

March 15, 2011
City Commission Room, 700 N. Jefferson, Junction City KS 66441

Mayor Mike Rhodes
Vice Mayor Ken Talley
Commissioner Terry Heldstab
Commissioner Scott Johnson
Commissioner Jack Taylor
City Manager Gerry Vernon
City Attorney Catherine Logan
City Clerk Tyler Ficken

1. **7:00 P.M. - CALL TO ORDER**

- a. Moment of Silence.
- b. Pledge of Allegiance
- c. Most improved student awards presented by Junction City South Kiwanis.

2. **PUBLIC COMMENT:** The Commission requests that comments be limited to a maximum of five minutes for each person.

3. **CONSENT AGENDA:** All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from consent status and considered in its normal sequence on the agenda.

- a. The consideration and approval of **Appropriation Ordinance A-6-2011** dated February 24, 2011 through March 9, 2011 in the amount of \$707,331.70.
- b. Approval of the **March 1, 2011** City Commission Meeting Minutes.
- c. The consideration and approval of street closings on April 2, 2011 at the request of the Junction City Arts Council.
- d. The consideration and approval of street closings on May 22, 2011 at the request of the Run for the Wall Committee.
- e. The consideration and approval for the Mayor & City Manager to sign and submit application forms to the Kansas Housing Resources Corporation on behalf of the Open Door for general operations in the amount of \$48,000.00.
- f. The consideration and approval of budget cash transfer of \$10,490.18 from the General Fund to Fund #54 Police Department Training Fund.

- g. The consideration and approval of ambulance contractual obligation adjustments and bad debt adjustments.

4. APPOINTMENTS:

5. SPECIAL PRESENTATIONS:

- a. A presentation by Schneider Electric.
- b. A presentation and request to borrow Pennell photographs currently displayed at the Municipal Building by the Geary County Historical Society.
- c. A presentation by John York to discuss improvements to the bandstand in Heritage Park.

6. PUBLIC HEARINGS:

7. UNFINISHED BUSINESS:

8. NEW BUSINESS:

- a. The consideration and approval to award bid for vehicle maintenance service. **Jim Germann Presenting.**
- b. The consideration and approval for renewal of the jail services contract. **Chief Brown Presenting.**
- c. The consideration of offers for the sale of properties: 617 N. Washington & 12.65 acres listed by the City as the Elmdale property. **Cheryl Beatty Presenting.**

9. COMMISSIONER COMMENTS:

10. STAFF COMMENTS:

11. EXECUTIVE SESSION:

12. ADJOURNMENT:

3a

City of Junction City

City Commission

Agenda Memo

March 15th, 2011

From: Cynthia Sinkler, Water Billing and Accounts Payable Manager
To: City Commissioners
Subject: Appropriations –A-6 2011

Background: Attached is listing of the Appropriations for Feb 24th-Mar 9th 2011

Appropriations –Feb 24th-Mar 9 2011 \$707,331.70

For consideration and approval for EFT payment:

Veolia	<u>\$180,000.00</u>	
Security Bank	<u>\$99,965.15</u>	
Veolia	<u>\$1,067,476.80</u>	(Jan&Feb)
Card Center	<u>\$19,605.02</u>	

For consideration and approval- Bills due before Next Commission

Nex-Tech	<u>\$447.75</u>
Postmaster	<u>\$5,000.00</u>
Kansas Air Center	<u>\$1833.33</u>
Division of Accounts Seminar	<u>\$100.00</u>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
-DEPARTMENTAL	GENERAL FUND	ALL AMERICAN ADMINISTRATORS (LOYAL AME	CANCER PLAN	577.10
			CANCER PLAN	577.10
		FAMILY SUPPORT PAYMENT CENTER (MISSOURI	MACSS #41061331/ CV103-753	154.85
			INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING
		ING LIFE INSURANCE & ANNUITY COMPANY	SOCIAL SECURITY WITHHOLDIN	2,659.01
			AMERICAN UNITED LIFE INSURANCE COMPANY	MEDICARE WITHHOLFING
		BLUE CROSS BLUE SHIELD OF KS	ING	2,601.58
			AMERICAN UNITED LIFE	731.50
			AMERICAN UNITED LIFE	731.50
			BLUE CROSS BLUE SHIELD	729.16
			BLUE CROSS BLUE SHIELD	423.09
			BLUE CROSS BLUE SHIELD	1,764.30
			BLUE CROSS BLUE SHIELD	797.20
			BLUE CROSS BLUE SHIELD	815.47
			BLUE CROSS BLUE SHIELD	627.33
			BLUE CROSS BLUE SHIELD	165.27
			BLUE CROSS BLUE SHIELD	518.06
			BLUE CROSS BLUE SHIELD	418.88
		JUNCTION CITY FIREFIGHTERS AID ASSOCIA	FIREFIGHTERS AID ASSOCIATI	112.50
		JAN HAMILTON, CH.13 TRUSTEE- c/o CAPIT	JAMES WILSON CASE #11-4000	140.00
		CONTINENTAL AMERICAN INSURANCE COMPANY	CAIC	138.78
			CAIC	138.78
		CITY OF JUNCTION CITY	CITY OF JUNCTION CITY (G-F	26.50
			CITY OF JUNCTION CITY (G-F	26.50
		KANSAS PAYMENT CENTER	KANSAS PAYMENT CENTER	763.00
		JAY W. VANDER VELDE	JAY W VANDER VELDE	228.77
		COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL INSURANCE	3.00
			COLONIAL INSURANCE	3.00
			COLONIAL INSURANCE	11.50
			COLONIAL INSURANCE	11.50
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	1,333.35
		FIREMEN'S RELIEF ASSOCIATION	FIREMANS RELIEF	291.60
		INTRUST BANK	SAVINGS BOND	75.00
			SAVINGS BOND	75.00
		JUNCTION CITY FIRE FIGHTERS ASSOCIATIO	I.A.F.F. LOCAL 3309	945.00
		JUNCTION CITY POLICE	JCPOA	710.00
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	10,214.64
		KANSAS PUBLIC EMPLOYEES	KPERS #1	1,903.74
			KP&F	12,200.17
			KPERS #2	801.88
		POLICE & FIREMEN'S	POLICE & FIRE INSURANCE	1,120.95
			POLICE & FIRE INSURANCE	1,120.95
		INTRUST BANK	FIRST STATE BANK	2,145.13
		AMERICAN FAMILY LIFE ASSURANCE COMPANY	AFLAC	1,149.57
			AFLAC	1,149.57
		ROLLING MEADOWS GOLF COURSE	ROLLING MEADOWS GOLF COURS	37.50
		KANSAS STATE TREASURER	FEB. 2011 REINSTATEMENT FE	1,877.00
FEB. 2011 JE FEES	162.00			
FEB. 2011 LET FEES	6,392.99			
UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>265.17</u>		
	TOTAL:	89,722.58		
ERAL FUND	GENERAL FUND	HEATHER WALTERS	GYM DEPOSIT REFUND-02/2011	100.00
		DORIS FONTIMAYOR	GYM DEP REFND-FEB 19 2011	<u>100.00</u>
			TOTAL:	200.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
INFORMATION SYSTEMS	GENERAL FUND	CENTURYLINK COMMUNICATION, INC.	INFORMATION SYSTEMS	61.78
		VERIZON WIRELESS	GVP PHONE SERVICE	80.02
			IS Director	53.76
			IS Specialist	57.51
		NCKCN.COM	Web Site Hosting Fee	10.00
		NEX-TECH	INFORMATION SYSTEMS	5.86
		INCODE	GESO - Odyssey Annual Main	<u>6,365.00</u>
		TOTAL:	6,633.93	
ADMINISTRATION	GENERAL FUND	APWA	APWA	145.00
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDING	524.22
			MEDICARE WITHHOLDING	122.61
		ADVANCE LIFE INSURANCE & ANNUITY COMPANY	ING	334.62
		GEARY COUNTY HEALTH DEPT.	2011-1ST QTR BUDGET	54,536.25
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	249.45
			BLUE CROSS BLUE SHIELD	105.83
		CENTURYLINK COMMUNICATION, INC.	ADMINISTRATION	409.25
			ADMINISTRATIVE SERVICES	50.77
			CHAMBER OF COMMERCE	111.62
			REFUND FROM OVERCHARGE	189.00-
		VERIZON WIRELESS	DIFF OWED ON 223-7047-FEB	30.00
			210-7021=CITY CLERK	54.01
			210-7187=FINANCE DIRECTOR	53.51
			223-7047=PUBLIC SERVICE DI	26.26
			223-7779=CITY MANAGER	55.01
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	51.84
			DELTA DENTAL OF KANSAS	57.98
		HIGHLAND CEMETERY ASSOC.	2011-BUDGET-2ND QTR	18,750.00
		KANSAS GAS SERVICE	133 W 7TH-FEBRUARY 2011	825.48
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INSURANCE	31.55
		WESTAR ENERGY	1222 W 8TH ST SIREN	17.91
			5TH ST PARK	164.97
			5TH ST PARK PALS	130.66
			8TH & JEFFERSON	70.38
			WASHINGTON	50.93
			CHESTNUT&WASHINGTON LIGHTS	96.53
			6&7 BLOCK OF WASHINGTON	151.82
			6TH & ADAMS	127.23
			9TH & WASHINGTON	111.02
			8TH & JACKSON	102.44
			14TH& JACKSON	83.73
			6TH & GARFIELD	133.90
	6TH & EISENHOWER	57.00		
	10TH & WASHINGTON	91.08		
	6TH & WEBSTER	127.43		
	6TH & JACKSON	29.81		
	2324 N JACKSON	574.03		
	904 N FRANKLIN ST PAL	21.78		
	CORONADO PARK SHELTER	16.80		
	AIRPORT MAIN BUILDING	291.69		
	221 W 7TH	131.36		
	225 W 7TH	9.37		
	JC BILL	118.67		
	MUNICIPAL BUILDING	43.92		
	JC ANIMAL SHELTER	236.44		
	JC LITTLE THEATRE	36.12		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			RIMROCK PARK	81.18
			NORTH PARK	21.78
			SOUTH PARK	70.84
			SECOND PORTION OF SOUTH PA	58.64
			FILBY PARK	54.17
			JUNCTION CITY	182.65
			MUNICIPAL BUILDING	2,386.58
			SECOND PORTION OF NORTH PA	103.20
			S BALL PARK CONC	23.35
			CRESTVIEW DRIVE	16.80
			W 5TH TENNIS CT STGE BD	31.36
			5TH & WASHINGTON	405.62
			SERTOMA BALL PARK	16.80
			AIRPORT FLASHER LTS	35.55
			CLEARY PARK	340.89
			CORONADO PARK	11.73
			RATHERT FIELD	39.57
			SERTOMA BALL PARK	16.80
			RATHERT FIELD	196.08
			CLEARY PARK PLAYGROUND	20.30
			5TH ST POOL	78.72
			5TH & EISENHOWER	104.35
			1200 N FRANKLIN ST	47.95
			RIMROCK PARK	231.77
			CIVIL DEFENSE SIREN	30.15
			CIVIL DEFENSE SIREN	30.15
			CIVIL DEFENSE SIREN	30.15
			630 1/2 E TORNADO SIREN S	27.71
			ST MARYS CEMETARY	27.71
			200 N EISENHOWER	16.80
			107 S WASHINGTON	17.31
			BLINKER LIGHT	17.23
			701 N JEFFERSON	139.25
			CLEARY COURT	16.80
			915 W 4TH	11.73
			9TH & 100 BLK W 9TH	21.78
			CDR LT 9TH & FILLEY	40.59
			PAWNEE PARK	20.30
			RATHERT FIELD	87.10
			AIRPORT LEASED HANGER	344.70
			INDUSTRIAL PARK	60.88
			540 AIRPORT ROAD	18.41
			15TH & WASHINGTON	17.48
			SPRUCE STREET	16.80
			SPRUCE & BUNKERHILL	18.06
			UTILITY PARKING LOT	49.06
			UTILITY PARKING LOT	49.06
			JEFERSON BETWEEN 6	91.80
			DR MINNICK PARK LOT	91.80
			6TH & MADISON	88.44
			8TH & WASHINGTON	58.86
			210 E 9TH	1,801.48
			6TH & FRANKLIN	68.24
			8TH & JEFFERSON	308.07
			PARKING LOT	73.67
			1903 SUNFLOWER DRIVE	30.16

