



CITY COMMISSION AGENDA
MONDAY, JANUARY 4, 2021
204 W. 11TH ST. – 5:00 P.M.

JOHN GARCIA – MAYOR
AARON THOMPSON – VICE MAYOR
JAY DEE BRUMBAUGH – COMMISSIONER
JJ HOWARD – COMMISSIONER
GARY FARRIS – COMMISSIONER

- 1. CALL TO ORDER**
 - A. Roll Call
 - B. Pledge of Allegiance
- 2. PUBLIC COMMENT**
- 3. CONSENT AGENDA**
 - A. 12-21-20 Commission Meeting Minutes
 - B. Appropriation Ordinances 2021-01; 2021-01A; 2021-P01
- 4. FORMAL ACTIONS**
 - A. Welcome Center Lease Agreement
 - B. FY 21 Airport Capital Improvement Plan
- 5. DISCUSSION ITEMS**
 - A. Medical Insurance Consultant Services
- 6. REPORTS**
 - A. City Manager
 - (1) Next regular meeting held on Tuesday due to Martin Luther King, Jr. Day.
 - (2) Topside Aquatics
 - B. City Commissioners
 - C. Mayor
- 7. ADJOURNMENT**
 - A. Next Regular Meeting:
Tuesday, January 19, 2021

NOTE: Background information is available for review in the office of the City Clerk prior to the meeting. The Public Comment section is to allow members of the public to address the Commission on matters pertaining to any business within the scope of Commission authority and not appearing on the Agenda. Ordinance No. 1730 requires anyone who wishes to address the Commission on a non-agenda item to sign up in advance of the meeting and to provide their name, address, and the subject matter of their comments.

GOODLAND CITY COMMISSION
Regular Meeting

December 21, 2020

5:00 P.M.

Mayor John Garcia called the meeting to order with Vice-Mayor Aaron Thompson, Commissioner Jay Dee Brumbaugh, Commissioner J. J. Howard and Commissioner Gary Farris responding to roll call.

Also present were Dustin Bedore – Director of Electric Utilities, Frank Hayes – Chief of Police, Sami Windle – Museum Director, Joshua Jordan – IT Director, Kenton Keith – Director of Streets and Facilities, Neal Thornburg – Director of Water and Wastewater, Danny Krayca – Director of Parks, Mary Volk - City Clerk and Alan Lanning - City Manager.

Mayor Garcia led Pledge of Allegiance

PUBLIC COMMENT

- A. Frank introduced Brad Pflueger, new police officer for the City of Goodland. He will begin tomorrow. Brad has over sixteen years of experience. Mayor Garcia stated, I had the privilege of meeting Brad and feel he will be an asset to our community.

EXECUTIVE SESSION

- A. **Executive Session KSA 75-4319 (b) (1) for personnel matters of nonelected personnel** - Mayor Garcia made a motion at 5:02 p.m. to recess into executive session under authority of K.S.A.75-4319 (b) (1) for personnel matters for nonelected personnel not to exceed twelve minutes. I request the Commission and City Manager be present. Commissioner Howard seconded the motion. **MOTION carried by a VOTE of 5-0. Meeting resumed at 5:14 p.m.** Mayor Garcia made a second motion at 5:14 p.m. to recess into executive session under authority of K.S.A.75-4319 (b) (1) for personnel matters for nonelected personnel not to exceed ten minutes. I request the Commission and City Manager be present. Commissioner Howard seconded the motion. **MOTION carried by a VOTE of 5-0. Meeting resumed at 5:24 p.m.**
- B. **Executive Session KSA 75-4319 (b) (2) Attorney-Client Matters** - Mayor Garcia made a motion at 5:25 p.m. to recess into executive session under authority of K.S.A.75-4319 (b) (2) for attorney-client matters not to exceed fifteen minutes. I request the Commission and City Attorney Jake Kling be present. Vice-Mayor Thompson seconded the motion. **MOTION carried by a VOTE of 5-0. Meeting resumed at 5:40 p.m.**
- C. **Executive Session KSA 75-4319 (b) (1) for personnel matters of nonelected personnel** - Mayor Garcia made a motion at 5:41 p.m. to recess into executive session under authority of K.S.A.75-4319 (b) (1) for personnel matters for nonelected personnel not to exceed fifteen minutes. I request only the Commission be present. Commissioner Howard seconded the motion. **MOTION carried by a VOTE of 5-0. Meeting resumed at 5:56 p.m.** Vice-Mayor Thompson stated, “As elected officials of the City of Goodland it is our responsibility to hold ourselves to a high standard of moral integrity. We must make decisions that we feel is in the best interest of the City, while following, or adapting the framework of the municipal code to meet that need. We must also portray ourselves as leaders and advocates of the community. We must take into consideration how our behavior, at all times, will reflect on the community that we represent. We must also hold the City Manager to the same level of integrity. The position of City Manager is ultimately the face of our community, our representative to the surrounding communities and entities, and the head of the City employees. It is a position more than any other that determines how we are perceived, and able to positively engage with not only our own community, but all entities that the City has a connection with. It is our responsibility as the member of the City Commission to make sure that the City Manager is being held accountable to those high standards.

If we do not, then we are not holding ourselves to the level of accountability that the position demands.” **ON A MOTION** by Vice-Mayor Thompson to terminate the contract with Alan Lanning as City Manager effective immediately. **Motion** died for lack of second. Commissioner Howard stated, I want the public to know I did not second the motion because legal counsel advised we not do so at this time so I did not feel comfortable seconding motion.

CONSENT AGENDA

- A. **12/07/20 Commission Meeting Minutes**
- B. **Appropriation Ordinances: 2020-24, 2020-24A, and 2020-P24**
- C. **Appointment of Jason Showalter to the High Plains Museum Board**
- D. **Reappointment of Jerry Nemecek to the High Plains Museum Board**
- E. **Reappointment of Jessica Vignery to the High Plains Museum Board**
- F. **Reappointment of Megan Thomas to the High Plains Museum Board**
- G. **Reappointment of Dustin Stephenson to the Goodland Airport Board**
- H. **Reappointment of Jon Yost to the Goodland Airport Board**

ON A MOTION by Commissioner Howard to approve Consent Agenda **seconded** by Commissioner Farris. **MOTION carried on a VOTE of 5-0.** Vice-Mayor Thompson stated, I appreciate seeing people volunteer for boards.

FORMAL ACTIONS

- A. **Sherman County Community Development Board Interlocal Agreement** - Alan stated, this is to approve Interlocal Agreement between the City and Sherman County to form Sherman County Community Development Group. Vice-Mayor Thompson stated, the termination section has auto renewal clause. We have indicated in past we are not in favor of auto renewal agreements. Mayor Garcia stated, the agreement is terminated if either the County or City decide not to financially support the board. The auto renewal clause is the language recommended by the County Attorney. That is why the agreement goes year to year. **ON A MOTION** by Commissioner Brumbaugh to approve the Sherman County Community Development Board Interlocal Agreement **seconded** by Commissioner Farris. **MOTION carried on a VOTE of 5-0.**

DISCUSSION

- A. **Utility Rates** – Alan stated, previous conversations were held to consider changing ordinance to define non-profits as large business customers for utility rates. I have added such amendment in Section 2.7. In Ordinance 1671, non-profits were not addressed but are classified by usage as small commercial users. This information is only for consideration as to whether the Commission wants to discuss the change and direct staff to make changes want. Vice-Mayor Thompson stated, this was idea I brought up with Topside Aquatic issue. By language in ordinance large commercial customers have to exceed usage and demand requirements to qualify. My intention was to have that rate regardless. Commissioner Farris stated, I do not feel we should change the rate because we will lose control of what non-profits get charged. How do we determine who non-profits are? Mary stated, that is a question from billing clerk. How do we determine if customer is non-profit; do they show certificate? Vice-Mayor Thompson stated, I agree. If we do this I feel we will need to review annually and have certificates presented. Alan stated, if you proceed this way, you have to determine who non-profits are and what usage will be to determine impact on community. Commissioner Brumbaugh stated, when Topside Aquatics issue came up, it was mentioned if we change rate for Topside Aquatics that it would open the flood gates with others. We need to look at who is non-profit and the financial impact. Topside Aquatics incentive was a

