages or shortages.

5. PAYMENTS: All invoices are net 30 days. Delinquencies are subject to a 1.5 percent service charge per month or the maximum permitted by law, whichever is less on all past due accounts. Pro rata payments are due as shipments are made. If shipments are delayed by the Purchaser, invoices shall be sent on the date when WesTech Engineering, LLC is prepared to make shipment and payment shall become due under standard invoicing terms. If the work to be performed hereunder is delayed by the Purchaser, payments shall be based on the purchase price and percentage of completion. Products held for the Purchaser shall be at the risk and expense of the Purchaser. Unless specifically stated otherwise, prices quoted are for equipment only. These terms are independent of and not contingent upon the time and manner in which the Purchaser receives payment from the owner.

6. PAYMENT TERMS: Credit is subject to acceptance by WesTech Engineering, LLC's Credit Department. If the financial condition of the Purchaser at any time is such as to give WesTech Engineering, LLC, in its judgment, doubt concerning the Purchaser's ability to pay, WesTech Engineering, LLC may require full or partial payment in advance or may suspend any further deliveries or continuance of the work to be performed by the WesTech Engineering, LLC until such payment has been received.

7. ESCALATION: If between the proposal date and actual procurement and through no fault of the Seller, the relevant cost of labor, material, freight, tariffs, and other Seller costs combined relating to the contract, increase by greater than 2.5% of the overall contract price, then the contract price shall be subject to escalation and increased. Such increase shall be verified by documentation and the amount of contract price escalation shall be calculated as either the actual increased cost to the Seller or, if agreed by the Parties, the equivalent increase of a relevant industry recognized third-party index, and in both cases without any additional profit or margin being added.

8. APPROVAL: If approval of equipment submittals by Purchaser or others is required, a condition precedent to WesTech Engineering, LLC supplying any equipment shall be such complete approval.

9. INSTALLATION SUPERVISION: Prices quoted for equipment do not include installation supervision. WesTech Engineering, LLC recommends and will, upon request, make available, at WesTech Engineering, LLC's then current rate, an experienced installation supervisor to act as the Purchaser's employee and agent to supervise installation of the equipment. Purchaser shall at its sole expense furnish all necessary labor equipment, and materials needed for installation.

Responsibility for proper operation of equipment, if not installed by WesTech Engineering, LLC or installed in accordance with WesTech Engineering, LLC's instructions, and inspected and accepted in writing by WesTech Engineering, LLC, rests entirely with Purchaser; and any work performed by WesTech Engineering, LLC personnel in making adjustment or changes must be paid for at WesTech Engineering, LLC's then current per diem rates plus living and traveling expenses.

WesTech Engineering, LLC will supply the safety devices described in this proposal or shown in WesTech Engineering, LLC's drawings furnished as part of this order but excepting these, WesTech Engineering, LLC shall not be required to supply or install any safety devices whether required by law or otherwise. The Purchaser hereby agrees to indemnify and hold harmless WesTech Engineering, LLC from any claims or losses arising due to alleged or actual insufficiency or inadequacy of the safety devices offered or supplied hereunder, whether specified by WesTech Engineering, LLC or Purchaser, and from any damage resulting from the use of the equipment supplied hereunder.

10. ACCEPTANCE OF PRODUCTS: Products will be deemed accepted without any claim by Purchaser unless written notice of non-acceptance is received by WesTech Engineering, LLC within 30 days of delivery if shipped F.O.B. point of shipment, or 48 hours of delivery if shipped F.O.B. point of destination. Such written notice shall not be considered received by WesTech Engineering, LLC unless it is accompanied by all freight bills for said shipment, with Purchaser's notations as to damages, shortages and conditions of equipment, containers, and seals. Non-accepted products are subject to the return policy stated below.

11. TAXES: Any federal, state, or local sales, use or other taxes applicable to this transaction, unless specifically included in the price, shall be for Purchaser's account.

Terms and Conditions

12. TITLE: The equipment specified herein, and any replacements or substitutes therefore shall, regardless of the manner in which affixed to or used in connection with realty, remain the sole and personal property of WesTech Engineering, LLC until the full purchase price has been paid. Purchaser agrees to do all things necessary to protect and maintain WesTech Engineering, LLC's title and interest in and to such equipment; and upon Purchaser's default, WesTech Engineering, LLC may retain as liquidated damages any and all partial payments made and shall be free to enter the premises where such equipment is located and remove the same as its property without prejudice to any further claims on account of damages or loss which WesTech Engineering, LLC may suffer from any cause.

13. INSURANCE: From date of shipment until the invoice is paid in full, Purchaser agrees to provide and maintain at its expense, but for WesTech Engineering, LLC's benefit, adequate insurance including, but not limited to, builders risk insurance on the equipment against any loss of any nature whatsoever.

14. SHIPMENTS: Any shipment of delivery dates recited represent WesTech Engineering, LLC's best estimate but no liability, direct or indirect, is assumed by WesTech Engineering, LLC for failure to ship or deliver on such dates.

WesTech Engineering, LLC shall have the right to make partial shipments; and invoices covering the same shall be due and payable by Purchaser in accordance with the payment terms thereof. If Purchaser defaults in any payment when due hereunder, WesTech Engineering, LLC may, without incurring any liability therefore to Purchaser or Purchaser's customers, declare all payments immediately due and payable with maximum legal interest thereon from due date of said payment, and at its option, stop all further work and shipments until all past due payments have been made, and/or require that any further deliveries be paid for prior to shipment.

If Purchaser requests postponements of shipments, the purchase price shall be due and payable upon notice from WesTech Engineering, LLC that the equipment is ready for shipment; and thereafter any storage or other charge WesTech Engineering, LLC incurs on account of the equipment shall be for the Purchaser's account.

If delivery is specified at a point other than WesTech Engineering, LLC or its supplier's shipping points, and delivery is postponed or prevented by strike, accident, embargo, or other cause beyond WesTech Engineering, LLC's reasonable control and occurring at a location other than WesTech Engineering, LLC or its supplier's shipping points, WesTech Engineering, LLC assumes no liability in delivery delay. If Purchaser refuses such delivery, WesTech Engineering, LLC may store the equipment at Purchaser's expense. For all purposes of this agreement such tender of delivery or storage shall constitute delivery.

15. WARRANTY: WesTech Engineering, LLC warrants equipment it supplies only in accordance with the attached WesTech Warranty. This warranty is expressly given by WesTech and accepted by purchaser in lieu of all other warranties whether written, oral, express, implied, statutory or otherwise, including without limitation, warranties of merchantability and fitness for particular purpose. WesTech neither accepts nor authorizes any other person to assume for it any other liability with respect to its equipment. WesTech shall not be liable for normal wear and tear, corrosion, or any contingent, incidental, or consequential damage or expense due to partial or complete inoperability of its equipment for any reason whatsoever. The purchaser's exclusive and only remedy for breach of this warranty shall be the repair and or replacement of the defective part or parts within a reasonable time of WesTech's accepting the validity of a warranty claim made by the purchaser.

16. PATENTS: WesTech Engineering, LLC agrees that it will, at its own expense, defend all suits or proceedings instituted against Purchaser and pay any award of damages assessed against it in such suits or proceedings, so far as the same are based on any claim that the said equipment or any part thereof constitutes an infringement of any apparatus patent of the United States issued at the date of this Agreement, provided WesTech Engineering, LLC is given prompt notice in writing of the institution or threatened institution of any suit or proceeding and is given full control of the defense, settlement, or compromise of any such action; and Purchaser agrees to give WesTech Engineering, LLC needed information, assistance, and authority to enable WesTech Engineering, LLC so to do. In the event said equipment is held or conceded to infringe such a patent, WesTech Engineering, LLC shall have the right at its sole option and expense to a) modify the equipment to be non-infringing, b) obtain for Purchaser the license to continue using said equipment, or c) accept return of the equipment and refund to the Purchaser the purchase price thereof less a reasonable charge for the use thereof. WesTech Engineering, LLC will reimburse Purchaser for actual out-of-pocket expenses, exclusive of legal fees, incurred in preparing such information and rendering such assistance at WesTech Engineering, LLC's request. The foregoing states the entire liability of WesTech Engineering, LLC, with respect to patent infringement; and except as otherwise agreed to in writing, WesTech Engineering, LLC assumes no responsibility for process patent infringement.

17. SURFACE PREPARATION AND PAINTING: If furnished, shop primer paint is intended to serve only as minimal protective finish. WesTech Engineering, LLC will not be responsible for the condition of primed or finish painted surfaces after equipment leaves its shops. Purchasers are invited to inspect paint in shops for proper preparation and application prior to shipment. WesTech Engineering, LLC assumes no responsibility for field surface preparation or touch-up of shipping damage to paint. Painting of fasteners and other touch-up to painted surfaces will be by Purchaser's painting contractor after mechanism installation.

Motors, gear motors, and other components not manufactured by WesTech Engineering, LLC will be painted with that manufacturer's standard paint system. It is WesTech Engineering, LLC's intention to ship major steel components as soon as fabricated, often before drive, motors, and other manufactured components. Unless Purchaser can ensure that shop primed steel shall be field painted within thirty (30) days after arrival at the job site, WesTech Engineering, LLC encourages the Purchaser to order these components without primer.

WesTech Engineering, LLC's prices are based on paints and surface preparations as outlined in the main body of this proposal. In the event that an alternate paint system is selected, WesTech Engineering, LLC requests that Purchaser's order advise of the paint

selection. WesTech Engineering, LLC will then either adjust the price as may be necessary to comply or ship the material unpainted if compliance is not possible due to application problems or environmental controls.

18. CANCELLATION, SUSPENSION, OR DELAY: After acceptance by WesTech Engineering, LLC, this proposal, or Purchaser's order based on this proposal, shall be a firm agreement and is not subject to cancellation, suspension, or delay except upon payment by Purchaser of appropriate charges which shall include all costs incurred by WesTech Engineering, LLC to date of cancellation, suspension, or delay plus a reasonable profit. Additionally, all charges related to storage and/or resumption of work, at WesTech Engineering, LLC's plant or elsewhere, shall be for Purchaser's sole account; and all risks incidental to storage shall be assumed by Purchaser.

19. FORCE MAJEURE: Neither party hereto shall be liable to the other for default or delay in delivery caused by extreme weather or other act of God, strike or other labor shortage or disturbance, fire, accident, war or civil disturbance, act of government, pandemic, delay of carriers, failure of normal sources of supply, complete or partial shutdown of plant by reason of inability to attain sufficient raw materials or power, and/or other similar contingency beyond the reasonable control of the respective parties. The time for delivery specified herein shall be extended during the continuance of such conditions, or any other cause beyond such party's reasonable control. Escalation resulting from a Force Majeure event shall be equitably adjusted per the escalation policy stated above.

20. RETURN OF PRODUCTS: No products may be returned to WesTech Engineering, LLC without WesTech Engineering, LLC's prior written permission. Said permission may be withheld by WesTech Engineering, LLC at its sole discretion.

21. BACKCHARGES: WesTech Engineering, LLC will not approve or accept backcharges for labor, materials, or other costs incurred by Purchaser or others in modification, adjustment, service, or repair of WesTech Engineering, LLC furnished materials unless such back charge has been authorized in advance in writing by a WesTech Engineering, LLC purchase order, or work requisition signed by WesTech Engineering, LLC.

22. INDEMNIFICATION: Purchaser agrees to indemnify WesTech Engineering, LLC from all costs incurred, including but not limited to court costs and reasonable attorney fees, from enforcing any provisions of this contract, including but not limited to breach of contract or costs incurred in collecting monies owed on this contract.

23. ENTIRE AGREEMENT: This proposal expresses the entire agreement between the parties hereto superseding any prior understandings, and is not subject to modification except by a writing signed by an authorized officer of each party.

24. MOTORS AND MOTOR DRIVES: In order to avoid shipment delays of WesTech Engineering, LLC equipment, motors and drives may be sent directly to the job site for installation by the equipment installer. Minor fit-up may be required.

25. EXTENDED STORAGE: Extended storage instructions will be part of information provided to shipment. If equipment installation and start-up is delayed more than 30 days, the provisions of the storage instructions must be followed to keep WARRANTY in force.

26. LIABILITY: Professional liability insurance, including but not limited to, errors and omissions insurance, is not included. In any event, liability for errors and omissions shall be limited to the lesser of $100,000 USD or the value of the particular piece of equipment (not the value of the entire order) supplied by WesTech Engineering, LLC against which a claim is sought.

27. ARBITRATION NEGOTIATION: Any controversy or claim arising out of or relating to the performance of any contract resulting from this proposal or contract issued, or the breach thereof, shall be settled by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered to any court having jurisdiction.

ACCEPTED BY PURCHASER

Customer Name: _____

Customer Address: _____

_____

Contact Name: _____

Contact Phone: _____ Contact Email: _____

Signature: _____ Printed Name: _____

Date: _____ Title: _____

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Jennifer V. Cunningham, City Attorney and City Project Manager
DATE: November 17, 2026
RE: Selection of Executive Search Firm for City Manager Recruitment

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ISSUE:

The Governing Body is asked to consider, select and approve an executive search firm to conduct the recruitment for the City's next City Manager from the seven proposals received in response to the City's Request for Proposals for Executive Recruitment Services for City Manager Search (the "RFP").

BACKGROUND:

City Manager Matt Allen will conclude his service as City Manager in the first quarter of 2027, after 25 years with the City, including 18 years as City Manager. The Commissioner has appointed an Interim City Manager to bridge the transition and directed the issuance of an RFP for a professional executive search firm to conduct a nationwide recruitment for the next City Manager.

The RFP was issued October 15, 2026. Addendum No. 1 was issued November 3, 2026, answering eleven written questions from prospective proposers. Among other things, Addendum No. 1 clarified that (a) the Section 5 minimum qualifications, including five years of executive recruitment services and demonstrated City Manager recruitment success, apply to the proposing firm itself and are not satisfied by the experience of individual personnel or subconsultants (Responses 1 and 2); (b) the City has not set a budget or not-to-exceed amount (Response 4); (c) the consultant is expected to be on site in Garden City at least three times (Response 5); (d) the community survey and public engagement materials are expected to be available in both English and Spanish (Response 6); (e) the recruitment is open to internal candidates, including the interim City Manager, on the same terms as external candidates (Response 9); and (f) proposers must identify any background-check vendor and any interpretation or translation service as a subcontractor (Response 11).

Proposals were due November 9, 2026 at 2:00 p.m. Central Time. The City received seven proposals:

- Colin Baenziger & Associates (“CB&A”), Riverdale, Utah
- GMP Consultants (“GMP”), Snoqualmie, Washington
- Government Professional Solutions, LLC (“GPS”), Texas and Colorado
- MGT Impact Solutions, LLC (“MGT”), Tampa, Florida
- Raftelis Financial Consultants, Inc. (“Raftelis”), Charlotte, North Carolina
- Recruiting Source International, LLC (“RSI”), Katy, Texas
- Strategic Government Resources, Inc. (“SGR”), Keller, Texas

Section 11 of the RFP provides a 100-point written evaluation matrix, and Section 12 provides an optional 50-point interview score for a combined total of 150 points. The RFP’s estimated schedule

(Section 17) listed November 17, 2026 for interviews “if needed,” selection by December 1, 2026, and contract execution on December 1 or December 15, 2026. Because the proposals were received only one week before this meeting, and the City Attorney reviewed and prepared materials for you only days before this meeting interviews were not scheduled for today. A scoring sheet tracking the Section 11 matrix has been provided to each Commissioner for individual use. All seven proposals are attached in full and are included on the scoring sheet.

A. Minimum Qualifications: Proposals the Commission May Wish to Remove from Consideration

All seven proposals are before the Commission. I have not removed any proposal from consideration, because that determination belongs to the Commission, and it must be made under either alternative below before a firm is selected. However, on the face of their proposals, two firms do not appear to meet the firm-level minimum qualifications in Section 5 of the RFP, as clarified by Addendum No. 1. Unlike the informalities discussed in Part B below, these are substantive requirements that the Commission may not simply waive under Section 14. I recommend that the Commission discuss each and decide whether to remove it from further consideration, or first direct me to request clarification.

- **GMP Consultants.** GMP states that it was founded in 2022, so it has not been providing executive recruitment services for the five years required by Section 5. GMP relies on the experience of its principals and team members, who it states have completed more than 900 searches, much of it apparently at prior firms. Addendum No. 1 (Responses 1 and 2) states that the firm minimums apply to the proposing firm and are not satisfied by the experience of individual personnel. Unless GMP shows that it is the successor to a predecessor firm with its own recruitment history, I recommend that GMP be found non-responsive.
- **Recruiting Source International.** RSI was founded in 2003 and meets the five-year requirement, and it has significant experience recruiting senior executives for Harris County, Texas and the City of Houston. However, Section 5 also requires “demonstrated success conducting City Manager recruitments.” RSI identifies one chief administrative officer search (the 2025 Harris County Administrator search) and no city manager searches. Its references include a professional sports team and an airport staff-augmentation engagement, and only one reference relates to a chief-executive search. The Commission should decide whether a single county administrator search satisfies this requirement. If it does not, RSI should be found non-responsive.

If the Commission removes either firm, it should do so by motion at this meeting so the record reflects the reason, and I will notify the firm in writing.

B. Other Responsiveness and Compliance Observations

The following items are informalities or contract-negotiation items that the Commission may waive or address under Section 14 (Reserved Rights), which permits the City to waive informalities, request clarification, and negotiate fees and contract terms.

- **Replacement guarantee.** Section 6.H requires a replacement guarantee of not less than 24 months. MGT and RSI match Section 15.E. CB&A offers 24 months at cost, conditioned on the City following CB&A’s recommendations and schedule and selecting from its recommended candidates. Raftelis offers 24 months but excludes separations initiated by the City without cause. SGR guarantees only 12 months unless the City also uses all of SGR’s post-hire services

within the first year, in which case the guarantee extends to 24 months. GMP and GPS offer 18 months. Each of these would need to be negotiated to the RFP standard.

- **SGR contract terms.** SGR attached its own form of agreement. Several of its terms conflict with Section 15 of the RFP and could not be accepted: the City would indemnify SGR (Section 15.F states the City will not indemnify the consultant); all search information would remain SGR's property under its exclusive control (Section 15.D provides that work product belongs to the City); unpaid balances would accrue a 5% monthly late fee; and either party could terminate on seven days' notice. If SGR is selected, the City's professional services agreement should be used instead.
- **On-site visits.** Addendum No. 1 (Response 5) anticipates at least three on-site visits. RSI proposes conducting all meetings and finalist interviews virtually, with on-site visits optional at $2,000 each. Raftelis includes one visit and SGR includes two, with additional visits at extra cost. The fiscal note reflects the cost of meeting the three-visit expectation, but would be taken up in final negotiations.
- **Subcontractor and vendor identification.** Addendum No. 1 (Response 11) requires identification of background-check vendors and interpretation or translation services. CB&A (National Student Clearinghouse and American Databank), Raftelis (Screenpointe), and RSI (ScoutLogic) name their background vendors. GMP, GPS, MGT, and SGR (which uses an unnamed licensed private investigation firm) do not. This can be cured by clarification before contract execution.
- **Conflict-of-interest disclosures (Section 7).** CB&A, MGT, and RSI state they have no known conflicts. Raftelis states that its project director is "familiar with the City of Garden City from past engagements," but does not describe them. SGR conducted the Finney County Administrator search in 2025, which is not itself a conflict but is a relationship with a local partner government that should be disclosed. GMP, GPS, and SGR do not include an express conflict statement. Because internal candidates may apply, I recommend requesting a written Section 7 disclosure from any of these firms that is advanced.
- **Insurance (Section 15.A).** Certificates are not due until contract execution (Addendum Response 7), but CB&A's cyber liability is $250,000 per claim (RFP requires $1,000,000), and the GPS certificate shows professional liability of $100,000 (RFP requires $1,000,000), though GPS states it will acquire the required limits.
- **Other items.** MGT charges 50% of its fee for each additional candidate hired within 12 months, and Raftelis charges $15,000 for an additional hire within six months. The RSI proposal contains an unfinished placeholder in place of its Spanish-language specialist's qualifications, and it is signed by RSI's business development manager as authorized signatory.

C. Summary of Proposals

Colin Baenziger & Associates (CB&A). Founded 1997 (searches since 1998); more than 420 searches, including over 250 city, county, and special district chief executive searches in 37 states. Lead: G. Scott Krim, Managing Partner, supported by Colin Baenziger, Lynelle Klein, and Jeff Durbin (former 16-year Town Manager). Recent Midwest manager placements include Cedar Falls and Davenport, Iowa; Kirkwood and Crestwood, Missouri; and Fort Smith, Arkansas. No Kansas engagements are identified. Fixed, all-inclusive fee of $34,500. Distinctive features: comprehensive background vetting on six to twelve candidates before the Commission selects finalists, and a free second round if no candidate is suitable. The firm candidly lists end dates for 9 of the 32 manager placements it has made since 2024. Gaps: no Spanish-language engagement; no discussion of KORA, executive session, or the timing of finalist release; no committed six- and twelve-month check-ins;

the “Understanding of Garden City” section is largely general.

GMP Consultants (GMP). Founded 2022 (see Part A). Lead: Linda Woulfe, former 19-year Minnesota City Administrator, with Elke Doom (former City Manager in Michigan, Alaska, North Carolina, and West Virginia). Current Midwest searches include Dubuque, Iowa and Kirksville and Webster Groves, Missouri. Lowest professional fee at $19,500, but expenses are billed at cost with no not-to-exceed amount. Strengths: a well-developed stakeholder-engagement plan, Spanish-language surveys and in-person translation, and a specific KORA, executive-session, and finalist-release protocol. Gaps: 18-month guarantee; criminal background check only on the selected finalist; six-month follow-up only as a $3,750 option; four references without engagement years; no placement or retention data.

Government Professional Solutions (GPS). Two-partner firm of former city managers. Lead: Chris Lowe (J.D., M.P.A.; University of Kansas; former Baldwin City, Kansas City Administrator), who will personally perform all work. Kansas City Manager placements in Salina and Junction City, with references from both mayors. Fixed, all-inclusive fee of $24,500. Approximately 14-week schedule. Gaps: the proposal predates Addendum No. 1 and does not follow the Section 6 format; it does not address Spanish-language engagement, KORA, or onboarding and six- and twelve-month check-ins; stakeholder engagement is limited; 18-month guarantee; firm founding date not stated; single-consultant capacity.

MGT Impact Solutions (MGT). Large national consulting firm; its recruitment practice reports 321 City Manager recruitments since 2010 (239 in the Midwest, including searches completed before joining MGT) and an average placed-manager tenure of 5.14 years. Lead: Charlene Stevens (University of Kansas M.P.A.; former Sedgwick County Assistant County Manager; former City Administrator in two Minnesota cities). Kansas clients include Olathe, Lawrence, and Wyandotte County. Fixed fee of $26,000 plus not-to-exceed expenses, for a total of $33,000. The proposal follows the RFP closely, tracks the six Section 4 phases and the Phase 4 background scope, and includes the 24-month guarantee and the six- and twelve-month check-ins. Gaps: the base package includes only 12 hours of meetings; the community survey the Addendum anticipates is a $3,500 option; KORA is addressed only generally; subcontractors not identified.

Raftelis. National local-government consulting firm conducting recruitments since 2010. Project Director: Michelle Ferguson (University of Kansas M.P.A.; former Overland Park Assistant City Manager). Lead Recruiter: Catherine Tuck Parrish (University of Kansas M.P.A.; former Rockville, Maryland Deputy and Acting City Manager; former ICMA ethics advisor). Provides detailed tenure data for roughly 70 chief-executive placements, including Kansas placements in Tonganoxie, Eudora, and WaterOne. Fixed fee of $45,500 including expenses, plus advertising and background checks. The fee assumes one on-site visit. Includes first-year goals and six- and twelve-month check-ins. Gaps: Spanish translation of the survey is left to the City; reference and background checks only on the top candidate after final interviews; KORA not addressed; prior Garden City engagements not described.

Recruiting Source International (RSI). Texas executive search and staffing firm founded in 2003; women- and minority-owned. Lead: Delaina Curry-Allen, founder and CEO, whose background is in human resources and recruiting rather than local government management. Public-sector executive search experience is concentrated in Harris County, Texas (including the 2025 County Administrator search), the Harris County Flood Control District, and the City of Houston; no Kansas or Midwest work is identified (see Part A). The proposal is the most closely tailored to the RFP’s format and to

Garden City's strategic goals, and it is strong on process: individual Commissioner interviews, a dedicated Spanish-language specialist, bilingual surveys and sessions, a detailed KORA and executive-session plan citing K.S.A. 45-221(a)(4) and K.S.A. 75-4319(b)(1), the RFP's 24-month guarantee, six- and twelve-month check-ins, and acceptance of the City's contract terms. Fixed fee of $47,600 plus not-to-exceed expenses, for a total of $53,600. All meetings and finalist interviews are virtual unless the City pays for on-site visits. Approximately 20-week schedule, with an appointment in late spring 2027.

Strategic Government Resources (SGR). Texas firm incorporated in 2002, led by former local government managers; more than 450 local government clients in 37 states. The most extensive Kansas City Manager record among the proposers, including Olathe, Lawrence, Topeka, Manhattan, Leavenworth, Shawnee, Ottawa, Bonner Springs, and Coffeyville, with Lenexa and Wyandotte County in progress, as well as the 2025 Finney County Administrator search. Lead: Clay Pearson, Senior Vice President (University of Kansas M.P.A.; more than 30 years in local government, including as City Manager of Novi, Michigan and Pearland, Texas). Not-to-exceed price of $48,250 ($45,750 fixed fee plus up to $2,500 in advertising), which includes two on-site visits, background checks and references on up to five finalists, and post-hire services: two leadership workshops, one year of executive coaching for the new City Manager, and a facilitated performance evaluation. Approximately 15-week schedule. Gaps: no Spanish-language engagement; no KORA or executive-session discussion; no conflict disclosure; the replacement guarantee and SGR's form of agreement fall short of the RFP (see Part B).

D.

Firm	Estimated total to City*	Guarantee	Kansas experience	Spanish	KORA / exec. session	6- and 12-mo. check-ins
CB&A	$34,500	24 mo., at cost; conditions	None identified	No	No	Informal
GMP	$23,900 + uncapped travel and translation	18 mo.	None identified	Yes	Yes	Optional (6-mo.)
GPS	$24,500	18 mo.	Salina, Junction City (CM)	No	No	No
MGT	$33,000 ($36,500 with survey)	24 mo., per RFP	Olathe, Lawrence, Wyandotte Co.	Yes	General	Yes
Raftelis	$49,000 (up to $54,000)	24 mo.; exclusions	Tonganoxie, Eudora, WaterOne	City translates	No	Yes
RSI	$53,600 (up to $59,600)	24 mo., per RFP	None identified	Yes	Yes	Yes
SGR	$48,250 (plus third visit)	12 mo.; 24 mo. with post-hire services	Olathe, Lawrence, Topeka, Manhattan, Finney Co., others (CM)	No	No	Evaluation at 6 or 12 mo.

** Excludes finalist (and spouse, if invited) travel, lodging, and meals, which the City bears under every proposal. Amounts in parentheses reflect the three on-site visits anticipated by Addendum No. 1 or noted add-ons. See the Fiscal Note for detail.*

Cost formula. Section 11, Category 7 awards five points by the formula Lowest Responsive Cost ÷ Proposer Cost × 5. Using the estimated totals above with all seven firms, the formula yields: GMP 5.00; GPS 4.88; MGT 3.62; CB&A 3.46; SGR 2.48; Raftelis 2.44; and RSI 2.23. If GMP is found non-responsive, GPS becomes the lowest responsive cost and the results are: GPS 5.00; MGT 3.71; CB&A 3.55; SGR 2.54; Raftelis 2.50; and RSI 2.29. Both sets of figures are pre-filled on the scoring sheet so Commissioners need only score the five-point Value Assessment in Category 7.

ALTERNATIVES:

1. The Governing Body make select a Firm based on the Written Proposals on November 17, 2026.

Each Commissioner has scored the written proposals individually using the scoring sheet before the meeting, and the Commission would compile the scores and select the highest-ranking firm at this meeting based on the 100-point written evaluation matrix in Section 11. The professional services agreement would be presented for approval at the December 1, 2026 meeting. This keeps the procurement on the RFP's original schedule and allows the recruitment to begin in December. The trade-off is that the Commission would make its decision after only a few days with the proposals and without hearing from the firms' lead consultants, who will work closely with the Commission throughout the search.

2. The Governing Body may select One or More Firms to Interview on December 1, 2026.

The Commission would use this meeting to discuss the written proposals and individual scoring sheets based on the written proposals alone and select one or more firms to interview at the December 1, 2026 meeting, in person or virtually as Addendum No. 1 (Response 5) permits. On December 1, each Commissioner would score the interviews under Section 12 (50 points), the interview score would be added to the firm's written score for a combined total of 150 points, and the Commission would select a firm during that meeting. The professional services agreement would be presented for approval at the December 15, 2026 meeting. This keeps selection on the December 1 date in Section 17 and contract execution on the December 15 date already contemplated by the RFP, while giving the Commission more time with the proposals and the opportunity to evaluate the lead consultants directly. The trade-off is a two-week later start to the recruitment, most of which would fall over the holidays.

RECOMMENDATION:

City Attorney Cunningham recommends:

1. The Governing Body proceed under Alternative 2 and identify up to three firms to interview at the December 1, 2026 City Commission meeting. Based on the review of the written materials.
2. Direct the City Attorney to request from each firm interviewed (or, under Alternative 1, the firm selected) written acknowledgment of Addendum No. 1, identification of all subcontractors and vendors required by Addendum Response 11, a Section 7 conflict disclosure, confirmation of a 24-month replacement guarantee consistent with Section 15.E, and agreement to use the City's professional services agreement.

FISCAL NOTE:

The City has not established a budget or not-to-exceed amount for this engagement (Addendum No. 1, Response 4). The cost to the City of accepting each proposal, as submitted, is as follows:

Firm	Professional	Expenses / Additional Costs	Estimated Total Cost to City
CB&A	$34,500 fixed fee	Included in fixed fee (consultant travel, advertising, and background checks)	$34,500

GMP	$19,500 fixed fee	Billed at cost, no cap: job boards $1,800–$2,200; direct mail $1,700–$2,000; background checks $225 per candidate; consultant travel at IRS mileage plus $87.50/hour; translation $90–$100/hour	$23,900 minimum, plus consultant travel and translation (not capped)
GPS	$24,500 fixed fee	Included in fixed fee (consultant travel, design, background and academic checks)	$24,500
MGT	$26,000 fixed fee	Not to exceed: background checks $2,000; consultant travel $3,000 (three visits); advertising $2,000. Community survey $3,500 if added	$33,000 ($36,500 with community survey
Raftelis	$45,500 fixed fee (includes expenses)	Advertising not to exceed $3,000; background checks not to exceed $500 each; up to $2,500 per added on-site visit beyond final interviews	$49,000 ($54,000 with the three on-site visits anticipated by Addendum No. 1)
RSI	$47,600 fixed fee	Not to exceed: advertising $1,500; travel $2,000; background checks $1,500 (five finalists); other expenses $1,000. On-site visits optional at $2,000 per trip	$53,600 (up to $59,600 with three on-site visits)
SGR	$45,750 fixed fee (includes two on-site visits, background and reference checks on five finalists, and post-fire coaching and evaluation)	Advertising up to $2,500. Additional on-site visits at $1,021 per day plus travel; post-hire travel at cost; stakeholder survey $1,531 if added	$48,250 (plus a third on-site visit and post-hire travel)

In addition, under every proposal the City will pay finalist (and spouse, if invited) interview travel, lodging, and meals, which will depend on the number and location of the finalists, and the cost of any optional services the Commission elects, such as leadership assessments or additional community engagement. The funding source will be identified by the Finance Department before the professional services agreement is presented for approval.

ATTACHMENTS:

City Manager Executive Search RFP
Addendum 1 City Manager Search
Proposal of Colin Baenziger & Assoc (with Volume II Appendices)
Proposal of GMP Consultants
Proposal of Government Professional Services
Proposal of MGT Impact Solutions
Proposal for Raftelis
Proposal for Recruiting Source International
Proposal for Strategic Government Resources
City Manager Search - Commissioner Proposal Scoring Sheet

CITY OF GARDEN CITY, KANSAS

REQUEST FOR PROPOSALS (RFP)

Executive Recruitment Services for City Manager Search

Issue Date: October 15, 2026
Proposal Due Date: November 9, 2026
Submit To: City Attorney, City of Garden City, Kansas
Issuing Authority: Garden City Commission

SECTION 1. INVITATION TO PROPOSE

The City of Garden City, Kansas ("City") invites qualified executive recruitment firms to submit proposals to provide professional executive search services for recruitment and selection of the City's next City Manager.

The selected consultant will assist the Garden City Commission throughout the recruitment process, including stakeholder engagement, development of a candidate profile, recruitment, candidate screening, finalist evaluation, background investigations, contract negotiation assistance, and executive onboarding support.

The City seeks a consultant with substantial experience conducting local government executive recruitments and a demonstrated record of successful City Manager placements.

SECTION 2. COMMUNITY AND ORGANIZATION PROFILE

Garden City, Kansas is a full-service City government operating under the Commission-Manager form of government, as described in Kansas State Statutes for Cities of the First Class. The City adopted this form of government in 1948, and has had four City Managers in its history (three since 1953).

Leadership Transition

The City's current City Manager, Matt Allen, has served the City for 25 years, 18 as city Manager and another 6 as Assistant City Manager, and will conclude his service as City Manager in the first quarter of 2027. A specific departure date has not yet been set. The Commission will appoint an interim City Manager to bridge the gap between Mr. Allen's

departure and the new City Manager's start date. The Commission has not yet established a target start date for the next City Manager and anticipates setting one in consultation with the selected consultant.

With only four City Managers in more than 75 years, the City has enjoyed unusually stable leadership. The next City Manager will succeed a long-serving leader whose relationships, institutional knowledge, and approach have shaped the organization for many years. Proposers should describe how their search process will account for this transition, both in identifying the qualities the Commission and community value and in preparing the selected candidate to lead an organization accustomed to long-tenured, stable leadership.

The community population is 35,222, rich with diversity and comparatively younger than the region with an average age of 30. Garden City serves as a multi-state regional hub for a trade area with a population that exceeds 250,000.

The City Commission serves as the governing body responsible for establishing policy direction and employing the City Manager. The City Manager serves as the chief administrative officer responsible for implementing Commission policy and managing municipal operations. The Commission consists of five members elected at large to either a four-year term or two-year term, depending on election outcome. Three seats run every two years. The chairperson of the board is selected annually by the Commission from among its members and assumes the title of “Mayor.”

The City provides a comprehensive range of municipal services and employs approximately 400 full-time employees. The City's 2027 adopted budget totals approximately $188 million, including a general fund of approximately $44.7 million. In addition to traditional general government services, operation of electric, water, wastewater, water reuse, stormwater, and solid waste utilities, a regional commercial service airport, and a nationally recognized municipal golf course and zoo are distinctive features of this organization. Generating a candidate pool which has experience with, or the capacity to lead, such operations is an important consideration for selecting the right executive search consultant.

The mission of the City of Garden City is to effectively, efficiently, and equitably provide services and facilities which meet the public needs of the people of the City, and enhance the quality of life in the community.

The City's organizational core values are:

- Service
- Community
- Performance

Key Priorities and Challenges

The City Commission has articulated 2026-2027 Strategic Goals and Objectives as follows:

1. Develop Businesses and Develop Housing
    a. 4,000 Housing Units by 2035
    b. Flexible Housing Options
    c. Expand Retail
    d. Determine next Steps for the State Theater
2. Upgrade and Maintain Public Infrastructure and Facilities
    a. Buffalo Dunes Golf Course Clubhouse and Restrooms
    b. Expand Walking Trail Network
    c. Finnup Park Court Maintenance
    d. Engance City entrance signs
    e. Northeast Sanitary Sewer Interceptor
    f. Wayfinding Signs
    g. Increase Road Mainenance plan/road repair plan per PEC recommendations.
3. Build Relationships with External Partners
    a. Highway 50 “Bypass of the bypass”
    b. Advocate for a divided Highway 83
    c. Advocate for a divided Highway 50/400
    d. Township Fire Contracts
    e. Advocate for more housing development funding
    f. Youth Engagement
    g. Multi-cultural engagement
4. Improve Internal Operations
    a. Upgrade radios for the first responders, public work, utilities, and public schools
    b. Expansion of solar use within the community
    c. 50,000 enplanements by 2040
    d. Develop City Commission specific handbook
    e. Investigate the ability to levy a bed tax and potential uses
    f. Additional Murals

Additional Information

Additional information about the City is available at www.garden-city.org, including the City's adopted budget, strategic plan, comprehensive plan, and organizational chart.

SECTION 3. PROJECT OBJECTIVES

The selected consultant shall assist the City to:

1. Identify leadership priorities for the next City Manager.
2. Develop a comprehensive recruitment profile (to include the position salary range and any residency expectations for the position).
3. Conduct a nationwide executive search.
4. Recruit qualified and diverse candidate pools.
5. Screen and evaluate applicants.
6. Facilitate finalist interviews.
7. Conduct background and reference investigations.
8. Assist with selection and contract negotiations.
9. Facilitate successful transition and onboarding.

SECTION 4. SCOPE OF WORK

Phase 1. Discovery and Assessment

Consultant shall:

- Meet with the City Commission.
- Review organizational priorities and challenges.
- Conduct stakeholder engagement activities as directed, which may include Commission members, department directors, employees, community partners, and the public.
- Provide stakeholder engagement opportunities accessible to the City's multilingual community, including, at a minimum, Spanish-language engagement and interpretation as needed.
- Develop a leadership profile and recruitment brochure.
- Assist the Commission in defining desired qualifications and competencies.

Deliverable: City Manager Candidate Profile

Phase 2. Recruitment and Outreach

Consultant shall:

- Conduct a national recruitment effort.
- Advertise through appropriate municipal management organizations.
- Identify and recruit passive candidates.
- Develop marketing and outreach materials.
- Maintain candidate communications.

Deliverable: Recruitment Strategy and Outreach Plan

Phase 3. Candidate Screening

Consultant shall:

- Review applications.
- Evaluate qualifications.
- Conduct preliminary interviews.
- Prepare written candidate assessments.
- Recommend semifinalists and finalists.

Deliverable: Candidate Evaluation Report

Phase 4. Background Investigations

Consultant shall perform comprehensive due diligence on finalists including:

- Employment verification
- Education verification
- Credential verification
- Professional reference checks
- Public records review
- Media review
- Social media review
- Civil litigation review
- Criminal background review, where legally permissible

Consultant shall obtain all candidate disclosures and authorizations, and shall comply with all notice and adverse-action requirements, under the federal Fair Credit Reporting Act and applicable Kansas law. Media and social media reviews shall be conducted so that information concerning a candidate's membership in a protected class, or other information that may not lawfully be considered in an employment decision, is not reported to the City.

Deliverable: Finalist Background Investigation Report

Phase 5. Selection Support

Consultant shall:

- Develop interview materials.

- Facilitate interview processes.
- Assist with candidate evaluations.
- Provide advice regarding recruitment best practices.
- Support contract negotiations as requested.

Deliverable: Interview Materials and Finalist Evaluation Summaries

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Phase 6. Transition and Onboarding

Consultant shall:

- Provide onboarding recommendations.
- Conduct follow-up consultation after appointment, including check-ins with the Commission and the City Manager at approximately six (6) and twelve (12) months after appointment.

Deliverable: Onboarding Recommendations

SECTION 5. MINIMUM QUALIFICATIONS

Firms must demonstrate:

- Minimum five (5) years providing executive recruitment services.
- Significant experience recruiting executive-level local government positions.
- Demonstrated success conducting City Manager recruitments.
- Capacity to perform services within the proposed timeline.

Preference may be given to firms with experience in:

- Kansas municipalities;
- Midwest communities;
- Full-service municipal organizations;
- Commission-Manager governments.

SECTION 6. PROPOSAL CONTENT REQUIREMENTS

A. Cover Letter

Include:

- Firm name and address
- Contact information
- Authorized representative
- Statement of commitment to perform services

B. Firm Profile

Include:

- Background and history
- Ownership structure
- Organizational capacity
- Municipal executive recruitment experience

C. Municipal Search Experience

Include:

- Number of City Manager searches completed
- List of comparable municipal clients
- Placement outcomes
- Candidate retention information

D. Project Team

Include:

- Lead consultant qualifications
- Team resumes
- Assigned responsibilities
- Availability commitments

E. Technical Approach

Describe:

- Stakeholder engagement methods
- Recruitment strategy
- Candidate sourcing methodology
- Screening and evaluation process

- Background investigation process
- Confidentiality protocols
- Candidate management approach
- KORA/Open Records considerations, including the approach to applicant confidentiality under the KORA personnel-records exemption (K.S.A. 45-221(a)(4)), the Commission's use of executive session under K.S.A. 75-4319(b)(1), and the timing of any public release of finalist names

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F. Project Schedule

Provide:

- Detailed timeline
- Deliverables
- Milestones

G. References

Provide five municipal references including:

- Community name
- Contact person
- Title
- Phone
- Email
- Year of engagement

H. Cost Proposal

Provide:

- Professional fees (stated as a fixed fee)
- Advertising costs
- Travel costs
- Background check costs
- Optional services
- Any reimbursable expenses (stated as a not-to-exceed amount)

Consultants shall also identify:

- Length of replacement guarantee (not less than twenty-four (24) months; see Section 15.E)
- Conditions of replacement guarantee
- Transition support services
- Excluded costs

I. Understanding of Garden City

Describe the consultant's understanding of Garden City, its Commission-Manager organization, and the leadership transition described in Section 2, and explain how the consultant will tailor its stakeholder engagement, candidate profile, and recruitment outreach to this community. Address the consultant's capacity to engage community members in Spanish and other languages.

SECTION 7. CONFLICT OF INTEREST DISCLOSURE

Proposers shall disclose any actual or potential conflicts of interest including:

- Representation of prospective candidates;
- Prior relationships with City officials or employees;
- Existing contractual relationships which may affect impartiality.

Failure to disclose conflicts may result in disqualification.

SECTION 8. SUBCONTRACTORS

Proposers shall identify all subcontractors proposed for the engagement.

No subcontractor substitution shall occur without prior written approval of the City.

SECTION 9. PUBLIC RECORDS AND CONFIDENTIALITY

Proposals submitted to the City may be subject to disclosure pursuant to the Kansas Open Records Act (KORA).

The City does not guarantee confidentiality of proposal materials except as provided by law.

Proposers claiming confidentiality shall clearly identify information claimed to be exempt from disclosure and provide legal justification.

SECTION 10. NON-COLLUSION CERTIFICATION

By submitting a proposal, each proposer certifies that:

- The proposal was independently prepared.
- No collusion exists with any other proposer.
- No improper effort has been made to influence the procurement process.

SECTION 11. EVALUATION PROCESS

Proposals will be evaluated by a committee designated by the City.

The evaluation committee's recommendation shall be advisory only.

The City Commission retains sole authority to select the successful proposer.

Written Proposal Evaluation Matrix (100 Points)

Evaluation Category	Points
Firm Qualifications and Organizational Capacity	5
Relevant City Manager Search Experience	20
Project Team Qualifications	15
Recruitment Methodology and Search Process	25
Project Management and Timeline	5
References and Past Performance	5
Cost Proposal and Overall Value	10
Replacement Guarantee and Transition Support	5
Understanding of Garden City and Tailored Approach	10
TOTAL	**100**

1. Firm Qualifications and Organizational Capacity (5 Points)

Criteria	Points
Stability and longevity of firm	1
Depth of municipal executive search practice	2
Organizational resources and technical capacity	2
Total	5

2. Relevant City Manager Search Experience (20 Points)

Criteria	Points

Number of City Manager searches completed	6
Comparable municipalities served	5
Midwest/Kansas municipal experience	3
Candidate retention and placement success	6
Total	**20**

3. Project Team Qualifications (15 Points)

Criteria	Points
Lead consultant qualifications	7
Support team qualifications	3
Availability and accessibility	3
Commission-Manager government expertise	2
Total	**15**

4. Recruitment Methodology and Search Process (25 Points)

Criteria	Points
Stakeholder engagement process	4
Candidate profile development	2
Recruitment strategy and outreach	5
Passive candidate recruitment	3
Screening methodology	4
Background investigations	3
Interview facilitation	2
Confidentiality procedures	1
KORA/Open Records strategy	1
Total	25

5. Project Management and Timeline (5 Points)

Criteria	Points
Realistic timeline	2
Deliverables and milestones	2
Ability to meet City's schedule	1
Total	**5**

6. References and Past Performance (5 Points)

Criteria	Points
Quality of references	2
Comparable municipal clients	2
Overall client satisfaction	1
Total	**5**

7. Cost Proposal and Overall Value (10 Points)

Cost Formula (5 Points)

Lowest Responsive Cost ÷ Proposer Cost × 5

Value Assessment (5 Points)

Criteria	Points
Complete scope	2
Minimal exclusions	1
Additional value-added services	1
Overall value	1
Total	**5**

8. Replacement Guarantee and Transition Support (5 Points)

Criteria	Points
Length and quality of replacement guarantee	3
Transition and onboarding support	2
Total	**5**

9. Understanding of Garden City and Tailored Approach (10 Points)

Proposals will be evaluated on the consultant's demonstrated understanding of Garden City's community, organization, and leadership transition; how specifically the proposed approach is tailored to the City; and the consultant's capacity to engage the City's multilingual community.

SECTION 12. INTERVIEWS

The City may invite one or more firms to participate in interviews.

If interviews are held, each interviewed firm's interview score (50 points) will be added to its written proposal score for a combined total of 150 points.

Interview Criteria	Points
Understanding of City Needs	10
Recruitment Approach	10
Lead Consultant Qualifications	10
Communication and Facilitation Skills	10
Overall Confidence and Fit	10
Total	**50**

SECTION 13. PROPOSAL PROTEST PROCEDURE

Any proposer may file a written protest regarding the solicitation or intended award within five (5) business days following issuance of a notice of intended award.

The Mayor or designee shall review the protest and issue a written decision, which shall constitute the City's final administrative determination.

SECTION 14. RESERVED RIGHTS

The City reserves the right to:

- Reject any or all proposals;
- Waive informalities and irregularities;
- Request clarification of proposals;
- Request Best and Final Offers (BAFO);
- Conduct interviews;
- Modify the scope of services;
- Negotiate fees and contract terms;
- Award services in whole or part;
- Cancel and reissue the solicitation;
- Determine the proposal most advantageous to the City.

SECTION 15. CONTRACT TERMS

A. Insurance

Prior to contract execution, the selected consultant shall provide certificates of insurance evidencing:

Commercial General Liability

- $1,000,000 per occurrence
- $2,000,000 aggregate

Professional Liability (Errors and Omissions)

- $1,000,000 per claim minimum

Automobile Liability

- $1,000,000 combined single limit

Cyber Liability / Privacy

- $1,000,000 per claim minimum

Workers Compensation

As required by Kansas law.

The City, its elected officials, officers, employees, and agents shall be named as additional insureds where applicable.

B. Indemnification

To the fullest extent permitted by law, the Consultant shall indemnify, defend, and hold harmless the City, its elected officials, officers, employees, and agents from claims, damages, losses, liabilities, and expenses arising from negligent acts, errors, omissions, or willful misconduct of the Consultant, its employees, agents, or subcontractors.

C. Termination

Termination for Convenience

The City may terminate the agreement without cause upon thirty (30) days written notice.

Termination for Cause

The City may terminate immediately for material breach, nonperformance, fraud, or violation of law.

D. Ownership of Work Product

All reports, candidate profiles, evaluations, survey results, stakeholder summaries, recruitment materials, and related work products developed under the contract shall become property of the City.

E. Replacement Search Guarantee

If the selected City Manager leaves the position for any reason other than death or disability within twenty-four (24) months of appointment, the Consultant shall conduct one replacement search at no additional professional fee.

The replacement search shall include:

- Recruitment strategy development
- Advertising and outreach
- Candidate recruitment
- Candidate screening
- Reference checking
- Interview facilitation

The City may remain responsible for approved direct expenses including travel, advertising, and background investigations if disclosed in the proposal.

F. Form of Agreement

The selected consultant will be required to enter into a professional services agreement. The City will not agree to indemnify the consultant, to limit the consultant's liability, or to any other term prohibited by Kansas law, including the Kansas Cash Basis Law, K.S.A. 10-1101 et seq.

SECTION 16. EQUAL OPPORTUNITY

The City of Garden City is an Equal Opportunity Employer and encourages participation from qualified firms without regard to race, color, religion, sex, age, national origin, disability, veteran status, or other protected classifications under applicable law.The consultant shall conduct all recruitment, screening, and evaluation activities in compliance with applicable federal and Kansas equal employment opportunity laws.

SECTION 17. ESTIMATED PROCUREMENT SCHEDULE

Milestone	Date
RFP Issued	October 15, 2026
Questions Due	October 29, 2026
Answers/Addenda Issued	November 2, 2026
Proposals Due	November 9, 2026
Interviews (if needed)	November 17, 2026
Selection	By December 1, 2026
Contract Execution	December 1 or December 15, 2026
Recruitment Launch	Following contract execution

SECTION 18. SUBMISSION INSTRUCTIONS AND COMMUNICATIONS

Submission. Proposals shall be submitted in electronic (PDF) format by email to Jennifer V. Cunningham, City Attorney, at jenniferc@morrislaing.com no later than 2:00 p.m. Central Time on the Proposal Due Date. Proposals received after the deadline will not be considered.

Questions and Addenda. All questions regarding this RFP shall be submitted in writing by email to jenniferc@morrislaing.com no later than the Questions Due date in Section 17. Answers will be issued by written addendum posted to the City's website with the initial RFP. Only written addenda issued by the City are binding.

City Project Manager. Jennifer Cunningham will serve as the City's project manager for this procurement and the resulting engagement.

No-Contact Period. From the issue date of this RFP until the City Commission selects a consultant, proposers and their representatives shall not contact any member of the City Commission, the City Manager, or any other City official or employee regarding this RFP, except as provided in this Section 18. A violation may result in disqualification.

End of Request for Proposals

CITY OF GARDEN CITY, KANSAS

REQUEST FOR PROPOSALS (RFP)

Executive Recruitment Services for City Manager Search

ADDENDUM NO. 1

Addendum Issue Date: November 3, 2026
RFP Issue Date: October 15, 2026
Proposal Due Date: November 9, 2026, 2:00 p.m. Central Time
Issuing Authority: Garden City Commission

SECTION 1. GENERAL

This Addendum No. 1 is issued under Section 18 of the City of Garden City, Kansas Request for Proposals for Executive Recruitment Services for City Manager Search, issued October 15, 2026 (the "RFP"). This Addendum is part of the RFP. Except as stated in this Addendum, all terms and conditions of the RFP remain unchanged. Capitalized terms and section references have the meanings given to them in the RFP.

SECTION 2. RESPONSES TO PROPOSER QUESTIONS

The City received the following written questions under Section 18. Each question is restated below, followed by the City's response.

Question 1. Minimum qualifications (Section 5).

Will the City count the experience of the lead consultant who will personally conduct the search, including the lead consultant's years of executive recruiting and human resources leadership for public and publicly funded organizations, toward the minimum of five (5) years of executive recruitment services and the local government executive recruitment experience required by Section 5?

Response. The minimum qualifications in Section 5 apply to the proposing firm. The City will determine whether each proposal meets those minimums based on the firm's demonstrated

experience. The experience of individual key personnel will be considered in scoring Project Team Qualifications under Section 11, Category 3, and Lead Consultant Qualifications in any interview under Section 12, but it does not substitute for the firm-level minimums.

Question 2. City Manager recruitments (Sections 5 and 8).

May a proposer demonstrate City Manager recruitment experience through a named member of the project team, such as a subconsultant or advisor identified under Section 8, who has conducted City Manager recruitments?

Response. A proposer may identify subconsultants or advisors as members of its project team under Sections 6.D and 8, and their experience will be considered in scoring Project Team Qualifications under Section 11, Category 3. To satisfy the Section 5 requirement of demonstrated success conducting City Manager recruitments, however, the City Manager recruitment experience must be the proposing firm's own.

Question 3. References (Section 6.G).

If a proposer can provide fewer than five municipal references, will the City accept references who can speak directly to the executive recruiting work of the key personnel assigned to the search, and still consider the proposal responsive?

Response. Section 6.G calls for five municipal references. A proposal with fewer than five municipal references will not be rejected for that reason alone, and the City reserves the right to waive informalities under Section 14. References must be clients for whom the proposing firm, or the key personnel assigned to this search, performed executive recruitment work, and each reference should include the information listed in Section 6.G. References and Past Performance are scored under Section 11, Category 6, and the number, relevance, and quality of the references provided will be considered in that scoring. The City reserves the right to contact any reference.

Question 4. Budget (Section 6.H).

Has the City established a budget or not-to-exceed amount for this engagement?

Response. The City has not established a budget or not-to-exceed amount for this engagement. Proposers should state professional fees as a fixed fee and reimbursable expenses as a not-to-exceed amount, and should itemize the other costs listed in Section 6.H. Cost proposals will be scored under Section 11, Category 7: five (5) points by the cost formula stated in that Category, and five (5) points for overall value.

Question 5. On-site work (Sections 4 and 12).

How many on-site visits to Garden City does the City expect from the consultant (for example, the initial Commission meeting, stakeholder sessions, and finalist interviews), and may other meetings be held virtually? Will the November 17 interviews with firms be held in person or virtually?

Response. The City anticipates that the consultant will be on site in Garden City for at least three visits:

- The initial meeting with the City Commission;
- Stakeholder and community engagement sessions; and
- Finalist interviews and the selection process.

Other meetings may be held virtually with the City's agreement. Proposers should describe their proposed on-site schedule in the Project Schedule required by Section 6.F and include related travel costs in the cost proposal required by Section 6.H. If interviews with firms are held under Section 12, they will be conducted on November 17, 2026 these could be done in person or virtually.

Question 6. Spanish-language engagement (Section 4, Phase 1, and Section 6.I).

Will the City accept professional interpretation and translation provided through a qualified interpreter the consultant engages? Does the City expect the candidate profile, recruitment brochure, or community survey to be published in Spanish as well as English?

Response. Yes. The City will accept professional interpretation and translation services provided by a qualified interpreter or translation service engaged by the consultant. Any such interpreter or service must be identified as a subcontractor under Section 8 (see Response 11). The City expects the community survey and public engagement materials to be available in both English and Spanish. The candidate profile and recruitment brochure may be published in English only. Proposers should describe their approach under Section 6.I and include any related costs in the cost proposal.

Question 7. Format and forms (Sections 6 and 18).

Is there a page limit or a required form for the cost proposal, and will a cover letter signed electronically by the firm's authorized officer meet the signature requirement? Are there any other forms the City requires with the proposal?

Response. The RFP does not impose a page limit. Proposals should be organized in the order set out in Section 6. No specific form is required for the cost proposal, but the cost proposal must include each item listed in Section 6.H, with professional fees stated as a fixed fee and

reimbursable expenses stated as a not-to-exceed amount. A cover letter signed electronically by the firm's authorized representative identified under Section 6.A is acceptable.

No additional forms are required with the proposal. Proposals must include the conflict-of-interest disclosures required by Section 7, and the non-collusion certification in Section 10 is made by submitting a proposal. Certificates of insurance under Section 15.A and Kansas registration (see Response 10) are required before contract execution, not with the proposal.

Question 8. Prior recruitments.

Has the City used an executive search firm for its most recent City Manager recruitment or for other recent executive recruitments? If so, may the City share the firm's name and the contract amount?

Response. The City's most recent City Manager appointment was made eighteen years ago, when the City's then-Assistant City Manager was selected. The City used an executive search firm, The Austin Peters Group, for that recruitment, with Marla Flentje serving as the lead consultant. In that recruitment, the City Commission did not proceed to a finalist stage; following the semifinalist stage, the Commission interviewed one candidate and made its appointment. The City does not have the contract amount from that engagement readily available and does not believe it is relevant given the significant amount of time that has passed. The City has not used an executive search firm for any other recent executive recruitment.

Question 9. Internal candidates (Section 2).

Does the Commission anticipate that internal candidates, including the interim City Manager, may apply for the position?

Response. The recruitment is open to all qualified candidates, including current City employees and the interim City Manager. Any internal candidate will be subject to the same recruitment, screening, and evaluation process as external candidates.

Question 10. Kansas registration.

Must a proposer be registered with the Kansas Secretary of State to do business in Kansas at the time it submits a proposal, or only before contract execution?

Response. Registration is not required at the time a proposal is submitted. Before contract execution, the selected consultant must be registered with the Kansas Secretary of State to do business in Kansas and must be in good standing.

Question 11. Subcontractors (Section 8).

Does Section 8 require proposers to name vendors that support the search, such as the consumer reporting agency that conducts background checks and an interpretation or translation service, or only subcontractors that perform professional search services?

Response. Yes. Proposers must identify every subcontractor or vendor that will have access to candidate information or will interact with candidates or the public on the City's behalf, including:

- Any consumer reporting agency that will conduct background checks; and
- Any interpretation or translation service.

General administrative vendors, such as job-board or advertising services, need not be named. Each subcontractor identified is subject to the substitution provision in Section 8.

SECTION 4. PROPOSAL DUE DATE AND ACKNOWLEDGMENT

Proposals remain due by email to Jennifer V. Cunningham, City Attorney, at jenniferc@morrislaing.com, no later than 2:00 p.m. Central Time on November 9, 2026, as provided in Sections 17 and 18. This Addendum is posted on the City's website with the RFP. Proposers are requested to acknowledge receipt of this Addendum No. 1 in their cover letters.

All other terms and conditions of the RFP remain unchanged.

CITY OF GARDEN CITY, KANSAS

Jennifer V. Cunningham
City Attorney and City Project Manager

End of Addendum No. 1

COLIN BAENZIGER & ASSOCIATES

EXECUTIVE RECRUITING

GARDEN CITY

KANSAS

PROPOSAL TO PROVIDE EXECUTIVE RECRUITMENT SERVICES FOR THE CITY OF GARDEN CITY, KS

Volume I: Proposal

Submitted on: November 9, 2026

Colin Baenziger & Associates

Contact Person:

G. Scott Krim, Managing Partner
Colin Baenziger & Associates
Phone: (801) 628-8364
e-mail: ***Scott@cb-asso.com***
Fax: (561) 621-5965

…Serving Our Clients with a Personal Touch…

PROPOSAL TO PROVIDE
EXECUTIVE SEARCH FIRM SERVICES

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November 9, 2026

The Honorable Mayor Tom Nguyen, Vice Mayor Deb Oyler, and Commissioners Karen Canales-Lozano, Roy Cessna and Bryce Landgraf
Attn: Jennifer Cunningham, City Attorney
jenniferc@morrislaing.com
City of Garden City
301 N 8th Street
Garden City, KS 67846

Mayor Nguyen, Vice Mayor Oyler and Commissioners Canales-Lozano, Cessna and Landgraf:

Colin Baenziger & Associates (CB&A) would like to thank you for the opportunity to submit this proposal to assist in finding your next City Manager. While selecting key personnel is never easy, CB&A has developed a problem-free process that has been tested across the country and found to be extremely effective.

CB&A is a municipal recruiting firm with a national reach that was established in 1997 and began its recruitment services in 1998. Our corporate offices are located in Utah, though we also have offices in Florida. We have conducted assignments from Florida to Alaska and Maine to California. We pride ourselves on providing not just high-quality results, but, equally important, providing a great deal of personal attention to each of our local government clients. To conduct a proper recruitment, we feel the project manager must do more than just drop by occasionally. He/she must get to know the appropriate government officials and the community firsthand. That effort takes time, but it is the only way to ensure the candidates we recommend are well qualified and a good fit for your community. As a result, we only take a few clients at a time and focus on getting the job done properly. Further, we routinely complete our work in sixty to ninety days. This timeframe includes preparation of recruitment and advertising materials, candidate outreach, candidate screening, finalist interviewing, and selection. We also offer one of the better warranties in the industry.

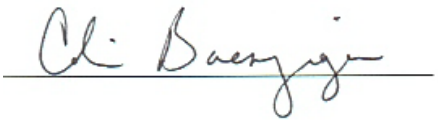
Nationally we have found City Managers/Administrators for Ankeny, IA; Davenport, IA; Cedar Falls, IA; Indianola, IA; Waukesha, WI; Kirkwood, MO; Fort Smith, AR; Ashland, KY; Auburn, AL; Bellevue, WA; Doraville, GA; Fairborn, OH; Fayetteville, NC; Wilmington, NC; Mount Pleasant, MI; Portland, ME; Roanoke, VA; Scottsdale, AZ; Tacoma, WA; Cape Canaveral, FL; and Winchester, VA. We have also found the Borough Manager for Matanuska-Susitna Borough, Alaska (a county the size of West Virginia) as well as County Managers for Brevard County, FL; Clackamas County, OR; Clay County, FL; El Paso County, TX; James City County, VA; Polk County, IA; St. Lucie County, FL; St. Johns County, FL; and Union County, NC.

Some of our current searches include a Section Chief for Parks and Recreation for Charleston, SC; a City Attorney for Grand Junction, CO; a Public Works Director for Hallandale Beach, FL; and a Development Services Director for Weston, FL.

Those authorized to bind the company are partners Colin Baenziger and Scott Krim, as well as Lynelle Klein, Senior Vice President. Once we sign a contract we are committed to completing the assignment. In fact, on the rare occasion that our clients do not find the right candidate in the first round of recruiting, we initiate a second round of recruiting at no additional cost.

We look forward to formally presenting our credentials and working with you in the near future. If you have any questions, please feel free to contact us at (801) 628-8364.

Sincerely,



Colin Baenziger
Senior Partner



G. Scott Krim
Managing Partner
Colin Baenziger & Associates
5251 South 575 West, Suite 1
Riverdale, UT 84405
e-mail: ***Scott@cb-asso.com***
Cell: (801) 628-8364

…Serving Our Clients with a Personal Touch…

B. Qualifications and Experience of the Firm

The Firm, Its Philosophy, & Its Experience

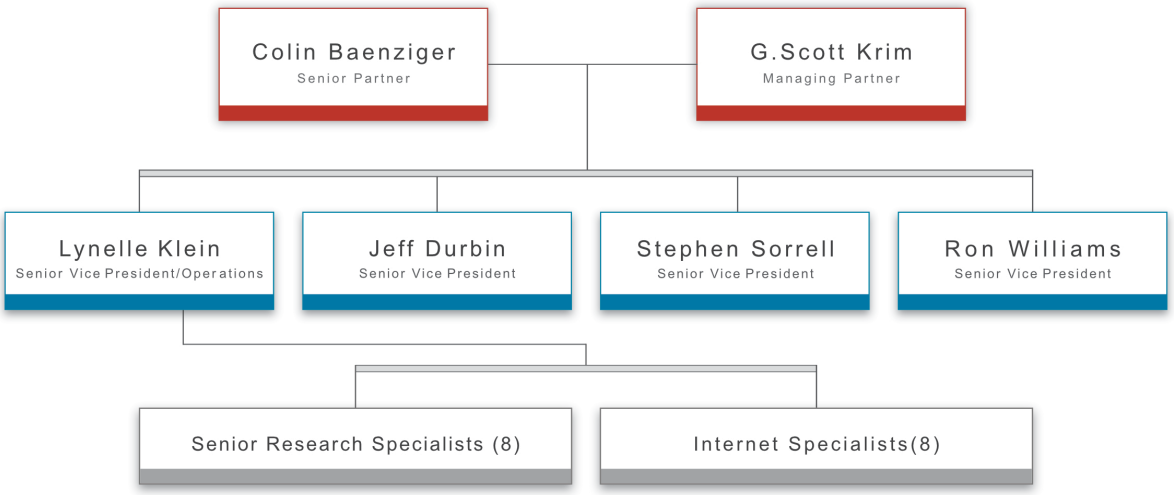
Colin Baenziger & Associates (CB&A) is a nationally recognized firm which began executive recruiting in 1998. The firm has offices in Daytona Beach Shores, FL, Grand Junction, CO, Pensacola, FL, and Weber County, UT. Our firm name is Baenziger Krim & Associates, LLC dba Colin Baenziger and Associates. The firm is owned by Scott Krim (60%) and Brooke Krim (40%).

Colin Baenziger & Associates' outstanding reputation is derived from our commitment to the quality of our product and the timeliness of the delivery. Further, our work is not done until you are fully satisfied. That means we go the extra mile and, at times, expend more effort and energy than originally anticipated in our action plan. When we do so, we do not ask for more than the originally quoted price. We feel you are hiring us as your experts, and once a contract is signed, we have an obligation to fulfill its requirements with excellence, on time, and within budget. We operate on the principle that all contingencies can and should be anticipated.

Since beginning our executive search practice, we have worked for clients in thirty-seven states. Overall, we have conducted more than 420 searches overall, with over 250 of them being for CEOs for cities, counties, and special districts. More importantly, the basic approach outlined herein has been refined to the point where it is problem-free.

Technical Capabilities and Organizational Structure

Colin Baenziger & Associates has developed its business model over the past 28 years, and its effectiveness has led to our success and national reputation. Our work has focused on Executive Search, and our staff is extremely capable and experienced. See Section III for more details. The structure of our firm is outlined below.



What Makes us Unique

What sets us apart is more than just experience, it's our unwavering commitment to prioritize clear communication and mutual trust, while tailoring our approach to meet your specific needs. Our work focuses on recruiting top-level roles in local government, and we do not implement a one-size-fits-all process.

A cornerstone of our process is the rigor we apply to candidate screening. We dedicate the necessary time and resources to conduct comprehensive background checks and produce **detailed candidate reports before you select your finalists**. This ensures that when the elected body moves forward with interviews, they do so with full confidence—knowing each recommended candidate has already been thoroughly and professionally vetted.

Completion of Projects within Budget

Colin Baenziger & Associates is proud of its record of completing searches within budget. Once we quote a price to the client, that price is what the client will pay, no matter how difficult the search is or what circumstances may develop. ***We have never requested anything beyond the originally quoted price, even in cases where we were probably entitled to do so.*** That guarantee remains in place today.

Completion of Projects on Schedule

Colin Baenziger & Associates delivers results—fast. Most assignments are completed within 90 days, and since launching its recruitment services, **the firm has never missed a major milestone.** That kind of reliability means you can count on CB&A to keep your project on track and on time.

Women and Minorities

CB&A has extensive contacts with individuals and organizations representing women and minorities. We are thus able to identify and bring a diverse group of finalists to the City. The proof is that since 2012, 40% of the candidates hired in our recruitments have been females and/or minorities. Some years that number has been as high as 65%.

Prior Names and Litigation

Colin Baenziger & Associates has always operated under its current name and has never been involved in any litigation, except to testify as an expert witness on behalf of one of the parties. Our performance has never been questioned nor have we or any of our clients been involved in any legal action as a result of our work.

Insurance

To protect our clients, Colin Baenziger & Associates maintains the following insurance coverages: (1) general liability insurance of $2 million per occurrence, (2) automobile liability insurance of $1 million per occurrence, (3) professional liability insurance of $1 million per occurrence and (4) Cyber and Data Risk insurance of $250,000 per claim. Further, we carry the required workers compensation insurance for our employees.

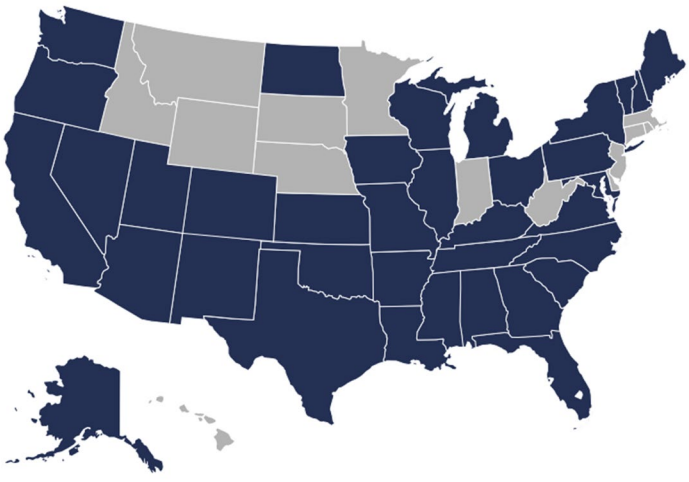
Clientele

Our clients are almost exclusively local governments, and they make the hiring decision. We do not accept payment for any services from candidates; we feel that would be a conflict of interest.

Geographic Reach

Since initiating its search function in 1998, CB&A has become a nationwide recruiting firm. We have conducted assignments in 37 states, see Figure I below. A complete list of our searches can be found in Appendix A.

Figure I: Our clients are in states highlighted in blue.



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Number of City Manager searches completed

Since beginning our executive search practice, we have worked for clients in thirty-seven states. Overall, we have conducted more than 420 searches overall, with over 250 of them being for CEOs for cities, counties, and special districts. More importantly, the basic approach outlined herein has been refined to the point where it is problem-free.

CB&A's City Manager/Administrator Placements Since 2024						
Title	**Client**	**Pop.**	**Placement**	**Start Date**	**End Date**	**Notes**
City Administrator	Fort Smith, AR	90,517	Jeff Dingman	8/19/2026		
City Administrator	Crestwood, MO	12,295	David Weidler	8/17/2026		
Town Manager	Orange Park, FL	8,953	Gary Goble	8/5/2026		
CAO	Kirkwood, MO	29,302	Darren Lamb	6/8/2026		
City Administrator	Cedar Falls, IA	40,662	Craig Clark	7/6/2026		
City Manager	Hopewell, VA	22,944	Vincent Jones	5/13/2026		
City Administrator	Davenport, IA	100,724	Tim Gleason	3/2/2026	10/5/26	Mr. Gleason resigned to pursue other opportunities. After initially withdrawing, he accepted the position following the Council's encouragement.
City Manager	Lake Helen, FL	3,136	John Brant	1/5/2026		
Town Manager	Orange Park, FL	9,062	Joseph Taylor	12/1/2025	4/21/26	Mr. Taylor resigned to return to the midwest, where he previously worked. We conducted the search for his replacement.
City Manager	Cocoa Beach, FL	11,417	A.J. Hutson	9/8/2025	1/15/2026	Cocoa Beach hired its Interim Manager outside the search process and subsequently promoted its Police Chief to City Manager in January 2026.
City Manager	Venice, FL	29,852	James Clinch	8/4/2025		
City Manager	Titusville, FL	50,254	Thomas Abbate	7/19/2025		
City Manager	Kodiak, AK	5,287	Randy Robertson	9/8/2025	10/31/25	Mr. Robertson resigned in October 2025.
City Manager	Cape Canaveral, FL	10,040	Keith Touchberry	8/4/2025		
City Manager	North Myrtle Beach, SC	20,767	Ryan Fabbri	6/6/2025		
City Manager	Wilmington, NC	125,895	Becky Hawke	6/30/2025		

CB&A's City Manager/Administrator Placements Since 2024 (continued)						
Title	**Client**	**Pop.**	**Placement**	**Start Date**	**End Date**	**Notes**
City Manager	Fort Walton Beach, FL	20,925	Jason Davis	6/2/2025		
City Manager	Nome, AK	3,695	Lee Smith	4/14/2025		
Town Manager	Juno Beach, FL	3,858	Rob Cole	3/31/2025	3/27/26	After Mr. Cole's termination, we conducted a warranty search, but the organization opted to continue with the Interim Manager.
City Manager	Seaside, CA	32,366	Greg McDanel	3/17/2025		
City Manager	Longview, WA	37,722	Jennifer Wills	1/30/2025		
City Manager	Fruitland Park, FL	4,100	Karen Manila	1/10/2025		
City Manager	Eagle Mountain City, UT	63,689	Ben Reeves	12/30/2024		
City Manager	Fernandina Beach, FL	13,052	Sarah Campbell	12/2/2024		
City Administrator	Davenport, IA	101,724	Doug Maxeiner	10/28/2024	10/1/25	Mr. Maxeiner resigned for health reasons. We conducted the search for his replacement.
City Manager	Thornton, CO	144,388	Tansy Hayward	10/21/2024		
City Manager	Crystal River, FL	3,485	Audra Curts-Whann	9/24/2024	10/12/26	Ms. Curts-Whann resigned.
City Manager	Pascagoula, MS	21,330	Justin Larsen	8/20/2024		
City Manager	Sunnyside, WA	16,150	Mike Gonzalez	8/1/2024	9/9/25	Mr. Gonzalez's contract was terminated. We conducted the search for his replacement.
City Manager	Deltona, FL	98,528	Doc Dougherty	6/10/2024		
City Manager	Lake Helen, FL	2,871	Jim Gleason	2/5/2024	9/30/25	Mr. Gleason resigned. We conducted the search for his replacement.
City Manager	Belle Isle, FL	7,344	Rick Rudometkin	1/1/2024		

D. Project Team

Project Team and Involvement

Colin Baenziger & Associates has assembled an outstanding project team to serve your needs. Scott Krim will be the lead project manager.



Colin Baenziger, our Senior Partner, has spent ten years in local government as a senior manager and over 30 years as a consultant. In addition to his 28 years in executive search, he specialized in operational reviews of governmental agencies and private sector clients such as the Recording Industry Association of America, and the Marriott Corporation. Mr. Baenziger has a master's degree with distinction in public administration from Cornell University's Graduate School of Management, and a Bachelor of Arts degree from Carleton College. He has also been active in the International City Management Association and the Florida City and County Management Association.



G. Scott Krim, Managing Partner, has 20 years' experience in the public and private sectors and offers an abundance of managerial and analytical experience. He is a versatile leader with proven expertise in executive search, operations optimization, personnel retention, and internal / external stakeholder relationships. Prior to joining our firm, Scott worked for five years in Utah's District Courts. He is a member of the International City / County Management Association, the Association for Public Policy Analysis & Management, the Society of Human Resource Management, and the American Communication Association. Scott has a Master of Public Administration (emphasis in state and local government) from Southern Utah University, and a Bachelor of Science in Organizational Communication from Weber State University in Ogden, Utah. Scott is a certified Professional and Technical Writer.



Lynelle Klein, Senior Vice President for Operations, is a skilled professional with extensive expertise in executive search. Starting as a research assistant with CB&A 12 years ago, she has now firmly established herself as the number three person at CB&A. Prior to joining the firm, she worked primarily in the private sector providing financial and administrative services. Ms. Klein has an associate degree from Brigham Young University in Rexburg, Idaho. She currently resides in Mesa County, CO.



Jeff Durbin, Senior Vice President. With over 30 years of leadership experience in local government and recruiting, he has seen it all and done most of it. He brings notable expertise in organizational change, fiscal challenges, and disaster management. Prior to joining CB&A, he served as an Interim Town Manager, and previously held the position of Town Manager for 16 years in Fraser, CO. He has a Master's Degree in Urban and Regional Planning from Michigan State University, and a Bachelor's Degree in Environmental Design from the University of Colorado. Mr. Durbin is proud to have achieved Credentialed Manager Status and is an active member of the International City/County Management Association, the Colorado City and County Management Association, and the Florida City and County Management Association.

Firm Capacity

We never take on more work than we can manage with the resources that we have. In fact, we will not bid on searches if we feel we cannot provide the outstanding service that our clients deserve and have come to expect. Since the beginning, we have never missed a project deadline. We feel we are the experts and do not believe in unforeseen circumstances. Hence, the firm fixed fee we quote is what we bill, and we will follow the agreed upon schedule. We are, of course, flexible so the client can change the schedule, but we will not. Not all firms follow this model.

E. Technical Approach

The following search methodology has been refined over the past twenty-eight years and is virtually foolproof. That said, we will integrate any ideas you have into the process to the extent possible. Our goal is to ensure you have the right people to interview as well as all the information you need to make the right decision.

Phase I: Information Gathering / Needs Assessment / Brochure Preparation

Task One: Needs Assessment

An important part of the recruiter's work is promoting the community to the very best candidates (including those who are not actively looking for their next job) while providing an honest portrayal of the community and the opportunity. As such, CB&A must first determine the needs of the client and the characteristics of the ideal candidate. Our approach is as follows:

- Gather information from the jurisdiction, its website and other sources;
- Interview the elected body and other key parties (such as City staff). Our goal is to develop a strong sense of your organization, its leadership, its short- and long-term expectations, and its challenges;
- Determine the characteristics of the ideal candidate. These will include experience, longevity, education, personality, demeanor, skills, and achievements as well as other items you and the community consider important;
- Determine a reasonable compensation package; and
- Finalize the timeline with the City so both the elected body and the candidates will know when the interviews will be held and when they need to be available.

If the City wishes, we will gladly incorporate meetings with other stakeholders (such as the business community, non-profit organizations, the religious community, and so on) to gather their insights. We can also solicit the input of your residents through an on-line survey.

Task Two: Develop Position Description and Recruitment Materials

Based on the information we gather, CB&A will develop a comprehensive recruitment profile for your review. We will incorporate any suggestions you have, before we finalize the document. As part of this effort, we will conduct a salary study, comparing similar municipalities, and recommend a market-based range for use in recruiting candidates. A sample profile is included as Appendix B. Other examples can be found on our firm's website under the "Executive Recruitments" / "Active Recruitments" tabs.

Phase II: Recruitment

Task Three: Recruit Candidates

CB&A uses a number of approaches to identify the right people for your position. We say people (and not person) because our goal is to provide you with six to twelve outstanding semi-finalists. You then select the top five people to interview and ultimately choose the candidate who is the best fit with you and your community. The approaches we use are:

- ***Networking:*** The best approach is diligent outreach. We will network with potential candidates and consult our database of government professionals. As we identify outstanding candidates (many of whom are not in the market), we will approach them and request that they apply. Often excellent candidates are reluctant to respond to advertisements because doing so may alienate their current employers.
- ***Advertising:*** In addition to networking, we incorporate professional associations and the trade press into our sourcing strategy to ensure no strong candidate is missed. These might include the International City/County Management Association, related state associations, LinkedIn, the National Association of Cities, and sites aimed as female and minority candidates.
- ***CB&A Website:*** We will also post the recruitment on our website, ***www.cb-asso.com***, which many candidates consult regularly.
- ***Email:*** We will e-mail the recruitment profile to our database of approximately fourteen thousand managers and professionals who are interested in local government management positions. One of the advantages of e-mail is that if the recipient is not interested, he/she can easily forward our information to someone else who may be interested.

We generally do not use local newspapers, national newspapers, or generic employment websites because, while they produce large numbers of applications, they generally do not produce the caliber of candidates we are seeking. Consequently, if the City would like to place ads in these venues, the City will facilitate the job placement, and bear the cost.

Phase III: Screening and Finalist Selection

Task Four: Evaluate the Candidates

Based on our most recent recruiting efforts, we anticipate receiving resumes from forty to sixty applicants. We will use the information we developed in Phase I to narrow the field. Selecting strong candidates is, in reality, more of an art than a science and a mixture of in-depth research and subjective evaluation. While we consider standard ranking factors, our recommendations to you will be those candidates whom we feel will be an outstanding City Manager and a great fit with your community.

Specifically, our efforts will involve:

Step One. Resume Review. CB&A will conduct a detailed screening of each resume to determine the six to twelve, highest-quality candidates.

Step Two. Screening Interview. Our lead recruiters will interview each of the top candidates. Using what we learned in Phase I, and our experience as managers and recruiters, as well as our unique ability to assess candidates, we will determine whom to consider further.

Step Three. Evaluate the Best Candidates. We will conduct thorough research into the backgrounds of the best candidates. Specifically, CB&A will:

- **Ask the Candidates to Prepare a Written Introduction:** We ask the candidates to answer a series of questions about themselves as an adjunct to their resumes and cover letters. By so doing, (1) the candidates can tell their story *in their own*

words, and balance the negativity that is so often characteristic of the press, and (2) the City can evaluate the candidates' written communication skills.

- **Interviews of References:** We provide the candidate with a list of references with whom we wish to speak. These will include current and former elected officials, the municipal attorney, the external auditor, staff members, peers, news media representatives, the director of the local chamber of commerce, community activists, the Human Resources Director they work with, and others who know the candidate. All told, the list will include approximately 20 individuals. We will also attempt to contact some individuals who are not on the candidate's list. Typically, we reach eight to twelve people per candidate and prepare a written summary of each conversation that is approximately one page long.

- **Legal Checks:** Through our third-party vendor, we will conduct the following checks: criminal records at the county, state, and national level; civil records for litigation at the county and federal level; and bankruptcy and credit. As an aside, while only police departments have access to the NCIC database (the gold standard for criminal records), our vendor has developed a very reliable substitute.

- **Search the Internet, Newspaper Archives, and Social Media:** Virtually every community has some form of print and/or electronic media with an archive that provides stories about perspective candidates, the issues they have dealt with, how they resolved them and the results. These articles can also provide valuable insights into the candidate's relationship with the public and the governing body. Of course, not all news sources are unbiased, and we consider that in our evaluation. Further, we will review the candidate's social media accounts.

- **Verification of Education and Work History:** We will verify all stated educational credentials, as well as the candidate's work history for the past 15 years to ensure the candidate has been completely forthright.

- **Candidate Disclosure Statement:** We ask candidates to disclose anything controversial in their background that we need to be aware of. While it is unlikely that they will disclose anything we are not already aware of at this point, we believe redundant checks are beneficial.

As part of our efforts, we will crosscheck sources, search for discrepancies, and resolve them. When sensitive or potentially embarrassing items are discovered, they will be thoroughly researched. Depending on what we discover, we may remove the candidate from consideration, or present them with an explanation.

> *Note: We firmly believe that all background work and checks should be completed prior to recommending any candidates to you. That way you know the individuals you select to interview are all top performers and do not have anything embarrassing in their work history and / or backgrounds that might come to light later. It also means that once you have made a selection, you can move promptly, negotiate a contract and announce your selection.*

Task Five: Preparation and Presentation of Candidate Materials

Unlike many firms, CB&A will select six to twelve candidates and present them for your consideration as finalists. We will provide you with a complete electronic report for each recommended candidate which will include: the candidate's cover letter, resume, introduction, references, background checks and internet / newspaper archive search results. A sample candidate report is included as Appendix C. We will also provide advice on interviewing, a series of questions the elected officials may wish to ask (as well as outlining questions that are not appropriate to ask), and some logistical information.

Task Six: Finalist Selection

Approximately a week after the City has received the candidate materials, CB&A will meet with the elected officials to discuss our findings and to select finalists (ideally five with an alternate) to be invited to interview.

Task Seven: Notify All Candidates of Their Status

We will notify the finalists by telephone and give them the opportunity to ask additional questions. Additionally, we will provide them with information concerning the interviews and travel arrangements.

Further, we will contact those not selected to be interviewed. Part of the notification will include advice concerning their application materials. Thus, even though they were not advanced, they will have gained something valuable for their next employment search.

Phase IV: Coordinate the Interview Process and City Manager Selection

Task Eight: Coordinate the Candidate Assessment Process

Prior to the interviews, we will recommend an evaluation process including mechanisms to assess the candidates' communication skills, interpersonal skills, and decision-making skills. Typically, we suggest the governing body observe the finalists in three settings: a social setting (since the selected candidate will frequently represent the City at community functions), one-on-one interviews with the elected officials, and a formal interview with the governing body as a whole. Our process is outlined below.

Day #1: The finalists are given a tour of the community by a knowledgeable staff member or resident. Municipalities often also include a reception with the City's senior staff at this point.

Later that day, the City can host a reception for the candidates. Its purpose is to allow the elected officials to observe how the finalists respond to a social situation. As noted, your next City Manager will represent your local government in a variety of venues. It is thus important to know how the individual will respond to your citizenry. The reception also serves as an icebreaker whereby the elected officials and the candidates get to know one another informally.

Day #2: The next morning, the finalists will interview individually with each Commission Member for approximately 40 minutes. These meetings will provide you with an opportunity to assess how the candidates are likely to interact with you on an individual basis. Ultimately, Managers succeed or fail based on their interaction with the Commission and its individual members. One-on-one interviews are an excellent way to test that interaction.

After lunch, the Commission, as a group, will interview each finalist one at a time for approximately 30 minutes. Part of the interviews might include a PowerPoint presentation, so the Commission can observe the candidates' presentational skills.

We recommend you invite the finalists' spouses to the interviews, so they can become familiar with the community.

Finally, if it would make you feel more comfortable, we can recommend several third-party management and personality assessment tools that the City can use to provide additional input. They are generally not costly and are not included in our fee.

Task Nine: Debriefing and Selection

After the interviews are completed, we have developed a simple methodology that moves the elected body quickly and rationally to the selection of your next Manager.

Phase V: Negotiation and Continuing Assistance

Task Ten: Notification, Contract Negotiations and Warranty

If requested, we will assist in the employment agreement negotiations. Generally, a member of the elected body or staff and the attorney conduct the actual negotiations while we provide advice and assistance concerning the compensation package and contract. We can also take the lead role in the negotiations if desired. We have a standard contract you are welcome to use with the selected candidate. Your attorney, of course, will prepare the final contract. Since the basic parameters will have been discussed with the candidates, and the candidates have been thoroughly vetted, we expect prompt agreement.

Task Eleven: Continuing Assistance

Our work is not done when the contract is executed. We will stay in touch with you and your new City Manager. Our goal is to be there to assist in resolving any issues that arise before they become intractable. We simply feel it is part of our job to ensure a successful relationship.

Communication: Once the process begins, we will provide weekly emails reporting on the status of the search. At significant milestones we will discuss the process and results with each of you personally. We are also available at any time, day or night, to address any questions you have along the way. To do so, we will provide you with our cellphone numbers, and you should feel comfortable contacting us whenever you have a question whether it is directly related to the search or, for that matter, anything else related to local government. We are, in addition to being exceptional recruiters, students of local government, and can often offer insights as well as names of parties who are familiar with a wide variety of issues, often with innovative solutions. We strive to be responsive and to assist in any way we can.

The City's Obligations

The City will be responsible for providing the facilities for the interview process, coordinating lodging for candidates from outside the area, and making arrangements for the reception. The City will also be responsible for reimbursing the candidates (and spouses, if invited) for all expenses associated with their travel, meals, and incidentals for the interview process.

Confidentiality

Colin Baenziger & Associates includes confidentiality language based on local and state law in our recruitment materials to set appropriate expectations for applicants. We work with candidates as much as we can to keep their search confidential when requested, but setting expectations is also important. When public records requests are filed, we release the information requested according to the laws and regulations of the municipality that we are working for. We do not release information protected by the FCRA and other regulations related to sensitive information.

Compliance with Laws and Regulations

Colin Baenziger & Associates has always complied with laws and regulations, and will continue to do so. While we are required to keep records for a certain number of years, we keep records indefinitely. Therefore, we are always able to fulfill public record requests.

In addition, we are careful to avoid even the appearance of a conflict of interest. For example, when applicants have asked us to review their application materials, we do so as time allows and without charging a fee. We feel it would be a conflict of interest to charge a candidate who we may later recommend to a client.

Proposed Project Schedule

The following is the schedule we would suggest and assumes CB&A is selected to complete the search by December 1st. It can be adjusted based on the availability of the Mayor and Commission.