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			1020 1/2 W 11TH ST	50.40
			CORONADO TENNIS COURT	16.80
			WASHINGTON BRIDGE	70.30
			S OF BALL PARK 2 & 3	16.80
			16TH & WASHINGTON	17.31
			AIRPORT RD & JACKSON S SI	28.93
			1935 NORTHWIND	18.68
			403 GRANT AVE SIREN	19.12
			1935 NORTHWIND	18.87
			8TH & 9TH ST	5.25
			11TH ST	5.25
			703 W ASH ST SIREN	16.80
			1102 ST MARYS RD SIREN	17.23
			312 E 9TH ST	154.17
			2232 W ASH WASTER TOWER	86.04
			BALL PARK ST CONC	189.26
			1002 W 12TH ST	1,292.28
			2245 LACY DR	403.53
			807 N WASHINGTON ST LIGHT	236.10
			615 N WASHINGTON ST LIGHT	146.02
			716 N WASHINGTON ST LIGHT	272.48
			132 N EISENHOWER	17.31
			105 W 7TH ST	281.74
			107 W 7TH ST	281.36
			109 W 7TH ST	251.74
			302 W 18TH ST	253.21
			420 GRANT AVE	89.52
			1419 N JEFFERSON	18.77
			1618 N JEFFERSON	18.68
			2307 N JACKSON	217.47
			915 S WASHINGTON	657.58
			915 S WASHINGTON-GOLF	28.61
			1021 GRANT AVE	27.89
			2800 GATEWAY COURT	108.49
			2301 VALLEY DRIVE	34.42
			US HWY 77 & MCFARLAND	55.51
			2022 LACY DRIVE SIREN	18.68
			1200 S WASHINGTON ST	251.87
			316 N US HIGHWAY 77	18.41
			930 E GUNNER ST	134.11
			701 SOUTHWIND DR SIREN	20.76
			920 E GUNNER ST	99.53
			145 E ASH ST	191.95
			1760 W ASH SIGNAL	47.43
			601 W CHESTNUT ST FLAG	16.80
			600 W 6TH ST	39.94
			14TH & CUSTER SE	18.41
			1121 S US HWY 77	17.48
			401 CAROLINE COURT	80.97
			CREDIT ADJUSTMNT W/WESTAR	190.12-
			ST LIGHTS-FEBRUARY 2011	22,853.95
		KANSAS PUBLIC EMPLOYEES	KPERS #1	422.01
			KPERS #2	158.63
		MONTGOMERY COMMUNICATIONS INC	ACCEPTING BIDS	30.52
			INVITATION TO BID	62.54
			SHARE THE LOVE AD	10.00

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BOY SCOUT AD SPONSOR	10.00
			BLACK HISTORY MONTH SPONSO	10.00
		NEX-TECH	Move City Clerk Line	207.60
			ADMINISTRATION	30.06
			ADMINISTRATIVE SERVICES	5.86
		LATHROP AND GAGE	GEN BUS MATTERS-THRU 01/31	6,554.19
			BROOK INVESTMENT HOLDING L	<u>185.50</u>
			TOTAL:	124,392.69
KS	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	404.72
			MEDICARE WITHHOLFING	94.66
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	181.42
			BLUE CROSS BLUE SHIELD	302.36
		CENTURYLINK COMMUNICATION, INC.	PARKS	200.93
		VERIZON WIRELESS	209-0933=PARKS WORKER	0.00
			209-1306=PARKS WORKER	0.00
			210-7130=PARKS WORKER	33.14
			210-7131=PARKS/REC DIRECTO	54.01
			223-1324=PARKS WORKER	33.14
		TRANSPORTATION LOGISTICS MANAGEMENT IN	SHIPPING FOR SLIDE FOR S P	149.92
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	95.04
			DELTA DENTAL OF KANSAS	65.64
		KEY OFFICE EQUIPMENT	MANILA FOLDERS	5.99
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	42.67
		KANSAS PUBLIC EMPLOYEES	KPERS #1	459.15
			KPERS #2	85.72
		NEX-TECH	PARKS	<u>3.79</u>
			TOTAL:	2,363.48
ULANCE	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	50.13
			MEDICARE WITHHOLFING	454.95
		INTRUST BANK, N.A.	AMBULANCE 2011-LEASE PYMNT	15,192.29
		DAILY UNION	1 YR SUBSCRIPTION / STN 1	106.00
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	247.91
			BLUE CROSS BLUE SHIELD	150.31
			BLUE CROSS BLUE SHIELD	290.10
			BLUE CROSS BLUE SHIELD	1,532.18
			BLUE CROSS BLUE SHIELD	35.46
			BLUE CROSS BLUE SHIELD	150.20
		CENTURYLINK COMMUNICATION, INC.	AMBULANCE	312.82
		VERIZON WIRELESS	223-1040 (E20)	0.28
			223-1237 (M3)	7.24
			223-1238 (M4)	5.81
			223-1240 (M2)	7.24
			223-1243 (M1)	6.73
			223-7309 (CHIEF STEINFORT)	53.51
		VIDACARE CORPORATION	MEDICAL SUPPLIES	514.61
		MARGO HAYNES	15% DISCOUNT REFUND - AMB	9.00
		KA-COMM	SERVICE CONTRACT/MAINT AMB	173.50
			REPAIR SPEAKER ASSEMBLY	4.35
			REPAIR PORTABLE RADIO	175.00
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	446.09
			DELTA DENTAL OF KANSAS	160.43
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	190.34
		KANSAS PUBLIC EMPLOYEES	KPERS #1	64.54

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			KP&F	5,196.73
		MOORE MEDICAL LLC	MEDICAL SUPPLIES	2,757.31
			MEDICAL SUPPLIES	83.25
		NEX-TECH	AMBULANCE	<u>25.03</u>
			TOTAL:	28,403.34
ANIMAL SHELTER	GENERAL FUND	GEARY COUNTY CLERK	DEC 2010-ANIMAL SHELTER FE	7,122.32
			JAN 2011-ANIMAL SHELTER FE	6,665.43
			NOV 10-ANIMAL SHELTER FEES	1,982.82
			OCT 2010-ANIMAL SHELTER FE	<u>5,762.07</u>
			TOTAL:	21,532.64
PLANNING/INS ZONING SVCS	GENERAL FUND	CENTURYLINK COMMUNICATION, INC.	ZONING/COUNTY INSPECTION	61.78
		VERIZON WIRELESS	Zoning Administrator	53.51
		NEX-TECH	ZONING/COUNTY INSPECTION	<u>5.86</u>
			TOTAL:	121.15
ENGINEERING	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	180.89
			MEDICARE WITHHOLFING	42.31
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	75.59
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	51.40
		VERIZON WIRELESS	Engineering Assistant	53.51
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	64.80
			DELTA DENTAL OF KANSAS	7.44
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INSURANCE	16.59
		KANSAS PUBLIC EMPLOYEES	KPERS #1	159.10
			KPERS #2	<u>53.00</u>
			TOTAL:	855.81
POLICE ENFORCEMENT	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	212.08
			MEDICARE WITHHOLFING	49.60
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	75.59
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	151.18
		CENTURYLINK COMMUNICATION, INC.	CODE ENFORCEMENT	126.93
		VERIZON WIRELESS	Public Works Secretary	53.51
			Senior Inspector	53.51
			Inspector	53.51
			Public Works Director	17.83
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	108.00
		HAROLD GLESSNER DIRT CON.	DEMO OF 948 GRANT AVE LOT	3,978.00
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INSURANCE	22.78
		KANSAS PUBLIC EMPLOYEES	KPERS #1	302.21
		MONTGOMERY COMMUNICATIONS INC	NOTICE OF PUBLIC HEARING	62.54
			NOTICE OF PUBLIC HEARING	64.68
			NOTICE OF PUBLIC HEARING	64.68
		NEX-TECH	CODE ENFORCEMENT	<u>14.65</u>
			TOTAL:	5,526.80
ICE	GENERAL FUND	SCOTT POPOVICH	2011 EQUIPMENT ALLOWANCE	120.49
		JORDI D HESTER	2011 EQUIPMENT ALLOWANCE	191.35
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	436.02
			SOCIAL SECURITY WITHHOLDIN	1,174.01
			MEDICARE WITHHOLFING	1,221.78
			MEDICARE WITHHOLFING	306.91