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Goodland City Commission

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startup rate and they do not receive money from the City. If they succeed it is break even. If they close their doors, we get nothing forever. If other non-profits startup they should have opportunity for same incentive. Commissioner Howard stated, I agree we need control and to review on a case by case basis. Vice-Mayor Thompson stated, we are walking a fine line when Commission decides who gets what incentives. I am not sure that is role of Commission. It is a good idea to have startup incentives that remain a package for everyone. Mayor Garcia stated, when I voted no to approve current rates, several constituents got hit on the changes. To amend a rate structure we need to know we are meeting customer usage and City needs. Opening up a rate to all non-profit organizations will be a financial hit on the City. I am more than willing to discuss situations on a case by case basis such as Topside Aquatics who raised money for business and had a large contribution from Dane Hansen Foundation. All their staff is volunteer and they bring people to our community with therapeutic services offered. They did not have a chance to get business off ground with COVID. Dane Hansen contributes thousands of dollars to our community and we need to stand behind their contribution. Bring me a non-profit that meets same criteria as Topside Aquatics and they will have my support. It is hard to compare apples to apples because most non-profits have paid staff. There are a lot of roles that play into the decision. I do not need data, I know their data. Vice-Mayor Thompson asked, what is consensus of Commission? Should Alan look further into rates? Commissioner Farris stated, I say do not mess with it. Commissioner Howard stated, more information will not hurt anything. Mayor Garcia stated, it will not change the issue. Commissioner Brumbaugh stated, I am good with current ordinance. Mayor Garcia stated, there has been collaboration on every issue discussed for ordinance presented. Commissioner Howard stated, it would be nice to know who the non-profits are. Alan stated, I can get data on that.

- B. Cemetery Cameras** – Alan stated, I talked with Josh and Joni about issue. Josh recommends moving a couple cameras to better vantage points. He is not recommending additional cameras or costs to city. We do not recommend third party systems on City system. Commissioner Howard asked, so Joni can put up her own cameras with her own system? Alan stated, to put that in place we would need to get direction. Mayor Garcia stated, this is public property; staff says if she wants to put up additional cameras with her system she can, just not on City system. Vice-Mayor Thompson asked, so citizens can put up cameras on public property? Alan stated, she is contract labor. Vice-Mayor Thompson stated, I am not a fan of private cameras on our property, I would agree to reposition our cameras. It is an unfortunate situation and many have experienced loss of property. We have surveillance and they were caught but could not be identified. Alan stated, I am understanding we are not willing to install cameras or attach them to our network. You are in favor of repositioning our cameras if needed. We will look at their proposals to see what we are willing to consider. Commissioner Howard stated, I feel we need to consult with City Attorney. Mayor Garcia stated, we are talking about outside the shop which is an isolated area. We have vigilant service on rest of cemetery and can see what happens. Josh stated, we have cameras at shop and chapel. Biggest issue is large trees and headstones block visibility. Because of cemetery layout, unless we add a bunch of poles to attach cameras, there is not a lot to attach a camera to. I am willing to reposition cameras out there but it will be limited where we can move them too. Mayor Garcia stated, if she is willing to buy the cameras and system and is not tied into our system, I have no issue. Commissioner Farris stated, where she is a contractor she should have that right. Commissioner Howard stated, I believe she will only put cameras at shop. Commissioner Brumbaugh stated, the wiring did not work, can there be an alarm system alerting Police Department? Josh stated, I do not know but not sure have service for that. Alan stated, at this point I feel Commission is in favor of supporting Joni if she puts up her cameras and system.

Vice-Mayor Thompson asked, will we have rights to information on her videos? There are legal issues that need to be addressed by the City Attorney.

REPORTS

- A. City Manager - 1.** I continue to evaluate budget to determine resources of funding. My intent is to build a new document to determine where funding is. I have worked with Human Resources to get insurance information. At January 4th meeting we will have brokerage and insurance discussion. I have been attending various meetings and toured all City facilities. **2.** I would like to introduce my son Matthew and his girlfriend Emily in the audience tonight.
- B. City Commissioners**
 - Vice-Mayor Thompson – 1. No Report**
 - Commissioner Brumbaugh – 1. No Report**
 - Commissioner Howard - 1.** Merry Christmas and Happy New Year, everyone stay safe.
 - Commissioner Farris – 1.** Merry Christmas and Happy New Year.
- C. Mayor – 1.** I would like to extend my condolences to the Krayca and Keith families. We have had a lot of losses. Everyone needs to continue to abide by the four rules so we can help conquer this virus.

ADJOURNMENT WAS HAD ON A MOTION Commissioner Farris **seconded** by Commissioner Howard. **Motion carried by unanimous VOTE, meeting adjourned at 6:35 p.m. Next meeting is scheduled for January 4, 2021.**

ATTEST:

John Garcia, Mayor

Mary P. Volk, City Clerk

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

				3784	AMAZON CAPITAL SERVICES					
14KM44PDGVHY	1	12/12/20		3-TOURNIQUET W/BLACK HOLDER		36-01-4010		110.97	62851	12/31/20
				AMAZON CAPITAL SERVICES				----- 110.97		
				2871	AMERICAN FAMILY LIFE					
PR20201218	1	12/18/20		AFLAC CANCER		11-00-0012	N	79.89	3045228	12/23/20 E
PR20201218	2	12/18/20		AFLAC CANCER		15-00-0012	N	49.53	3045228	12/23/20 E
PR20201218	3	12/18/20		AFLAC ACCIDENT		11-00-0012	N	79.68	3045228	12/23/20 E
PR20201218	4	12/18/20		AFLAC ACCIDENT		15-00-0012	N	69.72	3045228	12/23/20 E
PR20201218	5	12/18/20		AFLAC ACCIDENT		23-00-0012	N	14.28	3045228	12/23/20 E
PR20201218	6	12/18/20		AFLAC ST DISB		11-00-0012	N	23.76	3045228	12/23/20 E
PR20201218	7	12/18/20		AFLAC ST DISB		15-00-0012	N	82.92	3045228	12/23/20 E
PR20201218	8	12/18/20		AFLAC ST DISB		23-00-0012	N	17.82	3045228	12/23/20 E
PR20201218	9	12/18/20		AFLAC LIFE RIDR		15-00-0012	N	2.76	3045228	12/23/20 E
PR20201218	10	12/18/20		AFLAC LIFE		11-00-0012	N	9.66	3045228	12/23/20 E
PR20201218	11	12/18/20		SPEC HLTH EVENT		11-00-0012	N	20.10	3045228	12/23/20 E
PR20201218	12	12/18/20		AFLAC HOSP CONF		11-00-0012	N	43.44	3045228	12/23/20 E
PR20201218	13	12/18/20		AFLAC HOSP CONF		21-00-0012	N	26.28	3045228	12/23/20 E
				AMERICAN FAMILY LIFE				----- 519.84		
				1389	AMERICAN FID					
PR20201218	1	12/18/20		AF CANCER AT		11-00-0012	N	23.00	3045225	12/23/20 E
PR20201218	2	12/18/20		AF CANCER AT		15-00-0012	N	16.15	3045225	12/23/20 E
PR20201218	3	12/18/20		AF CANCER AT		21-00-0012	N	9.90	3045225	12/23/20 E
PR20201218	4	12/18/20		AMER FID CANCER		11-00-0012	N	164.64	3045225	12/23/20 E
PR20201218	5	12/18/20		AMER FID CANCER		15-00-0012	N	118.65	3045225	12/23/20 E
PR20201218	6	12/18/20		AMER FID CANCER		21-00-0012	N	26.95	3045225	12/23/20 E
PR20201218	7	12/18/20		AMER FID LIFE		11-00-0012	N	132.41	3045225	12/23/20 E
PR20201218	8	12/18/20		AMER FID LIFE		15-00-0012	N	302.52	3045225	12/23/20 E
PR20201218	9	12/18/20		AMER FID LIFE		21-00-0012	N	110.88	3045225	12/23/20 E
PR20201218	10	12/18/20		AMER FID LIFE		23-00-0012	N	80.25	3045225	12/23/20 E
PR20201218	11	12/18/20		AM FID ACCIDENT		11-00-0012	N	72.80	3045225	12/23/20 E
PR20201218	12	12/18/20		AM FID ACCIDENT		15-00-0012	N	93.10	3045225	12/23/20 E
PR20201218	13	12/18/20		AM FID ACCIDENT		21-00-0012	N	19.95	3045225	12/23/20 E
PR20201218	14	12/18/20		AM FID HOSPITAL		15-00-0012	N	26.99	3045225	12/23/20 E
PR20201218	15	12/18/20		AM FID HOSPITAL		21-00-0012	N	15.93	3045225	12/23/20 E
PR20201218	16	12/18/20		AM FD DISABILTY		11-00-0012	N	67.84	3045225	12/23/20 E
PR20201218	17	12/18/20		AM FD DISABILTY		15-00-0012	N	18.36	3045225	12/23/20 E
PR20201218	18	12/18/20		AF CRITICAL CR		11-00-0012	N	16.59	3045225	12/23/20 E
PR20201218	19	12/18/20		AF CRITICAL CR		15-00-0012	N	9.74	3045225	12/23/20 E
				AMERICAN FID				----- 1326.65		
				1390	AMERICAN FIDELITY					
PR20201218	1	12/18/20		AF MED REIMBURS		11-00-0012	N	356.25	3045226	12/23/20 E
PR20201218	2	12/18/20		AF MED REIMBURS		15-00-0012	N	177.50	3045226	12/23/20 E
PR20201218	3	12/18/20		AF MED REIMBURS		21-00-0012	N	50.00	3045226	12/23/20 E
PR20201218	4	12/18/20		AF MED REIMBURS		23-00-0012	N	25.00	3045226	12/23/20 E
				AMERICAN FIDELITY				----- 608.75		