Phase I: Needs Assessment / Information Gathering

December 9th:	CB&A begins meeting with the Commission Members and other stakeholders to understand the job and its challenges.
December 22nd:	CB&A submits the draft of the full recruitment profile to the City for its review.
December 29th:	The City provides comments on the recruitment profile.

Phase II: Recruiting

January 2nd:	CB&A posts the full recruitment profile on its website and submits it to the appropriate publications. It is also e-mailed to approximately 14,000 local government professionals.
January 22nd:	Closing date for submission of applications.
January 27th:	CB&A reports on the results of the recruitment.

Phase III: Screening, Reference Checks and Credential Verification

March 2nd:	CB&A forwards its reports and materials to the City for the recommended candidates. These will include the candidates' cover letters, resumes and introduction as well as the results of our reference, background, and Internet/newspaper archives/social media checks.
March 9th:	The City selects approximately five finalists and an alternate to interview.

Phase IV: Interview Process Coordination and City Manager Selection

March 18th:	The City holds reception for the finalists.
March 19th:	One-on-one and full Commission interviews and selection of City Manager.

Phase V: Negotiation, Warranty & Continuing Assistance

Post-Selection:	CB&A works with City representatives and the selected candidate on an employment agreement.

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G. References

City Administrator, Cedar Falls, IA (population 41,593)

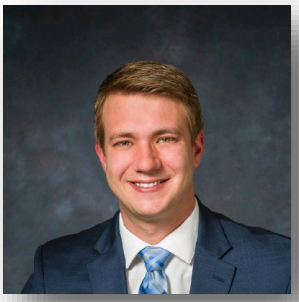
Contact: Mayor Danny Laudick at 319-231-8694, or
Danny.Laudick@cedarfalls.com



Located in northeast Iowa along the Cedar River adjacent to Waterloo and approximately 110 miles northeast of Des Moines, Cedar Falls is a community with warmth, stability, and a kind of Norman Rockwell feel. CB&A was hired at the end of February 2026 to find their next **City Administrator**. We created the recruitment profile, sought outstanding candidates, screened and shortlisted the best individuals, conducted thorough background checks, and recommended finalists. Our project manager attended the interviews in person to help coordinate the process. The Councilmembers selected *Craig Clark, former City Administrator for the City of Austin MN,* in April 2026. Mr. Clark remains with the City.

City Administrator, Crestwood, MO (population 12,295)

Contact: Mayor Scott Shipley at 314-623-9837, or
sshipley@cityofcrestwood.org



Crestwood is a well-established community just 14 miles southwest of downtown St. Louis. This dynamic suburb blends classic homes, local shops, and the calm of true neighborhood living. We began work in March 2026. We worked with the elected body to determine the characteristics and qualifications of the ideal candidate and then created the recruitment materials. Through our targeted marketing and outreach efforts, we were able to bring an excellent pool of candidates to the Town. *David Weidler, then the Interim CAO / Assistant CAO for the City of Kirkwood, MO* was selected in early July 2026. Mr. Weidler remains with the City.

Deputy City Administrator, Dickinson, ND (population 20,800)

Contact: Former City Administrator Shawn Kessell at
(701) 690-7776 or **Shawn.T.Kessell@gmail.com**



Dickinson is a beautiful smaller city located in Southwestern North Dakota. It has a variety of home-grown industries. The City is in excellent financial condition and its facilities are state-of-the-art. We were asked to find a **Deputy City Administrator** with a strong background in finance as the position also serves as Finance Director. We were also asked to move very quickly – the position had been vacant for over six months. We began work on April 18, 2016. It was a difficult recruitment as people with strong financial backgrounds are in short supply. We employed some innovative approaches to marketing the position, presented a number of excellent candidates and on June 27th, the City selected *Linda Carlson, then the Deputy Administrative Support Director / Finance Director for Casper, WY.* Ms. Carlson remains with the City.

City Manager, Hopewell, VA (population 22,944)

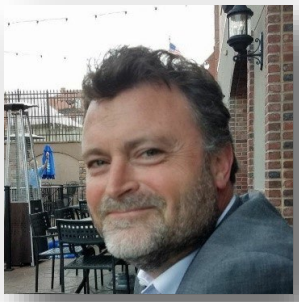
Contact: Former Interim City Manager Michael Rogers at 248-910-0608, or **michaelcharlesrogers@outlook.com**



Tucked along the bluffs where the James River meets the Appomattox River, Hopewell is less than 23 miles south of Richmond and about 80 miles west of Norfolk. CB&A was hired in early October 2025 to find Hopewell's next **City Manager**. We searched the nation for just the right person. Our efforts included extensive outreach, and we found an excellent group of high-quality candidates. We then performed background checks, coordinated the interview process, and assisted the Town in selecting *Vincent Jones, formerly Deputy County Administrator for Loudoun County, VA,* in March 2026. Mr. Jones remains with the City.

Chief Administrative Officer, Kirkwood, MO (population 29,348)

Contact: Former Assistant CAO David Weidler at (314) 602-5198



Just 14 miles southwest of St. Louis, Kirkwood blends the inviting charm of a close-knit community with the convenience and energy of a major metropolitan area. CB&A was awarded the contract on January 19, 2026. We were asked to conduct the search expeditiously so that interviews could be conducted prior to the April election. We sought candidates from around the country and performed the candidate screening. Interviews were held on April 13th and 14th. *Mr. Darren Lamb, formerly the City Administrator for Washington, MO,* was unanimously selected on April 17th. Mr. Lamb remains with the City.

City Attorney, Moline, IL (population 42,452)

Contact: Leah Madesen, Human Resources Director at (309) 524.2069 or **lmadsen@moline.il.us**



CB&A was selected at the end of July 2024 to assist the City in finding their next City Attorney after their recruitment was not successful. As part of our work, we interviewed the City Council to learn what they were looking for, recommended a salary range, conducted extensive marketing for the position, and presented qualified candidates. We did not achieve the candidate pool that we desired so we extended the search and readvertised the position at no additional cost to the City. The search was also slightly elongated to meet the needs of City officials. The City selected *Bill Atkins, formerly a Partner with Johnson, Bunce & Noble*, in December 2024. Mr. Atkins remains with the City.

Candidate References

While it is important to deliver what the City expects, it is also important to keep candidates informed and to treat them with respect and dignity. Accordingly, we have provided references from five of those candidates.

Placement	Recruited To Be	Contact at
Dale Martin *Former City Manager for Winchester, CT*	City Manager, Fernandina Beach, FL *Appointed September 2015. He left in February 2023 and is currently the City Manager of Flagler Beach, FL.*	(904) 557-5047 dallmartin@yahoo.com
Eden Freeman *Former Assistant City Manager for Sandy Springs, GA*	City Manager, Winchester, VA *Appointed June 2014, she left in March 2020. She returned to Sandy Springs as the City Manager in January 2022.*	(404) 683-4816
Bryan Hill *Former Deputy Administrator for Beaufort County, SC*	Administrator, James City County, VA *Appointed July 2014. Hired as the Fairfax County, VA, CEO in January 2018.*	(843) 368-7458
Chris Morrill *Former Assistant City Manager for Savannah, GA*	City Manager, Roanoke, VA *Appointed December 2009. Hired as the Executive Director of the Government Finance Officers Association in 2017.*	(843) 368-7458
Raymond “Boz” Bossert, Jr. *Former Village Administrator for Port Edwards, WI*	General Manager, Sun ‘N Lake of Sebring Improvement District, FL *Appointed July of 2023 and remains with the District.*	(706) 215-4567

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Fee

CB&A offers a firm, fixed price of $34,500, which includes all the expenses we will incur. The only other expenses the City will incur are those associated with bringing the finalists (and spouses, if invited) to interview with the City (travel, meals, hotel etc.). Bills will be rendered as the search progresses and due at the end of each Phase as indicated below:

Requested Services	
Phase I: Needs Analysis / Information Gathering	$ 4,000
Phase II: Recruiting	14,000
Phase III: Screening	14,000
Phase IV: Interview Process Coordination and Selection	1,500
Phase V: Negotiation and Warranty	1,000
Firm, Fixed Fee Total	$34,500

Please note, as previously stated, we have never billed nor requested additional funds beyond our originally quoted fee – even when circumstances suggested we were entitled to them.

Warranty

We proudly stand behind our work with one of the more notable warranties in the industry, underscoring our commitment to quality and integrity. Our warranty includes the following:

1. Once the City employs our recommended candidate, we will not approach the selected City Manager for any other recruitment as long as the individual is employed by the City.
2. Should the selected individual leave for any reason other than an Act of God within 24 months, CB&A will repeat the search for the reimbursement of our costs only. (Act of God defined as: unexpected health conditions occurring to themselves or close family members, total incapacitation, or death).
3. If, after the final events and interviews, the City determines that the candidates presented do not meet the desired standards or are not an outstanding fit, CB&A will repeat the search process at no additional cost.
4. All services outlined in our proposal are covered under a guaranteed, all-inclusive fee. This fee will not be exceeded, except under the conditions listed.

This warranty is effective provided the City adheres to the following guidelines:

- The City follows our recommendations and the agreed upon 90-day project schedule, including all components of each phase (Phase I - V inclusive); and
- The City selects from the recommended candidates officially presented by CB&A.

We recognize that unique circumstances may arise. In such cases, CB&A is willing to engage in good faith discussions with the City to explore potential solutions, or alternative options, even if they fall outside the formal bounds of this warranty.

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Understanding of Garden City

As noted in the RFP, Garden City has enjoyed an extremely stable government., which is a compliment to the elected officials, staff, and the residents. We have worked on many recruitments with similar transitions. For example, we placed a CAO and a Public Works Director for Renton. At the time almost all of their senior leadership team had been in place for over 20 years, with some members having worked for the city for over 30 years.

We find that stable governments are extremely attractive to candidates and the applicant pool tends to be a higher quality. We will work with you to determine an appropriate salary range. We meet with you in person to determine what management qualities are important to you and actively recruit candidates that meet those qualifications.

We can provide multiple examples of community involvement during the process. As noted in our work plan, our firm recommends a reception where the public has the opportunity to meet the candidates and to provide feedback through both formal and informal means. There, they can ask questions and provide the Council Members with feedback via comment cards or by speaking with the elected officials individually or at the formal meeting.

If the City wishes, we can also incorporate meetings with other stakeholders (such as the business community, the non-profit community, City staff and so on) to gather their insights in developing the recruiting materials. We can also have meetings with segments of the community at the beginning of the process to obtain their input or have a public community forum.

We can also solicit the input of your residents through an online survey. These forums and surveys are valuable as they provide additional perspectives and a better understanding of the environment and the wants/needs of the community that the Manager will be working in.

Some municipalities choose to involve citizen panels when interviewing finalists. We suggest these panels only comment on strengths and weaknesses of the candidates and not rank the candidates. The reason is a ranking can place the Council in an awkward position if it disagrees with the citizen's recommendations.

Finally, we can hold a Town Hall style meeting during the interview process where residents can submit questions ahead of time and the candidates answer the questions during the meeting.

We will work with you to create a process that involves the community to the extent that you desire, and that will meet your needs as a Commission.

Conflict of Interest

Colin Baenziger & Associates is not aware of any current or potential conflict of interest with the City of Garden City. As mentioned above, we are very careful to avoid even the appearance of a self-dealing and would not enter into a contract should it result in competing interests.

Outside Services To Be Used

We do not use sub-consultants in the course of our work. The primary vendors that we use, for background checks, are the National Student Clearinghouse and American Databank.

Collusion

Colin Baenziger & Associates' proposal has been independently prepared, and we have not colluded with any other proposer. We have not made any improper efforts to influence the procurement process.

COLIN BAENZIGER & ASSOCIATES

EXECUTIVE RECRUITING

GARDEN CITY

KANSAS

PROPOSAL TO PROVIDE EXECUTIVE RECRUITMENT SERVICES FOR THE CITY OF GARDEN CITY, KS

Volume II: Appendices

Colin Baenziger & Associates

Contact Person:

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Colin Baenziger & Associates
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Fax: (561) 621-5965

…Serving Our Clients with a Personal Touch…

PROPOSAL TO BE THE CITY'S EXECUTIVE RECRUITING FIRM

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Appendix A

Searches by
Colin Baenziger & Associates' Staff

Governmental Search Assignments

Current Searches

Section Chief for Parks and Recreation, Charleston, SC (population 160,965)
City Attorney, Grand Junction, CO (population 73,036)
Public Works Director, Hallandale Beach, FL (population 43,067)
Development Services Director, Weston, FL (population 70,012)

Searches Completed in 2026

City Administrator, Cedar Falls, IA (population 41,593)
City Administrator, Crestwood, MO (population 12,161)
City Administrator, Davenport, IA (population 101,724)
City Administrator, Fort Smith, AR (population 22,944)
City Manager, Hopewell, VA (population 22,944)
Chief Administrative Officer, Kirkwood, MO (population 29,348)
Town Manager, Montverde, FL (population 2,249)
City Manager, Sunnyside, WA (population 16,414)

Chief Information Officer, Charleston, SC (population 160,965)
Section Chief for Planning, Permitting, and Engineering, Charleston, SC (population 160,965)
Section Chief for Public Works, Charleston, SC (population 160,965)

Completed Searches Prior to 2026

Completed Searches – City/Town/Village Manager/Administrator

City Manager, Albany, GA (population 75,600) in 2011
City Manager, Ankeny, IA (population 45,600) in 2013
City Manager, Ashland, KY (population 21,000) in 2013
City Manager, Auburn, AL (population 58,582) in 2017
City Manager, Aventura, FL (population 37,724) in 2017 and 2018
Village Manager, Bal Harbour, FL (population 3,300) in 2013
City Manager, Bartow, FL (population 16,000) in 2007 in 2017 and 2022
Town Manager, Bay Harbor Islands, FL (population 5,628) in 2007, 2012 and 2020
City Manager, Belle Isle, FL (population 7,344) in 2023
City Manager, Bellevue, WA (population 122,400) in 2014
City Administrator, Bradenton, FL (population 60,888) in 2021
City Manager, Brighton, CO (population 41,254) in 2020
Town Manager, Buckeye, AZ (population 32,000) in 2006
City Manager, Burien, WA (population 55,188) in 2017
City Manager, Cape Canaveral, FL (population 10,200) in 2010 and 2025
City Manager, Cape Coral, FL (population 194,570) in 2012 and 2020
City Manager, Carnation, WA (population 1,873) in 2017
City Manager, Casselberry, FL (population 25,000), in 2005
City Manager, Chamblee, GA (population 17,000) in 2011
City Manager, Clewiston, FL (population 7,270) in 2019
City Manager, Cocoa Beach, FL (population 11,200) in 2012, 2015, 2016, and 2025
City Administrator, Connell, WA (population 4,200) in 2014
City Manager, Cooper City, FL (population 32,000) in 2008 and 2023
City Manager, Coral Gables, FL (population 43,000) in 2009
City Manager, Cottonwood Heights, UT (population 34,000) in 2004
City Manager, Covington, VA (population 5,802) in 2016
City Manager, Crescent City, FL (population 1,542) in 2020
City Manager, Crystal River, FL (population 3,485) in 2024
Town Manager, Cutler Bay, FL (population 35,000) in 2006
City Manager, Dania Beach, FL (population 28,000) in 2009
City Manager, Danville, VA (population 43,000) in 2016
City Administrator, Davenport, IA (population 101,724) in 2024
City Manager, Deerfield Beach, FL (population 78,000) in 2019
City Manager, Delray Beach, FL (population 64,100) in 2014
City Manager, Deltona, FL (population 83,000) in 2006, 2008, and 2024
City Manager, Destin, FL (population 12,000) in 2003 and 2011
City Administrator, Dickinson, ND (population 22,300) in 2018
City Manager, Doral, FL (population 24,000), in 2004
City Manager, Doraville, GA (population 10,896) in 2013, 2017 and 2020
Town Manager, Dundee, FL (population 3,000) in 2006 and 2009
City Administrator, Eagle Mountain City, UT (population 63,689) in 2024
City Manager, Ellensburg, WA (population 18,350) in 2014
City Manager, Elmira, NY (population 29,200) in 2014
Village Manager, Estero, FL (population 26,600) in 2015

Completed Searches – City/Town/Village Manager/Administrator (continued)

City Manager, Fairborn, OH (population 33,200) in 2017
City Manager, Fayetteville, NC (population 208,000) in 2012
City Manager, Fernandina Beach, FL (population 11,000) in 2006, 2015, 2023 and 2024
City Manager, Fife, WA (population 8,700) in 2010
City Manager, Fircrest, WA (population 7,215) in 2023
City Manager, Flagler Beach, FL (population 5,458) in 2023
City Manager, Fort Myers, FL (population 68,190) in 2016
Town Manager, Fort Myers Beach, FL (population 6,900) in 2006 and 2008
City Manager, Fort Pierce, FL (population 41,900) in 2012
City Manager, Fort Smith, AR (population 87,650) in 2016
City Manager, Fort Walton Beach FL (population 20,879) in 2023 and 2025
City Manager, Fruitland Park, FL (population 4,100) in 2013 and 2025
City Manager, Gainesville, FL (population 133,857) in 2016 and 2019
City Manager, Greensboro, NC (population 259,000) in 2009
City Manager, Groveland, FL (population 12,493) in 2018
City Manager, Hallandale Beach, FL (population 39,000) in 2010 and 2012
City Manager, Holly Hill, FL (population 13,000) in 2008 (partial search)
City Manager, Homestead, FL (population 62,000) in 2010
City Manager, Indianola, IA (population 15,108) in 2015
Village Manager, Islamorada, FL (population 7,500) in 1999, 2005, 2021 and 2022
City Manager, Jacksonville Beach, FL (population 23,387) in 2018
Town Manager, Juno Beach, FL (population 3,600) in 2005, 2023, and 2025
Village Manager, Key Biscayne, FL (population 11,000) in 2007 and 2011
City Manager, Key West, FL (population 24,600) in 2012
City Manager, Kodiak, AK (population 5,287) in 2025
Town Manager, Lady Lake, FL (population 15,954) in 2021
City Administrator, Lake Forest Park, WA (population 13,059) in 2018
City Manager, Lake Helen, FL (population 2,871) in 2024 and 2025
Town Manager, Lake Park, FL (population 9,100) in 2001 and 2003
City Manager, Lake Worth Beach, FL (population 38,010) in 2003, 2007 and 2021
Town Manager, Lantana, FL (population 9,600) in 2000 and 2021
City Manager, Lauderdale Lakes, FL (population 32,000) in 1998 and 2002
City Manager, Leesburg, FL (population 20,390) in 2013
City Manager, Longview, WA (population 37,722) in 2025
City Manager, Madeira Beach, FL (population 12,300) in 2011
Town Manager, Mangonia Park, FL (population 1,400) in 2001
City Manager, Marathon, FL (population 11,500) in 2002 and 2004
City Manager, Marco Island, FL (population 15,000) in 2014
City Manager, Mascotte, FL (population 5,873) in 2021
City Manager, Medina, WA (population 3,000) in 2013
City Manager, Melbourne, FL (population 72,500) in 2012
City Manager, Miami Gardens, FL (population 101,000) in 2004
City Manager, Mill Creek, WA (population 18,828) in 2015 and 2022
City Manager, Miramar, FL (population 122,000) in 2013
City Manager, Monroe, NC (population 33,500) in 2013
City Manager, Montverde, FL (population 1,675) in 2020
Town Manager, Mooresville, NC (population 41,995) in 2019

Completed Searches – City/Town/Village Manager/Administrator (continued)

City Manager, Mount Dora, FL (population 12,000) in 2005
City Manager, Mount Pleasant, MI (population 26,000) in 2014
City Manager, Mountlake Terrace, WA (population 20,700) in 2014 and 2016
City Manager, Naples, FL (population 21,800) in 2018
City Manager, New Smyrna Beach, FL (population 23,000) in 2009
City Manager, Nome, AK (population 3,695) in 2025
City Manager, Normandy Park, WA (population 6,335) in 2013 and 2015
City Manager, North Miami, FL (population 62,000) in 2010 and 2014
City Manager, North Myrtle Beach, SC (population 20,767) in 2025
Village Manager, North Palm Beach, FL (population 12,500) in 2004, 2005, 2007 and 2012
City Manager, North Port, FL (population 55,800) in 2011
Town Manager, North Topsail Beach, NC (population 734) in 2018
City Manager, Norwich, CT (population 40,500) in 2016
Town Manager, Oakland, FL (population 5,400) in 2023
City Manager, Oakland Park, FL (population 42,800) in 2014
City Manager, Ocala, FL (population 52,000) in 2008 and 2015
Town Manager/Finance Director, Ocean Ridge, FL (population 1,830) in 2023
City Manager, Opa-Locka, FL (population 2,180) in 2019
City Manager, Orange City, FL (population 10,000) in 2010 and 2016
City Manager, Orange Park, FL (population 9,100) in 2010 and 2025
City Manager, Oviedo, FL (population 33,000) in 2008
City Manager, Palm Bay, FL (current population 101,000) in 2002 and 2015
City Manager, Palm Coast, FL (population 71,000) in 2006
Village Manager, Palmetto Bay, FL (population 24,000) in 2003
City Manager, Panama City Beach, FL (population 12,776) in 2012 and 2019
City Manager, Parkland, FL (population 30,177) in 2017
City Manager, Pascagoula, MS (population 21,330) in 2024
City Manager, Petersburg, VA (population 32,701) in 2017
Village Manager, Pinecrest, FL (population 19,300) in 2011
City Manager, Pompano Beach, FL (population 101,000) in 2007
City Manager, Port Orange, FL (population 67,494) in 2021
City Manager, Port Richey, FL (population 2,869) in 2020 and 2023
City Manager, Port St. Lucie, FL (population 174,100) in 2016
City Manager, Portland, ME (population 65,000) in 2011
City Manager, Prosser, WA (population 5,802) in 2016
Chief Administrative Officer, Renton, WA (population 100,953) in 2021
City Manager, Riviera Beach, FL (population 37,000) in 2009
City Manager, Roanoke, VA (population 98,465) in 2009 and 2017
City Manager, Sammamish, WA (population 64,548) in 2019
City Manager, Sanibel Island, FL (population 7,319) in 2021
City Manager, Sarasota, FL (population 55,000) in 2012
City Manager, Satellite Beach, FL (population 10,100) in 2013
City Manager, Savannah, GA (population 142,800) in 2016
City Manager, Scottsdale, AZ (population 217,400) in 2013
City Manager, Seaside, CA (population 32,366) in 2025
City Manager, Sebastian, FL (population 24,772) in 2018
City Manager, Seminole, FL (population 17,800) in 2015

Completed Searches – City/Town/Village Manager/Administrator (continued)

City Manager, Sequim, WA (population 6,700) in 2015 and 2021
Town Manager, Sewall's Point, FL (population 2,000) in 2006
Township Manager, Spring Garden Township, PA (population 12,963) in 2018
Township Manager, Springettsbury Township, PA (population 26,700) in 2014 and 2016
City Manager, St. Pete Beach, FL (population 10,000) in 2014 and 2019
City Manager, Stuart, FL (population 17,000) in 2006 and 2017
City Manager, Sunny Isles Beach, FL (population 17,000) in 2006 and 2011
City Manager, Sunrise, FL (population 84,400) in 2012
City Manager, Sunnyside, WA (population 15,860) in 2013, 2018, and 2024
Town Manager, Surfside, FL (population 6,000) in 2014
City Manager, Tacoma, WA (population 200,000) in 2011 and 2017
City Administrator, Tavares, FL (population 11,000) in 2006
City Manager, Temple Terrace, FL (population 26,901) in 2022
City Manager, Thornton, CO (population 144,388) in 2024
City Manager, Titusville, FL (population 43,940) in 2014 and 2025
City Manager, Treasure Island, FL (population 6,937) in 2017
City Manager, Venice, FL (population 29,852) in 2025
City Manager, Vero Beach, FL (population 16,751) in 2019
City Manager, West Melbourne, FL (population 15,000) in 2009
City Manager, West Park, FL (population 12,000) in 2005 and 2010
City Manager, Weston, FL (population 70,015) in 2019
City Manager, Wilmington, NC (population 125,895) in 2025
City Manager, Winchester, VA (population 28,108) in 2014 and 2020
City Manager, Winter Haven, FL (population 37,900) in 2017
City Manager, Yakima, WA (population 91,000) in 2011 and 2012

Completed Searches – County Administrator / Manager

County Manager, Alachua County, FL (population 251,400) in 2014
County Manager, Baker County, FL (population 27,000) in 2006
County Administrator, Bay County, FL (population 158,000) in 2005
County Manager, Brevard County, FL (population 536,000) in 2009
County Administrator, Broward County, FL (population 1,800,000) in 2006
County Administrator, Clackamas County, OR (population 383,900) in 2013
County Manager, Clay County, FL (population 212,230) in 2005, 2011 and 2019
County Administrator, Dougherty County, GA (population 84,364) in 2024
Chief Administrator, El Paso County, TX (population 827,700) in 2014 and 2016
County Administrator, Emmet County, MI (population 32,900) in 2014
County Manager, Flagler County, FL (population (83,000) in 2007
County Manager, Fulton County, GA, (partial search) in 2015 (population 894,300) in 2015
County Administrator, Hernando County, FL (population 172,800) in 2012
County Administrator, Highlands County, FL (population 98,000) in 2008
County Administrator, Indian River County, FL (population 163,662) in 2023
County Administrator, James City County, VA (population 69,000) in 2014
County Manager, Lee County, FL (population 600,000) in 2009
County Administrator, Manatee County, FL (population 422,774) in 2023

Completed Searches – County Administrator / Manager (continued)

County Administrator, Martin County, FL (population 140,000) in 2005
Borough Manager, Matanuska-Susitna Borough, AK (population 85,000) in 2011
County Administrator, Monroe County, FL (population 80,000) in 2004
County Administrator, Nassau County, FL (population 60,000) in 2004
County Administrator, Okaloosa County, FL (population 183,500) in 2013
County Administrator, Okeechobee County, FL (population 39,000) in 2008
County Manager, Osceola County, FL (population 235,000) in 2003 and 2007
County Administrator, Polk County, IA (population 400,000) in 2007 and 2011
County Manager, Seminole County, FL (population 410,000) in 2006
County Administrator, St. Johns County, FL (population 162,000) in 2007
County Administrator, St. Lucie County, FL (population 284,000) in 2014 and 2023
County Manager, Union County, NC (population 198,600) in 2010
County Administrator, Warren County, VA (population 42,721) in 2025
County Administrator, York County, VA (population 66,269) in 2015

Completed Searches – Other Municipal CEO

Executive Director, Bartow Municipal Airport Development Authority, Bartow, FL in 2017
Chief Executive Officer, Chatham Area Transit, Savannah, GA (population served 286,900) in 2016
General Manager, Chittenden Solid Waste District, Williston, VT (population 157,461) in 2016
General Manager, Holiday Park Recreation District, FL (population 4,500) in 2007
Executive Director, Lakewood Ranch Inter-District Authority, Manatee County, FL (population 15,000) in 2011 and 2022
Executive Director, Northern Palm Beach Improvement District, Palm Beach Gardens, FL (population 200,000) in 2003
Executive Director, South Correctional Entity (SCORE), Des Moines, WA (population served 406,000) in 2018
General Manager, Sun ‘n Lake Improvement District, FL (population served 9,000+) in 2023

Completed Searches – Community Association CEOs and Assistant CEOs

Chief Operating Officer, Amelia Island Plantation Community Association, FL (population 3,000) in 2016
Executive Director, Sun City Summerlin Home Owners Association, Las Vegas, NV (population 14,000) in 2015 and 2017
Vice President for Administration, Ocean Reef Communication Association, Key Largo, FL in 2017
Vice President, Public Works & Operations, Ocean Reef Community Association (population 2,000), Key Largo, FL, in 2001

Governmental Search Assignments (continued)

Completed Searches – Assistant/Deputy Managers

Assistant City Manager / Operations, Corpus Christi, TX (population 308,000) in 2013
Assistant City Manager / Utilities, Corpus Christi, TX (population 308,000) in 2014
Deputy City Manager, Danville, VA (43,000) in 2016
Deputy City Administrator, Dickinson, ND (population 22,300) in 2016
Assistant County Manager, Douglas County, NV (population 49,628) in 2024
Deputy City Manager for Community Building, Durham, NC (population 220,000) in 2009
Assistant City Manager, Jacksonville, NC (population 72,800) in 2025
Assistant Town Manager, Jupiter Island, FL (population 654) in 2010
Assistant Village Manager, Islamorada, Village of Islands, FL (population 7,500) in 1998
Assistant City Manager, Lake Worth Beach, FL (population 37,000) in 2004
Assistant County Administrator, Martin County, FL (population 140,000) in 2006
Deputy City Manager, Sammamish, WA (60,000) in 2016
Assistant City Manager, Tamarac, FL (population 55,500) in 2001
Assistant City Manager, West Palm Beach, FL (population 101,000) in 2004 and 2013

Completed Searches – City or County Attorneys

County Attorney, Clay County, FL (population 196,400) in 2016
Corporation Counsel, Davenport, IA (population 101,724) in 2024
City Attorney, Daytona Beach, FL (62,300) in 2016
City Attorney, Deltona, FL (population 98,528) in 2024
City Attorney, Fort Lauderdale, FL (population 178,752) in 2018
City Attorney, Fort Pierce, FL (population 41,590) in 2016 and 2018
County Attorney, Fulton County, GA (population 996,319) in 2015
City Attorney, Lawton, OK (population 94,653) in 2020
City Attorney, Moline, IL (population 42,452) in 2024
City Attorney firm, Naples, FL (population 22,367) in 2021
City Attorney, Ocala, FL (population 60,021) in 2022
Chief Labor Negotiator, Orlando, FL (population 270,934) in 2018
City Attorney, Port St. Lucie, FL (population 185,132) in 2016 and 2019
County Attorney, Prince William County, VA (population 438,580) in 2015
City Attorney, Roanoke, VA (population 96,000) in 2012
City Attorney, Sebastian, FL (population 25,703) in 2023
Fire District Attorney, St. Lucie County Fire District, FL (population 298,600) in 2017
City Attorney, Vero Beach, FL (population 16,751) in 2019
City Attorney, West Melbourne, FL (population 15,000) in 2008

Completed Searches – Community Development/Growth Management/Planning

Planning and Community Development Director, Bradenton, FL (population 60,888) in 2021
Growth Management Director, Collier County, FL (population 357,305) in 2015 and 2017
Community Development Director, Danville, VA (population 43,000) in 2016
Planning and Development Director, Fairfax County, VA (population 1,150,309) in 2022
Director, Building and Development, Loudoun County, VA (population 336,900) in 2014
Community Development Director, Miami, FL (population 408,000) in 2008

Completed Searches – Community Development/Growth Management/Planning (continued)

Director of Planning, Building and Development, Roanoke, VA (population 96,000) in 2012
General Manager, North Sarasota Redevelopment District, Sarasota, FL (population 53,000) in 2008
Growth Management Director, St. Lucie County, FL (population 261,000) in 2005
Community Development Director, Tamarac, FL (population 55,500) in 2007
Growth Management Manager, Wellington, FL (population 55,000) in 2009

Completed Searches – Economic Development / Redevelopment

Executive Director, Camden County (GA) Joint Development Authority (pop. 51,400) in 2014
Economic Development Director, Collier County, FL (population 328,000) in 2012
Economic Development Director, Concord, NH (population 42,444) in 2017
Assistant City Manager for Community Building, Durham, NC (population 220,000) in 2009
Economic Development Director, Roanoke, VA (population 96,000) in 2012
Director, Office of Economic & Workforce Development, Durham, NC (pop. 220,000), 2009
Economic Development Director, Loudoun County, VA (population 326,000) in 2010
Economic Development Director, St. Johns County, FL (population 162,000) in 2011 and 2024

Completed Searches – Engineers

City Engineer, Gulfport, MS (population 90,000) in 2008
Director/Engineering/Public Works /Utilities, Hallandale Beach, FL (population 39,000) 2013
Deputy County Engineer, Martin County, FL (population 140,000) in 2006
Assistant City Engineer, Melbourne, FL (population 75,000) in 2008
City Engineer, Sunny Isles Beach, FL (population 17,000) in 2006
Staff Engineer, Wellington, FL (population 55,000) in 2009

Completed Searches – Facilities Management

Director, Performing Arts & Convention Center, Federal Way, WA (population 92,700) in 2015
Director, Landscaping, Weston, FL (population 65,300) in 2013

Completed Searches – Finance and Budget

Finance Director, Altus, OK (population 19,800) (background check) in 2012
Finance Director, College Park, MD (population 32,256) in 2016
Procurement Director, Collier County, FL (population 357,305) in 2016
Finance Director, Danville, VA (population 43,000) in 2014
Finance Director, Daytona Beach, FL (population 31,860) in 2012
Finance Director, DeLand, FL (population 28,230) in 2016
Finance Director, Escambia County (FL) Housing Authority (population served: 302,700), 2014
Chief Financial Officer, Estero, FL (population 36,939) in 2022

Governmental Search Assignments (continued)

Completed Searches – Finance and Budget (continued)

Finance Director, Fort Walton Beach, FL (population 20,000) in 2006
Finance Director, Gainesville, FL (population 133,857) in 2020
Finance Director, Groveland, FL (population 12,493) in 2018
Director, Management & Financial Services, Loudoun County, VA (population 326,000) in 2012
Manager, Office of Management & Budget, Lake Worth Beach, FL (population 37,000) in 2010
Finance Director, Lauderdale Lakes, FL (population 32,000) in 1998
Finance Director, Miami, FL (population 408,000) in 2013
Treasurer, Miami, FL (population (408,000) in 2013
Finance Director, Miramar, FL (population 130,300) in 2016
Finance Director, Oregon City, OR (population 31,860) in 2012
Finance Director, Petersburg, VA (population 32,701) in 2017
Finance Director, Roanoke, VA (population 99,000) in 2014
Director of Finance and Administration, Roanoke Regional Airport, Roanoke, VA, in 2014
Revenue Operations Director, Savannah, GA (population 142,800) in 2017
Budget Director, St. Petersburg, FL (population 248,000) in 2009
Finance Director, St. Petersburg, FL (population 248,000) in 2010
Finance Director, Sunny Isles Beach, FL (population 17,000) in 2010
Finance Director, Surfside, FL (population 5,700) in 2012
Finance Director, Tamarac, FL (population 55,500) in 2005 and 2009
Finance Director, West Palm Beach, FL (population 101,000) in 2007
Chief Financial Officer, Winter Springs, FL (population 36,342) in 2022

Completed Searches – Fire/EMS/Dispatch

Fire Chief, Cape Coral, FL (population 154,300) in 2013
Fire Chief, Lauderdale Lakes, FL (population 32,000) in 1999
Executive Director, Salt Lake Valley Emergency Communications Center, UT (estimated population served 900,000) in 2024
Executive Director, South Sound 911 (serves a population of 808,000), Tacoma, WA, in 2013
Fire Chief, St. Lucie County Fire District, FL (population 298,600) in 2018
Fire Chief, West Palm Beach, FL (population 101,000) in 2005

Completed Searches – General Services / Administration

General Services Director, Loudoun County, VA (population 349,700) in 2015

Completed Searches – Health and Human Services

Director, Health and Human Services, St. Johns County, FL (population 162,000) in 2010

Governmental Search Assignments (continued)

Completed Searches – Housing/Building

Building Official, Jupiter Island, FL (population 580) in 2005 and 2010
Building Official, Miami Beach, FL (population 91,000) in 2005
Building Official, Sewall's Point, FL (population 2,000) in 2006
Building Official, Tamarac, FL (population 55,000) in 2008

Completed Searches – Human Resources

Human Resources Director, Boca Raton, FL (population 84,000) in 2006
Human Resources Director, Cape Coral, FL (population 154,300) in 2013
Director, Human Resources, Gainesville, FL (population 125,000) in 2014
Director of Personnel, Fulton County, GA (population 992,000) in 2010
Director, Human Resources, Hillsborough County, FL (population 1,292,000) in 2015
Human Resources Office, Loudoun County, VA (population 326,000) in 2011
Human Resources Administrator, Martin County, FL (population 140,000) in 2007
Personnel Director, North Miami, FL (population 56,000) in 2001
Human Resources Director, St. Johns County, FL (population 334,173) in 2024
Director, Human Resources, Sunrise, FL (population 88,800) in 2015
Director, Human Resources, Roanoke, VA (population 99,000) in 2014
Personnel Director, Vero Beach, FL (population 17,900) in 2003
Human Resources Director, West Palm Beach, FL (101,900) in 2013 and 2014

Completed Searches – Information Technology

Information Services Director, Cooper City, FL (population 33,382) in 2017
Information Services Director, Lauderdale Lakes, FL (population 32,000) in 1998
Information Services Director, Palm Beach County Tax Collector (population 1,300,000), Palm Beach County, FL in 2012 (partial search)
Chief Information Officer, Weston, FL (population 65,300) in 2015

Completed Searches – Parks/Recreation/Libraries

Parks and Recreation Director, Cape Coral, FL (population 179,804) in 2018
Parks and Recreation Director, Deerfield Beach, FL (population 78,041) in 2017 and 2019
Director, Parks, Recreation, & Conservation, Hillsborough County, FL (pop. 1,292,000) in 2015
Director, Parks and Recreation, Hobbs, NM (population (35,000) in 2014
District Manager, Holiday Park Recreation District, Palm Bay, FL (population 1,400) in 2007
Libraries and Information Services Director, Newport News, VA (population 183,000) in 2017
Library Services Director, St. Johns County, FL (population 162,000) in 2007
Parks and Recreation Director, West Palm Beach, FL (population 101,000) in 2006
Parks and Recreation Director, Weston, FL (population 70,015) in 2019

Governmental Search Assignments (continued)

Completed Searches – Police

Police Chief, Farmington, NM (population 45,900) in 2014
Police Chief, Golden Beach, FL (population 355) in 2011 (partial search)
Police Chief, Indian Creek Village, FL (population 89) in 2022
Police Chief, Lauderhill, FL (population 66,900) in 2011 (partial search)
Police Chief, Melbourne, FL (population 76,000) in 2011 (partial search)
Chief of Police, Mooresville, NC (population 35,300) in 2016
Police Chief, Petersburg, VA (population 32,701) in 2017
Director of Administration – Public Safety, Ocean Reef Community Association, Key Largo, FL in 2016
Police Chief, Sewall's Point, FL (population 2,000) in 2007
Police Chief, St. Augustine Beach, FL (population 6,200) in 2012
Police Chief, Sunny Isles Beach, FL (population 17,000) in 2010
Police Chief, Winchester, VA (population 27,216) in 2017

Completed Searches – Public Works

Public Works Director, Aventura, FL (population 37,200) in 2016
Public Works and Utilities Director, Bradenton, FL (population 56,730) in 2024
Public Works Director, Camden County, GA (population 53,044) in 2019
Solid Waste Director, Camden County, GA (population 53,044) in 2018
Public Works Director, Chandler, AZ (population 250,000) in 2007
General Manager, Chittenden Solid Waste District, Williston, VT (population 157,461) in 2016
Executive Director, Northern Palm Beach Improvement District, Palm Beach Gardens, FL (population 200,000) in 2003
Vice President, Public Works & Operations, Ocean Reef Community Association (population 2,000), Key Largo, FL, in 2001
Executive Director, Environment and Infrastructure, Pinellas County, FL (pop. 917,000) in 2012
Public Works Administrator, Renton, WA (population 100,953) in 2020
Public Works Director, Sammamish, WA (60,000) in 2016
Director/Capital Projects Manager/City Engineer, Sunny Isles Beach, FL (pop. 17,000) in 2007
Assistant Public Works Director, Sumter County, FL (107,000) in 2015
Assistant Public Works Director, Sunny Isles Beach, FL (population 17,000) in 2008
Public Works Director, Tamarac, FL (population 55,500) in 2003
Solid Waste Director, Tampa, FL (population 335,700) in 2014
Director, Landscaping, Weston, FL (population 65,300) in 2013

Completed Searches – Transportation

Chief Executive Officer, Chatham Area Transit, Savannah, GA (population served 286,900) in 2016 and 2022

Completed Searches – Utilities

Water Resources Director, Asheville, NC (population 87,200) in 2015
General Manager, Beaufort-Jasper & Sewer Authority, SC (population served 150,000) in 2023
Public Works and Utilities Director, Bradenton, FL (population 56,730) in 2024
Executive Director, Cape Fear Utility Authority, Wilmington, NC (population served 230,000) in 2021
Utility Director, Danville, VA (population 43,000) in 2015
Power & Light Division Director, Danville, VA (population 43,000) in 2015
Water and Gas Director, Danville, VA (population 43,000) in 2016
Utilities Manager, Deerfield Beach, FL (population 78,041) in 2017
Watershed Management (Water and Wastewater) Director, DeKalb County, GA (population 691,900) in 2011 and 2013
Executive Director, Des Moines (IA) Water Works (serves a population of over 500,000) in 2012 and 2020
Executive Director, Emerald Coast Utilities Authority, Pensacola, FL (population served 300,000) in 2020
Executive Director, Florida Keys Aqueduct Authority, Key West, FL (pop. 90,000) in 2003
General Manager, Island Water Association, Sanibel, FL in 2018
Utilities Director, Lake Worth Beach, FL (population 37,000) in 2009
Deputy Water & Sewer Director, Miami-Dade County, FL (population 2.706 million) in 2023
Waterworks Director, Newport News, VA (population 183,000) in 2017
Executive Director, Onslow Water & Sewer Authority, Jacksonville, NC (pop. 160,000) in 2009
Utilities Director, Palm Bay, FL (population 101,000) in 2005
Utilities Director, Panama City, FL (population 38,286) in 2017
Executive Director, Environment and Infrastructure, Pinellas County, FL (pop. 917,000) in 2012
Executive Director, Sewerage and Water Board of New Orleans, LA (population 369,000) in 2013
Customer Service Chief (a C Suite level position), Sewerage and Water Board of New Orleans, LA (population 369,000) in 2020
Director, South Martin Regional Utilities, FL (population 22,000) in 2013
Executive Director, Spartanburg Water, SC (population served 327,997) in 2022
Water (Wastewater) Resources Director, St. Petersburg, FL (population 248,000) in 2008
General Manager, Tampa Bay Water, FL (population served 2,400,000) in 2008 and 2021
Chief Operating Officer, Tampa Bay Water, FL (population served 2,400,000) in 2022

Completed Searches – Work Force Management

Director, Office of Economic & Workforce Development, Durham, NC (pop. on 220,000), 2009

Completed Searches – Other

Chief Operating Officer, Amelia Island Plantation Community Association, FL (population 3,000) in 2016
City Auditor, Daytona Beach, FL (population 86,000) in 2025
Clerk to the County Commission, Fulton County, GA (population 1.02 million) in 2018

Completed Searches – Other (continued)

Director, Registrations and Elections, Fulton County, GA (population 992,000) in 2009
Special Projects Coordinator, Islamorada, Village of Islands, FL (population 7,500) in 1998
City Clerk, Lauderdale Lakes, FL (population 32,000) in 1998
Assistant to the City Manager, North Myrtle Beach, SC (18,790) in 2023
Vice President for Administration, Ocean Reef Communication Association, Key Largo, FL in 2017
City Clerk, Panama City Beach, FL (population 14,338) in 2020
Environmental Resources Director, St. Lucie County, FL (population 261,000) in 2009

Appendix B

Sample Brochures:

City Manager
Sunnyside, WA

Chief Administrative Officer
Kirkwood, MO

City of SUNNYSIDE WASHINGTON™



— POSITION AVAILABLE —

CITY MANAGER

Apply ASAP but no later than August 21, 2026

Welcome to the City of Sunnyside, Washington! Nestled between the Tri-Cities on the east and the City of Yakima on the west, Sunnyside is ideally located equidistant from Spokane, Seattle, and Portland. This charming City is also just a 10-minute drive, in any direction, from world-renowned vineyards. Sunnyside is a perfectly placed community of comfort and culture. Many enjoy the relief of its small town feel without sacrificing accessibility to nearby city amenities. Here, you can find ample room to raise a family, grow professionally, or simply find a quiet corner to enjoy the beauty of the Pacific Northwest.

Sunnyside has much to offer outdoor aficionados. Exercise enthusiasts particularly appreciate the walking, jogging, and biking rails. A popular route is the Lower Yakima Valley Pathway, which provides travel to the popular wine destination of Prosser just 15 miles away. The nearby Yakima River is an aquatic destination where people enjoy tubing, floating, fishing, and other water activities. Additionally, snow skiing and hiking are available in the mountains to the west. Hunters are also welcome to Sunnyside as elk, deer, water fowl, forest grouse, doves, pheasants, quail, partridges, and turkeys are all found in the surrounding area.

Sitting in the heart of the flourishing wine industry of the state, Sunnyside is part of the second largest grape growing area in the



nation. The region has much to visit and taste, as the Yakima Valley American Viticultural Area produces 40% of the wine made in Washington. From craft breweries to wine tasting tours to the Summer Ale Fest, Sunnyside has something for every beverage enthusiast.

With fairly mild year-round temperatures, fertile soil, and 300 days of sun, Sunnyside boasts an impressive agricultural legacy. Surrounded by a large and diverse agricultural valley, the area produces fresh fruit, vegetables, mint, grapes, asparagus, and hops. The dairy industry also has a large presence here. The community is very proud of its agricultural history and its current position in the local economy. Every December, the City hosts the Lighted Farm Implement Parade where dozens of tractors, combines, and antique farm equipment covered in lights move through downtown Sunnyside. This major event is the oldest implement farm parade in the country and was once named as one of the top 10 lighted parades in the U.S. by the A&E Network.

The City is culturally diverse and very accepting of newcomers. Neighborhoods are cozy, and everyone is friendly and helpful. People quickly get to know their next-door neighbors. An enclave of Dutch, who were initially involved in agriculture, make up part of the social and political fabric of Sunnyside. More recently, the City has become multicultural, reflected by a large Hispanic population. As such, many people in the community are bilingual, speaking Spanish/English. Sunnyside's annual Cinco de Mayo celebration is one of the largest in Washington, bringing in visitors from all over the state. Additionally, the City has an abundance of Mexican restaurants, offering some of the most delicious and authentic food you've ever tasted!

As many love calling Sunnyside home, the cost of living here is relatively low. Crime rates are average, and the lifestyle is characterized as attractive and rural. Housing prices are quite reasonable. According to Realtor.com, median home listing price may be $392,500, with a median home sale price of $334,900. Currently, a beautiful three-bedroom, two-bath home can be purchased for between $269,000 and $330,000.

Healthcare is excellent, with the local Sunnyside Community Hospital, and other medical centers less than 40 miles northeast, providing a variety of medical services. Education is also important to Sunnyside residents. The Sunnyside School District services the area, and school facilities are well-maintained and plentiful. One elementary school is devoted entirely to kindergarteners! Sunnyside also has a pre-K through 12 Christian School with 304 students. Higher educational opportunities are available within a 200-mile radius, such as Columbia Basin College in Pasco, Yakima Valley College in Yakima, University of Washington in Seattle, Central Washington University in Ellensburg, and Washington State University in Pullman with a branch campus in the Tri-Cities.

Sunnyside also provides entertainment for sports enthusiasts, such as supporting athletics through the local Sunnyside High School Grizzlies. Though the City does not have its own professional teams, residents still have many choices including the Seattle Mariners (MLB), Seattle Seahawks (NFL), Seattle Storm (WMBA), Seattle Sounders FC (NLC), Seattle Kraken (NHL), and Tacoma Rainiers (PCL). Residents also enjoy cheering for their collegiate alma maters like UW, WSU, and Gonzaga.

Travelers have several options heading out of Sunnyside. Interstate 82 runs through the lower half of the City, while other roads like State Route 22, State Route 24, and U.S. Route 97 are quite accessible. Air travelers have numerous choices, such as the local Sunnyside Municipal Airport, Spokane International 175 miles to the northeast, Seattle-Tacoma International 180 to the northwest, and the Tri-Cities Airport 50 miles to the south. For those who enjoy cruises, head 180 miles northwest toward Port of Seattle, with a plethora of cruise lines to choose from (Norwegian Cruise Line, Princess Cruises, Carnival Cruise Line, and Royal Caribbean, to name a few).

This is an exciting City Manager position in a beautiful valley in South Central Washington. Leave the fast-paced lifestyle, traffic, and congestion of major urban settings to enjoy the easy-going tempo of Sunnyside.

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HISTORY

The area presently known as Sunnyside was originally inhabited by the Taptat-hlama tribe. Upon signing a treaty between



Figure 1: Location of Sunnyside, WA

Table 1:Sunnyside Demographics

Distribution by Race		Distribution by Age	
White	24.6%	0 to 15	34.8%
Black	0.2%	15 to 25	12.3%
Asian	0.6%	25 to 45	25.7%
Native American	3.1%	45 to 65	16.5%
Other	71.5%	65 to 85	7.5%
Total	100.0%	Over 85	3.2%
Hispanic Ethnicity (all races)	86.7%		
2026 Estimated Population: 16,800			

Educational Achievements (25 & Over) and Other Statistics	
High School or Higher	53.4%
Bachelor's Degree or Higher	8.2%
Median Age—Sunnyside	27.2
Median Age—U.S.	39.4
Median Household Income—Sunnyside	$53,350
Median Household Income—U.S.	$83,730
Poverty Rate	15.2%

Source: U.S. Census Bureau

Washington Territory Governor Isaac Stevens and Yakama tribe representatives in 1855, many native tribes were moved to the newly created Yakama Indian Reservation.

The settlement was originally founded in 1893 by Walter Granger. His idea was to bring water from the Yakima River via the Sunnyside Canal to irrigate local farmland. The financial panic of 1893 slowed progress, and all but seven families remained in the area. However, by the end of 1901, the population had doubled to over 300, the legal minimum to incorporate. On September 16, 1902, residents voted 42 to one to incorporate as the town of Sunnyside.

Sunnyside's population increase was stimulated by the immigration of the Dunkards—members of the German Baptist Progressive Brethren, so named for their practice of baptizing their members in irrigation canals and ditches. They formed a Christian Cooperative Colony in Sunnyside and purchased the entire town site. They were the developers of its first bank and a telephone system.

In 1917, Sunnyside initiated a project to pave its dirt streets. This project was necessary because years of irrigation had raised the water table to the point that the streets had become unbearably muddy. The cost of the entire project was approximately $63,000.

In the 1930s, refugees from the Dust Bowl moved to Sunnyside because of abundant water and opportunities. In 1948, Sunnyside became the first city in Washington to adopt the council-manager form of government.

DEMOGRAPHICS

The City is a young, diverse, and family-oriented community, characterized by a predominantly Hispanic/Latino population, with a large number of Spanish-speaking and bilingual residents. See Table I above for Sunnyside Demographics.

CLIMATE

Sunnyside has an ideal 4-season climate: Summers are hot but dry with temperatures in the 80s and 90s, falls are warm and relaxing, winters can be cold but not overwhelming with temperatures in the 20s and 30s, and springs are renewing with fruit blossoms and agricultural greenery. Precipitation is minimal and has continued to decrease over the years. Presently, average yearly rainfall in Sunnyside is 8 inches, and average annual snowfall is 9.5 inches. In comparison, the average U.S. annual precipitation is 38.1 inches of rainfall and 27.8 inches of snowfall.

GEOGRAPHY

Sunnyside is located on the east side of the Cascade Mountains, which divides the State in half, and the City lies in south central Washington within Yakima County. Approximately 40 miles north of the Washington-Oregon border, Sunnyside is 180 miles southeast of Seattle, 180 miles southwest of Spokane, and 180 miles northeast of Portland, OR. Interstate 82 runs east-west through the lower half of Sunnyside, while the Yakima Valley Highway passes through the City's upper half.

The City covers 6.63 square miles (all of which is land) and lies an average of 745 feet above sea level. To the west are the Pacific Ocean and Cascade Range, approximately 260 and 140 miles away, respectively. Mount Adams is the most notable peak of the Cascade Range within Yakima County, being the second tallest peak within the state. Directly between Mount Adams and Sunnyside lies the Yakama Indian Reservation.

COMMERCE

Sunnyside is the second largest city in the Yakima Valley and commerce in Sunnyside is driven overwhelmingly by an agricultural economy, strong food processing and industrial support sectors, with a growing industrial park. Local businesses largely support and compliment these industries. Other significant industries in the region include retail, healthcare, and education. The city functions as a regional market and service center for the Yakima Valley. Yakima County has a population of over 256,000. See Table II below for the top ten taxpayers in Sunnyside.

THE GOVERNMENT

The Revised Code of Washington classifies Sunnyside as an "optional code city" with a Council-Manager form of government. As such, the City is overseen by seven elected Councilmembers. One member is selected from the body to be Mayor and another to be the Deputy Mayor. Both serve two-year terms in those offices. Four Councilmembers represent geographic districts, and three serve at-large. The City does not have limits on its four-year terms. Elections are held in November with the next one in 2027 when three members are up for reelection.

Historically, the composition of the City Council has been relatively stable and strive to be collegial, It is quite common for Councilmembers to serve multiple terms. For example, three members are serving their first term, with one serving her sixth term. As a body, the current Council reflects a wide range of educational backgrounds and

Table 2: Principal Property Taxpayers, Port of Sunnyside, WA

Employer	Industry	Assessed Valuation
Darigold Inc.	Manufacturing	$68,987,337
Yakima Chief-Hopunion LLC	Agriculture	$33,637,909
Pacificorp	Utilities	$29,796,800
Ostrom Mushroom Farms LLC	Manufacturing	$25,173,186
Yakima Valley Commercial LLC	Real Estate	$22,267,459
Sunsteel LLC	Manufacturing	$20,734,800
Sunnyside Dairy LLC	Agriculture	$18,907,084
Milne Fruit Produce	Manufacturing	$16,588,301
Cow Palace	Agriculture	$15,195,350
Carrington Company	Real Estate	$14,377,410

Source: Port of Sunnyside, WA 2025 ACFR

professional experience, and they respect and support City staff. The City Council has two regular meetings and one study session each month.

Sunnyside provides a full range of traditional city services to its residents. Appointed by City Council is the City Manager, who may be removed by the Council's majority vote. The City Manager serves as both the Chief Executive Officer and the Chief Operations Officer of Sunnyside. He/she is responsible for overseeing the city's day-to-day operations and supervises the following city departments: Police (including the city jail), Fire and Emergency Medical Services, Public Works (which includes the airport, community development, parks, sewer, streets and water), City Clerk, and Finance and Administration. Electricity is provided in Sunnyside by Pacific Power and natural gas by Cascade Natural Gas. The City Manager is also solely responsible for all hiring decisions regarding city staff employment.

The City's 2026 adopted total budget is $50,065,242 and its general fund budget is $16,070,227. The General Fund's largest sources of revenue are taxes from utilities, property, and sales tax. The City currently has 135 employees, though the authorized and funded positions equals 142. Additionally, the City has six labor groups with bargaining rights that represent the following employees: Public Works, Office/Clerical, Police Department Support, Police Guild (All Patrol Officers), International Association of Firefighters, and Division Supervisors.

THE CHALLENGES AND OPPORTUNITIES

Sunnyside is a community with real momentum and full of possibility. Even with its ups-and-downs, the City has a resilient spirit and residents who genuinely care about its future. For the right City Manager, Sunnyside is a place where you can make a meaningful impact and help guide a community that's ready for growth and new opportunities.

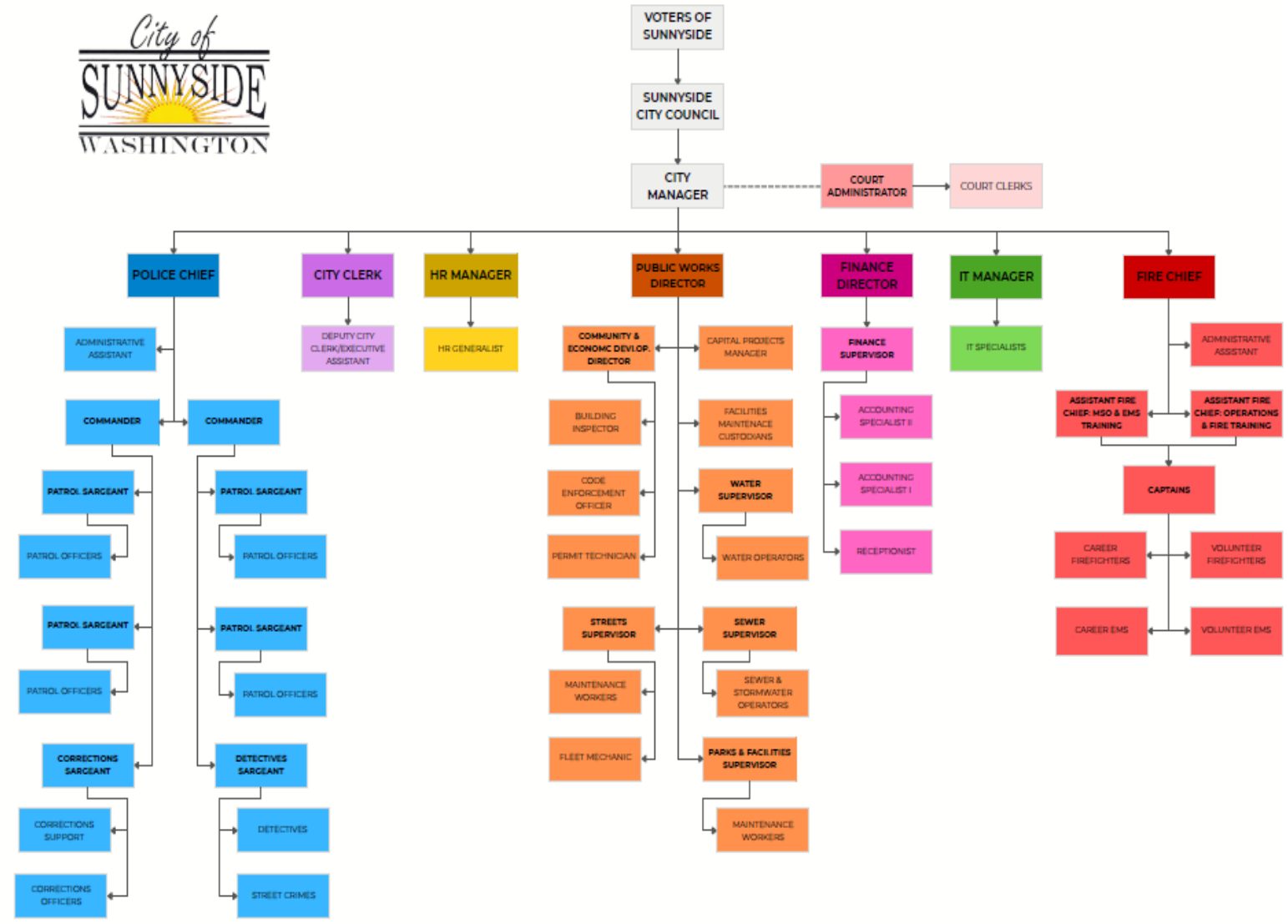
The first challenge for the next City Manager will be navigating the wide range of viewpoints on the City Council. Each member brings their own priorities, experiences, and expectations, which can sometimes pull discussions in different directions. The Manager will need to provide steady guidance—coaching, mentoring, and helping the Council find more effective ways to work together. Supporting the Council in building stronger communication, shared goals, and a more unified approach will be an important part of the Manager's leadership role.

One of the biggest challenges in Sunnyside is navigating the divisions that naturally come with a dynamic, diverse community. Different groups and individuals care deeply about their needs and viewpoints, and at times, conversations can get heated. The next City Manager will need patience, steady focus, and a calm, professional presence. Staying impartial, listening to everyone, and supporting the whole community, not just one side, will be essential. Bringing people together around a shared, collaborative vision is a real hurdle, but it's also one of the most meaningful opportunities for the Manager and City Council to tackle together.

The third challenge is finding the right balance between needed change and the community's long-standing way of doing things. Sunnyside has deep roots, strong culture, and a proud sense of heritage. Those are real strengths, but the City also has important decisions ahead. A strategic, comprehensive plan needs to be built, outdated regulations and ordinances need attention, the Finance Department needs a full reset, small businesses need support, new development should be encouraged, new wells and upgraded water storage are essential, and key staff positions must be filled. The right City Manager will be someone who can tackle these projects with energy and clarity, keeping the work moving while respecting the community's history and values.

Fourth, like many cities across the country, Sunnyside is experiencing ongoing staffing instability. Employees often leave local government for better pay, burnout, unclear roles, low morale, or a lack of support. The next City Manager will need to take a close look at Sunnyside's staffing challenges and create a practical plan to move forward. That means recruiting strong department leaders, boosting morale, building a positive and supportive workplace, and providing steady, dependable leadership that helps employees feel confident and committed.
Finally, Sunnyside is truly on the cusp of change. Residents, staff, and the City Council all recognize that leadership has shifted too often in recent years, and people are understandably tired of the turnover, but there's a real commitment to supporting the next

Figure 2: Sunnyside–Organizational Chart



City Manager and creating stability. Sunnyside is evolving, and many of the pieces are already falling into place; it just needs the right leader to step in, bring everything together, and help the community move forward with confidence.

Together, these challenges create a rare opportunity for meaningful leadership in Sunnyside. The City is ready for stability, ready for direction, and ready for a Manager who can bring people together and keep the momentum moving. With a committed Council, a community eager for progress, and major projects already underway, Sunnyside offers the chance to shape a growing city at a pivotal moment.

THE IDEAL CANDIDATE

The City Council is looking for an achievement-oriented leader who can serve as both Manager and trusted partner. They want someone who works closely with them, offers honest guidance, and understands that the City Manager supports the elected officials and follows their direction. The right individual will be straightforward, willing to tell the Council what they need to hear, and able to look past politics to keep the community's vision moving forward. This leader will also help the Council strengthen its long-term planning efforts by encouraging and supporting a strategic process that sets clear goals for Sunnyside's future.





The ideal candidate will be confident, professional, and comfortable in their own skin, someone who naturally inspires trust. The next City Manager will need to balance competing viewpoints, find common ground, and help bring people to consensus. They'll make sure every elected official has the same information at the same time and will stay focused on meeting the Council's needs. In short, communication will be clear, everyone will be informed, and there won't be any surprises.

The ideal candidate will be approachable, receptive, open-minded, and transparent—someone who is organized, friendly, upbeat, highly proactive, and ethical. This person will bring a "can-do" attitude and a visionary mindset, while still being practical and grounded. They will take initiative and constantly think outside the box. The best candidate will also think strategically, look ahead, anticipate challenges, and address them before they become problems. They won't be content to stay behind a desk giving instructions; instead, they'll be out in the field learning department operations and out in the community listening, engaging, and building relationships. A good sense of humor and a calm, steady presence will go a long way in this role.

Ideally, the next City Manager will foster a culture of positivity, set clear goals, and trust staff to do their jobs well. Training and guidance will be important, as will placing the right people in the right roles. The Manager will serve as a mentor, encouraging professional growth and supporting staff development. Building teams, promoting collaboration, and exercising sound judgment in hiring will all be essential parts of this leader's approach.

Customer service, communication, and integrity will be core values for the next City Manager. Sunnyside expects a leader who sets the tone by example and encourages staff to look for ways to

get to "yes." Residents' needs and concerns should be handled promptly, with fairness and genuine effort, and when a solution isn't possible, the Manager will ensure people receive a clear, honest explanation.

The City is looking for a innovative thinker who constantly asks whether there's a better way to do business and solve problems. Strong analytical skills are essential, as is the ability to build solid working relationships. In many ways, the City operates like a corporation and needs to be managed with that same level of professionalism, efficiency, and forward-thinking leadership.

The next Manager will have strong skills in management, budgeting and financial experience managing public fund portfolios, economic development, collective bargaining, and collaboration. A track record of success in intergovernmental relations will be important as the City frequently interacts with other local governments and entities.

The position requires a bachelor's degree in business administration, public administration, public policy or a related field, and at least five to ten years of increasingly responsible experience as a senior level government director. A master's degree or ICMA credentialing is preferred, and being bilingual in English/Spanish is a plus.

COMPENSATION

The salary range is $160,000 to $200,000 and the salary will depend on qualifications and experience. Benefits are excellent. The City Manager will be part of the Washington State Department of Retirement Systems.

THE MOST RECENT CITY MANAGER

The most recent City Manager was separated from his contract without cause following a year of service.

RESIDENCY

Residency within the city limits is not required.

INTERNAL CANDIDATES

We are unaware of any internal candidates.

CONFIDENTIALITY

No candidates' names will be released without the candidates' permission. It is, however, expected that the names will be released to the public when the City Council selects finalists. It is also likely the public will be able to meet the candidates at a reception.

HOW TO APPLY

Email your cover letter and resume to apply@cb-asso.com by August 21st. Please apply ASAP as resumes will be screened as they arrive. Questions should be directed to Scott Krim (801) 628-8364, and then to Colin Baenziger (561) 707-3537.

THE PROCESS

Applications will be screened between August 22nd and October 12th. Finalists will be selected on October 5th. Final events and interviews will be held on October 22nd and 23rd. A selection will be made shortly thereafter.

OTHER IMPORTANT INFORMATION

The City of Sunnyside is an Equal Opportunity Employer. It encourages minorities, women, and veterans to apply.

ADDITIONAL INFORMATION

For additional information about the City, visit:

https://www.sunnyside-wa.gov/

https://www.visitsunnyside.com/

https://portofsunnyside.com/

https://www.yakimacounty.us/

https://www.yakima.org/index.html



— POSITION AVAILABLE —

CHIEF ADMINISTRATIVE OFFICER

Apply ASAP but no later than March 6, 2026

Welcome to the picturesque City of Kirkwood – affectionately known as the "Queen of the Suburbs" and for good reason. Just 14 miles southwest of St. Louis, Kirkwood blends the inviting charm of a close-knit community with the convenience and energy of a major metropolitan area. Stroll past beautifully preserved historic homes, spend an afternoon exploring the vibrant downtown filled with local shops and eateries, or join neighbors at one of the many beloved festivals that bring the city to life throughout the year. In Kirkwood, you don't just find a place to live—you discover a place where you truly belong.

The region offers many opportunities for a person to escape daily demands and connect with nature. Kirkwood hosts the Powder Valley Conservation Nature Center, which is owned and operated by the Missouri Department of Conservation. The Center is an educational park with a handful of short nature trails and informative exhibits. To the City's south is the Meramec River, where visitors can enjoy boating activities and fishing. Further out is Lone Elk Park (10 miles southwest), a wildlife management area known for sightings of elk, waterfowl, and bison. Meramec State Park is 57 miles southwest and is a great location for hiking, kayaking, and fishing.



Golfers eager to make the most of their tee time will find Kirkwood perfectly positioned for play. Greenbriar Hills Country Club offers a beautifully maintained course right in town, giving residents a premier golfing experience just minutes from home. And the options don't stop there. Head east to discover the prestigious Westborough Country Club and the historic Algonquin Golf Club, both known for their exceptional fairways and welcoming atmospheres. Venture just west of the city limits and you'll reach the Family Golf and Learning Center, an ideal spot for sharpening your skills or introducing newcomers to the game.

Kirkwood is bursting with life, offering something memorable for every kind of explorer. Families can spark curiosity and imagination at The Magic House–St. Louis Children's Museum, or hunt for their next rainy-day challenge among the endless options at Puzzle Warehouse. Food lovers are drawn to Nathaniel Reid Bakery, where each pastry is crafted with such artistry and flavor that one visit quickly becomes a habit. For an elevated evening out, Peppe's Apt 2 and Citizen Kane's Steak House deliver the kind of fine dining that turns a simple dinner into a special occasion. And when you're ready to wander, the boutiques and eateries of the Downtown Kirkwood Special Business District create the perfect backdrop for an afternoon of discovery. In Kirkwood, every outing feels like an experience worth savoring.

Additionally, Kirkwood is a time capsule containing the true essence of the classic Midwest heritage along the Mississippi River. The City is home to 85 designated city landmarks, as well as 24 properties and four historic districts listed on the National Register of Historic Places. (This list can be found on the City's website.) One such treasure is the historic Kirkwood Train Station, a building holding over 130 years of the City's history. The station is also an active Amtrak station, offering access to the Missouri River Runner service. This iconic landmark is beloved by all, especially the Kirkwood resident volunteers who work at the train station.

The City hosts an assortment of festivities to continue fostering a strong sense of community. In June is the Route 66 Cars and Guitars Festival, a tribute to the City's rare history of being built along three different Route 66 alignments. In September is the Annual Greentree Festival at Kirkwood Park. Though the first Greentree Festival in 1961 was created to replace the trees lost to Dutch elm disease, the subsequent festivals have celebrated the City's decades-long heritage. Another fun event is the October Witches Walk in Downtown Kirkwood, complete with food, dancing, and a costume competition.

The City has many other activities and events throughout the year. Every Saturday from April to September, people enjoy strolling through the Kirkwood Farmers' Market to purchase fresh local produce and other goods. For music and theatre fans, seeing a performance at the Kirkwood Performing Arts Center (KPAC) is a must. The KPAC houses two theatres, a 2,000 square-foot event space, two lobbies, and a 3,500 square-foot event lawn, all with extensive ADA accommodations.

In addition, Kirkwood Parks and Recreation Department has worked hard to provide facilities and spaces to meet the City's residents' health and wellness needs. For instance, Kirkwood is home to over 200 acres, 13 parks, and several trails designed to help families get their energy out and encourage everyone to stay fit. Favorite locations include the Ice Arena at the Community Center and the Racquet Center. The City also provides numerous youth and adult sports programs, such as pickleball leagues, adult softball, group fitness classes, and Supertots classes for active toddlers.

The City is truly an exceptional place to put down roots. (Niche, 2026) ranks it #8 out of 351 for "Best Places to Live in Missouri" and #10 for "Best Places to Raise a Family," reflecting the community's strong appeal. Residents enjoy an affordable cost of living, reassuringly low crime rates, and a welcoming atmosphere where neighbors look out for one another. It's the kind of place where comfort, connection, and quality of life come naturally.

Kirkwood offers a wide range of housing choices, from modern townhomes and convenient condominiums to charming single-family residences and spacious multi-family properties. As of December 2025, the median home sale price sits at $425,000 (Realtor), reflecting the community's strong appeal and enduring value. Buyers can often find a three-bedroom, two-bathroom single-family home of roughly 1,800 square feet

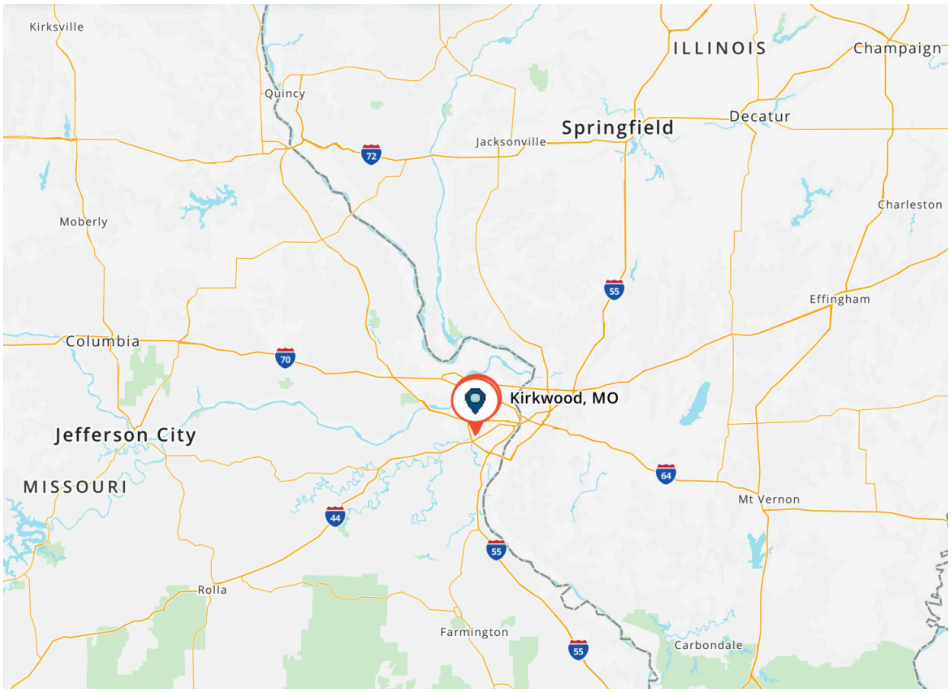


Figure 1: Location of Kirkwood, MO

listed around $395,000, making Kirkwood an attractive option for those seeking both quality and affordability.

Schools in the City are highly rated. Kirkwood School District, the oldest school district in St. Louis County (chartered in 1865), provides traditional public school for the area. It maintains five elementary schools, two middle schools, and one high school. Kirkwood Senior High is ranked as #8 for "Best Public High Schools in Missouri" (Niche, 2026). The District also has a licensed and fully accredited Kirkwood Early Childhood Center, which offers preschool, early childhood special education, and Parents As Teachers program. Several highly rated private, charter, and magnet schools are also in the area.

Several excellent campuses for higher education are nearby, such as the St. Louis Community College–Meramec right in Kirkwood, Webster University (four miles east), and the University of Missouri–St. Louis campus (15 miles northeast). Washington University in St. Louis (nine miles northeast) is ranked #20 in National Universities (U.S. News and World Report, 2026) and #1 for "Best Colleges in Missouri" (Niche, 2026). Saint Louis University (12 miles east) is tied with the University of Missouri in Columbia (117 miles west) for the rank of #102 for "Best National Universities" (U.S. News and World Report, 2026).

For even more adventure, the St. Louis area is just minutes away and packed with unforgettable experiences. Ride the tram to the top of the iconic Gateway Arch for sweeping skyline views, spend a day marveling at the world-class exhibits of the St. Louis Zoo, or dive into the playful, one-of-a-kind creativity of the City Museum. A peaceful stroll through the breathtaking Missouri Botanical Garden rounds out the perfect outing. Sports fans also have various professional teams they can cheer on in the area. Popular teams include the St. Louis Blues (NHL), St. Louis Cardinals (MLB), and St. Louis City SC (MLS).

Traveling outside of Kirkwood is a simple affair. For instance, Interstates 44 and 270 are situated around the City's southern and western borders, respectively. Additionally, the Lambert–St. Louis International Airport is 17 miles north, Columbia Regional Airport is 120 miles west, and MidAmerica St. Louis Airport is 38 miles east (Belleville, IL). From the KirkwoodTrain Station, you can use the Amtrak Missouri River Runner to visit St. Louis, Jefferson City, or Kansas City. For those who enjoy cruises, the St. Louis area has numerous riverboat cruises options along the Mississippi River.

Kirkwood truly has something for everyone. It's a community where families flourish, careers advance, and residents enjoy an exceptional quality of life. For experienced leaders ready to make a meaningful impact, the opportunity to serve as Kirkwood's next Chief Administrative Officer is an invitation worth pursuing!

HISTORY

Modern history for the area known as Kirkwood began in the 1850's, not long after the devastating St. Louis Fire of 1849. During this time, the Missouri Pacific Railroad was in the process of planning railroad lines to help commuters travel to St. Louis. James P. Kirkwood, the chief engineer at the time, was in charge of locating, surveying, and building the railroad line.

Table 1: Kirkwood Demographics

Distribution by Race		Distribution by Age	
White	86.1%	0 to 15	20.21%
Black	5.7%	15 to 25	11.5%
Asian	1.6%	25 to 45	21.9%
Native American	0.2%	45 to 65	25.6%
Other	6.4%	65 to 85	17.8%
Total	100.0%	Over 85	3.0%
Hispanic Ethnicity (all races)	2.8%		
2023 Estimated Population: 29,302			

Educational Achievements (25 & Over) and Other Statistics	
High School or Higher	97.8%
Bachelor's Degree or Higher	66.2%
Median Age—Kirkwood	42.5
Median Age—U.S.	38.9
Median Household Income—Kirkwood	$117,439
Median Household Income—U.S.	$74,580
Poverty Rate	5.2%

Source: U.S. Census Bureau

The region was experiencing large growth, and developers wanted to take advantage of this great opportunity. In 1850, Hiram Leffingwell and Richard Elliott purchased a large portion of land about 14 miles from St. Louis' downtown area. The property was platted by 1852 and was established as the City of Kirkwood when the railroad line came to the area in 1853. The City was named after James Kirkwood and became one of four early commuter railroad suburbs in the St. Louis region.

The City of Kirkwood was the first planned suburb west of the Mississippi River, gaining the moniker "Queen of the Suburbs." Kirkwood eventually developed other "firsts," such as the first community in the County to have a four-year public high school and public library. The City was eventually incorporated in 1865. It later adopted a City Charter in 1983, allowing for home rule and the establishment of a council-manager form of government.

DEMOGRAPHICS

See Table I for the City's demographic profile.

CLIMATE

Kirkwood has a humid subtropical climate and experiences all four seasons. Summer months (late May through mid-September) are characterized as hot and humid. Average summer temperatures range from the upper 50's to nearly 90° F. Winter months (late November to late February) are typically cold and wet. Average temperatures are between the mid-20's and mid-40's, with the coldest nighttime temperature being an average of 23° F in January. Spring and fall are milder and more comfortable in comparison, though still on the cool side.

Average annual rainfall is 43 inches, most of which falls during late spring and into the summer. Annual snowfall is an average of 14 inches. Although flooding, spring tornadoes, and winter storms are seasonal concerns, the community is quite accustomed to preparing for these weather situations.

GEOGRAPHY

Located just 14 miles west of the St. Louis, the City of Kirkwood is in St. Louis County and is part of the Greater St. Louis metropolitan area. Kirkwood is 9.20 square miles, comprised of 9.18 square miles of land and 0.2 square miles of water. Average elevation is 584 feet above sea level.

Several major roadways run through and around the City, creating easy access to the St. Louis metropolitan area. For instance, Interstate 270 runs north-south around the City's western side, Interstate 44 borders portions of Kirkwood's southern borders, Missouri Route 100 passes through the City's northern section, and U.S. Route 61 passes north-south through Kirkwood's eastern half. The City is also less than 15 miles west of the Missouri-Illinois border, marked by the Mississippi River. See Figure 1.

COMMERCE

Kirkwood is a thriving inner-ring suburb of St. Louis with a strong, diversified local economy. Its strategic location and robust civic engagement have created a stable commercial environment that appeals to residents, visitors, and businesses alike. The city's well-established infrastructure, walkable districts, and proximity to major regional employment centers make it a highly desirable place to live and work. Located just 14 miles southwest of St. Louis, Kirkwood benefits from easy access to Interstate 44, close proximity to major employment hubs in St. Louis County and the City of St. Louis, and a travel-friendly Amtrak station in the center of town.

Table 2: Principal Property Taxpayers, Kirkwood, MO

Employer	Industry	Employees
Ashfield Active Living and Wellness	Senior Living, Healthcare, Residential Care	$13,816,650
Marianist Province of the United States (previously Chaminade College Society)	Religious and Educational Services	$8,963,680
Mills Timberlake Apartments	Real Estate and Property Management	$7,400,590
Kirkwood Station Plaza, LLC	Real Estate and Property Management	$7,322,420
Kirkwood Commons, LLC	Retail, Dining, and Commercial Real Estate	$6,435,410
Mercy Health Systems	Healthcare	$5,749,080
Pioneer Place, LLC	Commercial and Retail Development	$4,623,990
Life Storage, LP (previously EZ Storage Kirkwood, LLC)	Real Estate Investment Trust	$4,261,060
Dayton Hudson Corporate	Retail	$3,250,310
Lowes Home Centers, Inc.	Home Improvement Retail	$3,014,380

Source: Kirkwood, MO 2025 ACFR

Kirkwood supports a healthy mix of small businesses and independent retailers, professional services (legal, financial, real estate, consulting), healthcare providers and medical offices, restaurants (cafés and specialty food shops), and light industrial and trade services. This diversity helps insulate the local economy from sector-specific downturns and fosters a resilient commercial ecosystem.

The Downtown Kirkwood Special Business District (SBD) is the city's commercial heart. It features over 100+ locally owned shops and boutiques, a vibrant dining scene, seasonal events that draw regional visitors, and a walkable, historic streetscape that boosts foot traffic and retail vitality. The SBD is a major economic driver, supporting both tourism and local spending.

See Table II for the City's principal property taxpayers by assessed tax value.

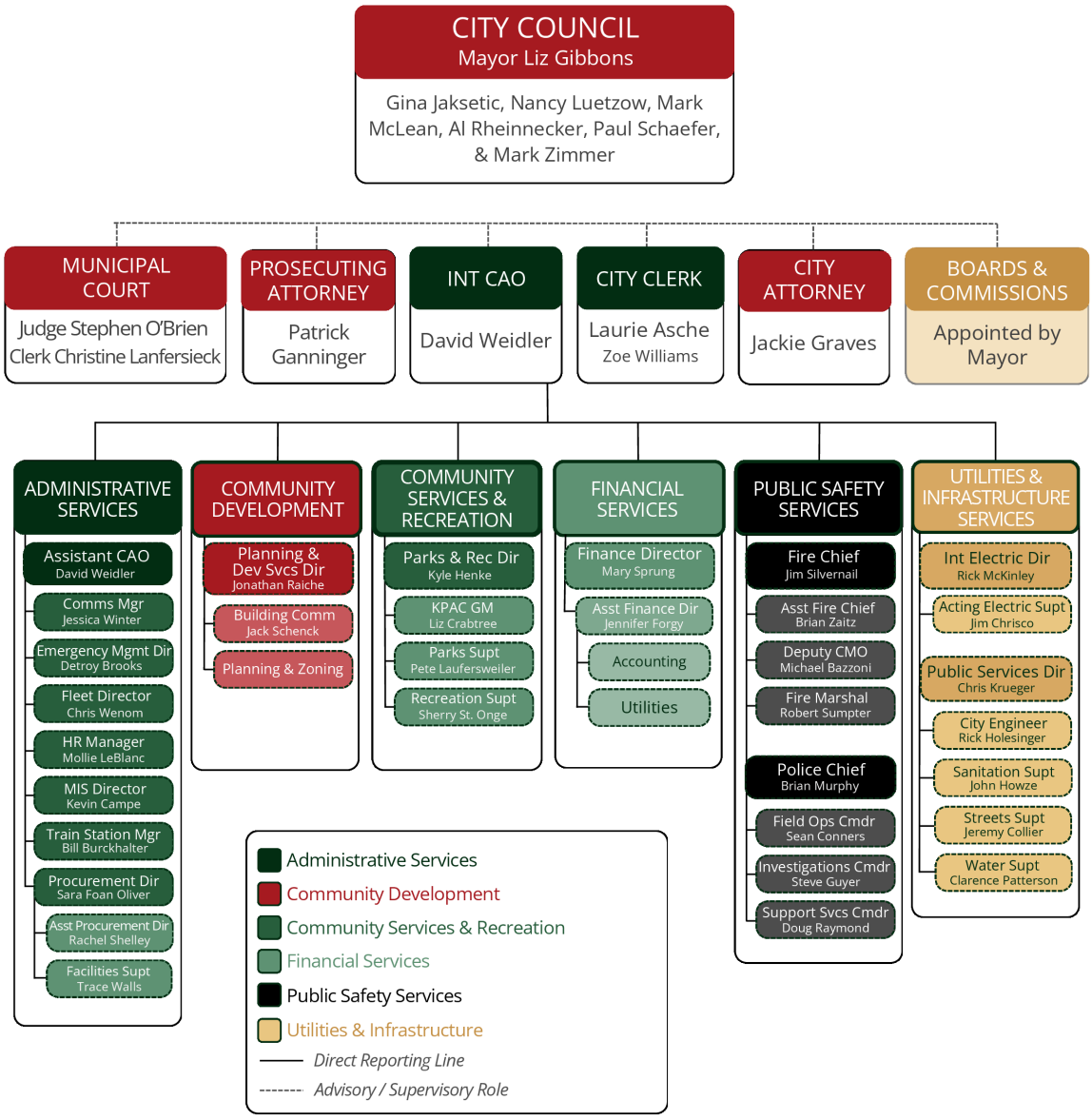
THE GOVERNMENT

Kirkwood operates under a Council-Manager form of city government. The City Council has legislative and policymaking authority and is comprised of seven members: six Council Members and a Mayor. All individuals are elected at large and may serve an unlimited number of four-year terms, though individuals may not serve more than two consecutive four-year terms at a time. The Council also elects a Deputy Mayor amongst themselves. The Mayor is serving her first term, has been on the Council since 2020.

Councilmembers serve three-year staggered terms; three council seats are subject to election in one cycle, and the remaining three council seats, plus the Mayor in the next cycle. Presently, one member is serving her third term, one member is serving her second term, one is serving his second term with an additional unexpired term, two members are serving their first term, and another member is serving an unexpired term.

The City Council appoints the City Clerk, the Municipal Judge, the Chief Administrative Officer, and the City Attorney. The Chief Administrative Officer has administrative authority for the City and its employees. He/she is responsible to City Council for the administration of all city operations under the charge of the Chief Administrative Office. The Chief Administrative Officer may also be removed by a majority vote of all members of City Council. The current Council demonstrates a high level of cooperation, and instances of contention are infrequent. They regard staff with the utmost respect.

Figure 2: City of Kirkwood, Missouri Organizational Chart



The City operates as a true full-service municipality—providing its own sanitation, water, and electric utilities—offering a level of self-sufficiency and reliability unmatched by any other municipality in St. Louis County. The City has 17 departments, which include Administration, Building, Kirkwood Electric, Emergency Management and Workplace Safety, Finance, Fire, Human Resources, Municipal Court, Parks and Recreation, Planning and Zoning Division, Police, Prosecuting Attorney, Procurement (Bids), Public Services, Sanitation, Streets, and Kirkwood Water. See Figure 2 for the City's organizational chart.

For fiscal year 2025/2026, the City of Kirkwood's adopted budget was $130,101,910 with a general fund budget of $39,606,285. The City of Kirkwood has 282 full-time, 79 part-time and over 100 seasonal employees. The City has 3 unions: the Local 2665 of the International Association of Firefighters (IAFF), the Eastern Missouri Coalition of Police, Fraternal Order of Police, Lodge 15 (FOP), and Local Union No. 2 of the International Brotherhood of Electrical Workers (IBEW).





THE CHALLENGES AND OPPORTUNITIES

While the City has numerous challenges, they are manageable and indeed are opportunities for a Chief Administrative Officer to leave a lasting legacy.

First, while the City Council enjoys a positive working relationship, coordinating seven unique voices takes care and experience. All Members share a deep commitment to Kirkwood, though their perspectives on advancing the City may differ. Effective governance requires an Administrator with the experience to balance Council priorities, guide staff, and work constructively with an engaged public.

Second, as previously mentioned, Kirkwood maintains its own sanitation, water, and electrical utilities. The electrical utility has undergone substantial infrastructure modernization over the last 12 years, ensuring longterm system reliability; however, the scope of these upgrades resulted in expenditures beyond the approved budget. Consequently, the City adopted a 14.8% rate increase to offset higher energy costs and rebuild depleted reserves. This adjustment, the first in almost ten years, has prompted notable dissatisfaction among residents. In addition, Kirkwood must contend with an aging infrastructure, including its water utility system. Significant capital investment, totaling millions over the next decade, will be necessary to replace and modernize water lines. Successfully guiding this effort demands a CAO with proven experience in both utility operations and financial stewardship.

