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Thank you for showing interest in the finances of the local city government! The City of Garden City Commissioners and staff use the Financial Profile as a way to communicate the “story” of the Annual Budget, as well as, the outcome of our annual financial reporting documents. We hope that you will find the 2020 edition easy to read, transparent in its information about City finances, and thought-provoking as you consider how you wish to see your local government collect and spend money.

In the summer of 2019, the City Commission approved a 2020 annual budget with the authority to spend $123,336,435. Using 45 different funds, the City government is able to budget for and more efficiently manage operations that are supported by a combination of sales tax, property tax, user fees, and outside sources such as grants.

As you read through these pages, please take note of questions you may have of your elected City Commissioners or appointed City Staff. Contact information for all of the City Commissioners, administration and department directors are included in this document with the expectation that you will contact us with questions or let us know what you think of the public service job we are doing.

I look forward each year to seeing how our Communications staff works with Finance Director, Melinda Hitz and the management team to blend words and pictures that come from looking at the year ahead and year in review with numbers from the recently concluded Comprehensive Annual Financial Report and recently adopted Annual Budget. I’d like to give a special "thank you" to Communications staff members Jamie Stewart and Lauren Lohfink for their wonderful work! This year’s edition is fantastic, and I hope you enjoy it!

Sincerely,
GOALS: 2019-20

ENCOURAGE DEVELOPMENT

EXPAND GARDEN CITY REGIONAL AIRPORT

STRATEGICALLY ADDRESS REGIONAL WATER QUALITY AND QUANTITY

EVALUATE HOUSING OPPORTUNITIES

DIVERSIFY THE CITY’S ENERGY PORTFOLIO & PROTECT CITY CUSTOMERS FROM ELECTRIC MARKET FLUCTUATIONS

SEEK OPPORTUNITIES FOR BEAUTIFICATION AS A WAY TO ENHANCE COMMUNITY PRIDE
Capital Improvement Plan (CIP) process begins at the department level. CIP projects are reviewed by a citizen committee before the plan is reviewed by the Commission for the upcoming budget cycle.

City departments prepare budgets to present to the City Manager who then finalizes a proposed budget to present to the City Commission.

The Comprehensive Annual Financial Report (CAFR) from the previous year is presented and submitted to the Government Finance Officers Association.

Commission holds goal-setting retreat.

FINANCIAL CYCLE
- FEB: The Comprehensive Annual Financial Report (CAFR) from the previous year is presented and submitted to the Government Finance Officers Association.
- MAR: Commission holds goal-setting retreat.
- JUNE: City departments prepare budgets to present to the City Manager who then finalizes a proposed budget to present to the City Commission.

FACTS & FIGURES

Incorporated: 1883
Population: 31,275
Median age: 30.3
Area: 10.99 square miles
Average household size: 2.85

Regional trade area population: 209,333

Number of languages spoken in local school district: 34

Principal employers:
- Tyson Fresh Meats, Inc
- USD 457
- St. Catherine Hospital
- Garden City Community College
- Finney County

Walmart Supercenter
Samy Enterprises
City of Garden City
Dillons
Sunflower Electric Power Corporation
Public budget presentations are made to the City Commission.

City’s assessed value is determined. The budget is finalized with a public hearing and formal adoption.

Finalized budget is sent to the County Clerk. Debt is issued for approved projects. Official statement is updated.

In February an external auditor & City Staff begin working on the Comprehensive Annual Financial Report (CAFR) and audit for the previous year.

In August, financials are closed out; audit preparation begins.

In December, cycle begins again.

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**COMMUNITY STATISTICS**

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<tbody>
<tr>
<td>Population</td>
<td>31,275</td>
<td>31,293</td>
<td>31,214</td>
<td>30,945</td>
<td>30,761</td>
</tr>
<tr>
<td>General Obligation Debt Per Capita</td>
<td>$1,479</td>
<td>$1,512</td>
<td>$1,692</td>
<td>$1,503</td>
<td>$1,199</td>
</tr>
<tr>
<td>Labor Force</td>
<td>16,756</td>
<td>15,311</td>
<td>14,628</td>
<td>14,385</td>
<td>14,328</td>
</tr>
<tr>
<td>Unemployment</td>
<td>2.9%</td>
<td>2.7%</td>
<td>2.9%</td>
<td>3.2%</td>
<td>3.5%</td>
</tr>
<tr>
<td>New Residential Construction Permits Issued</td>
<td>33</td>
<td>21</td>
<td>27</td>
<td>95</td>
<td>34</td>
</tr>
<tr>
<td>Central Business District Occupancy Rate</td>
<td>92%</td>
<td>89%</td>
<td>85%</td>
<td>93%</td>
<td>91.5%</td>
</tr>
</tbody>
</table>

Population estimates are based on the number of residential utility customers in Garden City.
Throughout the year, the City of Garden City employs 350 full-time staff along with part-time and seasonal staff members who carry out the day-to-day operations that make Garden City a safe, enjoyable place to live, work, and visit.

You may encounter some of these employees regularly. They include police officers and firefighters who make Garden City a safe place to live. They also include Public Works crews who are responsible for the maintenance of city streets, trails, and parks, as well as solid waste services.

City staff also run several specialized departments. They include Lee Richardson Zoo, Garden City Regional Airport, Buffalo Dunes Golf Course, Sunset Memorial Gardens, Valley View Cemetery, and The Big Pool.