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				3843 BISTLINE, LEVI						
GEN20-482	1	12/22/20		REIMBURSE OVERPAYMENT		15-44-3180		77.21	62852	12/31/20
				BISTLINE, LEVI				77.21		

				374 BLACK HILLS ENERGY						
GEN20-487	1	12/18/20		GAS SERVICE CEMETERY		11-19-2100		213.60	62853	12/31/20
GEN20-488	1	12/21/20		GAS SERVICE POLICE DEPT		11-03-2100		636.41	62853	12/31/20
				BLACK HILLS ENERGY				850.01		

				674 CITY OF GOODLAND, CASHIER						
GEN20-489	1	12/22/20		FILING FEE UTILITY EASEMENT		15-42-3120		38.00	62854	12/31/20
				CITY OF GOODLAND, CASHIER				38.00		

				1880 CITY OF GOODLAND-REFUND A						
GEN20-498	1	12/31/20		ELECTRIC REFUND DEPOSIT		20-01-5060		350.00	62855	12/31/20
GEN20-498	2	12/31/20		WATER REFUND DEPOSIT		22-01-5070		200.00	62855	12/31/20
				CITY OF GOODLAND-REFUND A				550.00		

				3844 COATES, MICHELE						
GEN20-483	1	12/23/20		REIMBURSE OVERPAYMENT		15-44-3180		28.07	62856	12/31/20
				COATES, MICHELE				28.07		

				987 COMPLIANCE ONE						
273325	1	11/06/20		ADMIN FEE		15-40-2140		10.50	62857	12/31/20
273325	2	11/06/20		ADMIN FEE		15-42-2140		42.00	62857	12/31/20
273325	3	11/06/20		ADMIN FEE		21-42-2140		10.50	62857	12/31/20
273325	4	11/06/20		ADMIN FEE		11-11-2140		36.75	62857	12/31/20
273325	5	11/06/20		B NOLLETTE PREEMPLOYMENT		11-03-2140		70.00	62857	12/31/20
				COMPLIANCE ONE				169.75		

				2015 CONST.NEWENERGY						
3064722	1	12/14/20		GAS COST CITY SHOP		21-42-2100		490.14	62858	12/31/20
3064730	1	12/14/20		GAS COST/CITY BUILDING		15-44-2100		125.25	62858	12/31/20
3064730	2	12/14/20		GAS COST/CITY BUILDING		21-40-2100		125.25	62858	12/31/20
				CONST.NEWENERGY				740.64		

				1680 COOPER, MARILYN						
GEN20-484	1	12/23/20		REIMBURSE OVERPAYMENT		15-44-3180		72.62	62859	12/31/20
				COOPER, MARILYN				72.62		

				3699 CRAFTCO INC						
9402395181	1	12/15/20		MASTIC ONE PLEXI MELT		06-01-3120		5000.00	62860	12/31/20
9402395181	2	12/15/20		MASTIC ONE PLEXI MELT		11-11-3120		3064.00	62860	12/31/20
Z097644	1	12/21/20		ASPHALT PATCHER/APPLICATOR		11-11-3120		1325.00	62860	12/31/20
				CRAFTCO INC				9389.00		

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				211 FARM PLAN						
1906127	1	12/10/20	19331	3/8 HOSE/O-RINGS/TING/NFIT #29		11-11-3060		51.04	62861	12/31/20
				FARM PLAN				51.04		
				2696 FIRE APPARATUS SERVICE						
2489	1	11/14/20		LADDER 1 DIVERTER VALVE		11-07-3060		2454.67	62862	12/31/20
2492	1	11/22/20		LADDER 1 DIVERTER VALVE		11-07-3060		169.00	62862	12/31/20
				FIRE APPARATUS SERVICE				2623.67		
				205 FRONTIER AG						
003648	1	12/14/20		POSTAGE		21-40-3130		9.21	62863	12/31/20
003692	1	12/23/20		POSTAGE WATER DEPT		21-40-3130		10.53	62863	12/31/20
860099	1	12/14/20		PROPANE		15-40-3070		30.52	62863	12/31/20
GEN20-494	1	12/29/20		POSTAGE		23-41-3130		18.35	62863	12/31/20
				FRONTIER AG				68.61		
				3721 GOODLAND AUTOMOTIVE LLC						
345506	1	12/02/20		DIESEL EXHAUST FLUID		15-42-3060		97.99	62864	12/31/20
346210	1	12/22/20	19333	BATTERY/CORE #30		11-11-3060		218.72	62864	12/31/20
				GOODLAND AUTOMOTIVE LLC				316.71		
				3778 GOODLAND REGIONAL MED						
PR20201218	1	12/18/20		GRMC		11-00-0012	N	308.02	62850	12/23/20
				GOODLAND REGIONAL MED				308.02		
				363 GOODLAND REGIONAL MEDICAL						
16347C17074	1	12/09/20		INF DRAW FEE/HEADLEY		11-03-2140	M	33.00	62865	12/31/20
16591C17074	1	12/19/20		PRE-EMPLOYMENT PFLUEGER		11-03-2140	M	126.00	62865	12/31/20
				GOODLAND REGIONAL MEDICAL				159.00		
				3100 GRAINGER						
9742011084	1	12/09/20	19272	TIMING RELAY 24 TO 240VAC		15-40-3030		40.32	62866	12/31/20
				GRAINGER				40.32		
				391 HOOVER LUMBER						
275595	1	12/02/20		PLIER 10" FENCE/MATT PICK #5		15-42-3020		58.46	62867	12/31/20
275627	1	12/03/20		LIQUID NAIL/COLONIAL CASING		11-21-3030		25.17	62867	12/31/20
K75562	1	12/02/20		3/4"X520"MONSTER TAPE/PUTTY		15-42-3120		5.93	62867	12/31/20
K75656	1	12/03/20		PAINTERS TAPE/TRAY LINER/BRUSH		11-21-3030		86.12	62867	12/31/20
K75670	1	12/03/20		TERM RINGS/SPLICE/TIES CABLE		11-03-3030		33.64	62867	12/31/20
				HOOVER LUMBER				209.32		
				663 JD FINANCIAL-ORSCHELN						
7962	1	12/20/20		DOG FOOD		11-03-3250		47.99	62868	12/31/20
				JD FINANCIAL-ORSCHELN				47.99		