As a corollary matter, opinions remain divided regarding municipal ownership of the City's

three utilities. Proponents emphasize the advantages of local oversight, community reinvestment, and longterm service stability. Opponents highlight the substantial capital needs, the likelihood of future rate adjustments, and the challenges of staffing complex utility operations. If this issue comes forward for reconsideration, the next Administrator will be instrumental in facilitating an informed and balanced decision.

Third, the City is also grappling with a tightening fiscal landscape. Expenses keep inching upward, yet revenues have flattened, creating a widening gap. Unless the City identifies fresh, novel ways to grow its revenue base, tough decisions will inevitably come to the forefront.

Finally, even with the obstacles the City must navigate, Kirkwood remains a recognized leader in the region. Other municipalities routinely look to Kirkwood's standards for quality living, civic participation, and economic development. The next CAO will be expected to preserve the traditions that have defined Kirkwood's leadership while advancing innovative strategies that reinforce the City's regional prominence.

Other key issues requiring attention include enhancing intergovernmental relationships, evaluating opportunities to increase affordable housing, and advancing operational efficiency and effectiveness across all City functions.

THE IDEAL CANDIDATE

Kirkwood is seeking an experienced Administrator who has demonstrated he/she is also an outstanding leader, and who's ready for a new challenge! The City Council wants someone to work with it as a partner, a supporter and a trusted advisor. The individual will be a practical visionary, who can look over the horizon, foresee solutions to tomorrow's issues and work with the Council to develop and implement plans to ensure a bright future. The Administrator will be a consensus builder yet not afraid to speak up when he/she feels a course correction is needed. Council Members are not looking for a "yes" person, but someone they can count on to provide their best professional opinion, diplomatically and in the appropriate setting. He/she will work to ensure every Member's views are being heard and considered. Communication will be frank, free-flowing, and without surprises. The individual will be very open, approachable, and believe strongly in transparency.

The next CAO will realize resolving many of Kirkwood's issues will require the involvement of others, residents, and regional, state and federal leaders, as well as the media. The individual will have strong interpersonal skills and a track record for building partnerships and for finding win-win solutions. He/she will realize that giving credit to others is often the best way to get things done.

The ideal candidate will have excellent oral and written communications skills. He/she will realize that listening and showing empathy can be more important than simply giving the right answer. The Administrator will embrace outstanding customer service and lead by example. When the City cannot solve the problem, residents deserve a good explanation of why.

The top candidate will set goals and rely on his/her subordinates to do their jobs. The individual will not be a micromanager but someone who expects to be informed and will hold the staff accountable. He/she will encourage creativity while realizing not every great idea will be successful. The Administrator will be a mentor and encourage staff development and decision-making. The individual will recognize that no one has a monopoly on knowledge, that input is an important part of the process, and that the diversity of opinions will only make the projects and programs better. Building and maintaining a high level of staff morale will be important to the CAO.

The best candidate will be action-oriented with a sense of urgency. Much needs to be done, and the individual will not dawdle. While the Administrator will solicit the opinion and involve others in the decision making, when faced with a difficult situation and the need for a quick decision, he/she will not hesitate. If a course correction is needed later, he/she will admit a better decision could have been made, make the necessary changes, and move on. The ideal candidate will realize credibility sometimes means admitting making a mistake.

In terms of specific skills, the individual will have demonstrated success in budgeting and finance, management, economic development and redevelopment, utilities, and strategic planning.

The proven ability to manage multiple projects from conception to completion, on time and within a budget, will be an important skillset for the next Administrator.

The position requires a bachelor's degree in business administration, public administration, public policy or a related field, and at least five to ten years of increasingly responsible experience as a senior level government director. A master's degree or ICMA certification is preferred.

The Council plans to make a commitment to the candidate and hopes the selected individual will make a long-term commitment to the City. By working together, the new Chief Administrative Officer and the Council can maximize what can be accomplished for the City.

COMPENSATION

The salary range is $195,000 to $225,000. The salary will depend on qualifications and experience. Benefits and retirement plans are excellent.

THE MOST RECENT CHIEF ADMINISTRATIVE OFFICER

The previous Chief Administrative Officer retired in December 2025 after serving Kirkwood for 11 years.

RESIDENCY

The Chief Administrative Officer is required to be a resident of Kirkwood.

HOW TO APPLY

E-mail your cover letter and resume to apply@cb-asso.com by March 6th. Please apply ASAP as resumes will be screened as they arrive. Questions should be first directed to Scott Krim at (801) 628-8364, then to Colin Baenziger at (561) 707-3537.

INTERNAL CANDIDATES

There is always the possibility of internal candidates, but the City Council is committed to a level playing field and the best person will be selected for the position, whether internal or external.

CONFIDENTIALITY

Under the Missouri Sunshine law, Materials submitted as part of this application may be considered public record. The City will fully protect sensitive personal information permitted by law, including Social Security numbers, background-check results, and other data specifically exempt from disclosure.

THE PROCESS

Applications will be screened between March 7th and April 5th. Finalists will be selected on April 6th. A reception and interviews will be held on April 13th and 14th. A selection will be made shortly thereafter.

OTHER IMPORTANT INFORMATION

The City of Kirkwood is an Equal Opportunity Employer. It strongly encourages women, minorities, and veterans to apply.

ADDITIONAL INFORMATION

For additional information about the City, visit:

www.kirkwoodmo.org/

www.downtownkirkwood.com/

www.kirkwooddesperes.com/

City Budget (2026)

www.kirkwoodmo.org/home/showpublisheddocument/15935/638798972102270000

Annual Comprehensive Financial Report (2025)

www.kirkwoodmo.org/home/showpublisheddocument/16791/638974342953270000

Comprehensive Plan

www.kirkwoodmo.org/government/departments/public-services/planning-and-zoning/long-range-planning

Strategic Plan (2022)

www.kirkwoodmo.org/government/departments/administration/strategic-plan





COLIN BAENZIGER & ASSOCIATES

EXECUTIVE RECRUITING

Appendix C

Sample Candidate Report

[Note: The following materials are provided with the permission of the candidate.]

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Cover Letter and Resume

Karen Manila
6909 Herman Jared Dr.
North Richland Hills, TX 76182
(817) 999-0967
krmanilatx@gmail.com

May 6, 2024

To Whom It May Concern,

My name is Karen Manila and I am writing this cover letter to express my interest in the City Manager position with the City of Fruitland Park, FL. While I currently live in Texas, my husband and I will soon be relocating to Florida which provides me the opportunity to seek employment in an area that I am well suited for. With more than 30 years of experience in local government, I have the skillset needed to be a successful City Manager.

My most recent position was as Assistant City Manager for the City of North Richland Hills, Texas (population ~72,000). I served the City of North Richland Hills for 25 years, starting as the City's Budget Director before promoting into the City Manager's Office first as Managing Director then to Assistant City Manager. During my 21 years in the City Manager's Office, I had responsibility for multiple departments including Finance, Budget & Research, Information Technology, Human Resources and Municipal Court. Additionally, for a period of time I oversaw the Parks Department and Neighborhood Services which includes Consumer Health, Code Enforcement and the Animal Shelter. I also have extensive experience in budgeting having worked as a budget analyst for the City of Garland for 5 ½ years, Budget Director for the City of North Richland Hills, and oversight of the Budget Department for the last 21 years. Additionally, in my role as Assistant City Manager, I was the City's liaison with franchised utilities (electricity, natural gas, communications), a member of the City of Fort Worth wholesale water customers committee, served on the board of directors for the Texas Coalition for Affordable Power, oversaw the city's trash and recycling contract, and performed legislative analysis/tracking every 2 years when the Texas Legislature was in session.

Thank you for taking the time to review my resume. As you'll see, my experience in local government translates well to what the City of Fruitland Park is seeking in a City Manager. I look forward to learning more about this exciting opportunity and hope to speak with you in more detail soon.

Sincerely,

Karen Manila

Karen R. Manila

6909 Herman Jared Dr., North Richland Hills, TX 76182 | 817.999.0967 | krmanilatx@gmail.com

A proven leader with over thirty years of experience leading teams to achieve city council and organizational goals. Proven track record in strategic planning, team development and operational analysis. Adept at fostering a customer oriented culture of collaboration and innovation.

EXPERIENCE

2008 – 2024

ASSISTANT CITY MANAGER, CITY OF NORTH RICHLAND HILLS, TX

- Oversight of Finance, Budget, Information Technology, Human Resources, Municipal Court
- Previously oversaw Facilities, Fleet, Parks, Neighborhood Services
- Liaison with franchised utilities including Oncor, Atmos Energy, AT&T, Spectrum
- Liaison with external organizations concerning utility issues and wholesale water
- Oversight of solid waste and recycling contract
- Developed Federal and state legislative programs, tracked bills, reported to elected officials on legislation, drafted correspondence for Mayor to state and Federal officials concerning legislative impact to City
- Oversaw development of City operating and capital improvement program budgets
- Assist with revenue and expenditure projections
- Perform financial analysis of department supplemental budget requests
- Developed policy on use of natural gas drilling revenues within city limits
- Project manager for Enterprise Resource Planning replacement
- Served on board of directors for Texas Coalition for Affordable Power
- Assisted residents with complaints/concerns
- Processed invoices, p-card transactions and payroll in absence of admin assistant
- Special projects, research, other duties as assigned

2002 – 2008

MANAGING DIRECTOR, CITY OF NORTH RICHLAND HILLS, TX

- Oversight of Finance, Budget, Information Technology, Human Resources
- Oversaw development of City operating and capital improvement program budgets
- Assisted residents with complaints/concerns
- Special projects, research, other duties as assigned

1999 – 2002

DIRECTOR OF BUDGET & RESEARCH, CITY OF NORTH RICHLAND HILLS, TX

- Coordinated with departments in development of citywide operating and capital improvement program budgets
- Performed revenue forecasts, salary and benefit projections, and tracked actual expenditures to budget projections
- Reported actuals to budget to City Manager and City Council

- Trained new employees on budget process and budget software system
- Performed internal audits as needed

1994 – 1999
FINANCIAL ANALYST/SENIOR FINANCIAL ANALYST, CITY OF GARLAND, TX
- Responsible for oversight of 8 funds and 23 departments with annual budgets exceeding $221 million
- Administration of the City's vehicle replacement program
- Development and administration of G&A and support service allocation methodologies
- Implementation and administration of an automated budget preparation system
- Development and coordination of the annual budget instruction manual and budget training
- Participate in budget preparation meetings with City Council, City Manager, Assistant City Managers, and department heads

1992 – 1994
FINANCE DIRECTOR, CITY OF KAUFMAN, TX
- Management of office staff
- Preparation of annual budget document, assisted in its implementation and verified that departments were adhering to budget constraints
- Maintained general ledger in accordance with GAAP
- Management of accounts payable and payroll functions
- Responsible for cash management

1989 – 1992
ACCOUNTANT, MURSKI, HICKS & CO., DALLAS, TX
- Assistance with in-house and field audits
- Preparation of corporate, partnership, individual and fiduciary tax returns
- Preparation of quarterly compilations needed to meet loan covenants
- Weekly field work for clients including accounts payable, general ledger accounting and payroll activities
- Preparation of quarterly and annual payroll reports for various clients
- Miscellaneous managerial accounting duties for clients

EDUCATION

MAY 1998
MASTER OF PUBLIC ADMINISTRATION, UNIVERSITY OF NORTH TEXAS

MAY 1988
BACHELOR OF BUSINESS ADMINISTRATION, UNIVERSITY OF TEXAS AT SAN ANTONIO

30 HOURS ACCOUNTING

Candidate Introduction

KAREN R. MANILA

EDUCATION

Master of Public Administration, University of North Texas
Bachelor of Business Administration, University of Texas at San Antonio

EXPERIENCE

Assistant City Manager, City of North Richland Hills, TX	2008-2024
Managing Director, City of North Richland Hills, TX	2002-2008
Budget Director, City of North Richland Hills, TX	1999-2002
Senior Financial/Budget Analyst, City of Garland TX	1996-1999
Financial/Budget Analyst, City of Garland, TX	1994-1996
Finance Director, City of Kaufman, TX	1992-1994
Accountant, Murski, Hicks & Co., Dallas, TX	1989-1992

BACKGROUND

North Richland Hills, located in North Texas within the Dallas Fort Worth (DFW) Metroplex, is a suburb of Fort Worth and the 4th largest city in Tarrant County with a population of approximately 72,000 residents. The City of North Richland Hills serves its residents and business community with 590 full-time and 117 full-time equivalent (FTE) part-time/seasonal positions.

The total operating budget for the City of North Richland Hills for fiscal year (FY) 2024 is $151,505,763. The two largest funds of the City are the General Fund at $60 million the Utility Fund at $42.8 million. While the departments I managed changed from time to time, the most recent departments reporting to me were Human Resources, Budget, Finance, Municipal Court and Information Technology. The total adopted budget for these departments for FY 2024 is $25,726,037. I directly supervised 5 Department Directors, whose departments were made up of 60 employees. In the past I have managed more than 200 employees in the departments that reported to me. This figure includes part time/seasonal workers at the City's water park.

The three most pressing issues facing the City of North Richland Hills are:

- Street maintenance/repairs – Street repairs have topped the list of needed improvements year after year in the biannual citizen survey. While the City budgets $1.2 million per year for preventive street maintenance, this amount does not keep up with the declining roadway conditions. City Council appointed a Capital Program Advisory Committee in 2019 to review and prioritize the city's infrastructure needs. The committee identified $200 million in needed street repairs but recommended a bond election be held for $49.8 million, the amount the city could afford without increasing the property tax rate. In 2020 voters approved $49.8 in general obligation bonds. This was the first bond election since

2003 that included funding for street reconstruction. It is anticipated another bond election for street reconstruction will be conducted in 2025.

- Traffic congestion –The city has three arterial streets that run north/south carrying large volumes of traffic from cities to the north that want to access NE Loop 820, a highway that bisects the city. Residents of North Richland Hills have repeatedly expressed frustration about the volume and flow of traffic. While the city cannot do anything to change the volume of traffic, it continuously works toward better coordination of traffic signals to improve the traffic flow. Additionally, one of the city's two commuter rail stations is located adjacent to one of the arterial streets requiring traffic to stop for an extended period when a train is at the station. The city continues to work with the transit authority toward a resolution on the traffic arm timing.

- Population density – The City of North Richland Hills is approximately 90% built out. While there are still a few traditional single family residential developments underway, most of the development in recent years has been higher density single family homes such as townhomes and zero lot line houses, as well as apartments. While these higher density developments have been planned for several years, residents are just now taking note of them. Residents are concerned with the additional traffic high density developments bring, the increased population's impact on the services the city provides and the impact to the school system.

GENERAL MANAGEMENT STYLE AND EXPERIENCE

When I read the brochure for the Fruitland Park City Manager position it piqued my interest because I could see where my experience aligns well with what the city is seeking in its next City Manager. First and foremost, I am a seasoned professional manager with the work experience and education to lead the organization. I have worked for two outstanding City Managers in North Richland Hills that have modeled the importance of maintaining positive working relationships with elected officials and the critical nature of gaining and maintaining their trust. They also emphasized the importance of open communication with elected officials, even when communicating information those officials don't want to hear. I recognize the challenges Fruitland Park faces with the population growth and how important it is to find a balance between the small town feel of the city while also meeting the needs of the new residents. We have experienced that to a certain degree in North Richland Hills. From what I have read Fruitland Park is financially sound and my strong financial background will help keep the city sound for years to come. I have extensive experience working with outside entities through my role as liaison with the city's franchised utility providers for electricity, natural gas, and communications as well as management over the city's solid waste and recycling contract. Providing good customer service, both externally and internally, has been part of the core values I have worked under during my entire career. My extensive and varied work experience, especially with the City of North Richland Hills, has provided me the tools needed to lead Fruitland Park.

During my time with North Richland Hills, I have worked beside some of the best department directors in the industry. As mentioned earlier, five department directors reported to me. Some of them were first time directors when I hired them and some I hired with many years of experience. I manage based on what each person needs from me. For the first time director, I am more structured and hands on in their day-to-day activities until they are comfortable with me backing away. With my more seasoned employees I provide them the support and tools they need to do their jobs, but I do not get overly involved in their day-to-day operations unless they need it. My employees feel comfortable coming to me to discuss issues and concerns and see me as a mentor and a coach. They know my door is always open and they are free to drop in at any time. I also drop in on them just to touch base and catch up on what's going on. I make a point of getting to know them not just as an employee, but on a personal level as well. Along those same lines, I make a point of visiting departments to chat with employees and catch up on what's going on in their lives. My staff and co-workers would describe me as fair, supportive, open and a team player.

While I've managed many excellent employees, on occasion performance issues need to be addressed. If an employee has not done anything illegal or unethical, I will work with them to help improve their performance. Most of the time counseling gets them on track but I have also had to use progressive discipline, including performance improvement plans. On several occasions progressive discipline did not work, and I had to terminate the employee. Terminating an employee is difficult, but as a manager, decisions that are in the best interest of the organization must be made.

To assist employees with staying on track and making sure they are achieving both personal and organizational goals, establishing formal sets of goals each year is part of the annual evaluation process. These goals could be of a personal nature such as gaining more knowledge about a particular topic, or they could be goals established for their department such as restructuring the department to better utilize each employee's strengths. Outside of the annual review process, goals and timelines are established throughout the year for various projects and tasks. I meet regularly with my directors to discuss their progress toward their goals.

I have worked with many city council members over the years. Most of them have recognized staff as experts in their fields and respect the work they do. The city council I most recently worked with has a lot of respect for me and see me as an ethical, strong leader who hires outstanding employees.

My greatest strength is emotional intelligence because it helps me navigate complex social situations with empathy and understanding. Emotional intelligence also helps me navigate work interactions by gaining a better understanding of people's motives and where they are coming from. It helps me foster positive relationships, improve communications, and connect on a deeper level.

While I don't necessarily consider this a weakness, something I will need to work on if appointed City Manager of Fruitland Park is delegating work instead of doing it myself. In North Richland Hills I had employees to perform tasks for me, but I still did a lot of hands-on work myself. This

is not only time consuming, but it can send the wrong message to employees that you don't trust their work. It is important that I push myself out of my comfort zone and let staff do their job.

I get no greater satisfaction than seeing one of my employees grow and promote upward in their career. Thus, my greatest achievement has been developing people to help them achieve their career potential. I have hired several first-time directors, and it is satisfying seeing them go from being green in their role to having the knowledge and confidence to promote to the next level. A few years ago, I hired a budget analyst from another city that felt he was ready to make the step up to director. While he had the necessary technical skills, he was lacking in some soft skills. We discussed my concerns prior to hiring him and he convinced me to take a chance. I worked closely with him while he developed the necessary soft skills to take the next step. He is now an Assistant City Manager of a North Texas city and I take pride in knowing I helped him along his journey.

While I consider myself to have high emotional intelligence, this doesn't mean that I haven't let presumptions influence me. We hired a new Assistant Director of Finance to replace a well-loved, highly respected employee. The relationship between the new Assistant Director and staff was not good. My assumption was that staff was not being accepting of her and they were the reason things were not going well. I met with Finance staff so we could talk through the issues, emphasizing to them it was critical that they do everything they could to make it work. With time it became clear that the new Assistant Director was the issue, not staff. This situation taught me how important it is to keep an open mind and hear what is being said, not just listen.

The challenges I see for the person taking the job of city manager for Fruitland Park will be:

- Integrating into the organization. It's not just about getting to know the commission, organization, and staff, it's becoming an integral part of the team.
- It will also be imperative for the person taking the job to become a valued and respected member of the community. They will need to get involved in community organizations and get to know community members.
- As far as the challenge for the city itself, I see the greatest challenge to be planning for the population growth that is headed to Fruitland Park. This challenge includes not just infrastructure needs, but how to balance the new with the old.

During the first six months my efforts will involve:

- Get to know the commissioners, discussing with them what their vision is for the community, and what their goals and priorities are for the city.
- Getting to know the staff, boards, committees, and community and evaluating alignment with the commission's vision, goals, and priorities.
- Becoming familiar with the city's finances.
- Discussing with staff what they see as challenges and opportunities.
- Review of current operations to determine if there are any modifications needed.
- Becoming familiar with the city's code of ordinances, city charter and State laws.

- Reviewing and becoming familiar with all planning documents, such as the comprehensive plan, strategic plan, etc.

In my most recent city, media contact is initiated with the city's Public Information Officer (PIO). She coordinates all responses to the media. I realize that as the City Manager of Fruitland Park there will be more personal contact with the media. I am comfortable speaking with the media as I have done this in the past prior to the PIO taking such an active role in media relations. I have had no negative contact with the media and there is no information or "dirt" out there that would embarrass the city of Fruitland Park.

While some people still get their information through printed newsletters or newspapers, more and more people are relying on social media to keep up with what is going on within their community. Posting timely and accurate information on social media platforms such as Facebook, X, Instagram and Nextdoor can go a long way toward informing residents of what is going on within the city. Information shared goes beyond what would have traditionally been issued via a press release. It includes upcoming meetings, recreation events, kudos for employees and community members, the status of projects, etc. In North Richland Hills, social media is being used heavily to keep residents up to date on the bond street reconstruction projects such as what stage the project is in, progress of construction, upcoming closures and any other information that will help the community be informed.

My husband and I have many hobbies with sailing topping the list. About 1 year ago we purchased a sailboat in Jacksonville, FL. We visit the boat as often as we can and are excited about living in Florida closer to the boat so we can spend more time sailing. When we aren't on the sailboat, we enjoy bicycling on local trails and occasionally riding in organized bicycle rallies. Another activity we enjoy and hope to do more often once we move to Florida is SCUBA. Both my husband and I are SCUBA instructors, although we are not currently teaching. We also love to travel.

SIX ADJECTIVES OR PHRASES YOU WOULD USE TO DESCRIBE YOURSELF

- Ethical
- Knowledgeable
- Intelligent
- Dependable
- Kind
- Friendly

REASON FOR DEPARTING CURRENT POSITION

Having recently retired with full benefits from Texas Municipal Retirement System, I am taking advantage of the opportunity to seek out a city manager position where I can experience new

challenges and at the same time contribute what I have learned over almost 32 years of working in local government.

CURRENT / MOST RECENT SALARY

My final compensation in North Richland Hills was $227,700 per year including car allowance, phone allowance and deferred compensation.

CB&A Background Checks

Background Check Summary for
KAREN RENE MANILA

Criminal Records Checks:

Nationwide Criminal Records Search	No Records Found
County	
Tarrant County, TX	No Records Found
State	
Texas	No Records Found

Civil Records Checks:

County	
Tarrant County, TX	No Records Found
Federal	
Texas	No Records Found

Motor Vehicle

Texas	No Records Found

Credit	Excellent
Personal Bankruptcy	No Records Found
Sex Offender Registry	Not Listed
Education	Confirmed
Employment	Confirmed
Social Media	Nothing of Concern Found

Under the Fair Credit Reporting Act, 15 U.S.C. 1681-1681Y, credit and bankruptcy information are very sensitive and should not be used be in the consideration of hiring. The information is included for each candidate because we do not want you to be surprised if third parties raise what they consider to be a concern. Also, some states have limited the reporting to seven years, so any records older than that will not be available in those states. In addition, motor vehicle reports are limited to three to seven years, depending on the state.

Personal Disclosure Questionnaire

Name of Applicant: _Karen R. Manila_____

The following questions are designed so that we will be able to make full disclosure to our client concerning your background. Please answer them honestly. Cutting corners or misrepresenting your past will result in you being eliminated from all further searches conducted by this firm. We understand that frivolous charges are sometimes made and that charges do not mean you were guilty. We also understand that you may have been wronged and needed to seek compensation. The bottom line is that we want to be certain that our client is fully informed. If you have any questions, please contact us for clarification.

Please explain any yes answers on a separate sheet of paper.

1. Have you ever been charged or convicted of a felony?

   Yes ☐ No X

2. Have you ever been accused of or have been involved in a domestic violence or abuse incident?

   Yes ☐ No X

3. Have you ever declared bankruptcy or been an owner in a business that did so?

   Yes ☐ No X

4. Have you ever been the subject of a civil rights violation complaint that was investigated or resulted in a lawsuit?

   Yes ☐ No X

5. Have you ever been the subject of a sexual harassment complaint that was investigated or resulted in a lawsuit?

   Yes ☐ No X

6. Have you ever been charged with driving while intoxicated?

   Yes ☐ No X

7. Have you ever sued a current or former employer?

   Yes ☐ No X

8. Please list links to all your social media accounts (Facebook / Instagram / LinkedIn / Twitter, etc.) and your personal web page if you have one. Facebook: Karen Waddle Manila, Instagram: karenmanila, LinkedIn: Karen Manila

9. Is there anything else in your background that, if made public, would cause you, our client or our firm embarrassment if it came to light through the press or any other mechanism?

   Yes ☐ No X

10. Please provide a list of any lawsuits in which you are or have been a party either as plaintiff or defendant. N/A

Attested to: _____
Signature of Applicant

CB&A Reference Notes

Scott Turnage – Former City Council Member, North Richland Hills, TX (817) 992-6899

Mr. Turnage has known Ms. Manila since the early 2000s, when he was elected to the City Council in North Richland Hills. He understood her decision to retire, but was incredibly sad to see her leave her position as the Assistant City Manager. They worked closely together for their 20+ years, and he trusts her explicitly. He has seen her take on a variety of tasks over the years, and he appointed her to be the liaison with him for a bond study committee. Immediately upon announcing her decision to retire, she trained her successor. She can identify the strengths of others and mentor them to reach their highest potential.

Before Ms. Manila became an Assistant City Manager, she was the Budget Director. Finance is her biggest strength, and she knows budgeting better than anyone. During their annual budget retreat, she had the answers on hand anytime they were needed. She is knowledgeable in state regulations, applying for grants and funding, and presenting budgets to the Council. In addition to budgeting, she is a highly skilled leader. The individuals that work under her clearly respect and admire as a manager, mentor, and supervisor. During her years with North Richland Hills, she oversaw many departments and city contracts. She oversaw the garbage renewal contract every 3 to 5 years, and worked with the electricity providers to manage prices and franchise agreements. She has experience helping with the expansion of roads and how it affected utilities in the area. She coordinated the departments within and outside of the city government to make the expansion successful. She has worked with their fire department, police department, and was instrumental in structuring their compensation program.

Ms. Manila worked under two City Managers while at North Richland Hills. The second, Mark Hindman, was wonderful as a City Manager, and he speaks highly of her as well. The first, Larry Cunningham, was an incredibly difficult person to work with. Her ability to thrive is a testament of her ability to work with challenging personalities. He was temperamental, and volatile, yet she handled that work environment and did her job amazingly under trying circumstances. Ms. Manila is frank, and to the point. She has a no-nonsense personality, and can handle difficult situations. There was a time that she had an employee, the manager of their fleet services department, who was creating discontent in the department, and there was a sexual harassment claim against him. Ms. Manila dealt with the situation. She put him on probation, and he had to undergo a counseling program to keep his job. She did not back down or ignore this issue.

Although she has a strong personality, Mr. Turnage has had nothing but wonderful interactions with Ms. Manila. She was professional, and always respectful. He also knows her on a personal basis through bike riding and scuba diving. Aside from those things, they both attended the National League of Cities Convention in Washington DC every year, and she was the coordinator for those trips. She has fantastic people skills, and was gracious in showing others around the area on these trips. Aside from ensuring everyone enjoyed their time in DC, she also briefed them on who they would be meeting with, and what to expect at the convention itself. At work she is focused, and in social settings she is easy to be around and a pleasant person. She is detail-oriented in all facets of her life.

Ms. Manila is a good decision maker, and she maintains a high-performance level. She has been part of multiple major changes. The city grew from an estimated 40,000 residents to an estimated 72,000 residents during her tenure. It has been necessary to adapt in her years working for North Richland Hills. She could think outside of the box, and helped change their procedures through the COVID-19 pandemic. She never balked at change, but took it in stride. She enjoyed being out in the community with the people she served. She is a scuba instructor, which also demonstrated her ability to handle people during stressful situations.

Ms. Manila is a highly skilled leader. The individuals who work under her clearly respect and admire as a manager, mentor, and supervisor. Her leadership style has changed over the years. Early on, she was a behind the scenes manager but has grown and evolved over the years. She can rally employees because they want to follow her lead. Mr. Turnage can easily see her in a City Manager position, she would be incredibly successful. Aside from her employees and the residents, the City Council members were her customers in a way, and he has oftentimes marveled at how much patience she has. When it comes to the public, they only spoke to her if there was an issue which she handled with grace and understanding.

Mr. Turnage has never heard anything controversial when it comes to Ms. Manila, and he would be shocked if anyone else has. He would hire her instantly to be a City Manager. If he were starting a company today, she would be one of the people he wanted on his team. He trusts her, she has an impeccable work ethic, and her judgment, values, honesty, and integrity make her invaluable to any team.

Words or phrases used to describe Karen Manila:

- Resourceful,
- Good judgment,
- Likable,
- Tenacious,
- Tough skinned,
- Detail oriented, and
- Hardworking.

Strengths: Budgeting, leadership.

Weaknesses: Frank and to the point.

Mark Hindman – Former City Manager, North Richland Hills, TX (817) 301-8100

Mr. Hindman met Ms. Manila in 1999, when he served on the interview panel for the Budget Director of North Richland Hills. He worked in another city, but was serving on the panel, and Ms. Manila was the unanimous choice for the position. He joined the city of North Richland Hills in 2009 as the City Manager, where they worked together until he retired in March of 2024. She is an excellent city employee and she understands budgeting, finance, and operations. She was the

Swiss army knife for their City. During vacancies in administration or management, she led the group while the search for a new employee was underway. Mr. Hindman relied on her heavily from a financial standpoint, she can sort through finances to find funding available, if there is any.

Ms. Manila is extremely skilled in financial matters, and she understands city operations well. Along with those skills, she works well with others, and is polite and likable. Mr. Hindman and Ms. Manila worked in the same office, so most of the time their interactions took place in person. However, Ms. Manila established email chains to track information as needed. She was part of the hiring process in both of her positions as the Budget Director and Assistant City Manager, and she hired well. Unfortunately, not every hire is going to be perfect, and there were times she had to train employees to be their best. When employees were not working out, she worked with them first to see if more training was needed, and to give them every chance to succeed. If an employee did not improve, she proceeded as necessary.

Ms. Manila looks at facts and numbers before making decisions, she is objective. She looks at facts first and then moves onto non-quantitative factors in making decisions. She maintains and improves the organization she is a part of. She does not make changes for the sake of change, she strives for improvement, not just change.

Ms. Manila is out in the community a fair amount, not as much as he had to be simple because he was the City Manager while she was the Assistant City Manager. She is more than happy to go to events that the City Manager is unable to attend, to ensure the community knows the city supports them, and that she is there for the citizens. She has overseen many operations for the city, one example being the water billing. Due to her overseeing the water billing, she had many opportunities to interact with the public both one on one as well as in groups. A project she worked on was implementing electronic meters, and she gave presentations to both the City Council and employee groups for this project.

Ms. Manila was skilled in staying on top of what was happening inside and outside of the organization that may affect them. She had good judgment and knew when to share information. She was his Assistant City Manager the entire time he was there, and Mr. Hindman could not have asked for anyone better. If there was an issue or when something was not working well, she worked over the details and came up with creative solutions. Another project she worked on was implementing a new ERP system, which was a three-and-a-half-year endeavor. Unfortunately, their wastewater rate structure did not fit into the module. She found the solution to make it work.

Ms. Manila is customer oriented and tries to work through customer issues while giving them the benefit of the doubt. She is empathetic with customers as well, and is motivated to find solutions. There were multiple times where she paid the water bill for someone if she was unable to work with them for a different solution. She assessed the situation and when someone could not make the cost work, she did everything to help them. She also understood they had a responsibility to the rest of the citizens, they could not subsidize customers indefinitely, but she took stock of each individual situation and came up with the best solution for the customer and the city.

There has never been an issue with Ms. Manila finishing tasks on time. If she noticed there could

be an issue with the time constraints, she brought it up with him and they responded accordingly. She is ahead of schedule most of the time. Mr. Hindman knows of nothing controversial in her past professionally or personally, she knows to avoid anything that could put her in a bad situation. He begged her to stay with North Richland Hills until he retired, and she did, for which he is grateful. She has the knowledge and experience necessary to be a wonderful City Manager, she is someone you can rely on.

Words or phrases used to describe Karen Manila:

- Competent,
- Intelligent,
- Likable,
- Committed,
- Reliable, and
- Trustworthy.

Strengths: Finance, operations, people skills.

Weaknesses: She did not have direct experience in city planning operations. She was involved in the background, but did not work directly in this field.

Patrick Hills – Human Resources Director, North Richland Hills, TX (817) 427-6106

Mr. Hills has known Ms. Manila since 2000, when he was hired by the city of North Richland Hills. Ms. Manila was the Budget Director at the time. When she was promoted to be the Assistant City Manager in 2008, he began reporting to her as she was over the internal services department. She was a fantastic supervisor and Assistant City Manager. She worked under two City Managers, and both relied heavily on her, because she has a tremendous amount of credibility with both the City Manager and the Council. She was important to the overall executive city management team.

Ms. Manila has amazing people skills. She knows how to understand and balance her audience. She is incredibly skilled with numbers, and the budget and finance of the city, she was the go-to person for anything financial within the city. Along with being the budget specialist, she presented financial information to both the City Council and residents. She was simply a nice person. In his position as the Human Resources Director, Mr. Hills had to deal with unpleasant situations regarding employees and she was helpful during those times. She cared for her staff and the overall treatment of employees was important to her.

Interactions with Ms. Manila have been nothing but pleasant. On the personal side, she is caring. In a city with 550 full time employees, sometimes closer to 1,000 during surges, she made it feel like a small city, and paid attention to the culture of the workplace. On a professional level, communication was excellent with Ms. Manila. She was not a supervisor who told her employees exactly what to do, she gave them direction and advice to make decisions on their own and move forward. She held employees accountable, while allowing them the ability to do their job their way

if it has the desired result. They had to evolve and change in North Richland Hills to have stayed as long as they have, and she took change in stride while maintaining the performance level they are accustomed to.

Mr. Hills usually communicated with Ms. Manila over phone calls and in person. He prefers face to face over email and she knew this, so they often communicated to his preference. She has rallied the Internal Services department around the vision of the organization multiple times. Internal Services consisted of IT, the municipal court, finance, and human resources. She is a good leader, and steers her employees toward a common goal. He often sought her counsel when issues came up. For example, an important employee to the department was away for some time on medical leave, and they needed to find a way to make up for the loss. She suggested using volunteers from another department to fill in the gap.

Ms. Manila has never been late with a project they worked on together, and she handles stress well. She could not have lasted as long as she did in her position without being able to handle stress. She has never been involved in anything controversial or embarrassing, and he was upset to see her retire. She is one of the best supervisors he has been able to work for, and would be an incredible City Manager.

Words or phrases used to describe Karen Manila:

- Well liked,
- Good mentor,
- Financially competent,
- Creative,
- Collaborative, and
- Problem solver.

Strengths: People skills, finance, budgeting, presentations, leadership.

Weaknesses: None Identified.

Oscar Trevino – Former Mayor, North Richland Hills, TX (817) 312-9626

Mr. Trevino met Ms. Manila in 1999 when he was part of the City Council, and she became the Budget Director. He became the Mayor in 2002 and she became the Assistant City Manager in 2008. She is strictly business. She does a wonderful job and understands fiscal responsibility better than anyone. She takes her job incredibly seriously and there was never doubt during budget and finance meetings that she gave the correct information. She handles people extremely well, both her employees and the public.

During her time with North Richland Hills, Ms. Manila oversaw the garbage pickup, which can be a touchy subject for citizens, but she handled all situations very well. She also oversaw the water department, and dealt with the public when they felt they were not treated properly. She considered

their circumstances for payments and remedied situations as they arose. She had incredible financial skills, and her memory was amazing. She can recall where to find information in a large budget book, both quickly and accurately. She researched and made sound fact-based decisions.

Ms. Manila is blunt, but professional, she will tell you exactly as things are. She is not rude or crass, but she let Mr. Trevino know when he was heading in the wrong direction. They had a wonderful working relationship based on trust. If the City Manager was away for any reason, Ms. Manila was the one in charge. She is more on the side of maintaining high efficiency than creating change, but she will change when needed to make improvements. When changes were made during her time with the city, the City Manager received the credit for those changes.

Ms. Manila is a known face in the community. She is an avid bike rider, and participated in the Mayor's monthly bike ride. She also participates in the Lions Club and Chamber of Commerce lunches, as well as multitudes of other local government meetings and events. In her position over both water utilities and garbage, she dealt with many citizens one on one and in larger groups. She stays on top of information, and takes care of everything. She is an extrovert, and she leads from the front, rallying the troops. She had little employee turnover and employees were loyal to her.

Ms. Manila is a problem solver, and often solves problems before you notice there was one to begin with. Electric regulations were changing, and prices skyrocketing when she decided to lead the city in joining with other cities to create a coalition to successfully negotiate with the power company to keep their prices from rising. She understands that taxpayer dollars are something to be careful with, and she deals with unhappy taxpayers when they bring her issues.

Initially being in finance and budget, Ms. Manila is deadline driven. She had all the necessary information prior to meetings and from a Council perspective, she had answers quickly. She responds well to stress. For example, a citizen called out in a meeting, questioning where she had gotten some of her information. She took their questions in stride, looked through her info again, and stood by it while responding politely but firmly about her information sources.

You will not find anyone more personable and easier to talk to, Ms. Manila does not talk down to anyone, and would never jeopardize her position and trust from her citizens and coworkers. Mr. Trevino would happily hire her. She would make an excellent City Manager.

Words or phrases used to describe Karen Manila:

- Professional,
- Intelligent,
- Easy to talk to,
- Positive,
- Trustworthy, and
- Honest.

Strengths: Finance, memory, research, decision making.

Weaknesses: She is not always patient with employees. She is not tolerant of things not being done correctly, and she does not coddle people. This trait is a strength as well, she does not take kindly to anyone who cheats or lies. She is in a position of public trust, and she is not going to squander that trust.

Eric Von Schimmelmann – Information Technology Director, North Richland Hills, TX (817) 427-6239

Mr. Von Schimmelmann has known Ms. Manila since 2021, when he became the IT Director and began reporting directly to her. She was a great supervisor, he has been working in government for 35 years, and she was amazing to work for. She is very positive, gives great feedback, and direction. She is easily one of his best supervisors in all his years of government work.

Ms. Manila's biggest strengths are her ability to listen, her understanding of high-level tasks, and her ability to disseminate information and direction. She is extremely knowledgeable in finance. The budgeting process has been eye opening to him under her supervision. He moved from a different state, and she helped show him the rules and regulations in Texas local government.

When Mr. Von Schimmelmann came onboard, he was initially given leadership of the department to see what he could do on his own. Ms. Manila wanted to see his management style, and then provided more clear direction. She knew his background enough to trust him to get to know the employees first and then create their direction.

Ms. Manila communicates thoroughly, and they have stayed in communication since her retirement, she continues to be a mentor. She is articulate, and reads people well. She is a good judge of character, and employees follow her lead. In his work with her, Ms. Manila has been a change agent, due to technology changing constantly. When he came onboard, she had been heading the department and was in the process of implementing new technology.

Ms. Manila is well known in the public. He has seen her at retirement parties other than her own. She is skilled in talking with her superiors, subordinates, peers, and the public. She has an open mode of communication and makes the time for people when needed. She is a leader from the front, she is open to being there for her employees and gets things done properly.

Ms. Manila recognized that the ERP system that the city had needed change. She went through the long, rigorous process and led the team before he was brought in to replace the entire system. This was a tremendous undertaking that she began while also maintaining her other responsibilities. Another problem she solved was the need for a new waste management vendor. She found the new vendor and explained the reason for the change to the city and the public. Currently the city is also implementing a new utility billing system that is customer facing, and her purpose in this was making utilities easier for the residents, she cares for their wellbeing and ease.

Mr. Von Schimmelmann is not aware of anything embarrassing or controversial about Ms. Manila. The only reason she is no longer working at the city of North Richland Hills is because she retired.\, He would absolutely hire her. After seeing how she interacts with both internal and external organizations, he highly recommends her to be a City Manager.

Words or phrases used to describe Karen Manila:

- Leader,
- Innovative,
- Caring,
- Facilitator,
- Dedicated, and
- Honest.

Strengths: Listening, disseminating information, finance, rules and regulations.

Weaknesses: He would have liked more clear direction when he was first hired.

Maleshia McGinnis – Former City Attorney, North Richland Hills, TX (972) 237-2005

Ms. McGinnis met Ms. Manila in 2016, when the former started working as the City Attorney in North Richland Hills and the latter was the Assistant City Manager. Ms. Manila was wonderful, she managed a great deal of high volume, high work level departments under her, many employees, and any issues arose during that time. She oversaw multiple public facing departments, so she dealt with citizens often. She is skilled in the management aspect of her role, and understands what is important to citizens, boards, and the City Council.

Ms. Manila's biggest strengths are understanding the bigger picture, and how to handle citizens. Usually, by the time a citizen reaches her with a complaint, they are very unhappy. She is skilled in deescalating the issues they bring in, and in helping them understand city processes and restrictions. She also works very well with City Councilmembers and relates well with everyone. They had daily interactions, as their offices were in the same building, which were always pleasant, respectful, and professional. They cultivate a family atmosphere in North Richland Hills, where they got work done but it was also pleasant to be there. Ms. Manila had a hand in hiring personnel such as the budget director after her, the finance director, and the IT director. She made good hiring decisions, and she helped to cultivate the pleasant work environment they enjoyed.

Ms. Manila makes solid decisions, after gathering details and looking at the big picture and the impact of each decision made. She maintains a high-performance level, and takes on the responsibilities of the City Manager as needed. She has attended events such as the Chamber of Commerce luncheon, and has presented to the City Council. She was also the representative for the Utilities Coalition, in which a few cities pulled together to negotiate rates for utilities in the area. She is well known to the public. She is appropriately visible in the community, given her position with the city. She can be the leader, or she can be behind the scenes.

Reference Notes
Karen Manila

Ms. Manila handles stress well, they encountered many stressful situations and she continued to get the job done. She does not dwell on the stress, but rather continues with what is needed. Ms. McGinnis is not aware of anything that could be seen as controversial about Ms. Manila. Ms. McGinnis would absolutely hire Ms. Manila to be a City Manager because she has a pulse on all three levels of service necessary to be a City Manager which are: citizens, council, and staff.

Words or phrases used to describe Karen Manila:

- Happy,
- High spirited,
- Cooperative,
- Knowledgeable,
- Customer service oriented, and
- Detailed.

Strengths: Understanding the big picture, dealing with citizens, relatability.

Weaknesses: She can be inflexible with funding.

Prepared by: Rebecca Whitman
Colin Baenziger & Associates

CB&A Internet Research

https://x.com/CityofNRH/status/1772259816796311883
March 25, 2024



https://www.nrhtx.com/Calendar.aspx?EID=6199
March 22, 2024

Retirement Reception

Friday, March 22, 2024

Join us in honoring retiring Assistant City Manager Karen Manila.

Date:	March 22, 2024
Time:	3:00 PM - 5:00 PM
Address:	4301 City Point Drive City Council Chamber North Richland Hills, TX 76180
Contact:	817-427-6126
Email:	Communications Dept.

A retirement reception to honor Assistant City Manager Karen Manila will take place from 3 to 5 p.m. at NRH City Hall. Presentation will begin at 3:30 p.m. The community is welcome to join us as we show our appreciation for Mrs. Manila's nearly 25 years of service to the City of North Richland Hills and wish her well in her retirement.

Cards and emails are also welcome and can be sent to P.O. Box 820609, North Richland Hills, Tx 76182-0609 or communications@nrhtx.com.

Read more about Mrs. Manila's service to our community on Page 3 of our Winter NRH Newsletter.

Winter NRH Newsletter:

Assistant City Manager **Karen Manila** is retiring effective March 22, 2024 after a 32-year career in municipal finance and administration. Hired in 1999 as the Budget Director and promoted to Assistant City Manager in 2008, **Mrs. Manila** has provided leadership and guidance for many of the city's operations including budget, accounting, purchasing, utility billing, information technology, human resources, municipal court, legislative analysis, franchise utilities and the city's solid waste contract. She has been instrumental in keeping the City in exceptional financial condition and ensuring all city departments are being good stewards of the public's dollars.

"I have been blessed to serve in three Texas cities, but the highlight of my career has been serving the residents of North Richland Hills," she said. She added that NRH city staff have been a pleasure to work with. "It would be difficult to find a more dedicated and talented group who put their heart into their jobs every day serving the residents of our great city."

She also expressed appreciation to the City Council members she has worked with over the past 24 years. "Their support, respect and concern for city employees is unmatched, as is their dedication and love for the city," she said. "Their steady leadership and vision are what has made North Richland Hills such an outstanding city, one that I am proud to call home."

Trudy Lewis is being promoted to replace **Mrs. Manila** as Assistant City Manager over fiscal and administrative services. Mrs. Lewis has served as the city's Budget Director since December 2021. Before joining North Richland Hills, she served as City Administrator for the City of Hutchins and City Manager for the City of Glenn Heights. Her previous experience also included positions with the cities of Arlington and Irving.

https://www.businesswire.com/news/home/20191217005051/en/Tyler-Technologies-to-Provide-Integrated-Enterprise-Resource-Planning-System-to-City-of-North-Richland-Hills-Texas
December 17, 2019

Tyler Technologies to Provide Integrated Enterprise Resource Planning System to City of North Richland Hills, Texas
Solutions to manage everything from community development to finance operations

Tyler Technologies, Inc. (NYSE: TYL) today announced it has signed an agreement with the city of North Richland Hills, Texas, for a variety of Tyler solutions including EnerGov™ and Munis® as core ERP solutions, as well as Socrata Citizen Connect™, Socrata Open Finance™, Digital Health Department™ (DHD), MobileEyes®, and Tyler EAM™. The city's 20-year legacy solutions are disparate and haven't allowed for a seamless flow of data or processes from one function to the next, creating inefficiencies and reducing the value of the information stored by making it less accessible. The city selected Tyler for its fully integrated ERP solution, which will better meet the needs of the city for many years to come.

"There are many things about Tyler's solutions that are appealing to us, such as advanced reporting and the ability to find everything you might need with just a few clicks," said **Karen Manila**, assistant city manager for North Richland Hills. "This modern system will align us better with our business practices and allow us to provide better customer service for the public as well as for internal customers."

Tyler's Munis and EnerGov solutions combine fully integrated finance, payroll and HR, utility billing, asset maintenance and community development systems. Tyler's solutions will allow the city to
Operate within a modern digital government architecture where information can be easily shared across applications and functions
Access improved data analysis and reporting through intuitive, customizable reporting tools and modern analytical toolsets
Move to a system with tight integration between field electronic data collection and the backend database, so users can get instant alerts and complete workflow tasks on their smartphones in the field
Provide self-service capabilities to their employees, residents, and vendors

"We're pleased to deliver a fully integrated ERP solution to the city of North Richland Hills," said Chris Hepburn, president of Tyler's Enterprise Group. "Our solutions are designed to empower city personnel, ease the transition to improved business processes, and promote the city's self-sufficiency for long-term support of the system." The city of North Richland Hills is in the Dallas-Fort Worth Metroplex and has a population of more than 70,000.

Fort Worth Star-Telegram (TX)
May 24, 2014

Preliminary property values rise in most of Tarrant
Author/Byline: Bill Hanna and Caty Hirst; Staff writer Susan Schrock contributed to this report

The bad old days of the recession appear to be in the rearview mirror. The recovery is in full force across Tarrant County, according to preliminary values from the Tarrant Appraisal District. Almost every segment of the real estate market is seeing increases, and just about every part of Tarrant County is showing an uptick in values. Only a few cities had no significant gains. Overall, assessed property values are up 6.7 percent across Tarrant County. But the Tarrant Appraisal District and many area cities caution that these values will likely drop as some homeowners and commercial property owners protest their valuations.

Chief appraiser Jeff Law expects about 70,000 of the 1.4 million tax accounts in Tarrant County to challenge their appraisal. Property owners have until June 2 to file a formal protest, which they can do online at www.tad.org . He has advised cities and school districts to assume about a 2 percent drop from the current valuations, though he doesn't expect that significant a drop. "I can't really tell you how much to expect things to change but I would say this year, things are better than healthy," Law said.

Home prices are also helping drive the increases. Residential values are up 8 percent across the county. There has been some new construction with the addition of 5,534 residential and 201 commercial accounts. The gains reflect the pull of the local economy bringing more people to the area, Tarrant County Administrator G.K. Maenius said. "Quite frankly, it's an up market and this is reflective of that," Maenius said.

But real estate agent Lucy Puniwai, who works in the Alliance corridor, said many clients have been upset with TAD as their appraisals have jumped by $25,000 to $30,000. She said values are up and multiple bidders are often vying for homes but she believes that TAD is overreaching with its appraisals. "The people that have contacted me to protest taxes have recently purchased homes," Puniwai said. "Their appraisals just jumped through the roof. I don't believe the appraisal system is fair. There's just no consistency or balance in the system."

This year, TAD increased the value on about 260,000 existing accounts. Of those, 166,000 had a jump from 5 to 10 percent; 63,000 increased by less than 5 percent; and about 31,000 went up by more than 10 percent. Among commercial properties, apartments increased 25 percent, office space jumped 20 percent, retail climbed 15 percent and warehouses had a 10 percent increase. "For Tarrant County, it's pretty much been countywide," said Bill Makens, chairman of the Fort Worth Society of Commercial Realtors and an associate with the Makens Co. "You just have a lot of retailers that have become active again and DFW is an attractive market to a lot of retailers," Makens said.

Among apartment complexes, the higher-end properties — those that are considered Class A and Class B — have had the biggest increases. "For investors, it has become a lucrative investment,"

Law said. “A lot of apartment complexes are selling; values are going up. We're seeing a lot of increases across the whole county, particularly in Class A properties.” There was also a big increase in mineral interest accounts, from 404,000 to 719,000. The overall value increased by $500 million from $2.4 billion to $2.9 billion.

Fort Worth expects another budget shortfall
The preliminary TAD appraisals are important to local governments because they use these numbers to start building budgets for the next fiscal year. City officials say that the numbers are encouraging and optimistic, but that they are being cautious. Fort Worth, for example, had a 7.4 percent increase in net taxable property value, which is at $43.4 billion in the preliminary report.

Still, the city’s chief financial officer, Aaron Bovos, said Fort Worth is projecting only a 2.9 increase in revenue from property taxes and a 5 percent in the sales taxes for fiscal 2015. He expects the city to have another shortfall in the upcoming budget. “From a historical perspective, where we sit today is much better than where we have sat in prior years. There really isn’t even a comparison,” Bovos said, but he added that they are “still talking about budget reductions.” He asked each department to come up with a 2.8 percent reduction in their budgets. Based on fiscal year 2014, that is $16.4 million in reductions for the general fund. In a “balancing act,” he also asked departments what they would do with more money.

Last year, the city initially faced a $50 million shortfall, which was bridged with sustainable cuts, including jobs, increased property and sales tax revenue, and use of one-time budget savings. “I feel very optimistic about the revenue forecast. Does that mean we are throwing caution to the wind? No, it will never mean that for a financial planner,” Bovos said. The city also dangled the potential for 3-5 percent raises for general employees in 2015 if it found $5 million in savings through the year to fund it. General employees have received one raise in the last five years, in fiscal 2012. Bovos could not say whether the raises will be included. “The 2015 budget is still under development and raises are under consideration,” Bovis said. “They are part of the goal and part of the financial plan, but we are still working on having all those pieces to be able to solidify what that looks like.” “When we make a decision for 2015, we need to make sure that decision is sustainable for a five-year forecast,” he said. Bovos said the city’s approach toward the fiscal 2015 budget is “a little more comprehensive than what I know Fort Worth to have done in the past,” with careful attention paid to five-year projections. He said the recommended budget will be presented to the City Council on Aug. 12.

Arlington numbers ‘encouraging’
Arlington’s taxable values, currently $19.2 billion, rose about 3.3 percent over last May, which is what officials had projected. The city had “encouraging” growth in residential, commercial and mineral values across the board, Budget Director Mike Finley said. “Our tax base is on track with what we expected,” Finley said.

The Viridian Management District, site of the 2,300-acre master-planned Viridian development in Arlington, had an 84.5 percent gain from a year ago. While property values are soaring in that neighborhood, it is also simply a sign of new construction. The number of accounts in Viridian grew from 539 to 817. “You’re taking a small area where a lot of homes have been built,” Law

said. “A lot of that was vacant land and now it’s homes and other new stuff. They’re adding things out there all of the time.” For some smaller communities, the impact of new businesses can be significant.

Haslet, with its nearness to the sprawling Alliance development in far north Fort Worth, has seen its property values jump a whopping 35.6 percent, most of which came from the arrival of theAmazon fulfillment center. “Amazon — that pretty much says it all,” said Debbie Maness, Haslet’s finance director. “To see an increase is really good but I will say I’m pretty conservative and we won’t really know its impact until we get the final number in July.” The arrival of Amazon is another sign of growth in far northern Tarrant County. Last year, Alliance developer Hillwood reported to the city of Fort Worth that the development had a $50 billion impact on the North Texas economy since it began in 1989.

In North Richland Hills, there are also signs of recovery.
The city issued construction permits for 189 single-family homes last year and had new commercial redevelopment along Northeast Loop 820 with the new Floor & Decor, Taco Cabana and Quick Trip. Sandlin Homes is also planning a 192-lot subdivision off Iron Horse Boulevard, Assistant City Manager **Karen Bostic** said. “It’s a positive and welcome sign for our local economy and we are hopeful that we are finally returning to a pattern of slow and steady positive growth,” **Bostic** said.

Red-hot housing market
In some parts of Tarrant County, the stories of buyers lining up to buy homes are true. Fort Worth real estate agent Scott Bailey was showing a home on Hillcrest Street in Fort Worth that was not entered in the Multiple Listing Service. “I’ve got one that everybody just walked through,” said Bailey, who had more showings scheduled that day. “I think inside the loop [locations within Loop 820] it is fantastic right now from an agent’s point of view,” Bailey said. “If you go outside the loop, there are cash buyers buying and paying cash and then turning around and leasing them out. There are good deals for investors in those areas that are saturated.”

Last month, a real estate investment trust with an Arlington address bought one of his listings along Meadowlark Drive in far south Fort Worth, shortly after buying another home in the same block. By the time the buyer closed on Bailey’s listing, a “for lease” sign was already up in front of the neighboring house. A few areas have seen more modest gains, including Edgecliff Village, the Everman school district and Dalworthington Gardens. “Some of these smaller towns don't have the land mass to bring in new industry or have the available land for new housing,” Maenius said.

Protest deadline approaches
Time is running out to file a protest. Tarrant County property owners have until June 2. “If you’re thinking about protesting, I would go ahead and file a protest,” Law said. “That way you are protecting your right to protest. You can always drop the protest later if you choose to do so.” Once a protest is filed, residents can also call the appraisal district and talk to an appraiser about dropping their valuation, but Law warns that values are going up in most areas. “Right now, the data supports that values are up,” Law said. “We may not necessarily lower a value but it doesn’t

hurt to talk to an appraiser." Some taxpayers have complained that appearing before the appraisal review board can be daunting.

Law said property owners need to do their homework before coming before the review board. "It shouldn't be an intimidating process, but they do need to come prepared," Law said. "If they think their value is too high, they may need to talk to a real estate agent. Look at listing prices and advertisements. Also, bring in photographs. There may be something we don't know about your property. We may not know it only has one bathroom instead of two. That's the kind of thing that can lower your value." But homeowners need to accept that values are currently on the increase. "Right now, I think there's a huge demand for residential properties and the supply is simply not there."

Fort Worth Star-Telegram (TX)
May 24, 2012

DFW cities optimistic about growth in property values - Taxable values rise 2.5% for Tarrant; big cities see increases of at least 3%

Author/Byline: Bill Hanna and Darren Barbee; Staff writers Eva-Maria Ayala and Susan Schrock contributed to this report

Property values are up 2.5 percent across Tarrant County from a year ago, a jump of $3 billion, giving some hope that the market is on the rebound. "It kind of tells me the economy has at least flattened out or is up a little bit," Tarrant County Judge Glen Whitley said. But the bounty didn't fall evenly, according to preliminary assessments from the Tarrant Appraisal District. In the largest cities, including Fort Worth, Arlington and Mansfield, taxable property values increased more than 3 percent. Grapevine's values rose 6.5 percent and North Richland Hills' rose 5.4 percent. Among smaller cities, Westworth Village saw an 11 percent jump, primarily from previously tax-exempt properties being added to the tax rolls. But Haslet and Blue Mound saw steep declines: 10.7 percent and 8.7 percent, respectively.

The results for individual properties were a mixed bag as well. About 15 percent of residential and commercial properties -- 77,400 in all -- increased in value for fiscal 2012, according to the appraisal district. However, 25 percent, 129,900, declined in value, and 59 percent, 304,300, had no change. New taxable construction represents 5,833 properties, or about 1 percent. Yet new construction lifted the county's property values by more than $1 billion, according to preliminary statistics from Chief Appraiser Jeff Law.

New residential properties added $840 million to the county's net taxable value, accounting for about 1.2 percent of the taxable value of all residential properties, he said. About $608 million in commercial taxable property was added, or 1.7 percent of all commercial properties' taxable value, Law said. "There are some properties out there that have been constructed that are part of the commercial sector that are exempt," Law said. "That could be something like schools or something that the city or county owns." But "we were never going to tax those to begin with," Law said. Officials caution that the numbers are preliminary and will likely be adjusted as property owners appeal their valuations.

Rebounding values

Fort Worth's property values rose $1.4 billion, or 3.5 percent, to $42.8 billion. That is exactly what the city expected when it told the City Council this month that its budget gap would be $23.7 million next fiscal year. Budget officer Horatio Porter expects about a 2 percent gain after protests are heard. "I believe we've seen property values hit bottom," Porter said. "We won't see double-digit gains like what we saw in the '90s, but it has stabilized and I think we will see slow, steady growth." The gains won't be enough to prevent difficult budget decisions. "The revenue just can't grow fast enough to keep up with all of the needs we have in the city," Porter said.

Arlington's preliminary values rose to nearly $18 billion, up 3.8 percent. Budget Manager Mike Finley said that if the values hold until the tax rolls are certified in July, Arlington's property tax

revenue for next fiscal year will be $2.1 million higher than projected. "It's better than we were expecting," Finley said. "We were expecting to be flat." Finley attributed the bump in valuations to factors such as commercial development and the transformation of a former Trinity River flood plain into residential lots for the Viridian community. The project, under construction in far north Arlington, is expected to eventually add 15,000 residents and more than $2 billion to the property tax rolls, city officials have said. Arlington's sales tax revenue for the first six months of this fiscal year is up 5.3 percent. That's good news for the city, which is working to erase a projected $4 million budget shortfall for fiscal 2013, which starts Oct. 1.

In Grapevine, where attractions like the Sea Life Aquarium and Legoland brought in revenue, values increased $394 million. John McGrane, Grapevine's director of administrative services, said that he hasn't analyzed the appraisal values but that the city expects improvements from last year.

In North Richland Hills, preliminary values increased $197 million, slightly higher than expected. Even taking into account the post-appeals drop, Assistant City Manager **Karen Bostic** said, the appraisals could put the city back at 2008 levels -- before the recession. "Hopefully it will mean we won't have to make further reductions like we did in recent years," she said.

Tough times for some
For Haslet, where preliminary values fell by $86 million, the biggest factor was a drop in the value of mineral leases, from $182 million to $103 million, City Administrator Ashley Stathatos said. One of the more unusual decreases was in Blue Mound, where Mayor Alan Hooks said residents' high water bills are driving down property values. The city's water and sewer system is owned by Monarch Water Utilities. "People are not going to come out here and buy unless it's a cheap, cheap deal," Hooks said. "That's what's happening -- people are dumping these houses. It's going to be a tough budget next year. It's going to be pencil-sharpening time and time to get out our red pens." Increases in property values mean little to struggling school districts, many of which are looking to cut staff and programs amid multimillion-dollar shortfalls.

A complex state school finance system, which is being challenged in court this fall, essentially funds schools based on a weighted per-student formula. If a district's property tax revenue improves, the state reduces its aid. If tax revenue drops, the state makes up for the loss. The Fort Worth school district, for example, had the largest increase of taxable property value, about $945.8 million. If not for the state funding system, that could have meant $9.8 million more for schools. The district is facing about a $40 million shortfall next school year. "We are happy to see growth in the tax rolls," said Hank Johnson, the district's chief financial officer. However, "it will have little impact on the current funding situation."

In the Grapevine-Colleyville district, the overall taxable value had one of the highest percentage increases in the county, improving 4.6 percent, or $485.2 million. Grapevine-Colleyville, Fort Worth and many other local districts are among the hundreds suing the state over how schools are funded.

Fort Worth Star-Telegram (TX)
April 25, 2012

North Richland Hills seeks voters' OK for new municipal complex funds
Author/Byline: Jessamy Brown

Taxpayers in North Richland Hills are being asked to increase the city's debt by about 50 percent to help pay for a new municipal complex that would consolidate offices. Voters will have to decide whether that makes fiscal and logistical sense in a May 12 referendum on whether to authorize issuing up to $48 million in bonds for the complex, which may be on Boulevard 26, at the site of the old North Hills Mall. The additional debt would prompt the first property tax rate increase in 19 years, and the city would also tap reserves and other funds to complete the $70 million project.

The city already owes a total principal of $95.6 million in debt, including $71.6 million in debt supported by property taxes. "There are some that will be paid off in the next few years. We can put that money toward the new debt," Assistant City Manager **Karen Bostic** said. About $24 million of the total debt is being paid off by other revenue sources, such as fees from users of the Iron Horse Golf Course and NRH {-2} O water park.

Councilman David Whitson, who headed a 26-member community task force that recommended the project, said he is comfortable with the city's debt load. "I'm going to be pushing to have that debt paid off sooner than what the term is," Whitson said. The bonds would add 3 to 4 cents to the current tax rate of 57 cents per $100 of assessed property value. That would add about $49 a year to the tax bill for a house valued at the city average of $122,317. The tax rate would not change for senior citizens and other homeowners whose property taxes are frozen. Besides the bonds, the city would still need an estimated $22 million from capital reserves, plus money from selling buildings that house its current offices on Northeast Loop 820, which officials think will be attractive to commercial or retail developers.

Staffers have moved out of the city offices that housed the library and recreation center and into new facilities. The Municipal Court, parks administration and Citicable continue to operate there. That building, at Northeast Loop 820 and Rufe Snow Drive, is not on the market. But undeveloped land on the site has been sold to firms headed by Dustin Renfro of Hudson Oaks. The city sold 1.04 acres for $800,000 for the development of a Taco Cabana and 1.17 acres nearby for $530,000 for a future In-N-Out Burger. A 0.9-acre tract is being marketed for sale by Renfro's Gridiron Capital, which has right of first refusal to buy it. Officials also expect an unspecified amount of compensation from the state from work on the North Tarrant Express project to widen Northeast Loop 820.

The cost of the project and square-footage needs were estimated after an architectural firm performed a space analysis. The budget includes money for land, road work, furnishings and buildings. But plans are to bring the project in under budget, said Jimmy Perdue, the city's public safety director. "We're hoping and planning all along to reduce the project costs as we get into

the design," Perdue said. "We knew that we needed to know what the outside number was because the worst thing is to ask citizens for funds and come back and ask for more."

Moving in 2015
The proposal to move was prompted by state work to widen Northeast Loop 820 to 14 lanes, which will cut a third of available parking spaces, restrict access to City Hall and limit space for landscape buffers, Assistant City Manager Jared Miller said. The plan calls for city operations now in six buildings to move to a 180,000-square-foot complex by late 2015. The complex would house City Hall, parks administration, Municipal Court, the Police Department and jail, fire administration and neighborhood services.

"The different city departments are pretty spread out right now," said Mike Rigby, market president for Liberty Bank and a committee member. "I think that the structure that is proposed is reasonable. I don't think it's elaborate or a Taj Mahal."

This month, the City Council moved forward with an agreement that gives the city the option to buy up to 12 acres at the vacant site of the former North Hills Mall at Boulevard 26 and Rodger Line Drive, which would cost about $2.6 million. That would leave about 68 acres available for development. Nearly 3,000 people come to city offices each week, and bond supporters say they hope a municipal complex would spur economic development inside the Loop.

"We hope that activity of coming to the city facilities will find it attractive to new businesses," said John Lewis, a former councilman and treasurer of NRH4U, a committee launched to support the bond proposal. The group is hosting coffees, meeting with voters and sponsoring a billboard on Davis Boulevard touting the project. No organized opposition has surfaced. The city is hosting several informational meetings to answer voter questions. One of three voters at a Thursday meeting at Green Valley Elementary School asked what might happen if the bond vote fails. Doing nothing is not an option, they were told.

Fort Worth Star-Telegram (TX)
February 27, 2012

Task force recommends new city complex for North Richland Hills
Author/Byline: Lois Norder

The city should build a $70 million municipal complex to house City Hall, municipal courts, the Police Department and other offices, a citizens task force is recommending to the City Council. One option for location of the complex is the existing City Hall site just north of Northeast Loop 820 near Holiday Lane, which would require the city to buy out some nearby homes. The other option the Community Improvement Program task force is eyeing is south of the loop, on a portion of the former site of North Hills Mall. The recommendation will be presented to the council tonight, and a vote is expected at its March 5 meeting. If the council endorses the recommendation, a bond issue to help pay for the complex could be on the May 12 ballot. City official are working to determine what the bond amount would be.

The 26-member task force recommended a tax rate increase of up to 4 cents per $100 of assessed property valuation to pay for the bonds, city officials said. A 4-cent increase would mean a tax hike of about $48 a year for a house at the city's average taxable value of $122,317. "There would be no impact for seniors over 65 [years old]. Their tax rate is frozen," said Assistant City Manager **Karen Bostic**. The last increase in the city's property tax rate was in 1993. At 57 cents per $100 assessed value, North Richland Hills' current tax rate falls in about the middle of the pack of other Tarrant County cities.

Still, passage of the bond issue will require a "vigorous education campaign," Mark DelSignore of Perception Insight told the task force at a Thursday night meeting. That's because about 46 percent of likely voters are not aware that work on the North Tarrant Express highway project will encroach on some of the city facilities, and 22 percent of likely voters believe that the city already has excellent facilities, according to a mid-February survey conducted by Perception Insight. But the survey also indicated likely good support for a new public safety building, and a strong perception that the city manages its money well. "A public education campaign, if done effectively, can move the needle forward," DelSignore said.

Other funding
City officials said they have worked to pare down the cost of the complex. Money to pay for it could also come from several sources in addition to the bond sale, **Bostic** said. Compensation from the Texas Department of Transportation for the impact of the work on Northeast Loop 820 could bring some money, though the amount is unknown because the city is in litigation with the department over the issue. The city could also sell the property south of the loop where the municipal courts are housed, and if it built on the North Hills site, it could also sell the existing municipal complex property. The property south of the loop was appraised in 2008 for about $4.5 million; the municipal complex has a Tarrant Appraisal District value of just under $6 million. The city could also draw money from its capital reserves. The city has $7 million set aside to address facilities needs related to the loop expansion, with much of this money from gas leases and other nonrecurring sources. City Manager Mark Hindman told the task force that the

city could try to further scale back construction plans to limit the tax increase to 3 cents. That would keep the tax rate at about 60 cents, which Hindman called a "psychological threshold." But task force member Jay Garner said the city needs to consider future needs. "Don't poor-boy this," he said. The city doesn't need a "Taj Mahal, but nice," Garner said.

Economic driver
The present municipal complex, which houses City Hall and public safety facilities, was built in stages over the years, with the oldest portion of the building dating to 1975. The building was expanded in 1995, though that addition represents only about 23 percent of its total square footage. The North Tarrant Express project, which widens the highway and service roads, will eliminate what city officials say is a significant portion of the parking at that facility and at the building south of the loop that houses municipal courts. That building is a former church built in 1968 and acquired by the city in 1985.

To build a new complex at the present City Hall site, the city would expect to buy out 15 nearby houses at an estimated cost of about $1.9 million. Buying property at the former mall site could cost an estimated $2.5 million, with the city needing about 12 acres of the 80-acre property. That location would bring the additional benefit of helping drive economic development, said Councilman David Whitson, chairman of the task force. He said that a municipal complex there would prompt redevelopment of the entire mall property. The city has been focusing economic development efforts along the Boulevard 26 corridor. Since North Hills Mall was demolished in 2007, after sitting vacant for three years, the site has not been developed. Tax records show that the property owner lives in California. A new city complex would be the costliest project in city history.

The city is building a new recreation center in the north part of the city, close to the $10 million library that opened in 2008. The recreation center, set to open in mid-April, has a projected cost of about $25 million, which had been the highest price tag so far. The city issued certificates of obligation for that project, which didn't require voter approval. That debt is expected to be paid with revenues from a special tax district in the area.

Construction on the new city complex, in the best-case scenario, would begin in the summer and be completed by 2015, according to information provided by Mary Peters, the city's public information officer. In addition to City Hall, municipal courts and the Police Department, the complex would include some offices that had been housed at city facilities on Dick Fisher Drive.

Fort Worth Star-Telegram (TX)
September 11, 2011

Tarrant water limits working better than expected - Region now using 8.5 percent less water, saving 337 million gallons every 10 days

Author/Byline: Susan Schrock and Bill Hanna; Staff writers Eva-Marie Ayala, Adrian McCandless, Nicholas Sakelaris and Gene Trainor contributed to this report, which includes material from the Star-Telegram archives

Most Tarrant County residents and businesses have apparently turned off the tap on days when they're not permitted to water their lawns and landscaping. The Tarrant Regional Water District, which provides raw water to most of the county, said water usage has dropped about 8.5 percent since twice-a-week watering restrictions took effect Aug. 29. That beat the goal of reducing consumption by 5 percent, said David Marshall, the district's engineering services director. "We saved about 337 million gallons" every 10 days, about a day's consumption previously, Marshall said. With high temperatures and precious little rainfall decimating the region's drinking water supply, the district imposed restrictions on the heaviest water usage -- irrigation -- and limited sprinkler use to two specific days a week. While most customers are following the widely publicized schedules, city officials around the county said citations have been issued to repeat violators. In Southlake, for example, more than 80 citations were issued in the past two weeks, they said. Those watering on their off-days are notified about the restrictions and given at least one warning before being issued a citation, which can cost up to $2,000 per violation.

Arlington has investigated 173 reported violations but has issued only 27 notices of violation and one citation. "We have issued notices," said Julie Hunt, Arlington's water utilities director, adding that the city's daily water consumption has dropped 5 percent or more. "We figure most people [improperly watering] didn't get the word. Somehow they hadn't heard yet." Marshall said the district has "seen a dramatic drop" of 140 million to 340 million gallons a day on Mondays, when all commercial or residential irrigation is banned. On Tuesdays, when only commercial irrigation is allowed, daily usage has plummeted about 76 million gallons, to just over 400 million. But Wednesdays and Thursdays, which are residential usage days, have seen only a drop of about 2 percent, to around 480 million gallons a day. "Folks are watering what they need to water, but now they're doing it only two days a week," Marshall said.

Encouraging early numbers

In Fort Worth, Water Department officials are trying to educate residents rather than fining them or locking them out. Since the restrictions took effect, Fort Worth's water usage dropped about 14 percent, from 333.4 million to 287.9 million gallons a day. "Early numbers are encouraging, but we will continue to track it once hotter temperatures return" this week, department spokeswoman Mary Gugliuzza said. Fort Worth received 691 complaints of violations through its website and 275 complaints by phone. Most dealt with people watering on the wrong day of the week, Gugliuzza said. So far, she said, repeat violations have been reported at three addresses. In some instances, the city's own parks department watered at improper times, Gugliuzza said. But those have been addressed. "We've had conversations with them," she said.

Gugliuzza couldn't give a breakdown of how many violations had been reported at parks and schools.

Northeast Tarrant cities
Southlake has been aggressively enforcing water restrictions since July 25, issuing more than 1,600 warnings and 298 citations. But some customers are continuing to violate the limits, and the city has issued 280 warnings and 83 citations for repeat offenders in one recent nine-day period, city spokeswoman Pilar Schank said. And the city itself suffered a lapse. Last week, a Southlake employee was disciplined for letting a sprinkler system run after 10 a.m. at the Department of Public Safety headquarters, where workers were installing a new irrigation controller.

Colleyville issued 130 warnings and four citations in the first week of Stage 1 restrictions, spokeswoman Mona Gandy said. Water consumption has gone down 22 percent since the restrictions took effect, Gandy said.

In Grapevine, water consumption has dropped 3 million to 4 million gallons a day, said Matt Singleton, public works director. Violators have gotten a knock on the door or a door hanger from the city staff as a warning, Singleton said. Grapevine hasn't issued any citations.

North Richland Hills hasn't issued any citations, either, said **Karen Bostic**, assistant city manager. However, the city has placed 129 door hangers to warn people that they are violating the restrictions. If they ignore the warnings, they could face citations, **Bostic** said.

Only one citation has been issued in Bedford, where city spokeswoman Mirenda McQuagge-Walden said warnings are typically issued for first offenses. Enforcement officers patrol Bedford to remind residents about water conservation measures, she said. Water use has dropped 20 percent since restrictions began, she added. "Most customers seem to understand the necessity to reduce water use," she said. "Most of the questions have been concerning clarification about watering by hand, drip irrigation and soaker hoses." No citations have been issued in Euless or Hurst.

Keller has seen a 5 to 15 percent drop in water use, said Greg Dickens, public works director. The city hasn't issued citations, but it has given out a few warnings, he said. Apartment complexes and businesses have been the main violators, he said. Many have simply forgotten to adjust the timers on their sprinkler systems. "After we have spoken with them, they have been more than willing to comply with the restrictions," Dickens said.

Fort Worth Star-Telegram (TX)
February 25, 2011

Customer wins dispute over water bills
Author/Byline: Dave Lieber

You can't squeeze blood out of a turnip, and, usually, you can't convince your municipal water company that its meters are bad. Water departments are notoriously stubborn. Their culture is built around the idea that water meters are supposed to be about 99 percent accurate. But what about the other 1 percent? Usually, it's a duel between homeowner and water department. The homeowner swears on a stack of skyrocketing water bills that the family didn't use nearly that much water. The water department counters that there must be a leak. Homeowner hires a plumber. That bill is often very costly, whether there's a leak or not.

How do you get a water department to listen? The Watchdog met someone who figured it out. Carolyn Fobes could teach a class on how to fight - no, make that convince - city hall. She's a four-time cancer survivor who says: "I don't give up easily. I play to win." These days, that's an art all its own. Her first student could be Letha Wood of Fort Worth, who told me last week how her monthly water bill jumped from its usual $50 to $104, then to $119, $176, $288 and $329. She and her husband didn't figure out until months too late that they had a leak. The plumbing repair job cost $2,200. Fort Worth reimbursed the couple some $180 under its leak adjustment policy. (The city credits an account for 50 percent of the excess water use for up to two months based on historical usage.)

That was a difficult experience for Wood and her husband, both almost 90 years old. Fobes can relate. Her bill jumped from $66 to $194 in one month. Of course, she was told that she had a leak, too. "After paying $800 to a national plumbing company, we were told we had no leak," she recalls. "We paid the water bill, even though we believed it to be erroneous." Then her bill spiked again from one month to the next - $61 to $195. Guess what the water department told her? This time, she visited the water department "in person," she says. She requested a bill adjustment. Denied. She put her request in writing and was again denied. She sent her protest to the mayor and public works director, too. Since the same thing had happened twice, she reasoned that either the equipment was faulty or her meter was misread.

Two months later, she received a robo-phone call announcing that her water was going to be turned off because she hadn't made her entire payment. She called the city manager's office and requested a meeting. She was referred to North Richland Hills Assistant City Manager **Karen Bostic** who - wait for it - took her seriously. **Bostic** recalls what happened: "She did a lot to help herself. She continued paying her current bill. ... She didn't get angry and say, 'I'm not paying a dime.' "It's easier to work with someone when you know there's no game playing. A number of people run into financial trouble and instead of calling the water department, they just stop paying bills. ... If they would just call when they start having financial problems, 99 percent of the time we're willing to work with them." The city allows for adjustments when there is evidence of a leak and receipts can prove that repairs were made. In Fobes' case, nobody knows what happened. That didn't stop her. **Bostic** said she was impressed by Fobes' tone: "She was

very reasonable and logical. She had all her information at hand. She wasn't argumentative. ... I've had people who don't have all their ducks in a row."

Good water metaphor. That's how Fobes originally got my attention. She wrote me: "I'm getting hosed." Her clear presentation of her problem is impressive. "I was a journalism major in college," she says, "but have spent most of my life in accounting. Both professions require research and organization skills." Don't forget true grit. Fobes has that - and a victory. "My tenacity has paid off," she says.

Bostic totaled Fobes' water usage for six years, deducted the highest and lowest, calculated a four-year average, then deducted what had already been paid. (Kids, see why math is important?) The city cut almost $200 from her bill, though officials still don't know what caused the spikes. **Bostic** called them "very odd." "All is right with the world," Fobes says.

Fort Worth Star-Telegram (TX)
August 30, 2010

North Richland Hills trimming expenses to balance budget
Author/Byline: Chris Vaughn

City officials, facing another year of bleak revenue projections, have recommended that the City Council eliminate six positions, freeze salaries and pass more healthcare costs on to employees to balance the 2010-11 budget. The council, at the Sept. 13 meeting, is also expected to adopt the same property tax rate, 57 cents per $100 of assessed value, the 18th year in a row that number hasn't changed.

Despite the cutbacks that affected virtually every department, budget officers expressed relief that they had to cut only about $1 million from the 2009-10 budget. They had predicted a more severe drop in property values than the 4 percent announced in July by the Tarrant Appraisal District. "Even though it's bad news, we're very, very happy that it wasn't as bad as we anticipated," Assistant City Manager **Karen Bostic** said.

City officials said they hope that the city's 65,000 residents won't notice the cuts since the 533 full-time city employees will bear most of them. The goal, they said, was to trim around the edges and not cut "core services," nor did they want to dip significantly into the reserve funds to make up the difference. "We made a conscious, specific effort not to touch the reserves," said Mark Mills, the budget director. "Mark [Hindman, the city manager] preaches to make changes you can live with from this point forward. The cuts must be sustainable long-term."

The proposed general fund amounts to $37.35 million, roughly the same as the 2007-08 budget. City officials have had to make cuts three years running. The capital projects budget for 2010-11, which provides funding for streets, drainage projects and the like, comes in at $33.3 million. The biggest dip in revenue will come from lower property valuations, about $835,000 less in tax revenue this year. Sales taxes are expected to remain basically flat. Other revenue sources -- franchise fees, fines, facility rentals and ambulance charges -- are also expected to be down.

The city will make up about $350,000 of the difference through ordinary department budget reductions. The city is also eliminating six positions, though only two are filled, and freezing salaries. Additionally, the city is cutting back programs shown on Citicable and hopes to eliminate $100,000 in overtime, which primarily comes from the police, fire and water departments.

Although the city will continue to pay 80 percent of the healthcare premiums for employees, employees will have to shoulder higher deductibles and out-of-pocket expenses. Untouched by the downturn in revenue will be the city's new recreation center, which is slated for construction this fall. Money for that capital project is coming almost entirely from the tax-increment financing district in the HomeTown NRH area.

Fort Worth Star-Telegram (TX)
August 16, 2009

North Richland Hills avoiding deep cuts
Author/Byline: Chris Vaughn

*The city will leave core services alone in next year's budget, but employees will likely feel some effects.

City planners have arranged for a nip and a tuck here and there in the proposed 2009-10 budget but are confident that residents won't notice any changes in the core services of police, fire, streets and water. The city's tax rate of 57 cents per $100 of assessed property value will also remain unchanged for the 17th year in a row. But the city does expect to use a new state law that allows a half-cent sales tax to be applied to gas and electric bills to help fund the Police Department. The people who will definitely notice the budget cuts are the 535 city employees, who will be making do with smaller pay raises and higher premiums and out-of-pocket expenses for health coverage. In addition, a few jobs will be eliminated, though no full-time employees will be laid off.

"I wish we didn't have to eliminate any positions, and I wish we could give a 4 percent pay raise," said **Karen Bostic**, assistant city manager in charge of finances. "But what we presented to the council is reasonable and reflects where we are with the economy. It's what we had to do to have a balanced budget."

Next year's operating budget, which is scheduled for a City Council vote in September, totals $37.6 million, a decrease of 1.6 percent from the budget approved last year. But the city has essentially been living with that lower level of funding for some months now. This year's budget had to be tightened midyear when sales tax revenue and new home starts dropped severely. Sales tax revenue is down 9 percent this year, the lowest level in the city since 2006. Property values stayed essentially flat this year, and no one expects the residential construction industry to rebound in the next year, which also cuts deeply into revenue from permits. City leaders do not expect further declines or increases in revenue in 2009-10. "We're hoping we made the cuts where the citizens won't feel the impact," Mayor Oscar Trevino said. "We didn't cut into bone or anything that is going to hurt us in the long run."

Under the proposed budget, the cuts look like this:
The elimination of six full-time positions, including the city's webmaster, wellness coordinator and a building inspector. Four of the positions are vacant. The two affected employees will be moved to vacant positions. The city also wants to eliminate four part-time positions. The savings will be $363,000.

The suspension of wage increases based on length of service and a maximum merit pay raise of 2 percent. The savings is estimated at $848,000. A delay in buying new vehicles, computers and other big-cost items, which would save $850,000. A reduction in overtime by $74,000 and cuts of $92,000 in the training and travel budget. The elimination of several community events,

including the AARC Walk-a-Thon and Fido Fest, and the suspension of the autumn concerts in the parks and Discover Project Green. The city would also withdraw its support of two events with the Northeast Tarrant Chamber of Commerce. The savings are estimated at $53,000.

City leaders did not make any substantial cuts in the police and fire departments, and the budget contains $900,000 for street maintenance and $25 million for major street overhauls. "We're continuing to spend money on street maintenance in and around the south side of town," Trevino said. "That is critical. Those are things the citizens see."

Budget highlights
Proposed tax rate: 57 cents per $100 of assessed value, same as now. If a house is valued at $100,000, the taxes would be $570 a year, with no exemptions. No service cuts for residents are planned. However, several city-sponsored events have been canceled or suspended.

Inside City Hall, six full-time and four part-time positions will be eliminated, and employees will see higher deductibles, co-pays and premiums for health coverage. Employees will see merit pay increases capped at 2 percent instead of 4 percent and will receive no pay increase based on years of service. Ambulance fees will increase from $500 to $578.

Beginning in January, the city will collect a half-cent sales tax on gas and electric bills for use in the crime control district. That is expected to raise $190,000. Sales taxes for the general fund and parks fund are already collected on utility bills.

Almost $1.4 million will come to the city from the federal stimulus package. It will be spent on buying cleaner diesel vehicles, developing a trail, helping make low-income houses energy efficient and improving storm water drainage.

[CB&A Note: Only the information relevant to **Karen R. Manila** is listed below.]

Fort Worth Star-Telegram (TX)
June 9, 2009

Area cities tighten belts in tough times
Author/Byline: Melody McDonald; Staff writers Chris Vaughn, Mike Lee and Susan Schrock and correspondent Robert Cadwallader contributed to this report.

*Municipalities are adjusting their budgets as tax collections and other revenue continue to slide

Call it the budget blues. City managers across North Texas have crunched the numbers, and the news is not good. Sales tax revenue is down. Building permits have dropped. Investment returns are lukewarm. Regionwide, cities are projecting significant budget shortfalls for the rest of the fiscal year and are working to compensate. Strategies include layoffs, turning off streetlights, cutting spending for libraries and eliminating pay raises. Here's a look at how some North Texas cities are faring in the down economy.

North Richland Hills
The third-most-populous city in Tarrant County projects $1.2 million less in revenue this fiscal year, prompting officials several months ago to begin cost-cutting measures. The city, which has a $38.9 million general fund, has delayed hiring, except for police and fire positions, and postponed several capital purchases such as vehicles and computers. The city also immediately reduced its travel and training budget and has worked to minimize overtime. "We try to avoid cutting anything that touches our citizens until later in the contingency plan," said **Karen Bostic**, assistant city manager in charge of finances. "We've already been able to achieve the $1.2 million [in cuts], so unless something extreme happens, we don't think we'll need to make any major additional reductions." The city has been hit from three directions -- lower sales taxes, a precipitous drop in construction permits and losses in investment income. Specifically, the city is anticipating close to $650,000 less in sales tax revenue and $528,000 less in revenue from construction permits.

Fort Worth Star-Telegram (TX)
January 18, 2009

Cities seeing lower revenue from sales tax
Author/Byline: Adrienne Nettles and Kevin Lyons
This report includes material from the Star-Telegram archives.

*The continued decline in sales tax revenue is starting to concern some Northeast Tarrant city officials.

Communities in Northeast Tarrant County are seeing less sales tax revenue, and officials say the nation's ailing economy, local business woes and a shorter holiday shopping season last year are to blame for the slump. A January report from the state comptroller's office shows a comparison of cities' sales tax collections in November 2007 and November 2008, the latest numbers available. And the numbers aren't good for many area cities. For the most part, local officials attribute the dips to the poor economy.

North Richland Hills
North Richland Hills, the largest city in Northeast Tarrant County, saw a decrease of about 13 percent in sales tax revenue for a number of reasons, Assistant City Manager **Karen Bostic** said. The city lost several businesses in 2007, including a Barnes & Noble, Broyhill Furniture, TGI Friday's, Bennigan's and Ryan's Family Steakhouse, she said. "Also, Thanksgiving fell later this year, and there were fewer shopping days in November," **Bostic** said. "I expect the December numbers to look better because that's when the bulk of Christmas shopping was done." When the economy gets tight, people tend to spend more at discount stores, which also helps sales tax receipts rebound, **Bostic** said. North Richland Hills is counting on shoppers to spend more at the city's two Wal-Marts, Target and Burlington Coat Factory. "These are stores that are a little more recession-proof," **Bostic** said.

Sales tax setbacks
Many Tarrant County cities saw a sharp decline in sales tax revenues. To check your city's information, visit www.window.state.tx.us and search for "local sales tax summary." The figures are based on sales in November 2008 compared with sales in November 2007:

Arlington: $5.5 million, down 8.3 percent from $6 million
Fort Worth: $7.774 million, down 1.6 percent from $7.90 million
Grapevine: $2.378 million, down 13.7 percent from $2.754 million
Hurst: $1.119 million, down 4.9 percent from $1.177 million
Keller: $469,820, down 8.9 percent from $515,952
Southlake: $1.151 million, down 3.8 percent from $1.197 million
Euless: $846,072, down 15 percent from $995,943
Bedford: $635,667, down 13 percent from $730,589
Colleyville: $256,069, up 10.3 percent from $232,022
Haltom City: $578,549, down 4.9 percent from $608,349
Flower Mound: $692,696, up 35.9 percent from $509,834

North Richland Hills: $895,295, down 12.9 percent from $1.028 million
Richland Hills: $101,795, down 28.2 percent from $141,930
Watauga: $298,329, down 0.73 percent from $300,521
Westlake: $906,656, up 175 percent from $329,418

Fort Worth Star-Telegram (TX)
June 27, 2006

City may use revenue from drilling for sales tax slump
Author/Byline: Sarah Bahari

Revenue from gas wells on city property could be used to offset lagging sales tax revenue, pay for one-time improvements and help attract and retain more businesses. The City Council voted unanimously Monday night to adopt guidelines that will help decide how to spend the money.

