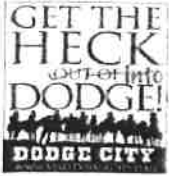




Governing Body, City of Garden Plain
City Building, 507 N. Main St.
August 2, 2017 at 6:00 pm

1. Call to Order by Mayor Larry Lampe:
2. Consent Agenda:
 - a. Approval of July 5, 2017 Minutes:
 - b. Approval of July 2017 Bills (checks to include: 36211 - 36335):
 - c. Approval of August 2, 2017 Agenda:
3. Citizens Comments:
4. New Business:
 - a. Dave Reida – permission to run electric to island across from Sr Center
 - b. KACM Fall Court Clerk Conference – send Bonnie
 - c. 2017 League annual conference - send Clerk, Deputy Clerk, City Atty, Council member?
 - d. Record destruction
 - e. Ordinance – Bentwood street annexation
 - f. Ordinance – Dangerous housing
 - g. Contract Meyer Specialty Service for sewer cleaning
 - h. Pump replacement for sewer plant
 - i. New employee review
5. Old Business:
 - a. Land Bank Update
6. Executive Session:
 - a. Attorney/Client Meeting:
 - b. Personnel Issues:
7. Pardon City Attorney:
8. Planning Commission Update:
9. Police and Personnel:
10. Treasurer Report:
11. Department Reports:
 - a. Mayor:
 - b. Parks:
 - c. Streets:
 - d. Gas:
 - e. Water: emergency replacement of pump @ well #3 at a cost of \$11,000.
 - f. Sewer:
12. Governmental Remarks:
13. Adjournment:

*NOTE: this Agenda is subject to change without notice



KACM
2017 Fall Conference Agenda
United Wireless Arena Conference Center
Dodge City, KS



Wednesday October 4th, 2017

- 4:00 – 6:00 p.m. Registration (Hampton Inn)
- 8:00 – 10:00 p.m. Hospitality Room (Hampton Inn #113)

Thursday October 5th, 2017

- 7:00 – 8:00 Breakfast & Registration
- 8:00 – 8:30 Drivers / Presidential Welcome
- 8:30 – 9:15 **Chief Drew Francis: Diversity**
- 9:15 – 9:45 Vendor Break
- 9:45 – 11:45 **Paul Mellor: Memory Power**
- 11:45 – 12:00 Business Meeting
- 12:00 – 1:15 Lunch
- 1:15 – 2:00 **Nuts & Bolts**

2:15 – 3:15

Breakout 1	Breakout 2	Breakout 3
Judge Robin Lewis Ethics	Chief Adam Sayler A.L.I.C.E	Chad Hollins Collections

3:15 – 3:45

Vendor Break

3:45 – 4:45

Breakout 1	Breakout 2	Breakout 3
Judge Robin Lewis Ethics	Chief Adam Sayler A.L.I.C.E	Chad Hollins Collections

4:45

Adjourn

5:30 – 9:30

Depot Theater: Dinner Theater – Shuttle provided from hotels
 (Seating for Dinner at 6:15 and Show Starts at 7:30)

9:45 – 11:00

Hospitality Room (Hampton Inn #113)

Friday October 6th, 2017

7:30 – 8:30

Breakfast

8:30 – 10:30

Thomas Watts (KLETC): Verbal Defense and Influence

10:30 – 11:00

Break / Prize Winners

11:00 – 12:00

Driver Solutions

12:00

Adjourn

12:00

Board Luncheon



RESILIENCE:

BUILDING A RESPONSIVE COMMUNITY



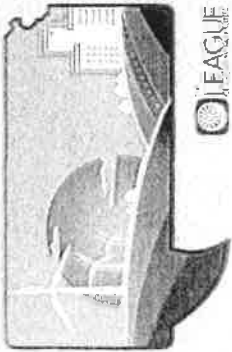
2017 League Annual Conference

September 16-18, 2017

Century II Convention Center Hyatt Regency Wichita

RESILIENCE:

BUILDING A RESPONSIVE COMMUNITY



LEAGUE

Resilience: resilience (ri-'zil-yen(t)s):

an ability to recover from or adjust easily to change

Today, cities must be nimble, agile and ready to pivot quickly to address internal and external demands. Kansas cities face unprecedented challenges on many levels – financial challenges, aging infrastructure, citizen engagement, maintaining quality personnel, and the general feeling of doing more with less. That's why this year's annual conference theme of resilience is an exceedingly important skill for leaders of our organizations.

Join us in Wichita, September 16-18, to find out how cities can take steps to improve adaptability and create viable, sustainable communities that survive and thrive in today's challenging local government environment.