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	642.51
			BLUE CROSS BLUE SHIELD	188.98
			BLUE CROSS BLUE SHIELD	302.36
			BLUE CROSS BLUE SHIELD	1,137.91
			BLUE CROSS BLUE SHIELD	525.07
			BLUE CROSS BLUE SHIELD	2,229.90
			BLUE CROSS BLUE SHIELD	869.29
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	302.36
		CENTURYLINK COMMUNICATION, INC.	POLICE	707.64
			DISPATCH	707.64
		VERIZON WIRELESS	PD PHONE SERVICE	952.24
			PF-SPARE 1-FEB 2011-CREDIT	21.93-
		BUD'S WRECKER SERVICE	61711 TOWING FEES UNIT 204	50.00
		OMB GUNS	37967 HOLSTERS	292.96
		STAPLES ADVANTAGE	3149925474 BINDERS	63.60
			3149925475 DIVIDERS	47.10
			3150524541 PENS, POSTIT, FAX	110.91
			3150524541 PRINTER CARTRID	550.92
			3150524541 ENV, TONER, LEGAL	545.89
		LESO	BINDERS	33.00
			CUFFS	30.00
			SAFETY VESTS	9.00
		KA-COMM	SERVICE CONTRACT/MAINT POL	188.50
			SERVICE CONTRACT/MAINT POL	188.50
			94824 MCS-INTCUP UNIT 212	32.00
			94948 DATA BACKBONE SYSTEM	150.00
			94948 DATA BACKBONE SYSTEM	150.00
			94976 RADIO INTERFERENCE	4.50
			95031 RADIO HEADSET MIC	30.56
		THE CRISIS CENTER	DV/SEXUAL ASSAULT TRNG-SLO	15.00
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	1,016.36
			DELTA DENTAL OF KANSAS	251.13
			DELTA DENTAL OF KANSAS	514.18
			DELTA DENTAL OF KANSAS	207.86
		GALLS INC	511178919 TACTICAL CARRER	134.99
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INSURANCE	486.75
			ADVANCE LIFE INSURANCE	134.29
		KANSAS PUBLIC EMPLOYEES	KPERS #1	552.76
			KPERS #1	1,019.84
			KP&F	12,688.11
			KP&F	557.25
			KPERS #2	500.69
		NEX-TECH	POLICE	100.16
			DISPATCH	100.16
		SERVICEMASTER	MAR 2011-JANITORIAL SERVIC	<u>754.00</u>
			TOTAL:	33,959.04
E	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	50.13
			MEDICARE WITHHOLFING	687.18
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	356.81
			BLUE CROSS BLUE SHIELD	0.87
			BLUE CROSS BLUE SHIELD	465.80
			BLUE CROSS BLUE SHIELD	2,096.14

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BLUE CROSS BLUE SHIELD	115.72
			BLUE CROSS BLUE SHIELD	0.98
		CENTURYLINK COMMUNICATION, INC.	FIRE	312.82
		VERIZON WIRELESS	223-0009 (522)	0.28
			209-0124 (STN 2 CAPT)	13.31
			209-0255 (EC)	7.26
			209-0668 (STN 1 CAPT)	5.94
			223-1231 (521)	0.28
			223-1233 (522)	0.28
			223-1235 (E30)	0.28
			223-1388 (E10)	0.28
			223-7955 (FIRE MARSHAL)	0.00
		KA-COMM	SERVICE CONTRACT/MAINT FIR	173.50
			REPAIR CHARGER/STN 2	20.00
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	547.51
			DELTA DENTAL OF KANSAS	277.17
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	263.78
		KANSAS PUBLIC EMPLOYEES	KPERS #1	64.54
			KP&F	7,261.94
		NEX-TECH	FIRE	<u>25.03</u>
			TOTAL:	12,747.83
RT	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	494.12
			MEDICARE WITHHOLFING	115.56
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	302.36
		CENTURYLINK COMMUNICATION, INC.	MUNICIPAL COURT	189.64
		ADDAIR THURSTON, CHTD.	AUTUMN MAJORS #11-00136	250.00
			CHRISTINA SNYDER/PTERS	250.00
		GIBSON, ROSALIE A.	BOND REFUND CASE 09-17901	190.50
		WADE, LATOYA	BOND REFUND TT122561	405.00
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	43.20
			DELTA DENTAL OF KANSAS	43.76
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	45.13
		KANSAS PUBLIC EMPLOYEES	KPERS #1	455.28
			KPERS #2	176.95
		NEX-TECH	MUNICIPAL COURT	12.86
		CINTAS #451	MATS @ MUNICIPAL COURT	14.61
			MATS @ MUNICIPAL COURT	<u>14.61</u>
			TOTAL:	3,003.58
OPERA HOUSE	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	119.95
			MEDICARE WITHHOLFING	28.05
		CL HOOVER OPERA HOUSE	APRIL 2011-CONTRIBUTION	10,000.00
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18
		CENTURYLINK COMMUNICATION, INC.	OPERA HOUSE	126.93
		VERIZON WIRELESS	209-1265 OPERA HOUSE	53.51
			223-1043-OPERA HOUSE	53.51
			223-1321-D.LAUGHLIN	54.51
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	9.32
		NEX-TECH	OPERA HOUSE	<u>14.65</u>
			TOTAL:	10,611.61
REATION	GENERAL FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	278.95
			MEDICARE WITHHOLFING	65.24
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	120.94
			BLUE CROSS BLUE SHIELD	151.18

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CENTURYLINK COMMUNICATION, INC.	RECREATION	186.99
		VERIZON WIRELESS	210-6980=RECREATION DIRECT	59.26
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	77.76
			DELTA DENTAL OF KANSAS	21.88
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	15.15
		KANSAS PUBLIC EMPLOYEES	KPERS #1	184.33
			KPERS #2	59.44
		NEX-TECH	RECREATION	12.30
		CINTAS #451	MAT @ 12TH ST	28.85
			GRAY MAT AT 12TH ST COMMUN	28.85
		REBECCA BROUGH	RECREATION-DEPOSIT RFND-03	<u>25.00</u>
			TOTAL:	1,316.12
-DEPARTMENTAL	GRANTS	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	1,434.52
			SOCIAL SECURITY WITHHOLDIN	192.81
			MEDICARE WITHHOLFING	202.32
		ING LIFE INSURANCE & ANNUITY COMPANY	ING	175.00
		AMERICAN UNITED LIFE INSURANCE COMPANY	AMERICAN UNITED LIFE	25.20
			AMERICAN UNITED LIFE	25.20
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	79.72
			BLUE CROSS BLUE SHIELD	84.00
			BLUE CROSS BLUE SHIELD	259.03
		JUNCTION CITY FIREFIGHTERS AID ASSOCIA	FIREFIGHTERS AID ASSOCIATI	15.00
		CONTINENTAL AMERICAN INSURANCE COMPANY	CAIC	3.98
			CAIC	3.98
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	63.96
		FIREMEN'S RELIEF ASSOCIATION	FIREMANS RELIEF	38.88
		JUNCTION CITY FIRE FIGHTERS ASSOCIATIO	I.A.F.F. LOCAL 3309	126.00
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	557.56
		KANSAS PUBLIC EMPLOYEES	KPERS #1	201.40
			KP&F	667.11
		POLICE & FIREMEN'S	POLICE & FIRE INSURANCE	124.88
			POLICE & FIRE INSURANCE	124.88
		INTRUST BANK	FIRST STATE BANK	125.83
		AMERICAN FAMILY LIFE ASSURANCE COMPANY	AFLAC	61.32
			AFLAC	61.32
		UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>23.00</u>
			TOTAL:	4,676.90
5 JAG	GRANTS	PARAGON MICRO	Network Attached Storage	<u>9,087.49</u>
			TOTAL:	9,087.49
F HELP HOUSING	GRANTS	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	284.62
			MEDICARE WITHHOLFING	66.57
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	151.18
		CENTURYLINK COMMUNICATION, INC.	SELF HELP HOUSING	61.78
		VERIZON WIRELESS	SHH Coordinator	33.14
			SHH Director	53.76
			SHH Construction	33.20
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	86.40
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	27.98
		KANSAS PUBLIC EMPLOYEES	KPERS #1	389.72
		NEX-TECH	SELF HELP HOUSING	<u>5.86</u>
			TOTAL:	1,345.39