The city, which has a $33 million annual budget, should not become over reliant on these revenues because it is not known how long the money will trickle in, Assistant City Manager **Karen Bostic** said.

Last year, North Richland Hills approved drilling in the Barnett Shale, the vast underground gas field beneath Tarrant and neighboring counties. The regulations were intended to allow drilling but also to protect residents from noise and eyesores. In May, the City Council cleared the way for drilling under four city parks.

Only one park, Fossil Creek, will be allowed to have a rig on the property. Gas deposits under the other parks — Northfield, Richfield and Linda Spurlock — will be reached through horizontal drilling.

Two companies, Four Sevens and the Harding Co., will initially pay the city about $363,409 for mineral rights. After that, North Richland Hills will receive 25 percent of royalties. That money could take months or years to trickle in, and the amount depends on the productivity of the wells, Assistant City Manager Bo Bass said.

[CB&A Note: Only the information relevant to **Karen R. Manila** is listed below.]

Dallas Morning News, The (TX)
December 3, 2004

NEWS BRIEFS
Author/Byline: Unknown

NORTH RICHLAND HILLS
Cable company wants to extend city contract

Charter Communications has requested renewal of its franchise agreement with North Richland Hills, which expires in 2007. The company provides cable TV and high-speed Internet for the majority of the city.

The city is soliciting public comments regarding the company's service and the community's cable-related needs.

Residents can make comments at the Dec. 13 council meeting. They can also submit feedback at the city's Web site at www.ci.north-richland-hills.tx.us. Mail comments to **Karen Bostic**, Managing Director, City of North Richland Hills, 7301 NE Loop 820, North Richland Hills, Texas 76180.

For information, call **Karen Bostic** at 817-427-6005.

Fort Worth Star-Telegram (TX)
July 22, 2004

North Richland Hills studies options for senior tax freeze
Author/Byline: John Kirsch

Freezing city property taxes for older and disabled residents would cost North Richland Hills nearly $5 million over six fiscal years if those who are eligible keep their current homestead exemptions, according to a city study. The study of five tax-break options comes as residents prepare to vote Sept. 11 on whether the city should approve the senior tax freeze. Mayor Oscar Trevino said the City Council will follow the outcome of the nonbinding resolution. Under the provision, city property tax bills for residents 65 and older and those with disabilities could not increase from current levels. The tax bill would increase only if a home has a major improvement. School property taxes are already frozen for seniors and the disabled.

The study, conducted by city staff members, examined the consequences of existing and proposed tax breaks for eligible taxpayers. Under the most costly option, the city would lose $4.7 million over six years. That option includes approving the freeze and keeping the existing $36,000 homestead exemption for seniors and the disabled. The city's current annual operating budget is $31.1 million. The least expensive option -- adopting the freeze and repealing the exemption -- would cost the city $1.5 million over six years, the study reports.

Under the homestead exemption, a senior or disabled taxpayer can deduct $36,000 from the value of a home, reducing tax bills. That is in addition to the 15 percent exemption that all eligible North Richland Hills homeowners receive. About 3,000 taxpayers receive the $36,000 senior and disabled homestead exemption, said **Karen Bostic**, city managing director of administrative and fiscal services.

Councilman Frank Metts, who opposes the freeze, said it could force cutbacks in city services. The better option would be to increase the homestead exemption, but Metts said he does not have a specific figure in mind. Councilwoman Nancy Bielik, who favors the tax freeze, said taxes from new subdivisions would help offset money lost because of the freeze. "It's not going to bankrupt us," Bielik said.

North Richland Hills is not alone in weighing the senior tax-break issue. Of the 42 taxing entities in Tarrant County, 12 have approved the freeze, according to the city study. The Haltom City Council adopted it July 12. Richland Hills is one city that is not considering the freeze. Officials in that city are considering increasing the senior homestead exemption from $20,000 to $30,000. About 20 percent of Richland Hills residents are 65 or older, and officials fear the freeze would cripple the city's finances. As of April, 18 Texas municipalities, nine counties and two junior college districts had adopted the freeze, according to the state comptroller's Web site. The freeze became an option after September when voters statewide approved a constitutional amendment.

City financial impact
Cost of tax-break options for elderly and disabled taxpayers in North Richland Hills:

Fiscal year 2003-04* 2004-05 2005-06 2006-07 2007-08 2008-09 6-year total Option 1 $605,000 $620,000 $640,000 $645,000 $650,000 $660,000 $3.8 million Option 2 $605,000 $620,000 $705,000 $795,000 $890,000 $990,000 $4.6 million Option 3 $605,000 $0 $85,000 $175,000 $270,000 $370,000 $1.5 million Option 4 $605,000 $620,000 $725,000 $815,000 $920,000 $1 million $4.7 million Option 5 $605,000 $620,000 $695,000 $740,000 $780,000 $830,000 $4.2 million

Option 1: Do not adopt senior and disabled tax freeze, maintain existing $36,000 homestead exemption for elderly and disabled.

Option 2: Adopt tax freeze in 2004 and repeal homestead exemption in 2005.

Option 3: Adopt freeze in 2004 and repeal exemption in 2004.

Option 4: Adopt freeze in 2004 and continue exemption.

Option 5: Increase exemption without adopting freeze.

*current fiscal year

Fort Worth Star-Telegram (TX)
June 15, 2004

City to consider tax freeze later
Author/Byline: John Kirsch

Councilwoman Nancy Bielik's effort to force a City Council vote Monday on a senior tax freeze failed after the panel agreed to proceed with plans to discuss the issue later this month. Bielik, who favors the tax break, had asked City Manager Larry Cunningham to place it on Monday's regular meeting agenda for a possible vote. Instead, Cunningham put the item on the agenda for the informal work session, where no votes can be taken. Cunningham is in charge of putting together council agendas.

In a letter Wednesday to Bielik, Cunningham pointed out that the council agreed May 24 to discuss the freeze at its second meeting in June. Bielik was elected May 15 but had not been sworn in when the council reached that decision. A majority of the council informally agreed Monday to continue with that plan. Bielik said she was unhappy with the decision not to vote but would continue working for the tax break.

At the May 24 council meeting, the panel discussed calling a nonbinding election, or straw vote, on the freeze for Sept. 11 as a way to gauge public opinion. Opponents of the election, such as Bielik, say it is unnecessary. That, she said, is because most North Richland Hills voters made their views known by voting in September for a constitutional amendment giving cities and counties the option of enacting the tax freeze. Ten local cities, including Colleyville and Southlake, have approved the tax break since September. Under the change, the dollar amount of city property taxes for qualified taxpayers would not increase for those 65 and older or disabled. Backers of the freeze say it gives a needed break to older residents who have paid rising city property taxes for years.

North Richland Hills grants a $36,000 homestead exemption each year to taxpayers 65 and older. Critics said they are afraid that the freeze would deprive the city of property tax revenue. **Karen Bostic**, who handles budget issues for the city, said Monday that she is gathering information for a report on the freeze's effect. She will deliver the report to the council June 29. The council was to meet June 28 but voted to move the meeting to June 29 because of scheduling conflicts.

Bielik replaced Joe Tolbert in the May 15 election. Jo Cox, who also backs the senior tax break, was elected to replace Scott Turnage.

Fort Worth Star-Telegram (TX)
February 24, 2003

Few area cities show tax gains
Author/Byline: Ellena Morrison; Staff Writer Mike Lee and Correspondent Brenda Edwards Bernet Contributed to This Report.

Grapevine posted record-breaking sales-tax revenues during the first quarter of its fiscal year, which officials say could help cushion possible economic setbacks later. Southlake and a few other communities also saw gains during the first quarter. But across the state and in other area communities, sales-tax revenues remained flat or declined. Statewide, December's sales-tax payments to communities, which were posted in February, fell by 3.5 percent compared with December 2001. December's numbers are key because they reflect holiday spending. The first quarter's receipts include sales in October, November and December. "We're not loosening the checkbook yet, but it's good news," Southlake Finance Director Sharen Elam said. In Southlake, sales-tax revenues rose 3.1 percent to $907,364 in December 2002 from $879,722 in 2001. City officials projected losses of $500,000 during the current fiscal year, so even a small increase is good news. The City Council is scheduled to revise the budget in the spring, and any increase in sales taxes could be devoted to road improvements and other capital projects that have been delayed. Grapevine collected $2.02 million in sales-tax revenues, up from $1.74 million in December 2001 and $1.81 million in 2000, according to the Texas comptroller's office.

Several new restaurants in Southlake and retailers such as Neiman Marcus, Casual Corner and Best Buy in Grapevine helped boost the two cities' sales-tax revenues. "We are on our way back," Grapevine Mayor William D. Tate said. "There are definitely some bright spots in Grapevine, but whether we can hold on to that increase is the question."

The growth is not enough to get excited about yet, said Patrick Fortner, spokesman for the state comptroller's office. "I wouldn't say it is statistically important yet," he said. "Any increase is good, but overall, it is statistically flat growth, which is what we have been seeing across the country."

The increases could be enough to offset some negative financial factors, such as the possibility of war in Iraq. Grapevine also had budgeted for five months of revenues from a new Wal-Mart, which is expected to open in November. "It's very good to see," Grapevine City Manager Roger Nelson said. "What we are doing this year is what, prior to Sept. 11, we thought we would do last year. It is coming back. But it is only three months out of 12."

In Hurst, sales-tax revenues are down slightly for the quarter, dropping to $1.99 million from $2.04 million in December 2001, according to the state comptroller's office. "Consumers are hunkering down and are not spending quite as much," Hurst City Manager Allan Weegar said. "If the trends continue, there could be a deficit. It's a concern to us because we are so heavily reliant on sales tax." Because sales-tax revenues could continue to drop, Weegar said, Hurst is not going ahead with buying some budgeted capital items, including computers, vehicles and

equipment. City officials are also holding off on hiring employees for new and vacant positions, but no filled positions are being cut.

Other communities, such as Bedford, Colleyville and Fort Worth, also posted lower revenues than last year. North Richland Hills' sales-tax revenues dipped to $1.44 million compared with $1.63 million in December 2001. But the budget is conservative enough that the city should be able to weather the decline, said **Karen Bostic**, North Richland Hills' managing director. "We were down, but I think we were conservative enough that we are OK," she said. "If we have a couple of months as bad as December, we would definitely have to take action. But I anticipate sales will pick up."

Sales-tax receipts
Sales-tax revenue from the current fiscal year's first quarter, reflecting receipts from October, November and December. Dec. 2002/01 Jan. 2003/02 Feb. 2003/02

Arlington $2.77m/$4.75m $2.65m/$4.14m $4.31m/ $6.04m
Bedford $607,491/$659,289 $569,279/$602,620 $912,485/$1.09m
Colleyville $147,784/$161,152 $128,774/$147,801 $261,234/$306,508
Euless $657,594/$590,823 $520,481/$514,571 $828,766/$866,775
Flower Mound $272,751/$253,970 $225,120/$204,133 $372,916/$353,327
Fort Worth $5.08m/$5.10m $5.10m/$5.30m $8.44m/$8.73m
Grapevine $1.13m/$905,223 $1.16m/$1.12m $2.02m/$1.74m
Haltom City $466,501/$411,699 $403,351/$392,91 $638,894/$619,360
Hurst $808,165/$767,532 $903,717/$931,343 $1.99m/$2.04m
Keller $258,518/$273,457 $250,336/$216,527 $425,097/$415,992
N. Richland Hills $880,092/$1.38m $925,212/$863,535 $1.44m/$1.63m
Richland Hills $106,802/$167,429 $97,321/$125,520 $125,965/$122,947
Roanoke $155,417/$122,751 $158,503/$189,295 $182,835/$162,275
Southlake $543,904/$632,799 $554,229/$506,098 $907,364/$879,722
Trophy Club $57,033/$49,038 $55,009/$41,562 $60,065/$61,368
Watauga $181,911/$207,130 $188,766/$185,546 $342,219/$340,696
Westlake $70,882/$83,274 $177,040/$82,141 $522,235/$93,284

m - millions
SOURCE: state comptroller's office

Fort Worth Star-Telegram (TX)
March 23, 2003

Newcomers to Texas get sales-tax sticker shock
Author/Byline: Gene Trainor

For many of you, New Hampshire is the place that holds the country's first presidential primary. But as a former resident of that great state, New Hampshire means majestic mountains, lots of snow and low taxes. In fact, the state has NO sales tax and NO income tax. How does New Hampshire do it? In part, because it sells wine and the harder stuff at state liquor stores. You can argue the merits of a state selling alcohol, but it sure is nice to pay only the price tag when you plunk a product down at a cash register. Merchants like it, too. Shoppers from across New England flock to New Hampshire to avoid sales taxes and to stock their liquor cabinets. The state sells its booze at bargain prices.

Of course, I had to move to Connecticut, where I paid an extra 6 percent for most products bought in that state. After that came Northeast Tarrant County, where the sales tax rate is 8.25 percent in most communities. Sure, there is no income tax in Texas, unlike in Connecticut. But that's not what crossed my mind after I collected my receipt from a sales clerk. As we newcomers get ready to file our federal income tax forms, it might be time to look at the sales tax. To an extent, we and our neighbors are responsible for the fact that we pay among the highest rates in the country.

The sales tax is the state's largest source of income. It gets a 6.25 percent cut from most purchases. Only six states have higher state sales-tax rates, according to figures from the National Taxpayers Union. Texas communities can then increase the sales tax another 2 percent, according to state law. The state has about 30 categories under which all or some communities can increase the rate. In Northeast Tarrant County, the most common additional sales taxes include: crime control (police), economic development, parks and recreation, general fund and a tax to reduce property taxes. Here's where we come in. Voters must approve the local rate increases, said Sheila Clancy, a spokeswoman for the Texas comptroller's office. The rates can last for a few years, or indefinitely.

This is not to say that we don't get benefits from the taxes. Police officers, emergency equipment, parks and general services all can come from these taxes. Our property taxes also would be a lot higher without them. In Euless, for example, a 1 percent tax approved in 1970 goes to the general fund; 0.5 percent goes to economic development, parks and the library; 0.25 percent goes to crime control; and 0.25 percent goes to lowering property taxes. The latter taxes were first approved in the 1990s, city spokeswoman Lori De La Cruz said.

In North Richland Hills, 1 percent goes to the general fund; 0.5 percent goes to parks, recreation and development; and 0.5 percent goes to crime control, said **Karen Bostic**, managing director of administrative and fiscal services for the city. In Southlake, 1 percent goes to the general fund, 0.5 percent goes to crime control and 0.5 percent goes to parks and recreation, city officials said. The 1 percent general-fund tax is a big deal. The tax is expected to generate about $9 million for

North Richland Hills this year, depending on the economy, said **Bostic**. The property tax, the city's largest source of income, is expected to generate $9.14 million.

In Grapevine, which has a 7.25 percent tax rate, the 1 percent general-fund tax contributed $14.9 million to the city's budget last fiscal year, compared with $16.7 million for property taxes, said Gary Livingston, city budget manager.

There is a downside to shifting to sales taxes to reduce our property taxes. Unlike property and state income taxes, sales taxes cannot be deducted from our federal income taxes. U.S. Sen. Kay Bailey Hutchison, R-Texas, has filed a bill that would allow Americans to deduct sales taxes from their federal income taxes. The bill is co-sponsored by Sen. Maria Cantwell, D-Washington, whose state also has no income tax. Who knows whether Congress will pass it?

So there you have it. For a cheapskate like me (I prefer the term frugal), it helps to know where the money is going. Of course, we could just follow New Hampshire's lead and have the state sell booze. Or perhaps, given this is Texas, maybe barbecue?

Fort Worth Star-Telegram (TX)
September 10, 2002

N. Richland Hills keeps tax rate unchanged
Author/Byline: John Kirsch

The city tax rate of 57 cents per $100 of assessed property value will remain unchanged for the fiscal year starting Oct. 1.

On Monday, the City Council voted 6-0 to adopt the budget and tax rate for fiscal 2003. The tax rate is composed of two parts: 32.94 cents to operate the city and 24.06 cents to pay off debt.

City officials have described the budget as a no-frills spending plan for the next fiscal year. The general fund, which pays for the city's daily operations, will be $31.4 million, up from $30.5 million. The total budget is $79.7 million, up from $75.3 million, said **Karen Bostic**, managing director of administrative and fiscal services. Reflecting security concerns since Sept. 11, the budget includes $22,500 to install video cameras and metal detectors at the Municipal Court. City hiring has been frozen, and travel for city employees has been reduced.

WHAT IT MEANS TO YOU

With a tax rate of 57 cents per $100 of assessed property value, the tax bill for the owner of an average-priced house with no exemptions would be $684, up from $618. The average value of a house in North Richland Hills is $119,981, compared with $108,341 last year.

Fort Worth Star-Telegram (TX)
August 26, 2002

New attraction to surface at NRH20
Author/Byline: John Kirsch

Family Water Park is planning a major addition to its list of attractions -- a $2.5 million "treehouse" with slides, water cannons and other features designed to appeal to the whole family. Park manager Chris Swartz said the treehouse, scheduled to debut at the start of the 2004 season, is still being designed. It will be near the children's area, on the northeast side of the park. "The nice thing about the treehouse is that Mom and Dad can have as much fun ... as their kids," he said.

Water parks nationwide are adding the multilevel attractions, which resemble backyard treehouses, said Dave Bruschi, executive vice president of the World Waterpark Association in Lenexa, Kan. The attractions can draw more visitors and boost revenue, he said. They typically have water slides, bridges and water cannons. The largest ones have huge buckets that gradually pour 1,000 gallons of water on people frolicking below.

The NRH20 treehouse will cost $2.5 million, the same as the Green Extreme, one of the park's most popular attractions, said **Karen Bostic**, managing director of administrative and fiscal services for North Richland Hills, which owns the park. Of that, $2.25 million will be financed through certificates of obligation, or debt, issued by the city.

The rest will be drawn from NRH20's reserves, City Financial Director Larry Koonce said. Paying off the debt over 20 years will cost the city $3.5 million. But officials hope to recoup that and more through increased park attendance, Koonce said. Other area water parks already have such treehouses.

Hook's Lagoon is one of the most popular attractions at Six Flags Hurricane Harbor in Arlington, publicity coordinator Melissa Pinkerton said. Competition with the Six Flags park is not a concern for NRH20 because it is marketed as a family attraction while Hurricane Harbor is aimed more at teens, said Anne Richardson, NRH20 marketing specialist.

Chisholm Aquatic Center in Hurst has a treehouse with water guns and slides, Deputy City Manager Allan Heindel said. But the facility was intended to fill a niche as a community aquatic center, not to compete with NRH20, Heindel said.

Fort Worth Star-Telegram (TX)
August 10, 2002

3 cities may raise senior tax breaks
Author/Byline: Ellen Schroeder; Staff writer Jessamy Brown contributed to this report.

Senior citizens in Euless, Haltom City and North Richland Hills may get larger property tax breaks this year. On Monday, the Haltom City council will discuss increasing the property tax exemption for people 65 and older to $50,000 from $40,000. The Euless City Council is scheduled to vote Tuesday on a $5,000 increase to $35,000. On Sept. 9, the North Richland Hills City Council will consider raising the exemption to $36,000 from $35,000. For North Richland Hills residents, the tax savings would be about $205 a year, a $6 increase from this fiscal year, if the home value is the same. In Euless, the $35,000 exemption would save seniors $174, an increase of $24.86, said Loretta Getchell, director of fiscal and administrative services.

Figures for Haltom City were unavailable because staff members are working on the budget, Finance Director Pat Elfrink said. Mayor Calvin White requested that the City Council consider the higher exemption. "Seniors are really concerned about this because they don't have time to recover from a downturn in the market," White said.

Several council members said they do not want to act until they have seen a preliminary budget. The first public peek at the budget is scheduled for Aug. 23-24. "I don't have anything to base this on," Councilman John Williams said. "You don't start giving away money until you know what's coming in."

Councilman David Averitt said he favors increasing the exemption, depending on how it would affect the city's finances. "The average senior I've talked to, that hasn't been the highest priority. Some have said, 'Save the money and fix the streets,' " Averitt said. "Increasing it by another $10,000 is not going to make that big a difference to the average senior citizen, just a few dollars a year. But anything they can save, I'm definitely in favor of that."

In Euless, 1,407 residents have applied for senior tax exemptions. The increased exemption would cost the city $244,873, about $35,000 more than this fiscal year. Getchell said tax bills could still increase, even with the extra exemption, depending on how much home values increase. Council members said the in-crease will probably be approved. "I believe everyone's for it," Mayor Pro Tem Carl Tyson said.

In North Richland Hills, granting exemptions to the 2,600 applicants would cost the city about $521,000, $15,000 more than last year. "We have managed the budget in such a way we can absorb it," said **Karen Bostic**, managing director of administrative and fiscal services. "We have had a lot of seniors interested in getting the tax reduced because property values have been increasing."

Budget crunches are keeping some communities from granting bigger tax breaks. In Richland Hills, where about a third of the 3,100 households qualify for the $20,000 exemption, officials

are not considering an increase, City Manager James Quin said. Officials are concentrating on replacing about $500,000 in annual sales tax revenue lost when Sam's Club closed on Baker Boulevard in 2000. The senior exemption costs the city about $64,670 in annual property tax revenue, Quin said. "They would have to consider cutting services or people to offset the loss in revenue. Right now, $64,000 is equivalent to a 5 percent tax increase or a corresponding cut in personnel or operating expenses," Quin said.

Lightening the load
Current senior-citizen tax exemptions:
* Bedford: $50,000
* Colleyville: $45,000
* Euless: $30,000
* Grapevine: $60,000
* Haltom City: $40,000
* Hurst: $35,000
* Keller: $40,000
* North Richland Hills: $35,000
* Richland Hills: $20,000
* Southlake: $75,000
* Watauga: $30,000

Fort Worth Star-Telegram (TX)
November 8, 2001

Cities still registering sales tax gains
Author/Byline: Gordon Dickson; Staff writers Ellena Fortner Morrison, John Kirsch, and Ellen Schroeder and correspondent Brenda Edwards contributed to this report.

Retail sales were surprisingly strong in September in Northeast Tarrant County, where communities had prepared for the worst after the Sept. 11 terrorist attacks temporarily brought cash registers to a standstill. Several cities, including Bedford, Keller, Southlake and Watauga, saw marked increases in sales tax revenue, according to figures released Wednesday by the Texas comptroller's office. Sales tax revenue in Tarrant County increased 2.7 percent in September compared with the same month a year ago. Year to date, municipalities in Tarrant County have received about $252 million, up nearly 6 percent. Statewide, sales tax revenue increased 3.7 percent in September and 5.2 percent year to date. Some Northeast Tarrant communities felt the effects of a battered economy more than others.

Grapevine, which has experienced nearly nonstop double-digit growth for a decade, saw a 6.7 percent decline in sales tax revenue in September. But the city is way ahead of last year's record sales tax receipts, with $14.9 million collected so far. That is a 13 percent increase from 2000. Still, Grapevine will postpone major cash purchases and nonessential expenses until the state of the economy becomes clearer, City Manager Roger Nelson said. "It's a little early," he said. "We've had only one month of reporting since the attacks. While we came out a lot better than we had prepared to be, we still don't know." Grapevine officials said they are unsure how much of the decline was caused by lost sales at Dallas/Fort Worth Airport, which was shut down for more than two days after the Sept. 11 attacks. Grapevine receives sales tax proceeds from D/FW because its terminals are in the city limits.

In Southlake, where sales tax proceeds make up 28 percent of the city budget, revenue is up 26 percent for the year and 16 percent in September. Officials say the increase comes from the continued boom in retail development, which includes new outlets such as The Container Store and Costco.

In Bedford, Administrative Services Director Beverly Queen said she is pleased by a 12 percent increase in sales tax revenue, but she declined to speculate on the reasons for the jump. The increase will not cause a spending spree because the City Council has already adopted the budget, she said.

Keller's sales tax revenue increased 22 percent, and Watauga's increased 17 percent in September. Watauga Finance Director Janina Jewell said the increase is not surprising. "For the last 14 years, our November receipts have been the highest for the calendar year," she said. September receipts of $296,770 were 17 percent higher than the $254,187 collected in September 2000. City revenue is up 43 percent for the year to $2.4 million. "We did experience that 17 percent increase due mainly to the development along the [U.S.] 377 corridor," Jewell

said. A SuperTarget recently opened at Watauga Towne Crossing, joining about 30 other tenants on 42 acres.

In North Richland Hills, lower sales tax receipts for September are not a surprise to **Karen Bostic**, director of budget and research. "It was actually a better number than I had anticipated because of the terrorist attacks," she said. "Especially for the first several days after Sept. 11, people were not out at the shopping malls. That definitely had an impact on the number." **Bostic** said she had expected flat sales tax revenue for the fiscal year, so the lower figure will not have a major effect.

In Euless, which collects sales tax from some parking facilities, toll gates and vendors at D/FW Airport, revenue declined 5 percent in September. "We expected to be down, and actually we were quite pleased it was only a 5 percent decrease. Our rough calculations were as much as 10 percent," said Loretta Getchell, Euless director of fiscal and administrative services.

In Richland Hills, where sales tax revenue was down 15 percent in September, city officials blamed some of the decline on the loss of Sam's Club, which was the largest single tax source. Year to date, revenues are down 25 percent, or about $567,000. "We prepared for it budgetary wise and reduced expenditures," City Manager Jim Quin said. "So far, the plan is working. It doesn't mean employees aren't working more with less, but we are working hard at marketing the city." With a new gas station moving in, Handley Ederville Road construction beginning and more houses being built, city officials hope to climb out of the red in a year. "We are going to be patient and try to market the city in a way that brings in quality development," Quin said. "I feel confident it will come soon."

Hurst, which had braced for the worst after Sept. 11 because it depends on sales tax, saw increases in sales tax revenue, of 4.8 percent in September and 17.6 percent for the year. The increases will bring in an extra $1.8 million this year compared with 2000. City officials have credited the expansion of North East Mall, where several new stores, including Nordstrom and Foley's, have opened in recent months. They also cite the addition of The Shops at North East Mall.

Other cities that had an increase in sales tax revenue in September included Colleyville (0.75 percent) and Haslet (37 percent). Communities that experienced a decrease included Haltom City (4 percent) and Westlake (49 percent).

Dallas Morning News, The (TX)
August 24, 2001

City plans to maintain tax rate, expand services With values rising, most homeowners would have higher bills
Author/Byline: Jaime Jordan

A desire to increase services and a projection that sales taxes won't increase are spurring North Richland Hills to keep the tax rate at 57 cents. The city will have a public hearing on the proposal at 7 p.m. Monday in the council chambers, 7301 N.E. Loop 820 in North Richland Hills. Even though the city isn't raising the 57 cents per $100 of valuation tax rate, which has been in place for nine consecutive years, many homeowners are likely to see an increase in their property tax bills, said **Karen Bostic**, North Richland Hills director of budget and research.

The average homeowner's taxes are expected to increase by about $40.90, or 8.45 percent, compared with last year's taxes, she said. The increase would occur because many homes' tax valuations went up, she said. The city gained $109 million in new construction revenue, along with the increase in home values, but the city also is projecting a flat sales tax return in 2002, she said.

The city could lower its tax rate to 53 cents and generate the same amount of revenue it generated last year, **Ms. Bostic** said. However, the city staff is recommending maintaining the 57-cent tax rate because of the city's need for services. "We have expanded programs, and just the continued demand for additional and improved services," she said. "At this point in time it was not feasible to decrease the tax rate because the economy's pretty flat right now. We can't depend on the sales tax to help us next year."

The city expects to generate about $8.6 million in sales tax revenue next year, the same as the city projected in the budget for the current year, she said. "Our biggest challenge for the proposed budget is the fact that our sales tax is very weak," **Ms. Bostic** said. She said other possible hurdles are the slowing economy and construction on Rufe Snow Drive.

Council member Joe Tolbert agreed it would not be financially feasible to lower the city's tax rate. "Obviously, you go into public hearings not with your mind made up but listening to people," Mr. Tolbert said. "What they presented to us is a good, solid budget. What you have to remember about a city that's growing like us, we've got to keep funding the infrastructure for continued future growth. If we can do that and maintain the same tax rate, that's fantastic."

The new budget also sets aside $50,000 for architectural and construction fees for the expansion of Dan Echols Senior Center, Mr. Tolbert said. "They're bursting at the seams," he said. "That's part of what I'm talking about with the growth." The proposed budget and tax rate will be voted on at the Sept. 10 council meeting, **Ms. Bostic** said.

Fort Worth Star-Telegram (TX)
April 29, 2001

QUESTIONS ARE RAISED ABOUT ANTI-CRIME TAXES SOME CITIES SHIFT MONEY ONCE USED FOR POLICE
Author/Byline: Ben Tinsley and Steve Stein; Staff writer Ellena Fortner contributed to this report.

Year after year, communities in Northeast Tarrant County have touted the benefits of crime control sales taxes to area voters. More police officers, better equipment and reduced response times were among the carrots that were dangled as voters went to the polls. The tax was meant to supplement money that was already being spent. For the most part, community leaders have followed through on their promises. But as revenue from the taxes pours in, some communities are shifting money in the general fund that was once spent on police to other departments. The shift in the general fund, which pays for most municipal services, raises questions about whether the tax is paying for more than police protection. "If money that would usually go to the police is being transferred to other areas, I would be in favor of looking into the idea of lowering the crime tax and giving the citizens a tax break," Hurst Councilman Richard Ward said. "I promise to look into this."

The questions come as voters in North Richland Hills and Watauga prepare to go to the polls Saturday to decide whether to renew half-cent crime control sales taxes. In North Richland Hills, the amount of general fund revenue that goes to the Police Department decreased to 27 percent this fiscal year from about 31 percent before the tax took effect in July 1996. Police vehicles that were covered by the general fund are now paid for through sales tax revenue at a cost of $346,000. In Watauga, the amount of general fund money that goes to the Department of Public Safety, which also includes firefighters and emergency medical workers, declined to 31 percent this fiscal year from 37 percent in fiscal 1995-1996, before the tax took effect. Hurst voters approved a five-year half-cent tax in 1995 and renewed it for 10 years last year. During fiscal 1993-1994, about 34 percent of the general fund went to police. This fiscal year, the figure is 31 percent. In Colleyville, where a half-cent sales tax took effect in 1999, the amount of general fund money that goes to the Police Department decreased to 22 percent this fiscal year from 24 percent in fiscal 1998. Police Chief John M. Young said the difference is probably being disbursed to other departments. "I think that was the way it was spread out over the general fund," he said.

Hurst Police Chief Tim Wallace said, "The entire city is making use of that. It's given to the other departments, I am sure - salary benefits, capital, whatever they need it for." **Karen Bostic**, budget and research director for North Richland Hills, agreed. "There is no way to tell you specifically where the money would have gone," she said. "It would have gone to fund all other programs in the general fund."

Some municipal officials defend the practice. Without the shift, needed services would have to be eliminated, or property tax rates would have to increase, they say. "Although not the exclusive reason, it is safe to say that it has been much easier for the city of Watauga to reduce its tax rate

each of the last five years as a result of the crime control district sales tax proceeds," City Manager Dale Cheatham said. Some communities have been careful not to shift money. Euless officials said about 34 percent of the general fund still goes to police, as it did before a quarter-cent crime control sales tax was approved in 1995. "Our decision was to limit the number of personnel paid for out of this fund if voters for some reason chose not to renew it," Deputy City Manager Gary McKamie said. In Haltom City, the amount of general fund revenue that goes to police increased to 39 percent in fiscal 2000-2001 from 37 percent in fiscal 1994-1995, when the crime tax was not in effect, interim City Manager Patrick Elfrink said.

In March 1995, Fort Worth became the first community in Texas to approve a crime control sales tax after the state Legislature allowed such elections. Fifty-nine percent of voters approved the sales tax, which stunned some experts because the proposal had been divisive. Opponents were concerned that the city would use the revenue in a shell game that sent funds to programs unrelated to crime control. The idea swept across Northeast Tarrant County. Voters in Euless, Haltom City and Hurst overwhelmingly approved crime control sales taxes in 1995. North Richland Hills and Watauga followed in 1996. Southlake approved a tax the next year. Colleyville joined the group in 1999.

The bandwagon stopped in Keller. In March 1999, voters defeated a half-cent sales tax increase for crime control by a 3-to-1 ratio. Some observers said residents questioned the amount of money proposed for the school program Drug Abuse Resistance Education and doubted whether it was effective. Even if some money might have been shifted in North Richland Hills, the $17.8 million generated by the sales tax since 1996 has increased the money available for police protection, according to city figures. Eighteen patrol officers, three school resource officers and five civilian officers were hired largely because of the tax. Losing the tax would be damaging, officials say.

"It would not be good," said **Bostic**, the city budget and research director. "We have not sat down at this point to honestly see what would happen. We would have to consider how to reallocate revenues, come up with a way to cover expenditures."

So voters will go to the polls with questions to ponder, said Allan Saxe, a political science professor at the University of Texas at Arlington. "On the purely superficial level, you have to hope the money goes where it's earmarked to go," he said. "It's a matter of public trust. But this seems to be more open-ended than other earmarked proposals. "It's a hard question."

Dallas Morning News, The (TX)
April 2, 2000

Tax-free holiday welcomed - Area cities agree to 2nd annual sales-tax holiday
Author/Byline: Jennifer Packer; Staff writers Kendall Anderson, Tiara M. Ellis, Lee Graham and Lee Powell contributed to this report.

For the second consecutive year, back-to-school shoppers who frequent northeast Tarrant retail stores will be able to take a three-day vacation from sales taxes this summer. As of Friday - the deadline for cities to give notice if they planned to opt out of the tax-free holiday - municipalities across the area had given the thumbs-up to the annual state exemption. The shopping holiday was mandatory last year, when it was first approved by the state Legislature.

During the first weekend of August, consumers will not have to pay city or state sales tax on clothing and footwear priced less than $100. Shoppers across the state spent $400 million on exempted merchandise that weekend in 1999, saving $32.6 million on the state's 6.25 percent sales tax and as much as 2 percent on city sales tax.

Officials in several northeast Tarrant cities said the good will generated by the tax break is worth the revenue losses, at least for now. "While the economy is going very well and sales are growing, and everything is looking very rosy, we will participate in it," Hurst City Manager Allan Weegar said. Hurst, home to North East Mall, took perhaps the area's greatest loss in sales tax revenues during the tax-free holiday last year - $74,000. The mall generates 70 percent of the city's sales tax.

North Richland Hills logged sales tax losses of roughly $33,000 during that weekend but reported an almost 7 percent overall gain in sales tax revenue for the month of August, said the city's budget and research director, **Karen Bostic**. "People's perception is that "we're getting a great deal,' so they end up paying more than they normally would," she said.

Unlike most area cities, which agreed to participate by not putting the item up for a City Council vote, the North Richland Hills council considered the item briefly during a meeting last week. The vote to participate was unanimous. "It's an issue worthy of consideration," North Richland Hills Assistant City Manager Steve Norwood said. "Rather than us making an assumption, we thought, let's put it before the public."

The decision was easier for much smaller cities, such as Roanoke, population 3,000, which derives little revenue from retail shopping. "We just don't have many clothing vendors, apart from a resale shop," Roanoke City Manager Jimmy Stathatos said. Euless lost about $5,000 in sales tax, city officials said. In tiny Westlake, home to about 200 people, city officials haven't discussed the matter and will participate in the sales tax holiday by default.

Colleyville City Manager Bob Stripling said his council discussed the issue last year and decided that opting out of the tax holiday would hurt local merchants by driving consumers to neighboring cities that offer the buying incentive. Officials in several other cities echoed a

similar rationale. "When all the other cities in Texas are observing the holiday, I think it's appropriate for us to go along with it," Hurst City Council member Anna Holzer said. Added Keller City Manager Lyle Dresher, "We have little choice but to recognize the holiday."

At North East Mall, Stride Rite Bootery manager Bill Craig reacted with a mix of jubilation and alarm at news that Hurst would again participate in the holiday. During the tax-free weekend last year, he was working at the company's store in The Parks at Arlington. "If you'd have been a merchant during that time, you went home frazzled and blitzed," said Mr. Craig, recalling the frenzy of activity that netted the Arlington store three days of record-breaking sales. "But in the end, when you get a chance to replenish your brain cells, you look back and say, "Wow, that was a lot of sales.' "

The Burlington Coat Factory store in Grapevine Mills mall is already planning to increase the number of clerks working during that weekend, store manager Steve Bitting said. The extra 30 employees on hand last year weren't enough, he said.

Research Compiled by: Lynelle Klein
Colin Baenziger & Associates

Appendix D

St. Johns County, FL Resolution Thanking CB&A for Its Outstanding Service

RESOLUTION NO. 2007-231

A RESOLUTION OF THE COUNTY COMMISSION OF ST. JOHNS COUNTY, FLORIDA, THANKING COLIN BAENZIGER & ASSOCIATES FOR ITS OUTSTANDING EFFORTS IN CONDUCTING THE EXECUTIVE SEARCH FOR THE COUNTY'S NEW ADMINISTRATOR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, St. Johns County retained Colin Baenziger & Associates (CB&A) to identify and recommend strong candidates to be the County Administrator;

WHEREAS, CB&A's staff worked diligently to find and produce excellent candidates, and then provided the County Commission with comprehensive materials concerning the candidates' aptitude, experience, background, complete and thorough interviews, references, extensive checks of criminal, civil and financial history, verification of employment and education, and exhaustive reviews of Internet and newspaper archives of these candidates; and

WHEREAS, CB&A's process was completely open, fair and unbiased and was extremely well received by the County Commission, county staff, the press, and the public; and

WHEREAS, the County Commission wishes to express its gratitude to Colin Baenziger & Associates for its efforts on behalf of the county;

NOW BE IT THEREFORE RESOLVED BY THE COUNTY COMMISSION OF ST. JOHNS COUNTY, FLORIDA AS FOLLOWS:

Section 1: Recitals. The preceding recitals are true and correct and are incorporated herein by this reference.

Section 2: Acknowledgement. The County Commission wishes to express its sincere appreciation and gratitude to Colin Baenziger & Associates for its outstanding work and effort in assisting the county in finding its County Administrator.

Section 3: Effective Date. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 21 day of August, 2007.

ATTEST: Cheryl Strickland, Clerk

By: Pam Hatterman
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
ST. JOHNS COUNTY, FLORIDA

By: Ben Rich
Ben Rich, Chairman

Rendition Date: 8/23/07

Appendix E

Comments from Dale Martin on CB&A's Vetting Process

Fernandina Observer™
A JOURNAL OF NEWS AND OPINION

Weekly comments from Dale Martin

By Dale Martin, City Manager, City of Fernandina Beach
March 18, 2016 1:00 a.m.

The vetting process employed by Mr. Colin Baenziger following my application to the City of Fernandina Beach was the most thorough review of my career, credentials, and references that I have ever experienced. In the months leading to my appointment here, I was interviewed in several other communities for similar City Manager positions. Despite getting to the interview stage in those communities, none of my references ever indicated to me that they had been contacted. As part of the selection process here, I was required to provide an exhaustive list of references, some very specific, such as my current Town Attorney, auditor, Chamber of Commerce, etc. To the best of my knowledge, every single reference provided was contacted.

The historic information provided to the City Commission for each candidate was extensive. Reading through the older newspaper articles rekindled so many memories- the personalities and issues from earlier days illustrate some peaks and valleys over the past twenty years. It has been a wonderful ride.

Note: Mr. Martin reminisces about his career for the remainder of the article. The full article can be found at:

http://fernandinaobserver.com/2016/03/18/weekly-comments-from-dale-martin-5/#more-65218



NOVEMBER 2026

City Manager Recruitment Proposal

FOR CITY OF GARDEN CITY, KS

PRESENTED BY

Greg M. Prothman
President, GMP Consultants

GMP CONSULTANTS
Greg@gmphr.com
(206) 714-9499
www.gmphr.com

GMP

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November 9, 2026

Ms. Jennifer Cunningham
City Attorney
City of Garden City
301 N 8th St
Garden City, KS 67846

Dear Ms. Cunningham,

Thank you for considering our proposal to assist the City of Garden City with the recruitment of its next City Manager. GMP Consultants commits to perform the services described in this proposal.

Founded in 2022, GMP Consultants brings a team whose members have completed over 900 executive searches. Greg M. Prothman has led executive search work for 20 years. This experience positions us to support Garden City's City Manager recruitment under its Commission-Manager form of government.

Senior Consultant Linda Woulfe will lead your recruitment, bringing executive-level experience relevant to the City Manager role, including 19 years as a City Administrator in Minnesota. Our consultants offer decades of leadership and operational experience and a practical understanding of governance, community engagement and organizational dynamics. An administrative team supports candidate outreach and evaluation, background review and stakeholder facilitation to ensure a thorough, well-managed process.

Our nationwide network spans cities, counties, special districts and professional associations. Relationships with current and former executives and public sector professionals help us engage qualified candidates who may not be actively seeking new opportunities or responding to traditional advertising. This reach is especially valuable in competitive or limited candidate markets.

12 current municipal leadership searches

- **Dubuque, IA**
  City Manager
- **Forest Lake, MN**
  City Administrator
- **Upper Darby Township, PA**
  Chief Administrative Officer
- **Cannon Beach, OR**
  City Manager
- **Kirksville, MO**
  City Manager
- **Dillon, CO**
  Town Manager
- **Paonia, CO**
  Town Administrator
- **Richfield, MN**
  City Manager
- **Washougal, WA**
  City Manager
- **Burien, WA**
  City Manager
- **Webster Groves, MO**
  City Manager
- **Ridgefield, WA**
  Deputy City Manager

For Garden City, concurrent searches can broaden outreach through fresh candidate relationships and referrals. Current insight into candidate interests and compensation expectations helps us position your opportunity while assessing each candidate against Garden City's agreed profile.

We will tailor our process to the Commission's priorities, including Spanish-language stakeholder surveys and in-person translation as needed. Please contact me, as authorized representative of GMP Consultants, at (206) 714-9499 or greg@gmphr.com. I look forward to working with the City of Garden City.

Sincerely,

Greg M. Prothman
President, GMP Consultants

About Us

Our Foundation

GMP Consultants is a public sector executive search firm, founded and led by Greg M. Prothman, with a collective 630 years of local government leadership experience. We pride ourselves in strong regional and national relationships.

GMP Consultants value the importance of local government in our communities. We offer our clients experienced subject matter experts with a solid understanding of municipal government coupled with decades of experience.

We have served in a wide range of executive positions, from city and county management to public works, planning, human resources, management information systems, police, fire and finance.

We understand Garden City is a Commission-Manager community of 35,222 residents with a full-service organization, including electric, water, wastewater and solid waste utilities, a regional airport, a municipal golf course and a zoo, and that the City Manager position is entering a leadership transition.

Our Qualifications

Founded and led by Greg M. Prothman, GMP consultants have worked on over 900 executive searches and over 100 public sector consulting projects.

Our senior search consultants are seasoned municipal leaders, including city and county managers, who are active in both national and state associations in their respective professional disciplines.

Our Philosophy

Our business philosophy centers on the understanding that this is a people related industry.

We have worked and lived in communities across the country, so we know first-hand that public service is both similar and unique in implementation one community to the next.

Our team takes the time to learn your values and vision, including Garden City's core values of Service, Community and Performance, so we can tailor our systematic process to your needs.

GMP Consultant's Mission

To provide exceptional executive search, interim placements, and organizational consulting partnering with our clients to provide the highest quality services to their residents.

Why Choose GMP

What You Can Expect From a GMP Recruitment

SERVICE & RELATIONSHIP	Our consultants provide outstanding service and build lasting relationships with both clients and candidates
CUSTOMIZED SOLUTIONS	We take time to learn your needs, values, and vision, creating solutions tailored to your agency
PEOPLE FIRST	We prioritize quality communication, working closely with you and your candidates through every stage of the process
RECRUITMENT EXPERIENCE	GMP Consultants are accomplished municipal leaders who as a team have completed over 900 executive searches and bring access to quality applicant pools
18 MONTH GUARANTEE	We offer an 18-month guarantee on your selection. We don't just find qualified candidates, we focus on finding the right fit for your agency and community, ensuring a smooth leadership transition

Why GMP For Garden City

COMMUNITY & ORGANIZATION	We understand Garden City as a Commission-Manager city of 35,222 residents with about 400 employees and full-service utilities, a regional airport, a golf course and a zoo.
LEADERSHIP TRANSITION	Only four City Managers have served since 1948. We help the Commission define what the next chapter needs, engage staff and community, and plan the search around the interim period.
TAILORED APPROACH	Stakeholder input is shaped around the Commission's goals and the City's core values of Service, Community and Performance, then turned into the candidate profile and screening criteria.
MULTILINGUAL ENGAGEMENT	Stakeholder surveys translated into Spanish, plus in-person translation for interviews, focus groups and listening sessions, so every part of the community can take part.

Meet Your Recruitment Team

Linda Woulfe – Senior Consultant



Linda brings over 26 years of municipal service in Minnesota at both the city and county level. Her experience includes 19 years as City Administrator in Pine City and Cambridge, where she developed economic development strategies for business retention and long-term infrastructure plans for water, wastewater, sewer, and roads. Linda also brings experience in labor negotiations and annexations. She spent 14 years with the League of Minnesota Cities and its Insurance Trust. Since retiring from the City of Cambridge, Linda has served as Interim City Administrator for multiple Minnesota communities during key transitions. She completed the University of Minnesota Public Sector Human Resource Certification Program and holds a bachelor's degree in public administration from Metropolitan State University. Linda enjoys photography and hiking with her husband (Tony) of 43 years.

Elke Doom – Senior Consultant



Elke is a seasoned municipal executive with more than 30 years of public sector leadership experience, including extensive service in Michigan communities. Her experience includes serving as Interim City Manager for Eastpointe, Chelsea, and Royal Oak Township, City Manager/Clerk/HR Director for Eastpointe, and elected Township Supervisor and HR Director for Huron Charter Township. In these roles, she led full-service organizations, managed budgets exceeding $75 million, advanced redevelopment initiatives, negotiated labor agreements, and secured grants. Elke brings deep expertise in Michigan municipal finance, labor relations, and state regulatory frameworks, and holds a Master of Public Administration and a Certified Public Manager designation.

Brenda Gabbitas – Project Manager



Brenda brings more than a decade of experience collaborating with communities and stakeholders across the globe in both the public and private sectors. As a Project Manager with GMP, she has successfully led projects for clients throughout the United States, with a strong emphasis on strategic communication, operational organization, and exceptional client service. Her diverse professional background enables her to foster meaningful, long-term relationships while consistently delivering high-quality results and an elevated client experience. In addition to her professional expertise, Brenda holds a Bachelor of Education in Early Childhood Development from Utah Valley University.

Kate Hansen – Operations Manager



Kate brings 20 years of project management and administration experience spanning private business, nonprofit, and government. She is a certified Project Management Professional (PMP) and holds a B.A. in Theatre from Chapman University, with an emphasis in stage management. Kate brings a distinguishing blend of attention to detail, creativity, and critical thinking. Kate possesses multi-faceted experience in local government having served as a fire district administrator and an elected fire commissioner.

Linda Woulfe, Senior Consultant

City Administrator | Minnesota Municipal Executive | 25+ Years in Local Government

EXECUTIVE PROFILE

Linda Woulfe is a Minnesota city administrator with more than 25 years of local government leadership, including 14 years leading the City of Cambridge and five years in Pine City, plus five interim administrator assignments across east-central Minnesota since 2021. She pairs deep Upper Midwest networks with hands-on experience in budgeting, utility enterprise funds, labor relations, and economic development — a strong fit for Garden City's next City Manager.

CORE STRENGTHS

- Annual budgeting, capital planning, and utility enterprise funds
- Collective bargaining and labor relations (LELS and IBEW)
- Economic development, TIF, and business retention strategy
- Human resources, personnel policy, and compensation systems

PROFESSIONAL EXPERIENCE

Interim City Administrator Assignments
East-Central Minnesota | 2021 – 2024
- City of North Branch (2024); City of Braham (2022 and 2023); City of Hinckley (2023); City of Pine City (2021).

City of Cambridge, Minnesota
City Administrator | 14 years
- Built the annual budget and capital program and kept the council current on the city's financial condition.
- Negotiated collective bargaining agreements (LELS and IBEW) and administered the city's compensation system.
- Led economic development and TIF financing strategies; testified before the State Legislature on city projects and bonding requests.

City of Pine City, Minnesota
City Administrator | 5 years
- Chief appointed official preparing $4.8 million in general, water, sewer, liquor, and EDA budgets.

Goodhue County, Minnesota
Special Projects Coordinator | 2 years
- Managed countywide recruitment, collective bargaining, benefits, and risk management.

City of Red Wing, Minnesota
Executive Assistant to the Council Administrator | 5 years
- Supported the city council, chaired the communications task force, and managed public safety promotional and hiring processes.

League of Minnesota Cities / LMCIT
Loss Control and Executive Support | 14 years

CREDENTIALS & AFFILIATIONS

- Public Sector Human Resource Certification – Carlson School of Management
- Collective bargaining experience with LELS and IBEW units
- Five interim city administrator appointments since 2021
- Outstanding Student for Academic Achievement – Metropolitan State University
- Extensive Upper Midwest network of sitting managers and administrators

EDUCATION & TRAINING

- B.S., Public Administration – Metropolitan State University
- Public Sector Human Resource Certification Program – University of Minnesota, Carlson School of Management

Elke Doom, Senior Consultant

City Manager | Municipal Executive & Interim Leader | 30+ Years in Local Government

EXECUTIVE PROFILE

Elke Doom is a results-oriented municipal executive with more than 30 years of progressively responsible public sector leadership, including City Manager appointments in Michigan, Alaska, West Virginia, and North Carolina and five interim City Manager assignments since 2022. She has led full-service organizations through redevelopment, labor negotiations, major capital projects, and executive transitions, and brings a Midwest manager's perspective to the Garden City search.

CORE STRENGTHS

- Budget, finance, and long-range capital planning
- Economic development, redevelopment, and downtown revitalization
- Labor relations, contract negotiations, and HR restructuring
- Interim management and organizational transition leadership

PROFESSIONAL EXPERIENCE

Interim City Manager Assignments
Michigan and Alaska | 2022 – 2025
- City of Eastpointe, MI (2025); Borough of Haines, AK (2024); City of Pelican, AK (2024); City of Chelsea, MI (2023); Royal Oak Township, MI (2022).

City of Eastpointe, Michigan
City Manager / Clerk / HR Director | 2019 – 2021
- Led a full-service city of 34,000 residents with a $77 million budget, 140 employees, and nine direct reports.

City of Valdez, Alaska
City Manager | 2017 – 2019
- Directed a $55 million budget and 130 employees for a community of 4,000 year-round residents.

City of Oxford, North Carolina
City Manager | 2016
- Directed a $20.7 million budget and 96 employees; secured $7.5 million in state water and sewer grants and zero-interest loans.

City of Princeton, West Virginia
City Manager / Treasurer | 2013 – 2016

Huron Charter Township, Michigan
Township Supervisor / HR Director | 2008 – 2012
- Saved $1.1 million through labor and benefit restructuring and reduced operating costs 13% with no reduction in service.

CREDENTIALS & AFFILIATIONS

- Certified Public Manager – Saginaw Valley State University
- Licensed Michigan Municipal Tax Assessor and Personal Property Auditor
- Michigan Clerks Association – Certified Election Clerk
- Alaska Municipal League Managers Association – Executive Board
- Downtown Development Authority, Eastpointe – Chairman
- FEMA Incident Command, ICS 100 – 800

EDUCATION & TRAINING

- Master of Public Administration – Siena Heights University
- B.S., Business Management – Siena Heights University
- A.A., Assessment Administration – Henry Ford College
- Harvard University, John F. Kennedy School of Government
- Michigan State University – Citizen Planner Program

Work Plan & Approach

We understand that this is not just filling a position but is a leadership transition for the City of Garden City. Our goal is to not only find a highly qualified City Manager but a leader who is the perfect fit for your organization and the Garden City community.

We suggest a four-phase process for your City Manager search:

PHASE 1: PREPARATION

- Create Search Schedule & Plan
- Engage Garden City Stakeholders
- Identify Ideal City Manager Traits
- Design City Manager Profile





PHASE 2: SOURCING

- Place Targeted Advertisements
- Mail Invitation to Apply Flyers
- Send Emails to Potential Candidates
- Make Phone Calls to Potential Candidates

PHASE 3: ASSESSMENT

- Identify & Research City Manager Candidates
- Conduct Preliminary Interviews
- Hold Work Session for City to Select Finalists





PHASE 4: SELECTION

- Design Final Interviews
- Conduct Reference & Background Checks
- Finalist Interviews
- Select City Manager & Negotiate

1. Preparation

Information Gathering & Profile Development

Planning Meeting

We meet with you to:

- Review the Scope of Work for the City Manager search
- Establish a project schedule
- Identify the geographic scope of the search
- Review the City Manager compensation package
- Identify Key Garden City Stakeholders

Stakeholder Engagement

Your Lead Consultant will meet with Key Stakeholders individually or collectively as appropriate to identify Garden City's needs and the skills, talents & abilities a City Manager needs to thrive

Position Profile Development

Our team will develop a custom City Manager Profile highlighting:

- Why Apply?
- Quality of Life
- Garden City
- City Manager Role
- Ideal City Manager Traits
- Challenges & Opportunities
- Compensation & Benefits
- Garden City's social media

2. Sourcing

Strategic Outreach & Marketing

Advertising

Develop custom ads and post the City Manager position to job boards and websites in regional and national professional associations along with GMP's Job Board and LinkedIn page

Invitation to Apply

Our team creates a custom *Invitation to Apply flyer* mailed to our extensive database of City Manager professionals in Kansas and the surrounding areas

E-mail Outreach

We will send email announcements to our extensive collection of City Manager professionals both locally and nationally

Personal Calls

Our consultant team will leverage their extensive knowledge of potential City Manager candidates to make personalized requests to them and their network about Garden City

3. Assessment

Candidate Review & Screening

Receipt of Applications

Your lead consultant will review all City Manager application materials and send you regular updates on the candidate pool

Preliminary Interviews

Once the most promising candidates have been identified, GMP will complete a robust screening process of all City Manager semifinalists:

- In-depth internet query
- An extensive preliminary interview with your lead consultant
- Candidate summary with consultant recommendations

Work Session

Your search team will meet with you to review candidate assessments. You will select City Manager candidates to move forward to final interviews. GMP will guide you through design of a customized final interview process for Garden City

4. Selection

Final Interviews

Preparation

- Conduct reference checks
- Facilitate candidate communications & travel
- Develop final interview materials including master interview schedule, draft interview questions, and candidate packets

Interviews & Selection

Your lead consultant will be on-site in Garden City to facilitate

- Final interviews
- Panel debrief
- Evaluation of the City Manager candidates and potential consensus

Employment Offer

Once a City Manager finalist is chosen, your GMP consultant will

- Conduct criminal history background check
- Assist in identifying potential contract elements
- Assist Garden City with offer and negotiations (if asked)
- Notify all unsuccessful finalists

Stakeholder Engagement Process

Strong stakeholder engagement is what separates a credible public-sector search from a routine one. Because no two communities are alike, GMP works directly with the City of Garden City to choose from the examples below and build a **transparent, inclusive process** customized to the needs of Garden City's City Manager search—turning community input into clear leadership criteria while balancing openness and inclusion with the confidentiality an executive search requires.

Why We Engage

- **Define success** – Translate community values and agency needs into clear leadership competencies
- **Build legitimacy** – Ensure the next City Manager is seen as credible and broadly supported
- **Surface risks early** – Identify political dynamics, internal tensions, and reform expectations
- **Strengthen transition** – Align expectations so the new leader succeeds from day one

Who We Engage

- **Internal** – City Council, executive and department staff, and HR, legal, and city administration
- **External** – Residents, neighborhood associations, business leaders and chambers, advocacy groups, and partner agencies
- **Equity-centered** – Deliberate outreach to historically underrepresented voices
- Stakeholders are segmented by **influence and impact**, not role alone

How We Gather Input

- **Structured interviews** – 20–40 minute one-on-one conversations with Council members and senior leaders
- **Focus groups** – Facilitated 6–12 person sessions with line staff and community groups
- **Surveys** – Anonymous, segmented employee and community input for quantifiable data; surveys translated into Spanish
- **Listening sessions** – Open public forums, in person and virtual, that build transparency and trust

From Input to Leadership Profile

- Synthesize themes into **core competencies** and **leadership priorities**
- Document **success factors and risks** to guide the search
- Deliver a **Stakeholder Engagement Summary** and **Position Profile**
- Translate input directly into **screening and interview criteria**

Principles That Make It Work

- **Transparency with boundaries** – We publish a process roadmap and clarify what input shapes versus what stays confidential
- **Neutral facilitation** – Third-party facilitators reduce bias and build trust across polarized groups
- **Equity-centered access** – Spanish surveys and in-person translation services as needed for other engagement
- **Consistent messaging** – Every stakeholder hears the same timeline, criteria, and process steps

What Sets GMP Apart

- **Depth of engagement** – Well beyond a single survey and a handful of interviews
- **National benchmarking** – Stakeholder input measured against best practices at comparable agencies
- **Actionable synthesis** – Themes translated into measurable, scoreable candidate criteria
- **Former-executive facilitators** – Neutral leaders who have served in the City Manager role

Confidentiality & Background Checks

Candidates for a City Manager role are often sitting executives, so trust is essential. GMP builds confidentiality and thorough vetting into the process from the first outreach—so **every finalist is vetted thoroughly and lawfully** and every candidate knows **what stays confidential, and when**.

Background Checks: Our Process

- **Online review** – In-depth internet query on every semifinalist during screening
- **References** – Conducted by your lead consultant, beginning only with the candidate's consent
- **Criminal history** – Background check on the City Manager finalist, where legally permissible
- **Reporting** – Results summarized for the City in writing for each finalist

Background Checks: Timing & Compliance

- **Timing** – Completed on finalists during the Selection phase, once the Commission has chosen them
- **Authorization** – Candidate disclosures and written authorizations obtained before checks begin
- **Compliance** – FCRA and Kansas law followed, including notice and adverse-action steps
- **Cost** – $225 per candidate, billed at actual cost with no markup

Confidentiality: Why It Matters

- **Sitting executives** – Many strong candidates will not apply without assurance of discretion
- **Candidate trust** – Every candidate is told up front what stays confidential and when
- **Fair process** – Consistent handling of every applicant protects the City's credibility
- **One contact** – Candidates work with their lead consultant, not multiple parties

Confidentiality: Open Records Planning

- **KORA readiness** – We plan for Kansas Open Records Act requests from the start of the search
- **Personnel records** – Candidate materials are organized so exempt records are easy to identify
- **Executive session** – Candidate discussions are structured for the Commission's use of executive session
- **Finalist names** – Release timing is agreed with the City in advance

Confidentiality: Protecting Candidates

- **Honest expectations** – GMP coordinates finalist release dates with the City and notifies candidates in advance
- **Staged disclosure** – Names stay with GMP and a designated City liaison through screening
- **Secure handling** – Applicant files stay in our secure portal
- **Consent first** – Reference checks begin only with the candidate's consent

Confidentiality: Working with Counsel

- **Kickoff protocol** – Confirm with the City Attorney who may access candidate records at each stage
- **KORA review** – GMP helps identify exempt material; the City makes every disclosure decision
- **Finalist release** – Agree in advance when finalist names are released and give candidates notice
- **Retention** – Records transferred to the City for retention per Kansas law and City policy

Professional References

Centennial Lakes Police Department, MN
Patrick Antonen – City Administrator, City of Circle Pines
PAntonen@circlepinesmn.gov
763 231 2605
City Administrator, City of Circle Pines

Stearns County, MN
Steve Notch – Commissioner
steve.notch@stearnscountymn.gov
320 248 3605
County Administrator

City of Belgrade, MT
Neil Cardwell – City Manager
ncardwell@cityofbelgrade.net
406 388 3760
Human Resource Director
City Manager (2)

City of Golden, CO
Kristen Meier – Human Resources Director
kmeier@cityofgolden.net
303 597 5209
Finance Director (2)
Police Chief

Recruitment Schedule

Recruitments take approximately 90 to 100 days to complete

Kickoff Meeting		You & GMP: Meet to discuss timeline & search process
Profile Development	Week 1-2	GMP: Meet with key stakeholders & create position profile
Advertising	Week 3-7	GMP: Post ads; conduct candidate outreach
First Review	Week 8 -9	GMP: Conduct candidate screening & preliminary interviews
Work Session	Week 10	You & GMP: Review semifinalists and choose finalist candidates
Final Interview Prep.	Week 11-12	GMP: Conduct reference checks, create interview schedule, coordinate travel with candidates
Final Interviews	Week 12	GMP: Facilitate finalist interview process
Hiring Selection		You: Host interviews & make hiring selection

Professional Fee & Expenses

The professional fee for conducting a City Manager search is $19,500. Professional fees cover all consultant and staff time required to conduct the recruitment. Expenses are additional. Professional fees are billed in three equal installments: at the beginning, halfway, and upon completion of the final interviews. If needed, re-advertising the position can be completed for an administrative fee of $950 plus expenses.
Your Agency will be responsible for reimbursing expenses incurred on the Agency's behalf. All expenses are submitted at actual cost with no markup.

Expenses Include:

Job boards	$1,800 - $2,200
Direct Mail Announcements	$1,700 - $2,000
Consultant Travel	IRS mileage rate + $87.50/hr.
Background Checks	$225 per candidate
Translation Services	$90 - $100/hr.

Guarantee & Warranty

Guarantee

Should the selected candidate leave the employment of your Agency within the **first 18 months** of appointment, we will conduct an additional recruitment for the cost of expenses only, if requested to do so within six months of the employee's departure.

Warranty

If the major elements of the process are followed and a candidate is not chosen, we will repeat the recruitment for a $950 administrative fee plus expenses.

Selected Candidate Support

First Year Goals & Six-Month Evaluation – $3,750

We will assist in the selected candidate's success by working with the City to establish goals and expectations for the first year of service. We will also conduct a six-month performance evaluation designed to provide constructive and helpful feedback on work efforts and accomplishments to date, to provide any potential mid-course corrections and ensure success.

Leadership Assessment - $2,000 *(per candidate)*

GMP partners with Martin-McAllister who works with organizations to understand the skills and characteristics that are most important to them in making hiring decisions. Using a combination of validated inventories and an interview with a licensed psychologist, Martin-McAllister evaluate candidates' problem-solving skills and style, personality characteristics, work style, motivations, and professional goals to give organizations a prediction of what they would see from candidates on the job.

Related Searches By GMP Consultants

City & Borough of Sitka, AK
Municipal Administrator

City of Emeryville, CA
City Manager

Inyo County, CA
County Admin Officer

City & County of Broomfield, CO
Deputy City & County Manager

City of Louisville, CO
City Manager

Gunnison County, CO
County Manager

City of Hailey, ID
City Administrator

City of Post Falls, ID
City Administrator

City of Centerville, MN
City Administrator

City of Oak Park Heights, MN
City Administrator

City of Belgrade, MT
City Manager (2)

City of Polson, MT
City Manager

City of West Wendover, NV
City Manager

City of Astoria, OR
City Manager (2)

City of Canby, OR
City Administrator

City of Cottage Grove, OR
City Manager

City of Gladstone, OR
City Administrator

City of John Day, OR
City Manager

City of Lebanon, OR
City Manager

City of Milwaukie, OR
City Manager

City & Borough of Wrangell, AK
Borough Manager

City of South Lake Tahoe, CA
City Manager

Mono County, CA
Assistant County Admin Officer

City of Colorado Springs, CO
Assistant City Manager

Eagle County, CO
County Manager

Town of Silverthorne, CO
Town Manager

City of Ketchum, ID
City Administrator

City of Sun Valley, ID
City Administrator

City of Medina, MN
City Administrator

Stearns County, MN
County Administrator

City of Kalispell, MT
City Manager

City of Whitefish, MT
City Manager

County of Los Alamos, NM
County Administrator

City of Bandon, OR
City Manager

City of Coburg, OR
City Administrator

City of Damascus, OR
City Manager

City of Hermiston, OR
City Manager

City of La Grande, OR
City Manager (2)

City of Lincoln City, OR
City Manager

City of Mt. Angel, OR
City Manager

City of Thorne Bay, AK
City Administrator

Inyo County, CA
Deputy County Administrator

Mono County, CA
County Admin Officer

City of Lakewood, CO
City Manager

Gunnison County, CO
Assistant County Manager

Blaine County, ID
County Administrator

City of Lewiston, ID
City Manager

City of Brainerd, MN
City Administrator

City of North Branch, MN
City Administrator

City of Belgrade, MT
Assistant City Manager

City of Livingston, MT
City Manager

Town of West Yellowstone, MT
Town Manager (2)

City of Minot, ND
City Manager

City of Burns, OR
City Manager

City of Coquille, OR
City Manager

City of Drain, OR
City Administrator

City of Hood River, OR
City Manager

City of Lake Oswego, OR
City Manager

City of McMinnville, OR
City Manager

City of North Plains, OR
City Manager

City of Ontario, OR
City Manager

City of Shady Cove, OR
City Administrator

City of Umatilla, OR
City Manager

City of Wilsonville, OR
City Manager

City of Yachats, OR
City Manager

Crook County, OR
County Manager

Deschutes County, OR
Fair & Expo Director

City of Spearfish, SD
City Administrator

Summit County, UT
County Manager

City of Battle Ground, WA
City Manager (2)

City of Bothell, WA
Deputy City Manager

City of Chelan, WA
City Administrator (3)

City of Connell, WA
City Administrator (2)

City of Duvall, WA
City Administrator

City of Fife, WA
City Manager

City of Issaquah, WA
City Administrator

City of Kenmore, WA
City Manager (3)

City of Lake Forest Park, WA
City Administrator (3)

City of Lakewood, WA
City Manager

City of Lynden, WA
City Administrator

City of Roseburg, OR
City Manager

City of Toledo, OR
City Manager

City of Waldport, OR
City Manager

City of Wood Village, OR
City Manager

Clackamas County, OR
County Administrator

Curry County, OR
County Administrator

Hood River County, OR
County Administrator

City of Moab, UT
Assistant City Manager

City of Arlington, WA
City Administrator

City of Bingen, WA
City Administrator

City of Carnation, WA
City Manager (2)

City of Clyde Hill, WA
City Administrator

City of Covington, WA
City Manager

City of Edgewood, WA
City Manager (2)

City of Fircrest, WA
City Manager (2)

City of Issaquah, WA
Deputy City Administrator

City of Kennewick, WA
City Manager

City of Lake Stevens, WA
City Administrator

City of Leavenworth, WA
City Administrator (2)

City of Medina, WA
City Manager (2)

City of Scappoose, OR
City Manager (2)

City of Troutdale, OR
City Manager

City of West Linn, OR
City Manager

City of Woodburn, OR
City Administrator

Clatsop County, OR
County Manager (2)

Deschutes County, OR
County Administrator

Lane County, OR
County Administrator

City of Moab, UT
City Manager

City of Bainbridge Island, WA
City Administrator

City of Bothell, WA
Assistant City Manager

City of Chehalis, WA
City Manager (2)

City of College Place, WA
City Administrator

City of DuPont, WA
City Administrator

City of Ellensburg, WA
City Manager

City of Gig Harbor, WA
City Administrator

City of Kelso, WA
City Manager

City of Lacey, WA
City Manager (2)

City of Lakewood, WA
Assistant City Manager

City of Longview, WA
City Manager

City of Mill Creek, WA
City Manager

City of Monroe, WA
City Administrator

City of Mountlake Terrace, WA
City Manager (2)

City of Newcastle, WA
City Manager (2)

City of Othello, WA
City Administrator

City of Port Angeles, WA
City Manager

City of Renton, WA
Chief Admin Officer

City of SeaTac, WA
City Manager

City of Shoreline, WA
City Manager (2)

City of Spokane Valley, WA
Deputy City Manager

City of Sultan, WA
City Administrator

City of Vancouver, WA
Assistant City Manager

City of Woodinville, WA
City Manager

City of Yakima, WA
City Manager

Grays Harbor County, WA
County Administrator

Jefferson County, WA
Central Services Director

San Juan County, WA
County Manager

Town of Friday Harbor, WA
City Administrator

City of Gillette, WY
City Administrator

City of Sheridan, WY
City Administrator

City of Moses Lake, WA
City Manager (3)

City of Mukilteo, WA
City Administrator

City of Normandy Park, WA
City Manager

City of Pasco, WA
City Manager (3)

City of Prosser, WA
City Administrator

City of Ridgefield, WA
City Manager

City of Shelton, WA
City Administrator

City of Shoreline, WA
Deputy City Manager

City of Stanwood, WA
City Administrator

City of Sunnyside, WA
City Manager

City of Walla Walla, WA
City Manager

City of Woodland, WA
City Administrator

City of Yelm, WA
City Administrator

Greys Harbor County, WA
County Administrator

Lewis County, WA
County Manager

Snohomish County, WA
Executive Director (2)

Town of Friday Harbor, WA
Town Administrator

City of Rawlins, WY
City Manager

City of Mountlake Terrace, WA
Assistant City Manager

City of Mukilteo, WA
Management Services Director

City of North Bend, WA
City Administrator

City of Pasco, WA
Deputy City Manager

City of Puyallup, WA
City Manager

City of Sammamish, WA
City Manager (2)

City of Shelton, WA
Management Assistant

City of Spokane Valley, WA
City Manager

City of Stevenson, WA
City Administrator

City of Tumwater, WA
City Administrator

City of White Salmon, WA
City Administrator

City of Yakima, WA
Assistant City Manager

Franklin County, WA
County Administrator

Island County, WA
County Administrator

Mason County, WA
County Administrator

Thurston County, WA
Assistant Chief Admin Officer

City of Casper, WY
City Manager

City of Riverton, WY
City Administrator

Appendix – Work Samples

The following documents are examples of our **position profile** and **invitation to apply letter** materials.

Additional samples are available at https://www.gmphr.com/

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CITY MANAGER

KIRKSVILLE *Missouri*



Why Apply?

Kirksville, one of the hardest-working cities in Missouri, is seeking its next City Manager, as its current manager is retiring after 23 years of service in the role. Kirksville is the largest and most populous city in Adair County, Missouri, and is home to three institutions of higher education: Truman State University, A.T. Still University, and Moberly Area Community College. This community has a true sense of place, is financially sound, and firmly believes in partnerships to accomplish its goals. Kirksville has built a solid management team, and staff works exceedingly well with City Council. This is a community that provides a wonderful quality of life, continues to be poised for success, embraces collaboration, and believes everyone has a place in Kirksville.



Welcome to KIRKSVILLE

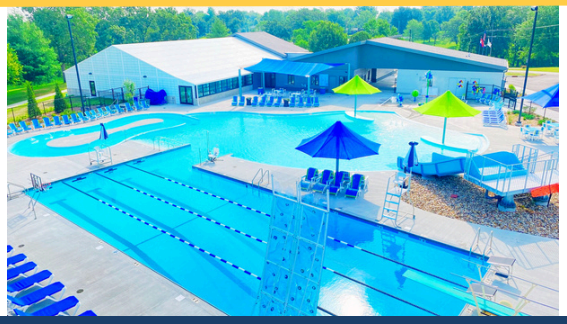
Kirksville is a vibrant town of approximately 17,500 residents and the regional center of northeast Missouri. As the seat of Adair County, the city plays an important role as a hub for education, healthcare, government, and commerce—all while retaining a welcoming small-town feel.

Education is a defining strength of Kirksville, where residents can pursue their education from kindergarten through medical school without ever leaving the community. Kirksville is home to three colleges: Truman State University, Missouri's only public liberal arts and sciences university; A.T. Still University, the founding institution of osteopathic medicine; and a full-service satellite campus of Moberly Area Community College. Kirksville also serves as a regional center for healthcare and employment, anchored by Northeast Regional Medical Center, a 93-bed hospital and Level III trauma center, along with manufacturing and industrial employers such as Kraft Heinz, which operates an Oscar Mayer production facility and is one of the community's major employers.

Community life is anchored by Kirksville's historic downtown square, built around the Adair County Courthouse. Local shops and eateries surround the square, which hosts annual gatherings such as the Whiskey and Turkey Festival, Summer on the Square concert series, Red Barn Arts and Crafts Festival, and Christmas Parade. In 2026, the city welcomed the Special Olympics Missouri State Summer Games for the second consecutive year.

The city maintains 10 community parks, including a disc golf course, skate park, wading pools, fishing access, and the region's only fully accessible playground. Renovated in 2021, the Kirksville Aquatic Center features an indoor pool, seasonal outdoor water park, and fitness classes and family programming. Just west of the city, the 3,215-acre Thousand Hills State Park offers fishing, boating, and swimming on Forest Lake, an expansive reservoir with 17 miles of shoreline. Visitors also enjoy hiking and mountain biking trails, cabins and campsites, and Native American petroglyphs estimated to be more than 1,500 years old. Kirksville Regional Airport serves the area with daily flights to Chicago through Contour Airlines.









THE CITY OF KIRKSVILLE

Incorporated in 1857, the City of Kirksville is a third-class city, operating under the Council-Manager form of government. The City serves a population of 17,530 across more than 14 square miles with a $59.6 million annual budget ($39.7 million operating and $19.9 million capital) and a team of 167 FTEs across 10 departments.

Municipal operations include Administration, Adair County Emergency Communication Center, Airport, Community & Economic Development and Codes & Planning, Public Works & Engineering, Finance, Fire, Missouri Rural Enterprise & Innovation Center, Parks & Recreation, Police, and Tourism.



Policymaking and legislative authority are vested in a five-member City Council responsible for passing ordinances, adopting the budget, appointing committees, setting policy, approving contracts, and hiring the City Manager and City Attorney on a contractual basis. Councilmembers are elected at large on a nonpartisan basis to staggered three-year terms.

In April of each year, after the municipal election, the City Council elects two Councilmembers to serve as Mayor and Mayor Pro Tem. The Mayor presides over City Council meetings and is recognized as the official head of the City. Mayor Zac Burden has been serving in his position since 2019.

FTEs
167

BUDGET
$59.6 million

AREA
14 square miles

POPULATION
17,530





View job description at gmphr.com

THE CITY MANAGER

Reporting to the City Council, the City Manager serves as the administrative head of the City, with a primary responsibility to implement the Council's vision by carrying out its policies and ordinances, overseeing day-to-day government operations, and appointing department managers. The City Manager directs all administrative functions while leading the development of strategic goals through a balance of hands-on management and effective delegation to key staff.

OPPORTUNITIES & CHALLENGES:

1) Establish meaningful relationships across the organization and community during this leadership transition by creating a visible presence and supporting Kirksville's strong culture of partnership and consensus-building.

2) Complete a facilities study of existing police, 911, fire, and water treatment facilities, including potential funding options for future facility needs.

3) Evaluate opportunities to regionalize services for 911.

4) Develop and present revenue diversification strategies for City Council consideration.

5) Address legislative challenges and establish relationships with new state and federal legislators as current incumbents leave office.

6) Expand community engagement to strengthen awareness of Kirksville's value to residents and businesses.

7) Support implementation of the water meter replacement program.

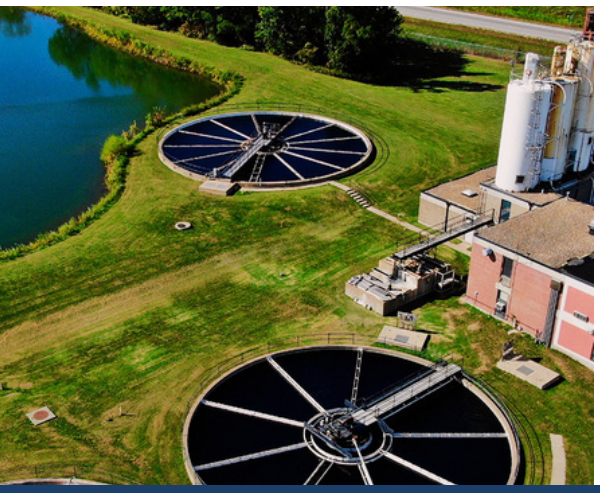
8) Address substandard housing by identifying programs that support residential rehabilitation.

9) Identify opportunities to consolidate economic development efforts and strengthen business retention and attraction.









IDEAL CANDIDATE TRAITS

- Leads with integrity, sound judgment, and a clear commitment to ethical leadership.
- Applies strategic thinking to define a clear vision, align others around it, and identify practical steps for execution.
- Builds trust with staff, Council, and the community through consistency, transparency, and credibility.
- Solves problems by evaluating options, removing obstacles, and developing creative, practical solutions to emerging needs or concerns.
- Demonstrates strong financial acumen, including a deep understanding of municipal finance, revenue strategies, and grant requirements.
- Empowers department heads to lead their teams while providing guidance, mentoring, and support when needed.
- Makes timely, well-reasoned decisions and demonstrates confidence in moving priorities forward.
- Takes personal accountability for decisions and follows through on issues and questions in a timely manner.
- Demonstrates strong emotional intelligence, resilience, and composure when receiving criticism or navigating difficult situations.
- Communicates complex ideas clearly and effectively to a wide range of audiences.
- Responds thoughtfully to concerns and actively listens to multiple perspectives before reaching conclusions.
- Maintains an approachable, transparent leadership style that supports productive relationships across diverse groups.

EDUCATION & EXPERIENCE

Graduation from an accredited college or university with a master's degree in public administration, political science, or a closely related field, and five years of experience as a City Manager, Deputy City Manager, or Assistant City Manager position in a larger community.

COMPENSATION & BENEFITS

The City of Kirksville offers an annual salary range of $130,000 to $160,000, based on qualifications and experience, along with a comprehensive benefits package.



RESOURCES

2026 Budget

Comprehensive Plan

2026 City Goals

2026 State of the City Presentation

Visit Kirksville

city of KIRKSVILLE

TO APPLY

Apply Online: gmphr.com

First Review: October 2, 2026

More Info: Linda Woulfe & Elke Doom, GMP Consultants
lwoulfe@gmphr.com / (612) 965-0237
edoom@gmphr.com / (313) 310-0492

GMP



WELCOME TO WEBSTER GROVES

WHY APPLY?

This is an exceptional opportunity to lead a vibrant and historic inner-ring community with an engaged citizenry and a newly adopted vision for its future. Just 10 minutes from downtown St. Louis, Webster Groves is a welcoming and walkable community with a rich cultural and commercial life, a university, excellent schools, and a lively arts scene.

The City balances a strong sense of tradition with a progressive outlook. The next City Manager will benefit from enthusiastic employees, supportive elected officials, and knowledgeable, invested members of the City's boards and commissions.



Dear Colleague,

GMP is assisting the **City of Webster Groves**, Missouri, with its search for a **City Manager**. Perhaps this is the right time to consider this exciting opportunity. If not, would you please share it with others who may be interested?

Thank you for your consideration and assistance.

Elke Doom, GMP Consultants
edoom@gmphr.com / (313) 310-0492

GMP
Greg M. Prothman, President

WEBSTER GROVES



gmphr.com

THE CITY OF WEBSTER GROVES

Incorporated in 1896, the City of Webster Groves is a full-service city serving approximately 24,000 residents across nearly 6 square miles in St. Louis County, Missouri. Webster Groves operates as a Charter City under a Council-Manager form of government, with a City Council composed of the Mayor and six Councilmembers, all elected at large to four-year terms. The City has a 2027 budget of $44.3 million and a team of 188 FTEs.

View full position profile at gmphr.com

Webster Groves strives to be welcoming and a collaborative regional leader with a diverse community and connected neighborhoods where people and businesses thrive. The City is guided by principles that emphasize inclusion, fiscal integrity, thoughtful land use, transparency, regional cooperation, environmental stewardship, and support for the arts. Webster Groves benefits from an active, engaged citizenry and a new Comprehensive Plan shaped by extensive public input.





THE CITY MANAGER

Under the broad policy direction of the City Council, the City Manager serves as the City's chief administrative officer. The City Manager provides leadership in developing and executing the City's strategic vision, provides highly responsible and complex policy support to the Council, directs executive-level managers, oversees overall organizational performance, and exercises budgetary and contractual control over City revenues and expenditures.



EDUCATION & EXPERIENCE

- Master's degree from an accredited college or university in public administration, business, finance, or related field.
- Minimum of 10 years of progressively responsible public-sector management experience, including 5 years of executive-level leadership and financial management responsibilities.
- An equivalent combination of education and experience may be considered.



LEARN MORE

Visit: gmphr.com

Salary Range: $162,318 – $227,245 annually DOQ

First Review: October 7, 2026

More Info: Elke Doom, GMP Consultants
edoom@gmphr.com / (313) 310-0492

GMP



Proposal to provide Professional Executive Search Services for the Position of City Manager for Garden City, Kansas

OCTOBER 21, 2026

Provided to Jennifer Cunningham, City Attorney of the City of Garden City, by Government Professional Solutions (GPS)

GPS GOVERNMENT PROFESSIONAL SOLUTIONS

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October 21, 2026

Jennifer Cunningham, City Attorney
312 N. 8th Street
Garden City, KS 67846

Dear Jennifer Cunningham,

Government Professional Solutions, LLC (GPS), welcomes the opportunity to submit our proposal for executive search to help the City of Garden City find and hire the best candidate to serve as its next City Manager.

GPS offers you a distinct alternative to the traditional executive search firm. We are a government consultancy comprised of only senior level, former city managers with MPA degrees. Our services are based on best practices built from a combined 30+ years of experience in the public sector and city management. Our firm philosophy is rooted in the highest ethics and integrity, and relationships are at the core of everything we do.

We believe, and hope you will agree, that we are the best partner to guide you through this very important executive search process for several reasons:

- Our ability to leverage an extensive network of public officials across the U.S. Throughout our decades of public service, we have developed and continue to grow long-lasting relationships with countless public executives, managers, and staff.
- Our insight into what it takes to be successful in the Public Sector. As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.
- Our commitment **to giving you customized and personal service of the highest quality.** GPS Partner, Chris Lowe, will be the lead consultant working on this project and will work closely with you to customize a search approach that best serves your specific objectives. This means you know exactly who you are working with from start to finish, that you can count on receiving senior level expertise, and that the process will be seamless. As former city managers in Kansas with extensive experience hiring Kansas managers, we feel we are uniquely qualified to be of service to your community.

Chris Lowe prepared this submittal and can be reached by email or phone (info below). Thank you very much for your consideration of our firm and proposal.

Sincerely,

Bret Bauer, Partner and Co-Founder
143 LBJ Ranch Rd.
Trinidad, TX 75163
(316) 207-0688
bbauer@governmentpros.com

Chris Lowe, Partner and Co-Founder
18605 Arrowwood Dr.
Monument, CO 80132
(785) 766-9104
clowe@governmentpros.com

Approach

Government Professional Solutions (GPS) does not operate like most national search firms. Our approach is collaborative, customized, personal, and **relationship based**. As former city managers who have served full-service cities and their elected officials, we understand first-hand how the executive search function must fit within the larger mission of the local government and the community. We are passionate about public service and we know at the core, that means our focus is about getting to know people - those in your community, and those wishing to serve your community.

City managers who know how to hire managers

As former city managers, we know how to get in front of top candidates. We are connected to modern, accomplished candidates, both directly and indirectly through our extensive network of public officials. We have worked with many of them as colleagues and have personally networked with them at industry association and other events. We have served with them on boards and held leadership positions in the same organizations. We are connected to them through the university MPA programs. Most importantly, we know both the seasoned veterans AND the young up-and-coming professionals who are highly sought after by cities.

We also know the newsletters, publications, and websites these professional candidates subscribe to because we subscribe to them ourselves, and we understand which sources are trusted most.

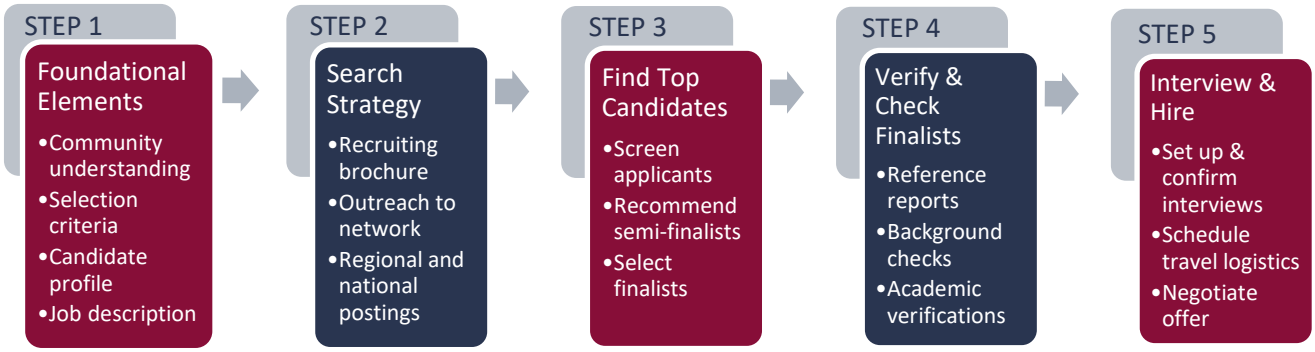
Finally, because of our lengthy and direct experience in the public sector, we are also able to screen candidates quickly and efficiently. An initial conversation by one of our senior level partners quickly yields an accurate assessment of capability and fit. This enables us to focus the majority of our energy and resources on those candidates who have the highest probability of becoming semi-finalists in the search.

A single dedicated senior level consultant by your side

Because our recruitment searches are conducted start to finish by one of our partners, you get an extremely efficient process. A single senior level person dedicated to every step of your project means no gaps or delays in information transfer among multiple staff members and consultants. It means that both you and the candidates get a very direct and responsive line of communication. And, it means you get a level of experience and personal service you know you can count on.

GPS Partner, Chris Lowe, will be the consultant on this project.

GPS will customize a search process that best serves your specific objectives and situation. Below is the general workflow we will follow



STEP 1: DEVELOP FOUNDATIONAL ELEMENTS

Understanding you and the community

The first, and most important step of our process is to spend time getting to know you and your community.

In our experience we have found that too often the process of finding the next leader for an organization is a cookie-cutter process focused on developing a community profile and quickly finding a candidate. As public executives, we understand how important it is to understand your community and to have a complete, professional, and thorough process to find top level talent for your future leaders. That is why we structure time to spend in your community to experience its amenities, economy, people, and infrastructure, and to get to know your organization and community, both individually and as a collective group.

Developing the ideal candidate profile begins with a survey sent to you, City Commission members, and/or designated staff prior to our first meeting. Members individually complete these surveys to help begin to paint the picture about what you want to see in your next City Manager.

We then meet on-site with you, the City Commission, and/or designated staff to discuss the required background, professional experience, management and leadership characteristics, and salary range for your position. We work with you to thoroughly understand (or help identify) the position's requirements, current challenges, strategic priorities, and expectations.

Information obtained from these efforts, coupled with our review of any provided resources, is used to prepare selection criteria, a job position (if needed), and a candidate profile, all of which will be approved by you before recruitment begins. Spending time getting these items right is critical to ensuring an efficient and effective process to follow.

