



COUNTY COMMISSION REGULAR MINUTES

Finney County, dedicated to its citizens, serving its taxpayers

COUNTY ADMINISTRATIVE CENTER

August 7, 2017

8:30 AM

The regular meeting of the Board of the Finney County Commission was called to order by Chairman Lon Pishny in the Commission Chambers of the Finney County Administrative Center at 8:30 a.m., Monday August 7, 2017 with Commissioner Dave Jones, Commissioner Duane Drees and Commissioner Larry Jones. Commissioner William S. Clifford M.D. was absent. County Administrator Randy Partington and County Clerk Anita Garcia were present.

Chairman Pishny opened the meeting by asking those in attendance to stand for the Pledge of Allegiance to the Flag. Commissioner Duane Drees gave the invocation.

The Board reviewed the following Tax Roll Changes:

ADDEDS		ABATEMENTS	
<u>TAX</u>		<u>TAX</u>	
<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>
2015	412.09	2008	\$ (62.76)
2016	353.57	2009	\$ (120.89)
		2010	\$ (56.23)
		2011	\$ (94.59)
		2012	\$ (46.25)
		2013	\$ (28.86)
		2016	\$(2,844.01)

Chair Person Comments

Consent Agenda

A motion was made by Commissioner Larry Jones and seconded by Commissioner Drees to observe the Consent Agenda format to include the approval of minutes from the July 17, 2017 regular session meeting, the Accounts Payable with a total of \$962,994.48 as presented, review and Chairman signature for the CDBG/Revolving Loan Fund semi annual report, Chairman signature for the Child Nutrition and Wellness 2018 Program Agreement and Sewer District #2 Budget Resolution #8-2017. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Public Comment

A motion was made by Commissioner Dave Jones and seconded by Commissioner Drees to proclaim August 13-19, 2017 as National Health Center Week as presented by Julie Wright, Director of Genesis Family Health. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Business Items

Western Kansas Child Advocacy Center

Vicki Hubin, Project Coordinator presented the services of the agency and the counties that are served, requesting the support of the County Commission.

County-wide Sales Tax Resolution

Resolution and Inter-local agreement for sales tax initiative

A motion was made by Commissioner Dave Jones and seconded by Commissioner Drees to approve Resolution 10-2017 joining with the City of Garden City to ask voters to approve a .30% sales tax to fund both county and city projects. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Inter-Local Agreement with City of Garden City

A motion was made by Commissioner Larry Jones and seconded by Commissioner Dave Jones to approve and sign Inter-local Agreement with the City of Garden City detailing the handling of the proposed sales tax if approved by the voters in November 2017 with the changes as discussed. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Wind River Grain, LLC Tax Abatement

20% tax abatement for Wind River Grain, LLC discussion

A motion was made by Commissioner Larry Jones and seconded by Commissioner Dave Jones to approve signing a 20% Memorandum of Tax Abatement for Wind River Grain, LLC. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Planning Commission Representation

A motion was made by Commissioner Dave Jones and seconded by Commissioner Drees to accept the resignation of Bob Law as County representative on the Planning Commission and appoint Vicki Germann. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Neighborhood & Development Services

A motion was made by Commissioner Drees and seconded by Commissioner Larry Jones to approve Resolution 9-2017 amending the zoning regulations to allow churches or similar places of worship in the "I-1", "I-2" light-medium industrial zoning district amending section 16.020. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

Finney County Appointment to Area Agency on Aging

The Board recommended having County Administrator, Randy Partington contact the Senior Center for suggestions of nominees to represent the Area Agency and present nominees at a later meeting.

Purchasing Policy Update

Kevin Ash presented the updated Finney County Purchasing Policy. The Policy was previously submitted to the Department Heads for input. The Board tabled adopting the policy until the 08/21/17 regular session meeting with the recommended changes to lease purchases, State of Local Disaster purchases and the publishing of Material/Equipment purchases in the official county publication.

Board Governance

Finney County Board Goals and Priorities Discussion

County Administrator Report

- Monthly Department Reports
- Goals and Objectives for the Priority Based Budgeting on track for 2019 Budget
- Bid opening for Parcel 109
- Bid received for 607 East Santa Fe
- Discussion of Health Insurance cost and exploring alternative options
- Schedule of Upcoming Meetings

Bid Opening for County Owned Property

A motion was made by Commissioner Dave Jones and seconded by Commissioner Drees to accept the bid from Lon and Janyth Pishny for Parcel 109, Towns Riverview Subdivision in the amount of \$2600.00. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones

Motion Carried

County Owned Property Bid

A motion was made by Commissioner Larry Jones and seconded by Commissioner Drees to accept the bid received from Dalia Rios for the county owned property at 607 East Santa Fe, previously published, in the amount of \$500.00. The vote was taken by ayes and nays.

Ayes: Drees, Jones, Jones, Pishny

Motion Carried

County Commissioner Reports

The Board reported on Liaison meetings they attended since the last meeting.

Adjournment

Next Commission Meetings - Monday, 8/21/2017 and Tuesday, 9/5/2017

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Western Kansas Child Advocacy Center

DISCUSSION:

Presentation by Vicki Hubin, Project Coordinator

RECOMMENDATION:

N/A

ATTACHMENTS:

Description

[Western KS Child Advocacy Brochure](#)

Dear Family,

Welcome to the Western Kansas Child Advocacy Center. We are here to provide you and your child a safe and supportive place where abuse allegations can be explored. Our center is special, because we provide a CHILD FOCUSED approach to the investigation of abuse allegations, meaning we want to reduce as much stress as possible for you and your child.

To help reduce stress, we use a multidisciplinary team (MDT) approach during the investigation of allegations of child abuse, this team is made up of professionals who work together to share resources and minimize trauma to children.

Our entire space (from our waiting area, to the forensic interview room) is designed to feel safe and welcoming to children of all ages. While at the CAC, your child will meet with specially trained staff who will make him/her feel comfortable and will gather information from him/her in a way that is neutral, supportive and developmentally appropriate.

If follow up services like counseling or medical evaluations are needed for your child, our staff and members of the MDT will help to coordinate those services or will make referrals as necessary.

Whether or not abuse has occurred, we recognize that this may be a stressful period for you and your family. Our staff and members of the MDT Team will be available to provide you support and answer any questions you might have about the investigative process.

If there is anything we can do to help, please let us know.

Sincerely,
Western Kansas Child Advocacy Center

Frequently Asked Questions

What is the CAC?

The Child Advocacy Center (CAC) is a safe, child-friendly setting for children to talk with caring adults. We begin with a forensic interview and facilitate the multi-disciplinary team (MDT) case review process to ensure children and their non-offending family members or guardians are referred to appropriate services. Some children return to the CAC for therapy services when needed.

Does a referral to the CAC mean that my child was abused?

Not necessarily. When allegations of abuse are made, the MDT has a mandate to investigate these allegations thoroughly. Sometimes these allegations are substantiated, and other times they are not. Interviews are done in a manner that is neutral and are not done to "prove" abuse occurred. A forensic interview is only one piece of an entire investigation. It is likely that there will be other sources of information considered and reviewed to ensure the safety of your child.

What happens during the interview?

Your child will be interviewed in a child-friendly room with a specially trained forensic interviewer. The interviewer asks neutral, fact-finding questions in a developmentally and culturally appropriate manner. The interview will be videotaped to make an accurate record of this encounter, this may also help reduce the need for repeat interviews.

Should I prepare my child for this interview?

Children are most comfortable when they know what to expect. Explain to your child that he or she will be meeting with a person whose job is to talk with children. You should NOT tell your child what to say. Please be mindful of conversations you have with others around your child as it could influence the information he/she shares during his/her interview. Reassure your child that he or she is not in trouble and that it is ok to talk to the interviewer and that it is important to tell the truth.

May I stay with my child during the interview?

The interviewer must talk with your child alone. It is difficult for children to talk about abuse they may have experienced and difficult for parents to hear. Having a parent in the room may distract or inhibit children during the interview. Children may also want the parent to answer questions for them. It is best if the child can provide information independently.

What will happen after the interview?

The Law Enforcement assigned to the case and/or the Department for Children and Families (DCF) investigator may want to talk with you before and/or after the interview. At this time, they may be able to tell you what may happen next regarding the investigation. This may also be a good time for you to share information and your concerns.

May I bring a friend or family member to wait with me?

You are more than welcome to bring a support person with you to the CAC. You will also have an advocate assigned to you and your child. However, you should not bring the person being accused of maltreatment.

What is the advantage of having my child interviewed at the CAC?

Your child is our top priority. The CAC provides a place that is friendly, private and safe for children to talk. The forensic interview and the MDT approach reduce the trauma your child may experience by limiting the number of times his/her story is told. Services for your family will be better coordinated, and you will have the opportunity to meet and ask questions of the people working on your child's case.



HELP THE CHILDREN OF KANSAS



Your tax-deductible donation to WKCAC, a non-profit organization, will make a difference in a child's life. With your support we can help a child laugh again.

Name _____

Address _____

City _____

State _____ Zip _____

Phone _____

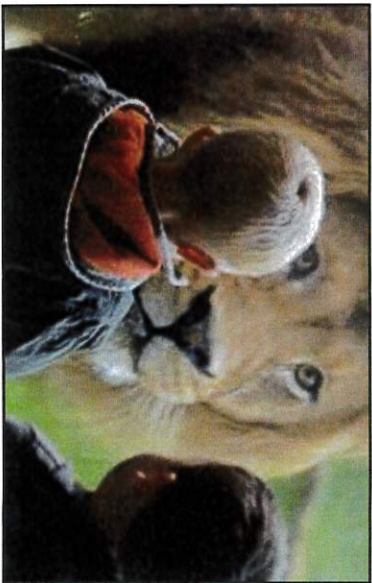
Email _____

Detach and mail with your check made payable to:

WKCAC
103 E. 9th Street
Scott City, KS 67871
620-872-3706

Thank You!





Our Mission

The mission of the Western Kansas Child Advocacy Center is to heal the trauma of abuse to children and adults through prevention, support and Services.



Appointment Reminder:

Day _____

Date _____

Time _____

Any question please call:
620-872-3706

Who is on the MDT (Multi-disciplinary Team) and what are their jobs?

Forensic Interviewer:

Performs the investigative interview of your child in a developmentally sensitive and child friendly manner.

DCF Worker:

Investigates what happened to ensure your child is safe. They will also assist you with referrals for services.