You may not encounter other City employees as often, like the Public Utilities crews, who are responsible for the management of electric, water, and wastewater utilities, or the neighborhood and development services personnel who are responsible for maintaining the structural standards of the community through the planning and enforcement of the City’s building codes and comprehensive plan.

The administration and finance departments are responsible for the general and financial administration of the City, and include municipal court and prosecution, general counsel, human resources and information technology.
IN REVIEW: 2018-19

The following are a few highlights from 2018-2019. For more information on any of the highlights, please contact City Staff.

Parks Crews completed the landscape renovation at City Administrative Center. The west and southwest sides of the building, as well as the south parking lot, were renovated. The turfgrass was removed in these areas, and drip irrigation instead of overhead will service the plants’ water needs. The change will reduce water use for landscaping at City Administrative Center.

In 2018 Garden City Regional Airport Terminal Area Plan was completed with $244,625 (90% FAA funds and 10% City funds). The Terminal Area Plan was an 18-month study of the Garden City Regional Airport’s terminal, and it provided recommendations for the construction of a new terminal.

Lee Richardson Zoo promoted three employees to a senior management team. Max Lakes as Deputy Director, Angela Herman as Animal Care Manager – Health Services, Permits and Records, and Pablo Holguin as Animal Care Manager – Enhanced Programs and Hoofed Stock.

Southeast Park Trail was selected by the Trails Advisory Board for funding in the amount of $156,700. This is part of Phase I of Southeast Community Park.

The City Commission adopted a new ordinance that bans smoking at playgrounds and parks around Garden City.

The City Commission voted to make changes to the grant opportunities given to the community. The Alcohol Fund Advisory Committee (AFAC) has been made into two different grant opportunities with the money being split 50/50. Applicants can apply for both grants. The Community Grant will now be reviewed by the Community Health Advisory Board. This change will allow for an improved review process of applications. The Art Grant’s allotted funds have changed to $12,000 with the remaining $3,500 being used to create a City Commission Public Art Project.
Pioneer Pathway, a multi-use pathway that connects Third Street to Campus Drive on the north side of town, will be completed later this year.

Twelve residents graduated from Citizens Academy, which gives participants a behind the scenes look at local government.

JACK, the new automated payment kiosk outside of the City Administrative Center, is now open for business. The kiosk can be operated in English or Spanish. It accepts cash, credit cards, and checks and allows for 24-hour bill payment.

The Garden City Regional Airport completed an apron rehabilitation project for $103,309.17 in 2018.

In light of Ms. Tommy Austin’s love for and countless hours of service to the people of Garden City and Southwest Kansas, the Park and Tree Advisory Board unanimously voted to dedicate and name the Kansas Avenue landscape project in her honor to remember her impact on our community.

Human Resources Department implemented its new Application Tracking System to allow for applicants to see up-to-date information on their applications.

The City held a bid process for a potential new pool facility. Two firms were interviewed, Waters Edge and Barker Rinker Seacat, Confluence, Water Technology Inc. Firms were asked to create proposals based on information gathered through the community surveys. The proposal interviews were recorded and posted for community members to view.
The Central Fire Station was renamed to Allen Shelton Central Station to honor former Fire Chief Allen Shelton after his 44 years of dedicated service to the Garden City Fire Department.

Due to heavy snow and freezing temperatures this past winter, Public Works identified approximately 137 potholes scattered across the streets in Garden City that needed to be filled. The community had the opportunity to follow the progress on an interactive map.

Commissioner Melvin Dale retired from the City Commission, after six years on the board. The Commission appointed Shannon Dick to fill the vacant spot. Mayor Roy Cessna passed the gavel to Mayor Dan Fankhauser.

The Garden City Police Department updated furniture and equipment in the Records Division and Communications Center. The new furniture allows for Records employees to utilize their office space better. Most of the updated equipment for the Communication teams were purchased through E911 funds.

Buffalo Dunes and Friends of Buffalo Dunes have started fundraising efforts for a new Golf Clubhouse.

The Garden City Reuse Feasibility Study was completed in January 2019. This study helps the City plan for expanded water reuse in the future to help maximize water resources. It was funded by a grant from the Department of Interior, Bureau of Reclamation.
IN REVIEW: 2018-19

The City was awarded a 1:1 matching grant by Disney and the National Recreation and Park Association to develop and support our efforts to provide inclusive play areas that increase physical activity for children and their families.

The second floor of the City Administrative Center was remodeled in 2019 to accommodate for new staff hires.

Human Resources Department began using an electronic onboarding system in 2019. Their goal is to go paperless while creating an organized user-friendly environment for new hires to learn our core values and more about our City, as well as, simplify the orientation process.

City Staff conducted a community input survey regarding the interest in a new water recreation facility in replacement of The Big Pool. This process included public presentations for community members as well as visiting 3-12 grade classes in Garden City and surrounding school districts.

Garden City Regional Airport has started the airport beacon replacement project estimated at $113,735 (90% FAA funds and 10% City funds). This project will replace the 1975 beacon located at the airport.

The City was awarded a 1:1 matching grant by Disney and the National Recreation and Park Association to develop and support our efforts to provide inclusive play areas that increase physical activity for children and their families.

Buffalo Dunes reversed their nines for an improved experience for golfers.
The Big Pool served as a host location for The World's Largest Swimming Lesson in 2019. This was a global event to share the importance of learning to swim. Over 50 swimmers ranging from the age of 2 to 12 participated in the event.