Timeframe:

1 week

Deliverables:

Community understanding

Selection criteria surveys

Job position

Candidate profile

STEP 2: DESIGN A CUSTOM SEARCH STRATEGY

We work collaboratively with you to develop a comprehensive outreach strategy to notify potential candidates about the vacancy and conduct an open recruitment that encourages applications from a talented and diverse pool of candidates. We will recommend a strategy that includes national, state, regional, and local elements.

Leveraging our network

Central to that strategy is to leverage our extensive network of public officials. Often, we know qualified candidates who are not actively seeking new employment and will not necessarily respond to an advertisement.

One of the tools we leverage is a comprehensive recruitment brochure that can accompany all networking and outreach efforts. This brochure typically includes the candidate profile defined in Step 1, a summary of challenges and priorities, and information that positions your location as a highly attractive place to live and work. *(Please see example provided in the Appendix)*

Leveraging the ICMA & other professional organizations

From our decades in city leadership and as candidates ourselves, we depend on the International City/County Management Association (ICMA), as do the type of candidates you want for this position. Most managers are members, and it is the first stop for anyone in the industry looking for a new job.

We use our extensive networks at the state level to ensure we are adequately marketing to in-state candidates through the League of Kansas Municipalities (LKM).

We value diversity and our recruitment process reflects that. We work with the National Forum for Black Public Administrators (NFBPA), Women Leading Government, and the Local Government Hispanic Network (an affiliate of ICMA).

Timeframe:

1-2 weeks

Deliverables:

Timeline

Recruitment brochure

Advertisement

STEP 3: FIND TOP CANDIDATES

Upon approval of the custom search strategy and marketing tools, we promptly begin the search process, starting first and foremost with our network.

Application packets will be received and categorized according to the rating criteria established by you and your team to ensure that the candidate pool has the matching skills and background. You will receive weekly updates on the development of the candidate pool. Information on all applicants will be retained and organized for recordkeeping purposes and will be transmitted to you upon completion.

Each candidate submitting an application packet is sent a timely acknowledgement, including an approximate schedule for the recruitment. Throughout the process,

Timeframe:

5-6 weeks

Deliverables:

Custom questionnaires

10-15 semi-finalist recommendations

communications are maintained with each candidate regarding information about the recruitment progress and their status.

We will screen candidates against the position and criteria defined in Step 1 and recommend a list of 10-15 semi-finalists to you.

Two important tools we use during this process are a candidate questionnaire and a due diligence questionnaire, both customized to your unique position and situation *(please see examples of each in the appendix).* The candidate questionnaire goes to all semi-finalists and provides additional information about their background and experience. The due diligence questionnaire goes only to finalists.

We also ask semi-finalists to engage in video storytelling where they are given an opportunity to tell us about their professional journey. This is intended to help us, and you better assess who they are as people and as leaders. This approach can help in developing a more comprehensive understanding of the candidate's ability to think on their feet as well as their personal and professional demeanor. We do record these videos and share them with our clients.

We will provide you with a semi-finalist report that includes copies of all marketing media, the master applicant list, as well as a cover letter, resume, completed questionnaire, and videos for each semi-finalist.

From there, we will review semi-finalist information with you and ask you to select finalists for interviews.

Timely and regular communications to candidates

Regular updates to you and your team

Semi-finalist report

STEP 4: VERIFY AND CHECK FINALISTS

When you approve a group of finalists for on-site interviews, we will begin the process of conducting reference checks, background checks, and academic verifications. A confidential reference report is prepared for each finalist to complete our understanding of his or her management and leadership characteristics and professional work performance.

For the background checks, we will collect information on the candidates in the following areas:

- City/County/State Criminal
- Federal District Criminal
- Employment Verification
- Reference Verification
- Federal District Civil Litigation
- City/County/State Civil Litigation
- Motor Vehicle Driving Record
- Educational Verification

Timeframe:

2 weeks

Deliverables:

Reference check results

Background check results

Academic verification results

STEP 5: INTERVIEW AND HIRE

Upon completing the candidate verifications and checks, we will work collaboratively with you to develop the final interview process.

Timeframe:

2-3 weeks

We will provide you with a Final Candidate Report prior to commencement of interviews. This report will include a copy of the recruitment brochure and interview schedule, as well as cover letter, resume, completed questionnaires, and reference/background results for each finalist to be interviewed. It will also include our individual analysis of each candidate compared to the ideal candidate profile developed with you (e.g., our evaluation of minimum professional qualifications, responses to questionnaires, etc.). *Note: A minimum of one week is required to develop the packet of information for your review once finalists have been identified.*

Accompanying the final report will be guidelines for interviewing the finalists, suggested interview questions, and a customized interview grading tool for your interview panel(s). We will attend finalist interviews to support continuity of the process.

We will work with you to develop an interview process that is thorough and inclusive of your organization and community. Successful options we have used in the past include: a community meet and greet (this allows community members, elected officials, and staff to meet and visit with the finalists), community interview panel to serve as one of the events for finalists during the in-person interview process, and/or a community dialogue event.

*Additional options available to you are:

- Participation in deliberation of candidates.
- Assistance with developing a compensation package and related employment considerations.
- Assistance with employment agreement negotiation.

Finally, we will notify candidates of the final decision and will confirm final process close out items with you.

Deliverables:

Interview and travel itinerary schedules

Final Candidate Report

Interview guidelines

Suggested interview questions

Interview grading tool

Candidate notifications

Experience

30+ years combined experience in city management

GPS is comprised of only senior level, former city managers with MPA degrees. Our partners share a passion for serving the public and bring a combined 30+ years of experience in leading communities. Their public service careers include serving as City Manager, Town Manager, and Assistant City Administrator throughout the country, including their home state of Kansas.

Resumes of Partners, Chris Lowe and Bret Bauer, are included in the appendix. Chris Lowe will be the consultant assigned to this project and will execute all tasks involved. No outside consultants are expected to be used.

20 years of successful recruiting history

RECENT RECRUITMENTS

City Manager-Salina, KS
City Manager-Junction City, KS
City Administrator-Siloam Springs, AR
City Manager-Sidney, NE
City Manager-Alliance, NE
City Manager-Charles Town, WV
City Manager-DeSoto, TX
Finance Director-Duncanville, TX
City Administrator-Grand Island, NE
Town Manager-Prosper, TX
City Manager-LaGrange, TX

At GPS, we have been conducting executive level recruitments for 20 years. We believe the perspective we bring as former city managers and candidates, combined with the principled approach we developed based on decades of combined experience, enables us to help you find and hire the right candidate for the job the first time around.

As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.

More than an executive search firm

GPS was founded with one central objective: to use our industry experience and decades of public service to help cities and counties improve their communities. Since 2006, GPS Partners Bret and Chris have been expanding their government experience and network in cities across the country to position themselves to be the best trained public servants available to serve cities and counties on a diverse range of projects, challenges, and opportunities.

Our breadth of services includes:

- Executive Search
- Budgeting
- Human Resources (Class & Comp. Studies)
- Leadership Development
- Strategic Planning
- Project Management (Interim Services)

The compass in our logo depicts our goal of providing guiding direction to our public clients and we strive to be a steady partner throughout that journey. We firmly believe in the value of **trusted relationships**, and want to be your **trusted partner**, not just another vendor.

The GPS Guarantee

While others in the industry may offer a 1-year guarantee, we are confident in our process, and offer an 18-month guarantee against resignation or termination for any reason. Any subsequent search will be done for actual cost.

*"**GPS did a great job throughout our search for a new city manager**. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret provided consistent and clear communication of the steps throughout the process. Additionally, GPS helped us find an interim city manager until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns. **I would highly recommend GPS!**" – Pat Landes, Mayor of Junction City, Kansas*

*"Chris Lowe with GPS was of great help and service to us in our search for our City Manager. He was **thorough and responsive** throughout our process. He was also very patient in accommodating the needs of our Commission. His expertise and advice were invaluable in helping us complete a very successful process. I highly recommend Chris and his team at GPS." - Greg Lenkiewicz, Mayor of Salina, Kansas*

Demonstrated ability to complete a thorough and detailed report

We hope the steps outlined in the Approach section of this proposal have demonstrated that our process is highly thorough and detailed. Additionally, we trust the background, experience, and reputation presented about our firm, and in particular the partner assigned to this project, Chris Lowe, have demonstrated the accountability and integrity we bring to this important effort.

Likewise, we are confident the final candidate report we provide to you will be comprehensive and detailed, and will equip you with everything you need to carefully and thoroughly interview final candidates and make a sound and supported final decision. The report will include:

Information on each finalist:

- Cover letter and resume
- Completed questionnaires
- Reference/background results
- GPS analysis/evaluation
- Video Storytelling (if used)

Additional supporting information:

- Recruitment brochure
- Interview schedule
- Interview guidelines
- Suggested interview questions
- Customized interview grading tool

References

Owner/address/telephone contact	**City of Salina, KS /Greg Lenkiewicz, Mayor** 300 W. Ash St., Salina, KS 67401 (785) 342-6049, commishlenk@gmail.com Pop. 50,000, Annual Budget $151M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Salina's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Charles Town, WV /Micheal George, Mayor** 101 E. Washington St., Charles Town, WV 25414 (304) 725-2311, mgeorge@charlestownwv.us Pop. 7,500, Annual Budget $10M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Charles Town's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Sterling, CO /Matthew Foos, Mayor** 421 N. 4th St., P.O. Box 4000, Sterling, CO 80751 (970) 520-6330, mfoos@sterlingcolo.com Pop. 14,000, Annual Budget $40M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Sterling's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Brentwood, TN /Nelson Andrews, Mayor** 5211 Maryland Way, Brentwood, TN 37027

	(615) 917-1384, nelson.andrews@brentwoodtn.gov Pop. 47,000, Annual Budget $108.3M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Brentwood's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Junction City, KS /Pat Landes, Mayor** 700 N. Jefferson, Junction City, KS 66441 (785) 223-6091, pat.landes@jcks.com Pop. 25,000, Annual Budget $141.9M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Junction City's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Alliance, NE /Seth Sorensen, City Manager** 324 Laramie Avenue, P.O. Box D, Alliance, NE 69301 (308) 762-5400, ssorensen@cityofalliance.net Pop. 9,000, Annual Budget $3.75M
Project name	Executive recruitment for Chief of Police
Project description	Performed national executive recruitment services to recruit for a Chief of Police to be a part of Alliance's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of DeSoto, TX /Mayor Rachel Proctor** 211 East Pleasant Run Road, DeSoto, TX 75115 (972) 274-2489, rproctor@desototexas.gov Pop. 56,583, Annual Budget $181M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of DeSoto's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Duncanville, TX /Todd Siegel, Director of Human Resources** 203 E. Wheatland Road, Duncanville, TX 75116 (972) 780-5095, todd.siegel@duncanvilletx.gov Pop. 40,706, Annual Budget $94M
Project name	Executive recruitment for Director of Finance
Project description	Performed national executive recruitment services to recruit for a Director of Finance to be a part of Duncanville's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Grand Island, NE /Aaron Schmid, Director of Human Resources** 100 East First Street, Grand Island, NE 68801 (308) 385-5444, aarons@grand-island.com Pop. 52,335, Annual Budget $273M
Project name	Executive recruitment for Public Utilities Director
Project description	Performed national executive recruitment services to recruit for a Public Utilities Director to be a part of Grand Island's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Grand Island, NE /Aaron Schmid, Director of Human Resources** 100 East First Street, Grand Island, NE 68801 (308) 385-5444, aarons@grand-island.com Pop. 52,335, Annual Budget $273M
Project name	Executive recruitment for City Administrator
Project description	Performed national executive recruitment services to recruit for a City Administrator to be a part of Grand Island's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**Town of Prosper, TX / David Bristol, Mayor** 250 W. First Street, Prosper, TX 75078 (972) 965-0446, dbristol@prospertx.gov Pop. 37,746, Annual Budget $102M
Project name	Executive recruitment for Town Manager
Project description	Performed national executive recruitment services to recruit for a Town Manager to be a part of Prosper's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of Janesville, WI / Paul Benson, Council President** 18 N. Jackson Street, Janesville, WI 53548 (608) 352-8010, bensonp@ci.janesville.wi.us Pop. 65,942, Annual Budget $128M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Janesville's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of La Grange, TX / Jan Dockery, Mayor** 151 S. Banner Street, Elizabeth, CO 80107 (979) 968-5805, citysecretary@cityoflg.com Pop. 15,978, Annual Budget $18M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of La Grange's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of DeSoto, TX / Brandon Wright, City Manager** 211 East Pleasant Run Road, DeSoto, TX 75115 (972) 230-9644, bwright@desototexas.gov Pop. 55,913, Annual Budget $129M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a Public Utilities Director to be a part of DeSoto's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**City of DeSoto, TX / Brandon Wright, City Manager** 211 East Pleasant Run Road, DeSoto, TX 75115 (972) 230-9644, bwright@desototexas.gov Pop. 55,913, Annual Budget $129M
Project name	Executive recruitment for Library Director
Project description	Performed national executive recruitment services to recruit for a Library Director to be a part of DeSoto's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment

Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	**Town of Elizabeth, Colorado / Megan Vasquez, Mayor** 151 S. Banner Street, Elizabeth, CO 80107 (303) 646-4166, megan.vasquez@townofelizabeth.org Pop. 2,500, Annual Budget $16M
Project name	Executive recruitment for Town Administrator
Project description	Performed national executive recruitment services to recruit for a Town Administrator to be a part of Elizabeth's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Testimonials

*"**GPS did a great job throughout our search for a new city manager**. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret provided consistent and clear communication of the steps throughout the process. Additionally, GPS helped us find an interim city manager until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns**. I would highly recommend GPS!**" – Pat Landes, Mayor of Junction City, Kansas*

*"When we needed to hire a search firm for our next City Manager, our HR director recommended several firms. What initially attracted me to GPS was their track record of working with communities of different sizes and different areas of the country. We really wanted to find the best candidate and didn't want to limit ourselves. Next, I really loved that the two partners were both former city managers and had been through this process before on the other side. Chris and his team at GPS exceeded my expectations. First, they worked with us to create a process that worked for our City Council. They were very organized and kept us up to date on their work. Then they brought us a really strong group of candidates. And when I compared our candidate pool to some other local communities who were also going through the hiring process, I was very impressed. Finally, when it came to do the interviews and final negotiations, Chris's expertise and advice was instrumental. He helped us hire the right person and served as a liaison to make the negotiation process go more smoothly. **I give Chirs and GPS the absolute highest recommendation.**"* - Paul Benson, Council President of Janesville, Wisconsin

*"Government Professional Solutions (GPS) and specifically Bret Bauer exceeded my expectations during our search for a new Town Manager. Bret brought years of experience in municipal government as well as a vast network of potential candidates to the search. Not only did he accomplish the task, he did it in a professional, expeditious and cost effective method. His attention to detail and clear sense of the urgency of the need was critical to our council and to the candidates. **I strongly recommend GPS and will utilize them if needed in the future.**"* - David Bristol, Mayor of Prosper, Texas

"As a Trustee of the Town of Elizabeth, Colorado, I am pleased and honored to write on behalf of Chris Lowe and his partner, Bret Bauer, of Government Professional Solutions. GPS was chosen to conduct the search effort for a permanent Town Administrator who could restore confidence for the staff and the community within an

atmosphere of doubt. The decision to engage Chris and Bret was easy, given their individual backgrounds in city management and boots on the ground experience. Almost immediately upon their selection, our currently serving Interim Administrator accepted a permanent position closer to his home, and the Town was once again without daily leadership. Chris offered GPS' services to serve in this role while they continued the search for a permanent Administrator. My personal view is that this was an unexpected blessing, as in this way Chris could not only utilize his professional expertise in the search effort but would also come to know the subtle nuances of our Board, the organization, and the community to identify the perfect pool of candidates. Additionally, the Board engaged GPS to conduct the search effort to fill the vacant position of Community Development Director. ***Chris led us on a remarkable journey of discovery as to how to function at our highest level as a Board of Trustees, beginning with a series of strategic planning workshops to identify first: who we are as a community; and secondly: what are the values we embrace and how can we best preserve and protect them****. Chris allowed us to explore myriad ideas while sharpening the focus on how those ideas reflect our values and goals. Never had we participated in such an important exercise, and the experience established unity and helped build consensus among Board members that had earlier struggled with distrust and dissonance. Chris and Bret shepherded us through the process of evaluating the many highly qualified candidates they attracted for us to consider, and we selected someone whom I believe will be not only a neighbor but an exceedingly engaged contributor serving our community of residents and business owners. This of course signaled a conclusion to the tremendously productive time spent with Chris, but it is my hope that we will maintain our relationship with future engagements, especially with respect to strategic planning and budget workshops that were invaluable and frankly life-changing for our Board and staff.* ***I wholeheartedly recommend Government Professional Solutions for their firsthand professional expertise and experienced understanding of the unique challenges facing municipalities. They truly create the solutions needed for those striving to do their best for the communities in which they serve****."* - Tammy Payne, Trustee of Town of Elizabeth, Colorado

"Chis Lowe, with Government Professional Solutions, was ***professional, enthusiastic, and showed great dedication to the Town's search for their next Town Administrator****, while taking on the role as the Interim Town Administrator. He provided team management skills and a hands-on approach to ensure the sustainability of the town, staff and board."* - Megan Vasquez, Mayor of Town of Elizabeth, Colorado

"I'm writing this letter of recommendation on behalf of Bret Bauer, Partner & Co-Founder of Government Professional Solutions ("GPS") who I have had the pleasure of working with over the past 7 months related to our Chief Financial Officer placement with the City of Hutto, and our most recent placement for a Director of Public Works & Engineering. Bret (along with his colleague Chris Lowe) have been extremely thorough with the recruitment process from inception to negotiating and extending the offer. ***Bret's experience of serving in city management roles has been extremely beneficial, as he understands the needs of city government experience for these types of placements, which is most valuable during the screening process.*** *This streamlines my time as the City Manager to focus on City issues, as I know we are in good hands, as Bret takes the time needed to figure out exactly the type of background and personality we are in search of for any given position, and only presents those top-notch candidates meeting our criteria. GPS creates the hiring brochure, which is necessary to initially attract potential candidates, and is meticulous in their overall screening process and always carves out time to answer any questions I might have during the process. They have great attention to detail, and a great pool of candidates. This is the reason I have continued to use GPS for other placements within the City of Hutto.* ***I would highly recommend Government Professional Solutions to any City or Government entity looking to recruit for executive-level positions.****"* - Warren Hutmacher, City Manager of Hutto, Texas

"As the former mayor of Gun Barrel City, Texas, it was my pleasure to work with Bret Bauer, our city manager, for over four years. Bret had the experience and background to immediately work on and solve problem areas within our city infrastructure. It took no time at all for Bret to gain the trust and admiration of the city employees. ***Cities are faced daily with problems that require outside professional help. These professional(s) must have firsthand knowledge of how municipalities operate. Mr. Bauer and Mr. Lowe have that knowledge from their years of working for and with cities. GPS is the company any city can depend on for help when help is needed."*** - Jim Braswell, Former Mayor of Gun Barrel City, Texas

"In government, there are two types of leaders; those that are interested in getting the job done, and those afraid to tackle the tough problems. In my twenty plus years of work with governmental entities, I can say that Chris Lowe was among the best and most committed to getting the job done. Chris has a keen ability to find the right tool and the right path to solve a variety of problems, whether negotiation with an employee group, transition of the City to an updated or automated process or responding to a politically charged community issue. Strength of character and integrity are hallmarks of how Chris approaches his work. His research and presentations to elected officials are thorough, data driven, and effective. I have watched him build consensus around difficult problems and implement solutions that have carried his communities forward through tough challenges. ***If your community has a problem in search of a solution, Chris Lowe can navigate those waters with your organization and help you find your port in a storm."*** - Douglas B. Harris, City Attorney, Harris, Harris, & Sommer, LLC

"I had the pleasure to offer Chris Lowe the position as City Administrator for Baldwin City, Kansas early on in my term as Mayor. I felt that the experiences and energy that he could bring to our community would be extremely impactful, but I had no idea on how impactful it would ultimately be. Chris was so eager to learn so much about our community. He jumped into our utility enterprise, which included electrical generation as well as water and wastewater treatment. He handled all the challenges that those entities bring to City Management, very effectively. He developed personal relationships that last to this day. He built and developed a great team of professionals that carried out the combined vision that he and the City Council had for the community. One can drive around our community and in a very short distance, can see the enormity of the projects that have Chris's imprint. When you communicate the vision to Chris, you can be assured that he will bring that vision to life. He also is a consensus builder and works effectively to build relationships with other governmental agencies. I am proud that we had Chris in our community and so proud of the work he led to make our community even better." - Ken Wagner, Former Mayor of Baldwin City, Kansas

"Chris Lowe has the unique ability to identify and attract key individuals in any organization and knows how to best utilize their skills to achieve the best results possible. His outstanding leadership abilities are very well-suited for any team environment, and he is a proven leader in all areas of municipal government. ***I highly recommend Chris and his team to lead and guide any community forward through the unique problems that constantly present themselves."*** - Jeff Kaiser, Former Mayor & Trustee, Town of Monument

Agreement to use Garden City's contract

GPS is happy to execute a standard contract form provided by the City or if preferred, we can provide our standard engagement agreement. GPS further acknowledges that our firm maintains, or will acquire, the minimum or greater of the insurance limits required.

Agreement to complete project according to project schedule

The timeline at right provides a general breakdown of tasks, milestones, and timeframes to support a thorough and successful recruitment process.

This timeline is a suggestion only and we will work with you to finalize and approve an exact timeline.



Overall cost and value of project

GPS offers a firm, fixed fee of $24,500 to conduct the professional executive search, ***which includes all our expenses and costs.***

In other words, the only thing you will pay GPS is the agreed upon fee. This includes costs for professional graphic design, background and academic verification, and consultant travel and expenses. This means the only other costs you will be responsible for are the costs associated with the candidates' (and spouses, if invited) travel, accommodations, and meals for the interview process.

The advantage to you is you know exactly what you will pay and do not have to worry about reviewing costs associated with the project.

We will bill the fee as the phases are completed and according to the following schedule:

- $12,500 upon execution of contract
- $8,000 upon selection of group of semi-finalists
- $4,000 upon completion of negotiations with final candidate

Appendix

Appendix includes:

Sample City Manager search report (Final Candidate Report)
Sample recruitment brochure
Sample questionnaire (candidate and due diligence)
Resumes (Bret Bauer and Chris Lowe)
Certificate of insurance

Final Candidate Report for [redacted]

Below are the documents in this Final Candidate Report:

Ideal Candidate Profile
Recruitment Brochure
Marketing Media (Job Advertisement)
Master Applicant List (Selection Grading Criteria Matrix)
Interview Schedule
Cover Letter
Resume
Candidate Questionnaire
Due Diligence Questionnaire
Zoom Video Recording (already provided)
Background Summary
Internet Research
YouTube Research
Email Correspondence

Town of Prosper, Town Manager
Candidate Profile

The Town Manager shall be someone with confidence borne from expertise and experience in Texas, possessing a calm and approachable demeanor. He/she will have outstanding leadership skills, a management style who can work as an active part of a team, be a strategic thinker and listener, is trustworthy, and dependable. He/she will be a servant leader and always demonstrate honesty, integrity, fairness, and diplomacy. The Town Manager will be friendly, humble, calm and collected, even during chaos, and will desire to immerse themselves in and be a part of this community. Someone who is an expert in being a good person.

The Town Manager will be a motivator who will work collaboratively with staff and empower them. This person will possess a positive and supportive management style who can build staff up. He/she will be the voice for staff with Council and the public. He/she will be respectful of all, mentor, set priorities, provide resources, have high expectations and ensure accountability. This person will encourage teamwork and is comfortable getting in the trenches to get the job done. While this person will be a leader of the staff he/she will also be a hands on project manager.

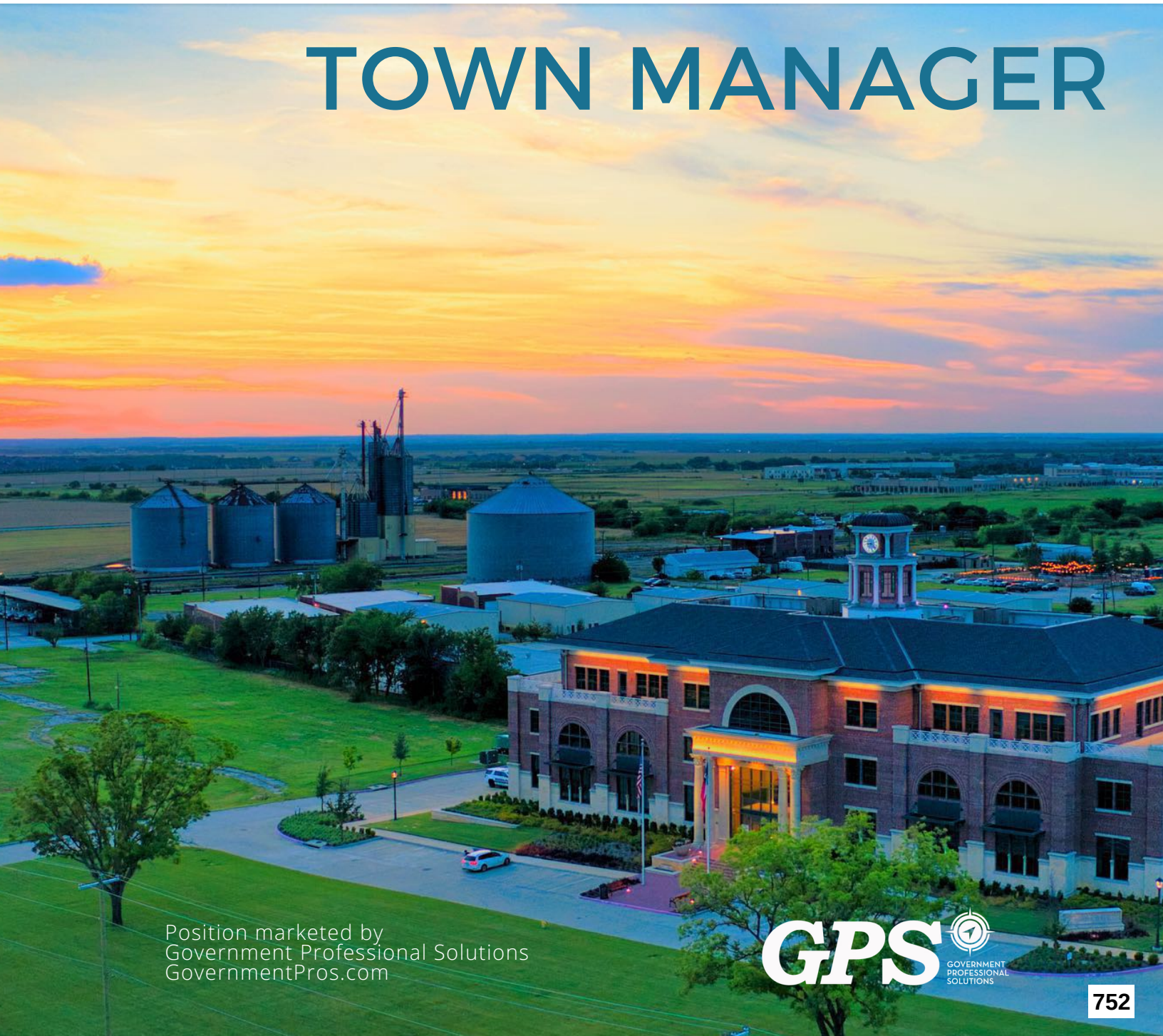
He/she will be professional, but also friendly and outgoing with a sense of humor. This person must have outstanding communication skills, both verbal and written. Will be gifted in making clear and concise presentations to the Town Council and public. The Town Manager must be able to lead and guide the Council without taking sides or playing politics, always providing their best professional recommendations. He/she will have a strong financial and budgeting background and will ensure the financial data is accurate every time, all the time. Experience managing a growth environment in residential and commercial development. Including planning, growing, and meeting infrastructure needs. He/she must have the skills to, in coordination with the economic development, develop, negotiate and implement incentive and development agreements.

The Town Manager will have a Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field and a minimum of 7 years of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base or as an Assistant or Deputy in a larger community. A Master's degree in Public Administration or Business Administration or related field is preferred. Current member of ICMA and TCMA in good standing.

TOWN OF PROSPER

The Town of Prosper, Texas is hiring a

TOWN MANAGER



Position marketed by
Government Professional Solutions
GovernmentPros.com

GPS GOVERNMENT PROFESSIONAL SOLUTIONS

752

WELCOME TO THE TOWN OF PROSPER, TEXAS

Community
The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

Location
North of Dallas, Prosper is located less than 30 minutes from 2 major airports: Dallas Love Field and Dallas/Fort Worth International. The Town is just 35 miles from Downtown Dallas and 55 miles from Fort Worth. Prosper's land area is 27 square miles.

Demographics
Population: 35,430, with a total buildout projection of 70,000 residents by 2040

Median Household Income	$153,777
Median Earnings/Worker	$85,560
Median Housing Value	$436,600
Median Monthly Owner Cost with Mortgages	$2,921/month
Median Monthly Rent	$1,482/month
Owner-Occupied Housing	86.5%
Prosper Residents with Health Insurance	95.4%

History
The Town of Prosper began as a farming community in Collin County in the early 1900s. In its early years, the town was also a central stop for the railroad between Dallas and Sherman. Prosper was incorporated in 1914 with a population of 500.

Entertainment and recreation
Prosper prides itself on having parks and recreation facilities that promote healthy lifestyles for all ages and enhance property values.

The Town is home to more than 350 acres of park, including open spaces, recreational venues, athletic facilities, and tennis courts. More than 30 miles of hike and bike trails weave throughout Prosper with plans for additional trails.

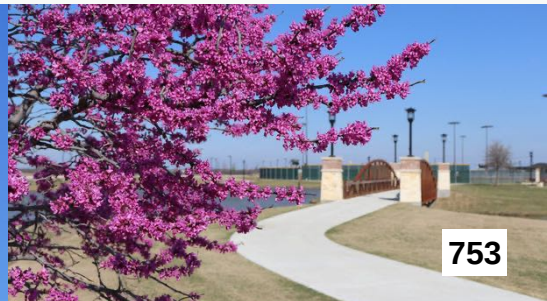
Frontier Community Park features a major sports complex with lighted natural and turf fields for a variety of sports. Other features include trails, pavilion, concessions, catch and release pond, splash pad, and Windmill Playground.

With Prosper's signature, historical grain silos adjacent to an impressive Town hall, inviting Food Truck Park, and welcoming outdoor space, Downtown Prosper is home to one-of-a-kind boutique stores, restaurants, and services. Downtown Masterplan was recently adopted and is currently being implemented.

Prosper also offers a wide array of nationally recognized retail stores and restaurants.







Business and Commerce

The Town of Prosper is a fast growing community with a strong pro-business mindset. The area's top employers are:

- Prosper ISD
- Kroger
- Town of Prosper
- Walmart
- Chick-fil-A
- Lowe's
- Cook Children's
- Dick's S.G./Field & Stream
- Longo Toyota
- Texas Health Resources







Education

Among Prosper residents 25 and older, 58% have earned a Bachelor's degree or higher level of education. Another 27% of the 25+ population have an Associate's degree or at least some college, and 98% are high school graduates.

Most of Prosper's geographic area is located in the boundaries of the Prosper Independent School District (PISD). Prosper ISD is located in both Collin and Denton Counties and serves students living in Prosper, Celina, McKinney, Frisco, and Aubrey.

Prosper ISD is a top rated public school system, ranking #10 on *Niche.com's* 2023 Best School Districts in Texas. As an accredited district, PISD develops and graduates motivated, academically prepared individuals with the strength of character to make contributions to a rapidly-changing society through an educational system that maintains high expectations, provides quality instruction, and establishes a safe, orderly learning environment.

Prosper ISD continues to be one of the fastest-growing school districts in Texas. In 2021-2022, the district had more than 22,000 students and more than 2,600 staff members serving 14 elementary schools, 4 middle schools, and 2 high schools. By buildout, the district is expected to have 28-30 elementary campuses, 9-10 middle schools, and 4-5 high school campuses.

Support for Prosper ISD is strong. A school bond election in May 2019 was approved by 85% of those who voted. The majority of the $1.337 billion bond – specifically 84% – funds the building of new school facilities.

Prosper ISD is among only 250 school districts in the United States and Canada, and only 17 school districts in the State of Texas named to the College Board AP District Honor Roll. 29 Advanced Placement (AP) courses, 20 Pre-AP courses, and 10 dual credit courses are offered at the high school level.

Prosper is home to championship teams, and to Children's Health Stadium. Opened in August 2019, the $52 million facility houses the football stadium, natatorium, and meeting facilities.

Government

The Town of Prosper is a home rule town with a mayor and six council members who are elected at large for three-year terms. The Town Manager serves as Chief Administrative Officer to Prosper and is responsible to the council.

"Prosper is a place where everyone matters." The Town of Prosper strives to be a place where every resident has a voice, where decisions are made in the best interest of everyone, and where government is open and transparent. The municipal departments each play a role enriching the Town and supporting the residents.

Prosper Community Vision

Prosper is a community committed to excellence. It is a high-quality, family-oriented community maintaining a visually aesthetic open feel with job-producing, economically sustainable commercial development directed to the Town's major transportation corridors, all while maintaining strong fiscal responsibility, and meeting the infrastructure needs of the Town.

Prosper Strategic Vision 2036

- Prosper 2036 has a small town relationship/feeling that is a family-friendly community.
- Prosper 2036 is a beautiful and safe community.
- Prosper 2036 is a high-value residential community with a quaint and cool downtown and a dynamic tollway corridor.
- Prosper 2036 has leisure experiences for all.

Fiscal Year 2021-2022 Budget Highlights

- First year accelerated implementation of $210 million bond program ($40 million versus $21 million)
- $0.01 decrease in property tax rate
- No increase in utility rates for Town customers
- Continued growth in property tax and sales tax
- Continued staff additions to public safety

Fiscal Year 2022-2023 Appropriations Highlights

- Total Appropriations-Operating Budget: $95,616,751
- General Fund: $51,833,412
- Debt Service Fund: $12,911,163
- Water & Sewer Fund: $28,112,759
- Drainage Utility Fund: $2,500,000
- Capital Improvement Fund: $58,295,000
- Capital Dedication Levy: $6,700,000

Current Project Highlights

- Many road projects
- Water and sewer infrastructure
- New fire stations
- Downtown Masterplan implementation
- Raymond Community Park and other park projects
- Implementing town-wide ERP systems
- Updating Comprehensive Plan







THE POSITION

Under the direction of the Town Council, the Town Manager serves as Chief Administrative Officer of the Town and oversees the daily operations of the Town. The Town Manager is responsible to the Town Council for administration of all the affairs of the Town, with only those exceptions that are named in the Town Charter. Example duties include:

Town Council

- Attend all Town Council meetings, with the right to take part in discussion.
- Keep Town Council fully advised as to financial conditions and future needs, and make recommendations.
- Prepare agenda items for, and give presentations to Town Council and Boards and Commissions.
- Inform Town Council of all work-related activities.

Administration

- Direct and supervise administration of 347 total number of town employees, all departments, offices, and agencies, except as otherwise provided by law or the Town Charter.
- Consult and direct all Town employees in solving administrative and operational problems, and developing and implementing changes in organizational structure, policies, or procedures to meet operational and fiscal goals.
- Make reports concerning the operations of Town departments, offices, or agencies.

Economic Development

- Develop and negotiate Town economic development agreements as needed in coordination with the Prosper Economic Development Corporation.
- Oversee, through various departments, construction projects designed to enhance Town infrastructure effectiveness and support economic development projects.
- Promote Town programs, activities, services, and business opportunities.

Financial

- Oversee preparation of and recommend the annual budget and capital program, and administer the budget as adopted.
- Administer operating and capital budget duties, including establishing policies for carrying out budget directives and reviewing operating and capital budgets periodically to analyze trends.
- Assure Town operations are performed within budget; prepare cost control activities; monitor revenues and expenditures to assure sound fiscal control; and ensure efficient use of Town budget funds, personnel, materials, facilities, technology, and time.

Human Resources

- Appoint, suspend, and remove all Town employees and appointive administrative officers, except as otherwise provided by law.
- Provide guidance and support to all departments regarding employee development and furthering the organizational culture of the Town.

Planning

- Develop long and short-range plans for all Town operations.
- Identify more efficient and effective ways of accomplishing Town service delivery.
- Plan, coordinate, and direct the work of Town departments through delegation of authority and responsibility to department executive directors and directors.

Policy and Procedure

- See that all state laws and Town ordinances are effectively enforced.
- Review applicable federal, state, and local laws, ordinances, and regulations for compliance and make recommendations.
- Administer policies and procedures within the Town and ensure that appropriate linkages exist between budget goals, purchasing procedures, and funding limitations and service levels adopted to meet specific departmental and Town Council goals.
- Adhere to personnel, safety, and other policies and procedures.

Public Relations

- Develop positive relationships and coordinate Town affairs with federal, state, and local entities and agencies, civic and private groups, and residents.
- Working with staff, respond to and resolve resident and development inquiries and concerns and negotiate and resolve controversial issues.

THE IDEAL CANDIDATE

- Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field required (Master's degree preferred).
- Minimum seven years experience of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base, or as an Assistant or Deputy in a larger community.
- Current member of International City/County Management Association (ICMA) and Texas City Management Association (TCMA) in good standing.
- Strong financial and budgeting background with ability to ensure financial data is accurate every time, all the time.
- Strategic thinker.
- Experience managing a growth environment in residential and commercial development, including planning, growing, and meeting infrastructure needs.
- Skills to develop, negotiate, and implement incentive and development agreements (in coordination with economic development).
- Gifted at making clear and concise presentations to Town Council and the public.
- Outstanding communication skills, both verbal and written.
- Outstanding leadership skills.
- Servant leader who always demonstrates honesty, integrity, fairness, and diplomacy.
- Motivator who works collaboratively with and empowers staff.
- Positive and supportive management style that builds staff up, is respectful of all, provides mentoring, sets priorities, provides resources, has high expectations, and ensures accountability.
- Hands-on project manager who encourages teamwork and can work as an active part of a team.
- Able to lead and guide Town Council by providing options and building consensus; always providing the best professional recommendations.
- Calm and approachable demeanor, active listener, and remains cool and collected.
- Trustworthy and dependable.
- Professional, while also friendly and outgoing with a sense of humor.
- Desire to immerse oneself in and be a part of the community.

HOW TO APPLY

Compensation: Annual base salary will depend on qualifications but is expected to be in the range of $230,000 to $260,000. Position also includes a car allowance, TMRS with a 2 to 1 match as well as a generous contribution to a health, dental, vision, and life insurance package.

To apply, please email your cover letter and resume in .pdf format by Friday, November 18, 2022, 5 pm CST, to bbauer@governmentpros.com. Position is open until filled. Faxed and mailed submissions will not be considered. Direct questions to Bret Bauer at 316-207-0688 or bbauer@governmentpros.com.

For additional information about the Town of Prosper, please visit:

Prospertx.gov

Facebook.com/prospertx.gov

Prosperedc.com

Prosper-isd.net

The Town of Prosper is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the Town's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.

Town of Prosper, Texas
Town Manager

The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

The Town Manager is responsible to the Prosper Town Council for maintaining and operating the Town in a professional manner and administration of all Town affairs. This position manages and directs the day-to-day operations of the Town based on the ordinances and policies established by the Town Council. The Town Manager oversees operation of the Town's departments, including Building Inspection, Communication & Community Engagement, Economic Development, Engineering, Finance, Fire, Health & Code Compliance, Human Resources, Library, Municipal Court, Parks & Recreation, Planning, Police, Public Works, Purchasing, Stormwater Management, Town Secretary, Utility Billing/Trash & Recycling, and Water Conservation. This position is responsible for a $95.6M operating budget.

This position also works closely with community members, local school members, and is highly visible at community events.

Please use the following link to apply: Please Click Here to Apply

For more information about this position, please reach out to Bret Bauer, GPS Partner at bbauer@governmentpros.com
(316) 207-0688

Town of Prosper, Town Manager
Candidate Selection Criteria (Matrix)

Evaluator: Bret Bauer
Scoring: 1-10 with 10 being the highest
Categories are weighted & equal 100

	Experience: Relevance of previous management experience & success with a similar organization	**Education:** Relevant Education and/or Training	**Philosophy & Approach:** Candidate's ability to manage and implement Council objectives	**Accomplishments:** Previous accomplishments demonstrating leadership, teamwork, empowering staff & innovation	**Versatility:** Broad organizational knowledge (including budgeting, managing growth & economic development, strategic planning & leadership development)	**Longevity:** Candidate's previous record of serving an organization long-term	**Presentation:** Candidate's overall resume/application approach (organization, legibility, literacy)	**TOTAL SCORE**	**Semi-Finalist**	**Finalist**
	(25%)	(15%)	(20%)	(10%)	(20%)	(5%)	(5%)			
	6.0	10.0	7.0	7.0	7.0	6.0	10.0	**7.45**		
	5.0	9.0	5.0	6.0	6.0	6.0	10.0	**6.40**		
	0.0	10.0	3.0	4.0	3.0	3.0	9.0	**4.10**		
	8.0	10.0	8.0	8.0	8.0	7.0	10.0	**8.45**		
	0.0	9.0	3.0	5.0	3.0	3.0	10.0	**4.10**		
	7.0	10.0	7.0	8.0	7.0	9.0	10.0	**8.00**		
	9.0	10.0	8.0	8.0	9.0	9.0	10.0	**8.95**	Yes	Yes
	7.0	10.0	8.0	7.0	8.0	7.0	10.0	**8.05**		
	5.0	10.0	6.0	7.0	5.0	6.0	10.0	**6.75**		
	4.0	10.0	4.0	5.0	3.0	6.0	10.0	**5.60**		
	6.0	10.0	6.0	6.0	6.0	5.0	10.0	**6.95**		
	6.0	9.0	4.0	4.0	4.0	9.0	9.0	**6.00**		
	8.0	10.0	7.0	8.0	5.0	10.0	10.0	**8.00**		
	6.0	9.0	6.0	7.0	6.0	7.0	9.0	**6.95**		
	5.0	10.0	5.0	6.0	5.0	6.0	10.0	**6.45**		
	0.0	9.0	3.0	4.0	3.0	5.0	10.0	**4.05**		
	7.0	10.0	8.0	7.0	8.0	7.0	10.0	**8.05**		
	6.0	9.0	6.0	7.0	8.0	9.0	10.0	**7.40**		
	5.0	10.0	5.0	5.0	7.0	6.0	10.0	**6.60**		
	0.0	0.0	0.0	0.0	0.0	3.0	9.0	**0.60**		
	0.0	10.0	0.0	0.0	0.0	0.0	9.0	**2.45**		
	8.0	10.0	7.0	8.0	8.0	7.0	10.0	**8.30**		
	9.0	10.0	8.0	8.0	9.0	8.0	10.0	**8.90**	Yes	No
	9.0	10.0	8.0	9.0	8.0	8.0	10.0	**8.90**		
	5.0	10.0	4.0	4.0	3.0	7.0	10.0	**5.75**		
	7.0	10.0	8.0	8.0	7.0	5.0	10.0	**7.95**		
	7.0	10.0	7.0	8.0	8.0	10.0	10.0	**8.20**		
	0.0	9.0	0.0	0.0	0.0	8.0	10.0	**2.70**		
	9.0	10.0	8.0	8.0	9.0	8.0	10.0	**8.90**	Yes	No
	9.0	10.0	9.0	8.0	9.0	9.0	10.0	**9.10**		
	5.0	9.0	5.0	7.0	5.0	6.0	10.0	**6.40**		
	6.0	10.0	5.0	7.0	6.0	9.0	10.0	**7.15**		
	5.0	10.0	6.0	5.0	6.0	6.0	10.0	**6.60**		
	0.0	10.0	0.0	2.0	0.0	5.0	9.0	**3.00**		
	7.0	10.0	7.0	7.0	8.0	8.0	10.0	**7.95**		
	7.0	10.0	8.0	7.0	8.0	8.0	10.0	**8.10**	Yes	No
	0.0	9.0	0.0	4.0	0.0	7.0	10.0	**3.25**		
	5.0	10.0	6.0	5.0	7.0	7.0	10.0	**6.80**		
	0.0	10.0	0.0	2.0	0.0	4.0	10.0	**3.00**		
	7.0	10.0	6.0	7.0	6.0	6.0	10.0	**7.40**		
	8.0	10.0	8.0	7.0	8.0	8.0	10.0	**8.35**		
	6.0	9.0	6.0	6.0	7.0	9.0	10.0	**7.10**		
	7.0	10.0	7.0	7.0	7.0	8.0	10.0	**7.80**		
	0.0	10.0	0.0	5.0	0.0	9.0	9.0	**3.65**		
	8.0	10.0	8.0	7.0	7.0	8.0	10.0	**8.20**		
	0.0	10.0	0.0	4.0	0.0	6.0	10.0	**3.40**		
	0.0	10.0	0.0	4.0	0.0	7.0	9.0	**3.40**		
	0.0	10.0	0.0	3.0	0.0	5.0	10.0	**3.20**		
	9.0	10.0	9.0	8.0	8.0	8.0	10.0	**8.90**	Yes	Yes
	0.0	10.0	0.0	4.0	0.0	6.0	9.0	**3.35**		
	0.0	10.0	0.0	3.0	0.0	4.0	10.0	**3.15**		
	7.0	10.0	7.0	6.0	7.0	7.0	10.0	**7.60**		
	8.0	10.0	8.0	7.0	8.0	8.0	10.0	**8.35**		
	0.0	0.0	0.0	4.0	4.0	3.0	9.0	**1.80**		
	9.0	10.0	7.0	8.0	8.0	8.0	10.0	**8.60**		
	7.0	10.0	7.0	7.0	7.0	5.0	10.0	**7.65**		
	7.0	9.0	6.0	7.0	7.0	7.0	10.0	**7.40**	Yes	No
	5.0	10.0	5.0	7.0	6.0	6.0	10.0	**6.75**		
	6.0	10.0	0.0	7.0	5.0	6.0	10.0	**6.10**		
	7.0	10.0	7.0	6.0	7.0	7.0	10.0	**7.60**		
	8.0	10.0	7.0	7.0	7.0	10.0	10.0	**8.15**		
	9.0	10.0	9.0	8.0	9.0	8.0	10.0	**9.05**	Yes	Yes
	7.0	9.0	7.0	6.0	7.0	5.0	10.0	**7.30**		
	5.0	9.0	0.0	6.0	3.0	6.0	10.0	**5.20**		
	7.0	10.0	8.0	6.0	7.0	7.0	10.0	**7.75**		
	5.0	10.0	4.0	5.0	4.0	5.0	10.0	**5.95**		
	6.0	10.0	5.0	5.0	5.0	6.0	10.0	**6.55**		
	0.0	10.0	0.0	2.0	0.0	5.0	10.0	**3.05**		
	7.0	10.0	8.0	8.0	8.0	7.0	10.0	**8.20**		
	9.0	9.0	9.0	8.0	8.0	8.0	10.0	**8.70**	Yes	Yes
	6.0	9.0	7.0	7.0	6.0	7.0	10.0	**7.15**		
	0.0	0.0	0.0	0.0	0.0	0.0	10.0	**0.50**		
	6.0	10.0	6.0	5.0	5.0	6.0	10.0	**6.70**		
	7.0	10.0	8.0	7.0	8.0	8.0	10.0	**8.10**		
	3.0	9.0	0.0	2.0	0.0	5.0	10.0	**3.60**		
	7.0	10.0	6.0	6.0	5.0	6.0	10.0	**7.10**		
	6.0	10.0	5.0	4.0	5.0	6.0	10.0	**6.40**		

Town of Prosper, TX

Town Manager Interview Schedule

Friday, January 6, 2023
Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078
Participating Team Members Meet at 8:30 a.m.

Time	*Town Tour/w Designated Town Staff (Meet @ Town Hall)	**Candidates Lunch/w Town Staff (PD Multi-Purpose Room)	***Presentation Exercise (Town Hall Council Chambers)	Town Council & Staff Presentation Debrief (Town Hall Council Chambers)	****Community Meet & Greet (Town Hall Lobby & Chambers)	*****Council End of Day Debrief (Town Hall Executive Conference Room)
9:00 a.m. - 11:15 a.m.	All Finalists					
11:15 a.m. - 11:30 a.m. **Break**						
11:30 a.m. - 12:30 p.m.		All Finalists				
12:30 p.m. - 1:00 p.m. **Break**						
1:00 p.m. - 2:00 p.m.			Finalist A			
2:15 p.m. - 3:15 p.m.			Finalist B			
3:15 p.m. - 3:30 p.m. **Break**						
3:30 p.m. - 4:30 p.m.			Finalist C			
4:45 p.m. - 5:45 p.m.			Finalist D			
5:45 p.m. - 6:15 p.m.				Staff, GPS		
6:30 p.m. - 8:00 p.m.					All Finalists	
8:00 p.m. - 8:30 p.m.						TC, GPS, ITM

NOTES: * Tour bus and routing planned by Robyn and team; Staff tour guides will be Stuart, Robyn and Hulon. (Bob to do a ride along only)
** Lunch provider / menu…**TBD**; Robyn has lead on coordination.
*** Presentation is to be 20 minutes plus Q&A time; Subject - "*Describe the tools, actions and infrastructure required on the part of the Town to prepare the DNT commercial corridor for development.*"
***Presentations to be recorded by Leigh and posted with to TC SharePoint Site within each candidates folder; post not later than 6:00 p.m.
**** Invitation only; invitees list by TC; e-mail invite to be desinged by Communications team; **e-mail invite to go out NLT December 21st**; candidate spouses invited; use 4 hight top tables in lobby (2) and chambers (2) for the candidates and let invitees move to each area to meet candidates.
*****Michelle - Post meeting with executive session for Town Manager search.
Hotel - OMNI @ The Star; Ron has called Marla for rate / reservation assistance.

Saturday, January 7, 2023
Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078
Participating Team Members Meet at 8:00 a.m.

Time	Meet/w Town Council (Town Hall Executive Conference Room)	Meet/w Interim Town Manager (Town Manager's Office)	*Candidates Lunch/w Town Council (Town Hall - Community Room)	**Council Interview Debrief (Town Hall Executive Conference Room)
8:30 a.m. - 9:30 a.m.	Finalist A	Finalist D		
9:45 a.m. - 10:45 a.m.	Finalist B	Finalist A		
11:00 a.m. - 12:15 p.m.	Finalist C	Finalist B		
12:30 p.m. - 1:30 p.m.			All Finalists	
2:00 p.m. - 3:00 p.m.	Finalist D	Finalist C		
3:00 p.m. - 4:00 p.m.				TC, GPS, ITM

Finalist A - [redacted]
Finalist B - [redacted]
Finalist C - [redacted]
Finalist D - [redacted]

NOTES: * Lunch provider / menu…**TBD**; Robyn has lead on lead on coordination.
**Michelle - Post meeting with executive session for Town Manager search.

Tuesday, January 10, 2023
Town Council Meeting - Selection of Town Manager

NOTES: Michelle - Post regular meeting with executive session for Town Manager search.
Have employment contract ready for review.

[redacted]

November 15, 2022

Mr. Bret Bauer
Co-Founder
Government Professional Solutions

Dear Mr. Bauer:

I am providing this letter and enclosed resume to show my interest in becoming the Town of Prosper Town Manager. I have over twenty-six years of progressive experience in city management, and I believe my background would be a positive fit for the Town of Prosper.

Currently, I am serving as the Nacogdoches City Manager and previously served for over three years as the Deputy City Manager in Denton, Texas and then over eight years as Deputy City Manager for the City of Coppell, Texas. From 2003 to 2009, I worked for the Town of Addison as the Assistant to the City Manager and then Assistant City Manager.

The following are excerpts of why I would be a good fit for Prosper:

- I currently serve as the City Manager in a diverse, full-service city of 33,000 residents that is the County seat and home to Stephen F. Austin State University (SFASU).
- The city budget is $77 million, with 325 employees. Nacogdoches provides all city services including water, wastewater, and solid waste utilities and a general aviation airport with a flight school for SFASU.
- Prior to Nacogdoches, I served for 24 years in cities located in Dallas-Fort Worth. The most recent was with the City of Denton, which is a fast-growing, full-service, municipality of over 136,000 residents, 1700 employees, and $1.2 billion operating and capital budget.
- My experience with economic development in fast-growing DFW and delivering excellent city services to a sophisticated and demanding citizenry.
- Years of experience working to bring reinvestment and activities to historic downtowns and working with Main Street and CVB groups.
- My expertise in capital planning and delivery with strategic planning for future growth.
- Working with several Mayors and City Councils over the years and having fostered a cohesive and positive Council-Manager-Staff rapport.
- My resourcefulness and collaboration with the business community, other cities, counties, school districts, universities, non-profits, Councils of Governments, transit authorities, and state agencies.
- Having an enjoyment and personal yearning for civic involvement and volunteerism.
- I deliver organizational excellence by building a city staff that responds with a sense of urgency, is solutions-oriented, is responsive to the City Council and resident's needs.

My philosophy is that municipal service delivery is customer-centric, while promoting a positive organizational culture that cares for each other and fosters professional and personal development.

The challenges cities face is enormous, the high-service demands, economic development growth, and infrastructure needs all with limited resources. I believe that my background working in close knit communities, my personality and work ethic, has prepared me to lead the Town of Prosper into the future.

Enclosed, you will find my resume so that you and the City Council can learn more about my background, work experiences, and qualifications. I welcome the opportunity to discuss further the Prosper Town Manager's position. Please do not hesitate to contact me at [redacted]. Thank you for your time and consideration.

[redacted]

[redacted]

SUMMARY OF QUALIFICATIONS

- A purposeful leader with over 26 years of service in municipal government, with twenty-two years of executive/senior leadership.
- An approachable and community-centered person with an emphasis on customer responsiveness.
- An open communicator that has developed an excellent rapport with Mayors & City Council Members, other government policymakers, community, and business leaders.
- Municipal government experience serving in areas including:
  -Budget/Finance -Policy implementation -Public/Private/Non-profit partnerships
  -HR/Employment relations -Parks & Recreation -Public Safety -Communications
  -Organizational leadership -Economic development -Strategic planning
  -Town & Gown relations -Planning & Development -Public Works/Utilities/Engineering
- Exceptional in a collaborative environment with an emphasis on leadership development and mentoring.
- Enjoys spending time with family, physical fitness, a foodie, travel, and music, all with a sense of humor.

PROFESSIONAL EXPERIENCE

CITY MANAGER **AUGUST 2020 - PRESENT**

CITY OF NACOGDOCHES, TX (POPULATION 33,000)

- Serving as the Chief Executive Officer for a diverse, full-service organization with 325 employees, $77 million annual budget.
- One of two City Council appointed employees.
- Provides the direction and leadership for all operational aspects of a complex organization.
- A change agent that develops a culture of excellence for residents, customers, business, and fellow employees.
- The final negotiator for economic development recruitments and retention projects.
- Redirected organization and resources towards City Council priorities and initiatives.
- Advanced the strategic review for long-term development for the city and historic downtown.
- Established an emphasis towards community connectedness and collaboration.

Key accomplishments:

- Directed the concept of establishing organizational core values.
- A fully integrated executive team with positive chemistry and shared leadership model with the CMO.
- Maximized City's financial resources towards re-staffing of key positions in Police, HR, Finance, Engineering, and Planning to enhance operations.
- Refocused resources towards the prioritization for infrastructure investment, neighborhood services, public safety, and quality of life.
- Increased sense of urgency on transparency in staff reporting, delivery of projects, increased citizen responsiveness, and service delivery.
- Negotiated Chapter 380 agreements for a new flight school at the Airport, new housing subdivision, and water park amenities.
- Re-established and fostered positive relationships with community partners: Stephen Austin State University, Nacogdoches ISD, TXDOT, Nacogdoches County, United Way, and Chamber of Commerce.
- Established listening and speaking tours to share city initiatives with the community and city employees.
- Directed the formulation of the City's first Capital Improvement Plan.
- Directed the initiation process for a Comprehensive Land Use Plan and Downtown Master Plan.
- Encouraged the initiation for private investment of downtown buildings and directed the support for evening and weekend entertainment activities.
- Maximized opportunities to re-establish special events with an emphasis towards community spirit and fun.

[redacted]

DEPUTY CITY MANAGER **APRIL 2019 – AUGUST 2020**
ASSISTANT CITY MANAGER **MAY 2017 – APRIL 2019**
CITY OF DENTON, TX (POPULATION 136,000):

Core Responsibilities include the following:

- Second in charge of a large, fast-growing, full-service, and diverse organization with approximately 1,700 employees and a $1.2 Billion annual budget.
- Collaborated closely with City Council. Maximized a flow of communication between City Council, CMO, and operating departments.
- Supervised the Water/Wastewater Utilities, Solid Waste, Public Works, Engineering/Capital Projects, Fleet Services, Airport, and Transportation.
- Directed and assisted in the management and oversight of all operational aspects within the city.
- Strategized organizational needs to develop action plans to change organizational culture, enhance service delivery, and correct customer service deficiencies.
- Participated in economic development recruitment and negotiation efforts for major commercial and residential projects within the city.
- Served as the Staff liaison to City Boards and City Council Committees

Key accomplishments:

- Served as a lead in the City's COVID-19 Pandemic response.
- Served as a key participant in the city's largest General Obligation bond program ($221M) in November 2019.
- Contributed as a negotiator in the city's largest economic development deal: Hunter & Cole Ranch
- Formulated a culture of accountability, customer service, transparency, and a sense of urgency for the city.
- Re-established and fostered positive relationships with key partners: University of North Texas, Texas Woman's University, Denton ISD, North Central Texas Council of Governments, TXDOT, and Denton County.
- Reformatted the Capital Improvement Program into a communicative, understandable, and accountable format.
- Led the negotiations for the Civil Service Meet & Confer agreement between the city and the Denton Police Officers Association.
- Negotiated professional contracts for engineering, architectural services, and pre-construction services.
- Established a Mid-Level Management Development Series that was co-facilitated by City Department Directors.
- Restructured departments to better serve citizens, eliminated duplicative efforts and outdated practices.
- Utilized business-based principles to recommend the elimination of unsustainable programs in Solid Waste.
- Established better relations with downtown businesses and new service delivery models.

DEPUTY CITY MANAGER **JANUARY 2009 – MAY 2017**
CITY OF COPPELL, TX (POPULATION 40,000)

- Served as second in command of a medium-sized, diverse organization that comprises approximately 425 employees and a $110 Million annual budget.
- Directed all City Departments which included: Human Resources, Engineering/Public Works, Parks & Recreation, Information Services, Finance, Police, Fire, Library, and Planning until July 2012. From July 2012 until May 2017 directed half of the organization with the hiring of a second Deputy City Manager.
- Led and participated in several quality of life and private development projects and efforts within the city.

Key accomplishments:

- Implemented and communicated the Coppell 2030 Vision goals and objectives.
- Advanced the city's re-imaging campaign through the Bold Vision/Big Impact Initiative.
- Resolved citizen complaints and other service issues.
- Collaborated for the successful deployment of a combined public safety dispatch system that serves the Metrocrest cities (NTECC).

[redacted]

- Implemented and deployed several enterprise-wide technology systems.
- Recruited and mentored executive-level employees.
- Recommended and implemented policy directives towards all city operations.
- Collaborated in the sales tax re-authorization referendums.
- Re-engineered the City's Information Technology Department.
- Assisted in the formulation of a combined public safety radio system and fire training facility.
- Spearheaded the City's *Living Well in Coppell* wellness initiative.
- Managed the contract transit services for seniors and disabled citizens.
- Oversaw the successful implementation of city facility and infrastructure construction projects.
- Directed the City's Annual Employee Conference.

ASSISTANT CITY MANAGER/CITY SECRETARY — **OCTOBER 2006 TO JANUARY 2009**
ASSISTANT TO THE CITY MANAGER — **SEPTEMBER 2003 TO SEPTEMBER 2006**
TOWN OF ADDISON, TX (POPULATION 15,000)

- Managed the Parks & Recreation, Visitor Services, Conference Centre, and Municipal Court Departments including the Town's top-rated Internship Program.
- Managed municipal elections, council agenda postings, minutes, and public information requests.
- Coordinated the Addison Citizens Advisory Committee process.
- Developed and managed the Town Manager's and City Council operating budgets.
- Acted as the staff liaison to the Dallas Area Rapid Transit (DART).
- Performed all legislative affairs for the Town.
- Responsible for the bi-annual Citizen Academy program.
- Project manager for public affairs campaign to secure passenger rail service into Addison.

ASSISTANT DIRECTOR – COMMUNITY SERVICES — **JUNE 1999 – SEPTEMBER 2003**
CITY OF HURST, TX (POPULATION 35,000)

- Reported to the Deputy City Manager.
- Oversaw the day-to-day functions within the Department.
- Prepared all staff reports for City Council, Library, Historical, and Park Boards.
- Developed and monitored the Community Services Department annual budget.
- Oversaw the Community Development 4B sales tax and miscellaneous project funds.
- Conducted project and contract management for departmental projects.

MANAGEMENT ANALYST — **FEBRUARY 1998 TO MAY 1999**
INTERIM PURCHASING MANAGER — **OCTOBER 1997 TO FEBRUARY 1998**
FLEET ANALYST — **MARCH 1996 TO OCTOBER 1997**
CITY OF CARROLLTON, TX (POPULATION 105,000)

- Coordinated entire City budget process.
- Conducted reports related to cost accounting, water/sewer rates, and cost of service studies.
- Supervised Purchasing Division staff and operations.
- Developed and managed equipment replacement schedule and coordinated equipment bid specifications and procurement and administered Alternative Fuels Program for compliance.

ADMINISTRATIVE INTERN — **JANUARY 1995 – SEPTEMBER 1995**
CITY OF LUFKIN, TX

- Conducted special projects for the City Manager's Office and other departments.

[redacted]

EDUCATION

[redacted]

PROFESSIONAL AND COMMUNITY ACTIVITIES

Professional Memberships:

- International City/County Management Association (ICMA)
- Texas City Management Association (TCMA)
- East Texas City Management Association (ETCMA)
- Texas Municipal League (TML)

Professional Activities:

- UMANT President (2002); Vice-President (2001); Treasurer (2000); Membership Co-Chair (1999)
- ICMA Workplace Diversity Conference Scholarship Recipient (2001)
- ICMA Emerging Leaders Task Force (2005)
- Graduate of the Senior Executive Institute (SEI) Program at the University of Virginia, July 2006
- ICMA Local Government Management Fellow, Board Member (2006-2019)
- Leadership ICMA Graduate, September 2007
- TCMA Committees: Public Relations, Membership, Mentoring, and Professional Development
- NTCMA At-Large Board Member (2005-07 and 2017-2019)
- 2012 Recipient of the UMANT Joy Sansom Mentor Award
- Participant in the Commandant's National Security Program at the US Army War College, July 2013
- Graduate of the North Texas Commission's Leadership North Texas Class VII
- 2016 Recipient of the Alumnus of the Year University of North Texas, Master of Public Administration

Community Involvement:

- Nacogdoches Rotary Club Member (2020-present)
- Nacogdoches Booster Club Member (2020-present)
- Nacogdoches Charitable Foundation (2021-present)
- Dallas ISD: Site-Based Committee: Anne Frank Elementary, DISD (2003-09)
- Coppell YMCA Board of Managers (2012 to 2017)
- Coppell Rotary Club Member (2010 to 2019)
  - Club Secretary (2012-13), President-Elect (2013-14), President (2014-15)
- Coppell ISD:
  - Mentor to students at Austin Elementary (2011 to 2017)
  - Facilities Visioning Committee: (2015)
  - School Bond Committee: (2015-2016)
  - Band Volunteer: (2016 to 2018)
  - Site-Based Committee: Coppell High School (2016-2018)
- University of North Texas
  - Public Administration Advisory Board (PAAB), Member (2010-2022)
  - Public Administration Advisory Board, Chair (2013-2016)
  - Latino Alumni Network Leadership Group (2019-present)

Candidate Questionnaire
Town Manager
Town of Prosper, Texas

Candidate Information

Full Name (First, Middle, Last):	*Phone/Email Information*
[redacted]	Cell: [redacted]
Nicknames:	Home: [redacted]
N/A	Email: [redacted]

Please answer each of the following questions completely and thoroughly.

1. How many employees and what size budget do you oversee?

   There are 325 employees at the City of Nacogdoches.

   The current budget size is a total of $82,357,000.
   (Operational funds: $51,956,000; Capital $30,401,000)

2. Please explain why you left your last three positions.

   I left Addison to become the Deputy City Manager in Coppell. I left Coppell to become the Assistant City Manager in Denton. I left Denton to become the City Manager in Nacogdoches.

3. Are there any gaps in your employment history? *No, there are no gaps in my employment history.*

   If so, please explain in detail. *N/A.*

4. What is your proudest professional accomplishment?
   Becoming a first-time City Manager in Nacogdoches which is also the community of my undergraduate alma mater and where I chose to get into the city management profession.

5. Briefly describe your experience and skills in developing/maintaining community partnerships.

   At every leadership position where I have worked, I have developed a good rapport with the local entities such as the school district, the County, the universities, and Chambers of Commerce. My approach is to learn who are the active groups to engage and reach out proactively to understand their mission, their names and faces, and stay connected. I join civic and business organizations, maintain active memberships, and serve in leadership roles. I serve on various community boards/committees, enjoy volunteering, and speak at events when called upon.

6. Briefly describe your experience and skills in economic and community development.

   In Coppell, Denton, and Nacogdoches I have played an influential role in economic development and community development. Each of these communities had different funding structures for these efforts.

Coppell: *We relied on sales tax rebates, tax abatements, and land banking for incentivizing economic development. We created a robust tax base as Coppell landed several high-profile businesses in the city. This increased the tax base significantly which leveraged the use of the 4B sales tax for crime control, street maintenance, and parks & recreation amenities. Coppell through the use of land banking created Old Town Coppell which is their version of a small downtown setting with Charleston style homes, a performing art center, a farmer's market, city facilities, a central park, cottage style businesses, and successful restaurants. The 4B sales tax was expanded to allow the full renovation and expansion of the city's park system for active and passive recreation use. I worked directly with the Billingsley Company in the formation and operation of the Cypress Water Municipal Management District which is a 940-acre master planned community of multi-family, retail, office, a lake amenity, and DART rail stop.*

Denton: *In Denton, we relied on sales tax rebates, tax abatements, tax increment financing (TIF), and impact fee credits for economic development. Staff also incorporated an expedited development review process where developers paid extra fees for a quicker turnaround. We worked closely with UNT and TWU on small area plans to ensure that adjacent neighborhoods were enhanced and protected from student traffic and parking. We boosted historic downtown Denton through the promotion of weekend and evening activities with pubs, restaurants, and the music scene. We worked collaboratively with business owners and the County on a Downtown Master Plan to plan for the future while respecting the historic characteristics of the area and adjacent neighborhoods. A downtown TIF was created to bank revenues for future capital projects which could include a parking garage.*

The continual construction on Denton streets and other major roadways such as I-35, SH 380 required staff to work with TXDOT to ensure proactive messaging was clear and timely. As a result, businesses and commuters affected by construction could be informed of travel disruptions. An entire communications plan and team was created just for informing the public and businesses regarding construction. We facilitated a bond committee that reviewed and recommended projects to the City Council. In November 2019, the citizens of Denton overwhelmingly approved a $221M bond program for street repairs, public safety facilities, and parks.

The city also embarked on a large economic development project by the combining of the Hunter and Cole Ranches into a 6500-acre master planned community. This involved the formation of a municipal management district (MMD) to ultimately build 15,000 single family homes, 5,000 multi-family units, 400 acres of commercial, and 100 acres of industrial developments. We negotiated land banking for the future expansion of city facilities, cash commitments from the developer held in escrow for their pro-rata share of building city facilities, open and recreational space for the public, and guaranteed impact fee rates for utility expansions.

Nacogdoches: *In Nacogdoches, the city relies on an economic development fund that has accumulated monies from contributions from the General, Utilities, and Solid Waste funds. The City's economic development efforts are served by the Nacogdoches Economic Development Corporation (NEDCO). NEDCO's President and the City Manager work closely as they occupy office space in City Hall. Nacogdoches does not have a 4B sales tax.*

During my time as the City Manager, we have revamped the economic development policies to make it more transparent and protect these funds from unrelated uses. The city negotiated a public private partnership for the creation of a new undergraduate degree aviation program between the city and the airport, with Stephen F. Austin State University, and HCH Aviation LLC to build a state-of-the-art hangar, purchase multiple planes, and a simulator. The city created a housing incentive program to encourage single family development by offering a rebate for each home built after the City issued the certificate of occupancy. The program is zero-risk to the city and designed to bridge the cost gap of public infrastructure that serves the development. The city renegotiated a past incentive agreement with a

water park operator to ensure that performance measures were incorporated to guarantee amenities are built as promised to the public. We are currently in three-way negotiations with a large land owner in the County to voluntarily annex so that a prospective industrial user can obtain city utilities for their future development. This development deal once completed will be a major contributor to the City's tax base and a large utility user.

Upon my arrival in late 2020, the staff has embarked on strategic community planning and investing in infrastructure for the future. The city is currently working on an update to the Comprehensive Land Use Plan and Downtown Master Plan. The Comp Plan scope is also comprised of an Interstate 69 corridor study and housing analysis. The Downtown Plan will ensure that the historic downtown is preserved while taking a critical look at housing, pedestrian access, landscaping, traffic flows, parking, lighting, and other infrastructure needs. The city is very fortunate to have the Hotel Fredonia, a full-service hotel, as an anchor in Downtown. The hotel has been successful from its complete renovation as a result of the Qualified Hotel Project incentive program that allows the city's portion of the hotel tax and the state's hotel tax and sales tax to be rebated to the hotel for a 10-year period.

Over the course of the last 18 months, the city created its first Capital Improvement Program that identified a full review of its capital needs for the next 10-12 years. The City Council held several dedicated workshops to review this material in preparation to address deferred infrastructure investments. The plan is a proposed General Obligation bond program in November 2023 and the issuance of revenue bonds in 2024.

7. Briefly describe your experience and skills in preparing, monitoring, and adhering to a budget.

My entire career in city management has involved working with the budget. In the executive roles I have had over the past 16 plus years, I have relied on the finance and/or budget staff to organize and coordinate the budget. We have established internal service funds to address fleet and other capital equipment needs. While budgeting is done on an annual basis, it is imperative to financially plan 3-5 years into the future. This demonstrates the long-term effects of decisions especially given the stringent revenue caps for cities.

Based on the priorities set by City Council, I work to ensure these are well communicated to the departments at the budget kickoff. The departments are informed of the nature of the revenue situation in advance as they prepare their budgets for the following year. The budget team, City Manager's Office, and departments collaborate on establishing the recommended budgets for the City Council. Council budget workshops are scheduled to allow departments to present a brief overview of the budget by sharing their goals and accomplishments, the issues facing the department, and next year's budget requests. This provides the Council a review of operations to ensure transparency and accountability of the departments.

Regarding the monitoring and adherence of the budget, the city has adopted a number of financial policies. While the City Manager has broad authority, I fully respect and adhere to these policies to ensure there is integrity in our systems and processes. For example, we will never fall below our 25% fund balance policy. In fact, I prefer to maintain extra cushion for contingency purposes. Budget to actual reports is reviewed monthly by Finance and available to the CMO and departments. If there is an outlier, the Finance Director will report it. On a quarterly basis the City Council is sent a recap of the budget and budget amendments are taken to City Council for their approval. All expenditure items taken before the City Council are scrutinized and approved by Finance prior to action being taken. The Annual Comprehensive Financial Report (ACFR) is completed in a timely manner with little to no management findings. The outside auditing firm will validate cash balances from bank records and financial reports.

In summary, my recommended budgets to City Council are balanced as we budget conservatively for revenues and budget aggressively for expenditures. We will live within our means, we maintain healthy reserves, and we do not use one-time monies for recurring expenditures and hope for the best.

8. Briefly describe your experience in providing written and verbal communication to employees and elected/appointed officials?

In my role as City Manager and past positions, I have presented quite often to a myriad of groups as a representative of the city. On a regular basis I send out written communications to our employees. As part of an employee newsletter, I write a "Manager's Message". I enjoy meeting with employees to share what is happening in the community and organization. I have a monthly Manager's meeting which is comprised of 25+ management staff for them to share about any ongoing issues and projects within their operations. As part of the recent Police Chief recruitment, I met with over 50 police department employees to seek their input on the attributes of a new chief. I personally met one on one with employees and surveyed them to get more specific feedback as well.

I meet privately with the Mayor and City Council to review any issues they may need addressing and/or provide them updates. I have extensive experience presenting items before City Council and do present on a regular basis depending on the matter. I speak regularly to community groups, civic organizations, and sit on panels representing the city. The City Manager's Office produces a weekly Friday Update which is a brief recap of recent activities for the week and an outlook for upcoming activities and events.

9. What do you feel are your greatest strengths as a public servant?

Problem solving skills and my quest to find workable solutions to issues.

I am a participatory manager.

I employ a shared leadership style.

10. What areas do you perceive you need to be working on to become a better leader?

I can be inpatient at times.

I can lose sight to celebrate successes and mourn our losses.

I should try to have more fun at work and do need to let my guard down at times.

11. Describe your philosophy and approach to building a strong team environment?

As the new Town Manager, I would take the time to learn the organization and develop relationships across all levels. It is important to establish a rapport with the staff and develop a sense of trust.

I encourage an organizational culture that is servant minded, that exceeds expectations and delivers on its commitments. We establish core values and/or guiding principles (our non-negotiables) where everyone regardless of stature is treated with dignity and respect.

I want to be surrounded with people who have the aptitude to learn but more importantly have the positive attitude to serve others. I provide the team with the tools and resources to allow them to do their jobs well. This can be accomplished by taking the time to vision and to think strategically and broadly. Then work towards building the support systems to set the goals, objectives, and outcomes for success.

I am approachable and a good listener so others feel welcome to seek assistance and bring issues when they arise. I challenge people to make decisions and recommendations while also holding them accountable, and incorporate teachable moments when decisions do not go the right way.

Finally, I prefer to work in an environment where we as a group can get to know each other on a personal level. We would learn together and from each other through group book readings, attending trainings/seminars, and enjoying each other's company by socializing together during and after work hours. I enjoy fostering a mentor/mentee relationship as we all can learn from each other through our interactions and experiences.

12. Briefly describe the role of City/Town Manager's in this day in age?

Today's municipal organizations are very complex with many issues happening at once and subject matter experts on staff dealing with these issues. The Manager needs to be less technical and more conceptual with their skillset. The Manager needs to be adaptive to a constantly changing environment, as they seek input and options on difficult issues, and work to build consensus on competing interests in a political environment without being political. The Manager has to be a skilled communicator that tailors the message to resonate with their audience.

Also, in a small/medium size organization, the Town Manager is the culture leader by setting the tone for the organization. The Manager influences the organizational culture and how employees are treated and services are delivered to the community. If the tone set by the Manager is incongruent with culture of the organization, then there needs to be alignment or there could be difficult times ahead.

13. As a part of our overall application process, we may conduct social media, online presence, news, blogs, or similar inquiries or reviews, using Google or similar search engines. Is there any information you have not disclosed, addressed, in this or any other document relating to this search, or which you have not discussed, shared or disclosed with the GPS search consultant, that someone may construe as negative or consequential as it relates to the position for which you have applied?

No, there is nothing that I am aware of that has not been disclosed.

14. The established salary range for this position is $230,000 - $260,000, with a great benefit package. Do you have any concerns about agreeing to a salary in this range? *There are no concerns on my part.*

15. How did you hear about this position? (Please be specific)

I saw the posting in the ICMA weekly newsletter and contacted Mr. Bauer to inquire more information. Around the same time, I was contacted by colleagues in the DFW area about the posting. Before I considered applying, I did reach out to Bob Scott to hear more about the organization and he was very complimentary.

16. Have you interviewed, over the past six (6) months, with any other employers, or are you a finalist in any recruitment processes for similar position at this time? If yes, what is the status of any current search processes in which you are involved?

I was a finalist for the City Manager in Addison, Texas but was not named. I am not involved in any other searches.

Due Diligence Questionnaire
Town Manager
Town of Prosper, TX

Candidate Information

Full Name (First, Middle, Last):	*Phone Information*
[redacted]	Cell: [redacted]
Nicknames: N/A	Home: [redacted]
	Office: [redacted]

Please answer each of the following questions completely and thoroughly.

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance, or misfeasance in the performance of duties? ***No*** If so, please explain the circumstances.
2. Have you ever been the subject of an investigation, or censured by a grand jury, board of inquiry or similar body? ***No***

   If so, please provide details, explain the circumstances and final outcome.
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? ***No***

   If so, please provide relevant details, explain the circumstances and the final outcome.
4. Has any organization, corporation, institution, or former employer dismissed, or asked you to resign for any reason, or from any position? ***No*** If so, please provide relevant details, and explain the circumstances. ***N/A***
5. If you have been in your current, or most recent organization, for less than two years, please describe why you are interested in a career move at this time? ***N/A***
6. Have you ever filed for bankruptcy, or taken similar adverse financial action, that may limit your ability to be in a position of fiduciary responsibility, including being bonded? ***No***
7. Is there anything, in your personal or professional background history that our Firm, an employer or citizen could possibly, or perceive, view, or interpret as factually or potentially embarrassing to anyone? ***No***

   Would, or could, this information impair your ability to perform the essential duties of this job if discovered at a later time? ***No*** If so, please explain, provide details of the circumstances and current disposition. ***N/A***
8. Please list all your social media outlets and the usernames for those social media outlets.

   Facebook: [redacted]

   Twitter: [redacted]

   Snapchat: [redacted]

Instagram: [redacted]

LinkedIn: [redacted]

Pinterest: [redacted]

Nextdoor: [redacted]

Reddit: [redacted]

9. Do you understand that we may disqualify your candidacy from this search if valid, verifiable, and reliable information emerges, contrary to any information you provide us during this process? ***Yes***

www.sfasu.edu

Leading the way: Career in city management brings [redacted] back to Nac

When [redacted] walked the SFA commencement stage in 1995, he had a small U-Haul trailer packed and connected to his Chevy Blazer, and he was ready to drive back to the DFW area and begin his career. He wasn't sure he would ever return to Nacogdoches, but he was positive about the career he wanted to pursue.

"As a 20 year old, I knew I wanted to work in city management," [redacted] said.

[redacted] confidence was based on his interactions with Dr. Richard Herzog, an SFA faculty member who encouraged him to consider a career in public administration and introduced him to the Lufkin city manager in neighboring Angelina County.

[redacted] went on to work for several Texas cities, including Denton, Coppell, Addison, Hurst and Carrollton. He earned a master's degree in public administration from the University of North Texas and became involved in professional organizations that include the International City/County Management Association and the Texas City Management Association. And, in the midst of a pandemic, he returned to Nacogdoches as city manager in August 2020.

"Coming back to Nacogdoches has been so rewarding," [redacted] said. "I was excited and humbled that the city council had the confidence to appoint me as city manager. Everyone I have met has been friendly and extremely supportive. I am proud of what has been accomplished in our community and on campus during the past 25 years. It has blown me away."

In addition to his academic coursework, [redacted] said his participation in the Student Activities Association served as valuable career preparation.

"Having a leadership position during my junior and senior years allowed me to work with fellow students and faculty members to coordinate bringing concerts and other entertainment options to campus," he explained. "The opportunities taught me the collaborative nature of working with other employees and volunteers to meet expectations and execute a successful event."

[redacted] said the challenges cities face are enormous, with high service-delivery demands and minimal and declining resources. But the day-to-day stresses of the job prepared him well for his first months in Nacogdoches, when in addition to the COVID-19 pandemic, he led the city through hurricane preparation in August and two of the largest winter-weather events in recorded history.

"Regardless of how much you plan, each day is never the same," he said. "We have emergency plans in place to deal with inclement weather, and with Hurricane Laura and the snowfalls and winter storms."

However, [redacted] said COVID-19 was a different story.

"Through the devastation of the pandemic, we've learned that good and effective leadership is vital in making it through tough times," he said. "Local governments have finite resources, so working across jurisdictional boundaries is imperative when budgets are squeezed and resources evaporate. The role of the city manager is

to be flexible in approach, clear hurdles, advocate for resources, create avenues for communication and get out of the way so that the subject matter experts can do their jobs. Along the way, the manager should be encouraging and motivating to an exhausted staff, because all of this work is in addition to everyone's normal duties. I can't imagine myself in any other career."

Once again [redacted] is using the skills he learned at SFA to ensure that the city, the university, the Nacogdoches Independent School District and Nacogdoches County bring collaboration to a new level to accomplish goals that may previously have seemed out of reach.

"The leaders of each of these entities are meeting regularly and have formed great friendships," he said. "We have set a positive tone and will work together to better our community. I have no doubt that, as a group, we can accomplish so much more than we could on our own."

One of those goals in 2021 is to bring back, within the safe parameters of health guidelines, many of the special events and festivals for which Nacogdoches is known.

"I know many people are ready to get out and travel again, so I encourage alumni to come and see what is going on in Nacogdoches and the exciting changes that are happening on the SFA campus. That charm and hospitality of our community has never been more appealing."

YouTube Links for [redacted]

1. [redacted]

Candidate Questionnaire
[Position]
[Location]

Candidate Information	
Full Name (First, Middle, Last):	*Phone Information*
	Cell:
Nicknames:	Home:
	Office:

Please answer each of the following questions completely and thoroughly.

1.	How many employees and what size budget do you oversee?
2.	Please detail the specific city departments you have supervised.
3.	Please explain why you left your last three positions.
4.	Are there any gaps in your employment history? If so, please explain in detail.
5.	What is your proudest professional accomplishment?
6.	Briefly describe your experience and skills in budget development and administration.
7.	Please describe your experience and skills in municipal financial management.
8.	Briefly describe your experience and skills in long range strategic planning.
9.	Please describe a personal experience in delivering or ensuring that excellent customer service was provided in your organization.
10.	What do you feel are your greatest strengths as a leader?
11.	What do you feel are your greatest strengths as a manager?
12.	What areas do you perceive that you need to be working on to become a better leader and manager?
13.	Please describe your philosophy and approach to building a strong team environment and motivating your employees to perform at their highest levels.
14.	If you are selected for this position, what do you believe will be your greatest, most immediate challenge in your new role?
15.	Please describe your personal management philosophy and guiding values.

Due Diligence Questionnaire
[Position]
[Location]

Candidate Information	
Full Name (First, Middle, Last):	*Phone Information*
	Cell:
Nicknames:	Home:
	Office:

Please answer each of the following questions completely and thoroughly.

1.	Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance, or misfeasance in the performance of duties? If so, please explain the circumstances.
2.	Have you ever been the subject of an investigation, or censured by a grand jury, board of inquiry or similar body? If so, please provide details, explain the circumstances and final outcome.
3.	Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please provide relevant details, explain the circumstances and the final outcome.
4.	Has any organization, corporation, institution, or former employer dismissed, or asked you to resign for any reason, or from any position? If so, please provide relevant details, and explain the circumstances.
5.	If you have been in your current, or most recent organization, for less than two years, please describe why you are interested in a career move at this time?
6.	Have you ever filed for bankruptcy, or taken similar adverse financial action, that may limit your ability to be in a position of fiduciary responsibility, including being bonded?
7.	Is there anything, in your personal or professional background history that our Firm, an employer or citizen could possibly, or perceive, view, or interpret as factually or potentially embarrassing to anyone? Would, or could, this information impair your ability to perform the essential duties of this job if discovered at a later time? If so, please explain, provide details of the circumstances and current disposition.
8.	Do you understand that we may disqualify your candidacy from this search if valid, verifiable, and reliable information emerges, contrary to any information you provide us during this process?



CHRIS LOWE

J.D., M.P.A.
Partner and Co-Founder

SUMMARY

Chris Lowe is a dynamic leader and creative problem-solver with a deep affinity for public service. He draws upon 15 years of experience in city management and over 20 years in the public sector to help guide public clients through myriad opportunities and challenges, from economic development and funding, to human resources and utility management.

EDUCATION

Juris Doctor, Marquette University, Milwaukee, WI

Master of Public Administration (MPA), Bowie State University, Bowie, MD

Bachelor of Arts, Political Science and Government, University of Kansas, Lawrence, KS

CONTACT

(785) 766-9104
clowe@governmentpros.com
LINKEDIN:
https://www.linkedin.com/in/chris-lowe-823bb4173/

ASSOCIATIONS

International City/County Manager's Association (ICMA)
Government Finance Officers Association (GFOA)

SPECIFIC EXPERIENCE

Executive Recruitment & Human Resources

- Personally recruited and hired more than 50 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and implemented performance measurement programs
- Developed and implemented compliant personnel policies, procedures manuals, and employee handbooks
- Negotiated collective bargaining agreements with unions

Budgeting & Finance

- Developed and managed more than $75 million in municipality annual budgets
- Supervised competitive bond sales to finance public infrastructure improvements
- Led efforts to refinance bonded indebtedness, saving millions in debt service
- Created and implemented accounting manuals and investment policies

Community Strategic Planning

- Created full scope community strategic plans
- Conducted council retreats with goal setting priorities
- Led extensive community engagement efforts
- Conducted numerous stakeholder interviews

Economic Development

- Developed public private partnerships and negotiated economic development agreements, resulting in new community services, financial savings, and local business expansion
- Secured grant funding for various community improvements, from city lighting to transportation infrastructure
- Administered multi-million capital improvement programs



BRET BAUER

M.P.A.
Partner and Co-Founder

SUMMARY

Bret Bauer brings more than 15 years of public sector experience and best practices to his work with public clients. Serving in city management roles in Missouri, Kansas and Texas gave Bret significant experience in utility and budget management, human resources, and economic and community development. Bret's ethics and integrity have also earned him widespread recognition and trust.