Law Enforcement:

Investigates the allegations and presents the evidence to the County Attorney to decide if any laws have been broken and what criminal charges may be filed.

County Attorney Office:

Reviews and decides whether to prosecute the case on the behalf of your child.

Advocates:

Works closely with the team and is available to assist you with questions and concerns you have regarding the case. They will also assist you with referrals for services.

Mental Health Services:

Provides specialized trauma focused therapy services, for children impacted by abuse. These services are a critical piece of the healing process.

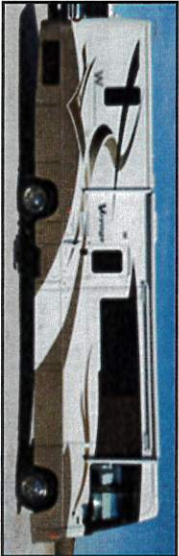
Sane/Sart Nurse Examiner:

Provides medical exams and gathers forensic evidence. These evaluations are conducted by specially trained medical professionals

*Four Locations and
Mobile CACs to Better Serve
Western Kansas*
620-872-3706
www.wkCAC.com

103 E. 9th Street 402 S. Purstley
Scott City, KS 67871 Sublette, KS 67877

135 E. 3rd Street 135 W. 8th
Colby, KS 67702 Hays, KS 67602

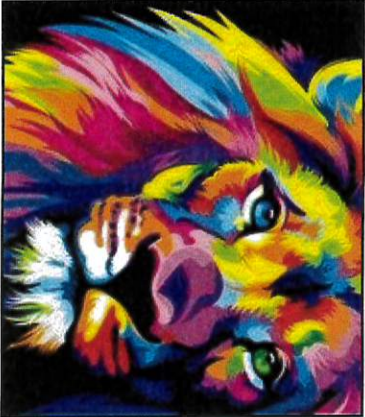


Kelly Robbins 620-874-2272	David Fyler 620-874-8555
Vicki Hubin 620-874-8557	Flor Ramirez 620-872-3706
Chris Smull 620-874-8355	Mandie Lutz 620-214-9253
Brandie O'Dell 620-214-1884	Tracy Kinderknecht 620-214-1533
Taylor Preburg 620-874-8556	Victoria Kramer 620-214-0331
Lissette Garcia 620-640-3944	Laurie Barber 620-295-0858
Layla Mumgaard 620-640-6668	Amanda Brown 620-295-0710
Haley Koralek 620-214-0047	Kelli Steele 620-214-4851
Don Eves 620-260-5333	Jonae Cunningham 620-640-9154



**Western
Kansas
Child
Advocacy
Center**

WKCAC



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: County-wide Sales Tax Resolution

DISCUSSION:

During a county commission meeting on July 17, 2017, the board decided to recommend that Finney County join the City of Garden City to ask voters of the county to pass a .30% (3/10th of a cent) sales tax to fund county and city projects. The sales tax would fund the following projects:

- Jennie Barker Road improvements and signalization at K-156
- Construction, operation, maintenance and equipping of a 3rd fire station with space for an already staffed EMS crew
- Construction of an indoor shooting range to be used by multiple groups
- Multiple improvements at the Lee Richardson Zoo, including animal health facility; flamingo habitat; primate habitat; and general zoo improvements.

The inter-local agreement is a draft to be discussed, approved and signed by both Finney County and the City of Garden City. The agreement is attached and details the handling of the proposed sales tax if passed by the voters in November.

BACKGROUND:

A sales tax was mentioned during a joint governing body meeting in June 2017. At a July 6th meeting, the City of Garden City voted to work on details for a city sales tax of .25%. During the July 10th County Commission meeting, the county administrator was instructed to work with the city in an effort to have a joint city-county sales tax that would address some projects that benefit both entities.

On July 17th, the County Commission voted to have a county wide sales tax of .30% that would include city and county projects. At a City Commission meeting on July 18th, the city discussed their options for a sales tax. During that meeting, they voted on the option to partner with Finney County on a .30% county wide sales tax that would sunset after 15 years.

ALTERNATIVES:

- Pass the Resolution and defer the Inter-local agreement until another meeting.
- Pass both the Resolution and the Inter-local agreement, which would then be sent to the City Commission for consideration.
- Decline the Resolution, causing the Inter-local agreement to not be relevant.

RECOMMENDATION:

Staff recommends passing the Resolution and Inter-local Agreement. If any changes are needed on the Inter-local agreement, those can be made prior to sending to the City Commission for their consideration.

FISCAL And/Or POLICY IMPACT:

The voters of Finney County will see the following ballot question on November 7, 2017. If passed, Finney County residents and visitors to the area would pay for the projects listed during a 15-year time frame.

Shall Finney County, Kansas levy a retailers' sales tax in the amount of .30%, to take effect on April 1, 2018, to be levied on retail sales consummated within the County for a period of 15 years, with revenues of such tax used by the County and the City of Garden City, Kansas as agreed in an Interlocal Cooperation Agreement between the City and County, which shall provide that revenues from levy of the tax allocated to the County and City shall be used to finance: (i) construction and improvement of Jennie Barker Road in the County to urban design standards, including signalization of the intersection of Jennie Barker Road and K-156 highway; (ii) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related City and County public safety facilities; (iii) construction and operation of an indoor shooting range; (iv) ongoing improvements at Lee Richardson Zoo; and (v) to pay obligations of the City or County issued to finance such purposes, if any, all pursuant to K.S.A. 12-187 *et seq.*, as amended?

ATTACHMENTS:

Description

[Sales Tax Resolution](#)

[Inter-local Agreement](#)

RESOLUTION NO. _____

A RESOLUTION TO SUBMIT TO THE QUALIFIED ELECTORS OF FINNEY COUNTY, KANSAS THE PROPOSITION OF LEVYING A .30% COUNTYWIDE RETAILERS' SALES TAX FOR A PERIOD OF 15 YEARS, WITH REVENUE FROM SUCH TAX APPLIED PURSUANT TO AN INTERLOCAL COOPERATION AGREEMENT WITH THE CITY OF GARDEN CITY, KANSAS TO THE IMPROVEMENT OF JENNIE BARKER ROAD, CONSTRUCTION AND OPERATION OF A THIRD FIRE STATION AND RELATED IMPROVEMENTS, CONSTRUCTION OF AN INDOOR SHOOTING RANGE, AND IMPROVEMENTS AT LEE RICHARDSON ZOO.

WHEREAS, K.S.A. 12-187 *et seq.*, as amended, authorizes the Board of County Commissioners of Finney County, Kansas ("County") to submit to the qualified electors of the County the question of levying a retailers' sales tax in the County and pledging the revenue received from the tax to certain purposes, with the tax to be collected by the Kansas Department of Revenue and returned to the County and the cities located in the County as provided in K.S.A. 12-192; and

WHEREAS, pursuant to the Kansas Interlocal Cooperation Act, the County and the City of Garden City, Kansas (the "City") will enter into an agreement (the "Interlocal Agreement") specifying the County's and City's uses of its their respective shares of the .30% retailers' sales tax and providing for cooperative administration of the retailers' sales tax; and

WHEREAS, the governing body of the County has determined it is necessary to levy a .30 % retailers' sales tax, to begin on April 1, 2018, to be levied for a period of 15 years (the "Sales Tax"), with revenue received from the tax applied by the City and the County pursuant to the Interlocal Agreement; and

WHEREAS, the Interlocal Agreement will provide that revenues received by the County and the City from levy of the Sales Tax will be applied to capital improvement projects, including (i) construction and improvement of Jennie Barker Road in the County to urban design standards, including signalization of the intersection of Jennie Barker Road and K-156 highway; (ii) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related City and County public safety facilities; (iii) construction and operation of an indoor shooting range; (iv) ongoing improvements at Lee Richardson Zoo; and (v) to pay obligations of the City or County issued to finance such purposes, if any.

NOW THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FINNEY COUNTY, KANSAS:

Section 1. A special question election is called to be conducted on November 7, 2017, for the purpose of submitting to the qualified electors of the County, the question of levying a countywide retailers' sales tax in the County, in the amount of .30%, with such tax to take effect on

April 1, 2018 (or as soon thereafter as the tax may be levied by the Kansas Department of Revenue) and to be levied for a period of 15 years, if approved by a majority of the electors voting on the question. The election shall be conducted in the manner prescribed by applicable laws of the state of Kansas.

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

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

Shall the following be adopted?

Shall Finney County, Kansas levy a retailers' sales tax in the amount of .30%, to take effect on April 1, 2018, to be levied on retail sales consummated within the County for a period of 15 years, with revenues of such tax used by the County and the City of Garden City, Kansas as agreed in an Interlocal Cooperation Agreement between the City and County, which shall provide that revenues from levy of the tax allocated to the County and City shall be used to finance: (i) construction and improvement of Jennie Barker Road in the County to urban design standards, including signalization of the intersection of Jennie Barker Road and K-156 highway; (ii) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related City and County public safety facilities; (iii) construction and operation of an indoor shooting range; (iv) ongoing improvements at Lee Richardson Zoo; and (v) to pay obligations of the City or County issued to finance such purposes, if any, all pursuant to K.S.A. 12-187 *et seq.*, as amended?

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

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

ADOPTED AND APPROVED by the governing body of the Board of County Commissioners of Finney County, Kansas on August __, 2017.

FINNEY COUNTY, KANSAS
BOARD OF COUNTY COMMISSIONERS

[Seal]

By _____
Lon E. Pishny, Chairman

By _____
Dave Jones, Commissioner

By _____
Duane Dress, Commissioner

By _____
William S. Clifford, MD, Commissioner

By _____
Larry C. Jones, Commissioner

ATTEST:

By _____
Anita K. Garcia, County Clerk

[**Exhibit A** to Finney County Resolution No. _____]

(First published in the *Garden County Telegram*, on _____, 2017,
and subsequently on _____, 2017.)