Schedule at a Glance

Friday, September 15
9:00 a.m. - 4:00 p.m.
City Attorneys CLE

12:00 p.m. - 1:00 p.m.
City Attorneys Luncheon

1:00 p.m. - 1:50 p.m.
City Attorneys Concurrent
Breakout Sessions

2:00 p.m. - 3:45 p.m.
City Attorneys CLE,
continued

3:45 p.m. - 4:15 p.m.
City Attorneys Reception

Saturday, September 16
10:30 a.m. - 6:00 p.m.
Registration Open

11:00 a.m. - 1:30 p.m.
Legislative Policy Committee

2:00 p.m. - 5:00 p.m.
Municipal Training Institute

4:00 p.m. - 5:00 p.m.
Governing Body Meeting

6:15 p.m. -
Open Evening

Sunday, September 17
8:00 a.m. - 5:00 p.m.
Registration Open

9:00 a.m. - 10:00 a.m.
Nominating Committee
Meeting

10:00 a.m. - 10:45 a.m.
"Ask an Expert" Roundtables

11:00 a.m. - 12:30 p.m.
Opening General Session

12:30 p.m. - 2:15 p.m.
Trade Show Opening &
Lunch

2:30 p.m. - 3:30 p.m.
Concurrent Workshops I

3:45 p.m. - 4:45 p.m.
KMIT Meeting & Reception

5:00 p.m. - 6:15 p.m.
Trade Show & Vendor Prizes

6:30 p.m. - 9:30 p.m.
League & Host City Social
Event: Dueling Pianos

Monday, September 18
7:30 a.m. - 3:30 p.m.
Registration Open

7:30 a.m. - 9:30 a.m.
Breakfast & Networking with
Vendors

8:30 a.m. - 9:30 a.m.
Affiliate Organization
Meetings

9:35 a.m. - 10:35 a.m.
Concurrent Workshops II

10:45 a.m. - 11:55 p.m.
Rapid Fire Workshops
(20 minutes in length);

10:45 - 11:05; 11:10 - 11:30;
11:35 - 11:55)

12:00 p.m. - 1:20 p.m.
Public Service Awards
Luncheon

1:30 p.m. - 2:30 p.m.
Concurrent Workshops III

2:45 p.m. - 3:45 p.m.
Business Meeting

General Session Keynote

Sunday, September 17 • 11:00 a.m. - 12:30 p.m.

Clarence Anthony

Executive Director, National League of Cities



Clarence Anthony, Executive Director of the National League of Cities, will be attending our Annual Conference and give the keynote address on Sunday.

Mr. Anthony served as the Mayor of South Bay, Florida for 24 years, and is known as a creative and thoughtful leader in his community, plus he is considered an expert in citizen engagement and techniques that build a "sense of community" within cities. He holds a Masters Degree in Public Administration with specialization in City Growth Management policy from Florida Atlantic University.

The League conference always provides new resources and information to support municipal government at its best. I look forward to attending every year to meet old friends and make new friends.

-Lana McPherson, City Clerk, City of De Soto

Register before September 1
to secure the early bird rate!

lcnm.org/page/annualconference

PRICING: 2017 Annual Conference

Conference registration fees include admission to all sessions, networking and meal events. Pre-conference workshops and lodging are not included in these fees. Additional details of registration rates are online.

Register at lkm.org/event/2017annualconference

Full Conference Rates

\$225	City Official Non-member City Official Rate \$275 (Earlybird rate ends Sept. 1, then increases to \$200, \$110 respectively)
\$75	Guest/Spouse (Earlybird rate ends Sept. 1, then increases to \$110)
\$400	Company Representative (For company representatives who are not participating as vendor or sponsor. Earlybird rate ends Sept. 1, then increases to \$435)

Single Day Conference Rates

\$140	Single Day/City Official (Earlybird rate ends Sept. 1, then increases to \$175)
\$300	Single Day/Company Rep (Earlybird rate ends Sept. 1, then increases to \$335)

Pre-Conference Workshop

\$100	MTI Registration Non-member MTI Registration \$125
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City Attorney CLE

\$110	City Attorney Non-member City Attorney Rate \$145 (Friday Only; Earlybird rate ends Sept. 1, then increases to \$145, \$180 respectively)
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*City Attorneys may also register for the full conference
including the CLE for the \$225 city official rate.

What Are Others Saying?

As a new city administrator, attending the League Conference is one of the best decisions I have made. What I value most about the conference is having the opportunity to interact with colleagues and elected officials about projects and learning from their past experiences. The opportunity to have this dialogue has helped to identify areas I can serve my constituents better.

-*Lois Leone, City Administrator, Kiowa*

I knew nothing about city government when I was elected. Attending conferences and taking core courses and electives has given me the knowledge to become a good council member for our city. I value the time to get acquainted with other council members from other towns to talk about what they are dealing with and how they have handled different situations. Attending a conference should be a priority in order to do your job successfully.

-*JoAnne Allen, Councilmember, Overbrook*

General Information

What Do Fees Include?

Full Conference Registration: fee includes all educational sessions (excluding the pre-conference MTI workshops), social events, meals, and breaks. **No one will be admitted to any of the events without a badge.**

Single Day Registration: fee includes only those functions for the day registered, including educational sessions, social events, meals, and breaks.

Spouse/Guest Registration: fee includes admission to all conference social events. City officials, vendors, and/or sponsors will not be permitted to register as a spouse/guest under any circumstance.

Cancellations

Registrations may be cancelled until 5:00 p.m. on Friday, September 1 without penalty. After this deadline, cancellations will no longer be accepted and you will be responsible for payment in full. Cancellations must be in writing and sent to Anna Debusk at adebusk@lkm.org. Phone cancellations will not be accepted.