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ER GRANT FD 08	GRANTS	INTERNAL REVENUE SERVICE	MEDICARE WITHHOLDING	36.81
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	80.86
			BLUE CROSS BLUE SHIELD	165.42
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	11.55
			DELTA DENTAL OF KANSAS	29.79
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	14.40
		KANSAS PUBLIC EMPLOYEES	KP&F	<u>376.44</u>
	TOTAL:	715.27		
ER GRANT-FIRE DEPT	GRANTS	INTERNAL REVENUE SERVICE	MEDICARE WITHHOLDING	98.94
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	221.50
			BLUE CROSS BLUE SHIELD	439.30
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	31.65
			DELTA DENTAL OF KANSAS	79.61
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	38.72
		KANSAS PUBLIC EMPLOYEES	KP&F	<u>1,012.10</u>
	TOTAL:	1,921.82		
-DEPARTMENTAL	SPIN CITY	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	157.66
			SOCIAL SECURITY WITHHOLDIN	154.94
			MEDICARE WITHHOLDING	53.49
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	56.52
		KANSAS PUBLIC EMPLOYEES	KPERS #1	<u>45.86</u>
	TOTAL:	468.47		
N CITY	SPIN CITY	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	228.70
			MEDICARE WITHHOLDING	53.49
		LANDMARK NATIONAL BANK	APR 2011-LOAN PAYMENT	8,717.87
		CASH-WA DISTRIBUTING	CANDY,CHEESE SAUCE,PICKLES	141.22
			FOAM CUPS 20 OZ.	25.87
			PAPER PRODUCTS	159.71
			FUEL SURCHAGRE	5.00
			LIDS & ZIPLOCK BAGS	60.26
			CONCESSION FOOD	174.42
			FUEL SURCHARGE	5.00
			TOWELS AND CAN LINERS	102.64
			CONCESSION FOOD	227.10
			FOAM CUPS	42.85
			FUEL SURCHARGE	6.00
		CENTURYLINK COMMUNICATION, INC.	SPIN CITY	90.18
		VERIZON WIRELESS	223-1084=SPIN CITY MANAGER	54.76
		LINDSAY MARS	TRVL REIMB-FEB 1-FEB 23 20	48.50
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	21.88
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	7.90
		KANSAS PUBLIC EMPLOYEES	KPERS #1	88.74
		SNACK EXPRESS	CHIPS AND CANDY	56.00
			CHIPS, CHEESBURGERS,POP,CA	394.00
		THE STUFF SHOP	REDEMPTION PRIZES	312.05
	REDEMPTION PRIZES	202.38		
	BROKEN REDEMPTION ITEMS	12.47-		
	REDEMPTION PRIZES	<u>26.75-</u>		
	TOTAL:	11,187.30		
-DEPARTMENTAL	MILITARY AFFAIRS/O	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	119.20
			SOCIAL SECURITY WITHHOLDIN	70.78
			MEDICARE WITHHOLDING	24.44

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	45.79
		KANSAS PUBLIC EMPLOYEES	KPERS #1	<u>29.01</u>
			TOTAL:	289.22
MILITARY AFFAIRS	MILITARY AFFAIRS/O	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDING	104.48
			MEDICARE WITHHOLDING	24.44
		KANSAS PUBLIC EMPLOYEES	KPERS #1	<u>56.13</u>
			TOTAL:	185.05
-DEPARTMENTAL	WATER & SEWER FUND	FAMILY SUPPORT PAYMENT CENTER (MISSOURI)	MACSS #41061331/ CV103-753	154.85
		INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	2,160.26
			SOCIAL SECURITY WITHHOLDING	842.67
			MEDICARE WITHHOLDING	290.92
		AMERICAN UNITED LIFE INSURANCE & ANNUITY COMPANY	ING	161.62
		AMERICAN UNITED LIFE INSURANCE COMPANY	AMERICAN UNITED LIFE	51.80
			AMERICAN UNITED LIFE	51.80
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	47.14
			BLUE CROSS BLUE SHIELD	359.63
			BLUE CROSS BLUE SHIELD	67.76
			BLUE CROSS BLUE SHIELD	78.29
			BLUE CROSS BLUE SHIELD	248.67
		CONTINENTAL AMERICAN INSURANCE COMPANY	CAIC	12.90
			CAIC	12.90
		CITY OF JUNCTION CITY	CITY OF JUNCTION CITY (G-F)	1.50
			CITY OF JUNCTION CITY (G-F)	1.50
		COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL INSURANCE	10.00
			COLONIAL INSURANCE	10.00
			COLONIAL INSURANCE	5.40
			COLONIAL INSURANCE	5.40
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	121.73
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	843.78
		KANSAS PUBLIC EMPLOYEES	KPERS #1	598.78
			KPERS #2	357.80
		INTRUST BANK	FIRST STATE BANK	142.78
		AMERICAN FAMILY LIFE ASSURANCE COMPANY	AFLAC	27.51
			AFLAC	27.51
		UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>36.93</u>
			TOTAL:	6,731.83
WATER PRODUCTION	WATER & SEWER FUND	COREFIRST BANK	DISTRICT-BUDGET/CONTRACT	<u>1,127.37</u>
			TOTAL:	1,127.37
WATER ADMINISTRATION	WATER & SEWER FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDING	709.59
			MEDICARE WITHHOLDING	165.95
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	90.71
			BLUE CROSS BLUE SHIELD	52.91
			BLUE CROSS BLUE SHIELD	105.82
			BLUE CROSS BLUE SHIELD	427.83
			BLUE CROSS BLUE SHIELD	52.91
		CENTURYLINK COMMUNICATION, INC.	WATER ADMINISTRATION	297.91
		VERIZON WIRELESS	209-1393=METER READER	33.76
			210-6618=METER READER	33.20
			223-1358=CITY TREASURER	53.76
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	124.41
			DELTA DENTAL OF KANSAS	63.02
		HEARTLAND ALARMS, INC	FIRE ALARM-HOURS/LABOR-2/2	240.00

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	56.05
		KANSAS PUBLIC EMPLOYEES	KPERS #1	633.28
			KPERS #2	282.93
		NEX-TECH	WATER ADMINISTRATION	34.49
		POSTMASTER	FEB 2011-POSTAGE MACHINE	2,500.00
		THE PRINTERY	WATER-WINDOW ENV.WO/IMPRIN	206.00
		CINTAS #451	SCRAPER/BROWN MAT	42.57
			UNIFORMS-LANGDON, KENNY	9.74
			SCRAPER/BROWN MAT	26.40
			UNIFORMS-LANGDON, KENNY	9.74
		XEROX CORPORATION	Water Dept Copier	<u>196.42</u>
			TOTAL:	6,449.40
OLVING LOAN WASTEWA WATER & SEWER FUND	KDHE-BUREAU OF ENVIRON		KDHE LOAN 1534 PRINCIPAL	70,838.43
			KDHE LOAN 1534 INTEREST	30,791.16
			KDHE LOAN 1534 SVC FEE	<u>2,354.06</u>
			TOTAL:	103,983.65
ER ADMINISTRATION	WATER & SEWER FUND	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	534.34
			MEDICARE WITHHOLFING	124.96
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	37.79
			BLUE CROSS BLUE SHIELD	75.59
			BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	276.66
			BLUE CROSS BLUE SHIELD	75.59
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	122.26
			DELTA DENTAL OF KANSAS	50.98
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	50.54
		KANSAS PUBLIC EMPLOYEES	KPERS #1	525.35
			KPERS #2	178.64
		POSTMASTER	FEB 2011-POSTAGE MACHINE	2,500.00
		THE PRINTERY	SEWER-WINDOW ENV. WO/IMPRI	<u>206.00</u>
			TOTAL:	4,909.88
I SEWER REFUNDING	WATER & SEWER FUND	KDHE-BUREAU OF ENVIRON	KDHE LOAN 1694 PRINCIPAL	129,285.31
			KDHE LOAN 1694 INTEREST	62,403.43
			KDHE LOAN 1694 SVC FEE	<u>6,341.81</u>
			TOTAL:	198,030.55
-DEPARTMENTAL	ROLLING MEADOWS GO	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	1,046.95
			SOCIAL SECURITY WITHHOLDIN	340.17
			MEDICARE WITHHOLFING	117.45
		AMERICAN UNITED LIFE INSURANCE COMPANY	AMERICAN UNITED LIFE	69.47
			AMERICAN UNITED LIFE	69.47
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	55.45
			BLUE CROSS BLUE SHIELD	33.60
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	85.28
		INTRUST BANK	SAVINGS BOND	37.50
			SAVINGS BOND	37.50
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	367.32
		KANSAS PUBLIC EMPLOYEES	KPERS #1	273.41
			KPERS #2	52.80
		INTRUST BANK	FIRST STATE BANK	25.84
		UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>14.00</u>
			TOTAL:	2,626.21