Garden City Police Department underwent an Organizational Study conducted by McGrath Consultant Group. GCPD staff and employees, as well as City Management, met with members of the consulting group. The results of the study were presented to members of staff as well as the community in June 2019. A copy of the study can also be found on the GCPD’s website.

Garden City Regional Airport will replace the Air Traffic Control Tower Voice Control Switch and Recording system estimated at $185,924. This project will replace the current system.

During the 2018-19 winter over 20 inches of snow fell. This resulted in over 4,000 hours of labor from multiple City departments.

As KDOT moves on to the next phase of the Bypass reconstruction project, they will be completing improvements to Spruce Street.

Garden City Regional Airport completed the Airfield Lighting Control Panel and Monitoring System in 2019 for $30,836 (90% FAA funds and 10% City funds). This project updated hardware and software for the airfield lighting control and monitoring system at the airport.

A new irrigation system is being installed at Valley View Cemetery. This system will replace the current system that is dated, inefficient, and requires a lot of maintenance.
# 2018 FINANCIALS

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<th>2018</th>
<th>2017</th>
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<td><strong>Government-wide</strong></td>
<td></td>
<td></td>
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<tr>
<td>Assets</td>
<td>$265,828,344</td>
<td>$231,487,982</td>
<td>$222,855,118</td>
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<tr>
<td>Liabilities</td>
<td>140,518,439</td>
<td>115,705,097</td>
<td>115,429,820</td>
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<tr>
<td>Total Net Assets</td>
<td>125,309,905</td>
<td>115,782,885</td>
<td>107,425,298</td>
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<td><strong>Revenues</strong></td>
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<td></td>
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<td>Governmental Funds</td>
<td>34,422,689</td>
<td>37,841,155</td>
<td>37,304,456</td>
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<td>Enterprise Funds</td>
<td>49,255,522</td>
<td>48,821,997</td>
<td>48,278,591</td>
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<tr>
<td>Total Revenues</td>
<td>83,678,211</td>
<td>86,663,152</td>
<td>85,583,047</td>
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<tr>
<td><strong>Expenditures/Expenses</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Governmental Activities</td>
<td>29,732,434</td>
<td>34,459,956</td>
<td>40,626,210</td>
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<tr>
<td>Enterprise Funds</td>
<td>42,128,873</td>
<td>41,471,561</td>
<td>40,221,913</td>
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<tr>
<td>Total Expenditures</td>
<td>71,861,307</td>
<td>75,931,517</td>
<td>80,848,123</td>
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<tr>
<td><strong>Capital Assets- Net of Accumulated Depreciation</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Governmental Activities</td>
<td>49,896,372</td>
<td>51,209,525</td>
<td>48,287,816</td>
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<tr>
<td>Enterprise Funds</td>
<td>146,431,999</td>
<td>127,469,806</td>
<td>124,918,243</td>
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<tr>
<td>Total Assets</td>
<td>196,328,371</td>
<td>178,679,331</td>
<td>173,206,059</td>
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<tr>
<td><strong>General Fund Balance</strong></td>
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<td></td>
<td></td>
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<tr>
<td>Unreserved (unassigned)</td>
<td>7,996,936</td>
<td>7,325,832</td>
<td>7,217,978</td>
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<tr>
<td>Debt Service Fund-Reserved</td>
<td>1,175,606</td>
<td>980,122</td>
<td>740,703</td>
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<td><strong>Long-term Debt Outstanding</strong></td>
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<td></td>
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<tr>
<td>Governmental Activities</td>
<td>50,977,135</td>
<td>52,663,808</td>
<td>51,701,408</td>
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<tr>
<td>Enterprise Funds</td>
<td>74,702,091</td>
<td>54,081,605</td>
<td>55,368,268</td>
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<tr>
<td>Total</td>
<td>125,679,226</td>
<td>106,745,413</td>
<td>107,069,676</td>
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The City of Garden City’s assets exceeded its liabilities at the close of 2018 by $125,309,905. Of this amount, $27,811,158 is unobligated and may be used to meet the City’s ongoing obligations. The City’s total enterprise fund balance increased by $5,164,396. This growth in fund balance is attributable to an increase in charges and usage for services in the enterprise funds (listed below). This growth is also attributable in part to the stabilization of wholesale power expenses.

At the end of 2018, the unassigned fund balance for the general fund was $7,996,936 or 38.037% of total general fund expenditures. Another way to look at these funds is as the ending cash balance of the general fund. These funds are available for use in the next fiscal year.

The City of Garden City’s total long-term debt increased by $5,415,000 during the 2018 fiscal year. The City issued $10,730,000 of general obligation bonds for internal improvements, and $212,969 in capital lease financing. This was offset by payments of $5,315,000 in general obligation bonds and $863,394 in capital leases.

**TERMINOLOGY**

- **Assets |** Items of economic value owned by the City, including cash
- **Governmental Activities |** The City’s basic services such as Police, Fire, Public Works, Zoo and Parks, which are funded mostly by property tax, sales tax and franchise fees
- **Capital Assets |** Stationary assets of the City that include machinery, equipment, real estate, streets, sidewalks, water, sewer and drainage systems
- **Net Assets |** The difference between assets and liabilities
- **Fund Balance |** The difference between assets and liabilities of a fund
- **Liabilities |** Debt or obligations of the governmental unit that are to be met using the governmental fund’s expendable financial resources
- **Enterprise Funds |** Airport, Golf Course, Electric, Solid Waste, Water, Sewer, Storm water - all funded by fees charged to users
As we strive to effectively, efficiently, and equitably provide services and facilities that meet public needs and work to enhance the quality of life in the community, the City and its staff sometimes receive local, state and national recognition. Here are some of the awards that were earned recently by the City of Garden City and its staff.