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1072 KANSAS PAYMENT CENTER										
PR20201218	1	12/18/20		INCOME WITHHOLD		11-00-0012	N	497.08	3045224	12/23/20 E
PR20201218	2	12/18/20		INCOME WITHHOLD		15-00-0012	N	392.31	3045224	12/23/20 E

								889.39		
225 KANSASLAND TIRE-GOODLAND										
7390	1	12/01/20		225/70R195 TIRE 05 FORD F550		15-42-3060		344.73	62869	12/31/20

								344.73		
523 KS PUBLIC EMP. RETIREMENT										
PR20201218	1	12/18/20		KPERS		11-00-0012	N	1874.80	3045223	12/23/20 E
PR20201218	2	12/18/20		KPERS		15-00-0012	N	1653.87	3045223	12/23/20 E
PR20201218	3	12/18/20		KPERS		21-00-0012	N	660.03	3045223	12/23/20 E
PR20201218	4	12/18/20		KPERS		23-00-0012	N	247.15	3045223	12/23/20 E
PR20201218	5	12/18/20		KPERS II		11-00-0012	N	1499.19	3045223	12/23/20 E
PR20201218	6	12/18/20		KPERS II		15-00-0012	N	1060.78	3045223	12/23/20 E
PR20201218	7	12/18/20		KPERS II		21-00-0012	N	76.75	3045223	12/23/20 E
PR20201218	8	12/18/20		KPERS II		23-00-0012	N	76.75	3045223	12/23/20 E
PR20201218	9	12/18/20		KPERS III		11-00-0012	N	3519.60	3045223	12/23/20 E
PR20201218	10	12/18/20		KPERS III		15-00-0012	N	996.60	3045223	12/23/20 E
PR20201218	11	12/18/20		KPERS III		21-00-0012	N	94.38	3045223	12/23/20 E
PR20201218	12	12/18/20		KPERS III		23-00-0012	N	175.32	3045223	12/23/20 E
PR20201218	13	12/18/20		KPERS D&D		11-00-0012	N	471.83	3045223	12/23/20 E
PR20201218	14	12/18/20		KPERS D&D		15-00-0012	N	254.02	3045223	12/23/20 E
PR20201218	15	12/18/20		KPERS D&D		21-00-0012	N	56.89	3045223	12/23/20 E
PR20201218	16	12/18/20		KPERS D&D		23-00-0012	N	34.17	3045223	12/23/20 E

								12752.13		
3845 LEHMAN, RACHEL										
GEN20-485	1	12/23/20		OVERPAYMENT ON BILL		15-44-3180		74.38	62870	12/31/20

								74.38		
3532 LOHR ELECTRIC LLC										
1871	1	7/30/20	18946	SERVICE CALL-RWOOD PK EL MOTOR		11-15-3120		95.00	62871	12/31/20
1872	1	10/28/20	19139	6-8' LED LIGHT BULBS		11-15-3030		174.00	62871	12/31/20

								269.00		
3846 MARIE'S STITCHIN' PLACE										
2265-4	1	12/23/20		HEM 2 PAIR UNIFORM PANTS		11-03-3160		20.00	62872	12/31/20

								20.00		
1440 MCCLURE PLUMBING & HEATIN										
29513	1	12/02/20		20X25X1 PLEATED FILTERS		11-13-3030		64.70	62873	12/31/20
29513	2	12/02/20		20X25X1 PLEATED FILTERS		11-03-3030		64.69	62873	12/31/20

								129.39		

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE	
					CD	GL ACCOUNT					

				2104	NATIONWIDE TRUST CO. FSB						
PR20201218	1	12/18/20			NATIONWIDE TRST		11-00-0012	N	325.00	3045227	12/23/20 E
PR20201218	2	12/18/20			NATIONWIDE TRST		15-00-0012	N	265.00	3045227	12/23/20 E
					NATIONWIDE TRUST CO. FSB				590.00		

				3646	ND CHILD SUPPORT DIVISION						
PR20201218	1	12/18/20			ND CHILD SUPPOR		15-00-0012	N	114.93	3045229	12/23/20 E
					ND CHILD SUPPORT DIVISION				114.93		

				3085	OFFICE WORKS & HOME FURNI						
254029	1	12/17/20			A LANNING NAME TAG		11-02-3120		20.15	62874	12/31/20
					OFFICE WORKS & HOME FURNI				20.15		

				3003	OVERHEAD DOOR CO. OF NW K						
13559	1	12/21/20			WEST GRAY DOOR REPAIR		15-40-3030		972.50	62875	12/31/20
13563	1	12/29/20			EAST SHOP DOOR-CABLES OFF		11-11-3030		115.47	62875	12/31/20
13563	2	12/29/20			EAST SHOP DOOR-CABLES OFF		21-40-3030		115.48	62875	12/31/20
					OVERHEAD DOOR CO. OF NW K				1203.45		

				3403	PEST AWAY LLC						
12014	1	12/03/20			PEST CONTROL		11-17-2140		30.00	62876	12/31/20
12014	2	12/03/20			PEST CONTROL		21-40-2140		35.00	62876	12/31/20
12014	3	12/03/20			PEST CONTROL		11-11-2140		50.00	62876	12/31/20
12014	4	12/03/20			PEST CONTROL		11-03-2140		35.00	62876	12/31/20
12014	5	12/03/20			PEST CONTROL		11-21-2140		10.00	62876	12/31/20
12014	6	12/03/20			PIGEON CONTROL		11-02-2140		120.00	62876	12/31/20
12014	7	12/03/20			PEST CONTROL		11-15-2140		35.00	62876	12/31/20
12014	8	12/03/20			PEST CONTROL		11-23-3110		20.00	62876	12/31/20
12014	9	12/03/20			PEST CONTROL		11-13-2140		15.00	62876	12/31/20
12014	10	12/03/20			PEST CONTROL		11-02-2140		30.00	62876	12/31/20
12014	11	12/03/20			PEST CONTROL		15-40-2140		54.50	62876	12/31/20
					PEST AWAY LLC				434.50		

				3759	PRAIRIESPRINGS HOSPITALIT						
GEN20-490	1	12/31/20			REIMB SALES TAX		28-01-2050		7554.30	62877	12/31/20
					PRAIRIESPRINGS HOSPITALIT				7554.30		

				1683	PRINCIPAL MUTUAL LIFE INS						
PR20201218	1	12/18/20			PRIN. MUTUAL		11-00-0012	N	90.73	62848	12/23/20
PR20201218	2	12/18/20			PRIN. MUTUAL		15-00-0012	N	241.80	62848	12/23/20
PR20201218	3	12/18/20			PRIN. MUTUAL		21-00-0012	N	41.97	62848	12/23/20
					PRINCIPAL MUTUAL LIFE INS				374.50		

				1682	S & B MOTELS						
GEN20-491	1	12/31/20			SALES TAX REIMB		28-01-2040		4298.24	62878	12/31/20
					S & B MOTELS				4298.24		