NOTICE OF SPECIAL QUESTION ELECTION

TO ALL OF THE QUALIFIED ELECTORS OF FINNEY COUNTY, KANSAS:

Notice is given by the Board of County Commissioners and the County Election Officer of Finney County, Kansas that a special question election will be held in Finney County on November 7, 2017, for the purpose of voting on the question of levying a retailers' sales tax in the amount of .30% on retail sales consummated within Finney County, according to the provisions of K.S.A. 12-187 *et seq.* (the "Sales Tax"). If approved by the electors of the County, the Sales Tax will begin on April 1, 2018 (or as soon thereafter as the Kansas Department of Revenue may begin levying such tax) and will be levied for a period of 15 years from the date it is first levied. The revenue received from the Sales Tax by the County and the City of Garden City, Kansas will be applied as provided in an Interlocal Cooperation Agreement between the County and the City of Garden City. The Interlocal Cooperation agreement will provide for joint administration of the Sales Tax and that revenue received by the County and the City of Garden City from levy of the Sale Tax will be applied to finance capital projects, including (i) construction and improvement of Jennie Barker Road in the County to urban design standards, including signalization of the intersection of Jennie Barker Road and K-156 highway; (ii) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related City and County public safety facilities; (iii) construction and operation of an indoor shooting range; (iv) ongoing improvements at Lee Richardson Zoo; and (v) to pay obligations of the City or County issued to finance such purposes, if any. If approved by a majority of the electors voting such tax shall be collected by the Kansas Department of Revenue, and the revenue returned to Finney County and the cities located in the County, as provided by Kansas law.

The City of Holcomb share of the Sales Tax revenue will not be subject to any separate agreement and may be applied as determined by the governing body of the City of Holcomb.

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

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

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

Shall the following be adopted?

Shall Finney County, Kansas levy a retailers' sales tax in the amount of .30%, to take effect on April 1, 2018, to be levied on retail sales consummated within the County for a period of 15 years, with

revenues of such tax used by the County and the City of Garden City, Kansas as agreed in an Interlocal Cooperation Agreement between the City and County, which shall provide that revenues from levy of the tax allocated to the County and City shall be used to finance: (i) construction and improvement of Jennie Barker Road in the County to urban design standards, including signalization of the intersection of Jennie Barker Road and K-156 highway; (ii) construction, operation, maintenance and equipping of a third fire station to be located on the City's east side and related City and County public safety facilities; (iii) construction and operation of an indoor shooting range; (iv) ongoing improvements at Lee Richardson Zoo; and (v) to pay obligations of the City or County issued to finance such purposes, if any, all pursuant to K.S.A. 12-187 *et seq.*, as amended?

Yes_____

No_____

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

Dated _____, 2017.

By_____
Anita K. Garcia, Finney County Clerk/Election
Officer

EXCERPT OF MINUTES

The Board of County Commissioners of Finney County, Kansas, met in regular session at the usual meeting place in the County on August __, 2017, at _____ a.m., Central Time. Chairman Lon E. Pishny presided, and the following members of the governing body were present:

The following members of the governing body were absent:

A Resolution was presented to the governing body entitled:

A RESOLUTION TO SUBMIT TO THE QUALIFIED ELECTORS OF FINNEY COUNTY, KANSAS THE PROPOSITION OF LEVYING A .30% COUNTYWIDE RETAILERS' SALES TAX FOR A PERIOD OF 15 YEARS, WITH REVENUE FROM SUCH TAX APPLIED PURSUANT TO AN INTERLOCAL COOPERATION AGREEMENT WITH THE CITY OF GARDEN CITY, KANSAS TO THE IMPROVEMENT OF JENNIE BARKER ROAD, CONSTRUCTION AND OPERATION OF A THIRD FIRE STATION AND RELATED IMPROVEMENTS, CONSTRUCTION OF AN INDOOR SHOOTING RANGE, AND IMPROVEMENTS AT LEE RICHARDSON ZOO.

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

COUNTY CLERK'S
CERTIFICATION OF EXCERPT OF MINUTES

I certify that the foregoing is a true and correct Excerpt of Minutes of the August __, 2017 meeting of the Board of County Commissioners of Finney County, Kansas.

[seal]

By _____
Anita K. Garcia, County Clerk

INTERLOCAL AGREEMENT BETWEEN
THE CITY OF GARDEN CITY, KANSAS
AND THE COUNTY OF FINNEY, KANSAS

THIS INTERLOCAL AGREEMENT (Agreement) made and entered into this 15th day of August, 2017, by and between the CITY OF GARDEN CITY, KANSAS, a municipal corporation (CITY), and the COUNTY OF FINNEY, KANSAS (COUNTY).

WHEREAS, it is the desire of CITY and COUNTY to make the most efficient use of their powers by cooperating to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of the community; and

WHEREAS, CITY and COUNTY have expressed a desire to jointly participate in and support a retailer's sales tax initiative to fund CITY and COUNTY public improvement projects; and

WHEREAS, a special question election shall be held on November 7, 2017, at which time qualified electors of CITY and COUNTY shall be asked to approve the levying of a retailer's sales tax in the amount of .30% (sales tax) to take effect April 1, 2018, for a period of fifteen (15) years, to be used for general financing purposes and for specific public improvement projects of CITY and COUNTY.

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

1. **AUTHORITY TO CONTRACT.** CITY and COUNTY possess the power, privilege, and/or authority to enter into this Agreement pursuant to K.S.A. 12-101, K.S.A. 12-2908, K.S.A. 19-101, and K.A.A. 19-101a, and the Kansas Constitution, Article 12, Sec. 5.

2. **ADOPTION.** CITY and COUNTY shall take all appropriate action to adopt and approve this Agreement by ordinance, resolution, or motion.

3. **DURATION.** This Agreement shall be for a term of fifteen (15) years, beginning April 1, 2018, and ending March 31, 2033. This Agreement shall thereafter automatically be renewed for one (1) year terms until all sales tax proceeds are expended for CITY or COUNTY public improvement projects, unless either party gives the other party written notice of intent to terminate this Agreement, on or before January 1st of any annual term.

4. **SEPARATE ENTITY/ADMINISTRATION.** It is not the intent of CITY and COUNTY to create a separate legal or administrative entity to perform the purposes of this Agreement. The City Manager of CITY and the County Administrator of COUNTY shall be responsible for administration of this Agreement, subject to approval by the governing bodies of CITY and COUNTY.

5. **MANNER OF FINANCING.** The manner of financing to support the purpose of this Agreement shall be through the sales tax.

6. **TERMINATION.** This Agreement may be terminated by either party, as specified in Paragraphs 3, 7 and 11. If the electorate does not approve the sales tax on November 7, 2017, this Agreement shall terminate on November 8, 2017.

7. **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 ninety (90) days prior to the date of termination. This Agreement shall not limit in any manner, the legal rights or remedies a party might have in the event of default.

8. **PURPOSE.** The purpose of this Agreement is to provide for the cooperative administration by CITY and COUNTY in the collection and expenditure of the sales tax.

- a. CITY shall provide administration for the sales tax collections and expenditures.
- b. The parties shall jointly create an oversight board (board).
 - i. The board shall consist of six (6) members: City Mayor, County Chairman, and four (4) other members, two (2) members each appointed by the CITY and COUNTY.
 - ii. The terms of the board members shall be as follows:
 - 1) Terms consistent with positions held as Mayor and/or Chairman;
 - 2) Two (2) members – five (5) year terms; and
 - 3) Two (2) members – three (3) year terms.
 - iii. The responsibilities of the board will be to annually review sales tax receipts, and to ensure distributions and expenses have been used and paid in accordance with the sales tax issue approved by the electorate on November 7, 2017. The board will annually present their findings to the governing bodies of CITY and COUNTY.

9. **PUBLIC IMPROVEMENT PROJECTS.** The public improvement projects to be financed by the sales tax shall be as follows:

- a. Construction and improvement of Jennie Barker Road in the COUNTY to urban design standards, between Highway K-156 and Schulman Avenue, including signalization of the intersection of Jennie Barker Road and Highway K-156. CITY will be responsible for maintaining the section of Jennie Barker Road improved by the project;
- b. Construction, operation, maintenance and equipping of a third (3rd) fire station to be located on the CITY's east side, and related public safety facilities;
- c. Construction and operation of an indoor shooting range; and
- d. Improvements at Lee Richardson Zoo.

The sales tax shall also be used to pay obligations of CITY and COUNTY issued to finance the above public improvement projects.

10. **LEGAL RESPONSIBILITY.** It is not the intent of CITY or COUNTY to relieve either party of any obligation or responsibility imposed upon a party by law.

11. **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 COUNTY for any obligations required under the terms and conditions of this Agreement, pursuant to the notice requirements set forth herein, this Agreement shall be terminated.

12. **EFFECTIVE DATE.** This Agreement shall take effect on the 1st day of April, 2018, and after its approval by the Board of County Commissioners of COUNTY, and the City Commission of CITY.

13. **GENERAL COVENANTS.**

- a. All notices which are required or which may be given hereunder shall be considered as properly given if delivered in writing, personally, emailed, or sent by first class mail, postage prepaid, and addressed as follows:

i. If to CITY: City Manager
301 North 8th Street
P. O. Box 998
Garden City, Kansas 67846
matt.allen@gardencityks.us

ii. If to COUNTY: County Administrator
311 North 9th Street
P. O. Box M
Garden City, Kansas 67846
rpartington@finneycounty.org

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

- b. This document incorporates all the obligations, agreements, and understandings of the parties hereto, and there are no oral agreements or understandings between the parties hereto concerning the purpose covered by this Agreement.
- c. This Agreement may be amended, changed, or modified, only upon the written consent of both parties.
- d. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, and personal representatives and permitted assigns, subject to approval of the governing body of each party.
- e. If any section, clause, sentence, or phrase of this Agreement 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 Agreement.
- f. This Agreement shall be construed in accordance with the laws of the State of Kansas.

IN WITNESS WHEREOF, the parties hereto have approved this Agreement as indicated herein.

CITY OF GARDEN CITY, KANSAS

DRAFT

By: _____
Melvin L. Dale, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

COUNTY OF FINNEY, KANSAS

DRAFT

By: _____
Lon E. Pishny, Chairman

ATTEST:

Anita Garcia, County Clerk

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Wind River Grain, LLC Tax Abatement

DISCUSSION:

The tax abatement review committee reviewed an application from Wind River Grain to receive a 20% tax abatement on an upcoming grain storage bin.

RECOMMENDATION:

Approve a letter of intent for a 20% tax abatement that will follow the process after construction. The actual tax abatement will come back to the county commission with a public hearing at a future undetermined date.