**Buford M. Watson, Jr. Award for Excellence in Public Management**
- Matt Allen

**2019 Mildred Vance City Clerk of the Year for the State of Kansas**
- Celyn Hurtado

**Assistant Excellence in Leadership Award in Memory of Buford M. Watson, Jr.**
- Jennifer Cunningham

**2018 First Quarter Safety Award**
- Vanessa Garcia

**2018 Second Quarter Safety Award**
- Jared Kuhlmann

**2018 Fourth Quarter Safety Award**
- Keo Bounpaseuth

**2018 Annual Safety Winner**
- Ralph Rochat

**Garden City Regional Airport**
- 2018 Department Safety Award

**2018 Department Safety Award**
- Bob Arellano
AWARDS & RECOGNITION

2019 First Quarter Safety Award
Bob Quint

GCPD Bronze Valor Award
Richard Colburn

2018 GCPD Employee of the Year
Jason Chase

40 Years of Service in the Electric Department
Cliff Sonnenberg

GCPD Bronze Valor Award
Meghan Huber

2018 GCPD Marksmanship Award
EJ Ochs

2018 Fire Chief of the Year
Allen Shelton

Outstanding Public Servant of the Year by the American Society of Public Administration
Matt Allen

2019 ArrivaList- Most Visited Place in Kansas
Lee Richardson Zoo

Outstanding Public Servant of the Year by the American Society of Public Administration
Matt Allen
GCPD Meritorious Service Award
Emily Burns
GCPD Meritorious Service Award
Andrew Roush
GCPD Meritorious Service Award
Margo Edler
GCPD Meritorious Service Award
Tiffany McDermott
GCPD Meritorious Service Award
Cody Wilson
GCPD Meritorious Service Award
Bo Taylor
GCPD Meritorious Service Award
Meghan Huber

Leadership Roles

Jessica Chalkley, Benefits Coordinator of Human Resources | Secretary for SHRM of SWKS
Margo Edler, Detective | Treasurer for the Finney County Sexual Assault Response Team
Celyn Hurtado, City Clerk | Finney County United Way Board of Directors, Secretary for the (CCMFOA) City Clerks and Municipal Finance Officers Association
Fred Jones, Water Systems Resource Manager | Chairman of the Upper Arkansas Regional Advisory Committee, Vice President of Southwest Kansas Groundwater Management District No. 3
Kathy Kuenstler, Director of GCPD Communications | Kansas 911 Coordinating Council
Allie Medina, Director of Human Resources | Diversity Coordinator for SHRM of SWKS, Secretary for the Ethnic Empowerment Network
Mike Muirhead, Public Utilities Director | President of Kansas Municipal Electric Agency, Chairman of the KMEA Power Supply Committee, Board of Directors for Kansas Municipal Utilities, Voting Delegate for the American Public Power Association, Utilities and Environment Committee for the League of Cities
Kristi Newland, Director of Lee Richardson Zoo | Vice Chair of Association of Zoo and Aquarium’s Membership Committee
Courtney Prewitt, Captain | Finney County Live Well Board of Directors, Southwest Kansas Regional Commission
Randy Ralston, Captain | Garden City Community College Department of Public Safety Advisory Board
Michael Reagle, Captain | Kansas Municipal Insurance Trust Board of Trustees
Gene Robertson, Fire Marshal | President for the Fire Marshal’s Association of Kansas
Robert Scrivner, Senior Master Patrol Officer | Finney County Public Library Board of Trustees, Regional Representative for the Kansas Gang Investigators Association, Boys Scouts of America Santa Fe Trail Council Executive Board
Ken Seirer, Battalion Chief | Executive Board, Kansas State Association of Fire Chiefs District 8 Representative, Kansas Search and Rescue Advisory Board, Kansas Task Force 6 Representative
Cliff Sonnenberg, Electric Superintendent | Chairman for the Energy Management Project 2 group for Kansas Municipal Energy Agency
Lana Urteaga, Sergeant | Chairperson of the Public Relations Society of Southwest Kansas, Kansas Children’s Service League Community Development Leadership Team, Garden City Opioid Task Force, Ethnic Empowerment Network
Michael Utz, Chief of Police | Chairperson of the Executive Board for Mid-States Organized Information Center representing Kansas Law Enforcement, Kansas Association of Chiefs of Police Board of Directors, Ethnic Empowerment Network Board of Directors, 25th Judicial District Juvenile Advisory Board, 25th Judicial District Community Corrections Advisory Board, Garden City Opioid Task Force
Joe Campos retired from the City of Garden City in June 2019 after 69 years of service. Joe started his career with Garden City in the Sanitation Department in 1950. He then went on to work in both the Water Department and the Electric Department. For Garden City’s municipal electric utility, Joe worked as a groundsman. Joe always had a smile on his face and whistled the same ole tune while he worked and will be greatly missed!