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

				2138 S & M REPAIR LLC						
6990	1	12/03/20		VEHICHL E TOW		11-03-2140		75.00	62879	12/31/20
				S & M REPAIR LLC				75.00		

				924 SCHEOPNER'S WATER CONDITI						
GEN20-497	1	12/15/20		RO RENT		11-02-3120		144.00	62880	12/31/20
				SCHEOPNER'S WATER CONDITI				144.00		

				424 SHERMAN CO SHERIFF - BAST						
GEN20-492	1	11/03/20		INMATE HOUSING		11-03-2230	M	200.00	62881	12/31/20
				SHERMAN CO SHERIFF - BAST				200.00		

				450 SHORES BUMPER TO BUMPER,						
191570	1	12/31/20	19355	ICE MELT		11-03-3030		7.99	62882	12/31/20
				SHORES BUMPER TO BUMPER,				7.99		

				427 SHORES NAPA						
188899	1	11/30/20		1/2 HAMMER/DRILL, OZZY JUICE		15-40-3020		395.58	62883	12/31/20
189017	1	12/01/20		9V BATTERY		21-42-3120		7.99	62883	12/31/20
189138	1	12/02/20		KEY		11-07-3120		2.00	62883	12/31/20
189155	1	12/02/20		14P 6PK SK ST, TFE PASTE		15-42-3020		68.10	62883	12/31/20
189156	1	12/02/20		29PC BIT WIRE STRIPPER SHOVEL		15-40-3020		200.30	62883	12/31/20
189286	1	12/03/20		SHOVEL & SNOW SHOVEL		15-42-3020		169.89	62883	12/31/20
189554	1	12/07/20		SCREWS		11-11-3030		17.58	62883	12/31/20
190488	1	12/16/20		BATTERIES LADDER 1		11-07-3060		833.94	62883	12/31/20
190500	1	12/16/20		CREDIT CORES		11-07-3060		150.00-	62883	12/31/20
190866	1	12/21/20	19332	BELT/IDLER PULLEY OIL/AIR FILT		11-03-3060		80.28	62883	12/31/20
191091	1	12/23/20	19334	OIL/AIR FILTER DRAIN PLUG #8		11-03-3060		16.04	62883	12/31/20
191364	1	12/29/20	19354	ICE MELT-CITY/ED/ARTS CENTER		11-02-3120		23.97	62883	12/31/20
191364	2	12/29/20	19354	ICE MELT-MUSEUM		11-17-3120		7.99	62883	12/31/20
				SHORES NAPA				1673.66		

				438 STANION WHOLESAL E ELECTRI						
5035120-02	1	12/15/20		ELASTIMOLD ELBOWS 162LR-B-15KV		15-42-3050		342.38	62884	12/31/20
				STANION WHOLESAL E ELECTRI				342.38		

				3669 THE ANIMAL HOUSE VETERINA						
GEN20-493	1	11/18/20		EUTHANIZED CAT		11-05-2140		45.00	62885	12/31/20
				THE ANIMAL HOUSE VETERINA				45.00		

				972 UNIFIRST CORPORATION						
0691617	1	12/07/20		UNIFORMS		21-40-3160		54.80	62887	12/31/20
0691617	2	12/07/20		UNIFORMS		23-43-3160		20.70	62887	12/31/20
0691617	3	12/07/20		UNIFORMS		23-41-3160		20.70	62887	12/31/20
0691620	1	12/07/20		UNIFORMS		11-11-3160		95.32	62887	12/31/20
0691716	1	12/07/20		UNIFORMS		11-15-3160		62.10	62887	12/31/20
0692580	1	12/14/20		UNIFORMS		21-40-3160		54.80	62887	12/31/20

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

972 UNIFIRST CORPORATION										
0692580	2	12/14/20		UNIFORMS		23-43-3160		20.70	62887	12/31/20
0692580	3	12/14/20		UNIFORMS		23-41-3160		20.70	62887	12/31/20
0692583	1	12/14/20		UNIFORMS		11-11-3160		95.32	62887	12/31/20
0692676	1	12/14/20		UNIFORMS		11-15-3160		62.10	62887	12/31/20
0693541	1	12/21/20		UNIFORMS		21-40-3160		54.80	62887	12/31/20
0693541	2	12/21/20		UNIFORMS		23-43-3160		20.70	62887	12/31/20
0693541	3	12/21/20		UNIFORMS		23-41-3160		20.70	62887	12/31/20
0693543	1	12/21/20		UNIFORMS		11-11-3160		97.07	62887	12/31/20
0693639	1	12/21/20		UNIFORMS		11-15-3160		62.10	62887	12/31/20
0694539	1	12/28/20		UNIFORMS		21-40-3160		103.75	62887	12/31/20
0694539	2	12/28/20		UNIFORMS		23-43-3160		20.70	62887	12/31/20
0694539	3	12/28/20		UNIFORMS		23-41-3160		20.70	62887	12/31/20
0694540	1	12/28/20		UNIFORMS		11-11-3160		97.14	62887	12/31/20
0694632	1	12/28/20		UNIFORMS		11-15-3160		62.10	62887	12/31/20

UNIFIRST CORPORATION								1067.00		
2784 USD # 352										
GEN20-494	1	12/31/20		SCHOOL TAX/DECEMBER 2020		11-02-2050		25555.25	62888	12/31/20

USD # 352								25555.25		
2895 VISION CARE DIRECT ADM.										
PR20201218	1	12/18/20		VISION CARE DIR		11-00-0012	N	103.85	62849	12/23/20
PR20201218	2	12/18/20		VISION CARE DIR		15-00-0012	N	96.79	62849	12/23/20
PR20201218	3	12/18/20		VISION CARE DIR		23-00-0012	N	9.78	62849	12/23/20

VISION CARE DIRECT ADM.								210.42		
640 WAL*MART										
00500	1	11/27/20		SANTA SCHOOLHOUSE COOKIES		38-01-4010		23.17	62889	12/31/20
01728	1	11/24/20		CLEANING SUPPLIES/CUPS/CREAMER		15-40-3120		176.00	62889	12/31/20
02018	1	11/17/20		SANTA'S SCHOOL CANDY		38-01-4010		33.00	62889	12/31/20
02018	2	11/17/20		YEC MEAT/CHEESE TRAY		38-01-4010		14.98	62889	12/31/20
04863	1	11/23/20		GARLAND AND HOOKS		38-01-4010		12.26	62889	12/31/20
05605	1	11/30/20	18528	CLEANING SUPPLIES		11-17-3120		87.16	62889	12/31/20
06159	1	11/25/20		AA BATTERIES		38-01-4010		16.24	62889	12/31/20
07894	1	11/16/20		YEC FOOD/DRINK CADDIES		38-01-4010		111.88	62889	12/31/20
07894	2	11/16/20		SANTA SCHOOL-CANDY/BAGS		38-01-4010		163.18	62889	12/31/20
08292	1	11/19/20		PRINTER INK		21-42-3120		38.89	62889	12/31/20
08777	1	11/17/20		WATER/GLUE		11-02-3120		21.53	62889	12/31/20
08777	2	11/17/20		CAR WASH/VAN		11-06-3170		7.06	62889	12/31/20
09248	1	11/30/20		CLEANING SUPPLIES		15-42-3120		70.73	62889	12/31/20