ATTACHMENTS:

Description

[Memo for Wind River Grain](#)

MEMORANDUM OF TAX ABATEMENT COMMITTEE

Date: July 26, 2017
To: Boards of Commissioners: Finney County
From: Lona DuVall, President/ CEO of Finney County Economic Development Corporation
Re: Tax Abatement Request: Wind River Grain, LLC

The Tax Abatement Review Committee conducted a meeting on July 26, 2017 to review the tax abatement request submitted on behalf of Wind River Grain, LLC. The following committee members were present:

City of Garden City (no fiscal impact related to abatement)

Melvin Dale, Mayor

Mike Muirhead, Utilities Director of Public Utilities

City of Holcomb (no fiscal impact related to abatement)

Finney County

Lon Pishny, Commission Chair

Randy Partington, County Administrator

Garden City Community College

Dr. Herbert Swender, President

USD 457 Garden City

Dr. Steve Karlin, Superintendent (input via telephone July 25, 2017)

USD 363 Holcomb (no fiscal impact related to abatement)

Finney County Economic Development

Tom Walker, Board Chairman

Lona DuVall, President

Following is a brief summary of the findings of the Cost-Benefit Analysis:

In accordance with the Statement of Policy and Procedures for Tax Exemptions and Incentives for Economic Development (Policy), this project qualifies for 20% abatement.

Following are the estimated taxes abated over the entire ten year period at 20%.

	Present Value of incentives and taxes abated over the next 10 years	Payback period
Finney County	\$ 67,047	2 years
U.S.D. 457	\$ 38,278	3 years

Garden City Community College

\$ 34,639

3 years

Committee Member Input

GCCC:

- Okay with 20% abatement

County:

- Okay with 20% abatement

USD 457:

- Supportive of 20% tax abatement

Unanimous support of the Tax Abatement Review Committee for recommendation of the abatement at 20%. No decision by this Committee is valid until fully approved by the Board of County Commissioners following completion of construction and final valuation.

.

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Planning Commission Representation

DISCUSSION:

Consider potential for the County and City to switch representatives on the Planning Commission.

RECOMMENDATION:

Approve accepting the resignations respectively and consider reappointments to their own vacancies.

ATTACHMENTS:

Description

[Planning Commission Member Resignation](#)

[Planning Commission Member Resignation](#)

From: [Kaleb Kentner](#)
To: [Maria Loving](#)
Subject: AGENDA ITEM FOR NOVUS FW: Planning Commission
Date: Friday, July 21, 2017 9:07:08 AM

From: Matt Allen
Sent: Monday, July 17, 2017 12:19 PM
To: Vicki Germann; Celyn Hurtado
Cc: rpartington@finneycounty.org; Kaleb Kentner; laws-r-us@cox.net
Subject: Re: Planning Commission

Vicki and Bob, Thank you for your years of service on the Planning Commission. The City staff will present your request to the City Commission.

Celyn, please add this to the Aug 1st agenda.

Kaleb can fill out the Novus agenda item information based on the request.

Matt

On Jul 17, 2017, at 11:04 AM, Vicki Germann <vgermann@gcnet.com> wrote:

Dear Matt and Randy,
As you may know, I have served on the Holcomb, Garden City, Finney County Planning Commission as a representative of the City of Garden City for several years now and I would love to continue doing so. However, in August of this year my husband and I will be moving to a home in the county outside the city limits. Therefore, I must offer my resignation as a representative of the city on the Planning Commission effective September 1, 2017. I have spoken with Kaleb and with the other members of the Commission regarding this, and Member Bob Law (a representative of the county who lives in the city) is willing to move from his position as a representative of the county and become a representative of the city. Please accept this letter as resignation as a representative of the City of Garden City and request for appointment as a representative of Finney County.

Sincerely,
Vicki Germann

<image003.jpg>



This email has been checked for viruses by Avast antivirus software.

www.avast.com



NEIGHBORHOOD

&

DEVELOPMENT

SERVICES

DEPARTMENT

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEY COUNTY

620-276-1170

INSPECTIONS

620-276-1120

CODE COMPLIANCE

620-276-1120

PLANNING AND

ZONING

620-276-1170

Memo

To: County Commission
From: Kaleb Kentner
CC: Randy Partington, County Administrator
Date: August 7, 2017
Re: County and City Representation on the Planning Commission

ISSUE: The Governing Body is asked to consider the potential for the County and City to switch representatives on the Planning Commission.

BACKGROUND:

It was requested by a County Commissioner to staff to look into the feasibility of possibly swapping representatives on the Planning Commission, specifically Bob Law as a county representative with Vicki Germann who is a city representative. Vicki Germann is completing her third year of service as a Planning Commissioner and will be moving into the county this summer. Bob Law is completing his fifth year of service as a Planning Commissioner and lives within city limits. We have attached their email correspondence in which both are agreeable to the switch.

The governing bodies would need to accept their resignations respectively and consider reappointments to their own vacancies as they normally would. At that point, each jurisdiction would weigh all vacancies with all interests as outlined by their respective regulations and fill the vacancy accordingly.

ALTERNATIVES:

1. The Governing Bodies may proceed in a coordinated fashion and switch Vicki and Bob and follow the outlined procedure above. Vicki would complete Bob's unexpired term, which expires December 31, 2018. Bob would complete Vicki's unexpired term, which expires December 31, 2017.
2. Each Governing Body could work independently to fill their respective appointments to the Planning Commission.

RECOMMENDATION:

Staff recommends doing what is in the best interest of each jurisdiction.

FISCAL NOTE: None

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Neighborhood & Development Services

DISCUSSION:

Resolution 9-2017 amending the zoning regulations to allow churches or similar places of worship in the "I-1", "I-2" light-medium industrial zoning district; amending section 16.020.

RECOMMENDATION:

Approve and sign Resolution 9-2017.

ATTACHMENTS:

Description

[Re-Zoning FC2017-24](#)

[FC2017-24 Resolution](#)



NEIGHBORHOOD &
DEVELOPMENT
SERVICES

DEPARTMENT
SERVING

GARDEN CITY
HOLCOMB
AND
FINNEY COUNTY

620-276-1170

INSPECTIONS
620-276-1120

CODE COMPLIANCE
620-276-1120

PLANNING AND
ZONING
620-276-1170

CITY ADMINISTRATIVE
CENTER
301 N. 8TH
P.O. Box 998
GARDEN CITY, KS
67846-0998
PH 620.276.1170
FAX 620.276.1173
www.garden-city.org

Memo

To: Governing Body
From: Kaleb Kentner
CC: File
Date: August 7, 2017
Re: FC2017-24: Amend Section 16.020 to allow churches in the "I-1","I-2" Light-Medium Industrial District.

ISSUE: The Governing Body is asked to consider an amendment to the Finney County Zoning Regulations to amend Section 16.020 to allow churches in the "I-1","I-2" Light-Medium Industrial District.

BACKGROUND: The applicant, Primera Iglesia Bautista Hispania, is requesting to amend the Permitted Uses section in the "I-1","I-2" Light-Medium Industrial District in the Finney County Zoning Regulations. The applicant would like to open a church at 150 Airlinks Dr., but there is not an option in the zoning regulations to allow it in this district. The amendment request would add into the permitted use section 16.020 the option to allow churches in this district.

Allowing churches in industrial districts could benefit the surrounding properties in this district in several ways. They could add to the security of the area because there would be an increased presence. A church located in this area could also increase traffic which may bring more business to the surrounding business owners in this district.

A church located in this zoning district could also pose some negative impacts. The increased traffic created here could interfere with the heavier truck traffic associated with the businesses in this district. The insurance rates for the surrounding properties and businesses could go up with the increased presence of children and other people attending church functions.

Any change of use of a property would require the property to be brought up to meet the current regulations in effect at that time.

The amended "I-1","I-2" regulations would read as follows: (All changes are highlighted in yellow)

16.020 PERMITTED USES. The following uses and structures are permitted in the "I-1" and "I - 2" Districts.

1. Animal hospitals or clinics.
2. Automatic storage and delivery services.
3. Express storage and delivery services.
4. Bottling works.
5. Building material sales.
6. Carpenter, cabinet, plumbing or sheet metal shops.
7. Contractors office and equipment storage yards, providing the storage yard is completely enclosed with a six foot wall.



**NEIGHBORHOOD &
DEVELOPMENT**

SERVICES

DEPARTMENT

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEY COUNTY

620-276-1170

INSPECTIONS

620-276-1120

CODE COMPLIANCE

620-276-1120

**PLANNING AND
ZONING**

620-276-1170

**CITY ADMINISTRATIVE
CENTER**

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

PH 620.276.1170

FAX 620.276.1173

www.garden-city.org

8. Dog kennels.
9. Dry cleaning and /or laundry plant.
10. Frozen food lockers.
11. Greenhouses, retail and wholesale.
12. Lumber yards.
13. Machinery sales or storage lots.
14. Monument and burial vault sales.
15. Motor vehicle sales, automobile and truck.
16. Mobile home sales and service.
17. Public utility and public service uses as follows:
 - (a) Substations
 - (b) Railroads
 - (c) Telephone exchanges
 - (d) Public utility storage yards when the entire storage area is enclosed by at least a six (6') foot wall or fence.
18. Moving company, storage and terminal.
19. Storage rental units.
20. Truck and rail terminals.
21. Upholstery shops.
22. Warehouses.
23. Wholesale merchandise sales and storage.
24. Auto repair and painting.
25. Body shops.
26. Foundry and light casting (light casting and foundry products of which the heaviest casting shall weigh not more than fifty (50) pounds).
27. Light manufacturing operations - where the entire operation is conducted within a building and providing no raw materials or manufactured products are stored outside the building other than for loading and unloading operations and further providing that such use is not noxious or offensive by reason of vibration, or noise beyond the confines of the building or emission of dust, fumes, gas, odor, or smoke.
28. Feed store.
29. Machine shop.



NEIGHBORHOOD &
DEVELOPMENT

SERVICES

DEPARTMENT

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEY COUNTY

620-276-1170

INSPECTIONS

620-276-1120

CODE COMPLIANCE

620-276-1120

PLANNING AND
ZONING

620-276-1170

CITY ADMINISTRATIVE
CENTER

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

PH 620.276.1170

FAX 620.276.1173

www.garden-city.org

30. Printing shops.

31. Motels and hotels.

32. Public buildings.

33. Restaurants.

34. Service stations.

35. Other uses, similar or accessory, customary incidental to the above uses.

36. Sporting goods stores including firearms sales and repair and indoor firearms or archery ranges.

16.030 CONDITIONAL USES. The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

1. Concrete Ready Mix Plants (04/11/08 Res.#8-2008)

2. Micro-wave towers.

3. Radio towers.

4. Television towers.

5. Telephone transmission buildings.

6. Taverns.

7. Any dwelling built or moved in, or any existing structure remodeled, for use as quarters for night watchman for security purposes.