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
F COURSE	ROLLING MEADOWS GO	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	502.17
			MEDICARE WITHHOLFING	117.45
		US FOOD SERVICE	HOT DOGS, SAUSAGE	127.78
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	302.36
		CENTURYLINK COMMUNICATION, INC.	GOLF COURSE	150.05
		VERIZON WIRELESS	209-0046 J. CARTER CELL	53.76
			209-1193 G. O'NEAL CELL	33.14
			223-1419 J. WIMBISH CELL	54.07
		CITY OF JUNCTION CITY	DRINKING EST LICENSE RENEW	275.00
		CROWN DISTRIBUTORS, INC.	COORS ORDER	3.67
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	172.80
			DELTA DENTAL OF KANSAS	21.88
		FLINT HILLS BEVERAGE LLC	BUD ORDER	187.56
		TITLEIST	TOUR ASSORT/TTECH PERF	304.93
			TB1CT5/SX6 BAGS	479.26
			910FD RH CST FAIRWAY	109.50
			KANSAS TTTL/STATE COLLEGE	262.98
		GCSAA	GCSAA MEMBERSHIP DUES	80.00
		GEARY COUNTY RWD #4	FEBM2011 WATER BILL	37.06
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	41.07
		KANSAS PUBLIC EMPLOYEES	KPERS #1	529.06
			KPERS #2	68.11
		COUNTRY HILLS ENERGY SERVICE LLC	COUNTRY HILLS ENERGY SERVI	316.84
		NEX-TECH	GOLF COURSE	0.60
		SNACK EXPRESS	PEPSI BOTTLES/GATORADE	85.86
		TIELKE ENTERPRISE, LLC	TIELKE SANDWICH ORDER	<u>38.52</u>
			TOTAL:	4,506.66
-DEPARTMENTAL	ECONOMIC DEVELOPME	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	219.22
			SOCIAL SECURITY WITHHOLDIN	114.99
			MEDICARE WITHHOLFING	39.69
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	55.45
			BLUE CROSS BLUE SHIELD	39.86
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	21.32
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	109.59
		KANSAS PUBLIC EMPLOYEES	KPERS #1	72.97
			KPERS #2	64.80
		INTRUST BANK	FIRST STATE BANK	50.00
		UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>10.00</u>
			TOTAL:	797.89
NOMIC DEVELOPMENT	ECONOMIC DEVELOPME	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	169.74
			MEDICARE WITHHOLFING	39.69
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18
			BLUE CROSS BLUE SHIELD	151.18
		CENTURYLINK COMMUNICATION, INC.	EDC	177.22
		VERIZON WIRELESS	226-1588 SHULTE (BLACKBERR	54.76
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	43.20
			DELTA DENTAL OF KANSAS	21.88
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	17.94
		KANSAS PUBLIC EMPLOYEES	KPERS #1	141.20
			KPERS #2	83.59
		NEX-TECH	EDC	11.72
		PLATINUM BROADCASTING	PLATINUM BROADCAST- ADVERT	<u>199.00</u>
			TOTAL:	1,262.30

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
SPECIAL HIGHWAY	SPECIAL HIGHWAY FU	CENTURYLINK COMMUNICATION, INC.	ENGINEERING	170.98
		NEX-TECH	ENGINEERING	<u>14.65</u>
			TOTAL:	185.63
-DEPARTMENTAL	SANITATION FUND	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	141.92
			SOCIAL SECURITY WITHHOLDIN	74.21
			MEDICARE WITHHOLFING	25.62
		ING LIFE INSURANCE & ANNUITY COMPANY	ING	16.88
		AMERICAN UNITED LIFE INSURANCE COMPANY	AMERICAN UNITED LIFE	6.87
			AMERICAN UNITED LIFE	6.87
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	63.46
			BLUE CROSS BLUE SHIELD	11.96
			BLUE CROSS BLUE SHIELD	5.04
			BLUE CROSS BLUE SHIELD	43.88
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	16.00
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	64.27
		KANSAS PUBLIC EMPLOYEES	KPERS #1	58.69
			KPERS #2	27.37
		INTRUST BANK	FIRST STATE BANK	16.00
		AMERICAN FAMILY LIFE ASSURANCE COMPANY	AFLAC	1.42
			AFLAC	1.42
		UNITED WAY OF JUNCTION CITY-GEARY COUN	UNITED WAY	<u>1.65</u>
			TOTAL:	583.53
		SPECIAL HIGHWAY	SANITATION FUND	INTERNAL REVENUE SERVICE
	MEDICARE WITHHOLFING			25.62
BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD			22.68
	BLUE CROSS BLUE SHIELD			45.36
	BLUE CROSS BLUE SHIELD			45.36
	BLUE CROSS BLUE SHIELD			22.68
DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS			32.40
	DELTA DENTAL OF KANSAS			6.56
ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE			11.28
KANSAS PUBLIC EMPLOYEES	KPERS #1			113.55
	KPERS #2	<u>35.29</u>		
	TOTAL:	470.32		
EMPLOYEE BENEFITS	EMPLOYEE BENEFITS	DELTA DENTAL (PREMIUMS)	FEB. 2011 PREMIUMS	1,449.16
			J.BLACK FEB. 2011 DELTA CO	64.52
		WORKSITE BENEFIT PLAN	MAR. 2011 FLEX ACCT FEES	384.00
		TMHC SERVICES, INC.	FEB. 2011 D/A PROGRAM FEE	<u>367.50</u>
			TOTAL:	2,265.18
SUNDOWN SALUTE	SUNDOWN SALUTE	SUNDOWN SALUTE INC	FEBRUARY 11 WATER BILL DON	<u>480.00</u>
			TOTAL:	480.00
-DEPARTMENTAL	DRUG & ALCOHOL ABU	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	308.87
			MEDICARE WITHHOLFING	29.86
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	39.86
		JUNCTION CITY POLICE	JCPOA	20.00
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	112.21
		KANSAS PUBLIC EMPLOYEES	KP&F	<u>146.94</u>
	TOTAL:	657.74		
DRUG & ALCOHOL ABUSE	DRUG & ALCOHOL ABU	INTERNAL REVENUE SERVICE	MEDICARE WITHHOLFING	29.86
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	151.18

ARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		STAPLES ADVANTAGE	3150524541 CPA BINDERS/BAD	71.66
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	21.88
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	10.20
		KANSAS PUBLIC EMPLOYEES	KP&F	<u>305.85</u>
			TOTAL:	590.63
-DEPARTMENTAL	SPECIAL LE TRUST F	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING	39.94
			SOCIAL SECURITY WITHHOLDIN	22.06
			MEDICARE WITHHOLFING	7.62
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	8.40
		KANSAS DEPT OF REVENUE	STATE WITHHOLDING	15.88
		KANSAS PUBLIC EMPLOYEES	KPERS #1	21.85
		INTRUST BANK	FIRST STATE BANK	<u>12.50</u>
			TOTAL:	128.25
	SPECIAL LE TRUST F	INTERNAL REVENUE SERVICE	SOCIAL SECURITY WITHHOLDIN	32.56
			MEDICARE WITHHOLFING	7.61
		BLUE CROSS BLUE SHIELD OF KS	BLUE CROSS BLUE SHIELD	75.59
		VERIZON WIRELESS	2355055495 PHONE SERVICE	15.68
			DTF PHONE SERVICE	80.02
		DELTA DENTAL (PAYROLL)	DELTA DENTAL OF KANSAS	10.94
		ADVANCE LIFE INSURANCE	ADVANCE LIFE INUSRANCE	3.85
		KANSAS PUBLIC EMPLOYEES	KPERS #1	42.27
		NEX-TECH	DRUG TASK FORCE	<u>8.65</u>
			TOTAL:	277.17

----- FUND TOTALS -----

01	GENERAL FUND	341,390.60
02	GRANTS	17,746.87
10	SPIN CITY	11,655.77
14	MILITARY AFFAIRS/OLD TROO	474.27
15	WATER & SEWER FUND	321,232.68
17	ROLLING MEADOWS GOLF FUND	7,132.87
19	ECONOMIC DEVELOPMENT	2,060.19
22	SPECIAL HIGHWAY FUND	185.63
23	SANITATION FUND	1,053.85
35	EMPLOYEE BENEFITS FUND	2,265.18
46	SUNDOWN SALUTE	480.00
47	DRUG & ALCOHOL ABUSE FUND	1,248.37
50	SPECIAL LE TRUST FUND	405.42
GRAND TOTAL:		707,331.70

SELECTION CRITERIA

SECTION OPTIONS

DOR SET: 01-CITY OF JUNCTION CITY, KS
DOR: All
CLASSIFICATION: All
FUND CODE: All
EFFECTIVE DATE: 0/00/0000 THRU 99/99/9999
MAX AMOUNT: 9,999,999.00CR THRU 9,999,999.00
POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 2/24/2011 THRU 3/09/2011

ROLL SELECTION

ROLL EXPENSES: NO
CHECK DATE: 0/00/0000 THRU 99/99/9999

NT OPTIONS

NT DATE: None
BY DEPARTMENT: By Department
DESCRIPTION: Distribution
ACCTS: NO
PORT TITLE: APPROPRIATIONS-FEB 24-MAR 92011
NATURE LINES: 0

NET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

March 1, 2011

3b

CITY COMMISSION MINUTES

March 1, 2011

7:00p.m.

The regular meeting of the Junction City City Commission was held on Tuesday, March 1, 2011 with Mayor Mike Rhodes presiding.

The following members of the Commission were present: Terry Heldstab, Scott Johnson, Mike Rhodes, Ken Talley, and Jack Taylor. Staff present was: City Manager Gerry Vernon, City Attorney Catherine Logan, and City Clerk Tyler Ficken.

CONSENT AGENDA

The consideration and approval of **Appropriation Ordinance A-5-2011** dated February 10, 2011 through February 23, 2011 in the amount of \$1,574,969.18. Commissioner Taylor moved, seconded by Commissioner Heldstab to approve the consent agenda as presented. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

Approval of the **February 15, 2011** City Commission Meeting Minutes. Commissioner Taylor moved, seconded by Commissioner Heldstab to approve the consent agenda as presented. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

The consideration and approval of payroll #3 and #4 for the month of February 2011. Commissioner Taylor moved, seconded by Commissioner Heldstab to approve the consent agenda as presented. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

APPOINTMENTS

The consideration and approval of the reappointment of Mr. Lentz to the Junction City Housing authority Board. Commissioner Heldstab moved, seconded by Commissioner Taylor to approve the reappointment of Mr. Lentz to the Junction City Housing authority Board ending April 30, 2015. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

SPECIAL PRESENTATIONS

Presentation by Jeff White and Kelsi Powell of Columbia Capital Management. See exhibit A attached. Commissioner Johnson stated that the City has received poor advice from bond counsel in the past. Mr. White stated that his organization can help the City by providing financial advice beyond what the city had received from the past. Commissioner Johnson stated that special assessments are too high which means there must have been fraud; he asked if Columbia Capital Management investigates fraud. Mr. White stated that the function of bond council in the past was to determine if bonds were tax exempt; prior bond council did not address the question of whether

March 1, 2011

the City should issue bonds, but whether the City could issue bonds. Mr. White stated that his organization can help the City ask the right questions in the future. Commissioner Taylor asked if Columbia Capital Management would make sure that bond proceeds would be spent on the intended projects. Mr. White stated that investors take the word of the City that funds are spent on the correct projects. Commissioner Taylor asked how Columbia Capital Management would be paid by the City. Mr. White stated that a contract would be negotiated and Columbia Capital Management would receive payment at the closing of the bonds. Commissioner Johnson asked if the contract would eliminate the need for additional bond counsel. Mr. White stated that the City would still need to hire an attorney to certify and sell the bonds.

