



Governing Body, City of Garden Plain
City Building, 507 N Main St
Wednesday, May 1, 2024 at 6:00 pm

1. Call to Order by Mayor Kevin Hammond
2. Approval of May 1, 2024 Agenda
3. Citizen Comments:
4. Consent Agenda:
 - a. Approval of April 3, 2024 CC Meeting Minutes:
 - b. Approval of April 2024 bills (checks to include 43509 – 43608):
 - c. Department reports:
 - d. Proclamation – National Police Officers Week:
 - e. Proclamation – National Municipal Clerk’s Week:
5. New Business:
 - a. City of Garden Plain Community Brand Unveiling and Adoption
 - b. Fireworks stand for HSO (waive fee) – Morgan Koon
6. Municipal Court Report:
7. Planning Commission report:
8. Executive Sessions:
 - a. Attorney/Client Meeting: K.S.A. 75-4319(b)(2)
 - b. Non-elected Personnel: K.S.A. 75-4319(b)(1)
9. Pardon City Attorney:
10. Treasurer Report:
11. Governmental Remarks:
12. Adjournment:

*NOTE: this agenda is subject to change without notice



**Governing Body, City of Garden Plain
City Building, 507 N Main
April 3, 2024 at 6:00 pm**

1. Call to Order by Mayor Kevin Hammond: (6:00)

Mayor Kevin Hammond called the April 3, 2024 City Council meeting to order followed by Pledge of Allegiance and moment of silence. Council members present were Brent Randolph, Amy Hunter, Tracy Thul, Jenny Zoglman. Also present were Kimberly McCormick – City Clerk, Kelly McElroy – City Administrator, Morgan Koon – City Attorney, Gene Garcia – Chief of Police, Jessica Lyman, Randy Ford- BFR, Larry Kleeman – Ransom Financial, Ronda Mollenkamp and unknown lady.

2. Oath of Office:

Oath of office was given to Jessica Lyman and she joined the Governing Body at the bench.

3. Approval of the April 2, 2024 Agenda:

Brent Randolph made a motion to approve the April 2, 2024 agenda, 2nd by Tracy Thul.
Vote: 5-0 motion carried.

4. Citizen comments:

Ronda Mollenkamp shared that she felt the police department needed more training on how to handle a death. She feels that the police officers and the chief need further training on how to handle these types of situations. She felt that our officer handled the death of her husband very poorly.

5. Consent Agenda:

- a. Approval of March 7, 2024 CC Meeting Minutes
- b. Approval of March 2024 bills (checks to include 43402 – 43508)
- c. Department reports
- d. Arbor Day Proclamation & Tree City USA

Tracy Thul made a motion to approve the consent agenda, 2nd by Amy Hunter.
Vote: 5-0 motion carries.

6. New Business:

- a. FY 2023 Audit – Randy Ford, BFR, LLC

Randy presented the audit results to the governing body, explained that there were no budget violations and they gave us the best rating that they are allowed to do by law.

- b. Bond Issue, Trail Ridge-Larry Kleeman:

Larry presented documents to the council that showed the costs incurred with each project covered in Trail Ridge. He gave an estimate of the assessments to each property. Larry explained the next steps if this is approved.

Tracy Thul made a motion to approve the costs and move forward with bonding, 2nd by Brent Randolph. Vote: 5-0 motion carries.

c. Resolution 228 - Special event:

This is for the Vintage Market to allow alcoholic beverages in the streets. *Brent Randolph made a motion to adopt Resolution 228 with the area covering the entire VM and stopping on South Main just past the old K of C building, 2nd by Amy Hunter. Vote: 5-0 motion carries.*

7. Municipal Court Report: No court in March

8. Planning Commission: City Attorney Koon stated that they discussed the Cary Renner project. There will need to be 3 variances and the commission is good with allowing all of them. A public hearing has been set for the April meeting.

9. Executive session:

a. *Tracy Thul made a motion to enter executive session per K.S.A. 75-4319(b)(2) for attorney/client matters for 15 minutes 2nd by Brent Randolph. Vote: 5-0 motion carries (6:32 – 6:47) council returned with no binding action taken*

b. *Tracy Thul made a motion to enter executive session per K.S.A. 75-4319(b)(2) for attorney/client matters for 10 minutes, 2nd by Brent Randolph. Vote: 5-0 motion carries (6:48 – 6:59) council returned with no binding action taken.*

10. Pardon City Attorney: 7:00

11. Library Board update: Nothing

12. Eco/Devo Committee update: No meeting

13. Treasurer report: Darren was not present.

14. Governmental Remarks: Tracy stated that we had received an email yesterday stating that the pool grant had passed the state level and was being referred to the Feds. We will be responsible to get the playground moved.