8. Commercial Equestrian Race Track Facilities Including Timing Tracks & Rodeos (Reso. #38-2005 09/12/05)

9. Child Care Centers licensed by the State.

10. Wind Farms in accordance with provisions of a signed Development Agreement and stamped engineer's or architect's site plan. Height variances may be approved through the Board of Zoning Appeals in conformance with local and Federal height requirement. (Reso..#17-2009, 05/12/09)

11. Wholesale and retail fireworks sales and storage.

12. Church and similar place of worship.

ALTERNATIVES:

1. The Governing Body may recommend approval of the amendment as it has been presented.



NEIGHBORHOOD &
DEVELOPMENT
SERVICES
DEPARTMENT
SERVING
GARDEN CITY
HOLCOMB
AND
FINNEY COUNTY
620-276-1170

INSPECTIONS
620-276-1120

CODE COMPLIANCE
620-276-1120

PLANNING AND
ZONING
620-276-1170

CITY ADMINISTRATIVE
CENTER
301 N. 8TH
P.O. Box 998
GARDEN CITY, KS
67846-0998
PH 620.276.1170
FAX 620.276.1173
www.garden-city.org

2. The Governing Body may recommend approval of the amendment with changes.
3. The Governing Body may recommend against approval of the amendment.

RECOMMENDATION:

Staff is unable to recommend approval of the amendment based on the potential impacts shown in the staff report.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission recommended approval of the amendment July 20, 2017, but with a change that would allow churches on a case by case basis by allowing church and similar places of worship with a Conditional Use Permit in the "I-1," "I-2" Light-Medium Industrial District.

Present-5
Yea- 4
Nay- 1

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

FC2017-24: To amend Article 16.020 to allow churches, at the request of Primera Iglesia Bautista Hispana.

Staff Larsen reads staff report.

Secretary Kentner – Any questions in regards to this? This amendment would affect all Industrial Zoning Districts in this classification throughout the County. With that being said, what you would be considering is the whole of the County Industrial Zoning Districts with this amendment.

Applicants were invited to speak.

Sandy Keller, Hometown Real Estate – In the City, when we first started looking at this building for the church and we talked to Carol with the City, she said that the City allows churches in the Industrial Districts, and if it would be annexed into the City, then that would probably make it fine?

Secretary Kentner – Yes

Sandy Keller, Hometown Real Estate – My question is – what is the difference between it being in the City and the County?

Secretary Kentner – We can answer that. They are two totally separate jurisdictions. The County has the County Commission that regulates zoning regulations inside the County, and the City Commission regulates inside City limits. Rules for the City's zoning and subdivisions are different from the County's, and the only way to change that would be to do what they're doing right now – to request it. The Planning Commission makes a recommendation to the County Commission, and the County Commission either approves or denies that change.

Sandy Keller, Hometown Real Estate – I want to know what the difference would be if it was okay in one and not okay in the other.

Secretary Kentner – Just that County government is different than City government on most of those things. They control those land uses how they choose.

OPEN PUBLIC COMMENT

Jason Dougherty, Western Motors Co – I have a general question in regards to that. Constitutionally, can the government tell a group of people they can't worship in a particular place that they own? If a group of people gather together in a specific place. I don't think that, constitutionally, that's something that we can regulate, as a community.

Secretary Kentner – That's correct. However, land uses can be regulated. Assembly we can't do anything about. Any other comments from the public?

Marty Nusser – Just that as an owner of a building out there, I don't have a problem with it.



NEIGHBORHOOD &
DEVELOPMENT

SERVICES

DEPARTMENT

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEY COUNTY

620-276-1170

INSPECTIONS

620-276-1120

CODE COMPLIANCE

620-276-1120

PLANNING AND
ZONING

620-276-1170

CITY ADMINISTRATIVE
CENTER

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

PH 620.276.1170

FAX 620.276.1173

www.garden-city.org

CLOSE PUBLIC COMMENT

Chairman Lopez – Have you had any input from anybody else in the community? Anybody calling in? Any letters?

Secretary Kentner – We have not received any calls that I'm aware of; no letters, no calls.

Member Germann – Do you notify every industrial property owner?

Secretary Kentner – No, we don't.

Member Germann – That, I think, is probably an issue - we are going to open it up for other places, one hot spot in particular that we've dealt with.

Secretary Kentner – This is an issue that you've dealt with. Amendments are published in the paper as a whole because we're looking at amending the regulations for all those in the zoning district. A lot of people, if they don't read the Public Notice in the paper, they won't know until after the fact. However, some of these things will make it out to the public, whether it's from this meeting that people will begin discussing it out in the community. Based on our past issues with that, you may choose to table it, just to give a chance for anyone who didn't have a chance. That's always an option, if you choose to do that. Or you may discuss it and make a recommendation and let the Governing Body take action from there.

Chairman Lopez – One thing you touched on, that I think is very important, is that we would be making a decision for every industrial area in the County. That might be problematic. Although I wouldn't be against a church ever being built, by the same token, we've heard from Economic Development Corporation, the Chamber, other entities like that, that we need to preserve our industrial areas for what they're specified for and what these people have invested a lot of money into. I almost wonder if this might not be better as a Conditional Use Permit.

Member Stewart – Maybe we should suggest they apply for a Conditional Use.

Secretary Kentner – You would have to amend it with this. Instead of making it a By-Right Use, your recommendation to the Governing Body could be to permit churches as a Conditional Use in the Industrial Districts. There are some uses that aren't compatible with each other, and if someone's there next door that has a problem that comes up after we've gone through the actions.

Member Stewart – Personally, if Martin and all the neighbors don't have a problem with it, then I don't have a problem with it, but I don't know that we should set a precedent and open it up – because there might be other areas where neighbors have a legitimate problem with it.

Secretary Kentner – I believe some of those are Conditional Uses in some of those locations. You can do that, and I don't think that would be an issue. That allows the Board of Zoning Appeals to take it on a case by case basis.

Chairman Lopez – The good thing there is that it can be tailored for a specific area.

Member Germann – My concern, really, is more – like in the City, and I know as we discussed it's two different things, there are certain things that can't occur within so many feet of a church, and some of the uses that are already allowed in that District could be an issue – maybe not in this location, but if we open it up for all locations, then okay – a restaurant is not allowed, so a restaurant that serves beer or wine, or whatever may be inhibited by a church in the area.

Member Hitz – I'd be opposed to changing it as it is. I look down thought here and I see a foundry, and the next thing you know you've got a church meeting going and a foundry next door making all kinds of noise. Then you've got people complaining about sound pollution because they can't carry on church services. I think you're opening a can of worms if you approve it as it's written, and I would be against it. Now, if you want to find another way to do it, I'll listen to that. When we change it and it's applicable for everywhere else after that, we've set a precedent that's opened a can of worms.

Secretary Kentner – The Conditional Use Permit may be the thing that would help that, because it would go to the Board of Zoning Appeals and they would look at each location on a case by case basis.

Chairman Lopez – Another nice thing about that is then the area occupants would be notified about something like that being considered, and it would be more site specific. Whereas they can't do this with every industrial area in the County – well, I guess they could, but it would be cost prohibitive.



NEIGHBORHOOD &
DEVELOPMENT

SERVICES

DEPARTMENT

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEY COUNTY

620-276-1170

INSPECTIONS

620-276-1120

CODE COMPLIANCE

620-276-1120

PLANNING AND
ZONING

620-276-1170

Member Stewart – I have a question. If Primera Iglesia Bautista Hispana gets a Conditional Use Permit and then ten years from now they move out of there, does that mean any church organization can move right back in there and continue it or do they have to get their own?

Secretary Kentner – They would have to get their own. The Board of Zoning Appeals can specify that for each Conditional Use Permit, and that's been often the commonplace.

Member Stewart – So that's not a rubber stamp for that property to always have a church. Each congregation has to get their own? That's good.

Secretary Kentner – Yes.

Chairman Lopez – It's specific to that particular applicant, and that's normally the way those are approved.

Member Germann – So what would be the appropriate action – to deny it, or to table it?

Secretary Kentner – Based on what I just heard, if you want to pursue it as a Conditional Use Permit, you could make the motion as described in Item Two, which is approval of the amendment with changes, and the amendment with changes would be to move it from a By-Right to a Conditional Use.

Member Stewart – Or we could absolutely deny it and just recommend they go that way.

Secretary Kentner – Well, no, because it is not listed as a Conditional Use, so you will have to amend to allow it.

Member Hitz – Is this like how CrossFit was? We denied it, they went to the City Commission, and they came back with this Conditional Use deal?

Discussion ensued regarding how a Conditional Use Permit is issued. Secretary Kentner explained that the Planning Commission must make a recommendation to the Governing Body to make an amendment to allow churches in the Industrial District as a Conditional Use. The Governing Body would have to approve the amendment, and then the Applicant could apply for a Conditional Use Permit in front of the Board of Zoning Appeals.

Chairman Lopez – Let me ask everybody, are you comfortable making that decision today – with so many of our board members missing? Or do you want time to think about it? What does everybody think?

Member Hitz – If you want to continue it, that's fine, but my mind's made up.

Member Germann – I would be comfortable making a decision today.

Member Stewart – I would.

Chairman Lopez – Well, unless there's any questions or comments, I would entertain a motion on this.

MEMBER GERMANN MAKES MOTION TO APPROVE THE AMENDMENT WITH CHANGES TO INCLUDE A CHURCH OR SIMILAR PLACE OF WORSHIP AS A CONDITIONAL USE IN THE "I-1", "I-2" LIGHT-MEDIUM INDUSTRIAL DISTRICT. MEMBER STEWART SECONDS THE MOTION.

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

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

Motion passed.

CITY ADMINISTRATIVE
CENTER

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

PH 620.276.1170

FAX 620.276.1173

www.garden-city.org

RESOLUTION NO. _____

A RESOLUTION AMENDING THE ZONING REGULATIONS FOR FINNEY COUNTY, KANSAS; ADOPTING NEW ZONING REGULATIONS TO ALLOW CHURCHES OR SIMILAR PLACES OF WORSHIP IN THE “I-1”, “I-2” LIGHT-MEDIUM INDUSTRIAL ZONING DISTRICT; AMENDING SECTION 16.020.

BE IT ORDAINED by the Board of County Commissioners, Finney County, Kansas:

SECTION I. Statement of Purpose. It is the purpose of this Resolution to amend the approved Zoning Regulations of Finney County, Kansas, adopted by Resolution No. 40-95; amending Zoning Regulations Sections 16.030.