WAL*MART								776.08		
***** REPORT TOTAL *****								77472.06		

GENERAL LEDGER JOURNAL ENTRIES
 CALENDAR 12/2020, FISCAL 12/2020
 UPDATE

JRNL ID/ ACCOUNT NUMBER	OTHER NUMBER/ ACCOUNT TITLE	OTHER REFERENCE/ REFERENCE	DEBIT	CREDIT	BANK #
PAYROLL					
11-00-0011	GENERAL EMP TAX A/P	SS/MED EMPE GEN	4,084.41		
11-00-0001	GENERAL OPERATING CASH	SS/MED EMPE GEN		4,084.41	1
15-00-0011	ELECTRIC EMP TAX A/P	SS/MED EMPE ELE	1,935.08		
15-00-0001	ELECTRIC CASH	SS/MED EMPE ELE		1,935.08	1
21-00-0011	WATER EMP TAX A/P	SS/MED EMPE WAT	490.64		
21-00-0001	WATER CASH	SS/MED EMPE WAT		490.64	1
23-00-0011	SEWER EMP TAX A/P	SS/MED EMPE SEW	260.56		
23-00-0001	SEWER CASH	SS/MED EMPE SEW		260.56	1
11-00-0011	GENERAL EMP TAX A/P	SS/MED EMPE GEN	4,084.41		
11-00-0001	GENERAL OPERATING CASH	SS/MED EMPE GEN		4,084.41	1
15-00-0011	ELECTRIC EMP TAX A/P	SS/MED EMPE ELE	1,935.08		
15-00-0001	ELECTRIC CASH	SS/MED EMPE ELE		1,935.08	1
21-00-0011	WATER EMP TAX A/P	SS/MED EMPE WAT	490.64		
21-00-0001	WATER CASH	SS/MED EMPE WAT		490.64	1
23-00-0011	SEWER EMP TAX A/P	SS/MED EMPE SEW	260.56		
23-00-0001	SEWER CASH	SS/MED EMPE SEW		260.56	1
11-00-0011	GENERAL EMP TAX A/P	FED TAX GEN	3,838.92		
11-00-0001	GENERAL OPERATING CASH	FED TAX GEN		3,838.92	1
15-00-0011	ELECTRIC EMP TAX A/P	FED TAX ELE	1,696.23		
15-00-0001	ELECTRIC CASH	FED TAX ELE		1,696.23	1
21-00-0011	WATER EMP TAX A/P	FED TAX WAT	463.39		
21-00-0001	WATER CASH	FED TAX WAT		463.39	1
23-00-0011	SEWER EMP TAX A/P	FED TAX SEW	207.24		
23-00-0001	SEWER CASH	FED TAX SEW		207.24	1
11-00-0011	GENERAL EMP TAX A/P	STATE TAX GEN	1,919.12		
11-00-0001	GENERAL OPERATING CASH	STATE TAX GEN		1,919.12	1
15-00-0011	ELECTRIC EMP TAX A/P	STATE TAX ELE	981.62		
15-00-0001	ELECTRIC CASH	STATE TAX ELE		981.62	1
21-00-0011	WATER EMP TAX A/P	STATE TAX WAT	245.38		
21-00-0001	WATER CASH	STATE TAX WAT		245.38	1
23-00-0011	SEWER EMP TAX A/P	STATE TAX SEW	119.79		
23-00-0001	SEWER CASH	STATE TAX SEW		119.79	1
45-01-5040	EMP BENEFIT REMIT TO UNEMP INS	UNEMP INS GEN	359.73		
45-00-0001	EMP BENEFITS CASH	UNEMP INS GEN		359.73	1
15-40-1050	ELEC. PROD. INSURANCE	UNEMP INS ELPR	62.63		
15-00-0001	ELECTRIC CASH	UNEMP INS ELPR		62.63	1
15-42-1050	ELEC. DIST. INSURANCE	UNEMP INS ELDI	84.21		
15-00-0001	ELECTRIC CASH	UNEMP INS ELDI		84.21	1
15-44-1050	ELEC. COMM & GEN INSURANCE	UNEMP INS ELCG	41.17		
15-00-0001	ELECTRIC CASH	UNEMP INS ELCG		41.17	1
21-40-1050	WATER PROD. INSURANCE	UNEMP INS WAPR	8.54		
21-00-0001	WATER CASH	UNEMP INS WAPR		8.54	1
21-42-1050	WATER DIST. INSURANCE	UNEMP INS WADI	36.24		
21-00-0001	WATER CASH	UNEMP INS WADI		36.24	1
23-41-1050	SEWER TREATMENT INSURANCE	UNEMP INS SETR	12.45		
23-00-0001	SEWER CASH	UNEMP INS SETR		12.45	1
23-43-1050	SEWER COLL. INSURANCE	UNEMP INS SECO	11.87		
23-00-0001	SEWER CASH	UNEMP INS SECO		11.87	1
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	STOP LOSS 12/22	18,578.47		
07-00-0001	SELF INSUR CASH	STOP LOSS 12/22		18,578.47	1
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	STOP LOSS12/29	2,364.17		

GENERAL LEDGER JOURNAL ENTRIES
 CALENDAR 12/2020, FISCAL 12/2020
 UPDATE

JRNL ID/ ACCOUNT NUMBER	OTHER NUMBER/ ACCOUNT TITLE	OTHER REFERENCE/ REFERENCE	DEBIT	CREDIT	BANK #
07-00-0001	SELF INSUR CASH	STOP LOSS12/29		2,364.17	1

Journal Total :	44,572.55	44,572.55
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Sub Total	44,572.55	44,572.55
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** Report Total **	44,572.55	44,572.55
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FUND	NAME	DEBITS	CREDITS
07	SELF INSURANCE	20,942.64	20,942.64
11	GENERAL	13,926.86	13,926.86
15	ELECTRIC UTILITY	6,736.02	6,736.02
21	WATER UTILITY	1,734.83	1,734.83
23	SEWER UTILITY	872.47	872.47
45	EMPLOYEE BENEFIT	359.73	359.73
TOTALS		44,572.55	44,572.55

** Transactions affected cash may need to be entered in Bank Rec! **
 ** Review transactions that have a number in the Bank # column. **

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
07-00-0001	SELF INSUR CASH	.00	20,942.64	20,942.64-
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	20,942.64	.00	20,942.64
11-00-0001	GENERAL OPERATING CASH	.00	13,926.86	13,926.86-
11-00-0011	GENERAL EMP TAX A/P	13,926.86	.00	13,926.86
15-00-0001	ELECTRIC CASH	.00	6,736.02	6,736.02-
15-00-0011	ELECTRIC EMP TAX A/P	6,548.01	.00	6,548.01
15-40-1050	ELEC. PROD. INSURANCE	62.63	.00	62.63
15-42-1050	ELEC. DIST. INSURANCE	84.21	.00	84.21
15-44-1050	ELEC. COMM & GEN INSURANCE	41.17	.00	41.17
21-00-0001	WATER CASH	.00	1,734.83	1,734.83-
21-00-0011	WATER EMP TAX A/P	1,690.05	.00	1,690.05
21-40-1050	WATER PROD. INSURANCE	8.54	.00	8.54
21-42-1050	WATER DIST. INSURANCE	36.24	.00	36.24
23-00-0001	SEWER CASH	.00	872.47	872.47-
23-00-0011	SEWER EMP TAX A/P	848.15	.00	848.15
23-41-1050	SEWER TREATMENT INSURANCE	12.45	.00	12.45
23-43-1050	SEWER COLL. INSURANCE	11.87	.00	11.87
45-00-0001	EMP BENEFITS CASH	.00	359.73	359.73-
45-01-5040	EMP BENEFIT REMIT TO UNEMP INS	359.73	.00	359.73
TRANSACTION TOTALS		44,572.55	44,572.55	.00

PAYROLL REGISTER

ORDINANCE #2021-P01

12/23/2020

<u>DEPARTMENT</u>	<u>GROSS PAY</u>
GENERAL	53,495.35
ELECTRIC	25,402.21
WATER	6,388.92
SEWER	3,416.98
TOTAL	<u>88,703.46</u>

PASSED AND SIGNED THIS _____ DAY OF _____, 2020

CITY CLERK

MAYOR



AGENDA ITEM # 4A

CITY COMMISSION COMMUNICATION FORM

FROM: Mary Volk, City Clerk

DATE: January 4, 2021

ITEM: Welcome Center Lease Agreement

NEXT STEP: Commission Motion

ORDINANCE
 MOTION
 INFORMATION

- I. **REQUEST OR ISSUE:** This is the lease between the City and Sherman County Community Development Board to lease the Welcome Center. The Board has reviewed agreement and is in favor of approving the agreement.
- II. **RECOMMENDED ACTION / NEXT STEP:** Motion to approve the lease agreement.
- III. **FISCAL IMPACTS:** No additional financial impact for the City in leasing the building as the City is already responsible for these costs.
- IV. **BACKGROUND INFORMATION:** When the Board was appointed, the intention was to house Economic Development, CVB and Chamber of Commerce in the Welcome Center.
- V. **LEGAL ISSUES:** None
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** None concerning this lease agreement.
- VII. **SUMMARY AND ALTERNATIVES:**
Commission may take one of the following actions:
 1. Approve the lease as requested.
 2. Reject the lease and move to deny the request.
 3. Direct staff to pursue an alternative approach.