15. Adjournment: *Tracy Thul made a motion to adjourn, 2nd by Brent Randolph. Vote: 5-0 motion carries.*

Respectfully submitted by City Clerk, Kimberly McCormick, MMC

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 GARDEN PLAIN STATE BANK								
43509	4/02/2024	604	WICHITA TRACTOR CO	20,388.90				
43510	4/05/2024	897	ALERT 360 - WICHITA	356.80				
43511	4/05/2024	296	BASCOM-TURNER INSTRUMENTS INC	358.87				
43512	4/05/2024	474	BECKER COMPUTER SERVICES INC	577.50				
43513	4/05/2024	33	BLACK HILLS ENERGY	3,314.23				
43514	4/05/2024	922	BRYAN CROWNOVER	40.00				
43515	4/05/2024	802	CENTRAL SAND COMPANY INC	320.36				
43516	4/05/2024	386	DWAYNE HAUKAP CONSTRUCTION	1,384.00				
43517	4/05/2024	845	EVERGY	1,103.72				
43518	4/05/2024	9	FISHER LUMBER COMPANY INC	841.96				
43519	4/05/2024	15	GATEWAY OF GARDEN PLAIN	200.00				
43520	4/05/2024	918	GENE GARCIA	40.00				
43521	4/05/2024	946	GODFREY'S INDOOR RANGES	114.99				
43522	4/05/2024	9999999999	ICT SOS	150.00				
43523	4/05/2024	916	IDEATEK TELCOM LLC	392.00				
43524	4/05/2024	37	KANSAS ONE-CALL SYSTEM INC	66.00				
43525	4/05/2024	52	KANSAS STATE TREASURER	23.50				
43526	4/05/2024	112	KANSASLAND TIRE WHOLESAL	1,176.00				
43527	4/05/2024	924	KOON LAW FIRM LLC	2,575.00				
43528	4/05/2024	709	MABCD	3,425.85				
43529	4/05/2024	737	MERIDIAN ANALYTICAL LABS	807.00				
43530	4/05/2024	755	METROPOLITAN COMPOUNDS INC	247.80				
43531	4/05/2024	680	MIDWEST SINGLE SOURCE	70.13				
43532	4/05/2024	958	MUNICIPAL SUPPLY INC	119.75				
43533	4/05/2024	125	OFFICE DEPOT BUSINESS CREDIT	347.19				
43534	4/05/2024	263	PINK PEST CONTROL	92.00				
43535	4/05/2024	613	PRAIRIELAND PARTNERS INC	749.99				
43536	4/05/2024	777	R K BLACK INC	16.76				
43537	4/05/2024	26	STOREY KENWORTHY/MATT PARROTT	685.06				
43538	4/05/2024	29	STUHLSATZ SERVICE INC	843.70				
43539	4/05/2024	762	ULINE	4,418.86				
43540	4/05/2024	205	USA BLUEBOOK	205.54				
43541	4/05/2024	594	VISA	4,092.44				
43542	4/05/2024	180	WAL-MART	157.41				
*	43543	Thru	43545					
43546	4/12/2024	634	ATLAS ELECTRIC LLC	277.40				
43547	4/12/2024	2	BCBS OF KANSAS	16,143.47				
43548	4/12/2024	272	CHENEY DOOR COMPANY	1,316.80				
43549	4/12/2024	963	CONTINENTAL WESTERN GROUP	59,764.00				
43550	4/12/2024	928	CULLIGAN OF WICHITA	20.00				
43551	4/12/2024	70	D & D EQUIPMENT & SALES INC	1,049.50				
43552	4/12/2024	35	FARMERS COOP ELEVATOR CO	1,983.99				
43553	4/12/2024	455	GP CHAMBER OF COMMERCE	250.00				
43554	4/12/2024	199	GODDARD ACE HARDWARE	108.93				
43555	4/12/2024	312	KANSAS WATER PROTECTION FEE	156.42				
43556	4/12/2024	651	DIVISION OF HEALTH & ENV LAB	564.00				
43557	4/12/2024	700	KIMBERLY MCCORMICK	201.00				
43558	4/12/2024	806	KIRKHAM MICHAEL	2,940.00				
43559	4/12/2024	908	KURT BOOKOUT	680.22				
43560	4/12/2024	12	LEAGUE OF KS MUNICIPALITIES	334.83				
43561	4/12/2024	680	MIDWEST SINGLE SOURCE	76.45				