EDUCATION

Master of Public Administration (MPA), Bachelor of Science, Criminal Justice
Wichita State University, Wichita, KS

CONTACT

(316) 207-0688
bbauer@governmentpros.com
LINKEDIN:
https://www.linkedin.com/in/bret-bauer-mpa-icma-cm-b89ab3b3/

ASSOCIATIONS

International City/County Manager's Association (ICMA)
Government Finance Officers Association (GFOA)
Texas City Managers Association (TCMA), Ethics Committee 2019-2020, Membership Committee 2017-2019
East Texas City Managers Association (ETCMA), Board VP 2019-2020

SPECIFIC EXPERIENCE

Executive Recruitment & Human Resources

- Personally recruited and hired more than 25 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and managed training exercises for county staff and residents on emergency preparedness and the National Incident Management System
- Conducted ethics training

Budgeting & Finance

- Managed multi-million-dollar municipal budgets, both departmental and annual
- Developed capital improvement programs and strategic plans
- Managed and oversaw payroll processes

Community Strategic Planning

- Created full scope community strategic plans
- Led extensive community engagement efforts
- Conducted multiple stakeholder interviews
- Conducted council retreats with goal setting priorities

Economic & Community Development

- Led numerous economic development successes in new development and redevelopment
- Led successful negotiations with developers

Project & Program Management

- Managed and oversaw Public Works and Parks Departments
- Streamlined departments to operate more efficiently and effectively, including a Build/Code Enforcement department

Utility Management

- Developed, maintained, and managed National Pollutant Discharge Elimination System permits
- Recommended to serve on the Kansas Municipal Energy Agency

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 06/14/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
SECURITY SERVICE INSURANCE/PHS
65815020
The Hartford Business Service Center
3600 Wiseman Blvd
San Antonio, TX 78251

CONTACT NAME:
PHONE (A/C, No, Ext): (866) 467-8730
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC#
INSURER A :	Hartford Underwriters Insurance Company	30104
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
Government Professional Solutions, LLC
104 HARBOR HAVEN ST
GUN BARREL CITY TX 75156-4319

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED.NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. * LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] General Liability [ ] GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			65 SBA AG7X1Y	07/13/2026	07/13/2027	EACH OCCURRENCE	$ $1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ $1,000,000
							MED EXP (Any one person)	$ $10,000
							PERSONAL & ADV INJURY	$ $1,000,000
							GENERAL AGGREGATE	$ $2,000,000
							PRODUCTS - COMP/OP AGG	$ $2,000,000
								$
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY [ ]			65 SBA AG7X1Y	07/13/2026	07/13/2027	COMBINED SINGLE LIMIT (Ea accident)	$ $1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $ 10,000			65 SBA AG7X1Y	07/13/2026	07/13/2027	EACH OCCURRENCE	$ $1,000,000
							AGGREGATE	$ $1,000,000
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE -EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			65 SBA AG7X1Y	07/13/2026	07/13/2027	Each Claim Limit Aggregate Limit	$100,000 $100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the Insured's Operations.

CERTIFICATE HOLDER
For Informational Purposes
104 HARBOR HAVEN ST
GUN BARREL CITY TX 75156-4319

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Susan L. Castaneda

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Executive Search Firm Services

CITY MANAGER SEARCH
November 9, 2026

City of Garden City, Kansas



MICHELE MORAWSKI
CLIENT SERVICES MANAGER
224.415.3791
MMORAWSKI@MGT.US

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A. Cover Letter

November 9, 2026

Jennifer Cunningham, City Attorney
City of Garden City
301 N. 8th Street
Garden City, KS 67846

Dear Ms. Cunningham:

Garden City's upcoming City Manager transition is an important decision for a community that has benefited from stable leadership for over 75 years. As the City prepares for this change in 2027, the Commission will be looking for a leader who understands local government, values community relationships, and is prepared to guide the City's municipal operations and future priorities.

MGT Impact Solutions, LLC (MGT) will work closely with the Commission to identify and recruit qualified candidates who meet Garden City's needs. Our process includes stakeholder input, national recruitment, candidate evaluations, and thorough background investigations. We will also provide opportunities for Spanish-language participation as needed and keep the Commission informed throughout the search.

Charlene Stevens will serve as Recruitment Lead, bringing 23 years of municipal management experience and seven years in public sector recruitment. Her experience in Sedgwick County, Kansas, and as a City Administrator provides a practical understanding of the responsibilities and challenges facing municipal leaders.

MGT is committed to providing a thorough, well-managed recruitment process and performing the services outlined in this proposal. We look forward to working with the Commission to select a City Manager who will support Garden City's continued success.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	**MGT Impact Solutions, LLC** 4320 West Kennedy Boulevard | Tampa, Florida 33609 FEIN: 81-0890071 | www.mgt.us
PROPOSAL CONTACT	**Michele Morawski, Client Services Manager** 224.415.3791 | mmorawski@mgt.us

For questions regarding this proposal, please contact Michele Morawski.

Regards,

Lawrence Cowan, Chief Operating Officer for Revenue Operation
Authorized to bind the firm



B

Firm Profile

B. Firm Profile

Impacting communities for good.

Selecting Garden City's next City Manager requires a recruitment firm that understands municipal leadership. MGT Impact Solutions, LLC (MGT) brings public sector experience and executive recruitment expertise to help the City Commission identify a qualified leader.

MGT has served government, education, nonprofit, and private sector organizations for 50 years. Its executive recruitment practice has conducted over 2,000 recruitments since 2010, including searches completed before joining MGT. Headquartered in Tampa, Florida, MGT is a privately held, employee-owned limited liability company focused on organizational performance and human capital.

MGT's Executive Recruitment practice specializes in helping public sector organizations recruit and select qualified leaders. Our services include national recruitment, candidate screening, reference checks, and assistance throughout the selection process. For Garden City, we will work closely with the City Commission to ensure the search reflects the City's needs and expectations for its next City Manager.

Charlene Stevens will lead Garden City's recruitment, supported by Yolanda Howze, Director of Executive Recruitment, and MGT's executive recruitment resources. The team will be available throughout the proposed 14-week search to meet the project deliverables. MGT does not anticipate using subcontractors and has no known actual or potential conflicts of interest related to this engagement.

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide.

Cooperative Contracts:
ASC 20-7359, 24-7484
OMNIA LS4612
Sourcewell 060624MGT
TIPS 220601, 220802, 230105
TXShare 2024-019

Structure: Privately held, employee-owned, client-driven Limited Liability Company.

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.

Markets we serve:

- Higher Education
- PreK–12
- Government
- Nonprofits
- Commercial Industries

50 years

1,100 consultants

30,000 projects

DEFINED BY **IMPACT**

We measure our success by the difference our work makes in the communities we serve. For Garden City, that means providing a thoughtful, well-managed recruitment process that gives the City Commission the information and confidence needed to select its next City Manager.



C

Municipal Search Experience

C. Municipal Search Experience

Experience Supporting Municipal Leadership

Garden City's next City Manager will oversee a wide range of municipal services, including utilities, infrastructure, and community development. The position calls for a leader who understands the responsibilities of local government and can work effectively with elected officials.



MGT Impact Solutions, LLC (MGT) has conducted city and county management searches nationwide, including in Midwestern communities comparable in size, demographics, and characteristics to Garden City. This experience gives our recruitment team valuable insight into the qualifications and leadership skills needed for the position.

City Management Recruitment Experience

Since 2010, MGT's executive recruitment practice has conducted 321 City Manager recruitments nationwide, including 239 in the Midwest. Of particular relevance to Garden City are 77 searches in communities with populations between 25,000 and 50,000, including 56 in the Midwest.

RECRUITMENT CATEGORY	NATIONWIDE	MIDWEST
City Manager Recruitments	321	239
Communities with Populations of 25,000+	127	86
Communities with Populations of 25,000–50,000	77	56

Comparable Municipal Search Experience

MUNICIPALITY	POSITION	YEAR	PLACEMENT OUTCOME
Lawrence, KS	Finance Director and Human Resources Director	2023 & 2025	Placements completed successfully.
Olathe, KS	Assistant City Manager (2)	2026	Placements completed successfully.
Beloit, WI	Chief of Police and **City Manager**	2025 & 2026	Placements completed successfully.
Paducah, KY	**City Manager** and Director of Finance	2021 & 2025	Placements completed successfully.
University City, MO	Deputy City Manager and **City Manager**	2025 & 2026	Successfully placed City Managers

MGT recruited the City Administrator for Marshalltown, Iowa, in 2023, followed by limited-scope recruitments for Fire Chief and Director of Housing and Community Development in 2024. MGT also conducted a City Manager recruitment for Paducah, Kentucky, in 2021, providing relevant experience with the Commission-Manager form of government used by Garden City.

Candidate Retention

MGT's reported City and County Manager placement data show an average tenure of 5.14 years and a median of 4.0 years. These results provide Garden City with additional information as the Commission considers MGT's experience supporting long-term municipal leadership.

Applying Our Experience to Garden City

MGT will tailor its national recruitment strategy to Garden City's utilities, airport operations, infrastructure, housing priorities, and regional partnerships.

Our candidate evaluations will emphasize the ability to:

- Lead complex municipal operations, manage budgets and public resources, and oversee essential services and infrastructure.
- Collaborate with the City Commission to implement policies and advance City priorities.
- Build strong relationships with employees, residents, and regional partners.
- Maintain organizational stability while supporting the City's long-term goals.

For Garden City, MGT will focus on candidates whose leadership experience, management approach, and ability to work with elected officials align with the City Commission's expectations.



D

Project Team

D. Project Team

Experienced municipal leadership guiding Garden City's next chapter.

Garden City's City Manager search calls for a recruitment lead who understands local government operations and the relationship between municipal leadership and elected officials. Charlene Stevens will serve as MGT's Recruitment Lead and primary point of contact throughout the search.

Charlene brings 23 years of municipal management experience and seven years of public sector recruitment experience. **She previously served as Assistant County Manager for Sedgwick County, Kansas, and City Administrator for Cottage Grove and Willmar, Minnesota.** Her background in strategic planning, community engagement, and local government management will help guide the recruitment process. Her time in Willmar, an agricultural and regional economic hub home to Jennie-O Turkey, provides a useful perspective on communities with economic characteristics similar to Garden City.

Yolanda Howze, MGT's Director of Executive Recruitment, brings over 20 years of public sector human resources leadership experience. Her background includes municipal human resources, executive recruitment, and organizational development, complementing Charlene's municipal management expertise.

Charlene and Yolanda will be available throughout the proposed 14-week search. Charlene will coordinate recruitment activities and maintain regular communication with the City Commission. MGT can also draw on its Recruitment Coordinator for candidate communications and interview scheduling and its Reference Specialist for reference checks.

RECRUITMENT LEAD



CHARLENE STEVENS

Vice President – Human Capital Solutions
320.262.0303 | CStevens@mgt.us
Charlene leads MGT's Executive Recruitment practice and has over 25 years of leadership and recruitment experience in the public sector.

DIRECTOR | RECRUITMENT SUPPORT



YOLANDA HOWZE

Director – Executive Recruitment
314.304.2889 | YHowze@mgt.us
Yolanda brings over 20 years of public sector human resources leadership, primarily in municipal government. Her experience includes executive recruitment, human capital strategy, organizational design, process improvement, change management, employee relations, and risk management. She has served in senior municipal HR leadership roles in Missouri and Texas and has led executive search projects across government, nonprofit, K–12, and higher education organizations.



Charlene Stevens, M.P.A.

Vice President

CITY OF GARDEN CITY Qualifications:

- 23 years of municipal management experience relevant to leading a full-service city search.
- Seven years of public-sector recruitment experience, including leadership of MGT's Executive Recruitment practice.
- Former City Administrator in Willmar and Cottage Grove, Minnesota, bringing firsthand chief administrative leadership perspective.
- Former Assistant County Manager in Sedgwick County, Kansas, offering relevant Kansas local-government experience.
- Experience in civic engagement, community visioning, and strategic planning supports Garden City's stakeholder-informed leadership profile.

Charlene Stevens brings 23 years of municipal management experience and seven years of public sector recruitment experience to her role as Vice President at MGT. She leads MGT's Executive Recruitment practice and provides consulting support for the Human Capital Consulting practice. Her career spans rural, suburban, and urban communities across Minnesota, Kansas, and Pennsylvania, giving her a strong ability to work effectively with diverse individuals and groups.

Charlene's public sector background includes leadership in civic engagement, community visioning, workforce development, and downtown revitalization. Known for her professionalism and dedication to public service, she is widely recognized for her leadership within the profession. She is a committed mentor and advocate for inclusive workplaces, with a strong track record in community engagement and project management. Charlene is also a frequent presenter at state and national conferences.

Areas of Expertise

- Executive Recruitment
- Human Resources
- Staff Development
- Strategic Planning
- Civic Engagement
- Community Visioning
- Parks and Greenspace Preservation
- Workforce Training Initiatives
- Municipal Management

Education

M.P.A., University of Kansas

B.A., International Relations, Pomona College

Memberships & Affiliations

International City/County Management Association (ICMA), Member

Minnesota City/County Managers Association (MCMA), Member

Women in Public Service Wichita/Sedgwick County, Kansas, Founding Member

Work Experience

MGT Impact Solutions, LLC, Vice President, 2019–Present

City of Cottage Grove, MN, City Administrator, 2015–2018

City of Willmar, MN, City Administrator, 2011–2015

Sedgwick County, KS, Assistant County Manager, 2006–2011

Township of Lower Gwynedd, PA, Assistant Township Manager, 1999–2006

Township of Buckingham, PA, Assistant Township Manager, 1997–1999

City of Wichita, KS, Neighborhood Assistant, 1995–1996



Yolanda Howze, M.P.A., SHRM-SCP, SPHR®, PSHRA-SCP

Director

Yolanda Howze is a well-regarded human resources professional with more than 20 years of leadership experience in public sector HR, primarily in municipal government. At MGT, she serves as a Director on the firm's public sector executive recruitment team, leading projects across local government, nonprofit, K–12, and higher education clients.

Prior to joining MGT, Yolanda held senior leadership roles in local government, including Assistant to the City Manager/Director of Human Resources in Missouri and Director of Human Resources in Texas. She also served as Director of Executive Search and Senior Consultant with national consulting firms, managing large-scale executive recruitment projects and advising clients on HR operations, organizational design, and classification and compensation strategies. A recognized thought leader, Yolanda is a frequent speaker and author on HR topics and was honored by the Texas Municipal Human Resources Association (TMHRA) as Human Resources Professional of the Year.

City of Garden City Qualifications:

- Over 20 years of public-sector human resources leadership, primarily in municipal government.
- Former Assistant to the City Manager/Director of Human Resources in University City, Missouri.
- Former Director of Human Resources in Bellaire, Texas, bringing local-government organizational perspective.
- Executive search leadership and consulting experience relevant to candidate recruitment and evaluation.
- M.P.A. and SHRM-SCP, SPHR, and PSHRA-SCP credentials support public-sector human capital work.

Areas of Expertise

- Executive Recruitment and Human Capital Strategy
- Classification, Compensation, and Total Rewards
- HRIS, Process Improvement, and Change Management
- Employee Relations, Risk, and Emergency Management

Education

M.P.A., Public Administration & Policy Analysis, Southern Illinois University Edwardsville

B.A., Psychology and Organizational Leadership, Maryville University

Memberships & Affiliations

International City/County Management Association (ICMA), Member

Public Sector Human Resources Association (PSHRA), Member

PSHRA Greater St. Louis Chapter, Member and Past President

Society for Human Resource Management (SHRM), Member

Work Experience

MGT Impact Solutions, LLC, Director, Executive Recruitment, 2025–Present

National Executive Search Firms, Director of Executive Search & Senior Consultant II, 2020–2025

City of University City, Missouri, Assistant to the City Manager/Director of Human Resources, 2018–2020; Director of Human Resources, 2005–2010; HR Coordinator/Specialist, 2002–2005; City Manager's Executive Assistant, 1996–2002; Planning and Development Administrative Assistant, 1994–1996

City of Bellaire, Texas, Director of Human Resources, 2012–2018

Independent/Contract Consulting, 2011–2012



E

Technical Approach

E. Technical Approach

A detailed plan specifically designed for you.

Project Understanding

Garden City's next City Manager must be prepared to oversee a full-service municipal organization while working effectively with the City Commission, employees, and community stakeholders. The recruitment process should identify candidates with the experience and leadership skills needed to meet these responsibilities.

MGT proposes a six-phase recruitment process that begins with establishing the City's leadership priorities and continues through national outreach, candidate screening, background investigations, finalist interviews, and transition support.



Each phase will provide the City Commission with information to evaluate candidates, review recommendations, and make decisions as the search progresses. MGT will maintain regular communication with the City and coordinate key activities and approvals throughout the process.

Six-Phase Recruitment Process and Decision Points

MUNICIPALITY	POSITION	YEAR
1. Discovery and Assessment	City Manager Candidate Profile	Commission reviews and approves the qualifications that will guide recruitment.
2. Recruitment and Outreach	Recruitment Strategy and Outreach Plan	Approved recruitment materials guide outreach and build the applicant pool.
3. Candidate Screening	Candidate Evaluation Report	Commission reviews candidate assessments and determines who advances.
4. Background Investigations	Finalist Background Investigation Reports	Authorized findings help inform the Commission's finalist evaluations.
5. Selection Support	Interview Materials and Evaluation Summaries	Commission interviews candidates and makes its selection.
6. Transition and Onboarding	Onboarding Recommendations	Commission and incoming City Manager establish priorities for the transition.

Proposed Work Plan

PHASE 1 – DISCOVERY AND ASSESSMENT

Activities

MGT will begin by meeting with the City Commission to discuss its priorities, current challenges, and expectations for the next City Manager. This discussion, along with input from City-designated stakeholders, will help establish the qualifications and leadership characteristics needed for the position.

Activities include:

- **City Commission Meetings:** Discuss leadership priorities, organizational challenges, and expectations for the next City Manager.
- **Stakeholder Interviews:** Gather input from department directors, employees, community partners, and other stakeholders identified by the City.
- **Community Engagement:** Offer optional in-person or virtual forums to hear from residents and community stakeholders.
- **Surveys:** Conduct an organizational survey to gather employee feedback. A community survey is available as an optional service.
- **Multilingual Engagement:** MGT has experience conducting multilingual community engagement, including public outreach in English, Spanish, and Creole. For Garden City's City Manager search, we will provide Spanish-language engagement opportunities and coordinate professional interpretation as needed during stakeholder meetings and community input activities. During project initiation, we will work with the City to confirm additional language needs and appropriate engagement formats.
- **Organizational Review:** Review the City's operations, strategic priorities, and organizational culture.

MGT's proposed service package includes 12 hours of meetings and one organizational survey. Additional meetings are available at $225 per hour plus actual expenses. An optional Community Survey with detailed analytics is available for $3,500, and Community Forums are offered separately.

Using the information gathered, MGT will prepare a City Manager Candidate Profile, position announcement, and recruitment brochure for City review and approval. MGT will also work with the City to establish a recruitment timetable aligned with Commission meetings and the anticipated appointment schedule.

Deliverable: City Manager Candidate Profile, with supporting recruitment materials and timetable for City review and approval.

PHASE 2 – RECRUITMENT AND OUTREACH

Activities

Once the City approves the Candidate Profile and recruitment materials, MGT will begin a national search for qualified municipal executives, including candidates who may not be actively seeking a new position. Recruitment efforts will focus on the experience and leadership qualities identified by the City Commission.

Activities include:

- **Direct Candidate Outreach:** Identify and personally contact prospective candidates through municipal leadership networks and other professional contacts.
- **Targeted Recruitment:** Develop a candidate database based on Garden City's approved leadership qualifications and organizational needs.
- **Advertising and Promotion:** Recommend advertising through municipal management associations, public sector career centers, and appropriate digital channels for City approval.
- **Recruitment Materials:** Use the approved position announcement and recruitment brochure to communicate the opportunity to prospective candidates.
- **Candidate Communications:** Acknowledge applications, respond to inquiries, and maintain communication with candidates throughout recruitment.

The applications and candidate information gathered during this phase will form the pool for screening and evaluation in Phase 3.

Deliverable: Recruitment Strategy and Outreach Plan

PHASE 3 – CANDIDATE SCREENING

Activities

MGT will review and evaluate applicants against the qualifications and leadership criteria established in Garden City's approved Candidate Profile. This process will help identify candidates whose experience and management background best match the City's needs.

Activities include:

- **Application Review:** Evaluate candidates' qualifications and relevant municipal management experience.
- **Candidate Shortlisting:** Identify applicants who best meet the established requirements and leadership competencies.
- **Candidate Questionnaires:** Gather additional information about candidates' experience, management approach, and qualifications.
- **Preliminary Interviews:** Conduct live video interviews, typically 45–60 minutes, with selected candidates.
- **Written Assessments:** Prepare individual assessments outlining candidates' qualifications, leadership strengths, and alignment with Garden City's priorities.

- **Candidate Recommendations:** Recommend semifinalists and finalists for the City Commission's consideration.

MGT will prepare a Candidate Evaluation Report summarizing the screening results and recommended candidates. The report will give the City Commission a consistent basis for comparing qualifications and determining which candidates should advance to background investigations and the next stage of the selection process.

Deliverable: Candidate Evaluation Report

PHASE 4 – BACKGROUND INVESTIGATIONS

Activities

Following the City Commission's review of the Candidate Evaluation Report and authorization to proceed, MGT will conduct background investigations for the selected finalists. These reviews will help the Commission verify candidate qualifications and identify matters that may require further consideration before making a selection.

- Employment verification.
- Education verification.
- Credential verification.
- Professional reference checks.
- Public records review.
- Media review.
- Social media review.
- Civil litigation review.
- Criminal background review, where legally permissible.

MGT will obtain required candidate disclosures and authorizations before conducting applicable background checks. The process will include legally required notices and adverse-action procedures, where applicable, and comply with relevant federal and Kansas requirements, including the Fair Credit Reporting Act (FCRA).

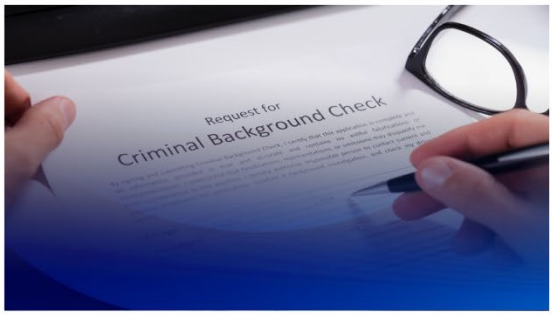
Media, social media, and public records findings will be reviewed for job-related relevance, with appropriate safeguards concerning protected information. MGT will handle investigation results confidentially and provide reports only to authorized City representatives.

The findings will help the Commission prepare for finalist interviews and make an informed selection decision.

Deliverable: Finalist Background Investigation Report

MGT Background Screening

Comprehensive verification across criminal, identity, financial, and optional categories.



Criminal & Watchlists

- Federal & National Criminal Searches
- County/Statewide Criminal Search
- National Sex Offender Registry
- Most Wanted Lists (FBI, DEA, ATF, Interpol)
- OFAC Terrorist Database
- Exclusion Lists (OIG, GSA, SAM, FDA)



Identity & Verification

- Social Security Trace & Verification
- Motor Vehicle Record
- Education Verification — all degrees earned
- Employment Verification



Civil & Financial

- Civil Court Search
- Bankruptcy, Liens, and Judgements



Optional Add-Ons

- Credit Report — Transunion with score
- Professional License Verification
- Drug Screen

PHASE 5 – SELECTION SUPPORT

Activities

Following completion of the finalist background investigations, MGT will assist the City Commission with interviews, candidate evaluations, and the final selection process. Interview questions and evaluation materials will reflect the leadership qualifications established earlier in the search.

Activities include:

- **Interview Preparation:** Develop structured interview questions, evaluation criteria, and supporting materials for City review.
- **Interview Coordination:** Schedule and facilitate finalist interviews.
- **Candidate Evaluation:** Assist the Commission in comparing candidates' qualifications, leadership experience, and suitability for Garden City.
- **Recruitment Guidance:** Provide advice on executive recruitment best practices throughout the selection process.
- **Contract Negotiations:** Support employment contract negotiations as requested by the City.

MGT will provide interview materials and written finalist evaluation summaries to help the Commission compare candidates and make its selection. The City Commission will retain final authority over the selection and appointment of the City Manager.

Following the appointment, MGT will assist with the transition activities outlined in Phase 6.

Deliverable: Interview Materials and Finalist Evaluation Summaries

PHASE 6 – TRANSITION AND ONBOARDING

Activities

Following the appointment of Garden City's next City Manager, MGT will provide onboarding recommendations and follow-up support to help the new manager establish priorities and build productive working relationships.

Activities include:

- **Onboarding** Recommendations**:** Develop recommendations based on the City Commission's expectations and the incoming City Manager's responsibilities.
- **Transition Priorities:** Identify initial leadership priorities and key relationships within the City organization.
- Follow-Up Consultations: Conduct consultations with the City Commission and appointed City Manager approximately six and twelve months after appointment to discuss the transition and address emerging needs.

Deliverable: Onboarding Recommendations and six- and twelve-month follow-up consultations.

Candidate Confidentiality and Process Management

MGT will protect candidate information through established security and confidentiality procedures. Access to sensitive recruitment materials will be limited to authorized personnel using password-protected systems and access permissions, with multifactor authentication where appropriate. Records will be encrypted when stored or securely transferred. MGT will follow established procedures for reporting and escalating security incidents and coordinate with the City and its counsel regarding confidentiality, records requests, and retention or disposal of recruitment materials.

MGT will maintain candidate confidentiality throughout recruitment and screening, consistent with applicable Kansas law. Candidate information will be shared through secure, authorized channels.

MGT will coordinate with the City's designated representative and counsel regarding records requests, the applicability of KORA exemptions, and the Commission's consideration of personnel matters under KOMA. Before any public announcement of finalists, MGT will work with the City to confirm the timing of disclosure, candidate notification procedures, and the information authorized for release. The City will retain responsibility for public records determinations and Commission meeting procedures, with guidance from City council.

Any issues involving candidate confidentiality, records requests, or legal compliance will be brought promptly to the City's designated representative.



F. Project Schedule

Proposed Recruitment Timeline and Key Milestones

MGT anticipates completing Garden City's City Manager recruitment in approximately 14 weeks from project initiation through appointment. We will coordinate the schedule with the City Commission to account for meeting dates, stakeholder participation, and candidate availability.

Exhibit 1 outlines the six-phase schedule, key activities, and deliverables. The Commission will review and approve the Candidate Profile before recruitment begins, review candidate evaluations to determine who advances, and retain final authority over candidate selection and appointment.

MGT will coordinate each milestone with the City and provide updates throughout the search. Following appointment, MGT will conduct follow-up consultations with the Commission and appointed City Manager at approximately six and twelve months.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Discovery and Assessment														
Phase 2: Recruitment and Outreach														
Phase 3: Candidate Screening														
Phase 4: Background Investigations														
Phase 5: Selection Support														
Phase 6: Transition and Onboarding														



G

References

G. References

Leader in local government recruitment and selection.

MGT's municipal recruitment experience includes executive leadership searches for communities in Kansas and other states. The following references provide Garden City with an opportunity to learn more about our recruitment services, project management, and experience working with local governments.

OLATHE, KS

Leslie Fortney, Human Resources Officer
913.971.8669
lgfortney@olatheks.org

2026

LAWRENCE, KS

Brandon McQuire, Assistant City Manager
785.832.3466
bmcguire@lawrenceks.gov

2025

PADUCAH, KY

George Bray, Mayor
614.397.4615
gbray@paducahky.gov

2024 and 2025

BELOIT, WI

Hannah Kuehne, Human Resources Director
608.364.6612
kuehneh@beloitwi.gov

2025 and 2026

UNIVERSITY CITY, MO

Amy Williams, Director of Human Resources
314.505.8532
awilliams@ucitymo.org

2025 and 2026



H

Cost Proposal

H. Cost Proposal

Defined by Impact. Driven by People.
Dedicated to the Community.

MGT's cost proposal outlines the professional recruitment fee, anticipated expenses, and optional services for Garden City's City Manager search. The proposed services cover the recruitment and selection process described in Section E, including the post-appointment follow-up consultations.

Full Scope Recruitment

Summary of Costs	Price
Fixed Professional Recruitment Fee	$26,000
Background and Recruitment Expenses (not to exceed) Expenses include candidate due diligence efforts on presented candidates and background screenings for up to four finalists.	$2,000
Travel Costs (estimated) ***$1,000 per trip (up to three visits)**	$3,000*
Advertising *Advertising costs over $2,000 will be placed only with client approval. If less than $2,000, client is only billed for actual cost.*	$2,000
TOTAL:	**$33,000**

Anticipated In-Person Meetings

Potential on-site meetings include:

- Discovery meetings and recruitment brochure development.
- Presentation of recommended candidates.
- Finalist interviews and selection support.

The proposed travel estimate covers up to three consultant visits. Additional meetings outside the included scope will be billed at $225 per hour, plus applicable travel expenses. Should the City approve a virtual format for any of the anticipated on-site meetings, travel expenses will be adjusted accordingly.

*Consultant travel is estimated at $1,000 per visit, with a total not-to-exceed amount of $3,000 for three visits. Candidate travel and accommodations are not included and will be addressed separately, subject to City approval.

Recommended Optional Service

MGT's Classification and Compensation team can review the City Manager position's job description, qualifications, and classification using market compensation data. This optional

analysis would help Garden City assess the position's qualifications and salary range against comparable municipal leadership positions. **The optional service fee is $900**.

Payment for Fees & Services

- **First Invoice:** Upon Contract Award, 40% of the professional recruitment fee.
- **Second Invoice:** Upon Presentation of Candidates, 40% of the professional recruitment fee plus expenses incurred to date.
- **Final Invoice:** Upon Completion of Recruitment, the remaining 20% of the professional recruitment fee plus outstanding expenses.

Proposal pricing is valid for 90 days. Payment is due within 30 days of invoice receipt.

Our Guarantee – Full Scope Recruitment

If the selected City Manager leaves the position for any reason other than death or disability within twenty-four (24) months of appointment, MGT will conduct one replacement search at no additional professional fee.

The replacement search will include recruitment strategy development, advertising and outreach, candidate recruitment and screening, reference checking, and interview facilitation.

Garden City will be responsible only for approved direct expenses, including applicable advertising, travel, and background investigation costs, as disclosed in the Cost Proposal.

MGT will coordinate the replacement search with the City Commission to support a timely leadership transition.

Hiring of Additional Candidates

If the City hires more than one candidate introduced by MGT as a result of this recruitment process during the subsequent 12-month period, an additional placement fee equivalent to 50% of the recruitment fee will apply for each additional hire. The guarantee stated above will only apply to the initial candidate hired by the City.

Optional Recruitment Services

MGT offers optional services that Garden City may consider based on its recruitment priorities and budget. These services are separate from the proposed recruitment fee and would be provided only with City approval.



Performance Evaluation

360° evaluation of the appointed candidate at 6 months and 1 year, incorporating feedback from elected officials, department directors, and stakeholders.



Leadership Testing

Personality and leadership assessment tools — Luminaspark, Caliper, DISC, and others. Fees vary by evaluation type.

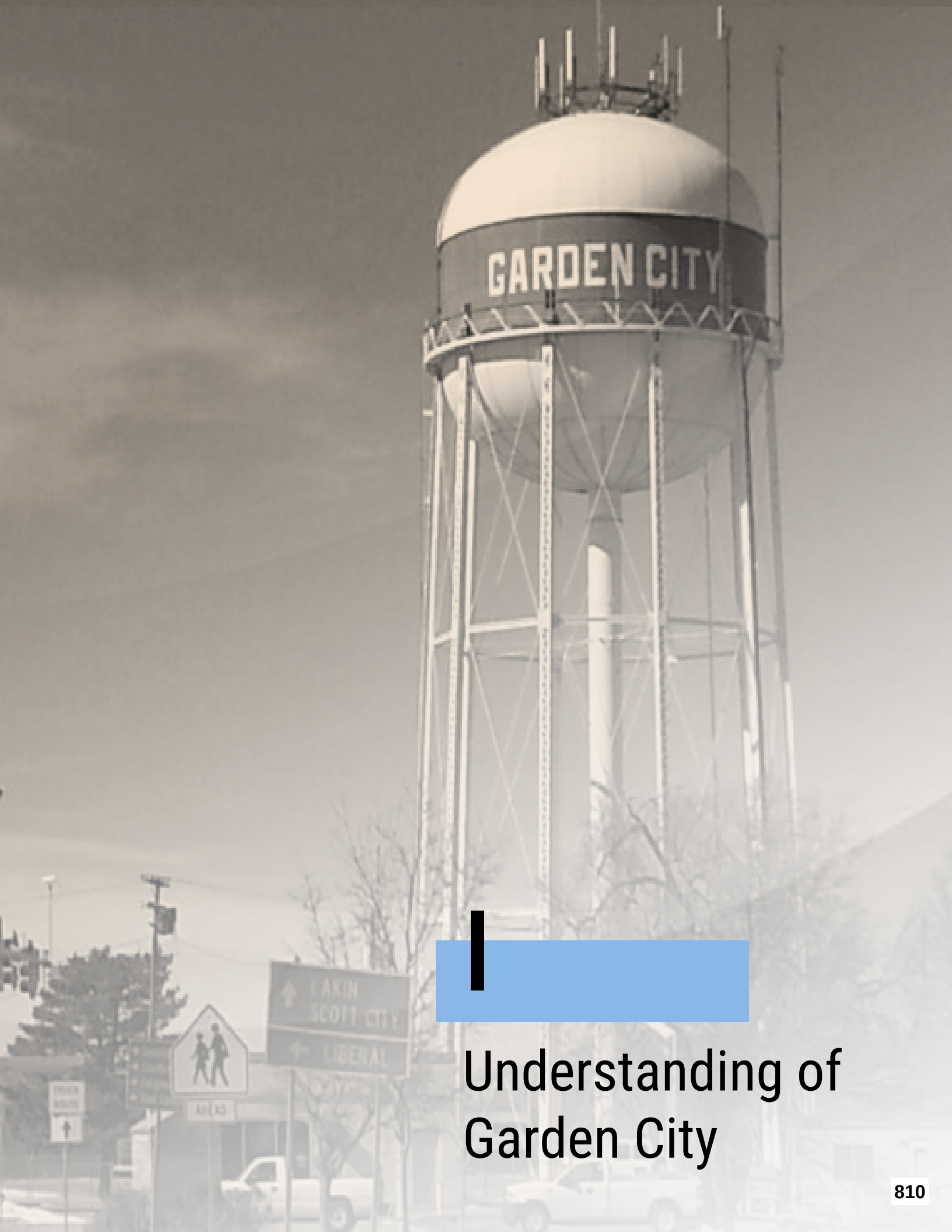


One-Way Video Interview

Candidates record responses to 3–5 questions for client review before in-person interviews are scheduled.

Each service is optional and billed separately. Selected based on client priorities — detailed scope and pricing on request.

:



I

Understanding of Garden City

I. Understanding of Garden City

Preserving a legacy of leadership while preparing for the future.

Understanding Garden City's Leadership Transition

Garden City's upcoming City Manager transition represents an important change for an organization with a long history of stable leadership. The next City Manager will need to build relationships with the City Commission, employees, and community while maintaining the City's commitment to effective municipal services.

Garden City has had only four City Managers since 1948, including Mr. Allen's 25-year tenure. Recognizing this history of stable leadership, MGT will help the incoming City Manager establish priorities and build key relationships during the transition, as outlined in Phase 6.

Commission-Manager Governance and Municipal Operations

Garden City operates under the Commission-Manager form of government, with the five-member City Commission establishing policy and the City Manager responsible for implementing that direction and overseeing daily municipal operations.

With approximately 400 full-time employees and a 2027 adopted budget of $188 million, Garden City requires a City Manager with strong financial management, organizational leadership, and public accountability skills.

The City's responsibilities extend beyond traditional municipal services to include electric, water, wastewater, stormwater, and solid waste utilities, a regional commercial airport, recreational facilities, and other community assets. As a regional hub for Western Kansas, Garden City also serves a multi-state trade area of more than 250,000 people, reinforcing the importance of regional partnerships and economic development.

MGT will incorporate these responsibilities into the candidate profile and evaluation process, emphasizing experience in complex municipal operations, fiscal stewardship, infrastructure management, regional collaboration, and effective relationships with elected officials.

Understanding Garden City's Strategic Priorities

MGT will use Garden City's strategic priorities to identify the leadership experience and qualifications needed in its next City Manager, with particular attention to:

- **Housing and Economic Development:** Experience supporting housing initiatives, including the City's goal of 4,000 housing units by 2035, business growth, and community investment.
- **Infrastructure and Municipal Services:** Ability to oversee utilities, transportation improvements, public facilities, and capital projects.
- **Community and Regional Partnerships:** Experience working with businesses, neighboring communities, and regional organizations.

- **Organizational Leadership:** Ability to lead employees, manage resources, and improve municipal services.
- **Community Engagement:** Strong communication skills and an ability to build trust among Garden City's diverse residents.

These priorities will help guide the Candidate Profile and the criteria used to evaluate applicants.

Inclusive and Accessible Community Engagement

Garden City's diverse community brings important perspectives to the search for its next City Manager. MGT will work with the City Commission to gather input from employees, department directors, community partners, and residents through the engagement activities described in Phase 1.

To encourage meaningful participation, MGT will coordinate with the City to provide Spanish-language engagement and interpretation as needed, while identifying additional language-access needs and accommodations.

This feedback will help shape the City Manager Candidate Profile and establish leadership qualifications that reflect the City's organizational needs and community expectations.

A Recruitment Strategy Tailored to Garden City

MGT will tailor its national recruitment efforts to Garden City's leadership needs and responsibilities as a full-service municipality. Outreach will emphasize the City's history of stable leadership, Commission-Manager governance, and priorities for housing, infrastructure, and community development.

Using the Commission-approved Candidate Profile, MGT will evaluate candidates' experience managing municipal operations, overseeing public resources, working with elected officials, and building community relationships. These criteria will help the Commission identify candidates prepared to lead Garden City through its next chapter.



Appendix A

Client List

Appendix A. Client List

A list of the clients we have had the pleasure of partnering with that complement the City's recruitment request is provided on the following page.

City-County Manager Recruitment Client List 2021 to Present

State	Client	Position Title	Population	Year
Alaska	Bethel	City Manager	6,500	2024
	Homer	City Manager (Professional Outreach)	5,300	2024
Arizona	Buckeye	City Manager	69,744	2025
	Buckeye	City Manager	69,744	2021
	Kingman	City Manager	34,669	2023
California	Antioch	City Manager	115,264	2024
Colorado	Adams County	County Manager	519,572	2022
	Adams County	Deputy County Manager	519,572	2024
	Larimer County	County Manager	359,066	2022
	Loveland	City Manager	82,460	2024
Connecticut	Bloomfield	Town Manager	21,301	2024
	Enfield	Town Manager	45,246	2022
	Granby	Town Manager	11,375	2023
	Manchester	General Manager	59,710	2021
	Simsbury	Town Manager	25,517	2023
Delaware	Milford	City Manager	12,272	2024
Florida	Apopka	City Administrator	55,496	2024
	Deerfield Beach	City Manager	80,000	2024
	Fort Lauderdale	City Manager	184,255	2024
	Lauderdale Lakes	City Manager	35,954	2026
	Melbourne Beach	Town Manager	3,281	2025
	Miami Beach	City Manager	88,000	2024
	Pinellas County	Assistant County Administrator	970,600	2024
	Ponce Inlet	Town Manager	3,411	2022
	St. Johns County	County Administrator	292,466	2023
	Walton County	County Administrator	75,305	2023
Georgia	Albany	City Manager	77,434	2021
Illinois	Crest Hill	City Administrator	21,169	2025
	Crest Hill	City Administrator	21,169	2021
	Elmhurst	City Manager	46,837	2026
	Farmer City	City Manager	1,828	2024
	Forsyth	Village Administrator	3,490	2021
	Fox Lake	Village Administrator	10,550	2021
	Galesburg	City Manager	33,706	2023
	Galesburg	City Manager	33,706	2022
	Glen Carbon	Village Administrator	13,977	2026
	Greenville	City Manager	7,000	2021
	Hampshire	Village Manager	6,347	2025
	Hanover Park	Village Manager	38,510	2026
	Kenilworth	Village Manager	2,562	2024
	Kewanee	City Manager	12,509	2025
	La Grange	Village Manager	15,610	2022

	Lake Barrington	Village Administrator	4,879	2022
	Lisle Township	Township Administrator (Virtual)	119,040	2024
	Long Grove	Village Manager	8,153	2023
	Maryville	Village Administrator	8,316	2024
	McHenry	City Administrator	27,135	2023
	Morton Grove	Village Administrator	23,500	2024
	Niles	Village Manager	30,001	2021
	North Chicago	Chief of Staff	30,020	2021
	Northbrook	Village Manager	35,000	2021
	Northfield	Village Manager	5,400	2023
	Oak Brook	Village Manager	8,058	2021
	Oak Park	Village Manager	52,000	2021
	Oak Park Township	Township Manager	51,774	2023
	Palos Heights	City Administrator (Virtual)	12,480	2021
	Park Forest	Village Manager	21,975	2025
	Pingree Grove	Village Manager	10,000	2023
	Plainfield	Village Administrator	41,734	2021
	River Forest	Village Administrator	11,635	2021
	Rock Island	City Manager	39,684	2021
	Rockton	Village Administrator	7,863	2025
	Sandwich	City Administrator	7,420	2026
	Schaumburg Township	Township Administrator (Virtual)	140,000	2021
	Sycamore	City Manager (Professional Outreach)	18,577	2021
	Tazewell County	County Administrator	135,394	2022
	Vernon Hills	Village Manager	25,911	2021
	Villa Park	Village Manager	22,038	2022
	Washington	City Administrator	15,700	2021
	Wauconda	Village Administrator	14,125	2021
	West Chicago	City Administrator	27,221	2025
	Wheaton	City Manager	53,389	2026
	Winfield	Village Manager	9,418	2025
Iowa	Indianola	City Manager	15,833	2025
	Indianola	City Manager	15,833	2022
	Knoxville	City Manager	7,300	2021
	Marshalltown	City Administrator	27,338	2024
	Sioux City	City Manager	83,000	2025
	Urbandale	City Manager	45,580	2024
	Windsor Heights	City Administrator	4,860	2023
Kansas	Wyandotte County	County Administrator	169,245	2022
Kentucky	Paducah	City Manager	24,850	2021
	Paris	City Manager	9,846	2021
Maine	Bangor	City Manager	33,039	2021
Maryland	Takoma Park	City Manager	17,629	2023
	Westminster	City Administrator	18,522	2021
Massachusetts	Wayland	Town Manager	13,882	2022
	Williamstown	Town Manager	8,400	2021
Michigan	Barry County	County Administrator	60,540	2024
	Berkley	City Manager	14,970	2024
	Clawson	City Manager	11,946	2021

	Kalamazoo County	County Administrator	265,066	2022
	Laketown	Township Manager	6,192	2025
	Ottawa County	County Administrator	296,200	2021
	Rochester	City Manager	13,017	2022
	Troy	City Manager	83,181	2024
Minnesota	Becker	City Administrator	4,874	2021
	Blaine	Director of Administrative Services	67,939	2024
	Breezy Point	City Administrator/Clerk/Treasurer	2,396	2025
	Fairmont	City Administrator	10,477	2025
	Golden Valley	City Manager	22,715	2024
	Hibbing	City Administrator	15,855	2021
	Lindström	City Administrator	4,888	2023
	Minnetonka	City Manager	53,953	2022
	Oakdale	City Administrator	28,315	2026
	Ramsey County	County Manager	536,000	2024
	Scandia	City Administrator	4,149	2023
	St. Joseph	City Administrator	7,342	2022
	St. Louis Park	City Manager	48,662	2021
	Waconia	City Administrator	13,500	2021
	Wayzata	City Manager	4,363	2025
Missouri	Creve Coeur	City Administrator	18,538	2025
	Frontenac	City Administrator	3,640	2025
	Jackson	City Administrator	15,702	2024
	Ozark	City Administrator	21,284	2024
	University City	City Manager	35,172	2026
	Warrensburg	City Manager	20,200	2021
Nebraska	Nebraska City	City Administrator	7,200	2022
Nevada	Boulder City	City Manager	16,207	2021
New Mexico	Los Alamos County	County Manager	19,330	2023
New York	Mamaroneck (Town)	Town Administrator	29,156	2021
	New Rochelle	City Manager	79,067	2022
	Newburgh	City Manager	28,649	2026
	Scarsdale	Village Manager	17,837	2021
North Carolina	Albemarle	City Manager	16,404	2024
	Ayden	Town Manager	5,000	2023
	Buncombe County	Assistant County Manager (Virtual)	275,000	2026
	Cumberland County	Assistant County Manager	336,000	2025
	Cumberland County	County Manager	336,000	2022
	Mecklenburg County	County Manager	1,100,000	2025
	North Topsail Beach	Town Manager	1,100	2026
Ohio	New Albany	City Manager	11,604	2026
Pennsylvania	Allegheny County	County Manager (Professional Outreach)	1,230,000	2024
	Centre County	County Administrator	158,172	2022
	Ferguson Township	Township Manager	18,300	2026
	Ferguson Township	Township Manager	18,300	2022
	Patton Township	Township Manager	15,801	2022
Tennessee	Oak Ridge	City Manager	31,402	2023
Texas	Missouri City	City Manager	74,139	2022
Vermont	Winooski	City Manager	7,997	2022

Virginia	Alleghany County	County Administrator	14,500	2025
	Fairfax County	Deputy County Executive	1,150,309	2024
	Newport News	City Manager	181,958	2023
	Pittsylvania County	County Administrator	59,571	2025
Washington	Burien	City Manager	52,066	2022
	Duvall	City Administrator (Professional Outreach)	8,090	2021
West Virginia	Bridgeport	City Manager	8,582	2021
Wisconsin	Adams County	County Manager/Administrative Coordinator	20,220	2021
	Beaver Dam	City Administrator	16,291	2021
	Beloit (City)	City Manager	36,966	2026
	Harrison	Village Manager	13,185	2021
	Lake Geneva	City Administrator	7,710	2025
	Menomonee Falls	Village Manager	37,433	2026
	Oshkosh	City Manager	66,700	2024
	Sheboygan	City Administrator	48,327	2023
	Sheboygan County	County Administrator	118,034	2022
	Waukesha	City Administrator	71,158	2023
	West Bend	City Administrator	31,540	2025
	Whitewater	City Manager	14,300	2022



RAFTELIS

City of Garden City

Executive Recruitment Services – City Manager

PROPOSAL / NOVEMBER 9, 2026



RAFTELIS CHARITABLE GIFT FUND

Giving back

The Raftelis Charitable Gift Fund seeks to make a difference on issues that matter to our clients and employees by helping build sustainable, inclusive communities locally and worldwide. We do this by allocating company profits and employee contributions of time and money. We support organizations that:

- Promote efficient, sustainable resource use
- Advance diversity, equity, and inclusion within the public sector
- Invest in access to clean water and sanitation
- Help vulnerable communities by addressing affordability issues

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COVER LETTER

November 9, 2026

Jennifer V. Cunningham
City Attorney
City of Garden City
301 N. 8th Street
Garden City, KS 67846

Subject: Proposal for City Manager Search

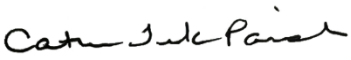
Dear Ms. Cunningham:

Thank you for the opportunity to submit the enclosed proposal for the City of Garden City's (the City) upcoming City Manager search. For over 30 years, Raftelis has been dedicated to helping local governments and utilities across the country solve their financial, organizational, and technological challenges. Our executive recruitment team contributes to this mission by helping our clients find the best leaders for their organizations and then set those leaders up for success in their new role.

Our proposed search team for the City is comprised of skilled recruiters, seasoned in local government management with search experience throughout the Midwest and across the country. The team includes Michelle Ferguson, Executive Vice President, who is familiar with the City of Garden City from past engagements, and Catherine Tusk Parrish, Senior Vice President, both of whom have direct experience working with and for public sector organizations across the Midwest. Collectively, we have completed over 500 nationwide searches, and we have had significant success in identifying and retaining ideal candidates who meet each organization's unique needs and expectations. We understand the challenge of conducting a recruitment for a long-tenured, well-respected city manager and have helped other communities make this transition.

We look forward to the opportunity to serve the City. If you have any questions, please contact me directly using the information below.

Sincerely,



Catherine Tuck Parrish, *Senior Vice President and Authorized Representative*
Phone: 240.832.1778 / Email: ctuckparrish@raftelis.com

Firm Name: Raftelis Financial Consultants, Inc. (DBA Raftelis)
Firm Headquarters: 227 W. Trade Street, Suite 1400, Charlotte, NC 28202

FIRM OVERVIEW

Who We Are

Firm Background and History: Raftelis is a subchapter S-Corporation incorporated in the state of North Carolina on April 23, 2004. The predecessor to Raftelis, Raftelis Environmental Consulting Group, Inc., was established on May 10, 1993, by George A. Raftelis to provide financial and management consulting services of the highest quality to public-sector clients. In 1999, the firm's name was changed to Raftelis Financial Consulting, PA. Following the sale of a portion of the firm to a group of employees on April 22, 2004, the firm's name changed to Raftelis Financial Consultants, Inc., which remains the firm's legal name. We currently do business as Raftelis.

RAFTELIS HELPS LOCAL GOVERNMENTS AND UTILITIES THRIVE.

Public sector leaders partner with Raftelis to plan for the future, identify top talent, improve their organization's financial condition, and tell their story. We've helped more than 800 organizations in the last year alone. Our team includes former local government and utility management leaders with decades of hands-on experience running successful organizations. Raftelis provides expertise and insights that help bring about the innovation and improvements that our clients seek. Please visit **raftelis.com/capabilities** to learn more about the full array of services we provide.

We believe that our Executive Recruitment team is the *right fit* for your search. We provide customized services that will benefit your organization and make this recruitment a success.



RESOURCES AND EXPERTISE: With more than 190 consultants, Raftelis has one of the largest local government management consulting practices in the nation. Our executive recruitment team includes six experienced, full-time recruiters and two talented recruitment specialists. As a firm, we have successfully provided executive recruitment services to local governments and utilities across the country since 2010.

DECADES OF COLLECTIVE EXPERIENCE: Our recruiters and subject matter experts have decades of experience in leading public sector organizations across the country. They have served in a wide range of positions, from city manager to human resources director to housing director, and many other essential leadership roles.

PERSONALIZED SERVICE FROM SENIOR-LEVEL RECRUITERS: You appreciate it when deadlines are met, phone calls are returned, and your team as well as your newly placed employee feel valued and heard throughout the recruitment process. While other firms may assign your business to junior-level staff, our clients and candidates receive personalized service from our seasoned recruiters.

NICHE EXPERTISE: Our expertise lies in strengthening public sector organizations. We're specialists rather than generalists, focusing our strengths on delivering results for local governments, utilities, authorities, and special districts across the country.

Recruitment Team

OUR TEAM INCLUDES SENIOR-LEVEL RECRUITERS WHO PROVIDE SEARCH LEADERSHIP WITH SUPPORT FROM A TALENTED GROUP OF RECRUITMENT SPECIALISTS.

On the following pages, we have included resumes for our proposed team members, including Michelle Ferguson and Catherine Tuck Parrish. Michelle would serve as the project director, and Catherine would be the lead recruiter. Michelle would be involved in the initial meetings and guide the project.

As our Executive Services Practice Leader and Lead Recruiter for this search, Catherine Tuck Parrish will manage all day-to-day aspects of the search, ensuring it is within budget and on schedule. She will provide regular updates to the City on a schedule that is established collaboratively during initial scoping. The Lead Recruiter screens every applicant and conducts initial one-on-one interviews with the candidates who best meet the requirements in the position profile. They present our team's recommended top candidates to the City, manage the semi-final and final interviews, and facilitate the City finalist selection process. The Lead Recruiter is the main point of contact for you as well as all applicants throughout the search.

With the current and anticipated workload of our proposed team, we have the capacity to kick off this search immediately following contract execution. As a rule, Raftelis operates at a company-wide utilization rate of approximately 65% to 75%. This level of utilization, which will continue through the expected timeline for this search, allows our proposed team to fully support your recruitment needs. Our team of six Recruiters and two Recruitment Specialists participate in weekly review meetings to ensure the needs of all our clients are met during the current and future weeks, with workload adjustments made as necessary.

A Recruitment Specialist will also be assigned at the outset of this search based on workload and capacity. The Specialist works at the direction of the Lead Recruiter to assist in targeted outreach to passive candidates, general candidate communication, research on recommended top candidates, production of deliverables, and other activities as needed.

Michelle Ferguson

PROJECT DIRECTOR
Executive Vice President



PROFILE

Michelle has 28 years of management experience with and for local governments across the country.

As Organizational Excellence leader for Raftelis, Michelle oversees the firm's local government and utility management consulting services of organizational assessment, strategic planning, executive services, technology solutions, and strategic communications. As a consultant, she has spearheaded the work of over 200 local government reviews in some of the foremost governments and utilities across the country. Michelle has completed detailed organizational reviews of entire jurisdictions and recommended improvements to the structure, staffing, and processes within departments of all sizes. Specific department reviews have included development review, parks and recreation, public works, human services, human resources, capital budgeting, utilities, and finance.

As a Lean certified professional, Michelle excels at helping local governments and utilities continuously improve and rely on data to make informed choices about services to the public. She is skilled in project management, process improvement strategies, performance measurement, consent building, public process design, and change management. Additionally, she has provided customized training in the development and use of performance measures to assist numerous organizations continuously improve service delivery.

Michelle is also a skilled facilitator, able to bring diverse groups of people together to articulate shared visions and priorities. She has led strategic planning engagements at the community, organizational, and department levels, and she has facilitated numerous staff and governing body retreats.

Michelle began her consulting career in 2005 following ten years of direct experience in local government management, which included serving as assistant county manager in Arlington County, Virginia. During her tenure with Arlington County, Michelle oversaw the daily management and implementation of the County's capital program. She also led the organization-wide performance measurement initiative establishing their Balanced Scorecard.

Michelle earned a bachelor's degree in political science from Loyola University-Chicago and a master's degree in public administration from the University of Kansas. She is a member of the International City/County Management Association. She also served as the president of the Metropolitan Association of Local Government Assistants in Washington, D.C, and has presented at state and national conferences on topics such as strategic planning, effective governing bodies, ethical leadership, change management, civility, and council-staff relations.

Specialties

Organizational assessment
Staffing analysis
Process improvement
Performance management
Change management
Strategic planning and facilitation
Community engagement

Professional History

Raftelis: Executive Vice President (2024-present); Vice President (2021-2023), Senior Manager (2020-2021); Organizational Assessment Practice Leader, The Novak Consulting Group (2009-2020)
Management Partners: Senior Management Advisor (2005-2009)
Arlington County, Virginia: Assistant County Manager (2002-2005)
City of Overland Park, Kansas: Assistant City Manager (1996-2002)

Education

Master of Public Administration - University of Kansas (1998)
Bachelor of Arts in Political Science - Loyola University, Chicago (1996)

Certifications

Lean Certified
Prosci Change Management Practitioner (AI Change Management)

Professional Memberships

International City/County Management Association (ICMA)
Engaging Local Government Leaders (ELGL)

Catherine Tuck Parrish

PRACTICE LEADER/RECRUITER
Senior Vice President



Specialties
- Executive search
- Strategic planning
- Facilitation
- Strategy development and implementation
- Facilitated evaluations
- Coaching
- Community and employee engagement

Professional History
- Raftelis: Senior Vice President (2025-present); Vice President (2021-2025); Senior Manager (2020-2021); Executive Search Practice Leader, The Novak Consulting Group (2010-2020)
- Management Partners: Senior Manager (2009-2010)
- City of Rockville, Maryland: Deputy City Manager/Acting City Manager/ Assistant City Manager (2001-2009)
- Fairfax County, Virginia: Assistant to the County Executive (1998 - 2001)
- ICMA: Ethics Advisor/ Senior Local Government Programs Manager (1994-1998)
- City of Denton, Texas: Administrative Assistant to the City Manager (1990-1994)

Education
- Master of Public Administration – University of Kansas (1990)
- Bachelor of Arts in Communication Studies/Personnel Administration – University of Kansas (1988)

Professional Memberships
- International City/County Management Association (ICMA)
- Engaging Local Government Leaders (ELGL)
- Maryland City/County Management Association (MCCMA)

PROFILE

Catherine leads our executive services practice area that addresses workforce issues through executive recruitment, coaching for local government leaders, and facilitating performance evaluations for council/board appointees. She has over 30 years of management experience working for local governments of all sizes and a nonprofit association. Catherine has conducted hundreds of searches for manager/administrator, general manager/executive director, deputy/assistant manager, police chief, fire chief, and directors of public works, planning, economic development, finance, human resources, information technology, human services, and other key positions in local governments across the country.

In addition to executive recruitment, she has facilitated numerous governing body workshops, staff retreats, and strategic planning sessions. Her work as a consultant includes project management and contributions to several local government projects, such as process improvement studies, departmental assessments, planning and permitting process reviews, and policy development.

Catherine's most recent local government experience was as deputy city manager in Rockville, Maryland, where she oversaw parks and recreation, human resources, information technology, finance, neighborhood resources (citizen engagement), communications, customer service, and intergovernmental functions. She also served as acting city manager in Rockville for nearly a year. Before joining Rockville, Catherine served as assistant to the county executive in Fairfax County, Virginia, working on change management issues, including a new pay system, employee engagement, and internal communication improvements. Catherine has served as an ethics advisor at the International City/County Management Association (ICMA), counseling elected officials and citizen groups regarding employment agreements, forms of government issues, and recruitment. She also worked for the City of Denton, Texas.

Catherine chaired the ICMA's Acting Manager Task Force, which produced a handbook for interim managers. She also led the Maryland City/County Management Association (MCCMA) as president and vice president. She served as president, vice president, and secretary of the Metropolitan Association of Local Government Assistants in the Washington, D.C., metro area. Catherine has spoken at national and state conferences on a variety of topics, including workforce and recruitment trends, civility, effective councils, ethics, forms of government, human resources, strategic planning, budget strategies, developing high-performing organizations, and leadership. She has also spoken at the National League of Cities' Leadership Training Institute on recruiting and evaluating the CEO. Catherine is a certified instructor of the Myers-Briggs Type Indicator instrument.

Kelsey Batt

RECRUITMENT SPECIALIST
Consultant



PROFILE

Kelsey joined Raftelis in 2021 and has been instrumental in facilitating executive-level recruitments for local governments and utilities across the country. Beyond recruiting, Kelsey has contributed to Raftelis' Executive Services by supporting facilitated evaluations, conducting interviews, and crafting promotional materials for key initiatives.

Her versatile skill set and attention to detail have enhanced client deliverables and improved organizational processes, reinforcing her value as a trusted resource for the executive services team. She is known for her ability to streamline workflows, enhance collaboration, and ensure high-quality outcomes across multiple projects.

Kelsey graduated from the Honors College at Purdue University in West Lafayette, Indiana, where she earned bachelor's degrees in both Professional Writing and Creative Writing, along with a Minor in Italian.

Specialties
- Executive search
- Process improvement
- Creative writing

Professional History
- Raftelis: Consultant (2024-present); Associate Consultant (2021-2023)
- The Purdue Writing Lab and Purdue OWL (2017-2021)
- Sweetwater Sound: Copywriter (2020)
- SDI Innovations: Copywriter (2019)

Education
- Bachelor of Arts in Professional Writing and Creative Writing – Purdue University (2021)

Niayla Hairston

RECRUITMENT SPECIALIST
Associate Consultant



PROFILE

Niayla joined Raftelis in 2024 after completing an internship with the firm's Executive Recruitment Team, where she supported numerous search activities.

As a consultant, Niayla has played a key role in recruiting by helping develop and coordinate critical components of the process. In each recruitment, she prepares client deliverables, conducts candidate outreach research, screens applications, and supports the Lead Recruiter in all other aspects of search management as needed.

Niayla graduated from the University of North Carolina at Charlotte in North Carolina, where she earned a Bachelor of Science in Psychology, a Bachelor of Arts in Spanish Language with a concentration in Hispanic Studies, and a certificate in Leadership, Innovation, Diversity, and Technology.

Specialties
- Executive search
- Candidate outreach campaigns

Professional History
- Raftelis: Associate Consultant (2026-present); Analyst (2024-2025); Intern (2024)
- SAFE (UNC Charlotte):
- Coordinator for Development and Mentor Relations (2023-2024); Senior Mentor (2022-2023); Junior Mentor (2021-2022)

Education
- Bachelor of Science in Psychology – University of North Carolina at Charlotte (2024)
- Bachelor of Arts in Spanish – University of North Carolina at Charlotte (2024)

METHODOLOGY AND APPROACH

Executive Search Strategy

WHEN ORGANIZATIONS NEED TO FILL KEY POSITIONS, THEY TURN TO RAFTELIS AND BENEFIT FROM THIS GUIDING PRINCIPLE: MEANINGFUL HIRING INVOLVES FINDING THE RIGHT EMPLOYEE AND PREPARING THEM FOR ONGOING SUCCESS. OUR APPROACH TO EXECUTIVE SEARCH SERVICES COMPRISES THREE KEY PHASES.

Inquiring, Understanding, and Defining

We begin each search by conducting a thorough needs assessment to understand the essential experience and background your new employee must possess. We also help you define the new incumbent's first-year goals so that your organization and the new employee are on the same path toward success. Based on broad input from both internal and external stakeholders, we build a customized position profile for each search, ensuring we attract the best applicants from across the country.

Candidate Search and Evaluation

To reach the right candidates, Raftelis customizes our search process to fit your needs. Often, the candidates best suited to a position are already employed and not searching for a new job via traditional channels. So, we leverage our team's extensive, diverse professional networks to attract the best talent nationwide. We have demonstrated success assembling candidate pools that are racially, ethnically, and gender diverse. We are dedicated to helping our clients fill leadership positions with candidates that reflect the communities they serve. We work closely with several organizations that support this goal, and we advertise positions with national organizations that represent people of color and women, including the National Forum for Black Public Administrators (NFBPA), the Local Government Hispanic Network (LGHN), the International Network of Asian Pacific Islander Public Administrators (I-NAPA), and the League of Women in Government. Once we have identified a highly qualified pool of candidates, we manage the full hiring process, from interviews to background checks to final offers. We provide personalized support to your team as well as candidates to ensure a thorough, equitable, and transparent search process from start to finish.



41% of our recruitments resulted in the hiring of **women**

22% of our recruitments resulted in the hiring of **people of color**

Supporting Success

We support your new leader's long-term success by creating an actionable first-year work plan. Many firms focus solely on finding qualified applicants, leaving the new employee and the organization on their own once the position is filled. Our team, however, uses the objectives gathered during the inquiry stage to prepare new hires for a successful first year. We follow up to ensure continued progress, productivity, and satisfaction for the employee and our client. In the end, we are not just looking for a successful candidate; we are looking for the right employee to be successful in their new position long after their initial hire.

Proposed Scope of Work

THE FOLLOWING PROVIDES A DETAILED DESCRIPTION OF OUR WORK PLAN FOR YOUR CITY MANAGER RECRUITMENT.

Activity 1 – Develop Candidate Profile

We will begin by developing a clear picture of your ideal City Manager. We will conduct a kick-off meeting with the City contact to discuss the overall recruitment process and timeline. We will meet with each City Commission member individually to hear their input and also have one virtual meeting with the City Commission as a whole. We will then conduct stakeholder engagement activities, which will include talking with the City Manager, the leadership team, and a focus group with key community partners. to understand everyone's unique perspective on the desired skills and experiences the next City Manager should possess. We have included a simple, three questions online input survey (which can be translated into Spanish using the City's preferred provider or method) to ensure the greatest input from community members. During this process of engagement, we will discuss not just the technical skills needed for the position but also what makes the right organizational fit in terms of traits and experiences.

During our discovery meetings with the City, we will confirm that the engagement proposed meets the City's needs. If additional engagement is desired, we can easily add this to our workplan. We have included estimated costs for additional optional community engagement activities offered by Raftelis in the Cost section of this proposal.

Based on the information gathered in our meetings, we will develop a recruitment plan that focuses on Kansas and extends across the country. We will prepare a position profile unique to the City. The profile will outline your organization's needs, strategic opportunities, and the personal and professional characteristics of the successful candidate. This profile drives the recruitment. It focuses our efforts on the most capable candidates and helps us encourage them to pursue the position. Our team of professional graphic designers will create a recruitment brochure that includes the position profile and information about the organization and the broader community. In developing the candidate profile, we will work with the City to eliminate potential barriers for underrepresented groups wherever possible to ensure an equitable and inclusive recruitment process.

We will also develop first-year organizational goals for the successful candidate. These goals will ensure that the applicants know what is expected of them, that the City Commission has clearly identified objectives for the new City Manager, and that the successful candidate can hit the ground running with an actionable work plan. Once drafted, we will review the recruitment plan, brochure, and first-year goals with the City Commission. Modifications will be made as necessary before recruitment begins.

DELIVERABLES:

- Recruitment plan and brochure, including first-year goals for the new City Manager
- Summary of survey responses

Activity 2 – Conduct Outreach and Initial Screening

Within the recruitment plan, we will identify targeted states and similar cities for our comprehensive outreach efforts. We will place advertisements with national, state, and regional professional organizations, which may include the following, as well as additional relevant sites identified in the recruitment plan:

- Kansas Association of City/County Management (KACM)
- League of Kansas Municipalities
- International City/County Management Association (ICMA)
- Engaging Local Government Leaders (ELGL)
- International Network of Asian Pacific Islander Public Administrators (I-NAPA)
- National Forum for Black Public Administrators (NFBPA)
- Local Government Hispanic Network (LGHN)

Once the position is open for applications and advertisements have been placed, we will begin actively and aggressively marketing the position and identifying qualified candidates for assessment. We will directly contact highly qualified applicants in our extensive candidate database and across our firm's nationwide professional networks. We will utilize LinkedIn and other marketing and sourcing tools to broaden our reach. In our experience, this combination of outreach is the most effective way to reach top candidates, especially those who are not currently in the job market but may consider this leadership opportunity with the City.

As applications are received, we will acknowledge each one and provide all applicants with timely updates on their status. We screen each applicant against the ideal candidate profile and conduct interviews via phone or videoconference with those applicants who most closely meet the profile of the successful candidate. While preliminary evaluation techniques such as written questionnaires, psychometric assessments, and one-way video interviews can sometimes offer useful data points in high-volume recruiting, we believe that omitting them from senior executive search processes is often the more effective strategy for securing top-tier talent. It is our experience that the most desirable candidates for a governing body-appointed position are successful professionals who are currently employed, not actively searching for a new role, and have many demands on their time. By structuring the initial application as a respectful invitation to explore a new leadership opportunity, we ensure a robust candidate pool of experienced, high-caliber leaders, not just those with the necessary time to complete one-way application hurdles.

When the initial screening phase is complete, we will then meet with the City Commission to review a summary of the full applicant pool and details on the most qualified candidates with the skills and experience to succeed in the position. Based on this review, the City Commission will finalize a list of candidates to invite for semi-final interviews.

DELIVERABLES:

- Placement of advertisements
- Execution of targeted outreach plan, including one-on-one outreach to passive candidates
- Candidate review meeting materials, including screening interview results and preliminary internet research on recommended top candidates

Activity 3 – Support Interviews and Selection Support

We will collaborate with you to design and facilitate a multi-step interview process, which may include candidate presentations, panel discussions with internal and external stakeholders, tours, meet-and-greets, and one-on-one interviews. Customized interview questions and information about each candidate will be provided for the semi-final and final interview rounds, and we will conduct pre- and post-interview briefings with all those involved. It is our standard practice to conduct semi-final interviews virtually. Our team will be on-site with you for final interviews, which will be held in-person. We will coordinate scheduling logistics and provide candidates with all relevant details, including any travel policy requirements. We will work with a primary point of contact at the City

for scheduling, including suitable venues for all in-person interview events. Any travel expenses for the finalists, if applicable, will be borne and reimbursed directly by the City.

The City Commission will select the top candidate following final interviews. We will facilitate the Commissions discussion by framing what we have learned about the candidates in the context of the position requirements and the City's unique organizational culture. Once a finalist is identified, we personally conduct reference checks with their current and former supervisors and direct reports. This 360-degree perspective provides qualitative insights into the finalist's performance and leadership style, which we document in a written summary for the City. Finally, we engage our third-party vendor, Screenpointe, to execute a comprehensive third-party background check on the selected finalist(s). This includes verification of education, credentials, and employment history, alongside criminal, civil litigation, and credit checks.

We will assist in negotiating the top candidate's employment offer in collaboration with the City Commission, your legal counsel and your Human Resources department. We provide information about the best practices in total compensation, and we will have obtained information on the top candidates' comfort with the advertised salary and benefits for the position. Throughout this interview and selection process, we will keep all candidates apprised of their status and release them at the appropriate time.

We will provide onboarding recommendations for the City Commission and staff members, including best practices for onboarding a new City Manager. In addition, our fee includes a six and twelve month check in with both the City Manager and City Commission, after appointment. This helps identify any issues by either party. This would consist of virtual meetings with the City Comsision (as a group) and the City Manager at those intervals after the start date. Raftelis also provides formal facilitated evaluations for City Managers as a separate service. This is outlined as an additional service. More information can be provided on this, if desires.

DELIVERABLES:

- Semi-final and final interview materials
- Full reference and background check results on top candidate
- Six month and twelve month check-in meetings with the City Manager and the City Commission

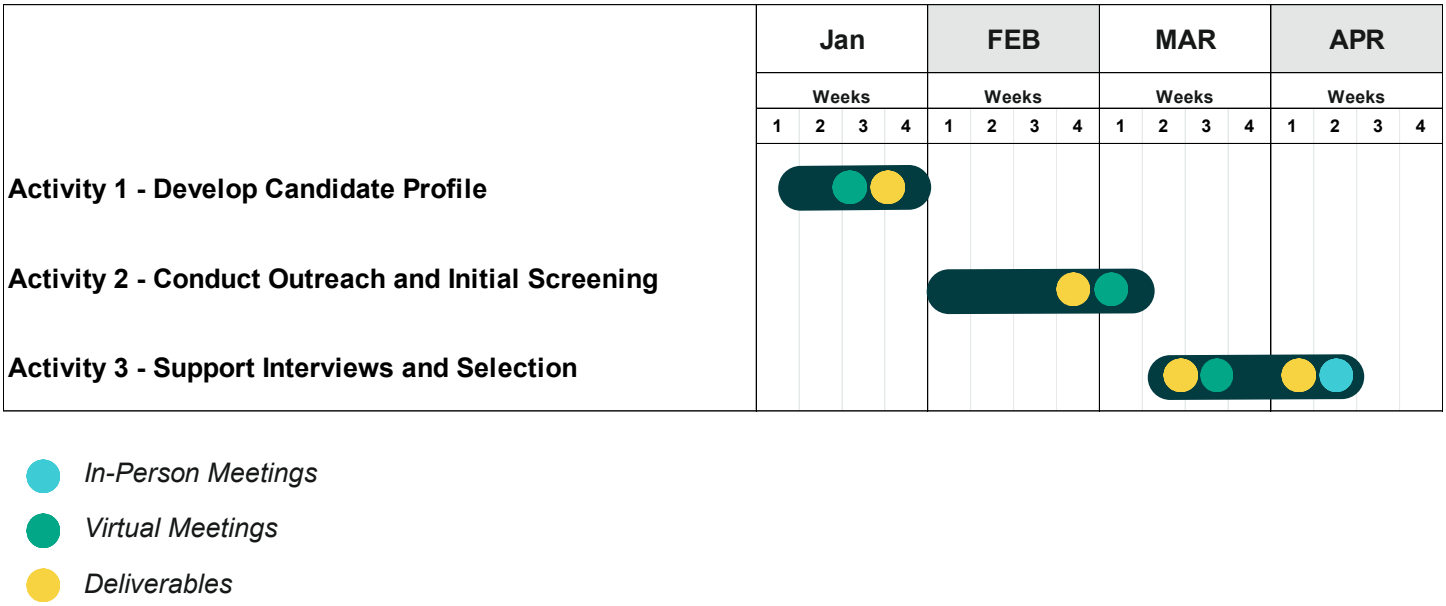
ARTIFICIAL INTELLIGENCE

Raftelis uses artificial intelligence (AI) as a support tool, much like other software our teams rely on every day, to work more effectively and deliver high-value, insightful results for the clients we serve. We use a private and secure AI platform, built as a closed environment specifically for Raftelis so that your sensitive information never leaves our system, while giving our project teams instant access to our firmwide knowledge and expertise. By leveraging our AI platform, our consultants are able to reinvest the time they save into deeper analysis and closer collaboration with your staff. Our professionals remain the primary authors and reviewers of every deliverable, verifying all findings for accuracy and context. Our use of AI is a powerful step forward in providing our clients with thoughtful, higher-value work backed by leading technology and the trusted advice Raftelis' clients have relied on for decades.

TIMELINE

Proposed Timeline

Included below is a proposed timeline for your City Manager search. If selected, we will review this timeline with you during our kick-off meeting and adjust as necessary when developing the recruitment plan. As previously mentioned, we have the capacity to kick off this search immediately following contract execution on the City Commission's desired timeline.



Our average governing body-appointed position recruitment process spans 14 to 16 weeks and is divided into three structured activities as outlined in our scope of work and the graphic above. While we make every effort to complete our searches as quickly and efficiently as possible, the schedule is dependent on interest, availability, and responsiveness from candidates and the availability of key stakeholders in the City. The Lead Recruiter will manage this timeline closely, maintaining flexibility to accommodate the City's needs, while also ensuring we remain on schedule.

ESTIMATED TIMEFRAME AND KEY DELIVERABLES BY ACTIVITY

Activity 1 – Develop Candidate Profile (Estimated: 2-4 weeks)

- Recruitment plan; Recruitment brochure, including first-year priorities for the new City Manager

Activity 2 – Conduct Outreach and Initial Screening (Estimated: 5-6 weeks)

- Advertisements; Candidate outreach; Candidate Review meeting materials

Activity 3 – Support Interviews and Selection (Estimated: 5-6 weeks)

- Semi-final and final interview materials; Results of full background and reference checks on top candidate
- Check-ins at six and twelve months

REFERENCES AND RELEVANT EXPERIENCE

References

Our firm has been privileged to work with dozens of local governments, utilities, and special districts across the Midwest and throughout the country to find the right leaders for their organizations. The following table lists a select number of recruitments we have conducted for comparable communities and references for each of them.

Organization	Recruitment(s) and Year(s) Conducted	Contact
City of Grand Junction, CO	• City Manager (2024)	Mike Bennett, City Manager P: 970.244.1557 E: mike.bennett@gjcity.org 250 North 5th Street Grand Junction, CO 81501
City of Tonganoxie, KS	• City Manager (2016)	George Brajkovic, City Manager P: 913.845.2620 E: gbrajkovic@tonganoxie.org 321 S. Delaware Tonganoxie, KS 66086
City of Gaithersburg, MD	• City Attorney (2024) • Finance Director (2022) • Information Technology Director (2022) • City Manager (2020) • Public Works Director (2020) • Finance and Administration Director (2019) • Engineering Services Division Chief (2019)	Tanisha Briley, City Manager P: 301.258.6300 E: tanisha.briley@gaithersburgmd.gov 31 S. Summit Avenue Gaithersburg, MD 20877
City of Centerville, OH	• City Manager (2017, 2026)	Brooks Compton, Mayor P: 937.433.7151 E: bcompton@centervilleohio.gov 100 West Spring Valley Road Centerville, OH 45458
City of Westerville, OH	• City Clerk (2024) • City Manager (2020)	Mike Heyeck, Former Council Chairperson P: 614.901.6400 E: mheyeck@gmail.com Monica Dupee, City Manager P: 614.901.6400 E: monica.dupee@westerville.org 21 S. State Street Westerville, OH 43081

The following table specifically details our firm's City Manager recruitments (and equivalent governing body-appointed chief executive positions) completed over the past ten (10) years including tenure. Detailed reference information for these engagements will be provided upon request.

State	Organization	Governing Body-Appointed Position	Year Completed	Population of Jurisdiction/ Service Area	Tenure Of Placement
AZ	Central Arizona Project	General Manager	2022	6,000,000	2022-Present
AZ	Town of Clarkdale	Town Manager	2021	4,900	2021-Present
AZ	City of Cottonwood	City Manager	2019	13,000	2019-2022
AZ	Town of Payson	Town Manager	2020	16,700	2020-2025
CO	City of Boulder	City Manager	2020	108,000	2020-Present
CO	City of Grand Junction	City Manager	2024	69,400	2024-Present
CO	Jefferson County	County Manager	2023; 2026	583,000	2023-Present 2026-Present
CO	City of Lafayette	City Administrator	2019	29,000	2019-2023
CO	City of Louisville	City Manager	2017	21,000	2017-2021
DE	Town of Milton	Town Manager	2017	3,000	2017-Present
KS	City of Eudora	City Manager	2023	6,500	2023-Present
KS	City of Tonganoxie	City Manager	2017	6,000	2017-Present
KS	WaterOne (Johnson County)	General Manager	2023	480,000	2023-Present
LA	Orleans Parish School Board	Chief Operations Officer	2016	384,000	2016-2019
MD	City of Gaithersburg	City Manager	2020	70,000	2020-Present
MD	Town of Garrett Park	Town Manager	2018	2,000	2018-2021
MD	Town of La Plata	Town Manager	2018; 2025	10,900	2018-2024; 2025-Present
MD	Town of Riverdale Park	Town Manager	2017	8,000	2017-Present
MD	City of Rockville	City Manager	2016; 2024	67,300	2016-2023; 2024-Present

State	Organization	Governing Body-Appointed Position	Year Completed	Population of Jurisdiction/ Service Area	Tenure Of Placement
MD	Town of St. Michaels	Town Administrator	2022	1,100	2022-2025
MD	City of Takoma Park	City Manager	2021	17,500	2021-2023
MI	City of Kalamazoo	City Manager	2025	73,300	2025-Present
MN	City of Rochester Public Utilities	General Manager	2023	122,000	2023-Present
MO	City of Chesterfield	City Administrator	2016	48,000	2016-Present
MO	City of Clayton	City Manager	2020	17,000	2020-Present
MT	City of Helena	City Manager	2020	34,500	2020-2022
NC	North Carolina Real Estate Commission	Executive Director	2026	480,000	2026-Present
NC	Town of Matthews	Town Manager	2025	32,000	2025-Present
NH	Town of Hanover	Town Manager	2022	8,500	2022-2024
NH	City of Keene	City Manager	2017	24,000	2017-Present
NM	City of Las Cruces	City Manager	2020	103,000	2020-2024
NY	City of Batavia	City Manager	2021	15,500	2021-Present
NY	Livingston County Water and Sewer Authority	Executive Director	2021	61,200	2021-Present
NY	City of Oneonta	City Manager	2017	14,000	2017-2020
OH	City of Centerville	City Manager	2017; 2026	24,000	2017-Present 2026-Present
OH	City of Hilliard	City Manager	2020; 2026	38,000	2020-2025; 2026-Present
OH	Jackson Township	Township Administrator	2018	41,000	2018-Present
OH	Northwestern Water and Sewer District	District President	2026	140,000	2026-Present
OH	Prairie Township	Township Administrator	2019	18,000	2019-2022
OH	City of Tipp City	City Manager	2024	10,500	2024-Present

State	Organization	Governing Body-Appointed Position	Year Completed	Population of Jurisdiction/ Service Area	Tenure Of Placement
OH	Washington Township	Township Administrator	2017	57,000	2017-Present
OH	West Chester Township	Township Administrator	2018	63,000	2018-2025
OH	City of Westerville	City Manager	2020	38,000	2020-Present
OH	City of Wyoming	City Manager	2021	8,700	2021-Present
OR	City of Beaverton	City Manager	2021	97,000	2021-Present
OR	Benton County	County Administrator	2023	98,000	2023-Present
OR	Clean Water Services	General Manager	2026	610,000	2026-Present
OR	City of Gresham	City Manager	2021	110,700	2021-2023
OR	City of Milwaukie	City Manager	2024	21,600	2024-Present
OR	Washington County	County Administrator	2020	614,000	2020-Present
OR	Worksystems	Executive Director	2026	1,405,424	2026-Present
PA	Breakneck Creek Regional Authority	General Manager	2021	10,000	2021-Present
PA	City of Farrell	City Manager	2020	5,000	2020-2023
SC	Mount Pleasant Waterworks	General Manager	2020	90,000	2020-Present
VA	Town of Ashland	Town Manager	2017	8,000	2017-Present
VA	Bedford County	County Administrator	2019	78,000	2019-Present
VA	Chesterfield County	County Administrator	2026	397,150	2026-Present
VA	City of Fairfax	City Manager	2019; 2025	25,000	2019-2024; 2025-Present
VA	Fairfax County	County Executive	2018	1,142,000	2018-Present
VA	City of Falls Church	City Manager	2026	16,000	2026-Present
VA	Fauquier County	County Administrator	2023	75,200	2023-Present

State	Organization	Governing Body-Appointed Position	Year Completed	Population of Jurisdiction/ Service Area	Tenure Of Placement
VA	City of Harrisonburg	City Manager	2018	54,000	2018-2021
VA	Harrisonburg-Rockingham Emergency Communications Center (HRECC)	Executive Director	2026	100,000	2026-Present
VA	Harrisonburg-Rockingham Regional Sewer Authority (HRRSA)	Executive Director	2021	135,000	2021-Present
VA	Town of Herndon	Town Manager	2025	24,500	2025-Present
VA	Town of Warrenton	Town Manager	2018	10,000	2018-2022
WA	City of Bainbridge Island	City Manager	2026	25,000	2026-Present
WA	City of Bothell	City Manager	2022	50,200	2022-Present
WA	City of Camas	City Manager	2022	27,300	2023-Present
WA	City of Shoreline	City Manager	2022	61,400	2022-Present
WI	Central Brown County Water Authority	General Manager	2018	22,000	2018-Present
WI	Madison Metropolitan Sewerage District	Executive Director	2024	575,400	2025-Present
WV	City of Morgantown	City Manager	2025	30,500	2025-Present

In addition to our successful prior searches listed above, we are currently conducting the following nationwide City Manager (and equivalent governing body-appointed chief executive positions) searches as of the date of this submission.

State	Organization	Recruitment
CO	City of Northglenn	City Manager
MD	Maryland-National Capital Park and Planning Commission	Chief Administrative Officer
MI	City of Farmington Hills	City Manager
NC	Onslow County	County Manager
OH	City of Dayton	City Manager
OR	City of Beaverton	City Manager
OR	City of Wilsonville	Assistant City Manager
VA	Town of Middleburg	Town Manager
VA	Orange County	County Administrator
VA	Warren County	County Administrator
VA	City of Williamsburg	County Administrator
WA	City of Kirkland	Deputy City Manager of Operations

COST

Cost

The total fixed fee to complete this recruitment is $45,500. This includes all professional fees and expenses for Raftelis to perform the scope of work outlined in this proposal.

The fee reflects our firm's standard practice of conducting all meetings virtually until final interviews, when the Lead Recruiter will be on-site, in-person with the City. Should you wish to include additional in-person meetings in the scope of this search, those adjustments may be discussed with the Lead Recruiter during the search kick-off meeting. Depending on the geographic location of the Lead Recruiter assigned to this search, additional in-person meetings will increase this fixed fee by up to $2,500 per trip (one trip includes on-site in-person activities with the Lead Recruiter for a full business day).

We estimate the following additional costs to the City, which will be invoiced at cost as completed.

Advertising	Not to exceed $3,000 total.
Background checks	Not to exceed $500 per background check.

Costs incurred directly by the City are as follows:

Finalists' interview travel	Variable based on the number and geographic location of finalists. These expenses are borne and reimbursed directly to finalists by the City.

The fixed fee will be invoiced as follows:

Activity 1 – $12,924	After the delivery of the recruitment plan and brochure.
Activity 2 – $ 16,258	After the candidate review meeting and semi-finalist selection
Activity 3 – $16,318	After the final interviews are completed.

Within six months of the final interview process, should an additional candidate be hired by the City from the pool of candidates presented by Raftelis for this search, the additional fee shall be $15,000.

Service Guarantee

If, within the first twenty-four (24) months after the hire date, the placed candidate leaves employment with the organization for any reason other than death, disability, or separation initiated by the organization without cause, Raftelis will conduct a replacement search for the position without charging a Professional Services Fee. The costs to the organization will be limited to the direct expenses related to the replacement search (e.g., advertising, background checks, recruiter travel). Within this guarantee period, Raftelis must be notified in writing of the separation within 10 days of its effective date. Additionally, the organization will confirm that all appropriate onboarding activities for the placed candidate were completed and that the placed candidate had regular one-on-one meetings and, if applicable, an evaluation(s) with the direct supervisor.

Optional Related Services

Stakeholder Engagement Design and Facilitation

As referenced in the proposed scope of work earlier in this proposal, we will discuss the frequency and format of any additional stakeholder and/or broader community engagement that the City may wish to include in this recruitment process during initial scoping discussions. Optional stakeholder and wider community engagement elements offered by Raftelis and associated costs include:

Online Feedback Survey	$2,500 per survey (includes written summary of results). *Please note that Raftelis-administered surveys are not based on formal scientific methods but rather serve as an informal tool to gather general feedback from the community and/or staff. This fee reflects a survey of up to five questions.*
Small Focus Group/Listening Session – Virtual or In-Person	$2,500 per small group (up to 12 invited participants per group). *In-person sessions include additional cost of up to $1,500 per day for recruiter/facilitator travel.*
Facilitated Public Meetings – In-Person	$5,000 per meeting (no cap on meeting size; includes feedback solicitation from attendees). *If public meeting is held outside the final interview process, when the Lead Recruiter will already be on-site, then additional cost of up to $2,500 per day will be included for recruiter/facilitator travel.*

Leadership Coaching

We have a talented team of former local government and utility leaders who provide one-on-one coaching to executives, department heads, and mid-level managers. The process includes setting goals, developing and executing a coaching plan, and individual coaching sessions. Local governments and utilities utilize this service to help new leaders acclimate to their roles and responsibilities and adjust to the complexities of the organization. We help leaders of varying tenures with navigating difficult conversations, improving their interactions with the governing body and/or the public, building strong teams, and preparing future leaders within their organization.

Facilitated Evaluations

Our team of seasoned former local government and utility leaders provides facilitated evaluation services for governing body-appointed staff, including city managers, executive directors, general managers, and equivalent roles. The process includes gathering input from each governing body member through one-on-one conversations, an employee self-assessment, a 360-review (if desired), and a guided conversation for the governing body and appointed leader in executive session (in accordance with all relevant open meeting laws), including goal setting for the upcoming year. This objective process allows each member of the governing body's voice to be heard and ensures the executive receives meaningful, actionable feedback. Our team will prepare and provide a written evaluation report.

RECRUITING SOURCE International

SUBMISSION DATE

November 9, 2026

RESPONSE TO REQUEST FOR PROPOSALS

Executive Recruitment Services

City Manager Search

Request for Proposals issued October 15, 2026

PREPARED FOR

City of Garden City, Kansas

Garden City Commission | Attn: Jennifer V. Cunningham, City Attorney

SUBMITTED BY

Recruiting Source International, LLC

21210 Kingsland Blvd, Suite 2000
Katy, Texas 77450
recruiting-source.com

POINT OF CONTACT

John Norwood

Business Development Manager
(281) 277-1411 (office)
JNorwood@recruiting-source.com

CERTIFIED SBE | MWBE | DBE | WOSB | HUB | WBENC | HMSDC

Katy, TX | Dallas, TX | Oakland, CA

■ SECTION A

A. Cover Letter

Date: November 9, 2026

Attn. to: Jennifer V. Cunningham, City Attorney
City of Garden City, Kansas
Submitted by email to jenniferc@morrislaing.com

Re: Proposal for Executive Recruitment Services for City Manager Search

Dear Ms. Cunningham and Members of the Garden City Commission,

Garden City has had four City Managers in more than seventy-five years under the Commission-Manager form of government. Few cities can say that, and it tells us a good deal about the organization the Commission has built. It also frames this search. Matt Allen has served the City for 25 years, and choosing his successor is a decision the Commission may not face again for a generation. We believe the search should be run with that in mind.