UNFINISHED BUSINESS

The consideration and approval of **G-1095** making it illegal to falsely impersonate a law enforcement officer. Final Reading (**Chief Brown resenting**) Commissioner Talley moved, seconded by Commissioner Johnson to approve G-1095 on final reading. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

The consideration of **Ordinance S-3090** a request from Beth Mathis and/or Jodie Wilkey, agents, on behalf of Steven and Norma Stanislaw, owners, for rezoning of the south 55.58 feet of Lots 1 and 2, Block 36 of the Original Townsite of Junction City, located at 518 North Madison Street, from "CSP" Special Commercial to "RM" Multiple Family Residential District to allow the continued use of the property for single-family residential purposes. **Final Reading (David Yearout Presenting)** Commissioner Heldstab moved, seconded by Commissioner Johnson to approve S-3090 on final reading. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor, Nays: none. Motion carried.

The consideration of **Ordinance S-3091** a request from Kaw Valley Engineering, agent, on behalf of Edward W. Phillips, owners, for rezoning of Lot 1, Block 14 of the Original Townsite of Junction City, located at 239 West 9th Street, from "RM" Multiple Family Residential District to "PDD" Planned Development District for residential purposes to allow the property to be replatted into smaller lots for the continued use of the property for residential purposes. **Final Reading (David Yearout Presenting)** Commissioner Talley moved, seconded by Commissioner Heldstab to approve S-3091 on final reading. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

The consideration and approval of lease of City owned land for purpose of the sale of fireworks. Mayor Rhodes asked if City Attorney Logan had reviewed the lease. City attorney Logan stated that she wrote the provisions in the lease that provide for exclusivity. Commissioner Heldstab asked how the trucks at the 6th & Franklin location will be handled. Finance director Beatty stated that the Parks and Streets departments make sure there is room form the fireworks stand and parking with the use of barricades or a boundary line. Commissioner Taylor asked if the lease is for one year. City Attorney Logan stated that the lease is for one year. Commissioner Taylor moved, seconded by Commissioner Johnson to approve the leases for City owned land for the purpose of the sale of fireworks. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

March 1, 2011

NEW BUSINESS

The consideration and approval of the National Biplane Fly In event agreement. **(City Attorney Logan Presenting)** City Attorney Logan stated that the agreement is the same as the agreement last year, and only the dates of the event have changed. City Attorney Logan stated that agreement outlines the need for insurance with the City listed as an additional insured. Commissioner Taylor stated that there were troubles with parking last year. Commissioner Heldstab stated that a gate has been installed for the event with the use of CVB funds; the parking situation should be solved. Commissioner Johnson asked if \$1million is an adequate policy. City Attorney Logan stated that she felt the amount is adequate. Commissioner Heldstab stated that this is a good event for the community. Commissioner Heldstab moved, seconded by Commissioner Talley to approve the National Biplane Fly in event agreement. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor, Nays: none. Motion carried.

The consideration and approval of the request of the North Central Kansas Regional Juvenile Detention Center to be exempted from the provisions of Chapter 590, Day Care Inspection code, of Title V, Building and Construction, of the Municipal Code. **(David Yearout Presenting)** David Yearout stated that the City receives requests for daycare inspections daily. David Yearout stated that the North Central Kansas Regional Juvenile Detention Center meets the State's definition of a child care center. Commissioner Taylor asked how much the City charges for the inspection fee. David Yearout stated that the fee is \$100.00. Commissioner Johnson stated that this is a duplicate inspection, and he does not view the detention facility as a childcare facility. Commissioner Johnson stated that fewer fees are better; taxpayers pay for it all in the end. David Yearout stated that governments charge each other at every level. Mr. Brad Scholz Assistant Director of the North Central Kansas Regional Juvenile Detention Center stated that comparing the detention center to a child care facility is like comparing apples to oranges. Mr Scholz stated that the facility is already paying for inspections. Commissioner Johnson stated that the duplication makes no sense. Commissioner Taylor stated that Mr. Scholz needs to contact his State representatives to ask for a change to the definition of a child care facility. David Yearout read the State's definition of a child care facility. Commissioner Johnson stated that this will create more red tape. Mr Scholz stated that the North Central Kansas Regional Juvenile Detention Center services 14 counties. Commissioner Talley moved, seconded by Commissioner Heldstab to reject the request of the North Central Kansas Regional Juvenile Detention Center to be exempted from the provisions of Chapter 590, Day Care Inspection code, of Title V, Building and Construction, of the Municipal Code. Ayes: Heldstab, Rhodes, Talley, Taylor. Nays: Johnson. Motion carried.

The consideration and approval of the Final Plat of the Phillips Planned Development District Addition, a replat of lot 10 Block 14, Original Townsite of Junction city, Kansas; concerning property on southeast corner of 9th Street and Adams Street. **(David Yearout Presenting)** Commissioner Taylor moved, seconded by Commissioner Johnson to approve the Final Plat of the Phillips Planned Development District Addition, a replat of lot 10 Block 14, Original Townsite of Junction city, Kansas; concerning property on

March 1, 2011

southeast corner of 9th Street and Adams Street. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

The consideration and approval of the Final Plat of the Villas at Michael's Run, a replat of Lot 24 in Michael's Run Addition at the northwest corner of Carolina Avenue and McFarland Road. **(David Yearout Presenting)** Commissioner Taylor moved, seconded by Commissioner Heldstab to approve the Final Plat of the Villas at Michael's Run, a replat of Lot 24 in Michael's Run Addition at the northwest corner of Carolina Avenue and McFarland Road. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: none. Motion carried.

COMMISSIONER COMMENTS

Commissioner Johnson stated that he would be holding a town hall meeting before the April election sometime in mid March. Commissioner Johnson stated that the public will be able to ask questions. He stated that the date will be announced. City attorney Logan stated that the event should not be called a town hall meeting since this will be a political event, and not a City sponsored event.

Commissioner Taylor stated that they are still going to have the town hall meeting, and receive feedback on the budget.

EXECUTIVE SESSION

A session to discuss personnel issues to include the City Manager, and the City Commission. Commissioner Heldstab moved, seconded by Commissioner Talley to adjourn into executive session at 8:13 PM not to exceed 30 minutes to discuss personnel issues. Ayes: Heldstab, Rhodes, Talley, Taylor. Nays: Johnson. Motion carried. Commissioner Heldstab moved, seconded by Commissioner Taylor to reconvene into regular session at 8:43 PM having made no decisions nor taken any action while in executive session. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: None. Motion carried.

A session to discuss land acquisition issues to include the City Manager, The City Commission, and City Attorney Logan. Commissioner Talley moved, seconded by Commissioner Heldstab to adjourn into executive session at 8:46 PM not to exceed 5 minutes to discuss land acquisition issues. Ayes: Heldstab, Rhodes, Talley, Taylor. Nays: Johnson. Motion carried. Commissioner Talley moved, seconded by Commissioner Heldstab to reconvene into regular session at 8:51 PM having made no decisions nor taken any action while in executive session. Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: None. Motion carried.

ADJOURNMENT

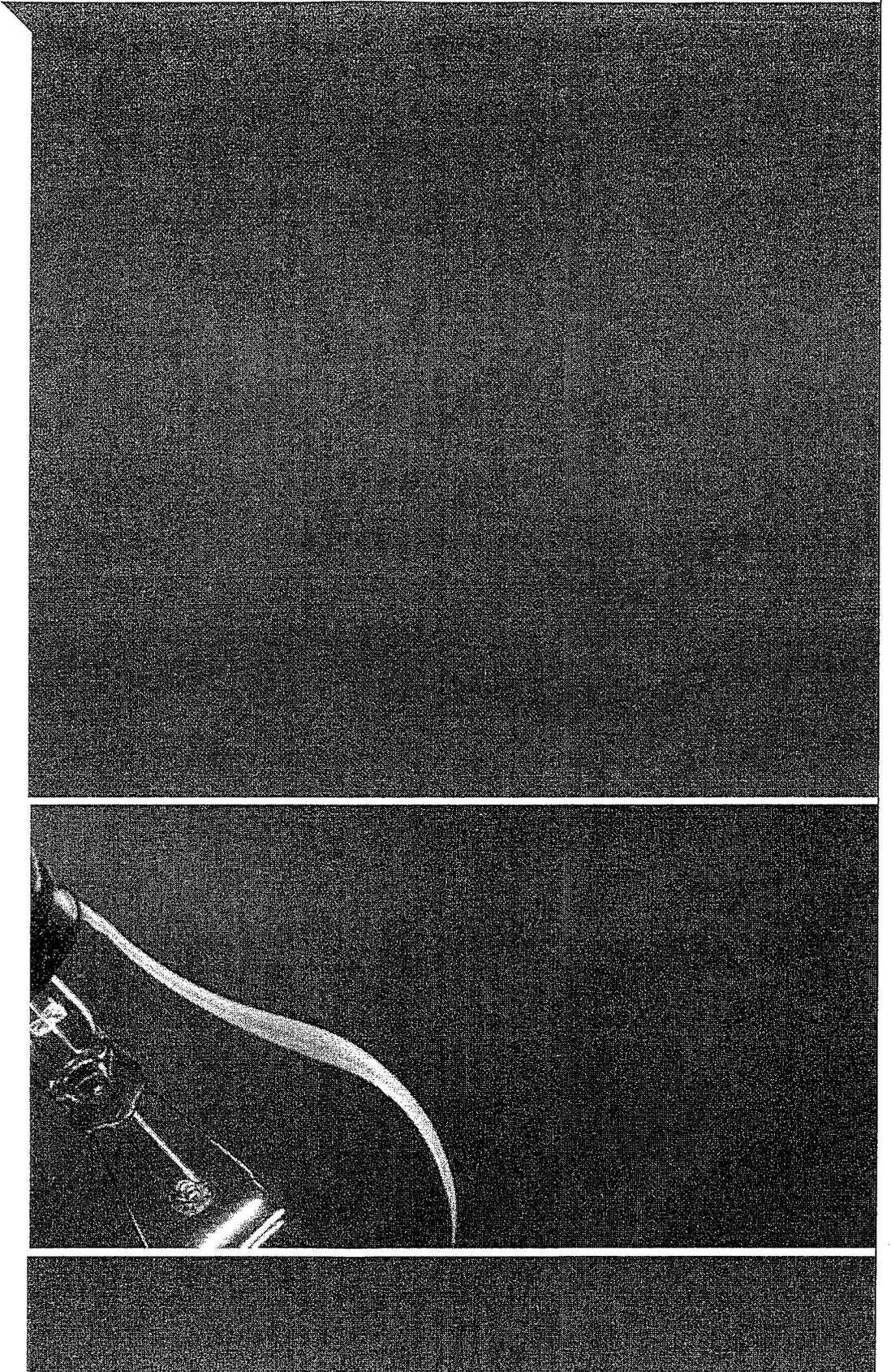
Commissioner Talley moved, seconded by Commissioner Taylor to adjourn at 9:53 PM Ayes: Heldstab, Johnson, Rhodes, Talley, Taylor. Nays: None. Motion Carried.