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
CHECK#	DATE							
43562	4/12/2024	613	PRAIRIELAND PARTNERS INC	609.98				
43563	4/12/2024	220	SAM'S CLUB	101.90				
43564	4/12/2024	24	SEDGWICK COUNTY ELECTRIC COOP	507.05				
43565	4/12/2024	930	THE CREATIVE INTERNET LLC	195.00				
43566	4/12/2024	17	TIMES-SENTINEL NEWSPAPERS	174.00				
43567	4/12/2024	407	U.S POSTAL SERVICE (CMRS-FP)	500.00				
43568	4/12/2024	766	UNDERGROUND VAULTS & STORAGE	27.00				
43569	4/12/2024	205	USA BLUEBOOK	2,345.02				
43570	4/12/2024	594	VISA	6,264.02				
43571	4/12/2024	487	VISION CARE DIRECT	147.70				
43572	4/12/2024	45	WASTE CONNECTIONS OF KS INC	5,808.65				
43573	4/19/2024	266	AAA PORTABLE SERVICES LLC	565.00				
43574	4/19/2024	296	BASCOM-TURNER INSTRUMENTS INC	494.00				
43575	4/19/2024	960	BRIAN HELTEN	79.06				
43576	4/19/2024	964	C & J CONSTRUCTION	68,500.00				
43577	4/19/2024	332	FP MAILING SOLUTIONS INC	47.40				
43578	4/19/2024	999999999	GARDEN PLAIN HS THE NEST	220.00				
43579	4/19/2024	791	KS MUNICIPAL INSURANCE TRUST	1,067.00				
43580	4/19/2024	999999999	LINEX OF WICHITA	1,600.00				
43581	4/19/2024	680	MIDWEST SINGLE SOURCE	15.00				
43582	4/19/2024	958	MUNICIPAL SUPPLY INC	775.65				
43583	4/19/2024	263	PINK PEST CONTROL	30.00				
43584	4/19/2024	777	R K BLACK INC	106.23				
43585	4/19/2024	867	SYMMETRY ENERGY SOLUTIONS	8,916.10				
43586	4/19/2024	17	TIMES-SENTINEL NEWSPAPERS	252.00				
43587	4/19/2024	565	VERIZON WIRELESS	473.59				
43588	4/19/2024	787	VISION ALLIANCE MARKETING LLC	250.00				
43589	4/19/2024	906	WELLS FARGO	225.51				
43590	4/19/2024	707	WILLIAMS JANITORIAL SUPPLY	261.73				
43591	4/26/2024	947	ALPHA LAND SURVEYS INC	2,000.00				
43592	4/26/2024	296	BASCOM-TURNER INSTRUMENTS INC	238.76				
43593	4/26/2024	33	BLACK HILLS ENERGY	118.84				
43594	4/26/2024	928	CULLIGAN OF WICHITA	37.00				
43595	4/26/2024	845	EVERGY	.00				VOID:
43596	4/26/2024	845	EVERGY	2,078.37				
43597	4/26/2024	199	GODDARD ACE HARDWARE	441.62				
43598	4/26/2024	737	MERIDIAN ANALYTICAL LABS	807.00				
43599	4/26/2024	116	MESA PRODUCTS INC	997.11				
43600	4/26/2024	556	MID CONTINENT MARKET CENR	1,818.60				
43601	4/26/2024	680	MIDWEST SINGLE SOURCE	135.17				
43602	4/26/2024	125	OFFICE DEPOT BUSINESS CREDIT	75.94				
43603	4/26/2024	20	PETTY CASH	343.59				
43604	4/26/2024	613	PRAIRIELAND PARTNERS INC	33.84				
43605	4/26/2024	105	SENSUS USA INC	1,949.94				
43606	4/26/2024	86	UNITED INSURANCE GROUP INC	6,287.00				
43607	4/26/2024	205	USA BLUEBOOK	6,336.95				
43608	4/26/2024	565	VERIZON WIRELESS	288.71				
*								
43609								
1391	4/05/2024	61	KANSAS EMPLOYMENT SECURITY FUN	148.13				E-PAY
1392	4/04/2024	79	SALES & EXCISE TAX	1,079.50				E-PAY
1393	4/10/2024	909	CSG FORTE PAYMENTS INC	64.25				E-PAY
1394	4/10/2024	909	CSG FORTE PAYMENTS INC	6.25				E-PAY
1395	4/09/2024	710	STATE OF KANSAS DEPT OF ADMIN	84.04				E-PAY