Fire Chief Allen Shelton retired in July 2019 after 44 years of service to the Garden City Fire Department. Chief Shelton was appointed Fire Chief in 1984. Chief Shelton devoted his entire professional career to transforming the all-volunteer department to a department with 38 paid employees and two fire stations with plans for a third to open in 2024. He made sure his department had the personnel, equipment, and training capabilities for serving Garden City. It is hard to imagine Garden City Fire Department without Chief Shelton, but we wish him well in his retirement!
2019 MILL LEVY COMPARISON

The 2019 mill levies were set in the summer of 2018. The charts below illustrate how mill levies in Garden City compare to other full-service cities in Kansas.
Based on national averages, Garden City’s monthly property tax rate accounts for 1% of average monthly expenses. Amounts are in dollars.

The property taxes that you pay provide funds for several services that you benefit from directly including:

WHERE THE MONEY GOES

- Cemetery Maintenance and Operations
- Street Repairs and Upgrades
- Neighborhood & Development Services
- Regional Airport Services
- Recreation and Park Facilities
- Police and Fire Protection
- Traffic Control and Signals
- Lee Richardson Zoo

How does your monthly property tax rate compare to your other monthly expenses?
AFAC

The State of Kansas provides funds generated from a special tax on liquor sales to cities and counties. A portion of the funds are devoted to alcohol and drug treatment or prevention. The City of Garden City and Finney County empower a joint Alcohol Fund Advisory Committee (AFAC) to solicit applications and make recommendations for use of the local funds by programs that aid in the abatement of drug and alcohol abuse.

Art Grant

The Art Grant program is designed to award funds to persons or organizations that undertake art projects or begin art programs that benefit the community. Any person, civic group, not-for-profit agency, or private entity will be considered for receiving funds, except for those that would qualify for AFAC funds, those that receive Community Grant funds, and those applicants that have the ability to levy funds.

Citywide Cleanups

The City helps residents clean up personal property by having citywide cleanups the first two weeks in April and again the first two weeks in October. During these cleanups, City crews gather tree trimmings, old furniture, boxes, and old appliances from residential areas that homeowners have placed at the curb for disposal.

Household Hazardous Waste & Recycling

The City’s Household Hazardous Waste Facility, 206 Isabel, accepts common household hazardous waste including paint, fluorescent bulbs, aerosols, antifreeze, and more from Garden City residents free of charge. Electronic waste and recyclable material are accepted at the City’s Recycling Center, 123 J.C. Street.
Over the years, several programs have been created to help the City and its residents work together to keep the community clean, comfortable and safe. In 2018, 387 tons of trash were collected and disposed of during the spring and fall citywide cleanups. Another 661 tons of waste were recycled through the City’s recycling center. The Tree Rebate Program and the Tree Loan Program helped plant 44 new trees in residential neighborhoods.

**Community Grant**

The Community Grant program is designed to award funds to persons or organizations that undertake projects or begin programs that benefit the entire community or significantly benefit a targeted segment of the population. The Community Grant is intended to award money for projects or programs that would not customarily be funded through the annual City Budget, but serve to meet the identified goals and objectives of the City. Any person, civic group, not-for-profit agency, or private entity will be considered for receiving funds, except for those that would qualify for the AFAC funds, Arts Grant funds, and those applicants that have the ability to levy funds.

**Home Insulation Loan**

The Home Insulation Loans are interest-free loans provided by the City to homeowners wanting to replace windows, storm doors, insulation, thermostats and attic fans. The purpose of the program is to improve the image of homes and to make them more energy efficient. The maximum loan amount is $1,500 with a down payment of 10% and a maximum term of 60 months.

**Neighborhood Revitalization**

The Neighborhood Revitalization Program is a tax rebate program for homeowners whose taxes have increased due to a home improvement. Depending on where the home is located, a homeowner may receive a 95% rebate on the difference between the current year and the application year for a seven-year period or a ten-year period. The program is also available to commercial businesses at a rate of 75% for seven or ten years. The project application must be filed within 180 days of permit issuance.
CITY PROGRAMS

Sidewalk/Driveway Approach Program
The City’s Sidewalk Program is designed to help property owners install new or replace broken sidewalks and driveway approaches. The cost share program is available to both residential and commercial property owners without income qualifications.

Rent-A-Truck
The City’s Rent-A-Truck Program assists residents of Garden City in cleaning projects around their property. For a prepaid fee, the City will park a dump truck on the homeowner’s property and pick it up the next business day. This allows homeowners to load debris for the City to haul away for disposal.

Tree Loan
The City has a revolving interest-free loan fund to assist homeowners with the removal of dead trees and tree stumps and with the pruning of trees. The maximum loan amount is $1,000 with a maximum loan term of one year. A 10% down payment is required.

Tree Rebate Program
The City encourages Garden City residents to plant trees by offering a Tree Rebate Program. Homeowners can purchase two trees per year from a pre-approved tree list from local vendors between April 1-June 1 or September 1-November 30. The City reimburses homeowners for half of the cost of each tree, up to a maximum of $50 per tree.
During the summer of 2019, the City Commission adopted its financial guidelines for 2020 by approving a total budget of $123,336,435. The mill levy was set at 38.566, which is slightly higher than the 2019 levy. In 2020, $8,156,601 is expected to be generated by property tax for the City budget. Other revenue sources are sales tax, franchise fees, reimbursements, service charges, and utility user fees. Here are a few items you can expect to see progress on in 2020.
Garden City Regional Airport will continue to acquire funding solutions to construct a new terminal.

A new flamingo habitat will be built at the east edge of the duck pond with improved year-round viewing and sidewalk access in the northern part of Lee Richardson Zoo. This project is funded by the November 2017 sales tax and will cost approximately $500,000.