SECTION II. Identified Area of Amendment. The new Section 16.030 of the Zoning Regulations of Finney County, Kansas, is hereby amended to read as follows:

Section 16.030 CONDITIONAL USES.

The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

1. Concrete Ready Mix Plants (04/11/08 Res.#8-2008)
2. Micro-wave towers.
3. Radio towers.
4. Television towers.
5. Telephone transmission buildings.
6. Taverns.
7. Any dwelling built or moved in, or any existing structure remodeled, for use as quarters for night watchman for security purposes.
8. Commercial Equestrian Race Track Facilities Including Timing Tracks & Rodeos (Reso. #38-2005 09/12/05)
9. Child Care Centers licensed by the State.
10. Wind Farms in accordance with provisions of a signed Development Agreement and stamped engineer's or architect's site plan. Height variances may be approved through the Board of Zoning Appeals in conformance with local and Federal height requirement. (Reso..#17-2009, 05/12/09)
11. Wholesale and retail fireworks sales and storage.
12. Church and similar place of worship.

SECTION IV. Further Amendment. That the Zoning Regulations of Finney County, Kansas, adopted by Resolution 40-95, on file with the County Clerk of Finney County, Kansas, as previously existing and amended, be and the same, is hereby amended and rewritten as contained herein.

SECTION V. Effective Date: This Resolution shall take effect and be in force from and after its publication in the Garden City Telegram, the official County newspaper.

APPROVED AND PASSED by the Board of County Commissioners, Finney County, Kansas on this the 7th day of August, 2017.

BOARD OF COUNTY COMMISSIONERS OF FINNEY COUNTY, KANSAS

Lon E. Pishny, CHAIRMAN

Dave Jones, COMMISSIONER

William S. Clifford, MD, COMMISSIONER

Larry C. Jones, COMMISSIONER

Duane Drees, COMMISSIONER

ATTEST:

Anita Garcia, COUNTY CLERK



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Finney County Appointment to Area Agency on Aging

DISCUSSION:

Finney County Commission to submit one name to Southwest Kansas Area Agency on Aging to serve on the Sub-Region Council for a term of three years.

RECOMMENDATION:

N/A

ATTACHMENTS:

Description

[SW Kansas Area Agency on Aging](#)



June 15, 2017

Finney County Commissioners
Finney County Courthouse
PO Box M
Garden City, KS 67846

P.O. Box 1636
236 San Jose Drive
Dodge City, KS 67801

(620) 225-8230
FAX (620) 225-8240
www.swkaaa.org

RE: **County Appointment to Area Agency on Aging**

Dear Commissioners:

According to the SouthWest Kansas Area Agency on Aging (SWKAAA) bylaws, county commissions appoint individuals to serve on SWKAAA's Sub-Region Council. Each county has three individuals that represent the county's interest in the aging network and serve as a voice for your county in meeting the needs of the elderly. Each person serves a three-year term that begins October 1.

These representatives also serve for SWKAAA in the capacity of determining long-term needs and programs for all older Kansans in southwest Kansas.

Individuals who serve on the sub-region council could be a business person in the community, someone in the allied health field, a home health provider, or a retired individual who would have some knowledge of the needs of older citizens in your county. (See enclosed sample press release).

Finney County needs one name to submit to SWKAAA. Individuals would serve for three years with the opportunity to be re-appointed for an additional term. Newly appointed members will also receive an orientation and training at their first meeting in November.

For planning purposes, can you please make your appointment by August 18, 2017? Please complete the form and return it in the enclosed stamped envelope.

To assist your county in recruiting Sub-Region members we have also included a generic press release for your local newspaper.

Current members on the sub-region now are Karen Dyer and Ruby Sue Knight. Their terms expire Sept. 2018.

Thank you for your assistance in this matter. If you should have any questions feel free to direct them to me at 1-800-742-9531.

Respectfully yours,

David L. Geist
Executive Director

Serving 28 counties in Southwest Kansas
Central Office in Dodge City • Regional Offices in Great Bend, Garden City, Liberal and Pratt.

All services, educational programs and materials available without discrimination on the basis of race, color national origin, sex, political belief, age or handicap.
Any complaints should be directed to the Executive Director, SWKAAA, P.O. Box 1636, Dodge City, KS 67801.

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Kevin Ash
DATE: August 7, 2017
RE: Purchasing Policy Update

DISCUSSION:

Numerous changes to the purchasing policy were implemented in order to address current needs and clarify existing elements of the document. Some changes include modified policy price ranges, exceptions regarding certain types of purchases, the ability to prioritize local vendors, additional supervision from the Treasurer's department, regulations regarding recurring contracts, a valuable gift stipulation, and the ability to make emergency purchases.

BACKGROUND:

Finney County's purchasing policy is being updated after having its last revision on November 14, 2005. The policy was originally adopted on October 6, 1997.

RECOMMENDATION:

It is recommended that the County Commission adopt changes to the current purchasing policy following discussion and modification.

ATTACHMENTS:

Description

[Purchasing Policy](#)

Purchasing Policy

For

Finney County, Kansas

2017

The Finney County Purchasing Policy was adopted by the Finney County Board of County Commissioners on October 6, 1997. The policy was reviewed and updated on November 14, 2005, and again on August 7, 2017.

PURCHASING POLICY FOR FINNEY COUNTY

PURPOSE

The Purchasing Policy for Finney County has been established by the Board of County Commissioners to ensure that public funds are expended in a fair and efficient manner. The Purchasing Policy provides guidelines which assure that purchasing practices comply with applicable law and fair business practices. The guidelines promote administrative efficiency by establishing purchasing and procurement procedures which empower department personnel and department heads to conduct routine business operations in a manner consistent with the proper use of public funds.

APPLICABILITY

The Purchasing Policy for Finney County applies to the purchase or acquisition of goods and services, which include supplies, materials, equipment and contractual services. All Finney County employees, department heads, and elected officials shall comply with the provisions of the Purchasing Policy. The guidelines and procedures in the Purchasing Policy shall be followed unless the Board of County Commissioners has approved alternate procedures recommended by a department head in order to facilitate special purchasing needs. State law or federal financial grant guidelines may prescribe special procedures for certain purchases and those requirements shall supersede the requirements of the Purchasing Policy.

GUIDELINES FOR PURCHASES

This section of the Purchasing Policy shall apply to the purchase or acquisition of supplies, materials, equipment and contractual services with an aggregate value of less than \$10,000, excluding professional services and excluding purchases specifically governed by state law.

*** Purchases under \$1,000**

All purchases with a value of less than \$1,000.00 may be made subject to approval of the department head and subject to budget authority. Employees are encouraged to seek quality goods and services at a reasonable price and may make any purchases on behalf of the department head with supervisor approval. These purchases should be made by a purchase card or PO provided to the department. Receipts or cash statements should be available to keep a record of all purchases.

*** Purchases with value between \$1,001 and \$5,000**

Prior to completing any purchase in this value range, at least three verbal price quotes shall be obtained and compared for quality and value. The department head shall approve the purchase, subject to budget authority. A written summary of the verbal quotes shall be maintained by the department head to document compliance with the Purchasing Policy. These purchases should be made by a purchase card or PO provided to the department. No purchases in this price range should be made by individual employees without prior approval of the department head.

* Purchases with value between \$5,001 and \$10,000

A minimum of three written price quotes shall be obtained for purchases in this price range. The department head shall review quotes submitted and approve the best quotation, taking into consideration price, quality, terms of delivery, and other applicable conditions, all subject to budget authority. The County Administrator must be notified for all purchases within this price range not previously approved through the annual budgeting process. Purchases which occur on a regular basis will only require one-time approval. The department head shall maintain copies of written price quotes to document compliance with the Purchasing Policy.

* Purchases with value between \$10,001 and \$30,000

Written specifications for purchases in this range shall be prepared and provided to potential vendors. Written specifications shall adequately describe the good or service to be procured so that a reasonable and responsible bidder will be fully informed of the needed good or service. Specifications should identify minimum performance standards or criteria in order to enable the greatest number of vendors to submit competitive bids. Written specifications shall require that sealed bids be submitted by a listed date and time. A public notice to request sealed bids for the proposed purchase shall be published in the official County newspaper at least seven (7) days before the date of the sealed submission deadline. A minimum of two (2) sealed bids must be received in order for a purchase in this range to be completed. Department heads shall notify the County Administrator of the date and time when bids will be opened and may request that the County Administrator assist with the bid opening. In the event that only one sealed bid is received, approval of the requested purchase by the Board of County Commissioners shall be required. Upon receipt and review of two or more written competitive bids, the department head shall follow the procedure below:

- A. If the procurement involves a purchase specifically earmarked by the Board of County Commissioners at the time of annual budget preparation, the department head may approve the lowest responsible bid, taking into consideration conformance with the written specifications, terms of delivery, and other conditions imposed in the written specifications.
- B. If a purchase in this price range involves a good or service which was specifically earmarked at the time of annual budget preparation, a department will not be required to contact the County Administrator or

County Commission to start the bidding process. This exemption does not apply to any items that were listed within a larger spending item at the time of budgeting. All other purchasing procedures must be specifically followed for items that do not require County Administrator or County Commission approval—including all rules and regulations regarding the sealed bidding process. Purchases which occur on a regular basis will only require one-time approval.

* Purchases exceeding
\$30,000

* Material and Equipment

Written specifications for purchases over \$30,000 in value shall be prepared and provided to potential vendors. Written specifications shall adequately describe the equipment or materials to be purchased so that a reasonable and responsible bidder will be fully informed of the needed equipment or material. Specifications shall identify minimum performance standards in order to enable the greatest number of vendors to submit competitive bids. Specifications may impose delivery deadlines or require that time of delivery or date of completion is included in the bid proposal. Written specifications shall require that sealed bids be submitted by a date and time certain. A public notice to request bids for the proposed purchase shall be published in the official County newspaper as required by State law and at least fifteen (15) days before the date and time for acceptance of sealed bids. Sealed bids will be publicly opened at the date and time listed in the notice and will be acted upon by the Board of County Commissioners following appropriate review. The Board reserves the right to reject any or all bids. Sole-source items can be purchased without going through a formal bidding process. Purchases which occur on a regular basis will only require one-time approval.