Recruiting Source International, LLC (RSI) respectfully submits this proposal to lead that work. RSI is a Texas-based executive search and professional staffing firm founded in 2003. Our search practice recruits senior leaders who answer to elected bodies. Our work includes Harris County's County Administrator, Chief People Officer, Chief Public Defender, Purchasing Agent and Election Administrator, along with senior leaders for the Harris County Flood Control District and the City of Houston. Every Harris County executive RSI placed remains in service with the County today.

For Garden City, our approach rests on four commitments:

- **Listening first.** We will meet with each Commissioner, department directors, employees and community partners, and hold Spanish-language sessions so residents can take part in their own language. What we hear becomes the City Manager Candidate Profile.
- **Reaching the right people.** We will run a national search, with focused outreach across Kansas and the Midwest. We will personally approach sitting city managers, assistant city managers, and utility, airport and public works executives who are not looking for a new job.
- **Protecting the process.** We will conduct background investigations in line with the Fair Credit Reporting Act and Kansas law. We will also keep applicant information confidential within the limits of the Kansas Open Records Act and the Commission's use of executive session.
- **Staying with the City after the appointment.** We will provide onboarding recommendations and check in with the Commission and the new City Manager at six and twelve months. The appointment is backed by a 24-month replacement guarantee.

Delaina Curry-Allen, RSI's founder and Chief Executive Officer, will serve as Lead Consultant. She will lead the Commission kick-off, the stakeholder sessions and the finalist interviews by secure video conference, which keeps the schedule moving and the cost down. All meetings are virtual and covered by the fixed fee. On-site visits are optional, at the per-trip price shown in Section H.2, and

take place only with written approval from the City's project manager before travel. I will manage day-to-day coordination with the City's project manager and am authorized to bind RSI to this proposal.

Statement of commitment. RSI commits to perform all services in the RFP's Scope of Work, on the schedule in this proposal, with the team named here. RSI has no conflicts of interest to disclose and will perform all work with its own staff, without subcontractors. Background reports are obtained from a third-party ScoutLogic, a reporting agency, as described in the Required Disclosures.

Firm name	Recruiting Source International, LLC
Headquarters	21210 Kingsland Blvd, Suite 2000, Katy, Texas 77450
Authorized representative	John Norwood, Business Development Manager
Phone	(281) 277-1411 (office) | (281) 455-1411 (mobile)
Email	JNorwood@recruiting-source.com
Lead Consultant	Delaina Curry-Allen, CEO | Dcallen@recruiting-source.com | (713) 277-8950
Website	recruiting-source.com

Thank you for considering RSI. We would welcome the chance to serve Garden City.

Respectfully,



John Norwood
Business Development Manager and Authorized Signatory
Recruiting Source International, LLC

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SECTION B

B. Firm Profile

B.1 Background and History

Delaina Curry-Allen founded Recruiting Source International in Katy, Texas, in 2003. She had spent the previous decade in Houston running human resources departments, building compensation programs and recruiting for employers in several industries. She started RSI on the belief that hiring decisions go better when the recruiter understands the organization as well as the job. That belief still shapes how we run every search.

Over 23 years RSI has grown from a Houston recruiting firm into a national talent firm. We offer executive search, direct-hire recruitment, temporary and contract staffing, and staff augmentation. Most of that growth has come from the public sector. RSI holds more than 20 public-sector contracts at once, serving counties, cities, airports, special districts, councils of governments, universities and state agencies in Texas, Tennessee, North Carolina and California.

That steady public-sector work bears directly on Garden City's search. Our consultants know how a governing body sets direction for its chief executive, how open-records laws shape a recruitment, and why employees and residents expect to be heard before a decision is made.

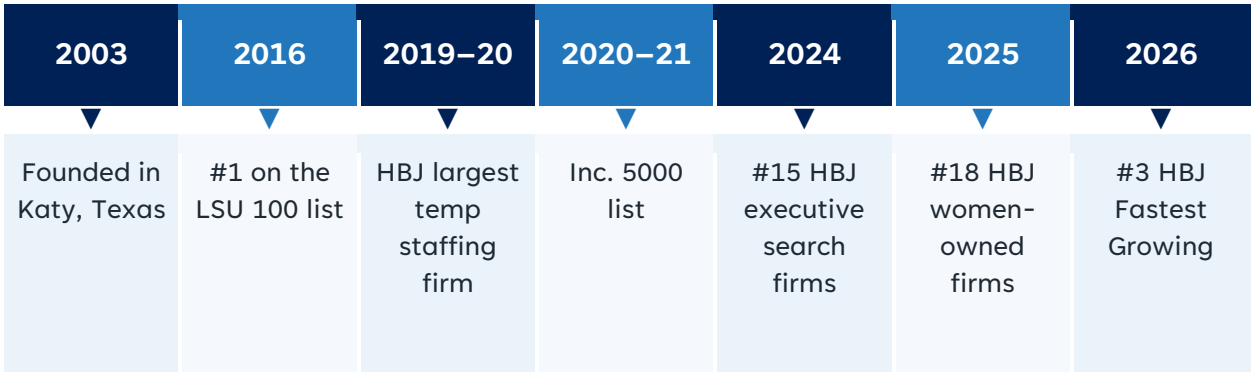


Figure B-1. RSI milestones and recognition. HBJ: Houston Business Journal list of Houston-area firms; LSU 100: fastest-growing Tiger businesses.

B.2 Ownership Structure

RSI is a privately held Texas limited liability company. It is women-owned and minority-owned, has no parent company, and is run by its founder.

Item	Detail
Legal name	Recruiting Source International, LLC
Entity type	Limited Liability Company, organized in Texas on January 30, 2003

Item	Detail
Ownership	Delaina Curry-Allen, Founder and CEO – 50%, Bianca McWilliams Jackson, COO – 50%
Parent company or affiliates	None. RSI is independently owned.
Executive leadership	Delaina Curry-Allen, Founder and CEO; Bianca McWilliams Jackson, COO
Headquarters	21210 Kingsland Blvd, Suite 2000, Katy, Texas 77450
Regional offices	400 N. Ervay St, Suite 130145, Dallas, TX 75313; 3542 Fruitvale Ave, Suite 321, Oakland, CA 94602
Federal EIN	46-2918927
SAM.gov UEI / CAGE	LZ8RD9NAEMG7 / 7ETV4
Certifications	SBE, MWBE, DBE, WOSB, HUB (Texas), WBENC, HMSDC

Table B-1. Ownership and corporate information

Because RSI is owned and run by its leadership team, decisions about staffing, schedule and quality are made by the people doing the work. Garden City will have direct access to the firm's CEO for the length of the engagement.

B.3 Organizational Capacity

RSI runs its executive search practice on the same systems and staff that support a much larger staffing operation. That gives a single search more depth than a small boutique can usually provide.

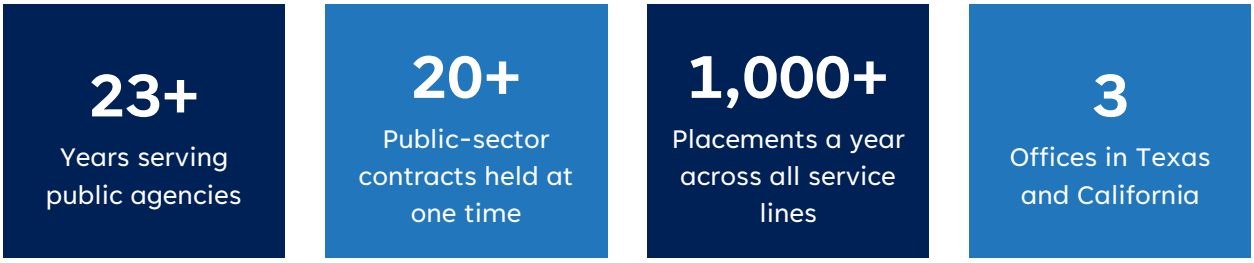


Figure B-2. Capacity at a glance

Resource	What it means for Garden City
A dedicated search team	A named Lead Consultant, Account Manager, research lead, senior recruiter and Spanish-speaking team member stay with the search from kick-off through the 12-month check-in.
Bullhorn applicant tracking and CRM	Every candidate contact, résumé and status change is logged in one system. This supports accurate status reports and a complete search record, which belongs to the City at the close of the engagement.
Research and sourcing tools	AI-assisted sourcing helps us map sitting city managers and senior municipal executives across the country. A consultant reviews every candidate personally before anyone is contacted.
Virtual engagement capability	Video meetings, focus groups and an online stakeholder survey in English and Spanish let the Commission, staff and residents take part on their own schedules.
Compliance procedures	Established procedures for the Fair Credit Reporting Act and equal employment opportunity rules, with background reports obtained through an established third-party consumer reporting agency.
Insurance	RSI carries professional liability and cyber liability coverage at the levels the City requires and will provide all certificates before the contract is signed.

Table B-2. Resources supporting the engagement

B.4 Municipal Executive Recruitment Experience

RSI's executive search practice centers on leadership roles that report to an elected body or a board appointed by one. The most significant is the Harris County Administrator, the chief executive who runs county operations under the direction of the Commissioners Court. Section C covers that search in detail and compares it with Garden City's City Manager position.

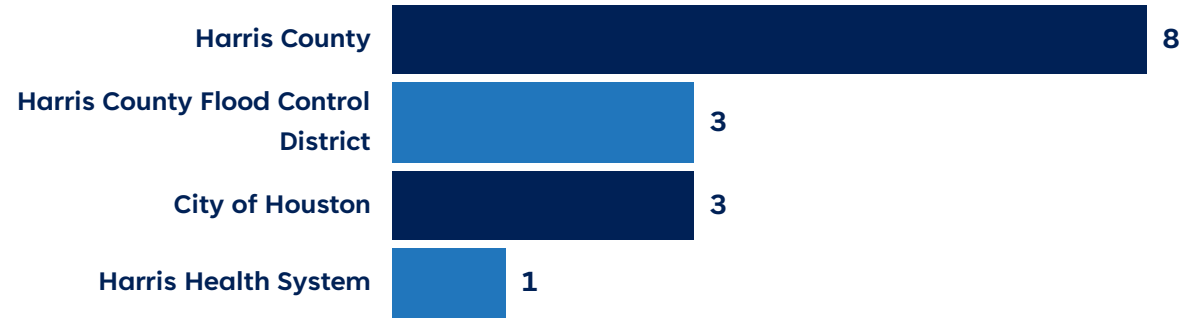


Figure B-3. Public-sector executive placements by client

Public client	Type of organization	Executive positions recruited
Harris County, Texas	County government, Commissioners Court	County Administrator; Chief People Officer; Chief Public Defender; Chief of Staff to the County Judge; Executive Director, Public Health Services; Executive Director, Universal Services; Purchasing Agent; Election Administrator
Harris County Flood Control District	Special district, infrastructure and capital program	Chief Project Delivery Officer; Infrastructure Division Director; Deputy Director of Project Delivery
City of Houston, Texas	Municipal government	PMO Director; Assistant Director, IT Applications / Enterprise Data Officer; Assistant Director, IT Project Management Office
Harris Health System	Public hospital district	Director of Supply Chain Management

Table B-3. Public-sector executive search placements

RSI also holds executive and professional search contracts with the City of Dallas, Houston Community College, Texas Tech University and the Texas Education Agency. These give our consultants ongoing work with public governing bodies, search committees and public-sector hiring rules.

■ SECTION C

C. Municipal Search Experience

The Commission is looking for a firm that has recruited a chief executive for an elected body and seen that leader succeed. RSI's strongest evidence is the Harris County Administrator search, supported by fourteen other public-sector executive placements for the same family of governing bodies.

C.1 City Manager and Chief Administrative Officer Searches

Measure	RSI experience
Chief administrative officer searches completed	**1**: Harris County Administrator, the appointed chief executive of Harris County government
Other public-sector executive placements	**14** department-head and senior executive placements for Harris County, the Harris County Flood Control District, the City of Houston and Harris Health System
Clients that returned for additional executive searches	**3** of 4 public clients (Harris County, Harris County Flood Control District, City of Houston)
Placed Harris County executives still in their roles	**All**

Table C-1. Search experience summary

C.2 Case Study: Harris County Administrator

Harris County is the most populous county in Texas and is governed by a five-member Commissioners Court: the County Judge and four Commissioners, each elected. The Court created the County Administrator position to run county departments day to day under its policy direction. In practice the role is a city manager's job at county scale. The Administrator advises an elected body whose members represent different constituencies, turns its decisions into operating plans, and leads department directors who report through the position.

RSI was retained to recruit that executive in 2025. The search drew 300 applicants, from which RSI presented 12 semi-finalists and 6 finalists to the Court. It called for the same disciplines we propose for Garden City:

- **Governing-body alignment.** A profile and evaluation criteria built around what a multi-member elected body needed the position to accomplish.
- **Direct recruitment.** Outreach to experienced public executives secure in their current roles, alongside advertised recruitment.

- **Confidentiality under scrutiny.** Careful handling of candidate information in a high-profile public setting, where early disclosure can cost a search its best candidates.
- **Thorough due diligence.** Evaluation of finalists on governance as well as operations, with reference and background review before the Court's decision.

The Administrator RSI placed remains in the position today, and Harris County has engaged RSI for seven other senior leadership searches.

Dimension	Harris County Administrator	Garden City's City Manager
Appointed by	Commissioners Court (five elected members).	City Commission (five members elected at large).
Role	Chief administrative officer; implements Court policy.	Chief administrative officer; implements Commission policy.
Presiding officer	County Judge, elected countywide.	Mayor, selected annually by the Commission.
Operating scope	Countywide departments, public health, infrastructure, elections, procurement.	General government, electric, water, wastewater, reuse, stormwater and solid waste utilities, regional airport, golf course and zoo.
Public visibility	High; decisions covered closely by media and residents.	High; regional hub serving a trade area of more than 250,000.
What the search had to test	Ability to work for a multi-member elected body, build trust with staff, deliver results under scrutiny.	The same, plus the ability to follow a long-tenured predecessor and engage a multilingual community.

Table C-2. Comparison of the two positions

C.3 Comparable Municipal Clients

Garden City's next City Manager will oversee an unusually wide set of operations for a city its size. The matrix below shows where RSI has already recruited leaders for the same kinds of work, which helps us judge candidates who will manage those departments.

Garden City responsibility	Related RSI executive recruitment	Client
Chief executive, governing-body relations	County Administrator; Chief of Staff to the County Judge	Harris County

Garden City responsibility	Related RSI executive recruitment	Client
Utilities, infrastructure, capital program	Chief Project Delivery Officer; Infrastructure Division Director; Deputy Director of Project Delivery.	Harris County Flood Control District.
Workforce of about 400 employees	Chief People Officer.	Harris County.
Finance, purchasing, budget stewardship	Purchasing Agent; Director of Supply Chain Management.	Harris County; Harris Health System.
Community services, public health, quality of life	Executive Director, Public Health Services; Executive Director, Universal Services.	Harris County.
Technology, radio and systems upgrades	PMO Director; Assistant Director, IT Applications; Assistant Director, IT PMO.	City of Houston.
Public trust and transparent processes	Election Administrator; Chief Public Defender.	Harris County.
Regional commercial airport	Senior-level recruitment and staffing support (ongoing relationship).	Houston Airport System.

Table C-3. Garden City operations mapped to RSI recruitment experience

C.4 Placement Outcomes

We measure a search by what happens after the appointment. Across RSI's public-sector executive work, three outcomes stand out:

- **The leaders stayed.** Every executive RSI placed with Harris County remains in that role today.
- **Clients came back.** Harris County engaged RSI for eight executive searches, the Harris County Flood Control District for three and the City of Houston for three. Repeat engagements are the clearest sign that a client trusts the results.
- **The process held up.** Harris County has described RSI's process as thorough and inclusive, with clear communication with stakeholders and timelines that were met.

> *Their process was thorough, inclusive, and well-structured, resulting in highly qualified and diverse candidate pools.*
>
> **Sakita Douglas, Harris County | Letter of recommendation, March 2026**

C.5 Candidate Retention

Retention starts long before the offer. RSI tests for fit as hard as it tests for skill, checks each finalist's reasons for leaving their current role, and makes sure the Commission and the finalist share the same expectations about priorities, performance review and community presence before an offer is made. After the appointment, our onboarding recommendations and six- and twelve-month check-ins give the Commission and the new City Manager a structured way to raise concerns early. The 24-month replacement guarantee described in Section H stands behind the result.

SECTION D

D. Project Team

RSI will assign a small, senior team that stays with Garden City from the first Commission meeting through the twelve-month check-in. Every person named here will work on the search, and no team member will be replaced without the City's written approval.

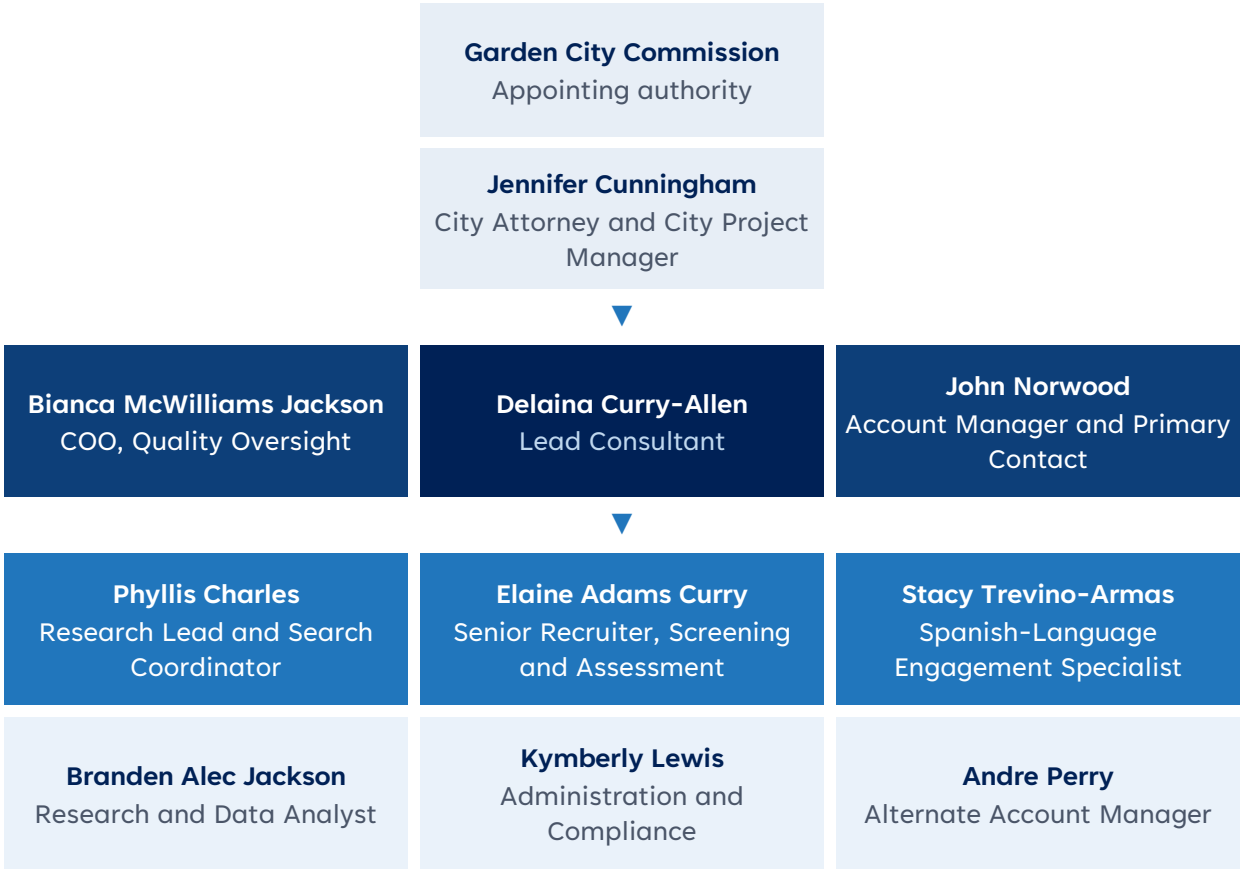


Figure D-1. Engagement team and reporting relationships

D.1 Lead Consultant Qualifications

Delaina Curry-Allen

Founder and CEO
Lead Consultant

CONTACT

Dcallen@recruiting-source.com
(713) 277-8950 direct

EDUCATION

B.A., Psychology, The University of Texas Permian Basin

Goldman Sachs 10,000 Small Businesses, Houston Community College (2020)

AFFILIATIONS

SHRM; Houston Human Resources Management Association

Delaina Curry-Allen has spent more than 30 years in human resources and recruitment, including 23 years leading RSI. Before founding the firm, she was Human Resources Director for National Law Library in Houston, where she built compensation programs, ran recruitment and oversaw benefits, and later managed recruiting accounts for a legal staffing firm. That background in running the HR function from the inside shapes how she advises governing bodies: she looks at a chief executive hire as an organizational decision as much as a recruitment.

Under her leadership, RSI completed the Harris County Administrator search and seven other senior leadership searches for Harris County, along with executive searches for the Harris County Flood Control District and the City of Houston. She has also led human resources work on workforce engagements supporting George Bush Intercontinental, William P. Hobby and Ellington airports.

Commission-Manager expertise. Delaina's searches have been conducted for elected bodies that appoint and supervise a chief executive. She understands the balance the role requires: the City Manager serves the full Commission, carries out its policy, and leads staff without stepping into the Commission's policy role. She will help the Commission define that relationship clearly in the profile and test for it at every stage.

For Garden City, Delaina will lead every Commission session, conduct the Commissioner interviews personally, interview every semi-finalist, and present the finalists.

Figure D-2. Lead Consultant profile (full resume in Appendix 1)

D.2 Support Team

Team member	Engagement role	Qualifications
John Norwood	Account Manager, Primary Contact and Authorized Signatory	More than 20 years managing senior-level talent acquisition and large recruitment accounts. Manages RSI's public-sector relationships, including executive search for Harris County and the City of Houston. B.B.M., LeTourneau University.
Bianca McWilliams Jackson	Chief Operating Officer, Quality Oversight	Engineer and Certified Lean Six Sigma Black Belt with 22 years of experience. Oversees RSI operations and service quality and reviews each deliverable before it goes to the City. B.S., Chemical Engineering, Louisiana State University.
Phyllis Charles	Research Lead and Search Coordinator	With RSI since 2005; more than 20 years coordinating government recruitments for Harris County, the City of Houston and education clients. Leads target research, candidate qualification, scheduling and verification.
Elaine Adams Curry	Senior Recruiter, Screening and Assessment	More than 20 years in talent acquisition, executive search and HR, including global recruitment at Baker Hughes / GE Oil & Gas. Conducts preliminary interviews and drafts written candidate assessments.
Stacy Trevino-Armas	Spanish-Language Engagement Specialist	[Bilingual English/Spanish qualifications]. Facilitates Spanish-language sessions, reviews translated materials and supports community outreach.
Branden Alec Jackson	Research and Data Analyst	HR analyst and recruiter with experience in workforce analytics and Bullhorn reporting. Builds the target list, tracks the pipeline and prepares status data. B.B.A., Management, Texas State University.

Team member	Engagement role	Qualifications
Kymberly Lewis	Administration and Compliance	More than 20 years in administrative operations and compliance; U.S. Army veteran. Manages FCRA disclosures and authorizations, records and contract compliance. B.B.A., Grantham University.
Andre Perry	Alternate Account Manager	More than 20 years managing talent acquisition and recruitment accounts. Serves as backup contact so the City always has a responsive RSI lead.

Table D-1. Support team (resumes in Appendix 1)

D.3 Assigned Responsibilities

Phase	Delaina Curry-Allen	John Norwood	Phyllis Charles	Elaine Adams Curry	Spanish Specialist
1. Discovery and Assessment	●	○	○		●
2. Recruitment and Outreach	●	○	●	○	○
3. Candidate Screening	●		○	●	
4. Background Investigations	○		●	○	
5. Selection Support	●	●	○		
6. Transition and Onboarding	●	○			
Status reporting and contract administration	○	●			

● **Leads** ○ **Supports.** *Bianca McWilliams Jackson reviews every deliverable; Kymberly Lewis manages FCRA documentation; Branden Alec Jackson supports research and reporting throughout.*

D.4 Availability Commitments

Commitment	What the City can expect
Continuity	The team named here will stay with the search through the twelve-month check-in. Any change requires the City's written approval.
Lead Consultant access	Delaina Curry-Allen personally leads every Commission session and is available to Commissioners by phone or video throughout the search.
Lead Consultant workload	Delaina Curry-Allen will carry no more than 2 executive searches at the same time during this engagement.
Day-to-day contact	John Norwood is the City project manager's single point of contact, with Andre Perry as backup.
Response time	RSI responds to calls and emails from the City within one business day.
Status reporting	A written status report to the City project manager every two weeks, increasing to weekly from the start of screening through the appointment, plus a live update at each Commission milestone.
Capacity	RSI has confirmed the team's availability for the full schedule in Section F.

Table D-2. Availability commitments

■ SECTION E

E. Technical Approach

RSI's approach follows the six phases the City has defined, with a clear deliverable at the end of each. The process is designed for a Commission that will make its decision in public, about a position that has changed hands only four times since 1948.



Figure E-1. RSI search process for Garden City

E.1 Stakeholder Engagement Methods

The Candidate Profile is only as good as the listening behind it. We will start with the Commission, then widen the circle to staff and the community, offering every group a way to take part that fits its schedule and language.

Stakeholder group	Method	Language access
Commissioners	Individual 45-to-60-minute video interviews with each Commissioner, followed by a joint Commission work session to confirm priorities	English
Matt Allen and the interim City Manager	Confidential interviews, at the Commission's direction, on the organization's strengths, pressures and the hand-off ahead	English
Department directors	Group session and short individual follow-ups by video	English

Stakeholder group	Method	Language access
Employees	Virtual focus groups across departments and shifts, plus an anonymous online survey	English and Spanish
Community partners	Small-group sessions with partners such as the school district, Garden City Community College, Finney County, business and economic development organizations, and community and faith-based organizations	English and Spanish, with interpretation
Residents	Online community survey and a public listening session, virtual or City-hosted	English and Spanish; other languages on request

Table E-1. Stakeholder engagement plan

Each group's input is summarized without attribution so people can speak openly. The Commission receives a written stakeholder summary alongside the draft profile.

E.2 Candidate Profile Development

The **City Manager Candidate Profile** turns what we hear into a document the Commission can approve and candidates can trust. It will include:

- The Commission's leadership priorities, tied to the 2026–2027 Strategic Goals: housing and business growth, infrastructure, external partnerships and internal operations.
- Required and preferred qualifications and leadership competencies the Commission defines with our help.
- A recommended salary range based on a compensation review of comparable Kansas and Midwest cities, with benefits and any relocation support.
- Any residency expectations, plus an honest picture of Garden City as a place to live and work.

The approved profile becomes a professionally designed recruitment brochure, with a Spanish-language summary for community use.

E.3 Recruitment Strategy and Outreach

We will run a national search with a deliberate focus on Kansas, the Plains states and the Midwest, where candidates are most likely to understand western Kansas and stay. Advertising builds the applicant pool; direct recruitment reaches the people who will not apply on their own. The **Recruitment Strategy and Outreach Plan** sets out both before launch.

Channel	Examples	Purpose
Municipal management associations	ICMA Job Center; Kansas Association of City/County Management; League of Kansas Municipalities; city management associations in neighboring states.	Reach credentialed city managers and assistants.
Diverse professional networks	Local Government Hispanic Network; National Forum for Black Public Administrators; League of Women in Government.	Build a broad, diverse pool.
Operations-specific networks	American Public Power Association; American Public Works Association; American Association of Airport Executives.	Attract leaders with utility, public works and airport experience.
Digital and social	LinkedIn targeted campaigns; government job boards; RSI candidate network in Bullhorn.	Extend reach and repeat the message.
Personal outreach	Calls and emails from RSI consultants to identified prospects.	Engage passive candidates directly.

Table E-2. Recruitment channels

E.4 Passive Candidate Recruitment

The strongest candidates for Garden City are likely to be in good jobs today. Phyllis Charles and Branden Alec Jackson will build a named target list before advertising launches, and Delaina Curry-Allen and Elaine Curry will contact each prospect personally.

Sitting City Managers	Assistant City Managers	Operations Executives	Kansas Connections
Managers of cities of roughly **20,000 to 100,000** in Kansas, the Plains and the Midwest, especially regional hubs.	Seconds-in-command in larger cities who are ready for the top job and have run major departments.	Leaders of **municipal utilities, airports and public works** with general-management experience.	Professionals with ties to Kansas or western Kansas who may be ready to return.

Figure E-2. Passive candidate target segments

Our outreach target is personal contact with at least 75 identified prospects before the first application review date. We track every contact in Bullhorn, follow up with prospects who decline to learn whether they can refer others, and report the number of prospects contacted and their responses in each status report.

E.5 Screening and Evaluation Process

Screening narrows a broad pool to a few finalists in measured steps, each documented so the Commission can see why candidates advanced. Every applicant is scored against the same criteria drawn from the approved profile.



Figure E-3. Screening funnel

Evaluation standard. Each candidate is rated on every competency in the profile on a five-point scale, from 1 (does not meet) to 5 (exceeds, with strong evidence). The Lead Consultant and the Senior Recruiter score every semifinalist independently, and any rating that differs by more than one point is discussed and documented before candidates are recommended.

The **Candidate Evaluation Report** gives the Commission a written assessment of each recommended candidate, covering experience, leadership style, strengths, questions to explore, and how the candidate measures against each competency in the profile. We will recommend semi-finalists and finalists, and the Commission will make every selection decision.

E.6 Background Investigation Process

Due diligence is completed on finalists before the Commission's final interviews so there are no surprises. Background reports are obtained through our third-party consumer reporting agency, and

RSI's team reviews, verifies and summarizes the results. The agency's role is limited to supplying records.

Component	Scope
Employment verification	Positions, dates and titles for at least the past 7 years
Education and credential verification	Degrees confirmed with institutions; ICMA credential and licenses confirmed with issuing bodies
Professional reference checks	In-depth conversations with supervisors, elected officials, peers and direct reports, including people the candidate did not list
Public records and civil litigation review	Searches of court and public records in every jurisdiction where the candidate has lived or worked
Criminal background review	Where legally permissible, under federal and Kansas law
Media and social media review	Review of news coverage and public social media activity, screened as described below

Table E-3. Finalist background investigation components

Legal compliance. RSI obtains each finalist's written disclosure and authorization before any consumer report is requested. We follow the Fair Credit Reporting Act and applicable Kansas law, including pre-adverse action notice, a copy of the report and summary of rights, a reasonable chance to respond, and adverse action notice when required.

Protected information. Media and social media reviews are conducted by an RSI reviewer who is not part of the evaluation team. That reviewer removes any information about a candidate's membership in a protected class, or anything else that may not lawfully be considered, before findings reach the City. The result is the **Finalist Background Investigation Report**.

E.7 Interview Facilitation and Selection Support

RSI prepares and runs the finalist process so the Commission can focus on the decision. We will develop **Interview Materials and Finalist Evaluation Summaries** that include:

- Structured interview questions tied to the profile, with scoring guides for each Commissioner.
- Finalist briefing books with résumés, assessments and background findings.
- A recommended format that may combine a Commission interview, a staff panel with department directors, and a community meet-and-greet.
- Facilitation of the Commission's deliberation and support with reference follow-up and contract negotiation as requested.

Finalist interviews are facilitated virtually and are included in the fixed fee. If the Commission holds in-person interviews in Garden City, RSI coordinates the schedule and candidate logistics remotely at no added fee. On-site facilitation by the Lead Consultant is available as an optional visit priced in Section H.2 and is scheduled only with written approval from the City's project manager.

E.8 Confidentiality Protocols

Protocol	How it works
Restricted access	Candidate records are held in Bullhorn with access limited to the named search team.
Secure transmission	Candidate materials are shared with the City through secure, access-controlled links, never as open email attachments.
Staff obligations	Every RSI team member is bound by confidentiality obligations as a condition of employment.
Candidate consent	No candidate's name is shared outside the search team or released publicly without the candidate being told first.
Stakeholder privacy	Survey and focus-group comments are reported without names.

Table E-4. Confidentiality protocols

E.9 Candidate Management Approach

How a search treats candidates shapes the City's reputation in the profession. Every applicant receives an acknowledgment, a realistic timeline and a timely answer. Prospects and semi-finalists hear from a consultant directly, and finalists get a single RSI contact who prepares them for each step. Candidates who are not selected are notified promptly and respectfully, so a strong candidate who is not chosen this time still thinks well of Garden City.

E.10 Kansas Open Records Act Considerations

Confidentiality is one of the main reasons sitting city managers agree to be considered. RSI will work with the City Attorney at kick-off to confirm a records approach, and we propose the following as a starting point.



Individually identifiable applicant records are generally not required to be disclosed under the KORA personnel-records exemption, **K.S.A. 45-221(a)(4)**.	The Commission reviews and discusses candidates in executive session under **K.S.A. 75-4319(b)(1)**. No binding action is taken in executive session.	With each finalist's consent, names are released publicly shortly before finalist interviews, at a time the Commission sets.	The Commission acts in open session. The appointee's name, position and employment contract become public, as the statute provides.

Figure E-4. Confidentiality across the search

Under this approach, candidates are told at the start when their names may become public, which keeps the strongest prospects in the pool. RSI will keep candidate materials in its own files during the search and provide them to the City in a manner the City Attorney approves, consistent with the City's ownership of all work product. The City Attorney will make all final determinations on records requests.

SECTION F

F. Project Schedule

The schedule assumes contract execution on December 1 or 15, 2026 and an appointment in spring 2027, with the interim City Manager in place after Mr. Allen's departure. Holiday weeks are used for survey work and research, so Commission time falls on regular working weeks. RSI will adjust the calendar with the Commission once the target start date is set.

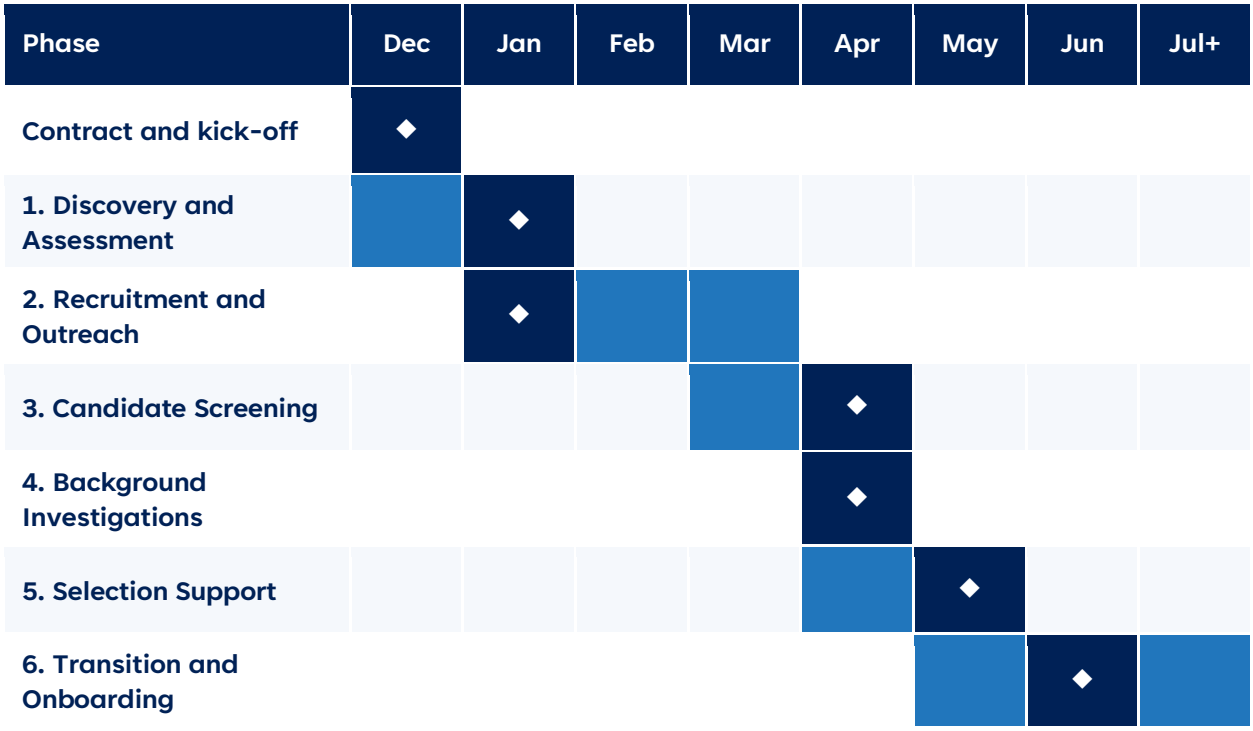


Figure F-1. Search timeline, December 2026 to July 2027. Diamonds mark deliverables.

Target date	Milestone	Deliverable
Week of Dec 14, 2026	Virtual kick-off with the City project manager and Commission work session.	Confirmed work plan and calendar.
Dec 14, 2026, to Jan 15, 2027	Commissioner interviews, staff and community sessions, English and Spanish surveys.	Stakeholder summary.
Late January 2027	Commission approves profile and brochure; outreach plan delivered.	**City Manager Candidate Profile**; **Recruitment Strategy and Outreach Plan.**

Target date	Milestone	Deliverable
Late Jan to mid-March 2027	Advertising and direct recruitment; first application review date in early March	Bi-weekly outreach updates
Mid-March to early April 2027	Screening, preliminary interviews, written assessments; semi-finalist review in executive session	**Candidate Evaluation Report**
April 2027	Finalist background investigations; public release of finalist names	**Finalist Background Investigation Report**
Late April to May 2027	Finalist interviews, deliberation, offer and contract negotiation	**Interview Materials and Finalist Evaluation Summaries**
Within 30 days of appointment	Onboarding plan for the new City Manager and Commission	**Onboarding Recommendations**
About 6 and 12 months after appointment	Check-ins with the Commission and the City Manager	Check-in summaries

Table F-1. Milestones and deliverables

Ability to meet the City's schedule

- The search runs about 20 weeks from kick-off to appointment, leaving time for the selected candidate's notice period before a summer 2027 start.
- If the Commission needs an earlier start date, RSI can shorten the advertising window and overlap screening with outreach.

■ SECTION G

G. References

The following public clients have agreed to speak with the City about RSI's work. Executive search references are listed first.

Reference 1

Community name	**Harris County, Texas**
Contact person	Sakita Douglas
Title	*Chief People Officer*
Phone	(281) 740-3799
Email	sakitadouglas@gmail.com
Year of engagement	*2017-Ongoing*
Engagement	Executive search: County Administrator, Chief People Officer, Chief Public Defender, Purchasing Agent and other senior leadership positions

Reference 2

Community name	**Harris County Flood Control District, Texas**
Contact person	Kathy Roach
Title	*Human Resources Director*
Phone	(346) 286-4119
Email	kathleen.kelley-Roach@hcfcd.hctx.net
Year of engagement	*2020-Ongoing*
Engagement	Executive search: Chief Project Delivery Officer, Infrastructure Division Director, Deputy Director of Project Delivery

Reference 3

Community name	**City of Houston, Texas**

Contact person	Gil Jackson
Title	*PMO*
Phone	(832) 262-9312
Email	gilbert.l.jackson@gmail.com
Year of engagement	*2021-Ongoing*
Engagement	Executive search: PMO Director; Assistant Director, IT Applications; Assistant Director, IT PMO

Reference 4

Community name	**Houston Airport System (City of Houston), Texas**
Contact person	Carl Holmes Jr.
Title	Sr. IT Manager
Phone	(832) 217-9312
Email	carl.holmesjr@houstontx.gov
Year of engagement	2020- 2023
Engagement	Senior-level recruitment, staff augmentation and professional services

Reference 5

Community name	The Houston Texans
Contact person	Anita Martin
Title	VP Human Resources
Phone	8326672019
Email	anitam10@yahoo.com
Year of engagement	2022-Ongoing
Engagement	Executive Search and Sr. Level Positions/Staff Augmentation Services

■ SECTION H

H. Cost Proposal

RSI proposes a fixed professional fee that covers all six phases of the Scope of Work. Reimbursable expenses are stated as not-to-exceed amounts and billed at actual cost without markup.

H.1 Professional Fees and Expenses

Cost element	Basis	Amount
Professional fee (fixed)	All services in Phases 1 through 6, including stakeholder engagement in English and Spanish, the 6- and 12-month check-ins and onboarding recommendations	**$47,600.00**
Advertising	National and Kansas placements in municipal management, diverse and operations-specific channels; not to exceed	$1,500.00
Travel	All meetings and interviews are conducted virtually. Optional on-site visits are billed per trip as shown in H.2, only with written approval from the City's project manager before travel	$2,000.00
Background investigations	Consumer reports for up to 5 finalists at $300 per finalist; not to exceed	$1,500.00
Other reimbursable expenses	Brochure design and production, survey platform, translation of written materials; not to exceed	$1,000.00
Total not-to-exceed	Professional fee plus all reimbursable expenses	**$53,600.00**

Table H-1. Cost proposal

Invoicing. *Invoicing schedule example, one-third at approval of the Candidate Profile, one-third at delivery of the Candidate Evaluation Report, and one-third at appointment, with expenses billed monthly at cost.*

H.2 Optional Services

Optional service	Description	Fee
On-site visit	Lead Consultant on site in Garden City for a Commission meeting, stakeholder sessions or finalist interviews. Scheduled only with written approval from the City's project manager before travel.	$2,000.00 per trip, including travel
Additional languages	Interpretation or translation for languages beyond Spanish that the City identifies.	At cost

Table H-2. Optional services

H.3 Replacement Guarantee

24

MONTH GUARANTEE

If the City Manager selected through this search leaves the position for any reason other than death or disability within **24 months** of appointment, RSI will conduct one replacement search at no additional professional fee.

The replacement search includes recruitment strategy development, advertising and outreach, candidate recruitment, screening, reference checking and interview facilitation.

Conditions. The City remains responsible only for the approved direct expenses disclosed in this proposal: advertising, travel and background investigations. The replacement search begins within 30 days of the City's written request.

H.4 Transition Support Services

A new City Manager following a 25-year leader needs a strong start. RSI's transition support is included in the professional fee:

30 days
Onboarding recommendations delivered after appointment

6 months
Check-in with the Commission and City Manager

12 months
Check-in and review of first-year goals

24 months
Replacement guarantee period

- Onboarding recommendations covering first-90-day priorities, introductions to key partners, and knowledge transfer with the interim City Manager and department directors.
- Guidance for the Commission on setting first-year goals and a performance review process with the new City Manager.
- Confidential check-ins with the Commission and the City Manager at approximately six and twelve months, with a written summary.

First-100-Days Transition Framework

The onboarding recommendations will be built around the framework below and adjusted to what we learn during the search. The City Manager and Commission own the plan; RSI provides the recommendations, guidance and check-ins.

Period	Focus for the new City Manager	Knowledge-transfer milestone	RSI role
Offer to Day 1	Review the budget, Strategic Goals and current Commission priorities.	Briefing package prepared by the interim City Manager and department directors.	Onboarding recommendations delivered within 30 days of appointment.
Days 1–30: Listen and learn	Meet each Commissioner individually, department directors and key staff; tour utility, airport and other City operations.	Hand-off meetings with the interim City Manager; list of open issues and commitments.	Available to the Commission and City Manager by phone.
Days 31–60: Build relationships	Meet regional, state, township and school partners and community organizations, including Spanish-speaking community leaders.	Each director presents department priorities, risks and pending decisions.	Guidance to the Commission on first-year goals and the review process.
Days 61–100: Set direction	Share observations and proposed first-year goals with the Commission.	Knowledge transfer complete; interim responsibilities closed out.	Available to support the goal-setting session.
About 6 months	Progress on first-year goals.	Follow-up on any open transition items.	Check-in with the Commission and City Manager; written summary.

Period	Focus for the new City Manager	Knowledge-transfer milestone	RSI role
About 12 months	First-year review.	Transition closed.	Check-in and written summary.

Table H-3. First-100-days transition framework

H.5 Excluded Costs

The fixed fee and not-to-exceed expenses cover the full Scope of Work. The only costs not included are:

- Travel, lodging and meals for finalist candidates if the City holds in-person finalist interviews.
- Relocation or other expenses of the selected candidate under the City's employment agreement.
- Meeting space, refreshments or similar costs for any City-hosted in-person event.
- Optional services listed in H.2, only if the City requests them.

■ SECTION I

I. Understanding of Garden City

I.1 The Community

Garden City is a young, diverse and growing community of 35,222 residents, with an average age of 30, and it anchors a multi-state trade area of more than 250,000 people. Many residents speak Spanish or another language at home, and the City's growth depends on newcomers who see Garden City as a long-term home. The Commission's goal of 4,000 housing units by 2035 shows how seriously it takes that growth.

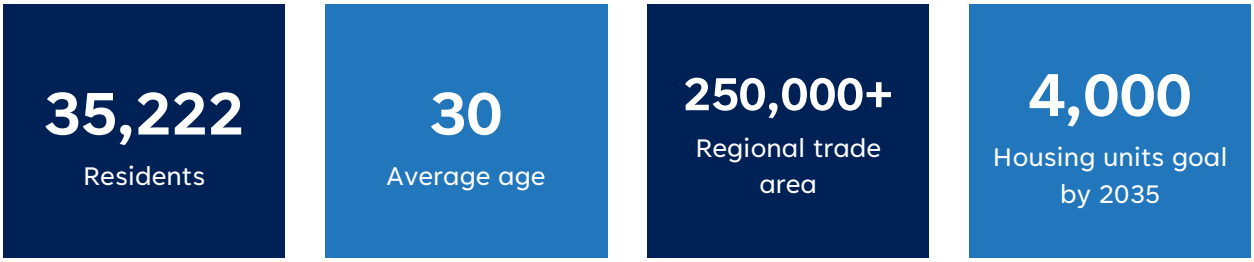


Figure I-1. Garden City at a glance

I.2 The Organization

Garden City has operated under the Commission-Manager form since 1948. Five Commissioners, elected at large, set policy and appoint the City Manager, and the Commission selects one of its members each year to serve as Mayor. The City Manager is the chief administrative officer, accountable to the full Commission for carrying out its policy and managing roughly 400 full-time employees.

What sets the organization apart is its breadth. With a 2027 budget of about $188 million and a general fund of about $44.7 million, the City runs electric, water, wastewater, water reuse, stormwater and solid waste utilities, a regional commercial service airport, a nationally recognized municipal golf course and a zoo. Few cities of 35,000 operate that range of enterprises. The next City Manager needs either direct experience with these operations or the clear capacity to lead the people who run them, and our outreach and screening are built around that need.

I.3 The Leadership Transition

Matt Allen has served the City for 25 years, 18 of them as City Manager. Garden City has had only four City Managers in its history. A successor will inherit an organization with deep loyalty, settled working habits and long relationships with partners, and the search has to account for that at every step.

Stage	How RSI will account for the transition
Discovery	With the Commission's direction, we will interview Mr. Allen and the interim City Manager to understand what has worked and what should carry forward. Staff focus groups will ask what employees value in the current culture and what they hope will change.
Candidate Profile	The profile will describe the transition honestly. It will name the qualities the Commission and community value, including steadiness, accessibility and long-term commitment, so candidates know what they are stepping into.
Screening	We will test for the ability to earn trust in an established organization: listening before acting, building on existing strengths, and leading change at a pace staff can absorb. We will ask every finalist directly about their intended length of service.
Selection	Finalists will meet department directors and community partners, giving the Commission a view of how each candidate builds relationships.
Onboarding	Our recommendations will include a structured hand-off with the interim City Manager and department directors and an early focus on relationships with regional, state and community partners.

Table I-1. Tailoring the search to the leadership transition

I.4 Tailoring the Approach to Garden City

The Commission's 2026–2027 Strategic Goals give us a practical way to define what success looks like for the next City Manager. We will use them to shape the profile and the screening questions.

Strategic goal	Leadership qualities we will look for
Develop businesses and housing	Track record with housing incentives, development partnerships and retail growth in a growing community.
Upgrade and maintain public infrastructure and facilities	Capital planning, utility operations and project delivery across many asset types.
Build relationships with external partners	Credibility with state and federal agencies, highway advocacy, township partners, youth and multicultural engagement.
Improve internal operations	Modernization of systems, sustainability initiatives, airport growth and clear governance tools for the Commission.

Table I-2. Strategic goals translated into candidate qualities

The competency matrix below turns those goals and the City's operations into the standards each candidate will be measured against. The Commission will confirm or adjust it during discovery.

Competency area	What strong looks like	How we will test it
Commission relations and governance	Serves a five-member Commission as a whole, gives candid advice, and keeps policy and administration clearly separated	Commissioner-designed interview questions; references from elected officials the candidate has served
Utility operations	Experience overseeing, or clear capacity to lead, electric, water, wastewater, reuse, stormwater and solid waste operations	Written questions on rates, capital needs and reliability; references from utility directors
Airport operations	Understanding of commercial service airport funding, air service development and the goal of 50,000 enplanements by 2040	Scenario question on air service growth; review of related experience
Housing and economic development	Track record with housing incentives, development partnerships and retail growth	Examples of completed projects; references from development partners
Infrastructure and capital planning	Delivers multi-year capital programs, including roads, sewer interceptor work and facility upgrades	Review of capital plans the candidate led; preliminary interview questions
Financial stewardship	Manages a budget of about $188 million and a general fund of about $44.7 million under the Kansas Cash Basis Law	Budget exercise in the finalist process; reference checks
Community and multicultural engagement	Builds trust with a young, diverse and multilingual community, including Spanish-speaking residents	Examples of engagement work; community meet-and-greet observations
Following a long-tenured leader	Listens first, builds on existing strengths and leads change at a pace the organization can absorb	Behavioral interview questions; references from staff the candidate has led

Table I-3. Garden City candidate competency matrix

I.5 Engaging a Multilingual Community

Garden City's diversity is one of its strengths, and the search should reflect it. RSI's Spanish-language engagement specialist will be part of the core team, not an add-on brought in for a single meeting.

- **Spanish-language sessions** led or co-facilitated by our Spanish-speaking team member, with interpretation available at any session that needs it.
- **Bilingual surveys** for employees and residents, available online and on paper through community partners.
- **Translated materials,** including a Spanish summary of the recruitment brochure and public notices about the search.
- **Other languages** spoken in the community, supported through interpretation or translation the City identifies.
- **Trusted messengers.** We will ask community and faith-based organizations to share engagement opportunities with the people they serve.

The table below shows how Spanish-language engagement will be delivered and documented, so the Commission can see who took part and how their input shaped the profile.

Stage	What happens	Record provided to the City
Before	The Spanish-language specialist reviews all translated surveys, notices and session materials. Sessions are scheduled with community partners at accessible times and locations, virtual or City-hosted.	Engagement calendar and copies of translated materials.
During	The specialist leads or co-facilitates Spanish-language sessions and keeps notes in Spanish. Interpretation is provided in mixed-language sessions.	Attendance count for each session.
After	Notes and survey responses are summarized in English and Spanish, and themes are compared with input from other groups.	Bilingual engagement summary, delivered with the stakeholder summary, showing how the input was reflected in the Candidate Profile.

Table I-4. Spanish-language engagement process

Candidates will also be evaluated on their own experience leading diverse communities, so the next City Manager is ready to serve all of Garden City.

Required Disclosures and Certifications

Conflict of Interest Disclosure

RSI has reviewed its client and candidate relationships and has no actual or potential conflicts of interest to disclose:

- **Representation of prospective candidates.** RSI does not represent any prospective candidate for this position.
- **Relationships with City officials or employees.** RSI and its team have no prior business or personal relationships with members of the Garden City Commission or City officials or employees.
- **Contractual relationships affecting impartiality.** RSI has no existing contracts that could affect its impartiality in this engagement.

RSI will notify the City promptly in writing if any potential conflict arises during the engagement.

Subcontractors

RSI does not propose any subcontractors to perform the Scope of Work. RSI's own staff will perform all consulting, stakeholder engagement, recruitment, screening, assessment and reporting. RSI obtains consumer reports (criminal, civil, education and employment verification records) from ScoutLogic, a third-party consumer reporting agency, under RSI's existing account. The agency's role is limited to supplying those records. It does not interview or evaluate candidates and does not communicate with the City. RSI requests the reports, reviews them and prepares the Finalist Background Investigation Report. If the City considers the agency a subcontractor, RSI will submit its name and qualifications for the City's written approval before any report is requested. RSI will not substitute or add any subcontractor without the City's prior written approval.

Public Records and Confidentiality

RSI understands that its proposal may be subject to disclosure under the Kansas Open Records Act. RSI does not claim any part of this proposal as exempt from disclosure.

Non-Collusion Certification

By submitting this proposal, RSI certifies that the proposal was prepared independently, that no collusion exists with any other proposer, and that no improper effort has been made to influence the procurement process. RSI has observed the no-contact period and has communicated about this RFP only as the RFP allows.

Insurance

RSI carries the coverage the City requires and will provide certificates of insurance before contract execution, naming the City, its elected officials, officers, employees and agents as additional insureds where applicable.

Coverage	Required limit	RSI
Commercial General Liability	$1,000,000 per occurrence / $2,000,000 aggregate	Will provide
Professional Liability (E&O)	$1,000,000 per claim	Carried
Automobile Liability	$1,000,000 combined single limit	Will provide
Cyber Liability / Privacy	$1,000,000 per claim	Carried
Workers' Compensation	As required by Kansas law	Will provide

Table R-1. Insurance coverage

Contract Terms

RSI has reviewed the City's contract terms, including insurance, indemnification, termination, ownership of work product, the replacement search guarantee and the form of agreement, and is prepared to enter into the City's professional services agreement. RSI understands that the City will not agree to indemnify the consultant or limit the consultant's liability, and that the agreement must comply with Kansas law, including the Kansas Cash Basis Law.

Equal Opportunity

RSI is an equal opportunity employer. RSI will conduct all recruitment, screening and evaluation activities in compliance with applicable federal and Kansas equal employment opportunity laws and will evaluate every candidate on job-related criteria approved by the Commission.

Authorized signature	John Norwood
Name and title	John Norwood, Business Development Manager
Firm	Recruiting Source International, LLC
Date	November 9, 2026

■ APPENDIX

Appendix 1: Team Resumes

Delaina Curry-Allen

Founder and CEO | Lead Consultant

Human resources and recruitment executive with more than 30 years of experience, including 23 years leading RSI. Leads RSI's executive search engagements for public-sector clients and advises governing bodies on chief executive and senior leadership hiring.

EXPERIENCE

- **Recruiting Source International, LLC,** Katy, TX. Founder and CEO, 2003 to present. Has led RSI through executive searches for Harris County, including the County Administrator search, the Harris County Flood Control District and the City of Houston; led workforce engagements supporting George Bush Intercontinental, William P. Hobby and Ellington airports; sets firm strategy and service standards.
- **LegalPartners, Inc.,** Houston, TX. Account Manager, 1999 to 2002. Managed key recruitment accounts and staffing delivery.
- **National Law Library,** Houston, TX. Human Resources Director, 1994 to 1999. Designed compensation programs, salary surveys and performance evaluations; led recruitment and employment-law compliance.
- **US Legal Support, Inc.,** Houston, TX. Benefits Administrator, 1992 to 1994.

EDUCATION AND CREDENTIALS

- B.A., Psychology, The University of Texas Permian Basin
- Goldman Sachs 10,000 Small Businesses Program, Houston Community College, 2020
- Member, Society for Human Resource Management (SHRM); Houston Human Resources Management Association

John Norwood

Business Development Manager | Account Manager and Primary Contact

Talent acquisition leader with more than 20 years of experience managing senior-level searches and large recruitment accounts. Manages RSI's public-sector client relationships and the day-to-day delivery of executive searches.

EXPERIENCE

- **Recruiting Source International, LLC.** Business Development Manager. Maintains client relationships and oversees searches; advises clients on search strategy; prepares engagement documents and position descriptions; interviews candidates; supports compensation

negotiation, acceptance and transition. Clients include Harris County, the City of Houston and university clients.

EDUCATION AND CREDENTIALS

- Bachelor's degree, Business Management, LeTourneau University

Bianca McWilliams Jackson

Chief Operating Officer | Quality Oversight

Engineer and Lean Six Sigma Black Belt with 22 years of experience in operations, program management and process improvement. Oversees RSI operations and quality standards across all engagements.

EXPERIENCE

- **Recruiting Source International, LLC.** COO and Program Manager, 2011 to present. Leads delivery of professional services contracts for Houston airports; applies Lean Six Sigma methods to improve service quality and efficiency.
- **Honeywell,** Geismar, LA. Operations Manager and Lead Engineer, 2001 to 2006. Managed construction and commissioning of facilities valued up to $125 million.

EDUCATION AND CREDENTIALS

- B.S., Chemical Engineering, Louisiana State University, 1996
- Certified Six Sigma Black Belt, Honeywell, 2003
- Lean Certified, Honeywell Institute of Lean, 2004

Phyllis Charles

Research Lead and Search Coordinator

Research and search coordination specialist with RSI since 2005. Has supported recruitment for government clients for more than 20 years, including Harris County, the City of Houston and education-sector clients.

EXPERIENCE

- Research client organizations, markets and leadership teams; identifies target organizations and candidates; qualifies prospects by phone and online research; drafts position descriptions; manages interview scheduling and candidate travel; oversees credential, reference and background verification.

EDUCATION AND CREDENTIALS

- Studied at Holy Names University

Elaine Adams Curry

Senior Recruiter | Screening and Assessment

Talent acquisition and executive search professional with more than 20 years of experience across government, healthcare, information technology and energy.

EXPERIENCE

- **Recruiting Source International, LLC.** Senior Recruiter, 2020 to present. Leads full-cycle recruitment, candidate interviews and written assessments.
- **Baker Hughes / GE Oil & Gas.** Talent Acquisition Partner, 2012 to 2020. Managed global recruitment and workforce planning.
- **Kelsey-Seybold Clinic.** HR Manager and Recruiter, 1999 to 2011.

EDUCATION AND CREDENTIALS

- Studied at Texas Southern University

Kymberly Lewis

Administration and Compliance

Operations and compliance professional with more than 20 years of experience supporting executive teams and managing documentation in regulated environments; U.S. Army veteran.

EDUCATION AND CREDENTIALS

- B.B.A., Grantham University
- HR Certification, Martinsburg College

Branden Alec Jackson

Research and Data Analyst

HR analyst and recruiter with experience in full-cycle recruitment, workforce analytics and Bullhorn reporting.

EXPERIENCE

- **Recruiting Source International, LLC.** HR Analyst and Recruiter, 2025 to present; Recruiter, 2021 to 2023.

EDUCATION AND CREDENTIALS

- B.B.A., Management, Texas State University

Andre Perry

Alternate Account Manager

Talent acquisition professional with more than 20 years of experience managing senior-level searches and recruitment accounts; serves as RSI's secondary engagement manager.

EDUCATION AND CREDENTIALS

- Studied Interdisciplinary Studies, Prairie View A&M University

PROPOSAL FOR
EXECUTIVE RECRUITMENT SERVICES

City Manager
City of Garden City, Kansas

Submission Due: November 9, 2026
This proposal is valid for 90 days

Response to RFP for Executive Recruitment Services for City Manager Search issued October 15, 2026

Strategic Government Resources
P.O. Box 1642, Keller, Texas 76244
Office: 817-337-8581

Rebecca L. Fleury, President
Executive Recruitment and Leadership Development
RebeccaFleury@GovernmentResource.com

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11. Agreement for Executive Recruitment Services

November 9, 2026

Hon. Mayor Tom Nguyen and Members of the City Commission
City of Garden City, Kansas

Dear Mayor Nguyen and Commissioners,

Strategic Government Resources (SGR) is thankful for the opportunity to submit this proposal to assist the City of Garden City in your recruitment for a City Manager. Our nationwide reach, deep municipal expertise, and servant leadership mindset help us deliver tailored recruitment services that will strengthen your culture and community.

We would like to highlight some key aspects that set SGR apart from other firms:

- **Local government experience**: Our team brings decades of direct local government experience, giving us an insider's understanding of your unique challenges. We've conducted executive searches for over 450 local governments across 37 states, including recent experience with Olathe, Ottawa, and Lawrence, Kansas. This experience provides us with valuable insight into the unique needs of recruiting a City Manager in the Midwest.
- **National reach and candidate pipeline**: With over 21,000 LinkedIn followers, 35,000 subscribers to our Servant Leadership e-newsletter, and nearly 5,000 City and County Management Job Alert subscribers, your SGR recruitment will be seen by a vast audience engaged in the profession.
- **Active engagement in the profession**: As recognized thought leaders in local government management, we are directly involved in the latest operations, challenges, and best practices. This ongoing engagement ensures we are attuned to the evolving skills and leadership qualities needed in today's local government leaders.

Clay Pearson, Senior Vice President, will serve as your Executive Recruiter and primary contact for this recruitment. Clay has over 30 years of experience in local government, including formerly serving as a City Manager in a Midwest community. As the recruiter for the recent La Vista, NE City Administrator recruitment, as well as recruitment experience in Kansas and Missouri, he brings valuable regional experience to your search.

We are eager to partner with the City of Garden City to identify your next leader. We look forward to the opportunity to discuss our proposed approach in more detail and are available for a meeting at your convenience.

Respectfully submitted,

Rebecca L. Fleury, President
Executive Recruitment and Leadership Development
RebeccaFleury@GovernmentResource.com

Firm Profile

Strategic Government Resources, Inc. (SGR) exists to help local governments become more successful by recruiting, assessing, and developing innovative, collaborative, and authentic leaders. SGR was incorporated in Texas in 2002 with the mission to facilitate innovative leadership in local government. SGR is fully owned by former City Manager Ron Holifield, who spent two high-profile decades in city management and served as a City Manager in several cities.

SGR's business model is truly unique. Although we are a private company, SGR operates like a local government association. Most of SGR's principals are former local government officials, allowing SGR to bring a perspective and depth of local government expertise to every project that no other firm can match.

At SGR, our values guide every engagement. *Rooted in Relationships. Driven by Purpose. Inspired by Excellence.*

SGR is a full-service firm, specializing in providing solutions for local governments in the areas of recruitment and retention, leadership development and training, innovation and future readiness, and everything in between.

With 18 employees, 18 recruiters, 22 facilitators, and multiple consultants who function as subject matter experts on a variety of projects, SGR offers comprehensive expertise. View all SGR team members and their bios at: GovernmentResource.com/Meet-the-Team

The company operates as a fully remote organization, with team members located in Texas, Arizona, California, Colorado, Florida, Georgia, Maine, Michigan, Montana, Nevada, New York, North Carolina, North Dakota, Ohio, Oklahoma, and South Carolina.

SGR's Unique Qualifications

Extensive Network of Prospects
SGR is intent on being a leader in executive recruitment and firmly believes in the importance of proactively building a workforce that reflects the diversity of the communities we serve. We leverage an extensive and diverse network to reach potential applicants.

- Your position will be announced in SGR's Servant Leadership e-newsletter, which reaches over 35,000 subscribers across all 50 states.
- We will send targeted emails to nearly 5,000 opt-in subscribers of SGR's City and County Management Job Alerts.
- Your position will appear on SGR's Website which attracts approximately 20,000 visitors per month. GovernmentResource.com/Open-Recruitments
- Your position will be posted on SGR's Job Board which typically has over 2,000 job listings at any given time and receives approximately 16,000 unique visitors per month.

SGRJobs.GovernmentResource.com

- SGR implements a comprehensive social media marketing campaign that includes custom-made graphics and distribution on SGR's LinkedIn page.
- We frequently collaborate with various local government associations, including the League of Women in Government, Alliance for Innovation, and the National Forum for Black Public Administrators.
- Approximately 65% of semifinalists selected by our clients learn about open recruitments through our website, servant leadership e-newsletter, job board, job alert emails, social media, or personal contact.

Collective Local Government Experience
Our recruiters have decades of experience in local government, as well as regional and national networks of relationships. Our executive recruiters leverage the professional networks of all SGR recruiters when recruiting for a position, enabling outreach to a wide and diverse array of prospective applicants. SGR team members are active on a national basis in local government organizations and professional associations. Many SGR team members frequently speak and/or write on issues of interest to local government executives. SGR can navigate relevant networks as both peers and insiders.

Equal Opportunity Commitment
SGR does not discriminate and believes that equal opportunity is an ethical issue. SGR will not enter an engagement with an entity or organization that directs bias or expects bias to be demonstrated on any basis other than factors that affect the ability of the candidate to do the job. Although SGR cannot guarantee the makeup of the semifinalist or finalist groups, SGR has relationships and contacts nationwide to encourage the meaningful participation of underrepresented groups, and we continue to evaluate and improve our processes by embedding a lens of equity and inclusion into our recruitment practices.

Listening to Your Unique Needs
SGR devotes significant time to actively listening to your organization and helping you define and articulate your needs. We work diligently to conduct a comprehensive recruitment process tailored specifically to your organization. SGR dedicates a prodigious amount of energy to understanding your organization's unique culture, environment, and local issues to ensure an alignment in terms of values, philosophy, and management style perspectives.

While we have established systems for achieving success, we are a "boutique" firm capable of adapting to meet a client's specific needs and providing insights on the pros and cons of their preferred approach.

Trust of Candidates
SGR has a track record of providing remarkable confidentiality and wise counsel to candidates and next-generation leaders, earning their trust. As a result, we can bring exceptional prospects to the applicant pool. Candidates trust SGR to assess the situation accurately, communicate

honestly, and maintain their confidentiality to the greatest extent possible.

Accessibility and Communication
Your executive recruiter will keep you informed of the search status and will be readily accessible throughout the recruitment process. Candidates and clients can reach the recruiter at any time via cell phone or email. Additionally, the recruiter maintains communication with active applicants, ensuring they are well-informed about the community and the opportunity.

Comprehensive Evaluation and Vetting of Candidates
SGR offers a comprehensive screening process designed to ensure a thorough understanding of candidate backgrounds and to minimize surprises. Our vetting process for a full-service recruitment includes the following key components:

- Prescreening questions and technical review of resumes
- Cross-communication among our recruiters regarding candidates who have been involved in previous searches, providing greater insight into their background and skills.
- Written questionnaires to gain insights beyond what is available through a resume.
- Recorded semifinalist interviews.
- Media search reports incorporating both internet and social media results tailored to each candidate based on their previous places of residence and work.
- Thorough, automated, and anonymous reference checks that provide feedback on candidates from a well-rounded group of references.
- Background checks completed by a licensed private investigation firm.

Executive Recruitment Clients
SGR has partnered on executive recruitments with more than 450 local government clients in 37 states. We take great pride in the long-term relationships we have developed with many of our clients who continue to partner with us on future recruitment needs.

Search Experience

The recruitments listed below are full service executive recruitments, except for those with an asterisk (*) noting a custom or limited scope recruitment engagement.

City and County Management Recruitments, 2021-Present

In Progress

- Alvarado, TX (pop. 7,000) - City Manager
- Berkeley, MO (pop. 8,000) - City Manager
- Clarksville, IN (pop. 22,000) – Town Manager
- Denton, TX (pop. 169,000) – City Manager
- Eustis, FL (pop. 26,000) – City Manager
- Golden, CO (pop. 20,400) – City Manager
- Green Cove Springs, FL (pop. 10,000) - City Manager
- Loveland, CO (pop. 82,000) - City Manager
- Lenexa, KS (pop. 59,000) - City Manager
- Mulberry, FL (pop. 4,500) - City Manager
- Port Aransas, TX (pop. 2,900) - City Manager
- Surfside, FL (pop. 5,500) – Town Manager
- Unified Government of Wyandotte County/KCK, KS - County Administrator

2026

- Annapolis, MD (pop. 40,000) – City Manager
- Azle, TX (pop. 15,000) - City Manager
- Bowie, MD (pop. 58,000) - City Manager
- Enfield, CT (pop. 41,000) – Town Manager
- Farmersville, TX (pop. 4,300) - City Manager
- Giddings, TX (pop. 5,500) – City Manager
- Hebron, CT (pop. 9,300) – Town Manager
- Independence, MO (pop. 123,000) - City Manager
- Ketchikan, AK (pop. 8,200) - City Manager/Ketchikan Public Utilities General Manager
- La Vista, NE (pop. 16,746) – City Administrator
- Lawrence, KS (pop. 98,000) – City Manager
- Lisbon, ME (pop. 9,800) – Town Manager *
- Madisonville, TX (pop. 4,630) – City Manager
- Milton-Freewater, OR (pop. 7,000) – City Manager *
- Palmer Lake, CO (pop. 2,635) – Town Administrator

2025

- Aledo, TX (pop. 7,000) - City Manager
- Abilene, TX (pop. 125,000) - City Manager
- Argyle, TX (pop. 6,000) - Town Administrator
- Athens-Clarke County Unified Government, GA (pop. 130,000) - County Manager
- Battle Creek, MI (pop. 52,700) - City Manager
- Biddeford, ME (pop. 22,300) - City Manager
- Blaine, MN (pop. 75,900) - City Manager
- Bonner Springs, KS (pop. 7,600) - City Manager
- Cameron, MO (pop. 8,300) - City Manager
- Canadian, TX (pop. 2,300) - City Manager
- Clay County, MO (pop. 260,000) - County Administrator
- Dundee, FL (pop. 5,700) - Town Manager
- Elgin, TX (pop. 12,800) - City Manager
- Finney County, KS (pop. 38,000) - County Administrator
- Florence, CO (pop. 3,800) – City Manager
- Garden Ridge, TX (pop. 5,000) - City Manager
- Heath, TX (pop. 10,400) - City Manager
- Iowa Colony, TX (pop. 17,200) - City Manager
- Jonestown, TX (pop. 2,500) - City Administrator
- La Junta, CO (pop. 7,200) - City Manager
- Lamar, CO (pop. 7,700) - City Administrator
- North Central Texas Council of Governments (NCTCOG), TX - Executive Director
- Oak Point, TX (pop. 6,000) - City Manager
- Olathe, KS (pop. 149,000) – City Manager
- Ottawa, KS (pop. 12,630) – City Manager
- Pacific, MO (pop. 7,800) - City Administrator
- Plainview, TX (pop. 20,000) - City Manager
- Portland, OR (pop. 650,000) - City Administrator
- Sedalia, MO (pop. 22,000) - City Administrator
- Springfield, MO (pop. 170,200) - City Manager
- Stevenson, WA (pop. 1,600) - City Administrator
- Trinidad, CO (pop. 8,100) - City Manager
- Waco, TX (pop. 140,000) - City Manager
- Wadena County, MN (pop. 14,400) – County Administrator

2024

- Brunswick, ME (pop. 21,800) - Town Manager
- Chester County, PA (pop. 540,000) – Chief Executive Officer
- Coffeyville, KS (pop. 8,800) - City Manager
- Des Moines, WA (pop. 32,400) - City Manager
- Duncan, OK (pop. 23,000) - City Manager
- DuPont, WA (pop. 10,200) - City Administrator
- Edwardsville, KS (pop. 4,700) - City Manager
- Leander, TX (pop. 67,000) - City Manager
- Leavenworth, KS (pop. 37,600) - City Manager
- Manhattan, KS (pop. 55,000) - City Manager
- Marysville, KS (pop. 3,500) - City Administrator
- Medford, OR (pop. 90,900) - City Manager
- Miami, OK (pop. 12,200) - City Manager
- New Rochelle, NY (pop. 80,800) - City Manager
- New Smyrna Beach, FL (pop. 32,400) - City Manager
- Orono, ME (pop. 11,400) - Town Manager
- San Juan County, WA (pop. 18,600) - County Manager
- St. Joseph, MO (pop. 72,000) - City Manager
- Topeka, KS (pop. 125,500) - City Manager
- Treasure Island, FL (pop. 6,500) - City Manager

2023

- Camp Verde, AZ (pop. 12,000) - Town Manager
- Cleburne, TX (pop. 33,000) - City Manager
- Bristol, TN (pop. 27,000) - City Manager
- Dobbs Ferry, NY (pop. 11,000) - Village Administrator
- Gatesville, TX (pop. 16,000) - City Manager
- Glastonbury, CT (pop. 35,000) - Town Manager
- Great Bend, KS (pop. 15,000) - City Administrator
- Justin, TX (pop. 5,000) - City Manager
- Lafayette, CO (pop. 30,000) - City Administrator
- Laredo, TX (pop. 256,000) - City Manager
- Largo, FL (pop. 84,000) - City Manager
- Lawton, OK (pop. 90,000) - City Manager
- Mexia, TX (pop. 7,000) - City Manager
- Nassau Bay, TX (pop. 5,000) - City Manager
- Navajo County, AZ (pop. 106,000) - County Manager
- Ottawa, KS (pop. 12,500) - City Manager
- Parker, AZ (pop. 3,500) - Town Manager
- Rowlett, TX (pop. 68,000) - City Manager
- Shawnee, KS (pop. 69,000) - City Manager
- Snoqualmie, WA (pop. 14,000) - City Administrator
- Snyder, TX (pop. 11,000) - City Manager
- Stillwater, OK (pop. 48,000) - City Manager
- Trophy Club, TX (pop. 13,000) - Town Manager
- Williston, ND (pop. 29,000) - City Administrator

2022

- Aledo, TX (pop. 5,500) - City Manager
- Blaine, WA (pop. 6,000) - City Manager
- Crandall, TX (pop. 4,000) - City Manager
- Dalhart, TX (pop. 8,500) - City Manager
- Edinburg, TX (pop. 100,000) - City Manager
- Fort Collins, CO (pop. 175,000) - City Manager
- Frisco, CO (pop. 3,000) - Town Manager
- Graham, TX (pop. 8,000) - City Manager
- Hutto, TX (pop. 40,000) - City Manager
- Johnston, IA (pop. 24,000) - City Administrator
- Kennebunk, ME (pop. 11,000) - Town Manager
- Kennedale, TX (pop. 9,000) - City Manager
- Ketchikan, AK (pop. 8,000) - City Manager/Public Utilities General Manager
- Klamath Falls, OR (pop. 22,000) - City Manager
- Leawood, KS (pop. 34,000) - City Administrator
- Levelland, TX (pop. 14,000) - City Manager
- Live Oak, TX (pop 16,000) - City Manager
- Madisonville, TX (pop. 4,500) - City Manager
- Manor, TX (pop. 15,000) - City Manager
- Marshall, TX (pop. 23,000) - City Manager
- Mineral Wells, TX (pop. 15,000) - City Manager
- Mont Belvieu, TX (pop. 8,000) - City Manager
- Montgomery, TX (pop. 2,400) - City Administrator
- Parkville, MO (pop. 7,000) - City Administrator
- Rocky Hill, CT (pop. 21,000) - Town Manager
- Sunnyvale, TX (pop. 8,000) - Town Manager
- Tolland, CT (pop. 15,000) - Town Manager
- Walla Walla, WA (pop. 34,000) - City Manager
- West Lake Hills, TX (pop. 3,000) - City Administrator
- Wethersfield, CT (pop. 26,000) - Town Manager
- Wickenburg, AZ (pop. 7,500) - Town Manager

2021

- Bainbridge Island, WA (pop. 25,000) - City Manager
- Breckenridge, TX (pop. 5,000) - City Manager
- Bridgeport, TX (pop. 6,500) - City Manager
- Briarcliff Manor, NY (pop. 8,000) - Village

Manager
- Chandler, AZ (pop. 270,000) - City Manager
- Chanhassen, MN (pop. 27,000) - City Manager
- Chickasha, OK (pop. 16,000) - City Manager
- Choctaw, OK (pop. 12,000) - City Manager
- Clermont, FL (pop. 44,000) - City Manager
- Flower Mound, TX (pop. 79,000) - Town Manager
- Johnson City, TN (pop. 65,000) - City Manager
- Kennett Square, PA (pop. 6,000) - Borough Manager
- Lago Vista, TX (pop. 8,000) - City Manager
- Lamar, CO (pop. 7,500) - City Administrator
- Monett, MO (pop. 9,000) - City Administrator
- North Port, FL (pop. 77,000) - City Manager
- Port Chester, NY (pop. 30,000) - Village Manager
- Sherwood, OR (pop. 20,000) - City Manager
- Spokane, WA (pop. 220,000) - City Administrator

Midwest Recruitments, 2022-Present

In Progress
- Ames, IA (pop. 66,000) - City Attorney *
- Lenexa, KS (pop. 59,000) - City Manager
- Columbia, MO (pop. 130,000) - City Counselor
- Columbia, MO (pop. 130,000) - Assistant City Manager
- Berkeley, MO (pop. 8,000) - City Manager
- Walker, MI (pop. 25,000) - Fire Chief
- Clarksville, IN (pop. 22,000) - Town Manager
- Clarksville, IN (pop. 22,000) - Building Commissioner
- Police Retirement System of St. Louis, MO - Executive Director
- Williston, ND (pop. 29,000) - Finance Director *
- Kansas City Public Library, MO - Chief Financial Officer
- Lawrence, KS (pop. 94,934) - City Manager
- Winfield, KS - Fire & EMS Chief *

2026
- Independence, MO (pop. 123,000) - Police Chief
- Davenport, IA (pop. 100,000) - Assistant City Administrator *
- Moline, IL (pop. 42,000) - Assistant Director of Utilities
- Bi-State Regional Commission (BSRC), IL - Executive Director
- Gladstone, MO (pop. 28,000) - Police Chief
- Topeka, KS (pop. 126,000) - Director of Administrative & Financial Services *
- Moline, IL (pop. 42,000) - Assistant Director of Engineering
- Overland Park, KS (pop. 197,246) - Deputy Human Resources Officer - Operations
- Branson, MO (pop. 12,800) - Fire Chief
- Mid-Continent Public Library, MO - Finance Director
- La Vista, NE (pop. 16,746) - City Administrator
- Independence, MO (pop. 123,000) - City Manager
- Ottawa, KS (pop. 12,632) - City Manager
- Wadena County, MN (pop. 14,135) - County Administrator
- Cameron, MO (pop. 8,300) - City Manager
- Olathe, KS (pop. 146,000) - City Manager
- Cincinnati, OH (pop. 315,000) - Deputy Chief Building Official

2025
- Lawrence, KS (pop. 94,934) - Economic Development Director
- Novi, MI (pop. 66,000) - Chief Financial Officer *
- Battle Creek, MI (pop. 52,700) - City Manager
- Finney County, KS (pop. 38,000) - County Administrator
- Pacific, MO (pop. 7,842) - City Administrator
- Cameron, MO (pop. 8,300) - City Manager
- Blaine, MN (pop. 75,933) - City Manager
- Boone County, MO (pop. 187,690) - Director, Public Safety Childcare Center
- Sedalia, MO (pop. 22,000) - City Administrator
- Clay County, MO (pop. 260,000) - County Administrator
- Overland Park, KS (pop. 206,000) - Director of Parks & Recreation
- Bonner Springs, KS (pop. 7,600) - City Manager
- Springfield, MO (pop. 170,188) - City Manager
- Johnson County, KS (pop. 629,000) - Assistant County Manager
- Johnson County, KS (pop. 629,000) - County Auditor

2024
- St. Joseph, MO (pop. 72,000) - City Manager

- Topeka, KS (pop. 125,500) - Police Chief
- Independence, MO (pop. 123,000) - Finance Director
- Jefferson County, MO (pop. 226,984) - Chief of 911 Dispatch
- Leavenworth, KS (pop. 37,351) - City Manager
- Joplin, MO (pop. 52,000) - Assistant Director of Public Works/Engineering
- Manhattan, KS (pop. 55,000) - Director of Public Utilities
- Olathe, KS (pop. 152,584) - Assistant City Engineer *
- Manhattan, KS (pop. 55,000) - City Manager
- Boone County, MO (pop. 188,000) - Director of 911 - Joint Communications
- Webster Groves, MO (pop. 24,000) - Police Chief
- Topeka, KS (pop. 125,500) - City Manager
- Jackson, MN (pop. 3,310) - Ambulance Director
- Sedalia, MO (pop. 22,000) - City Engineer
- Scott County, IA (pop. 174,669) - Emergency Dispatch Center Director
- Coffeyville, KS (pop. 8,826) - City Manager
- Marysville, KS (pop. 3,500) - City Administrator
- Independence, MO (pop. 123,000) - Fire Chief
- River Heritage Conservancy, IN - Chief Executive Officer
- Cassville, MO (pop. 3,200) - Police Chief
- Edwardsville, KS (pop. 4,700) - City Manager

2023

- Olathe, KS (pop. 152,584) - Assistant City Engineer/Transportation Manager *
- Cameron, MO (pop. 8,300) - Public Works Director
- Moline, IL (pop. 43,000) - Director of Public Works
- Shawnee, KS (pop. 70,000) - Information Technology Director *
- Shawnee, KS (pop. 68,000) - Finance Director *
- Joplin, MO (pop. 52,000) - Police Chief
- Hutchinson, KS (pop. 40,068) - Police Chief
- Brookings, SD (pop. 24,415) - Chief Financial Officer *
- Brentwood, MO (pop. 8,200) - Finance Director
- Brookings, SD (pop. 24,415) - Director of Parks, Recreation and Forestry *
- Great Bend, KS (pop. 14,580) - City Administrator
- Manhattan, KS (pop. 55,000) - Director of Parks and Recreation
- Ottawa, KS (pop. 12,625) - City Manager
- Liberal, KS (pop. 19,460) - Chief of Police
- Shawnee, KS (pop. 69,000) - City Manager
- League of Kansas Municipalities, KS - Executive Director
- Johnson County, KS (pop. 609,863) - Deputy County Manager
- Williston, ND (pop. 29,000) - City Administrator
- Bloomington, MN - Port Authority Administrator

2022

- Leawood, KS (pop. 34,000) - City Administrator
- Columbia, MO (pop. 125,200) - Public Works Director *
- Columbia, MO (pop. 125,200) - IT Director *
- Cameron, MO - Public Works Director
- Columbia, MO (pop. 125,200) - Fire Chief
- Johnston, IA - City Administrator
- Shawnee, KS (pop. 68,000) - Parks & Recreation Director *
- Brookings, SD - Public Works Director *
- Moline, IL - Community and Economic Development Director
- Parkville, MO (pop. 7,100) - City Administrator
- Lansing, MI - Fire Chief

Project Team

Clay Pearson, Senior Vice President

Email: claypearson@governmentresource.com
Phone: (713) 816-8639



Clay J. Pearson joins SGR as Senior Vice President after serving more than 30 years in local government. A seasoned city manager, Clay's career includes impactful roles in Fort Worth and Pearland, Texas; Novi, Michigan; and Elgin, Illinois, contributing to his expertise in community and economic development, budget and finance, public safety, and technology. His tenure in diverse states and situations, working with cities ranging from 60,000 to one million, has equipped him with experience, perspective and a unique ability to collaborate with elected officials and assist community leaders in transforming their visions into actionable plans.

Clay holds a Bachelor's Degree in Economics from Gustavus Adolphus College (St. Peter, MN) and a Master of Public Administration from The University of Kansas. Clay served as Chair of the International City-County Management Association (ICMA) International Committee for multiple years and held various other leadership positions with ICMA, state associations, and the Alliance for Innovation (AFI). His global perspective and extensive network enhance his contributions to SGR and its clients.

Attending the University of Virginia Weldon Cooper Center for Public Service early in his career provided a foundation for creating High Performance Organizations. He has used that expertise to support teams, leadership at all levels, and understanding strategy to build up organizations across the country to be nimble and effective.

At SGR, Clay specializes in executive recruitment, bringing his wealth of knowledge and experience to support local governments nationwide. Clay is passionate about traveling and engaging with like-minded public servants. He lives near Houston with his wife Jennifer.

Availability

Clay Pearson will be your point of contact and dedicated project manager for this search. Clay is supported by a team of professionals with extensive experience in public sector recruitment. While we manage a robust portfolio of current clients, our staffing model ensures we have the immediate capacity and are fully prepared to dedicate our focused attention to your executive search.

Technical Approach

1. **Organization/Position Insight and Analysis**
    - Project Kickoff Meeting and Develop Anticipated Timeline
    - Position Compensation Study
    - Stakeholder Interviews and Listening Sessions
    - Develop Recruitment Brochure
2. **Recruitment Campaign and Communication with Candidates**
    - Advertising and Marketing
    - Sourcing Prospective and Active Candidates
    - Communication with Prospective Applicants
    - Communication with Active Applicants
3. **Initial Screening and Review by Executive Recruiter**
4. **Search Committee Briefing to Review Applicant Pool and Select Semifinalists**
5. **Evaluation of Semifinalists**
    - Written Questionnaires
    - Recorded Semifinalist Interviews
    - Media Searches
6. **Search Committee Briefing to Select Finalists**
7. **Evaluation of Finalists**
    - Background Investigation Reports
    - DiSC Management Assessments (if desired, supplemental cost)
    - First Year Plan or Other Advanced Exercise
    - Press Release Announcing Finalists (if requested)
8. **Interview Process**
    - Face-to-Face Interviews
    - Stakeholder Engagement (if desired)
    - Deliberations
    - Reference Checks (may occur earlier in process)
9. **Negotiations and Hiring Process**
    - Determine Terms of an Employment Offer
    - Negotiate Terms and Conditions of Employment
    - Press Release Announcing New Hire (if requested)
10. **Post-Hire Services**
    - Facilitated Leadership Development
    - Executive Coaching
    - Performance Evaluation Process

Step 1: Organization/Position Insight and Analysis

Project Kickoff Meeting and Develop Anticipated Timeline
SGR will meet with the organization at the outset of the project to discuss the recruitment strategy and timeline. At this time, SGR will also request that the organization provide us with photos and information on the community, organization, and position to assist us in drafting the recruitment brochure.

Position Compensation Study
SGR can conduct a compensation study for the position and provide information for up to six agencies comparable to your organization. SGR welcomes suggested comparable organizations, and the final list will be approved by the organization prior to any survey work being conducted. Data typically includes but is not limited to base salary, add to pays, and benefits, but may vary or be limited for some agencies. Employment contracts for each comparable agency will also be provided if readily available. This optional service may extend the timeline. Estimated time to complete: 10-14 business days.

Stakeholder Interviews and Listening Sessions
Stakeholder interviews and listening sessions are integral to SGR's approach. SGR devotes tremendous energy to understanding your organization's unique culture, environment, and goals to ensure you get the right match for your specific needs. Obtaining a deep understanding of your organizational needs is the crucial foundation for a successful executive recruitment. In collaboration with the organization, SGR will compile a list of internal and external stakeholders to meet with regarding the position. These interviews and listening sessions will identify potential issues that may affect the dynamics of the recruitment and contribute to a comprehensive understanding of the position, special considerations, and the political environment. This process fosters organizational buy-in and will assist us in creating the position profile.

Develop Recruitment Brochure
After the stakeholder meetings, SGR will develop a recruitment brochure, which will be reviewed and revised in partnership with your organization until we are in agreement that it accurately represents the sought-after leadership and management attributes.

View sample recruitment brochures here: GovernmentResource.com/Open-Recruitments

Step 2: Recruitment Campaign and Communication with Candidates

Advertising and Marketing
The Executive Recruiter and the client work together to determine the best ways to advertise and recruit for the position. SGR's Servant Leadership e-newsletter, with a reach of over 35,000 subscribers in all 50 states, will announce your position. Additionally, we will send targeted emails to opt-in subscribers of SGR's Job Alerts, and your position will be posted on SGR's website and Job Board. SGR provides a comprehensive social media marketing campaign that includes custom-made graphics and distribution on SGR's LinkedIn page. Furthermore, we will

provide a recommended list of ad placements to be approved by the client, targeting the most effective venues for reaching qualified candidates for that particular position.