The IT & Communications Department will replace five of the current small uninterruptable power supply (UPS) with two larger UPS to handle extended power outages if they happen. This will enable City services to continue without interruption.

Looking Ahead: 2020

Work will begin after the summer of 2020 on a new pool facility in the same location with an anticipated opening date of Summer 2021 that will coincide with the 100th anniversary of The Big Pool.

The Eastside Retention Pond is under design with Jennie Barker Road improvements on the east side of town.

Eighth Street from Buffalo Jones Avenue to St. John Street will receive new landscaping and repairs starting in 2020. New trees and flowers will be planted, and repairs to sidewalks and the brick street will be made.

Lee Richardson Zoo will be building an expanded Animal Health facility to keep up with the veterinary needs of the zoo residents complete with a sterile surgery room, dedicated quarantine space, and treatment space. This project is funded by sales tax passed in November of 2017 and will cost approximately $1.2 million.

Neighborhood & Development Services will begin spreading the word about participating in the 2020 Census. This will include forming a Complete Count Committee which will assist with gathering increased participation in the community.
Plans for fiber connections to be run from the City Administrative Center to other City properties are currently being developed. The departments that will be affected by the fiber will see increased speed and stability of their connection to the rest of the City departments.

A new, improved habitat for primates will be built in the center of the Lee Richardson Zoo. This new habitat will provide more room for the primates and staff and year-round viewing for zoo guests. This project will be funded by sales tax and Friends of Lee Richardson Zoo and cost approximately $1.6 million.

The City of Garden City will be undergoing a pay study conducted by McGrath Consulting Group by using an Electronic Evaluation System and Employee Engagement Survey. This study is anticipated to be completed in late 2019 or early 2020.

The construction for widening Jennie Barker Road from Highway 156 to Schulman Avenue is set to take place in 2020.

The Service and Finance Department is introducing the Garden City Utilities Customer Portal that will be accessible on the City’s website. This will allow customers more control in monitoring their usage and the ability to set up alerts for usage or billing.

Garden City Regional Airport will rehabilitate, crack seal, and paint the runway.
Calculating your City property tax may not be as simple as 1+1=2, but it can be figured through a couple of easy steps. You can use this same process to calculate your monthly property tax for each of the local taxing entities identified on the next page.

**Property Tax Value**

**How to calculate your monthly property tax amount**

Start with your residential home’s appraised value.

Then, compute your property’s assessed value (appraised value x 11.5%)

Next, find your annual property tax rate (assessed value x City mill levy)

Finally, compute your monthly property tax amount (annual tax/12 months)

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appraised Value</td>
<td>$150,000</td>
</tr>
<tr>
<td>$150,000 x 11.5% =</td>
<td>$17,250</td>
</tr>
<tr>
<td>$17,250 x .038566 =</td>
<td>$665.26</td>
</tr>
<tr>
<td>$665.26/12 mo. =</td>
<td>$55.44</td>
</tr>
</tbody>
</table>
In addition to the City of Garden City, property taxes are levied by Finney County, the State of Kansas, Garden City USD 457, and Garden City Community College. Some residents also pay property taxes to drainage districts. In Garden City, the overall mill levy is 157.285. Of that, 1.500 is levied by the State; 48.482 is levied by the County; 38.566 is levied by the City; 48.841 is levied by USD 457; and 21.386 is levied by GCCC. An estimated $60,518,407 will be generated by local taxing entities in 2020. The graph above shows what is estimated to be collected based on the assessed valuation of each entity.

**FY 2020 Important Numbers**

- Number of Authorized City Employees: 350
- 2019 Assessed Property Values: $211.4 Million
- 2020 Municipal Budget: $123,336,135
- 2020 City Tax Rate: $0.038566
YOUR CITY

186 acres of parks
7+ miles of trails
39 sport fields
16,698 rounds of golf
101 animal species
361 animals

7+ miles of trails

Staying Safe
The general fund also provides for safety and sanitation measures.

4.56 minutes average response time to priority 1 police calls
836 fire calls answered
387 tons gathered during citywide cleanups
651 tons recycled

YOUR BUDGET

$123,336,435 total 2020 budget

2020 General Fund Revenue

Sales Tax 45.68%
Property Tax 16.79%
Services Fees 9.99%
Franchise Tax 12.31%
Other 15.23%

Total $24.3M

2020 General Fund Departments

Admin 18.71%
Fire 5%
Police/Municipal Court 8.76%
Public Works 13.11%
Zoo 13.71%
Other* 39.65%
The plan includes proposed major public improvements scheduled through the year 2025.

A few projects included in the CIP are:

- A $2.43 million project to improve Farmland Road from US-50/400 south to the railroad crossing.
- Construction of a new $750,000 irrigation system in Valley View Cemetery.
- A $2.7 million project to reconstruct Eighth Street between Walnut Street and St. John Street.
- Construction of Southeast Park. Phase 1 will include irrigation and landscaping. Phase 2 will be construction of a building, restroom and walking trail.

Be Informed
Read news releases, view government documents, read about the 2020 budget, view the financial profile and more at www.garden-city.org.

Connect With Us
Email: cityinfo@gardencityks.us

Watch us on Channel 8
Advisory Boards

Local Housing Authority
Serves as the governing board that oversees the operation and maintenance of the publicly owned, low-income housing units at Redwood Place and Pershing Manor. Assists staff in developing operating procedures and budgets.