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1396	4/12/2024	1	KPERS	3,368.72				E-PAY
1397	4/12/2024	6	KS DEPARTMENT OF REVENUE	989.91				E-PAY
1398	4/12/2024	562	EFTPS	5,965.16				E-PAY
1399	4/22/2024	710	STATE OF KANSAS DEPT OF ADMIN	180.96				E-PAY
1400	4/26/2024	1	KPERS	3,368.69				E-PAY
1401	4/26/2024	6	KS DEPARTMENT OF REVENUE	936.87				E-PAY
1402	4/26/2024	562	EFTPS	5,309.36				E-PAY
1403	4/26/2024	725	KPERS-OGLI	14.80				E-PAY

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	281,633.99
CLEARED	.00

BANK 1 TOTAL	281,633.99
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	78,672.34	78,672.34	.00	.00
13 LOCAL SALES TAX	94,387.84	94,387.84	.00	.00
50 SPECIAL PARKS	478.03	478.03	.00	.00
55 SOLID WASTE	5,824.72	5,824.72	.00	.00
60 GAS FUND	36,481.65	36,481.65	.00	.00
70 SEWER FUND	30,833.40	30,833.40	.00	.00
80 WATER FUND	33,155.24	33,155.24	.00	.00
98 LIBRARY FUND	1,800.77	1,800.77	.00	.00

ACCOUNTS PAYABLE CHECK REGISTER
***** CHECK SUMMARY *****

BANK# **BANK NAME**
CHECK# **DESCRIPTION**

1 GARDEN PLAIN STATE BANK

43509 Thru	43542	Accounts Payable Checks
43543 Thru	43545	Payroll Checks
43546 Thru	43608	Accounts Payable Checks
1391 Thru	1403	Accounts Payable E-Pay

GARDEN PLAIN PAYROLL REPORT

EMPLOYEE	DATE	DATE	DATE	TOTAL
	← 4/12/2024	4/26/2024	→	
Bonnie Kopper	1133.89	1023.06		2,156.95
Kimberly McCormick	2461.37	2591.69		5,053.06
Michael Martinez	2309.22	2324.22		4,633.44
Kevon Abrams	1540.31	1527.45		3,067.76
Casey Craddock	1692.03	1626.04		3,318.07
Brian Helten	2269.51	1907.51		4,177.02
Gene Garcia	2575.00	2575.00		5,150.00
Bryan Crowover	2142.40	2343.25		4,485.65
Michael Roths	896.10	144.20		1,040.30
Kelly McElroy	3702.30	3642.30		7,344.60
Tylor Struckman	2377.48	2342.67		4,720.15
Michele McGregor	1042.50			1,042.50
Judy Smith	102.00			102.00
Darren Haukap	557.89			557.89
Harold Flaigle	471.47			471.47
Kevin Hammond	200.00			200.00
Jenny Zoglmann	100.00			100.00
Tracy Thul	100.00			100.00
Brent Randolph	100.00			100.00
Amy Hunter	100.00			100.00
Dwight Mollenkamp	100.00			100.00
TOTAL	25,973.47	22,047.39	0.00	48,020.86

To: Garden Plain City Council
FR: City Staff
RE: **April Department Reports and Project Updates**

Background:

City staff is pleased to provide the following updates on current projects and initiatives.