Sourcing Prospective and Active Candidates
SGR's innovative recruitment strategies are designed to give our clients a competitive edge in attracting and retaining top-tier talent. By employing a dual approach of passive and active candidate sourcing, we tap into a broader talent pool that includes high-caliber professionals who may not be actively job-seeking. Our advanced technology and deep industry connections enable us to identify candidates with the precise skills and cultural fit for your organization. We round out sourcing efforts through personalized candidate engagement and outreach with a constant focus on transparency and relationship building.

Communication with Prospective Applicants
SGR maintains regular communication with interested prospects throughout the recruitment process. Outstanding candidates often conduct thorough research on the available position before submitting their resumes. As a result, we receive a significant number of inquiries, and it is crucial for the executive search firm to be well-prepared to respond promptly, accurately, and comprehensively, while also offering a warm and personalized approach. This initial interaction is where prospective candidates form their first impression of the organization, and it is an area in which SGR excels.

Communication with Active Applicants
Handling the flow of resumes is an ongoing and significant process. On the front end, it involves tracking resumes and promptly acknowledging their receipt. It also involves timely and personalized responses to any questions or inquiries. SGR maintains frequent communication with applicants to ensure they remain enthusiastic and well-informed about the opportunity. Additionally, SGR communicates with active applicants, keeping them informed about the organization and community.

Step 3: Initial Screening and Review by Executive Recruiter

SGR uses a triage process to identify high-probability, medium-probability, and low-probability candidates. This triage ranking is focused on overall assessment based on interaction with the applicant, qualifications, any known issues concerning previous work experience, and evaluation of cultural fit with the organization.

In contrast with the triage process mentioned above, which focuses on subjective assessment of the resumes and how the candidates present themselves, we also evaluate each candidate to ensure that the minimum requirements of the position are met and determine which preferred requirements are satisfied. This sifting process examines how well candidates' applications align with the recruitment criteria outlined in the position profile.

Step 4: Search Committee Briefing to Review Applicant Pool and Select Semifinalists

At this briefing, SGR will conduct a comprehensive presentation to the Search Committee and

facilitate the selection of semifinalists. The presentation will include summary information on the process to date, outreach efforts, the candidate pool demographics, and any identified trends or issues. Additionally, a briefing on each candidate and their credentials will be provided.

Step 5: Evaluation of Semifinalists

The review of resumes is a crucial step in the executive recruitment process. However, resumes may not fully reveal an individual's personal qualities and their ability to collaborate effectively with others. In some instances, resumes might also tend to exaggerate or inflate accomplishments and experience.

At SGR, we understand the significance of going beyond the surface level of a resume to ensure that candidates who progress in the recruitment process are truly qualified for the position and a suitable match for the organization. Our focus is to delve deeper and gain a comprehensive understanding of the person behind the resume, identifying the qualities that make them an outstanding prospect for your organization.

During the evaluation of semifinalist candidates, we take the initiative to follow up when necessary, seeking clarifications or additional information as needed. This approach ensures that we present you with the most qualified and suitable candidates for your unique requirements. At SGR, our ultimate goal is to match your organization with individuals who possess not only the necessary qualifications but also the qualities that align with your organizational culture and values.

Written Questionnaires
As part of our thorough evaluation process, SGR will request semifinalist candidates to complete a comprehensive written exercise. This exercise is designed to gain deeper insight into the candidates' thought processes and communication styles. Our written instrument is customized based on the priorities identified by the Search Committee. The completed written instrument, along with cover letters and resumes submitted by the candidates, will be included in the semifinalist briefing book.

Recorded Semifinalist Interviews
Recorded one-way or two-way interviews will be conducted for semifinalist candidates. This approach provides an efficient and cost-effective way to gain additional insights to aid in selecting finalists to invite for an onsite interview. The interviews allow the Search Committee to evaluate technological competence, demeanor, verbal communication skills, and on-camera presence. Additionally, virtual interviews provide an opportunity for the Search Committee to ask candidates questions on specific topics of special interest.

Media Searches
Our media search process involves web-based and social media research, enabling efficient and thorough vetting of candidates and minimizing the risk of overlooking critical information. These media reports have proven helpful by uncovering issues that may not have been previously

disclosed by prospective candidates. The recruiter will communicate any “red flags” or noteworthy media coverage to the Search Committee as part of the review of semifinalists with the Search Committee.

Step 6: Search Committee Briefing to Select Finalists

Prior to this briefing, SGR will provide the Search Committee with links to the recorded online interviews and a briefing book on the semifinalist candidates. The briefing book includes cover letters, resumes, and completed questionnaires. The objective of this meeting is to narrow the list to finalists who will be invited to participate in onsite interviews.

Step 7: Evaluation of Finalists

Background Investigation Reports
Through SGR’s partnership with a licensed private investigation firm, we are able to provide our clients with comprehensive background screening reports that include the detailed information listed below.

- Social security number trace
- Address history
- Driving record (MVR)
- Federal criminal search
- National criminal search
- Global homeland security search
- Sex offender registry search
- State criminal court search for states where candidate has lived in previous 10 years
- County wants and warrants for counties where candidate has lived or worked in previous 10 years
- County civil and criminal search for counties where candidate has lived or worked in previous 10 years
- Education verification
- Employment verification for previous 10 years (if requested)
- Military verification (if requested)
- Credit report (if requested)

DiSC Management Assessments (if desired, supplemental cost)
SGR utilizes the DiSC Management assessment tool, which is among the most validated and reliable personal assessment tools available. The DiSC Management assessment provides a comprehensive analysis and report on the candidate’s preferences in five crucial areas: management style, directing and delegating, motivation, development of others, and working with their own manager.

For assessments of more than two candidates, a DiSC Management Comparison Report is included, offering a side-by-side view of each candidate's preferred management style.

First-Year Plan or Other Advanced Exercise
SGR will collaborate with your organization, if desired, to create an advanced exercise for the finalist candidates. One such example is a First-Year Plan, where finalist candidates are encouraged to develop a first-year plan based on their current understanding of the position’s opportunities and challenges. Other exercises, such as a brief presentation on a topic to be identified by the Recruiter and Search Committee, are also typically part of the onsite interview process to assess finalists’ communication and presentation skills, as well as critical analysis abilities.

Step 8: Interview Process

Face-to-Face Interviews
SGR will arrange interviews at a date and time convenient for your organization. This process can be as straightforward or as elaborate as your organization desires. SGR will aid in determining the specifics and assist in developing the interview schedule and timeline. We will provide sample interview questions and participate throughout the process to ensure it runs smoothly and efficiently.

Stakeholder Engagement
At the discretion of the Search Committee, we will closely collaborate with your organization to involve community stakeholders in the interview process. Our recommendation is to design a specific stakeholder engagement process after gaining deeper insights into the organization and the community. As different communities require distinct approaches, we will work together to develop a tailored approach that addresses the unique needs of the organization.

Deliberations
SGR will facilitate a discussion about the finalist interviews and support the Search Committee in making a hiring decision or determining whether to invite one or more candidates for a second interview.

Reference Checks
SGR uses a progressive and adaptive automated reference check system to provide insights on candidates' soft skills from a well-rounded group of references. References may include elected officials, direct supervisors, direct reports, internal organizational peers, professional peers in other organizations, and civic leaders. SGR's reference check platform is anonymous, proven to encourage more candid and truthful responses, thus providing organizations with more meaningful and insightful information on candidates. SGR delivers a written summary report to the organization once all reference checks are completed. The timing of reference checks may vary depending on the specific search process and situation. If finalists' names are made public prior to interviews, SGR will typically contact references before the interview process. If the finalists' names are not made public prior to interviews, SGR may wait until the organization has selected its top candidate before contacting references to protect candidate confidentiality.

Step 9: Negotiations and Hiring Process

Determine Terms of an Employment Offer
Upon request, SGR will provide draft employment agreement language and other helpful information to aid in determining an appropriate offer to extend to your preferred candidate.

Negotiate Terms and Conditions of Employment
SGR will assist to whatever degree you deem appropriate in conducting negotiations with the chosen candidate. SGR will identify and address any special needs or concerns of the selected candidate, including potential complicating factors. With our experience and preparedness, SGR is equipped to facilitate win-win solutions to resolve negotiation challenges.

Press Release (if requested)
Until employment negotiations are finalized, you should exercise caution to avoid the embarrassment of a premature announcement that may not materialize. It is also considered best practice to notify all senior staff and unsuccessful candidates before any media exposure. SGR will assist in coordinating this process and in crafting any necessary announcements or press releases.

Satisfaction Surveys
SGR is committed to following the golden rule, which means providing prompt, professional and excellent communication while always treating every client with honor, dignity and respect. We request clients and candidates to participate in a brief and confidential survey after the completion of the recruitment process. This valuable feedback assists us in our ongoing efforts to improve our processes and adapt to the changing needs of the workforce.

Post-Hire Services
As part of our commitment to ensuring long-term success, SGR is pleased to include several support services designed to support the newly appointed leader and foster a servant leadership culture within your team, enhancing collaboration and alignment across the organization.

Facilitated Leadership Development
We will facilitate two four-hour facilitated leadership development workshops/retreats for your organization, including topics such as:

- Creating a Servant Leadership Culture
- Governance
- Team Building
- Strategic Planning
- Strategic Visioning

Executive Coaching
SGR will provide executive coaching to help your newly appointed leader build a strong foundation and accelerate their success in the role. Coaching is provided by accomplished local government practitioners who have served in similar positions, with specialized coaches available in areas such as finance, human resources, public safety, public works, and executive management. In partnership with the organization, the coach and new leader develop a Learning Agreement that sets clear development goals, uses assessments tailored to the leader's needs, and defines how progress will be measured. Coaching sessions are held virtually on a regular basis, with additional support between sessions and periodic check-ins with the organization on progress. This structured accountability, paired with a trusted peer resource, helps the new leader handle early challenges and align quickly with the organization's expectations.

Performance Evaluation Process
SGR will facilitate your new leader's performance evaluation at the 6-month or 12-month mark

to ensure the process is fair, constructive, and builds a strong foundation for ongoing success. An SGR consultant will provide a structured evaluation form to each governing body member and follow up individually to answer questions and confirm the process is understood. The consultant then compiles all responses into a composite evaluation that averages the ratings and includes each member's comments, which is shared with the governing body and the employee in advance. SGR facilitates the evaluation discussion with all parties, encouraging open and honest feedback while identifying specific areas for growth and documenting expectations for the next period. This process gives the new leader clear direction and creates continuity so each future evaluation can build on the last.

Project Schedule

The timeline below is an example only, and we will work with you to finalize and approve a timeline, with adjustments made if needed after the position is posted. *

Initial Steps Prior to Posting Position:	
• Contract Execution • Kickoff Meeting to Discuss Recruitment Strategy and Timeline • Position Compensation Study • Organization/Position Insight and Analysis • Stakeholder Interviews and Listening Sessions • Deliverable: Draft Recruitment Brochure • Deliverable: Recommended Ad Placements • Organization Approves Ad Placements • Search Committee Reviews and Approves Brochure	*Timing varies. Estimated to take 2-3 weeks.*

Task	Week
• Post Position and Firm up Timeline • Recruitment Campaign and Outreach to Prospective Applicants • Initial Screening and Review by Executive Recruiter	Weeks 1-4
• Search Committee Briefing to Review Applicant Pool and Select Semifinalists	Week 5
• Questionnaires • Recorded Semifinalist Interviews • Media Searches	Week 6
• Deliverable: Semifinalist Briefing Books • Deliverable: Recorded Online Interviews	Week 7
• Search Committee Briefing to Select Finalists	Week 8
• Background Investigation Reports • Disc Management Assessments (if desired, supplemental cost) • First-Year Plan or Other Advanced Exercise (if desired)	Weeks 9-10
• Deliverable: Finalist Briefing Books via Electronic Link	Week 11
• Face-to-Face Interviews • Stakeholder Engagement (if desired) • Deliberations • Reference Checks (may occur earlier in process) • Negotiations and Hiring Process	Week 12

** Timeline is dependent upon Search Committee availability and Holidays. Organization agrees to timely provide photos/graphics and information necessary to develop recruitment brochure, narrow candidate field, and conduct candidate screening; failure to do so, may in SGR's reasonable discretion, extend timeline and can negatively impact the outcome of the process.*

References

City of Ottawa, Kansas
Population: 12,632
Search: City Manager, 2026

Blaine Finch, City Attorney
blaine@harriskelsey.com
785-418-4580

City of Olathe, Kansas
Population: 146,000
Search: City Manager, 2025

Leslie Fortney, Human Resources Officer
LGFortney@olatheks.org
913-971-8669

City of Cameron, Missouri
Population: 8,300
Search: City Manager, 2026

Shellie Blades, City Clerk
clerk@cameronmo.com
816-632-2177

City of La Vista, Nebraska
Population: 16,746
Search: City Administrator, 2026

Mayor Douglas Kindig
dkindig@cityoflavista.org

Rita Ramirez, Assistant City Administrator
rramirez@cityoflavista.org
402-331-4343

City of Bonner Springs, Kansas
Population: 7,600
Search: City Manager, 2025

Christina Brake, City Clerk
cbrake@bonnersprings.org
913-422-1020

Mayor Tom Stephens
tstephens@bonnersprings.org
913-579-5135

Cost Proposal

Not-to-Exceed Price: $48,250

Not-to-Exceed Price is comprised of:

- **Fixed Fee of $45,750**
- **Up to $2,500 in Ad Placements (billed at actual cost)**

The Fixed Fee includes:

- Stakeholder Interviews and Listening Sessions
- Production of a Professional Recruitment Brochure
- Recruitment Campaign and Outreach:
    - Outreach to Prospective Applicants
    - Custom Graphics for Email and Social Media Marketing
    - Announcement in SGR's Servant Leadership e-Newsletter
    - Post on SGR's Website
    - Ad on SGR's Job Board
    - Two (2) Targeted Job Blasts to SGR's Opt-In Subscriber Database
    - Promotion on SGR's LinkedIn
- Application Management, Screening, and Evaluation
- Candidate Evaluation:
    - Questionnaires for up to 15 Semifinalists
    - Recorded Interviews for up to 15 Semifinalists
    - Media Searches for up to 15 Semifinalists
    - Background Investigation Reports for up to Five (5) Finalists
    - Reference Checks for up to Five (5) Finalists
- Semifinalist and Finalist Briefing Books via Electronic Link
- Up To Two (2) Onsite Visits by the Recruiter for 1-3 days each, Inclusive of Travel Costs
- Post-Hire Services:
    - Up to Two (2) Four-Hour Leadership Development Events Facilitated by SGR
    - One Year of Executive Coaching for the Hired Candidate, for up to 26 Bi-weekly Sessions
    - City Manager Performance Evaluation Process Facilitated by SGR

Reimbursable Expenses included in the not-to-exceed price:

- Ad placements up to $2,500 will be billed at the actual cost with no markup for overhead and are incorporated into our not-to-exceed price.

Reimbursable Expenses not included in the not-to-exceed price:

- Ad placements over and above $2,500 will be billed back at actual cost with no markup

for overhead.

- Post-hire services travel expenses: Meals are billed back at a per diem rate of $18 for breakfast, $20 for lunch, and $32 for dinner. Mileage will be reimbursed at the then-current IRS rate. All other travel-related expenses are billed back at actual cost with no markup for overhead.

Supplemental Services/Other Expenses not included in the fixed or not-to-exceed price:

- There may be additional charges for substantial and substantive changes made to the recruitment brochure after the brochure has been approved by the Organization and the position has been posted online. Organization would be notified of any supplemental costs prior to changes being made.
- At your request, SGR can conduct an online stakeholder survey for $1,531 to help identify key issues or priorities that you may want to consider prior to launching the search. SGR provides recommended survey questions and sets up an online survey. Stakeholders are directed to a web page or invited to take the survey by email. A written summary of results is provided to the Organization. Please note that this type of survey may extend the recruitment timeline.
- Additional questionnaires over and above the 15 included in the Fixed Fee - $230 per candidate.
- Additional recorded interviews over and above the 15 included in the Fixed Fee - $256 per candidate.
- Additional media search reports over and above the 15 included in the Fixed Fee - $766 per candidate.
- Additional background investigation reports over and above the maximum of five (5) included in the fixed price above - $511 per candidate.
- Additional reference checks over and above the maximum of five (5) included in the fixed price above - $256 per candidate.
- DiSC Management assessments - $179 per candidate.
- Semifinalist and finalist briefing materials will be provided to the Organization via an electronic link. Should the Organization request printing of those materials, the reproduction and shipping of briefing materials will be outsourced and be billed back at actual cost.
- Additional onsite visits by the recruiter over and above the quantity included in the fixed price are an additional cost. Travel time and onsite time are billed at a professional fee of $1,021 per day. Meals are billed back at a per diem rate of $18 for breakfast, $20 for lunch, and $32 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost with no markup for overhead.
- The organization bears the cost of candidate travel, and candidates are reimbursed directly by the organization.
- If the organization desires any supplemental services not mentioned in this fee proposal, an estimate of the cost will be provided at that time, and no work shall be done without approval.

Billing
SGR will bill the fixed fee in three (3) installments: 35% upon contract execution, 35% after the applicant pool is presented, and 30% after finalist interviews. Ad placement expenses and supplemental services/other expenses will be billed as incurred or provided. Balances that are unpaid after the payment deadline are subject to a fee of 5% per month or the maximum lawful rate, whichever is less, on the owed amount every month, charged monthly until the balance is paid.

Placement Guarantee

SGR is committed to your satisfaction with the results of our full service recruitment process. If, for any reason, you are not satisfied, we will repeat the entire process one additional time, and you will be charged only for expenses as described in the Cost Proposal under Supplemental Services. Additionally, we promise not to directly solicit any candidate selected under this engagement for another position while they are employed with your organization.

In the event that you select a candidate fully vetted by SGR, who subsequently resigns or is released for any reason, we are committed to conducting a one-time additional executive search to identify a replacement. This placement guarantee is valid for a minimum of 12 months, or for 24 months if all post-hire services including the facilitated events, coaching, and evaluation process are conducted within the first 12 months. You will only be charged for related expenses as described in the Cost Proposal.

If your organization circumvents SGR's recruitment process and selects a candidate who did not participate in the full recruitment process, the placement guarantee will be null and void. Additionally, SGR does not provide a guarantee for candidates placed as a result of a partial recruitment effort or limited scope recruitment.

Terms and Conditions

- The organization agrees not to discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, state, or local law.
- The organization agrees to refer all prospective applicants to SGR and not to accept applications independently during the recruitment process.
- The organization agrees to provide SGR with any candidates that were previously accepted as applicants for the given position before engaging SGR to conduct the recruitment for the subject position.
- If the organization wishes to place ads in local, regional, or national newspapers, the organization shall be responsible for paying directly for the ads and for placing the ads using language provided by SGR.
- The organization bears the cost of candidate travel, and candidates are reimbursed directly by the organization.

Understanding of Garden City

As a regional hub with a broad range of municipal operations and a growing, diverse population, Garden City needs a leader who can manage complex enterprises while staying closely connected to the people they serve. That combination is uncommon, and finding it takes a deliberate search. Garden City is also at a defining moment. Following decades of stable leadership, the next City Manager will inherit strong relationships and a clear sense of identity, along with a Commission ready to set a new direction. Through our recent work across Kansas and Missouri, SGR understands what draws strong candidates to communities like Garden City, and what helps them succeed once they arrive.

Commission-Manager Organization: SGR has supported many Commission-Manager governments in the region and understands the value of a City Manager who earns trust across a full governing body. We will work with the Commission to define how its priorities are gathered and shared, so that the search reflects a unified direction.

Leading the Transition: Our experience with long-tenured leadership transitions shows the importance of understanding what an organization values today and what its next chapter requires. SGR will work with the Commission to shape a process that honors that history, aligns with the interim period, and prepares the new City Manager to build credibility quickly, with ongoing support after appointment.

A Tailored Approach, Defined Together

- Stakeholder Engagement: SGR offers a range of options, including Commission interviews and staff and community listening sessions. The Commission will choose the mix and level of engagement that fits Garden City.
- Candidate Profile: Developed collaboratively to reflect the Commission's goals, the organization's operational scope, and the qualities stakeholders identify.
- Recruitment Outreach: A national search, strengthened by SGR's established Kansas and Missouri networks. Outreach priorities, such as utility, airport, or enterprise experience, will be confirmed with the Commission.

Agreement for Executive Recruitment Services
for City Manager ("PROJECT")
to City of Garden City, Kansas ("CLIENT") between
CLIENT and Strategic Government Resources, Inc., DBA SGR ("SGR")

SGR and CLIENT (together, "Parties") agree as follows, effective upon the date of the later signature below, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the sufficiency of which each Party hereby acknowledges.

1. **SGR promises and agrees:**
    A. To perform the services described in SGR's Proposal for PROJECT dated November 9, 2026 ("PROPOSAL") in response to CLIENT's Request for Proposals for Executive Recruitment Services for City Manager Search issued October 15, 2026 ("RFP"), substantially in the timeframe projected in the PROPOSAL.
    B. To honor the Placement Guarantee stated in the PROPOSAL.
    C. To comply with all applicable open records, public information and similar laws, and consult with CLIENT if SGR is asked for information before disclosure, unless prevented by court order or law from doing so.
2. **CLIENT promises and agrees:**
    A. To pay SGR promptly as billed or invoiced for such services in accordance with the amounts stated in PROPOSAL, including Reimbursable Expenses and costs of any Supplemental Services or Other Expenses that CLIENT selects. Balances that are unpaid after the payment deadline are subject to a fee of 5% per month or the maximum lawful rate, whichever is less, on the owed amount every month, charged monthly until the balance is paid.
    B. To timely provide photos/graphics and information necessary to develop recruitment brochure, narrow candidate field, and conduct candidate screening and interviews; failure to do so may, in SGR's reasonable discretion, extend timeline and can negatively impact the outcome of the process.
    C. To respond to drafts of documents and reports in a timely manner; failure to do so may, in SGR's reasonable discretion, extend timelines and can negatively impact the outcome of the process.
    D. To refer all prospective applicants to SGR and not to accept applications independently during the recruitment process.
    E. To provide legal opinions to SGR regarding when and if any information relating to the PROJECT must or should be released in accordance with public information laws or legal process.
    F. That if CLIENT receives an open records request related to this PROJECT, CLIENT shall notify and share the request with SGR in writing as soon as possible but within no more than three (3) business days of receipt and that CLIENT shall provide sufficient time for SGR to notify and provide advance notice to the impacted individuals prior to CLIENT releasing the required information with protected information redacted.
    G. To directly reimburse finalists for travel-related expenses relating to in-person interviews.
    H. That CLIENT is ultimately responsible for candidate selections and CLIENT will not discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, or applicable state, or local law.

I. To comply with the Fair Credit Reporting Act.

J. To cooperate with SGR and not impede SGR from performing its obligations to CLIENT.

3. Additional Terms and Conditions:

A. The PROPOSAL is incorporated herein for all purposes including all terms defined therein, but if there is any conflict or inconsistency between the terms or conditions of this Agreement, this Agreement controls.

B. SGR may substitute personnel other than those initially placed, who have substantially equivalent training and experience and subject to approval of CLIENT, due to factors such as SGR employee/consultant turnover, developing needs of the PROJECT, or CLIENT's request.

C. CLIENT grants SGR permission to use any name, logo, or other identifying mark of CLIENT in SGR's social media content to refer to the relationship established by this agreement.

D. Remedies

i. CLIENT can terminate this agreement at any time for no reason upon giving SGR seven (7) days advance written notice of the termination date. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.

ii. SGR can terminate this agreement upon seven (7) days advance written notice of the termination date to CLIENT if CLIENT has failed to promptly pay in full any undisputed portion of any bill or invoice (if the dispute is in good faith) or has failed to perform its contractual promises in a manner that materially impedes SGR's ability to successfully perform its obligations, including identifying and attracting qualified candidates. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.

E. CLIENT acknowledges that the nature of executive recruitment is such that SGR engages in discussions with prospects through the process who may or may not ultimately become a candidate, and that SGR is utilizing its proprietary network of relationships to identify and engage prospective candidates, and that premature release of such proprietary information, including names of prospective candidates with whom SGR may be having conversations as part of the recruitment process, may be damaging to the prospects, CLIENT, and SGR. Accordingly, CLIENT acknowledges and, to the extent permitted by law, agrees that all information related to this search is proprietary, and remains the property of and under the exclusive control of SGR, regardless of whether such information has been shared with CLIENT.

F. There are no third-party beneficiaries to this Agreement.

G. If any term or condition of this Agreement is invalidated by final judgment of a court of competent jurisdiction or becomes impossible to perform, the Parties will confer about whether to continue performance without amending the Agreement, without prejudice to either Party's right to terminate the Agreement without cause.

H. This Agreement embodies the complete and final understandings, contract, and agreement between the Parties, superseding any and all prior written or verbal representations, understandings, or agreements pertaining to this PROJECT. This Agreement can be modified only by signed written amendment. Electronic communications purporting to amend this Agreement will be effective only if the electronic communication includes specific reference to this Agreement or PROJECT.

I. This Agreement will be governed by the substantive laws of the State of Kansas without

regard to the jurisdiction's choice-of-law doctrines. Venue for any litigation relating to this Agreement will be exclusively in Finney County of the State of Kansas.

J. To the extent it may be permitted to do so by applicable law, CLIENT does hereby agree to defend, hold harmless, and indemnify SGR, and all officers, employees, and contractors of SGR, from any and all demands, claims, suits, actions, judgments, expenses, and attorneys' fees incurred in any legal proceedings brought against them as a result of action taken by SGR, its officers, employees, and contractors, providing the incident(s), which is (are) the basis of any such demand, claim, suit, actions, judgments, expenses, and attorneys' fees, arose or does arise in the future from an act or omission of SGR acting within the course and scope of SGR's engagement with CLIENT; excluding, however, any such demand, claim, suit, action, judgment, expense, and attorneys' fees for those claims or any causes of action where it is determined that SGR committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith. In the case of such indemnified demand, claim, suit, action, or judgment, the selection of SGR's legal counsel shall be with the mutual agreement of SGR and CLIENT if such legal counsel is not also CLIENT's legal counsel. A legal defense may be provided through insurance coverage, in which case SGR's right to agree to legal counsel provided will depend on the terms of the applicable insurance contract. The provisions of this paragraph shall survive the termination, expiration, or other end of this agreement and/or SGR's engagement with CLIENT.

K. Notices related to this Agreement will go to the respective Parties as follows but either Party can change the addressee for notices to that Party by written notice to the other Party.

   i. For the purposes of this Agreement, legal notice shall be required for all matters involving potential termination actions, litigation, indemnification, and unresolved disputes. This does not preclude legal notice for any other actions having a material impact on the Agreement.

   ii. Any notice required be given by this Agreement shall be deemed to have been given within three (3) days of emailing or depositing in the mail.

Legal Notices:

SGR	**CLIENT**
Attn: Melissa Valentine, Corporate Secretary	Attn:
PO Box 1642 Keller, TX 76244	Address:
Melissa@GovernmentResource.com	Email:

PROJECT Representative:

SGR	**CLIENT**
Rebecca L. Fleury	Name:
President, Executive Recruitment and Leadership Development	Title:
RebeccaFleury@GovernmentResource.com	Email:
817-337-8581	Phone:

Billing and Invoicing:

SGR	**CLIENT**
Attn: Finance	Name:
Finance@GovernmentResource.com	Title:
817-337-8581	Email:
	Phone:

L. Unless sooner terminated, this Agreement shall terminate at such time as the PROJECT is completed and the requirements of this Agreement are satisfied, except that duties of payment, information disclosure, placement guarantee, and any representations and warranties survive this Agreement.

M. The Parties and each individual who executes this Agreement on behalf of a Party represent and warrant to the other Party that as to each Party's respective signatory, that signatory is authorized by their Party to execute this Agreement and to bind their Party hereto.

N. Time is of the essence to this Agreement.

O. This Agreement may be executed in counterparts which together will comprise the Agreement.

P. This Agreement is subject to appropriation of funds by CLIENT.

SGR	**CLIENT**
Signature	Signature
Printed Name:	Printed Name:
Title:	Title:
Date:	Date:

CITY OF GARDEN CITY, KANSAS

Executive Recruitment Services for City Manager Search

INDIVIDUAL PROPOSAL SCORING SHEET

(RFP Sections 11 and 12; Addendum No. 1)

Commissioner: _____ **Date:** _____

Instructions

- Use this sheet to score each written proposal individually as you review the materials and to prepare for discussion at the November 17, 2026 meeting. Scores are tools for discussion; the Commission retains sole authority to select the successful proposer (RFP Section 11).
- Score each criterion from zero up to the maximum points shown. Partial points (for example, 2.5) are acceptable. Use the Notes column to record strengths, concerns, and questions for interviews.
- Category 7 (Cost) is split: the 5-point Cost Formula has been calculated for you (see table below). You score only the 5-point Value Assessment.
- Each firm's page includes brief review notes from the City Attorney's review to help orient you. They are not scores; please rely on your own reading of the proposal.
- If interviews are held, use the last page to score each interviewed firm (50 points). The interview score is added to the written score for a combined total of 150 points (RFP Section 12).

Kansas Open Meetings Act and Open Records

- Complete this sheet on your own. Please do not share, compare, or discuss your scores or the proposals with other Commissioners (including by email, text, or reply-all) outside a noticed meeting.
- Completed scoring sheets may be public records under the Kansas Open Records Act.
- The RFP no-contact period remains in effect. If any proposer contacts you, please do not engage and let the City Attorney know.
- Questions about the proposals or the process should be directed to Jennifer Cunningham, City Attorney.

Category 7 Cost Formula (pre-calculated)

Formula: Lowest Responsive Cost ÷ Proposer Cost × 5. Costs are the estimated total to the City as proposed, excluding finalist travel (borne by the City under every proposal).

Firm	Fee Structure	Estimated Total to City	Points (all 5 firms)	Points (if GMP non-responsive)
CB&A	$34,500 fixed, all-inclusive	$34,500	3.46	3.55
GMP	$19,500 + expenses (no cap)	$23,900 minimum + consultant travel and translation	5.00	—
GPS	$24,500 fixed, all-inclusive	$24,500	4.88	5.00
MGT	$26,000 + not-to-exceed expenses	$33,000 ($36,500 with community survey)	3.62	3.71
Raftelis	$45,500 fixed incl. expenses + ads and background	$49,000 (up to $54,000 for 3 on-site visits)	2.44	2.50
RSI	$47,600 fixed + not-to-exceed expenses	$53,600 (up to $59,600 for 3 on-site visits)	2.23	2.29
SGR	$45,750 fixed + up to $2,500 ads	$48,250 (plus a third on-site visit)	2.48	2.54

Responsiveness and Compliance Checklist (City Attorney Review)

Reference only. Items marked "No" or "Partial" are generally waivable informalities or negotiation items under RFP Section 14. The two Section 5 firm minimums (first two rows) are substantive; the Commission will decide at the meeting whether GMP and RSI meet them. No proposal has been removed.

Requirement	CB&A	GMP	GPS	MGT	Raftelis	RSI	SGR
Firm minimum: 5+ years of executive recruitment (Sec. 5; Add. Resp. 1)	Yes (since 1998)	No on face (founded 2022)	Unclear (founding date not stated)	Yes	Yes (since 2010)	Yes (since 2003)	Yes (since 2002)
Firm's own City Manager search success (Sec. 5; Add. Resp. 2)	Yes	Unclear (team experience)	Yes	Yes	Yes	Questionable (1 county administrator search; no CM searches)	Yes
Follows Section 6 order (Add. Resp. 7)	Yes	Partial	No	Yes	Partial	Yes	Partial
Acknowledges Addendum No. 1	No	No	No (dated Oct. 21)	No	No	No	No
Five municipal references with year (Sec. 6.G)	Yes (6; some non-CM)	Partial (4; no years)	Yes (13+)	Yes (5)	Yes (5)	Partial (incl. sports team, staffing)	Yes (5)
Fixed fee; reimbursables not-to-exceed (Sec. 6.H)	Yes	No (expenses uncapped)	Yes	Yes	Yes	Yes	Yes (some travel at cost)
Guarantee ≥ 24 months (Sec. 6.H, 15.E)	Yes (conditions)	No (18 mo.)	No (18 mo.)	Yes	Yes (exclusions)	Yes	No (12 mo.; 24 with post-hire services)
At least 3 on-site visits (Add. Resp. 5)	Yes	Yes (travel at cost)	Yes	Yes (3 incl.)	1 incl.; extra cost	None incl.; $2,000/trip	2 incl.; extra cost
Spanish-language engagement (Sec. 4, 6.I; Add. Resp. 6)	Not addressed	Yes	Not addressed	Yes	Partial (City translates)	Yes	Not addressed
KORA / executive session / finalist release (Sec. 6.E)	Not addressed	Yes	Not addressed	General	Not addressed	Yes (statutes cited)	Not addressed
Full Phase 4 background scope on finalists	Yes (semifinalists)	Partial	Yes	Yes	Partial (top candidate)	Yes	Yes
6- and 12-month check-ins (Phase 6)	Informal	Optional (6-mo.)	No	Yes	Yes	Yes	Evaluation + coaching
Conflict-of-interest disclosure (Sec. 7)	Yes – none	Not stated	Not stated	Yes – none	Prior City work noted, not described	Yes – none	Not stated (did Finney Co. search)
Subcontractors/vendors named (Sec. 8; Add. Resp. 11)	Yes	No	No	No	Yes	Yes	No
Accepts City contract terms (Sec. 15)	Not stated	Not stated	Yes	Not stated	Not stated	Yes	No (own agreement; City indemnifies SGR)
Insurance gaps noted (due at contract)	Cyber $250K	Not stated	Prof. liability $100K	Not stated	Not stated	None	Not stated

Written Proposal Score: Colin Baenziger & Associates (CB&A)

Lead: G. Scott Krim, Managing Partner | Fee: $34,500 all-inclusive | Guarantee: 24 months, at cost (conditions)

City Attorney review notes (for orientation only):

- 250+ chief-executive searches since 1998; Midwest placements (Cedar Falls, Davenport, Kirkwood, Crestwood); no Kansas engagements identified.
- Full background vetting on 6–12 candidates before the Commission picks finalists; free second round if no fit.
- Candid retention table: 9 of 32 manager placements since 2024 show end dates.
- Not addressed: Spanish engagement, KORA/executive session/finalist release, 6- and 12-month check-ins; Garden City understanding is general; cyber insurance $250K.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

Colin Baenziger & Associates (CB&A) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	3.46	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: GMP Consultants (GMP)

Lead: Linda Woulfe, Senior Consultant | Fee: $19,500 + uncapped expenses | Guarantee: 18 months, expenses only

City Attorney review notes (for orientation only):

- Founded 2022: does not meet the 5-year firm minimum on the face of the proposal (Sec. 5; Addendum Resp. 1–2).
- Strongest stakeholder-engagement, Spanish-language, and KORA/executive-session plan.
- Background check only on the selected finalist; 6-month follow-up is a $3,750 option; 18-month guarantee.
- Four references, no engagement years; no retention data; expenses (travel, translation) not capped.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

GMP Consultants (GMP) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	5.00	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: Government Professional Solutions (GPS)

Lead: Chris Lowe, Partner (performs all work) | Fee: $24,500 all-inclusive | Guarantee: 18 months, at cost

City Attorney review notes (for orientation only):

- Most Kansas City Manager experience: Salina and Junction City; lead is a KU graduate and former Baldwin City Administrator.
- All-inclusive fee includes travel and background checks; ~14-week schedule.
- Proposal dated Oct. 21 (pre-Addendum), not in Section 6 format; no Spanish engagement, KORA, or onboarding/check-ins.
- 18-month guarantee; professional liability $100K; single-consultant capacity; firm founding date not stated.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

Government Professional Solutions (GPS) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	4.88	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: MGT Impact Solutions (MGT)

Lead: Charlene Stevens, Vice President | Fee: $26,000 + NTE expenses = $33,000 | Guarantee: 24 months, per RFP

City Attorney review notes (for orientation only):

- Most closely tracks the RFP: six phases, Phase 4 background scope, 24-month guarantee, 6- and 12-month check-ins.
- Lead: KU MPA, former Sedgwick County Assistant County Manager; Kansas clients Olathe, Lawrence, Wyandotte County.
- 321 CM searches since 2010 (includes pre-MGT searches); average placement tenure 5.14 years.
- Only 12 meeting hours included; community survey is a $3,500 option; KORA general; 50% fee for additional hires.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

MGT Impact Solutions (MGT) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	3.62	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: Raftelis

Project Director: Michelle Ferguson | Lead Recruiter: Catherine Tuck Parrish | Fee: $45,500 + ads/background | Guarantee: 24 months (exclusions)

City Attorney review notes (for orientation only):

- Most senior team: both KU MPAs; former Overland Park ACM and former Rockville Acting CM/ICMA ethics advisor.
- Most complete tenure data; Kansas placements in Tonganoxie, Eudora, WaterOne; first-year goals and 6/12-month check-ins.
- Highest cost; fee assumes one on-site visit (up to $2,500 per added trip); Spanish survey translation left to City.
- Background/references only on top candidate; KORA not addressed; prior Garden City engagements not described.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

Raftelis (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	2.44	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: Recruiting Source International (RSI)

Lead: Delaina Curry-Allen, Founder and CEO | Fee: $47,600 + NTE expenses = $53,600 | Guarantee: 24 months, per RFP

City Attorney review notes (for orientation only):

- Section 5 question: one county administrator search (Harris County, 2025) and no City Manager searches; Commission to decide whether RSI qualifies.
- Most tailored to the RFP format and Garden City's goals; strong KORA/executive-session plan (cites K.S.A. 45-221(a)(4) and 75-4319(b)(1)); dedicated Spanish-language specialist.
- 24-month guarantee and 6/12-month check-ins per RFP; accepts City contract terms; names its background vendor.
- All meetings and finalist interviews virtual (on-site $2,000/trip); lead's background is HR/staffing, not local government; no Kansas/Midwest work; ~20-week schedule.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
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Availability and accessibility	3		
Commission-Manager government expertise	2		
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Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

Recruiting Source International (RSI) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	2.23	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Written Proposal Score: Strategic Government Resources (SGR)

Lead: Clay Pearson, Senior Vice President | Fee: $45,750 + up to $2,500 ads = $48,250 | Guarantee: 12 months (24 with post-hire services)

City Attorney review notes (for orientation only):

- Most Kansas City Manager searches: Olathe, Lawrence, Topeka, Manhattan, Leavenworth, Shawnee, Ottawa, others; also Finney County Administrator (2025).
- Lead: KU MPA, former City Manager (Novi, MI; Pearland, TX), 30+ years in local government.
- Fee includes 2 on-site visits, background/references on 5 finalists, one year of executive coaching, leadership workshops, and a facilitated evaluation.
- Gaps: no Spanish engagement, KORA, or conflict disclosure; guarantee short of RFP; its own contract has City indemnifying SGR and SGR owning search information.

Category / Criterion	Max	Score	Notes
1. Firm Qualifications and Organizational Capacity	**5**		
Stability and longevity of firm	1		
Depth of municipal executive search practice	2		
Organizational resources and technical capacity	2		
2. Relevant City Manager Search Experience	**20**		
Number of City Manager searches completed	6		
Comparable municipalities served	5		
Midwest/Kansas municipal experience	3		
Candidate retention and placement success	6		
3. Project Team Qualifications	**15**		
Lead consultant qualifications	7		
Support team qualifications	3		
Availability and accessibility	3		
Commission-Manager government expertise	2		
4. Recruitment Methodology and Search Process	**25**		
Stakeholder engagement process	4		
Candidate profile development	2		
Recruitment strategy and outreach	5		
Passive candidate recruitment	3		
Screening methodology	4		
Background investigations	3		
Interview facilitation	2		
Confidentiality procedures	1		
KORA/Open Records strategy	1		

Strategic Government Resources (SGR) (continued)

Category / Criterion	Max	Score	Notes
5. Project Management and Timeline	**5**		
Realistic timeline	2		
Deliverables and milestones	2		
Ability to meet City's schedule	1		
6. References and Past Performance	**5**		
Quality of references	2		
Comparable municipal clients	2		
Overall client satisfaction	1		
7. Cost Proposal and Overall Value	**10**		
Cost Formula (pre-calculated)	5	2.48	
Value: Complete scope	2		
Value: Minimal exclusions	1		
Value: Additional value-added services	1		
Value: Overall value	1		
8. Replacement Guarantee and Transition Support	**5**		
Length and quality of replacement guarantee	3		
Transition and onboarding support	2		
9. Understanding of Garden City and Tailored Approach	**10**		
Understanding of community, organization, and leadership transition; tailoring; multilingual engagement capacity	10		
TOTAL WRITTEN SCORE	**100**		

Overall impressions / questions for this firm:

Summary of My Written Scores

Category (Max)	CB&A	GMP	GPS	MGT	Raftelis	RSI	SGR
1. Firm Qualifications and Organizational Capacity (5)							
2. Relevant City Manager Search Experience (20)							
3. Project Team Qualifications (15)							
4. Recruitment Methodology and Search Process (25)							
5. Project Management and Timeline (5)							
6. References and Past Performance (5)							
7. Cost Proposal and Overall Value (10)							
8. Replacement Guarantee and Transition Support (5)							
9. Understanding of Garden City and Tailored Approach (10)							
TOTAL (100)							
Meets Section 5 minimums? (Y/N)							
My Rank							
Interview this firm? (Y/N)							

Questions or issues I want to raise at the meeting:

Interview Score Sheet (RFP Section 12) — December 1, 2026

Complete only for firms invited to interview. Score each criterion 0–10. Add the interview total to the firm's written score for a combined total out of 150.

Firm →	_____	_____	_____
Understanding of City Needs (10)			
Recruitment Approach (10)			
Lead Consultant Qualifications (10)			
Communication and Facilitation Skills (10)			
Overall Confidence and Fit (10)			
INTERVIEW TOTAL (50)			
Written Score (100)			
COMBINED TOTAL (150)			

Suggested interview questions:

- Who, specifically, will do the work on our search, and how many other searches will that person lead at the same time?
- How will you engage our Spanish-speaking residents and employees, and who will provide interpretation?
- How will you handle candidate confidentiality under KORA, the Commission's use of executive session, and the timing of finalist release?
- The search is open to internal candidates, including our interim City Manager. How will you ensure every candidate is treated the same way?
- How will you prepare a new manager to succeed a 25-year leader in an organization used to long-tenured leadership?
- Will you agree to a 24-month replacement guarantee as written in Section 15.E, and to cap all reimbursable expenses?
- What is your realistic timeline from a January kickoff to the new City Manager's first day?

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Danielle B. Burke, Deputy City Manager
DATE: November 17, 2026
RE: 2027 Legislative Policy Agenda (State & Federal)

ISSUE:
The Governing Body is asked to consider and approve the 2027 State and Federal Legislative Agendas.

BACKGROUND:
Each year the Governing Body is asked to consider legislative agendas that serve as the platform for intergovernmental relations and advocacy in Topeka and Washington, D.C.

The approved City of Garden City 2027 State and Federal Legislative Agendas, in conjunction with the legislative agendas adopted by the member agencies to which the City of Garden City belongs, enable individual City representatives (staff, elected officials, and government relations contractors) to speak on behalf of the City of Garden City in a manner consistent with the content of the legislative agendas.

The elements of the City's 2027 State and Federal Legislative Agendas are very similar to the one approved last year although the format has been updated.

Upon adoption, copies of the approved 2027 State and Federal Legislative Agendas will be sent to the respective members of the City's state and federal delegations as well as the City's governmental relations contractors.

If the City Commission would choose not to adopt a City Legislative Agenda, individual City representatives (staff, elected officials, or governmental relations contractors) could still advocate or give testimony at the state or federal level, but it would be limited to those topics and corresponding position statements included in the legislative agendas of member entities like the League of Kansas Municipalities' or the Southwest Kansas Coalition, or on individual topics and position statements specifically presented and approved at City Commission meetings during the course of the year.

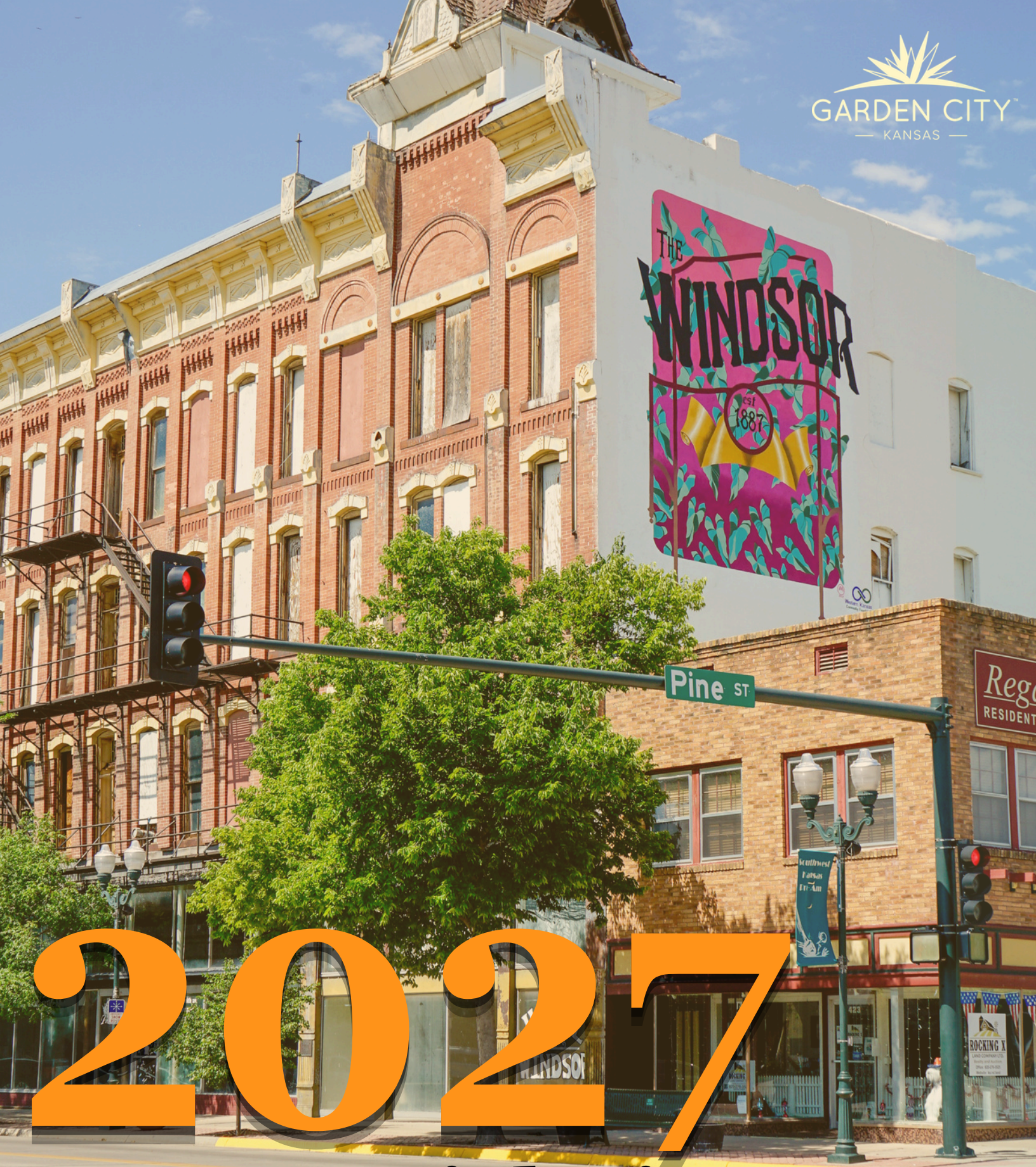
ALTERNATIVES:
1. The Governing Body may approve the 2027 State and Federal Legislative Agendas as presented.
2. The Governing Body may modify the 2027 State and Federal Legislative Agendas.
3. The Governing Body may not approve the 2027 State and Federal Legislative Agendas and provide staff with alternative direction.

RECOMMENDATION:

Staff recommends the Governing Body approve the 2027 State and Federal Legislative Agendas as presented.

FISCAL NOTE:
There is no fiscal impact.

ATTACHMENTS:
State Legislative Agenda 2027
Federal Legislative Agenda 2027



2027 State Legislative Agenda

Summary

In 2027, the City of Garden City seeks to perserve the values and funding essential to effective local governance. The 2027 Legislative Policy outlines a set of legislative issues that the City of Garden City will ask State representatives to champion. These issues ensure core government services to Garden City residents remain intact, particularly roads, public safety, passenger rail, commercial air service, and airport infrastructure along with protection from unfunded mandates. Furthermore, the goals promote undiminished Home Rule, including the ability to adequately provide for managed growth through annexation and the proper use of eminent domain. The following agenda identifies these and other core areas of legislative importance to Garden City as well as specific items we are asking our delegation to address during the 2027 session.

Home Rule

We support self-governance by locally elected officials as provided for in the State's Constitution. To ensure the best level of service for our citizens, local governments should control their rights-of-way, have condemnation authority, be immune from tort liability, and be free to voluntarily cooperate with other public and private entities, as well as State government.

We do not support actions at the state level that erode representative democracy or local self-determination.

Eminent Domain

Eminent Domain is a fundamental municipal right. The authority to acquire property through condemnation proceeds is critical for public improvement projects. Furthermore, the use of eminent domain for economic development has long been recognized as a legitimate and beneficial use of this authority. We support the existing statutory safeguards that were enacted to protect private property interests.

Taxes

Sales/use tax revenue should be distributed to cities and counties equitably. Kansas should continue to participate in the Streamlined Sales Tax Project. Cities must be included in any discussion to change the state tax system. Any changes to the state tax system must not put an additional burden on cities. Historically, the City of Garden City has opposed the removal of sales tax exemptions for cities, but if the state considers expanding exemptions to private interest groups, the City of Garden City encourages the State to consider the removal of all sales tax exemptions as an alternative option to an expansion of exemptions.

Annexation

The ability of Garden City to plan for growth is inherent to the ultimate success of our community and Finney County. We support the ability of cities to use their annexation powers as they are currently established in state statutes. We oppose any change that limits the authority of cities to grow through annexation.

Housing

While housing needs in Southwest Kansas continue to grow, new construction lags behind expectations and demand. Garden City believes new housing construction and continued rehabilitation of existing housing stock is the best way to meet its housing demand.

Garden City strongly supports the Moderate-Income Housing (MIH) Program, an initiative funded by the State of Kansas and administered by Kansas Housing Resources Corporation (KHRC), which works to help cities and counties develop multi-family rental units, single-family for-purchase homes, and water, sewer, and street extensions in communities with populations of fewer than 60,000 people. MIH funding can also be used to finance construction costs, rehabilitate unsafe or dilapidated housing, and offer down payment and closing-cost assistance to homebuyers. Garden City encourages the State to continue providing MIH funding and also expand its financial commitment to this very important housing program.

The Rural Housing Incentive District (RHID) program offers an important avenue for both the City of Garden City and Developers for promoting residential development. Garden City supports this program and would encourage the development of other programs to help meet the residential needs of rural communities.

Childcare

The current childcare system is failing both families and communities across Kansas. The supply of childcare has been on the decline for years, disporportionately affecting certain families, including those who work nontraditional hours; live in rural communities; have an infant or toddler, or child with special needs; or are immigrants. This issue impacts economic development, employers, education, and the future of Southwest Kansas. Garden City supports changing regulations to make it easier to open safe childcare facilities and encourages the State to provide additional funding to those facilities attempting to meet the requirements and close the gap on children with childcare.

Mental Health

The need for mental health services continues to be significant throughout Southwest Kansas. Garden City supports additional funding for mental health programs including funding for community mental health centers and additional bed space for patients with mental health needs.

Water

Garden City supports legislative policies that promote aquifer best management practices and encourage efforts to engage all water users to address the decline of the Ogallala Aquifer by developing local projects that meet regional water conservation goals. The Garden City Water Reuse Project is positioned to utilize up to one billion gallons of reclaimed water per year, better utilizing the community's water resources through reuse, reducing aquifer depletion, and providing an alternate resource to address the region's water needs.

The City also supports funding mechanisms for the replacement and improvement of aging water, sewer, and stormwater infrastructure, which are critical to Garden City's health and economic prosperity by ensuring the safe, affordable, and efficient delivery of drinking water and sanitation to our residents.

Transportation

Transportation infrastructure is critical to the safety of regional residents and travelers. Transportation infrastructure is also vital to the regional economy's maintenance and growth. Therefore, Garden City believes in the continued advocacy and funding for transportation infrastructure and maintenance in southwest Kansas.

Air Transportation

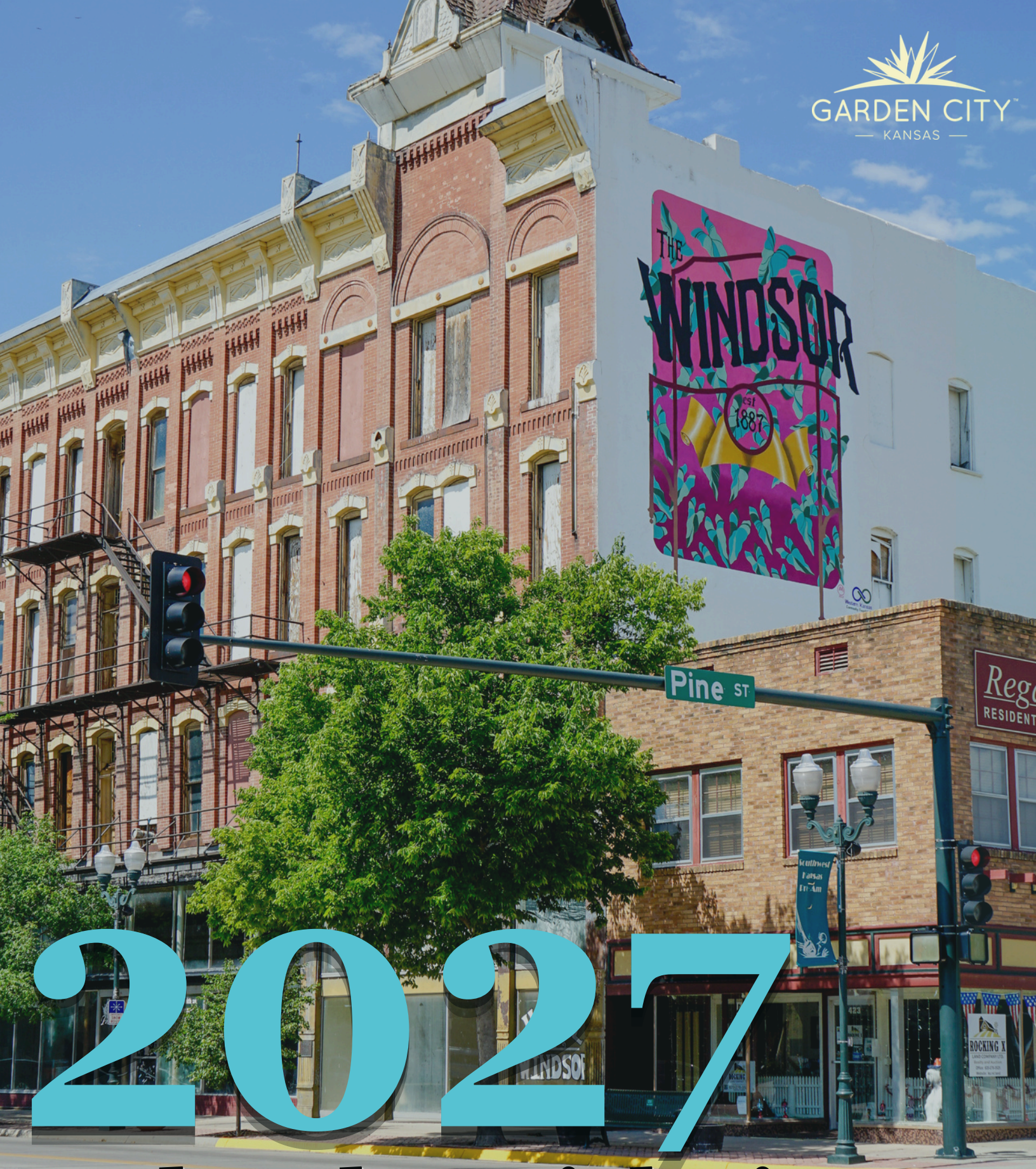
Currently, the Garden City Regional Airport is not eligible for Kansas Airport Improvement Program funding (KAIP) due to the primary airport designation. However, Garden City supports KAIP funding and opportunities to develop additional funding opportunities to expand eligibility to maintain the infrastructure of airports. In FY2025, the Legislature established the Kansas Air Service Incentive (KASDI) to support air service development at commercial service airports. Garden City would advocate for extension and continuation of KASDI for additional years and extending the 180-day requirement to establish an agreement to one year. Garden City values regional access to air service and would support opportunities to develop additional state funding opportunities. Traditionally, Federal funding has provided financial support for passenger air service which is vital to Southwest Kansas. For example, the Essential Air Service Program is critical to providing the region with access to multiple major international airports.

Rail Transportation

Garden City supports enhanced passenger and freight rail service in Kansas. In particular, we strongly support the continuation of Amtrak passenger rail service along the Southwest Chief line, which operates between Chicago and Los Angeles. Garden City encourages State and Federal funding to preserve this needed transportation link to access Southwest Kansas. Passenger ridership along this section of the Southwest Chief steadily increases as more Kansans take advantage of the convenience of passenger rail transportation.

Highway Transportation

Federal transportation dollars should be spent on transportation infrastructure. Transportation infrastructure is vital to our state and national economy, individual safety, and national defense. The City-County Highway Fund is essential to maintaining local roads and bridges and should be fully funded and not be diverted for other purposes. Garden City supports the continued maintenance and expansion of the transportation infrastructure in Kansas. Garden City supports the completion of the T-Works comprehensive transportation program and the IKE transportation plan, so long as there is a fair and equitable scoring of projects. Garden City encourages planning and building US-83 and US-50/400 to a divided-four lane design. Garden City also supports exploring regional transportation planning for Southwest Kansas.



2027 Federal Legislative Agenda

Summary

In 2027, the City of Garden City seeks to perserve its values and funding essential to effective local governance. The 2027 Legislative Policy outlines a set of legislative issues that the City of Garden City will ask Federal representatives to champion. These issues ensure core government services to Garden City residents remain intact; particularly roads, public safety, passenger rail, commercial air service, and airport infrastructure along with protection from unfunded mandates. Furthermore, the goals promote undiminished Home Rule, including the ability to adequately provide for managed growth through annexation and the proper use of eminent domain. The following agenda identifies these and other core areas of legislative importance to Garden City as well as specific items we are asking our delegation to address during the 2027 session.

Transportation

Transportation infrastructure is critical to the safety of regional residents and travelers. Transportation infrastructure is also vital to the regional economy's maintenance and growth. Therefore, Garden City believes in the continued advocacy and funding for transportation infrastructure and maintenance in southwest Kansas.

Air Transportation

Garden City supports the continuation of vital federal air transportation programs such as the Essential Air Service (EAS) program, Airport Improvement Program (AIP), Passenger Facility Charge (PFC) program and the Contract Tower Program. The EAS program is critical in providing the region with access to the national transportation system. Federal funding of AIP and PFC programs is essential in maintaining the infrastructure at the Garden City Regional Airport. The Contract Tower Program provides safe and efficient operations at the airport.

Rail Transportation

Garden City supports enhanced passenger and freight rail service in Kansas. In particular, we strongly support the continuation of Amtrak passenger rail service along the Southwest Chief line, which operates between Chicago and Los Angeles. Passenger ridership on the Southwest Chief steadily increases as more Kansans take advantage of the convenience of passenger rail transportation. Garden City encourages Federal funding to preserve long-distance passenger rail routes throughout the country.

Highway Transportation

Federal transportation dollars should be spent on transportation infrastructure. Transportation infrastructure is vital to our state's and country's economy, individuals' safety, and our nation's defense. Highway infrastructure is especially important in agriculture-focused regions like Southwest Kansas; therefore, Garden City encourages Federal funding to enhance highways in the area.

Water

Garden City supports legislative policies that promote aquifer best management practices and encourage efforts to engage all water users to address the decline of the Ogallala Aquifer by developing local projects that meet regional water conservation goals. The Garden City Water Reuse Project is positioned to utilize up to one billion gallons of reclaimed water per year, better utilizing the community's water resources through reuse, reducing aquifer depletion, and providing an alternate resource to address the region's water needs.

The City also supports funding mechanisms for the replacement and improvement of aging water, sewer, and stormwater infrastructure, which are critical to Garden City's health and economic prosperity by ensuring the safe, affordable, and efficient delivery of drinking water and sanitation to our residents.

Housing

While housing needs in Southwest Kansas continue to grow, new construction lags behind expectations and demand. Garden City believes new housing construction and continued rehabilitation of existing housing stock is the best way to meet its housing demand. Garden City does not support disproportionate cuts to USDA Rural development programs. Such cuts impact citizen funding for housing, which is vital to the continued prosperity of the economy in rural communities.

FEMA

The City of Garden City supports new legislation prohibiting FEMA from adding previously unmapped or any new Special Flood Hazard Areas to Flood Insurance Rate Maps without local government agency approval. In addition, we support new legislation prohibiting FEMA from using an approximate method for establishing new Special Flood Hazard Areas, particularly in developed areas of the country. The approximate method was designed by FEMA to streamline map modernizations and employs no reasonable opportunity for due process by affected property owners and local officials. New Special Flood Hazard Areas should only be added to the Flood Insurance Rate Maps after a detailed study and concurrence of local government.

Immigration

Immigrant and refugee labor is vital to the southwest Kansas economy. Garden City supports legal immigration. Therefore, Garden City believes the Kansas Legislature and the United States Congress should sensibly approach the immigration issue. For Garden City, a sensible approach is an approach built on three essential foundations: 1) all immigration legislation is tempered with an understanding of such legislation's economic impact for companies employing immigrants: 2) a recognition that immigrants living in Garden City require a reduction in time and distance barriers between the individual and his or her pursuance of legal status; and 3) a recognition that Garden City requires additional resources to integrate immigrants into the community.

In addition, Garden City requests that the United States Citizenship and Immigration Services (USCIS) give serious consideration to opening a field office in Southwest Kansas where services are desperately needed. To help address this issue in the meantime, we request an increase in the frequency, of USCIS mobile services in Southwest Kansas as follows:

- Provide at least monthly mobile services in Southwest Kansas rotating between Garden City, Dodge City, and Liberal.
- Provide full services (biometrics, interviews, etc.) during each visit.
- SKC member cities will continue to support staff, designated space (rent-free), and technology.
- Increase frequency of naturalization ceremonies.

Lastly, Garden City strongly believes that the United States Congress should engage to deliver bipartisan legislation that provides a permanent solution for recipients of the Deferred Action for Childhood Arrivals (DACA) program. Such legislation should include a pathway to citizenship within a reasonable time frame.

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Courtney E. Prewitt, Chief of Police
DATE: November 9, 2026
RE: 2026-2027 School Resource Officer Assignment Agreement

ISSUE:
The Governing Body is asked to consider and approve the proposed agreement and Memorandum of Understanding between USD 457 and the Garden City Police Department to provide School Resource Officers for the 2026-2027 academic year.

BACKGROUND:
The Garden City Police Department (GCPD) and USD 457 have been partners on several successful initiatives and programs throughout the years. The success of these programs is a testament to the relationship between the City and USD 457. One example of this partnership is the School Resource Officer (SRO) Program which was established in the 1990s and continues today.

This program is formalized by an agreement with USD 457 and the City of Garden City. The purpose of this agreement is to dedicate police officers in SRO assignments who can provide a safe and secure environment in the designated schools. The four officers assigned to SRO duties are assigned to the high school, middle schools, and intermediate schools. They 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.

Attached is the proposed School Resource Officer Assignment Agreement and the Memorandum of Understanding for the 2026-2027 academic year.

ALTERNATIVES:
1. The Governing Body may approve the proposed agreement and Memorandum of Understanding between USD 457 and the Garden City Police Department to provide School Resource Officers for the 2026-2027 academic year.
2. The Governing Body may reject the agreement and Memorandum of Understanding.

RECOMMENDATION:
Staff recommends the Governing Body approve the proposed agreement and Memorandum of Understanding between USD 457 and the GCPD to provide School Resource Officers for the 2026-2027 academic year.

FISCAL NOTE:
Compensation for the School Resource Officers will be in the amount of $313,289.00. USD 457 will

reimburse the GCPD in two incremental payments of $156,644.50. 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 coded to GCPD line item #10021100-3635 (Police Services Reimbursement).

ATTACHMENTS:

SRO Agreement

SCHOOL RESOURCE OFFICER AGREEMENT

THIS SCHOOL RESOURCE OFFICER AGREEMENT ("Agreement") is entered into this _____day of August, 2026, by and between the CITY OF GARDEN CITY, KANSAS ("City"), the GARDEN CITY POLICE DEPARTMENT ("GCPD"), and the BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 457 ("USD 457").

For and in consideration of the mutual promises, terms, covenants, and conditions set forth herein, the parties agree as follows:

1. **PURPOSE OF AGREEMENT.** The purpose of this Agreement is for the City to assign uniformed law enforcement officers (hereinafter referred to as "SROs"), vehicles, radios and all necessary equipment for the School Resource Officer Program. SROs will work with school personnel in providing alcohol and drug education, maintaining a safe campus environment, serving as a law enforcement problem-solving resource, and providing the appropriate response during on-campus or school related criminal activity.

2. **TERM.** The term of this Agreement shall be from the first day of school in August 2026 through the last day of school in May 2029, as designated by USD 457's academic calendar, provided that the term may be extended by USD 457 as it deems necessary to satisfy attendance requirements that may have been affected by weather or other factors. During days that schools are not in session, SROs shall perform regular police duties at a duty station as determined by the City's Chief of Police.

3. **TERMINATION.** This Agreement may be terminated without cause by either party upon 30 days prior written notice.

4. **RELATIONSHIP OF PARTIES.** The City and SROs shall have the status of an independent contractor of USD 457 for purposes of this Agreement. All SROs assigned to USD 457 shall be considered employees of the City, subject to the City's control and supervision. Assigned SROs will be subject to current procedures in effect for City police officers, including attendance at all mandated training and testing to maintain state law enforcement officer certification. USD 457 agrees to cooperate with the City in any administrative investigation regarding violations of such procedures by SROs assigned to USD 457. This Agreement is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, or formal business association or organization of any kind between the parties, and the rights and obligations of the parties shall be only those expressly set forth in this Agreement. The parties agree that no person supplied by USD 457 to accomplish the goals of this Agreement is a City employee and that no rights under City civil service, retirement, or personnel rules accrue to such person.

The City will continue to maintain all records concerning the performance of services here listed, including SRO employment records and any reports required by the City's Standards of Conduct or Standard Operating Procedure.

The City shall select and assign the officers who serve as SROs, after consultation with USD 457's Superintendent or designee regarding the needs of the buildings served. USD 457 may request in writing that the City reassign a particular SRO. Upon receipt of such a request, the Chief of Police and the Superintendent, or their designees, shall confer promptly and the City shall give the request good faith consideration; the decision to reassign, discipline, or remove an officer rests solely with the City. Nothing in this paragraph limits the City's authority over the

employment, supervision, assignment, or discipline of its officers.

5. **CONSIDERATION.** USD 457 shall pay to City, the sum of Three Hundred Thirteen Thousand Two Hundred Eighty-nine and No/100 Dollars ($313,289.00), for the services of four (4) law enforcement officers for the 2026-27 school year. The payments from USD 457 to City shall be made as follows: One Hundred Fifty-six Thousand Six Hundred Forty-four and 50/100 Dollars ($156,644.50) on or before December 15, 2026, and the remaining amount of One Hundred Fifty-six Thousand Six Hundred Forty-four and 50/100 Dollars ($156,644.50) on or before June 15, 2027. The amount paid by USD 457 represents three-fourths of the total salary and benefits to be paid to the law enforcement officers, which the City has budgeted for the 2026-27 school year in the total amount of Four Hundred Seventeen Thousand Seven Hundred Eighteen and 29/100 Dollars ($417,718.29).

For each school year of the term after the 2026-27 school year, the amount payable by USD 457 shall equal three-fourths (3/4) of the total salary and benefits budgeted by the City for the four (4) assigned SROs for that school year. On or before February 1 preceding each such school year, the City shall deliver to USD 457 a written statement of the amount that will be due for the following school year, together with reasonable supporting documentation, so that USD 457 may include the amount in its budget. Payments for each such school year shall be made one-half on or before December 15 and one-half on or before June 15 of that school year. If the parties have not agreed in writing upon the amount due for a subsequent school year on or before April 1 preceding that school year, either party may terminate this Agreement as provided in paragraph 3.

6. **SRO RESPONSIBILITIES.** SROs assigned to USD 457 shall:

a. Provide a program of law and education-related issues to the school community, including parents, on such topics as: tobacco, alcohol and drug issues, violence diffusion, violence prevention, and other safety issues in the school community.

b. Act as a communication liaison with law enforcement agencies, providing basic information concerning students on campuses served by the SRO. SROs also will share information with an administrator about persons and conditions that pertain to campus safety concerns.

c. Provide informational in-services and be a general resource for USD 457 staff on issues related to alcohol, drugs, violence prevention, gangs, safety, and security.

d. Gather information regarding potential emerging issues such as criminal activity, gang activity and student unrest, as well as attempt to identify particular individuals who may be a disruptive influence to the school and/or students.

e. Take the appropriate steps consistent with a Kansas law enforcement officer's duty when a crime occurs.

f. Present educational programs to students and school staff on topics agreed upon by both parties.

g. Refer students and/or their families to the appropriate agencies for assistance when a need is determined.

h. Notify the building principal as soon as practicable of any significant enforcement event or public safety threat, including advising the building principal prior to taking legal action, subject to the SRO's duties under the law (unless, in the SRO's professional opinion, circumstances prevent prior notice).

i. Refer violations of USD 457's discipline code to USD 457 administration. SROs shall not act as school disciplinarians, nor make recommendations regarding school discipline. USD 457 administrators are solely responsible for school discipline and will not request the SROs assistance in such matters. SROs shall not be involved with the enforcement of school rules or disciplinary infractions that are not violations of law.

j. SROs are not to be used for regularly assigned lunchroom duties, as a regular hall monitor, bus duties or other monitoring duties. If there is an unusual/temporary problem in one of these areas, SROs may assist USD 457 employees until the problem is solved.

k. Provided further that nothing required herein is intended to nor will it constitute a relationship or duty for the assigned SROs or the City beyond the general duties that exist for law enforcement officers within the State.

l. Maintain the confidentiality of student records, as outlined in paragraph 10 below.

7. **TIME AND PLACE OF PERFORMANCE.** The City will make all reasonable efforts to have an SRO available for duty at his or her assigned school each day that school is in session during the regular school year. The City is not required to furnish a substitute SRO on days when the regular SRO is absent due to illness or police department requirements. SROs shall be and remain full-time uniformed law enforcement officers of and for the City, shall remain duly licensed and qualified to carry/use firearms and operate patrol cars, and shall otherwise be able to meet the physical demands of the services described herein. Notwithstanding anything herein to the contrary, in the event an officer should, for any reason, fail to remain so qualified, the City shall provide a substitute SRO to perform the services until such time as the unqualified SRO is able to resume his or her regular duties. SROs' activities will be restricted to their assigned school grounds except for:

a. Follow-up home visits when needed as a result of school related student problems.

b. School related off-campus activities when SRO participation is requested by the principal and approved by the City.

c. Responding to off-campus, but school related, criminal activity.

d. Responding to emergency police activities.

8. **USD 457 RESPONSIBILITIES.**

a. USD 457 will provide each SRO an on-site office and such supplies and equipment as are necessary at his or her assigned school. This equipment shall include a telephone, filing space capable of being secured, and access to a computer.

b. USD 457 will report crimes to law enforcement in accordance with USD 457's board policy. The City will be the primary investigative agency of such crimes that are reported to them by USD 457.

c. USD 457 will provide each SRO with a USD 457 network account and with access to USD 457's Skyward student information system, at the level of access USD 457 determines is necessary for the SRO to perform the duties described in this Agreement. Such access is furnished to the SRO in the SRO's capacity as a school official under paragraph 10 and is limited to student records in which the SRO has a legitimate educational interest. Access is subject to USD 457's board policies and administrative procedures governing acceptable use, data security, and student privacy, and each SRO shall complete any FERPA or data privacy training USD 457 requires before access is granted. USD 457 may monitor and audit an SRO's use of Skyward. The City shall notify USD 457 in writing within five (5) business days after an officer ceases to be assigned as an SRO, and USD 457 shall promptly terminate that officer's access upon such notice, upon expiration or termination of this Agreement, or upon USD 457's determination that continued access is inconsistent with this Agreement or applicable law.

9. **SEARCH AND SEIZURE; INTERROGATIONS.**

a. Any searches of students and any searches and/or seizures of property conducted by SROs for law enforcement purposes shall be limited to and performed in accordance with USD 457's school board policies, so long as those policies do not conflict with GCPD Standard Operating Procedure.

b. Any interviews of students conducted by SROs for law enforcement purposes shall be limited to and performed in accordance with USD 457's school board policy, so long as the policy does not conflict with GCPD Standard Operating Procedure.

10. **STUDENT RECORDS.** The release of student records is governed by Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) ("FERPA"). For purposes of access to student records, SROs are considered a "school official" and may be provided students' personally identifiable information ("PII") on an as-needed basis to carry out SRO duties for legitimate educational purposes. In addition, SROs may only use PII for the purpose for which the disclosure was made and to promote school safety and the physical security of students. SROs, acting as school officials, may request student records from a USD 457 administrator for legitimate educational purposes. SROs may not disclose PII obtained from student records, without prior written consent, to others, including other officers who are not acting in the capacity as school officials, unless the disclosure fits within one of the exceptions to consent in FERPA. Access furnished to SROs under paragraph 8(c) is subject to this paragraph.

11. **INDEMNITY.** Indemnification for the parties will be governed by the Kansas Tort Claims Act, K.S.A. 75-6101 et seq. Nothing in this Agreement shall be construed as a waiver by any party of the immunities, defenses, or limitations on liability available to it under the Kansas Tort Claims Act or other applicable law.

12. **NON-APPROPRIATION.** The obligations of the City and USD 457 under this Agreement are subject to the annual appropriation and budgeting of funds by their respective governing bodies. If sufficient funds are not appropriated or budgeted by a party for any fiscal year during which this Agreement is in effect, that party may terminate this Agreement effective at the end of the last fiscal year for which funds were appropriated, upon written notice given as soon as reasonably practicable after the determination is made. Termination under this paragraph shall not constitute a default by the terminating party, and no party shall have further obligation except for amounts accrued and unpaid as of the effective date of termination. Nothing in this Agreement shall be construed to create a debt or obligation in violation of the Kansas cash-basis law, K.S.A. 10-1101 et seq., or the Kansas budget law, K.S.A. 79-2925 et seq.

13. **MISCELLANEOUS.**

a. This Agreement is subject to the terms of Form DA146a (Rev. 07/19), which is attached hereto to and made part of this Agreement as though fully set forth in this Agreement.

b. Neither the City, GCPD, nor USD 457 may assign this Agreement without the prior written approval of all parties.

c. Nothing in this Agreement shall be construed as a limitation on the powers, rights, authority, duty and responsibilities conferred upon either party under Kansas law.

d. In the event any provision of this Agreement is held by a court to be illegal, void, or otherwise unenforceable, all other provisions of this Agreement shall continue in full force and effect to the maximum extent permitted by law.

e. The failure of either party to enforce one or more provisions of this Agreement with respect to any particular breach shall not be deemed or construed to constitute a waiver of any other breach of this Agreement.

f. This Agreement constitutes the entire understanding and agreement of the parties with respect to the subject matter contained herein and supersedes all prior agreements concerning the same subject matter, whether written or oral. This Agreement may be modified only by a writing signed by all parties.

g. The parties may execute this Agreement in counterparts. The parties represent and warrant that each respective signatory is fully authorized to enter into and to execute this Agreement on behalf of the named party.

h. Any notice required or permitted under this Agreement shall be in writing and shall be delivered personally, sent by certified mail, return receipt requested, or sent by a nationally recognized overnight courier, addressed to: (i) the City and GCPD, to the attention of the Chief of Police, Garden City Police Department, with a copy

to the City Manager; and (ii) USD 457, to the attention of the Superintendent, Unified School District No. 457. A party may change its address for notice by written notice to the other parties. Notice is effective upon personal delivery, upon the date shown on the return receipt, or one (1) business day after deposit with an overnight courier.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

CITY OF GARDEN CITY, KANSAS

_____
Date

By _____
TAM "TOM" NGUYEN, Mayor

ATTEST:

_____
CELYN N. HURTADO, City Clerk

GARDEN CITY POLICE DEPARTMENT

_____
Date

By _____
Courtney E. Prewitt, Chief

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

10/29/2024
Date

By _____
MARK HINDE, President

ATTEST:

Jennifer Ramos
JENNIFER RAMOS, Clerk of the Board

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GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Courtney E. Prewitt, Chief of Police
DATE: November 17, 2026
RE: 2026-2027 Crossing Guard Agreement

ISSUE:
The Governing Body is asked to consider and approve the proposed Crossing Guard Agreement between USD 457 and the Garden City Police Department for the 2026-2027 academic year.

BACKGROUND:
The Garden City Police Department (GCPD) and USD 457 have been partners on several successful initiatives and programs throughout the years. The success of these programs is a testament to the relationship between the City of Garden City and USD 457. One example of this partnership is the Crossing Guard Program that was established in the early 2000s and continues today.

This program is formalized by an agreement with USD 457 and the City of Garden City. The purpose of this agreement is to standardize the policies, procedures, and training that is provided to the school crossing guards with the intent of providing a safe environment for the children walking to and from schools within Garden City.

Through the GCPD, the City of Garden City provides standard equipment and training to candidates for crossing guard duty. Attached is the proposed Crossing Guard Agreement for the 2026-2027 academic year.

ALTERNATIVES:
1. The Governing Body may approve the Crossing Guard Agreement between USD 457 and the City of Garden City for the 2026-2027 academic year.
2. The Governing Body may reject the Crossing Guard Agreement and provide staff with alternative direction.

RECOMMENDATION:
Staff recommends the Governing Body approve the Crossing Guard Agreement between USD 457 and the City of Garden City for the 2026-2027 academic year.

FISCAL NOTE:
The crossing guard equipment is estimated at $200.00, which is budgeted through the Garden City Police Department line item #10021212-5474 (Patrol Equipment).

ATTACHMENTS:
Crossing Guard Agreement

CROSSING GUARD AGREEMENT

THIS CROSSING GUARD AGREEMENT (Agreement) is made and entered into this ____ day of August, 2026, 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 2026 school year through the 2029 school year, commencing in August 2026, and ending in May 2029.

3. **TRAINING.** Each person assigned as a crossing guard shall receive:

   (a) A minimum of 4 hours of classroom instruction, which shall include information on methods of traffic control and the duties and responsibilities of adult school crossing guards;
   (b) A minimum of 20 hours of supervised field training;
   (c) Prior to start of each school year, continuing crossing guards will receive 2 hours of retraining and instruction; and
   (d) Substitute crossing guards must also complete the training program prior to assignment as a substitute crossing guard.

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) Crossing guard placement will be determined by the City through traffic engineering studies and consultation with USD 457, and City shall give USD 457 reasonable advance written notice of any change in assigned locations;
   (c) Providing USD 457 with applications from citizens who are interested in becoming a crossing guard; and
   (d) Providing each crossing guard with the following safety equipment and clothing:
      i. ANSI Class 3 high-visibility, yellow/lime safety vest;
      ii. ANSI Class 3 high-visibility, yellow/lime raincoat;
      iii. MUTCD compliant 18"x18" reflective stop paddle;
      iv. Whistle with lanyard; and
      v. High-visibility, yellow/lime reflective ballcap.

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;

(c) Assignment of crossing guards to locations identified by City; and
(d) Conducting a criminal history background check on each applicant in accordance with USD 457 board policy and applicable law prior to assignment as a crossing guard or substitute crossing guard.

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. 72-1131 and K.S.A. 72-1138, 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. The party alleged to be in default shall have thirty (30) days from receipt of the notice to cure the default, and if the default is cured within that period the notice of intent to terminate shall be of no further force or effect. 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.

15. **INDEMNIFICATION.** Each party shall be responsible for the negligent or wrongful acts and omissions of its own officers, employees, and agents in the performance of this Agreement, to the extent of and subject to the limitations provided by the Kansas Tort Claims Act, K.S.A. 75-6101 *et seq.* Nothing in this Agreement shall be construed as a waiver by either party of the immunities, defenses, or limitations on liability available to it under the Kansas Tort Claims Act or other applicable law, nor as creating any right or cause of action in any third party.

16. **MANDATORY CONTRACT PROVISIONS.** This Agreement is subject to the mandatory contract provisions prescribed by the Kansas Department of Administration in Form DA-146a, as amended, a copy of which is attached hereto and incorporated herein by reference, as contemplated by K.S.A. 72-1148.

17. **NOTICES.** Any notice required or permitted under this Agreement shall be in writing and shall be delivered personally, sent by certified mail, return receipt requested, or sent by a nationally recognized overnight courier, addressed to: (a) City, to the attention of the City Manager, with a copy to the Chief of Police; and (b) USD 457, to the attention of the Superintendent. A party may change its address for notice by written notice to the other party. Notice is effective upon personal delivery, upon the date shown on the return receipt, or one (1) business day after deposit with a nationally recognized overnight courier.

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

CITY OF GARDEN CITY, KANSAS

_____
Date

By _____
TAM "TOM" NGUYEN, MAYOR

ATTEST:

_____
Celyn N. Hurtado, City Clerk

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

10/29/2026
Date

By _____
Mark HInde, President

ATTEST:

_____
Jennifer Ramos, Clerk of the Board

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GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Trent Maxwell, Neighborhood & Development Services Director
DATE: November 17, 2026
RE: Contractor Licenses - November 17, 2026

ISSUE:
The Governing Body is asked to consider and approve the contractor licenses for November 17, 2026.

BACKGROUND:
Attached is the list of contractors who have applied for a new contractor license or license renewal from Neighborhood & Development Services. All of the contractors on the list have completed the requirements necessary to obtain their contractor license for 2026.

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

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

FISCAL NOTE:
None.

ATTACHMENTS:
Contractor License November 17, 2026

CONTRACTOR LICENSE AGENDA
November 17, 2026

2026 NEW

CLASS A GENERAL CONTRACTOR
Hawkeye Development, LLC

CLASS L-LIMITED CONTRACTOR
MD Roofing

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR
DynaGrid Construction Group, LLC (Concrete Foundations)
DynaGrid Construction Group, LLC (Excavation)
Maguire Tank (Water Tank/Tower)

CLASS D-M MECHANICAL CONTRACTOR
435 Mechanical LLC

2027 NEW

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR
Maguire Tank (Water Tank/Tower)

CLASS L LIMITED CONTRACTOR
MD Roofing

2027 RENEWAL

CLASS A GENERAL CONTRACTOR
Cleary Building Corp.
Elder-Jones Inc.
HABCO, Inc.
Krische Construction, Inc.
Western Steel & Automation, Inc.

CLASS B BUILDING CONTRACTOR
Brian Barlow Construction
Dunlap Construction Co., Inc.
French Construction, LLC
G&H Construction
Ozone Roofing, Inc.

CLASS C RESIDENTIAL CONTRACTOR
Lance Rupp Construction, LLC

CLASS D-E ELECTRICAL CONTRACTOR
Mesa Electric II
SBA Network Services LLC
Trinity Electrical Services
TSC Construction LLC

CLASS D-M MECHANICAL CONTRACTOR
Alta Refrigeration Inc.
Deem, LLC
P1 Service LLC

CLASS D-P PLUMBING WITH GAS CONTRACTOR
BT Plumbing Co., Inc.

CLASS D-R COMMERCIAL ROOFING CONTRACTOR
Mahaney, a Tecta America Company LLC
Weathercraft Co. of Garden City

CLASS E-F FIRE SPRINKLER & PROTECTION CONTRACTOR
American Fire Sprinkler Corporation

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR
A-1 J and D Corporation DBA A-1 Sign Pro (Sign)
AC Solo Services LLC (Excavation)
Amerine Utilities Construction, Inc. (Excavation)
Brick & Block Works (Masonry)
Danny Satterfield Drywall Corp. (Framing)
T and T Landscaping LLC (Sprinkler Systems)
Unique Roofing LLC (Flatwork)
Unique Roofing LLC (Siding)

CLASS L LIMITED CONTRACTOR
MD Roofing
Unique Roofing LLC (Residential Roofing)

GARDEN CITY
KANSAS

MEMORANDUM

TO: City Commission
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 13, 2026
RE: Airport October 8, 2026 Minutes

ISSUE:
Presentation of the October 8, 2026 minutes from the Garden City Regional Airport Advisory Board.

BACKGROUND:
Attached are the Garden City Regional Airport Board minutes for October 8, 2026.

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:
Airport October 8, 2026 Minutes

GARDEN CITY
REGIONAL AIRPORT

ADVISORY BOARD MINUTES
OCTOBER 8, 2026

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT
Mike Richmeier, Jason Dougherty, Travis Neidig, and Blair Loving

MEMBERS ABSENT
Jette DeSalvo, Anna Halling, and Brad Kolowski

STAFF PRESENT
Rachelle Powell and Blair Rodriguez

ITEM 2 PUBLIC COMMENT

City Manager Matt Allen gave a short presentation informing Airport Advisory Board members of Finney County's ¼ cent sales tax vote.

ITEM 3 APPROVAL OF SEPTEMBER 10, 2026, MINUTES

Travis Neidig made a motion to approve the September 10th, 2026, Airport Advisory Board minutes. Jason Dougherty seconded the motion. The motion passed unanimously.

ITEM 4 OLD BUSINESS

4.A. None

ITEM 5 NEW BUSINESS

5.A. The Airport Advisory Board was asked to consider and recommend Airport Advisory Board member appointments.

The Airport Advisory Board members Jason Dougherty, Travis Neidig, and Mike Richmeier's term expire December 31, 2026. Jason and Mike are eligible and interested in serving another term. Travis will not seek reappointment.

The airport has received responses from three applicants that are interested in serving on the board. The applicants are Shajia Donecker, Michael Cook and Edward (Steve) Ziegler.

Blair Loving made a motion to fill the vacancy with Shajia Donecker and re-appoint Jason Dougherty and Mike Richmeier. Travis Neidig seconded the motion. The motion passed unanimously.

ITEM 6 DIRECTOR'S REPORT

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

ITEM 7 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 8 BOARD MEMBER COMMENTS

A. Travis Neidig – No comment.

B. Michael Richmeier – No comment.

C. Jette DeSalvo – Absent

D. Anna Halling – Absent

E. Blair Loving – Appreciates all of the hard work of the airport staff.

F. Brad Kolowski – Absent

G. Jason Dougherty – No comment.

ITEM 9 ADJOURNMENT

Jason Dougherty made a motion to adjourn until November 12th, 2026. Blair Loving seconded the motion. The motion passed unanimously.