Art Grant Committee
Makes recommendations to the City Commission regarding the appropriation and use of Art Grant Funds.

Involved with issues of building construction and permits. Reviews and recommends code amendments and changes in building construction methods. Assists the Inspection Division in building code interpretation. One position must be filled by a general contractor with 8 years of experience, and one position must be filled by a licensed Realtor with 8 years of experience.

Golf Board
Studies all phases of the present and future operation, expansion, planning and management of all facilities at Buffalo Dunes Golf Course, and makes appropriate recommendations to the City Commission.

Parks & Tree Board
Assists and advises the Governing Body in the operation, care, maintenance, building, development, and promotion of all parks within city limits.

Airport Advisory Board
Studies all phases of the present and future operation, expansion, planning, and management of facilities at Garden City Regional Airport and makes appropriate recommendations to the City Commission.

Building Safety Board of Appeals
Advises the City Commission on policy matters and programs relating to community health. Issues may include, but are not limited to, promoting healthy initiatives within the community and matters of healthy community design.
Interested? The City has several advisory boards that assist in the affairs of the City. Members are appointed by the City Commission and/or County Commission. Ad hoc boards may also be appointed by the City Commission to serve until the need has been met. If you are interested in serving on a board or commission, please return the application on the next page.

**Board of Zoning Appeals**
Serves as a quasi-judicial board to review and approve requests for variances from the zoning regulations and grant conditional use permits when appropriate. The board also hears appeals from enforcement decisions, conditional use permits, and variances. All actions of board are final unless challenged in District Court.

**Planning Commission**
Makes recommendations on applications for annexation, rezoning, and subdivisions to ensure the orderly growth and anticipated physical development of Holcomb, Garden City, and the Finney County area.

**Alcohol Fund Advisory Committee**
Makes recommendations to the City and County Commissions concerning the appropriation and use of the Alcohol Consumption Tax Funds for programs to aid in the abatement of alcohol and drug abuse. This board also makes recommendations regarding the distribution of the Community Grant Funds.

**Recreation Commission**
Semi-autonomous board responsible for the planning, development and operation of the various recreation programs for the community.

**Lee Richardson Zoo Board**
Assists and advises the Governing Body, the City Manager, and the Zoo Director in the operation, care, maintenance, building, development, and promotion of Lee Richardson Zoo.
Cultural Relations Board
Advises the City Commission on matters related to minority communities within the city, monitors the policies and practices of the City to ensure fair and equitable application, and acts as a resource for inter-cultural awareness, education, and celebration among all people.

Public Utilities Advisory Board
Advises the City Commission on policy matters and programs as they relate to the operation/maintenance and expansion of the five public utilities: electric, water, wastewater, solid waste, and storm water. Issues may include, but are not limited to: rate structures, infrastructure improvements, residential and commercial solid waste service, recycling, power, energy, storm water, water conservation, water quality, and hazardous waste disposal.

Traffic Advisory Committee
Advises the City Commission with regard to vehicle and pedestrian traffic control on City streets and rights-of-way.

Police/Citizen Board
Studies problems, concerns, policies and programs of the Police Department in an effort to resolve issues and promote a smooth, harmonious relationship between police and public. The board requires one representative each from 12 special interest groups.

Landmarks Commission
Makes recommendations to the City Commission on historic resources and looks after the architectural and cultural heritage of the community through the preservation of historic landmarks and historic districts. Three members must be part of a preservation-related profession as defined by the National Park Service.

I AM WILLING TO SERVE ON A PLANNING OR ADVISORY BOARD/COMMITTEE
Name:  
Address:  
E-mail address:  
Occupation (if employed):  
Place of employment:  
How long have you been a resident of Garden City?  

Describe why you are interested in serving on a board/commission:

Other applicable experience:

Please list the board(s) on which you are interested in serving:

RETURN THIS FORM TO:
City Manager’s Office – Attn: Celyn Hurtado
City Administrative Center
P.O. Box 998
Garden City, KS  67846-0998
Who decides which roads are improved? What’s the plan for our City parks? Which City facilities need to expand? How can you make a suggestion?

The answers are in the City’s Capital Improvement Plan (CIP). As one of the most important City documents, the CIP is an inventory of recommended and current projects and major purchases that the City uses to support its services and programs.

The City Commission and City Staff encourage you to begin participating in the CIP process by submitting your suggestions. To do so, complete this form and mail it to the address below or complete it online at www.garden-city.org/cip. You can also send an email to cip@gardencityks.us.

Your suggestions might inspire new projects or influence existing ones. Either way, you're making a valuable contribution to your community!

If you would like to serve on the citizen committee that reviews all CIP projects, please call the City Manager’s Office at 620-276-1160 to sign up by October 18. The CIP Committee’s first meeting is November 7.

Describe your project/suggestion:

Why is this project necessary or important?