March 1, 2011

APPROVED AND ACCEPTED THIS 15th DAY OF MARCH 2011 AS THE OFFICIAL COPY OF THE JUNCTION CITY CITY COMMISSION MINUTES FOR MARCH 1, 2011.

Tyler Ficken, City Clerk

Mike Rhodes, Mayor



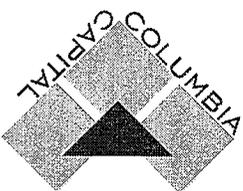
Partnering for Financial Improvement

Columbia Capital Management, LLC • March 2011



Jeff White
Managing Director

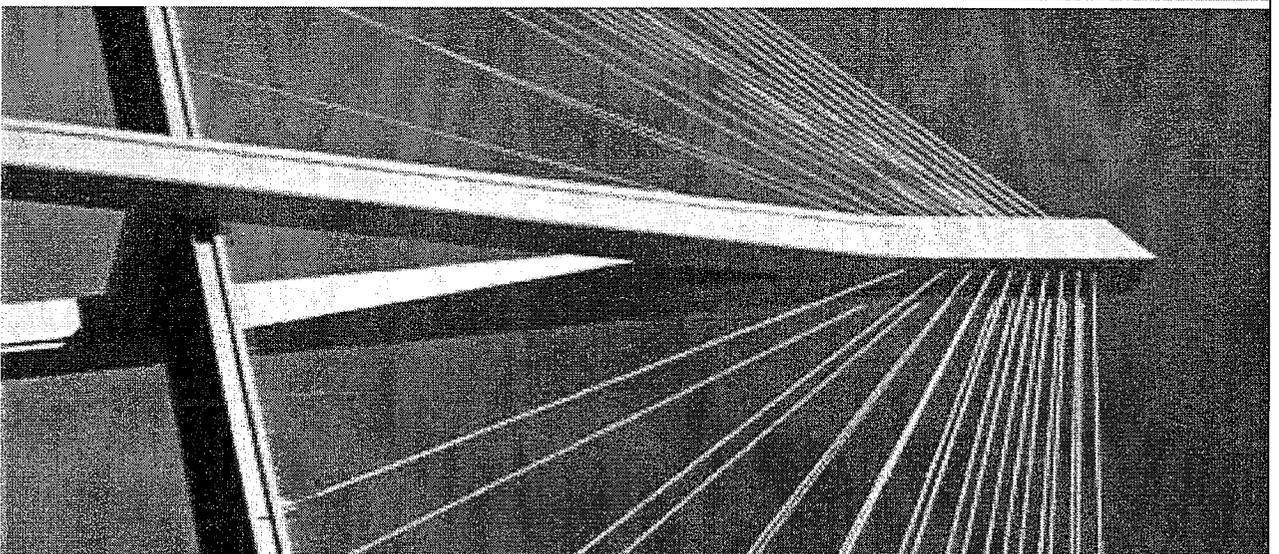
Kelsi Powell
Managing Director

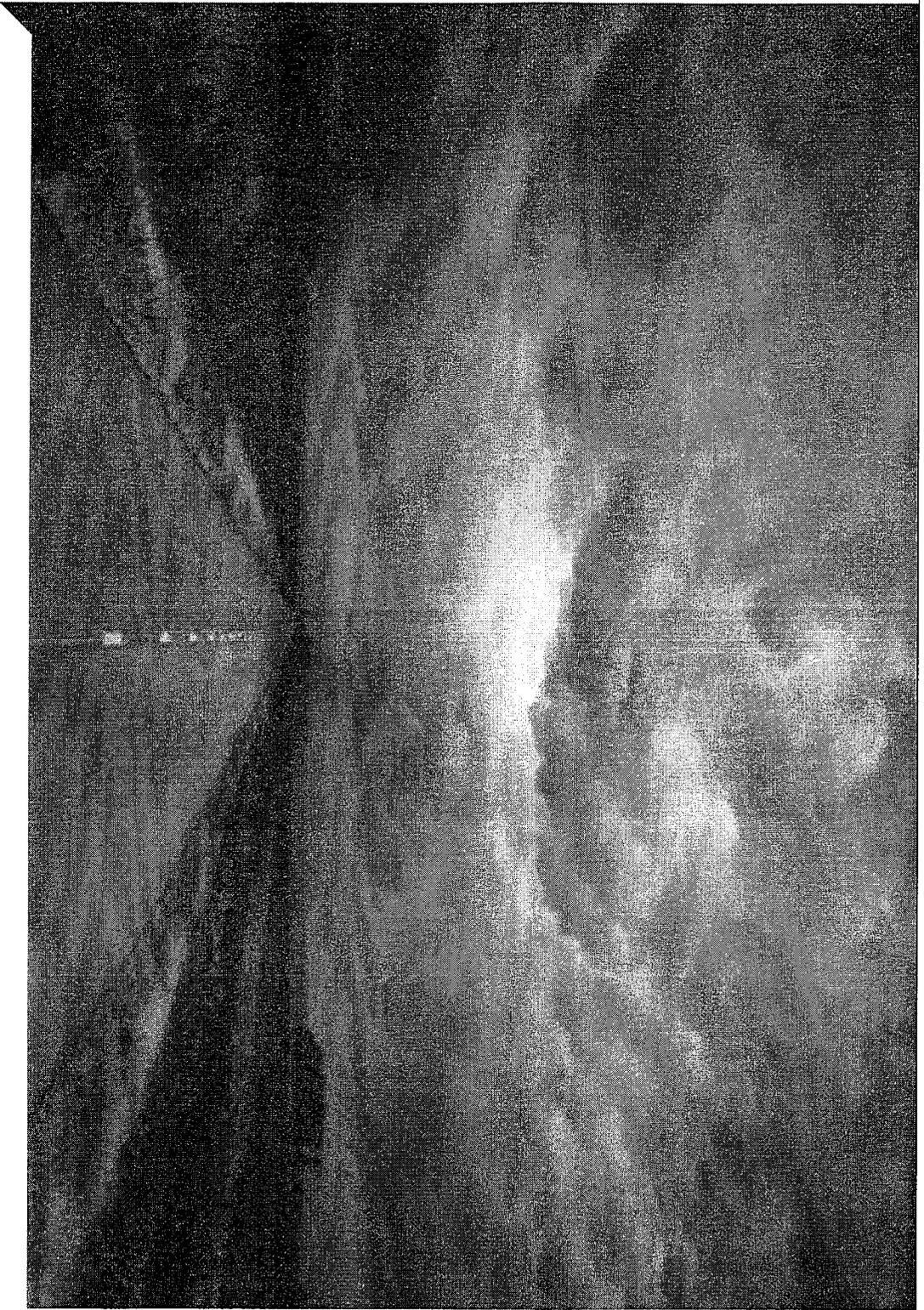


Columbia Capital Management, LLC
Independent Municipal Advisors
Overland Park

Discussion

- The Case for Action
- Joint Approach
- Importance of Independent Advice
- Columbia Capital Introduction
- Your Questions





The Case for Action



City's Financial Challenges

5

- Very significant outstanding indebtedness
- City credit support of underperforming developments
- Strained operating budget
- Continued impacts of Great Recession
- Challenge of statutory debt limit