**WELCOME CENTER LEASE
CITY OF GOODLAND, KANSAS**

This lease, made and entered into shall be effective as of the 1st day of January, 2021, between the City of Goodland, Kansas, a Municipal Corporation, hereinafter referred to as **LESSOR**, and Sherman County Community Development, Goodland, Kansas, hereinafter referred to as **LESSEE**.

WHEREAS, the **LESSOR** now owns the Goodland Welcome Center, located at 524 E. Hwy 24, Goodland, Kansas 67735; and

WHEREAS, the **LESSEE** has requested that the **LESSOR** lease to it the Goodland Welcome Center for the purpose of promoting and facilitating community economic development efforts; and

WHEREAS, the **LESSOR** finds that it would be to the best interest of the community to lease said property to **LESSEE** for the purpose above stated.

NOW, THEREFORE, in consideration of the covenants hereinafter set out the parties agree as follows:

The **LESSOR** hereby leases to the above named **LESSEE** the Goodland Welcome Center, located at 524 E. Hwy. 24, Goodland, Kansas 67735.

RENTAL RATE AND TERM

The **LESSEE** shall pay rent to the **LESSOR** in the amount of \$1.00 per year for the term of this lease agreement and continue each year the lease remains in effect. The yearly rental shall begin on the 1st day of January, 2021, and be due to be paid to **LESSOR** by January 1 of each year this lease remains in effect.

LESSEE shall not have the right to sublease any of the property herein without the prior written approval of **LESSOR**.

LESSEE further agrees to the following covenants:

UTILITIES

LESSOR agrees that **LESSEE** shall not be charged for or pay city utilities, specifically being electricity, water, sewer and solid waste. It shall be the sole responsibility of the **LESSEE** to pay for any other utilities used or consumed by the **LESSEE**, including those provided by Black Hills Energy.

BUILDING MAINTINANCE AND IMPROVEMENTS

LESSOR shall be responsible for all general maintenance of the Welcome Center's interior and fixtures on the leased premises at the time of entering into this lease agreement. **LESSOR** shall be responsible for all exterior maintenance.

LESSEE shall not make any structural or cosmetic changes to the leased premises without prior approval by **LESSOR**.

At the end of the Lease period, as hereinbefore set out, the said **LESSEE** shall have the right to remove all improvements placed upon the premises by **LESSEE**, and in the event of such removal, **LESSEE** agrees and covenants that it will replace the premises in a like condition as when the premises were taken.

LESSEE agrees to admit the City Building Inspector and /or Fire Chief during reasonable hours of operation and to comply with City fire regulations and other reasonable safety regulations.

STRICT COMPLIANCE WITH LAWS

LESSEE agrees to observe and obey, during the term of this lease agreement, any and all laws, ordinances, rules and regulations which have been or may be enacted or promulgated by the United States, State of Kansas, City of Goodland, the Goodland City manager, or any other governmental agency or entity having jurisdiction over the Goodland Welcome Center.

INSURANCE

LESSEE may purchase at its own and sole expense and maintain during the term of this agreement and at all times that it is in possession of or has control over any part of **LESSOR'S** premises, an insurance policy to cover **LESSEE'S** personal property, supplies, inventory and contents in the event of loss or damage to the property.

TERMINATION AND BREACH

LESSEE shall have the right to terminate this lease agreement by providing **LESSOR** with thirty (30) days written notice of the intent to terminate.

LESSOR shall have the right to terminate this lease in the event of any breach of this lease agreement and its terms by providing **LESSEE** with notice of the breach, in writing, and allowing **LESSEE** fifteen (15) days to correct said breach. If **LESSEE** fails to correct the breach

within the fifteen (15) days, then **LESSOR** shall have the right to terminate this lease agreement within fifteen (15) days following the failure to correct said breach.

All written correspondence and notices shall be sent to the parties as follows:

LESSOR:

City of Goodland

Attn: Alan Lanning

204 W. 11th Street

Goodland, KS 67735

LESSEE:

Sherman County Community

Development

Attn: President of the Board

524 E. Hwy 24

Goodland, KS 67735

MISCELLANEOUS

LESSEE shall have the rights and possession of all promotional production located at the Goodland Welcome Center. No personal property shall be stored outside the buildings located on the real property, which is the subject matter of this lease.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR this ___ day of December, 2020.

ATTEST:

LESSEE: Sherman County Community

Development,

By: Gennifer House, Incorporator

LESSOR: City of Goodland

John Garcia, Mayor

ATTEST:

Mary P. Volk, City Clerk



AGENDA ITEM # 4B...

CITY COMMISSION COMMUNICATION FORM

FROM: Darin Neufeld, EBH Engineer

DATE: 01/04/2020

ITEM: FAA Annual ACIP Planning

NEXT STEP: Commission Motion

ORDINANCE

MOTION

INFORMATION

- I. **REQUEST OR ISSUE:** This is the annual ACIP report required to be filed with FAA by February 15th. The document lays out the Capital Improvement Plan for our airport for the next several years.
- II. **RECOMMENDED ACTION / NEXT STEP:** Darin has reviewed with the Airport Board and City Manager today. Commission needs to approve plan for the Goodland Airport.
- III. **FISCAL IMPACTS:** This document is required to continue receiving FAA grant funding. We currently have AIP 22: Rehabilitation and Extension of Runway 5-23 grant in progress.
- IV. **BACKGROUND INFORMATION:** As in years past the projects are outlined on the CIP and reviewed by the Airport Board. The FAA reviews the plan to ensure the FAA and City are on the same page with grants.
- V. **LEGAL ISSUES:** NONE
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** NONE
- VII. **SUMMARY AND ALTERNATIVES:** Recommend the Commission approving the ACIP to meet FAA deadline.
Commission may take one of the following actions:
 1. Approve the proposal as requested.
 2. Reject the proposal and move to deny the request.
 3. Direct staff to pursue an alternative approach.



AGENDA ITEM # 5A

CITY COMMISSION COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 1/4/2021

ITEM: Medical Insurance Recommendation

NEXT STEP: Council Motion

ORDINANCE
 MOTION
 INFORMATION

I. REQUEST OR ISSUE:

The City Commission has been evaluating the medical “brokerage” services for the City for at least the past 6 months. Staff has been asked to evaluate the system and provide guidance. As part of the evaluation process, staff has considered 3 distinct areas of insurance, which include Medical coverage, Property and Casualty (including vehicle insurance) coverage and the human resource consulting services, in the various forms utilized by City staff. The evaluation is above and beyond the brokerage services along. This communication form is intended to provide the Commission with a path forward. The full analysis is explained below in Background Information.