* Building and Construction
Projects

Written plans and specifications shall be prepared by qualified licensed professional architects and/or engineers as appropriate for the proposed building and/or construction project. The written plans and specifications shall adequately describe the building or construction project so that a reasonable and responsible bidder will be fully informed of the work to be performed. Written plans and specifications shall require that sealed bids are to be submitted by a date and time certain. Written plans and specifications for the work to be performed shall be filed at the office of the County Clerk and at any other county office designated by the Board of County

Commissioners at least thirty (30) days before the opening of bids. Said plans and specifications shall be displayed for public inspection. A notice of bid letting shall be published in the official County newspaper as required by State law and at least thirty (30) days before the scheduled bid letting, which notice shall clearly state the date, time and location when bids will be publicly opened. The Board of County Commissioners will act upon the bids received following appropriate review by the project architect or engineer.

The Board reserves the right to reject any or all bids. The bid contract shall be awarded to the lowest responsible bidder unless the Board of County Commissioners deems the bid proposal is too high, in which case the Board shall reject all bids and re-advertise for bids as provided by this Purchasing Policy. No bid contract shall be awarded in an amount exceeding the cost estimate of the project architect or engineer. Subject to compliance with State law, the Board may negotiate with the lowest responsible bidder prior to award of contract and may award a contract amount different from the original bid price, provided that the contract amount is lower than said original bid price. The successful bidder shall be required to submit all bonds and surety required by the specifications and applicable State law.

*While a Purchase Order (PO) is not available at the time of writing, it is listed in this agreement in the case that one is created before the next update of this policy.

GUIDELINES FOR DETERMINING BEST BID

The Purchasing Policy provides that price quotes or formal bids are to be obtained in the course of completing purchases and procurements. While price is a prime consideration, there are other issues which may be considered in selecting the lowest responsible bid or quotation of price. In the review of price quotations and/or sealed bids, the following criteria may be used to assist in identifying the best options.

1. Price
2. Quality of product
3. Integrity and reliability of vendor or contractor
4. Past experience with vendor or contractor
5. Business location of vendor or contractor
6. Time and delivery or completion of specified services of work

Department heads have the ability to prioritize local vendors over outside companies, if they so desire to make that a criteria of their contractual decisions.

These criteria may be used to justify the approval of a purchase or procurement from sources other than the vendor or contractor submitting the lowest price quotation or bid. When such an approval occurs, there must be clear and documented justification to do so, based upon the criteria listed above.

GENERAL PURCHASING PROCEDURES

A department head's primary means of purchasing will be through the use of a purchase card. Select employees other than the department head may be given a purchase card in order to make small purchases (\$1,000 or less) on behalf of their department. All department purchases should not be made without the direct or indirect approval of the department head or acting supervisor. Receipts or cash statements should be available to keep a record of all purchases. The County Treasurer's Office will monitor these purchases on a quarterly basis in order to ensure that departments have been following protocol. A purchase card can be withdrawn from an employee at any point in time without notice. Disciplinary actions may be taken for misuse of a purchase card.

PROCUREMENT OF PROFESSIONAL SERVICES

This Purchasing Policy provides that plans and specifications for building and construction projects with a cost exceeding \$30,000 must be prepared by qualified professionals. Additionally, professional services may be required from time to time for specialized services and for feasibility studies or project planning studies. Professional services shall include all services provided by a member of a profession which is licensed or regulated under the laws of the State of Kansas. When deemed necessary by the Board because of the nature and/or extent of work to be completed, the award of contracts for professional services described above may be accomplished in the following manner:

1. A Request for Qualifications (RFQ) will be prepared to outline the type of professional services required. The RFQ will generally outline the work to be completed and request submission of a Statement of Qualifications which shall include firm name and address, a list of principals and their qualifications, a summary of a work experience relevant to the type of work to be completed.
2. The Board of County Commissioners shall review the Statements of Qualifications received and select at least two firms to be interviewed for the proposed work project. Firms selected will be provided a Scope of Work summary which outlines specifics of the project to be completed. Firms interviewed will be asked about qualifications and experience relevant to the proposed project.
3. Based upon the interviews, the Board of County Commissioners shall negotiate a contract for services which describes the work to be completed, specifies a project timeline, and identifies basic costs and fees for the services to be provided.

TRAVEL EXPENSES

Procedures regarding travel expenses should refer to the most recent update of personnel policies provided by Finney County.

ADDITIONAL CONTRACT GUIDELINES

Contracts may be renewed for up to four years following the initial agreement. If changes need to be made prior to the stated deadline, representatives of Finney County will be allowed to make such changes. Correction or withdrawal from bids after the deadline but before the award must be approved by the County Administrator. Correction and change policies should be outlined to interested bidders prior to any contractual purchase.

Finney County has the right to issue/approve change orders to a contract when necessary. Change orders may be administered in any case where there is an increase or decrease in original prices, a change in contract dates, a change in contact or shipping information, or any other case where modification is desired by responsible parties after an initial agreement. Change orders to contracts may be approved by a single County Commissioner for any purchase under \$25,000. These orders may also be approved by the County Administrator when a County Commissioner is unavailable. All purchases over \$25,000 must be approved by a vote at a regularly scheduled or special commission meeting. A change order must be established for any increase or decrease of 10 percent or greater compared to the original purchase amount.

SUSPENSION OF VENDORS

Vendors may be suspended or disbarred from the bidding process for a variety of reasons. A vendor can be suspended or disbarred for past unsatisfactory performance or if they have been found to misrepresent the good or service to be provided. They can face these same repercussions if they fail to comply with the conditions of a bid or have been found to have any criminal offenses on record when previously stating otherwise. A vendor may be suspended for a maximum period of six months and may be disbarred for a maximum period of five years. A vendor may appeal a suspension or disbarment at either of the two subsequent County Commission meetings after receiving formal notice. The County Administrator should be contacted prior to the meeting to put this item on the meeting agenda.

RECURRING CONTRACTS

Recurring contracts can be established for services that will be needed for multiple years. Contracts may be written so that they can be renewed for up to five years. Recurring contracts can be developed for any type of good or service that has long-term use for Finney County. No contracts should be entered into which include automatic renewal language. Any contract written over a longer period than five years may only be approved by an exception to this policy granted by a vote from the County Commissioners.

“SOLE SOURCE” PROVIDER

In certain cases, procurement may involve supplies, materials, equipment or services which are available from only one supplier. Purchases under \$30,000 from a “sole source” provider may be authorized by the County Administrator following a review of documentation that no other provider is practically available locally or regionally. “Sole source” procurements in excess of \$30,000 shall require prior approval from the Board of County Commissioners.

EMPLOYEE PARTICIPATION IN PURCHASES

No elected official or employee of Finney County shall influence, participate in the making of, or approve a purchase or contract with any business in which such elected official or employee, or immediate family member thereof, has a substantial business interest as defined in K.S.A. 46-229. This provision shall not apply when competitive bidding has been advertised for by published notice and the affected elected official or employee has abstained from any action in regard to the purchase or contract.

No elected official or employee of Finney County is allowed to accept any valuable gift from individuals that have business dealings with the county. Items under the value of \$25 are excluded from this policy.

EXCEPTIONS TO PURCHASING POLICY

County Commissioners will have the right to makes changes to purchasing policies for particular contracts through a vote during a regularly scheduled or additional County Commission meeting.

Any purchase deemed an “emergency purchase” by the County Administrator or the majority of County Commissioners may also be exempt from current purchasing policies in order to ensure a fast delivery of necessary services.

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Commission
DATE: August 7, 2017
RE: Finney County Board Goals and Priorities Discussion

DISCUSSION:

Discuss progress since the last update on commission approved goals and priorities.

BACKGROUND:

Items with blue font are actions that were discussed during previous commission meetings. The red font items have been added since that meeting for an updated document.

RECOMMENDATION:

Discussion items

ATTACHMENTS:

Description

[Objectives Update](#)

Finney County Government

Mission

Finney County, dedicated to its citizens, serving its taxpayers

Vision

Finney County seeks to provide essential and relevant services that promote a growing community for residents, businesses and visitors. The county government shall be a convener and assist other government entities and businesses in efforts to enhance the quality of life, providing opportunities for all of its citizens.

Values

Integrity – Be honest and trustworthy. Be transparent to citizens and put the county's interests above personal gain.

Stewardship – Make decisions that are in the best interests of the taxpayers' financial investment.

Customer Service – Provide good customer service to the public and peers.

Collaboration – Understand and practice good teamwork internally and with external partners.

Resourcefulness – Provide services in an efficient manner and adjust to changing needs.

Goals

Analyze the relevancy of county services to align the available revenues, while maximizing efficiency and responsiveness in the delivery of services.

ACTION:

Staff is working on the final stages of the Priority Based Budgeting's Program Inventory. With the PBB, staff will be able to analyze the necessity, cost, list of mandated programs, change in service expectations and availability of service alternatives. Using this tool, the county commissioners can give direction on what services they feel are most important to the county citizens based on available resources.

The Health Department is actively analyzing the population of Finney County and health disparities, as well as internal workflows and patient wait times, in order to expedite services to meet the community's needs this is in conjunction with funds provided by tax dollars, state grants, and user fees.

Plan for capital improvements that support local commerce, maintain county facilities and public safety.

ACTION:

IN 2016, Finney County Commissioners adopted the Capital Improvements Program (CIP) policy to validate the CIP process that has been followed for the last eight years. The CIP is a 5-year capital budgeting plan that is approved annually prior to the presentation of operating budget requests. In the CIP, departments make requests that coincide with county roads, building, equipment and machinery needs to support the above-mentioned goal.

The Health Department is currently working on the Front Clerical office remodel which will create a safe environment for the public as well as employees

Improve communication with citizens about county services and initiatives, in an effort to expand citizen engagement.

ACTION:

Staff uses Facebook sites to inform the public and is looking into other methods to get information out to the public.

The Health Department actively utilizes social media to communicate services provided for the community. This is also done with the help of new brochures that are to be distributed to several businesses in the community. These brochures are to be placed in waiting rooms, community boards, and employee break areas.

Expand partnerships with area governmental entities, state agencies and other public/private entities to leverage resources, eliminate service redundancies and maximize influence in state and federal decision making.

ACTION:

The county commission and staff work with regional partnerships in an ongoing effort. Examples are with legislative policies, Commissioner Pishny is on the Chamber of Commerce Government Affairs Committee and KAC legislative committee. The county administrator and city manager discuss on a regular basis areas of service provided by both entities to analyze possible consolidations and/or shared resources.