Development:

- *Housing:*
 - **Bentwood Addition:** There are new spec homes available for sale in Bentwood Addition constructed by [Liberty Communities!](#) Additionally, a new duplex is under construction in the development by [C&J Construction](#). Individual lots remain for sale for custom builds in the addition.
 - **Pretty Flowers (Trail Ridge Addition):** There is still a lot or two remaining in Trail Ridge, although the City has received several inquiries about them. We anticipate they will be sold very soon. If you know anyone interested, please share the [Trail Ridge at Pretty Flowers Addition](#) link!
 - **Renner Multi-Family Addition:** The developer continues to work with their A&E firm on preliminary and final plats, as well as an updated engineers estimate for the project. The scope may be changing to all duplexes rather than the initial quad and triplexes that were contemplated on the initial site plan. Once those decisions and numbers are finalized, the next step will be for the City to work with the Developer to complete a development plan/agreement that will be utilized by the Department of Commerce and their Reinvestment Housing Incentive District (RHID) plan. As a reminder, the site is located at the southeast corner of Main and Harry/15th Street; directly to the south of the Senior Center. On April 25 the Mayor, City Attorney and City Administrator had an in-person meeting with County Commissioner Dennis, the County Manager, and staff from their finance division to discuss the project and explain details of the RHID to ensure we are meeting the terms of their newly adopted policies for approval of RHIDs. This is a valuable development program and opportunity that helps reduce the costs to the developer for build out of the public infrastructure, as well as helps reduce the cost of necessary rent/sale prices for all residents within the development. We will continue to stay in close contact with the County as the project moves forward.

Finance:

- *Sales tax revenue:* We have not yet received the April sales tax report from the Kansas Department of Revenue. Staff will provide it as soon as it is available.

Police:

- **Police Week:** In 1962, President John F. Kennedy signed a proclamation that designated May 15th as Peace Officers Memorial Day and the week in which that date falls as Police Week to honor those that have made the ultimate sacrifice in the line of duty. We hope our community will take a moment to remember and honor our fallen Law Enforcement Officers (LEO's) each year during this week.
- **Staff:** Lt Crownover returned to duty on April 10th and hit the deck running, assisting Chief in coverage of the back-to-back track meets hosted at GP High School Fields. There were no incidents

of note related to the track meets. He also attended the Area Chief's meeting as I was garnering some free training regarding our mandated yearly training hours. We have received two applications from our posting on LE related career listings. After a very promising interview one candidate withdrew citing other venues of opportunities. Again, it is a highly competitive market as well as a smaller pool of those that seek a career in law enforcement. The other candidate is under consideration pending KSCPOST confirmation.

- Safety Training: the April safety luncheon covered slips and falls in the workplace.
- School District: At GPPHS 's request we brought in Kansas Highway Patrol K-9 units to conduct a "sniff operation" for the semester. This also is helpful to the Highway Patrol as they are typically seeking training venues for the K-9 officers. Three case investigations generated out of school incidents were handled as per protocol.
- Athletics: The Garden Plain Track Club meet on April 6 was patrolled and checked by our PT officer without incident.

Other Activity:

- 42 area checks, 26 physical building checks, 13 outside agency assists, 8 dispatched calls for Garden Plain (check welfare, calls for service, etc.)
- Two VIN inspections; one assist medical call; 11 traffic stops resulting in one citation 12 warnings for various traffic infractions; four animal related calls; 13 citizen assistance requests by phone or in person; one bar check; there were at least 3 complaints related to ordinance violations (vehicle parking); four suspicious vehicle and /or person reports were checked on without incident.
- School zone coverage was normal.

Public Works: Over the past few weeks our teams have worked on the following projects and initiatives.

- *Natural Gas:* Soon repairs will be needed at the natural gas rectifier at 15th Street and 343rd and Repairs to Boarder Station, located off of 15th Street and West. Staff is working to obtain quotes for the needed work and will report back to you at an upcoming meeting.
- *Parks:*
 - Seasonal park mowing has begun; toward the end of the month we will be welcoming back some new and previous seasonal help. We've already received comments of appreciation for the mowing that has occurred in the parks and along the rights-of-ways.
 - New baby changing stations were installed at the City Park restrooms, along with new shatter proof mirrors, garbage cans, toilet paper and paper towel holders, etc. Trimmed shrubs at north end of small parking lot at city park.
 - New gravel in the City park small north parking lot.
 - Fabricated plumbing pipe cover for under the sink in men's restroom at City Park.
 - Flower bed rehabs/reconstruction in City Park are near completion. We are figuring out the best flowers and greenery to install.
 - Installed Willy Goat play equipment at Ternes Park.
 - Backstop fencing at Ternes Parks has been removed. American Fence will put in new fence once we are done painting the poles.
 - Picnic table rehab/restore/rebuilds continue; we hope to have them complete by the 4th of July festivities.