II. RECOMMENDED ACTION / NEXT STEP:

At the 12/7/2020 Commission meeting it was agreed the City Manager would provide an analysis at the 1/4/2021 meeting and the Commission would take formal action at the 1/18/2021 meeting, choosing a provider/action moving forward.

Recommendation: However, as the evaluation has progressed, I am suggesting a more expansive process. I would suggest an RFP process, both expansive and comprehensive. An RFP process will allow us to examine the market in a logical and methodical way and potentially allow the City to combine services, in a single provider and/or reduce costs and alter how services are delivered.

Recommendation: Additionally, I am recommending the City prepare for renewal of the current “plan” for the 3/1/2021 deadline at the “expected rate” rather than the full rate. This will allow us to meet approved budget levels. The entire RFP and evaluation process will occur in early to mid-2021, allowing for education, evaluation and implementation.

Suggested Motion: “I move to authorize the City Manager to work with PIC to complete the 3/1/2021 renewal for medical insurance and further authorize the City Manager to develop a comprehensive RFP process for the evaluation of service providers for medical and property and casualty services and recommend a structure to the City Commission for the future delivery of those services, which will begin in

the 2022 fiscal year.”

III. FISCAL IMPACTS:

The attached spreadsheet (PERSONNEL COSTS) details a variety of personnel related costs. Those will be presented at the meeting.

IV. BACKGROUND INFORMATION:

The City is a partially self-funded system. The plan and re-insurance are currently provided by BC/BS, with PIC as medical broker and EMC as property and casualty provider. As you can see from the attached spreadsheet those costs are just over \$1 million. There are a number of areas for me to consider, to make an informed recommendation. I would like to have the time to explore the market, services and costs in an effort to give the City the best plan, best service and lowest cost. A comprehensive RFP process allows us to complete those assessments, within the financial limitations already approved in the 2021 budget. The full scope of “coverage” would be open to us, including providers, plans, costs and other considerations contained in this complicated system. I am also providing some supporting data that I will explain at the meeting (Renewal for BC/BS).

V. LEGAL ISSUES:

Provider notice requirements and contractual documents review.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

Commission may take one of the following actions:

1. Move forward as requested, with RFP process and 3/1/2021 renewal.
2. Reject the proposal and process.
3. Direct staff to pursue an alternative approach.

Goodland City Employees
Renewal for BCBS Medical, Rx, & Dental
Effective March 1, 2021 thru February 29, 2022

Current: March 2020 thru Feb 2021

Funding at Max	Emp	Emp / Ch	Emp / Sp	Family	Annualized
	15	4	11	22	
Fixed Costs	\$ 219.68	\$ 372.19	\$ 395.66	\$ 545.20	\$ 253,567
Funding - Max	\$ 361.46	\$ 721.06	\$ 777.14	\$ 1,129.59	\$ 500,468
Total:	\$ 581.14	\$ 1,093.25	\$ 1,172.80	\$ 1,674.79	\$ 754,035

RENEWAL: March 1 2021 thru Feb 2022

Funding at Max	Emp	Emp / Ch	Emp / Sp	Family	Annualized
	15	4	11	22	
Fixed Costs	\$ 267.54	\$ 464.90	\$ 496.25	\$ 690.19	\$ 318,188
Funding - Max (Employee)	\$ -	\$ -	\$ -	\$ -	\$ -
Funding - Max	\$ 413.26	\$ 823.24	\$ 888.50	\$ 1,291.30	\$ 572,088
Total:	\$ 680.80	\$ 1,288.14	\$ 1,384.75	\$ 1,981.49	\$ 890,276

RENEWAL OPTION 1 (employee pays 5%)

Funding at Expected	Emp	Emp / Ch	Emp / Sp	Family	Annualized
	15	4	11	22	
Fixed Costs	\$ 267.54	\$ 464.90	\$ 496.25	\$ 690.19	\$ 318,188
Funding -(Employee)	\$ 30.00	\$ 57.00	\$ 60.00	\$ 87.00	\$ 39,024
Funding - Expected	\$ 300.61	\$ 601.59	\$ 650.80	\$ 946.04	\$ 418,646
Total:	\$ 598.15	\$ 1,123.49	\$ 1,207.05	\$ 1,723.23	\$ 775,858

PERSONNEL COSTS 2020												
DEPARTMENT	SALARY	FICA	MEDICARE	FEDERAL	STATE	KPERS	Med INSURANCE	P&C		%staff	Staff	%cost
GENERAL GOV	\$246,802.34	\$18,495.96	\$3,505.95	\$29,942.07	\$10,053.71	\$20,071.31	\$44,938.38	\$19,500.00	\$393,309.72	8.70%	4	9.41%
POLICE DEPT	\$418,200.09	\$31,526.96	\$5,975.77	\$34,776.93	\$15,517.43	\$37,000.95	\$142,512.19	\$19,500.00	\$705,010.32	19.57%	9	17.27%
MUNICIPAL COURT	\$53,632.87	\$3,964.59	\$751.46	\$4,715.12	\$2,054.79	\$5,154.10	\$13,947.00	\$19,500.00	\$103,719.93	2.17%	1	2.12%
VAN/PUBLIC TRANS	\$13,521.24	\$1,034.45	\$196.10	\$592.25	\$250.73	\$0.00	\$0.00	\$19,500.00	\$35,094.77			0.39%
FIRE DEPT	\$103,411.34	\$7,840.40	\$1,486.11	\$5,402.38	\$3,672.72	\$7,026.51	\$19,917.59	\$19,500.00	\$168,257.05	2.17%	1	3.75%
BUILDING INSP	\$31,251.39	\$2,313.66	\$438.56	\$2,756.25	\$1,117.16	\$3,218.94	\$13,947.00	\$19,500.00	\$74,542.96	2.17%	1	1.39%
ST & ALLEY	\$316,107.47	\$23,592.80	\$4,471.84	\$28,328.65	\$13,054.13	\$29,690.80	\$114,838.67	\$19,500.00	\$549,584.36	15.22%	7	13.35%
PARKS	\$82,880.88	\$6,281.43	\$1,190.57	\$4,471.88	\$2,240.57	\$6,788.30	\$30,277.02	\$19,500.00	\$153,630.65	6.52%	3	3.38%
MUSEUM	\$50,761.79	\$3,824.32	\$724.85	\$4,233.10	\$1,927.19	\$4,134.66	\$9,876.50	\$19,500.00	\$94,982.41	2.17%	1	1.90%
POOL	\$62,272.90	\$4,763.97	\$902.97	\$3,153.63	\$1,371.47	\$0.00	\$0.00	\$19,500.00	\$91,964.94			1.83%
WATER	\$212,153.99	\$15,985.49	\$3,030.02	\$21,544.65	\$9,590.45	\$20,387.17	\$96,907.72	\$19,500.00	\$399,099.49	4.35%	2	9.56%
ECONOMIC DEV	\$44,781.47	\$3,343.48	\$633.79	\$3,021.86	\$1,626.46	\$3,879.92	\$12,113.02	\$19,500.00	\$88,900.00			1.75%
SEWER	\$86,082.07	\$6,499.78	\$1,231.98	\$5,216.17	\$3,010.47	\$8,188.56	\$31,810.77	\$19,500.00	\$161,539.80	4.35%	2	3.58%
ELECTRIC	\$715,113.47	\$53,441.79	\$10,129.50	\$53,681.55	\$28,294.88	\$67,002.76	\$276,632.98	\$19,500.00	\$1,223,796.93	32.61%	15	30.33%
Total	\$2,436,973.31	\$182,909.08	\$34,669.47	\$201,836.49	\$93,782.16	\$212,543.98	\$807,718.84	\$273,000.00	\$3,970,433.33	100.00%	46	100.00%
	0.6137801866	0.04606778777	0.008731910882	0.05083487701	0.02362013216	0.0535316834	0.2034334222	0.06	106.00%			
Brokerage Fee							48,000					