All registrations are non-transferable after the deadline and badges may not be transferred from one individual to another on site.

Visit the [website](http://www.lkm.org/page/annualconference) for additional information.

Municipal Training Institute

Three Municipal Training Institute courses will be offered as separate pre-conference workshops on Saturday. Each course is \$100, refreshments and course materials included. A more detailed description of each of the courses is posted online with the conference information.

- Municipal Finance - (CORE)
- Ethics & Civility - (CORE)
- Nuisance Abatement - (ELECTIVE)

How Conference Features

"Ask an Expert" Roundtables: At this new roundtable session Sunday morning, League staff and Municipal Business Alliance representatives will be seated at numbered tables, with a sign noting 2-3 topics which they are considered "experts." There is no time limit per table, so attendees may sit down at one table for the full 45 minutes, or take the opportunity to visit several experts. This is set up to be an open, fluid discussion and an opportunity for the attendees to ask their burning questions.

"Rapid Fire" Workshops: This session Monday morning is a new twist on the old roundtable format where attendees loved the ability to get a lot of information in a short period of time, but often didn't care for the noise factor. We've taken the same time/rotation concept, but rather than have the session take place in one large room, each session will be in individual breakout rooms.

Workshop Sessions

The following are scheduled for concurrent workshops.

Sunday, September 17 • 2:30 - 3:30
Monday, September 18 • 9:35-10:35, 10:45-11:55 & 1:30-2:30

- Using Planning, Data & Community Engagement to Measure Progress
- Coordinated Messaging Through City Communication Tools
- Developing Budgetary Policies to Address Community Needs & Fiscal Challenges
- Building a Plan for Capital & Infrastructure Needs
- Strategies for Public-Private Partnerships
- Housing Trends
- Blight & Nuisance Strategies for Cities
- Planning for Communities of All Ages
- Creating Healthy, Active Cities
- Applying the STAR Sustainability Framework in Your Community
- Best Practices in Records Management
- Creating City Places & Spaces of Interest
- Succession Planning for Cities
- Resource Development for Infrastructure Projects
- 2017 Legislative Update
- Advancing Your Career Through the Kansas Public Management Program
- Cultivating Entrepreneurship in Your City
- Community Collaboration & Civic Boards
- The Benefits of PRIDE
- 2020 Census: Count Everyone Once, in the Right Place

Special Networking Opportunities

Whether it's during meals and social events, workshops, walking through trade show hall, or simply in the hallway between sessions, you will want to take the time to tap the creative minds of your fellow local government officials, vendors and League staff. The League's Annual Conference provides a number of valuable networking opportunities. Below are just a few highlights of the conference:

Exhibit Hall: Various Times

Connect with 100 vendors who are showcasing their latest products and services for cities. Enjoy refreshments, networking with vendors, and prizes Sunday afternoon and Monday morning with breakfast.

League/Host City Social Event: Sunday evening

The League is welcoming Dueling Pianos again this year for our evening entertainment. The musicians will be taking requests throughout the evening, a dance floor will be setup and everyone will be entertained from beginning to end!

Affiliate Organization Meetings: Time on Monday morning has been set aside for various League Affiliate Organizations to meet. Check the final conference program to see if your group will be meeting and take this opportunity to connect with your peers who hold similar positions in local government.



#Ikmccon17

NOTE: All workshop and roundtable discussion topics are subject to change. Refer to the program, distributed at conference, for final details.

The City of Garden Plain
RECORDS DESTRUCTION FORM

Dept.	Description of Records	Date Range	Retention Period	Medium
	Traffic tickets	2001-2002	3 years	paper
	Traffic tickets	2004-2010	3 years	paper
	Traffic tickets	2012-2013	3 years	paper
	Utility reports	1991	3 years	paper
	Utility reports	1993-1994	3 years	paper
	Payroll reports	2001-2003	5 years	paper
	p/r reports	2000	5 years	paper
	Budget summaries	2000	5 years	paper
	Accounting journals	1993	5 years	paper
	Utility reports	1993	3 years	paper
	Accounting journals	1997-1998	5 years	paper
	Check copies	1997	10 years	paper
	Utility reports	1996	3 years	paper
	Utility reports	2000-2002	3 years	paper
	Accounting reports	2000-2003	5 years	paper
	Duplicate receipt books	2009-2013	3 years	paper

Certification/Request for Destruction:

I certify that these records are past the retention period specified by Retention Policy approved by the City Council of the City of Garden Plain, Kansas and that all audit and administrative requirements have been satisfied.

I certify that at the time of destruction no city record being destroyed is involved in any litigation, claim, negotiation, audit, open records request, administrative review, or any other action involving the record was initiated before the expiration of the retention period. The record must be retained until completion of the action and the resolution of all issues that arise from it, or until the expiration of the retention period.

Kimberly C McCormick, City Clerk

Date

		DESTRUCTION CERTIFICATION
Council Approval	Date	Date of Records Destruction
		Destruction Method Shredding _____ Electronic _____
		Destruction Witness