- Grants for public park improvements: in mid-April we had a visit from an archeologist to City Park to conduct testing in the area of the new municipal pool. This is a requirement as part of the grant process, especially since this area of the County has been named an “area of interest” for the Osage nation. There were no findings, and a report will be sent to the National Parks Service for a Section 106 review to move forward in the grant process. We anticipate hearing of a final award amount in September or October.
- *Streets:*
 - Sign inventory will begin in the next few months. We have quite a few signs and signposts that need to be replaced, straightened, and to ensure that all signs are in compliance with the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways standards, such as size, height, reflectivity, etc.
 - Edge and crack sealing started in Bentwood Addition, followed by Pretty flowers Addition, then West St., then Doyle, then Biermann, then Abel, then B and C Avenues from Main to West St.
 - Staff has begun seasonal mowing of ditches and other public right of way areas. We’ve received several positive compliments and appreciation from businesses and homeowners along the road.
- *Water:*
 - Replaced 26 water meters and radios. We have encountered several meters and radios that are outdated and not reading properly.
 - Installed screen on the overflow pipe at the water tower.
 - Obtaining bids for a new road at well field; it is an item requested by KDHE.
- *Wastewater/Wastewater Treatment Plant (WWTP):*
 - Replaced brushes on headworks auger at the WWTP
 - Changed UV lights and covers in UV channel at WWTP
 - Installed grease dissolver blocks at lift station and WWTP wet well
 - Hauled sludge from WWTP digester to Wichita WWTP twice. We will start hauling sludge every two weeks to try to get the WWTP dialed in for better sampling numbers
 - Installed new doorknob on main control room door at WWTP
 - Replaced all air filters throughout WWTP
 - Power washed all equipment and basins at WWTP

We are pleased to report that we’ve been making great progress with operations and efficiencies at the plant, due to our professional team and staff!

Other:

- EDC – there was no EDC meeting for lack of a quorum; the last time the commission met was February.
- Library – The City did not receive a report from the library board. Staff will be meeting with a few of the Board members to discuss their annual 2025 budget (as a reminder, the City levies ad valorem tax on their behalf as part of the City’s annual mill levy).
- Planning Commission- the April meeting of the planning commission was cancelled.

Upcoming Special Events/City Closures:

- 05.03.24: First Friday Luncheon (open to the public/pot luck/free will donations) Senior Center at noon
- 05.08.24: EDC Meeting: 7 PM
- 05.19.24: [Prairie Travelers Wicked Wind](#) Cycling Event
- 05.29.24: Planning Commission Meeting: 7 PM
- 06.01,24: [Vintage Market/Blane Howard Concert](#): 400-600 blocks of Main Street & City-Wide Garage Sales (TR/F/S May 30-June 1)
- 06/29/24: City Wide Clean Up Day

Recommended Action: The City Council is asked to:

1. Receive and file.

Attachments:

None

To: Garden Plain City Council
FR: Kelly McElroy, City Administrator
RE: **National Police Week and Peace Officers Day Proclamation**

Background:

In 1962, President John F. Kennedy signed a proclamation that designated May 15th as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, DC annually during this week to participate in a number of planned events that honor those that have paid the ultimate sacrifice.

The Memorial Service began in 1982 as a gathering in Senate Park of approximately 120 survivors and supporters of law enforcement. Decades later, the event, more commonly known as National Police Week, has grown to a series of events that attracts thousands of survivors and law enforcement officers to our Nation's Capital each year.

Many local jurisdictions, regardless of size and population, take a moment to remember and honor our fallen Law Enforcement Officers (LEO's) each year during this week by holding special events, memorial services, and issuing proclamations such as the one presented to you for adoption for the Garden Plain community.