The Health Department is actively partnering with Genesis, International Rescue Committee, LiveWell Finney County, Community Health Advisory Board, St Catherine's and Kansas Healthcare Collaborative for necessary communications concerning services, opportunities for new collaborations and referrals to/from community partners.

Be a positive contributor, particularly as convener when deemed appropriate, to community problem solving and quality of life issues.

ACTION:

In 2016, Commissioner Clifford worked with the county engineer to apply for a transportation grant to begin the attempt and conversation of adding walking/biking paths in the unincorporated areas of Finney County.

Governing Body Objectives

PRIORITIES

1. Assure the county administrator continually analyzes all county services and prioritizes core and non-core services.
2. Seek community feedback on prioritizing services.
3. With the Finney County Economic Development Corporation, sustain and strengthen the local economy.
4. Provide for on-going communication with state government about local impacts of reduced funding for state-mandated services.
5. Expand relationships with the governing bodies of both local and regional entities, providing for an agenda that engages leaders in joint problem solving and consideration of cooperative service delivery options.
6. Set board meeting agendas with regard to routine business items, staff reports and long-term policy issues.

OTHER

- Continue to effectively use the county's growing sales tax revenues.
- Pursue opportunities for expanding use of non-property tax revenue sources.
- Work with community partners to promote Finney County as a destination of choice.
- Analyze the feasibility of partnerships with regional entities and businesses (i.e. a sports authority).
- Contribute to development of a shared legislative agenda with local governments in the county and region, as well as with chambers of commerce.
- Assist the Finney County Economic Development Corporation regarding purchase options for land that represents prime site(s) for new business locations.
- Convene and collaborate with other local governments and state entities to promote water conservation, improve water quality and identify new water sources for the Western Kansas region.
- Convene and collaborate with partners to address the county's affordable housing needs.
- On a quarterly basis, conduct board governance self-evaluation.

Appointed and Elected Employee Action Plan

- Reduce or eliminate services which are ineffective or burdensome.
- Maximize use of new technologies to increase administrative efficiencies.
 - Finney County HR/Payroll has completed an extensive GL project to assist with the breaking out some departments into multiple divisions as a move toward program budgets that will assist with Priority Based Budgeting. Additionally, employees now have the ability to access via the web their timecard, payroll advices and W-2's. This web based access allows employees to enroll online for benefits and access payroll information.
 - The HR/Payroll web based system will lessen the use of paper which will reduce overall costs of paper supplies.
 - The Health Department is actively considering options for a new electronic medical record system that will be utilized to increase efficiency for all employees accessing the new system. Expected full utilization is to be in effect Fall 2017.
- Initiate a priority based budgeting process
 - Staff is finalizing the first phase of the Priority Based Budgeting, which is the Program Inventory phase. This phase is mentioned above in the Goals section.
 - Staff is working on getting the 2017 budget numbers and personnel into the completed phase of PBB. At that time, the commission will have the opportunity to view the current results.
 - A new employee has been hired in the clerk's office that will assist with taking Priority Based Budgeting to the next level for the commission and community to rank services provided by Finney County.
- Maintain an inventory of needed facility improvements and adopt a long-term County Facilities Plan (CFP) that estimates costs of individual facility improvements and prioritizes projects for the 5-year Capital Improvement Program (CIP) and beyond.
 - With a new CIP coordinator at the Public Works department, we are looking at creating a facilities plan that works in conjunction with the CIP.
- Continually update the CIP for investments in infrastructure, facilities and major equipment.
 - Staff along with the CIP committee analyzes CIP requests on an annual basis and makes recommendations for the commission to adopt in the 5-year CIP budget.
 - County staff and a designated commissioner worked on having HVAC recommendations for the county administrative building, library and courthouse. The current systems are out of date and costing the county more money in energy costs and maintenance than what a new system would cost.
- Identify additional opportunities for increasing user fees.
 - EMS discussed with the commission and have increased rates charged for ambulance care.
 - The Health Department administration completed an in-depth study to analyze user fees in comparison to staff time, and associated expenses related to offering the service. User and lab fees have been raised due to this study.
- Frequently update the county web site and social media to keep citizens informed about county decision-making and initiatives in an effort to solicit feedback.

- County administration intern and other staff members post job openings and county activities on Facebook and Twitter.
- Create additional avenues to enhance citizen engagement.
 - A marketing committee has been formed to look into ways to engage the citizens with the county and to consider branding efforts, i.e. new logo and website.
- Increase internal communication to all county employees.
 - The county administrator informs department heads of issues on a monthly basis during department head meetings. The directors then pass the information on to their employees. Also, when overall county information needs to be sent, the county administrator sends county all emails.
 - The county administrator has started having individual director meetings on a monthly basis with the appointed directors. The meetings are beginning to also include staff and other levels of supervisors. Communication is better with these meetings.
- Enhance the commission meeting experience for citizens with use of technology and other appropriate means.
 - The IT department placed large TV's for the audience to view of commission agendas and background materials during the meetings. The audio system was also upgraded to allow for the audience to hear what is being said by both the commission and visitors. In 2017, additional enhancements such as an audio enhanced podium for visitors to use is in the plans. The county administrator and county clerk have switched the agenda process to NovusAgenda, which places the agenda packets in a more convenient location on the county's website.
- With the Finney County Economic Development Corporation, sustain and strengthen the local economy.
 - The county administrator is in constant communication with the corporation about efforts to develop in the unincorporated areas of Finney County. The county administrator also had contact with Sunflower and Wheatland Electric about developing housing in the unincorporated areas. This meeting led to an additional meeting with the City of Holcomb to see what kind of economic development growth would work for them.
 - Community Services Center held the ECO DEVO Leadership Academy Business 2 Business Leadership training which was held over a 6 month time frame.
- Assist the Finney County Economic Development Corporation regarding purchase options for land that represents prime site(s) for new business locations (i.e. research probability of making unproductive properties productive).
- Prioritize community safety through effective law enforcement, prosecution, corrections and court services.
 - We have open communication with law enforcement both GCPD and FICO Sheriff's office. At any given time GCPD will be in our building helping with any legal or safety issues the clients present.
 - Meetings are held monthly with Finney County Attorney, Court Services staff, and Community Corrections staff both juvenile and adult. This keeps the lines of communication open along with discussing any legislative updates that affect us and our clients and how we will implement any changes.

- Intake and Assessment staff and Stephanie meet with the FICO Attorney's office representative on a regular basis (sometimes weekly) to discuss intakes
- Katrina has spoken to a group of lawyers about the changes in juvenile law so we are all on the same page. This group meets quarterly and have invited her twice in the last 8 months.
- Corrections staff, Katrina, Beth, Stephanie and any others who have a need to know, attend Multi-Disciplinary Team (MDT) meetings in the other 5 counties.
- Finney County just created a MDT team which consists of our staff, Court Services, County Attorney, representative from Compass, School (high school or middle school), representative from Sheriff's and GCPD, the family of the client and anyone else who has an interest in the matter. These positions are appointed by Judge Wurst and meetings are monthly or whenever called by the court.
- Collaborate with area partners in addressing the county's affordable housing needs.
 - Met with the City of Garden City and local developers about a possible housing project in the unincorporated areas of Finney County.
- Contribute to the appearance and aesthetics of the community by maintaining attractive county facilities and strongly enforcing building and environmental codes.
 - Building maintenance is routinely maintaining the county buildings and grounds.
- Improve "connectedness" of all communities in Finney County through improvements in roads, pedestrian and bike access, and sidewalks.
 - Commissioner Clifford and County Engineer Ellermann are working on 2nd grant application to connect Southwind with the City of Garden City via walk/bike path.
- In collaboration with the community college and other workforce development resources, expand opportunities and incentives for employee professional and career development.
 - HR Director is working closely with GCCC and their newly formed relationship with National American University to allow employees to complete their degree or specific certificates at a reduced cost to anyone living in Finney County.
 - There are several departments that subscribe to online learning (paid subscription) through the State of Kansas to allow employees personal development opportunities.
- Facilitate formation of a Western Kansas consortium to identify best practices and cooperative approaches to workforce recruitment and development
 - Finney County's HR Director is already a VP for the Southwest Society for Human Resource Managers where human resource and personnel directors throughout the western region meet monthly to discuss various challenges regarding recruitment and retention. Additionally, the HR Director sits on the KS State Council of Society for Human Resource Managers representing the Western Region. This board is comprised of businesses across the state who is engaged with personnel.
 - There is an ongoing local group of Workforce Connection members that meet various times throughout the month to address workforce recruitment and development.
 - Plans for 2017 is for Finney County to work with the GC High School Government Class regarding career opportunities for the public sector.
 - Community Services Center holds the Special Populations meeting monthly with the Finney County Workforce Committee meeting monthly which includes people from Community Corrections; Workforce Development; Eco Devo; St Francis; DCF;

Catholic Charities; Genesis Health; International Rescue; Compass; Chamber of Commerce; and Mosaic. This meeting is for us to work on what is holding our clients back from getting a job. Out of these meetings came a program for clients at GCCC where they can get a certificate in welding; heating and air conditioning and many have been hired by Tatro Plumbing afterwards.

- Evaluate the use of a flexible employee benefit package to enhance employee recruitment and increase job satisfaction.
 - HR Director works closely with IMA (Benefits Consultants) to establish flexible benefits to enhance employee recruitment.
 - 2017 A goal for the Benefits Group will be to discuss “flexible hours” and how departments might achieve this without disrupting services for citizens.
 - HR and County Administrator are researching the health insurance options to make them more cost effective for the county, while still being better than most plans in the area.
- Evaluate the need for a compensation policy that rewards high performance and expands use of non-financial employee recognition practices.
 - The HR Director has been researching this topic. Currently, there is a compensation policy in place that was approved in 20114 when there was a wage study conducted.
 - Annually, Finney County participates in KAC’s service awards recognition program.
- Research, and propose to county commissioners, policy changes or clarifications regarding spending limits for the county administrator and department directors.
 - County administration intern has researched various purchasing policies and presented an option at the August 7, 2017 commission meeting.
- Review and provide any policy recommendations regarding change orders in contracts.
- Prepare for the impact to jail population, adult and juvenile corrections, if there are changes at the state level, including other counties if deemed necessary.

Approved by the Finney County Board of Commissioners on JULY 5, 2016
Mission Statement amended and approved by Board on March 6, 2017



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: August 7, 2017
RE: Next Commission Meetings - Monday, 8/21/2017 and Tuesday, 9/5/2017

DISCUSSION:

Update on future meetings

RECOMMENDATION:

For Your Information