Name and contact information (optional):

Mail completed form to: CIP Public Input, PO Box 998, Garden City, KS 67846
## City Administrative Center
PO Box 998  
301 N. 8th Street  
Garden City, KS 67846

### Administration
City Manager  
Matthew C. Allen  
(620) 276-1160  
Matt.Allen@gardencityks.us

Assistant City Manager  
Jennifer Cunningham  
(620) 276-1160  
Jennifer.Cunningham@gardencityks.us

City Clerk  
Celyn Hurtado  
(620) 276-1160  
Celyn.Hurtado@gardencityks.us

City Counselor  
Randall D. Grisell  
124 Grant Avenue  
(620) 275-8084

### GIS
GIS Coordinator  
Trey Phillips  
(620) 271-1780  
giscoor@finneycounty.org

### Human Resources
Human Resources Director  
Allie Medina  
(620) 276-1175  
Allie.Medina@gardencityks.us

### IT & Communication
Computer Service Manager  
Clay Billings  
(620) 271-1790  
Clay.Billings@gardencityks.us

### Communication & Project Manager
Jamie Stewart  
(620) 276-1166  
Jamie.Stewart@gardencityks.us

### Neighborhood & Development Services (Including Inspections and Code Enforcement)
Neighborhood & Development Services Director  
Carol Davidson  
(620) 276-1170  
Carol.Davidson@gardencityks.us

Chief Building Official  
(620) 276-1120

### Service & Finance
Finance Director  
Melinda Hitz  
(620) 276-1100  
Melinda.Hitz@gardencityks.us

### The Big Pool
PO Box 998  
504 Maple Street  
Garden City, KS 67846  
620-276-1255  
Memorial Day- Labor Day

Jennifer Cunningham  
(620) 276-1160  
Jennifer.Cunningham@gardencityks.us

### Buffalo Dunes Golf Course
PO Box 998  
5685 S. Hwy 83  
Garden City, KS 67846

Golf Professional  
Jason Hase  
(620) 276-1210  
Jason.Hase@gardencityks.us

### Garden City Regional Airport
PO Box 998  
5225 S. Air Service Road  
Suite 112  
Garden City, KS 67846

Director of Aviation  
Rachelle Powell  
(620) 276-1190  
Rachelle.Powell@gardencityks.us

### Housing Authority
PO Box 998  
606 Pershing Ave.  
Garden City, KS 67846

Executive Director  
Kimberly Ojeda  
(620) 276-1240  
Kimberly.Ojeda@gardencityks.us

### Cemetery
PO Box 998  
2901 N. Third Street  
Garden City, KS 67846

Cemetery Supervisor  
Eddie Labrier  
(620) 276-1220

### Fire Department
PO Box 998  
302 N. 9th Street  
Garden City, KS 67846

Interim Fire Chief  
Rick Collins  
(620) 276-1140  
Rick.Collins@gardencityks.us

### Contact Us
Golf Course Superintendent  
Clay Payne  
(620) 276-1215  
Clay.Payne@gardencityks.us
Law Enforcement Center
PO Box 998
304 N. 9th Street
Garden City, KS 67846

Municipal Court & Prosecution
Court and Defendant Coordinator
Alisha Wehkamp
(620) 276-1150
Alisha.Wehkamp@gardencityks.us

City Prosecutor
(620) 271-1452

Police Department
Police Chief
Michael Utz
(620) 276-1350
Michael.Utz@gardencityks.us

Lee Richardson Zoo
PO Box 998
312 E. Finnup Drive
Garden City, KS 67846

Zoo Director
Kristi Newland
(620) 276-1250
Kristi.Newland@gardencityks.us

Public Works
Administration
PO Box 998
301 N. 8th Street
Garden City, KS 67846

Public Works Director
Sam Curran
(620) 276-1260
Sam.Curran@gardencityks.us

Fleet
PO Box 998
103 S. 9th Street
Garden City, KS 67846

Fleet Maintenance Manager
Bob Quint
(620) 271-1571
Bob.Quint@gardencityks.us

Parks
PO Box 998
106 S. 11th Street
Garden City, KS 67846

Assistant Director of Public Works & Superintendent of Public Grounds
Andy Liebelt
(620) 271-1574
Andy.Liebelt@gardencityks.us

Solid Waste, Recycle, Traffic
PO Box 998
125 JC Street
Garden City, KS 67846

Solid Waste Supervisor
Tim Livermore
(620) 276-1278
Tim.Livermore@gardencityks.us

Recycling Coordinator
PaTrick Pinchon
(620) 276-1278
PaTrick.Pinchon@gardencityks.us

Traffic Technician
Mario Saucedo
(620) 276-1278
Mario.Saucedo@gardencityks.us

Street
PO Box 998
105 S. 10th Street
Garden City, KS 67846

Street Superintendent
Casey Howard
(620) 276-1270
Casey.Howard@gardencityks.us

Recreation Commission
PO Box 998
310 N. 6th Street
Garden City, KS 67846

Superintendent
Aaron Stewart
(620) 276-1200
Aaron.Stewart@gardencityks.us

Utilities Service Center
PO Box 998
140 Harvest Avenue
Garden City, KS 67846

Public Utilities Director
Mike Muirhead
(620) 271-1577
Mike.Muirhead@gardencityks.us

Electric Superintendent
Cliff Sonnenberg
(620) 276-1290
Cliff.Sonnenberg@gardencityks.us

Water Resource Manager
Fred Jones
(620) 276-1291
Fred.Jones@gardencityks.us

Electrical Engineering Scada Manager
Kent Pottorf
(620) 276-1290
Kent.Pottorf@gardencityks.us

Water Superintendent
Tony Hurtado
(620) 276-1291
Tony.Hurtado@gardencityks.us

Wastewater Treatment Plant
PO Box 998
345 S. Jennie Barker Road
Garden City, KS 67846

Wastewater Superintendent
Ed Borgman
(620) 276-1280
Ed.Borgman@gardencityks.us