Financial Implications:

N/A

Recommended Action: The City Council is asked to:

1. Approve the National Police Week and Peace Officers Day Proclamation

Attachments:

- A. National Police Week and Peace Officers Day Proclamation

City of
Garden Plain

PROCLAMATION

WHEREAS: National Police Week offers honor, remembrance, and peer support, while allowing law enforcement, survivors, and citizens to gather and pay homage to those who gave their lives in the line of duty; and

WHEREAS: National Police Week in America was created to honor and recognize the sacrifice and contributions made by police and Law Enforcement Officers in communities both large and small; and

WHEREAS: President John F. Kennedy signed a proclamation that designated May 15 as Peace Officers Memorial Day and the week in which that date falls as National Police Week; and

WHEREAS: police engage with and serve the public in the most varied and wide-ranging manner, and their efforts do not go unnoticed; and

WHEREAS: now, more than ever, our community appreciates and encourages the community involvement facilitated by our police officers to both serve and instill mutual trust, camaraderie, and positive relationships amongst the Garden Plain community; and

NOW, THEREFORE, I, Kevin Hammond, Mayor of the City of Garden Plain, do hereby proclaim May 12-18, 2024, as NATIONAL POLICE WEEK and May 15 as PEACE OFFICERS MEMORIAL DAY in the City of Garden Plain and urge all citizens to join the City in the recognition of the service, sacrifices, and efforts of the Garden Plain Police Department and our partners at the Sedgwick County Sheriff's Department make to best serve our community and make it a safe place to live, work, grow, and play.

DATED this 1st day of May 2024.

Kevin Hammond, Mayor

Attest: _____
Kimberly McCormick, City Clerk

To: Garden Plain City Council
FR: Kelly McElroy, City Administrator
RE: **55th Annual Professional Municipal Clerks Week**

Background:

May 5 through May 11, 2024 will be the 55th Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks (IIMC) and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office.

In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government.

TYPICAL RESPONSIBILITIES OF THE MUNICIPAL AND DEPUTY CLERK:

- Maintains the official council minutes, ordinance books and all records and documents.
- Indexes all official actions of council.
- Issues licenses and permits.
- Processes contracts and agreements.
- Keepers of community history and vital records.
- Receives, distributes and files correspondence from citizens and other governmental agencies.
- Administers elections, registration and voting.
- Acts as a key liaison between local government and its citizens.
- Handles significant financial responsibilities including preparation of tax rolls, special assessments and budgets.
- Provides central services such as personnel, purchasing, etc.

Financial Implications:

N/A

Recommended Action: The City Council is asked to:

1. Approve the 55th Annual Professional Municipal Clerks Week

Attachments:

- A. Annual Professional Municipal Clerks Week Proclamation

City of
Garden Plain

PROCLAMATION

Whereas: The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world: and

Whereas: The Office of the Professional Municipal Clerk is the oldest among public servants; and

Whereas: The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels; and

Whereas: Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas: The Professional Municipal Clerk serves as the information center on functions of local government and community; and

Whereas: Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

Whereas: It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk within the City of Garden Plain, Kansas.

Now, Therefore, I, Kevin Hammond, Mayor of the City of Garden Plain, do hereby recognize the week of May 5 through 11, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Kimberly McCormick, IIMC, and to all Professional Municipal and Deputy Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

DATED this 1st day of May 2024.

Kevin Hammond, Mayor

Attest: _____
Kimberly McCormick, City Clerk

To: Garden Plain City Council
FR: Kelly McElroy, City Administrator
RE: **City of Garden Plain Community Brand Unveiling and Adoption**

Background:

On April 17, 2024, the City of Garden Plain launched a city flag/community brand logo design contest to design a new, iconic symbol for our community that represents the past, present, and future of our hometown. The design guidelines were based on principles established by the [North American Vexillological Association \(NAVA\)](#), including the use of meaningful symbolism, limited to two to three basic colors, no lettering or City seals on the flag proper, be distinctive but utilizing the established black and gold color scheme of the community and school district.

The City received 52 design submissions and the panel of judges had the wonderful problem of selecting the final design choice. We were overwhelmed by the quality of the designs and work that were entered and floored by the talent that is within the community!

The winning flag design will be public domain (open source) and will be made available to individuals, businesses, and organizations for First Amendment expression and for commercial use. The winner will be unveiled at the May 1st City Council meeting, and the Council will formally adopt it as the new Garden Plain community brand and City logo. The winner will receive a \$250 cash prize and be recognized publicly.

Once adopted, staff will begin working to replace emblems, signage, etc. to the new brand and official colors, fonts, etc.

Recommended Action: The City Council is asked to:

1. Adopt the official new Garden Plain Community Brand.

Attachments:

None