Debt Burden Poses Long-Term Challenge

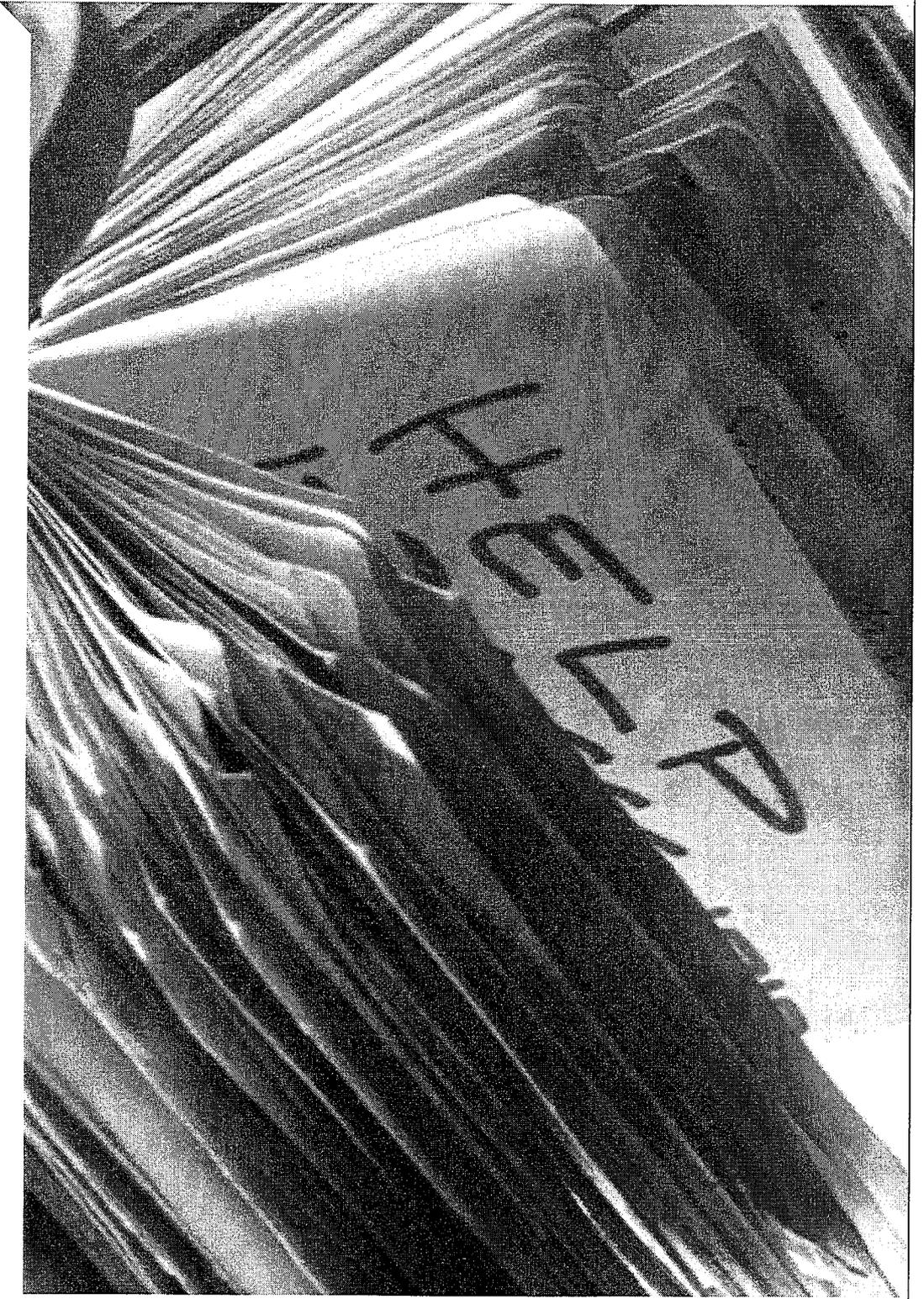
6

[outstanding debt chart here]

Impact of 2011 and 2012 Payments

7

[FY10-12 d/s due]



Joint Approach

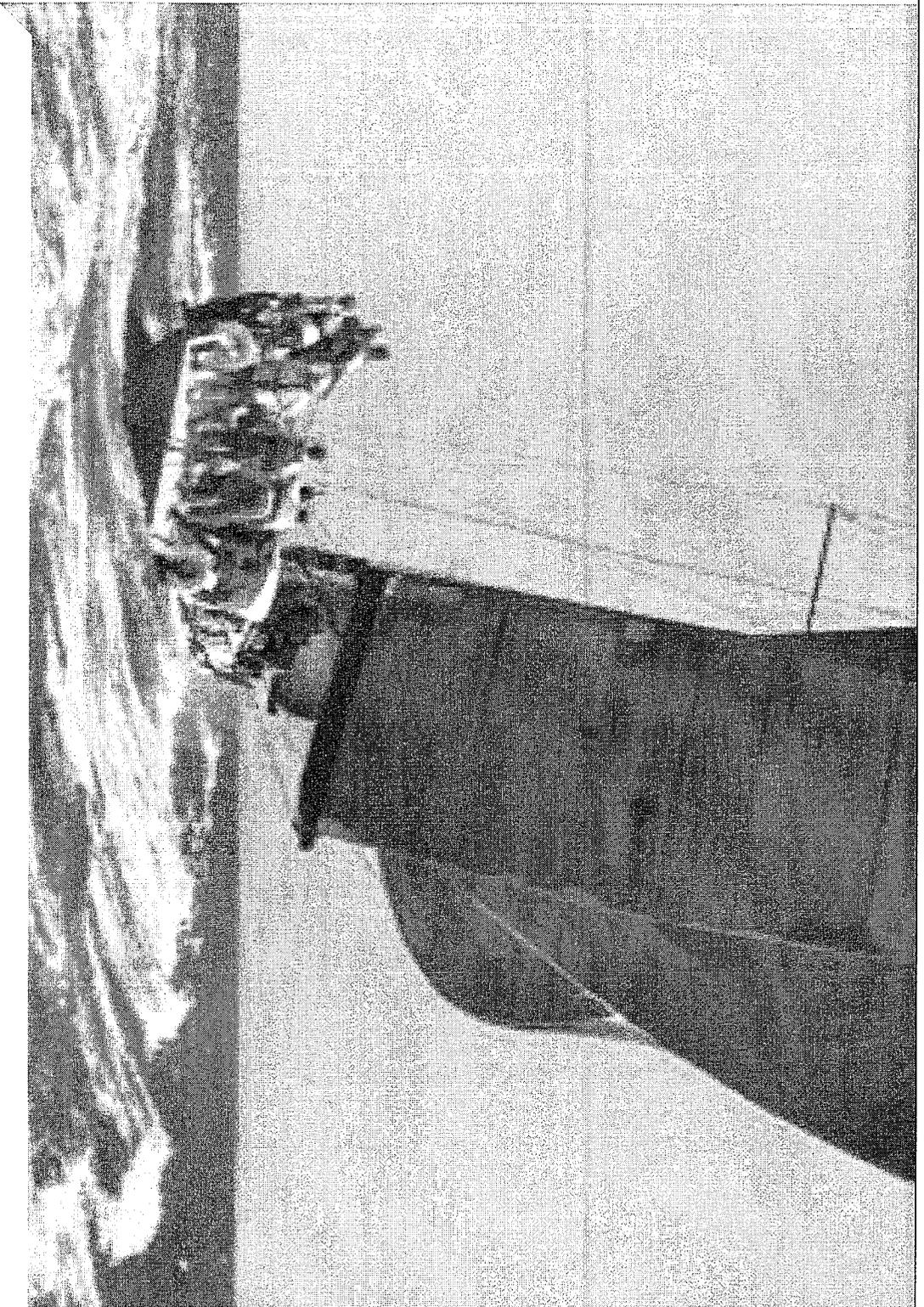
Working Together on a Long-Term Plan

- City staff has done an outstanding job developing a long-term operating budget model
- Columbia Capital will build on this work, collaborating on development of a long-term capital investment and debt management strategy
- We will also work jointly with the City on approaches to involve other partners in the long-term plan
 - Rating agencies, state agencies, US government

Dealing with Tactical Issues

10

- Columbia Capital will analyze and recommend an approach to address debt service demands in FY10 and FY11
- Approach will consider
 - Impact on future flexibility
 - Minimizing costs of borrowing
 - Protection of the City's credit rating
- Appropriate method of sale



The Importance of Independent Advice



Avoiding Conflicts of Interest

12

“Financial Advisers should be prohibited from resigning as financial advisor to an issuer, and then underwriting that issuer’s bonds...Right now, a financial professional advising a municipality can guide the municipality towards securities tailored to his firm’s advantage, then resign and act as underwriter. This is a classic example of conflict of interest.”

—Mary L. Schapiro, Chairman, US Securities and Exchange Commission
<http://www.sec.gov/news/speech/2010/spch050710mls.htm>

“In the conduct of its municipal advisory activities on behalf of municipal entities, a municipal advisor shall be subject to a fiduciary duty, which shall include a duty of loyalty and a duty of care.”

—Municipal Securities Rulemaking Board Rule G-36
(Proposed February 14, 2011)

Best Practices

13

- Government Finance Officers' Association recommends cities obtain financial advice from independent firms, rather than investment banks
- The Dodd-Frank financial reform bill imposes a fiduciary duty, requiring the advice provided by financial advisors put the interests of the issuer before the interests of any other party
- Proposed regulations recently issued by the MSRB will prevent firms from serving as both financial advisor and underwriter on the same transaction

Pragmatic Considerations

14

- Columbia Capital serves as an extension of City staff, allowing them to focus on other important priorities
- Columbia Capital's team advises on dozens of transactions annually, allowing us to apply our market and trend expertise to the City's benefit
- Academic study shows that the mere presence of a financial advisor improves transaction pricing



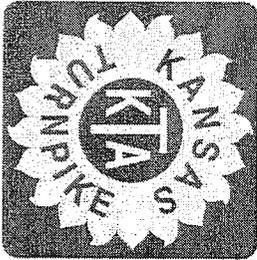
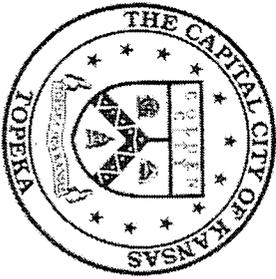
Firm Introduction



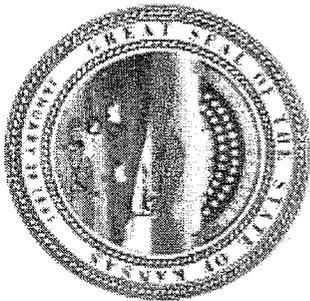
Innovative Solutions. Proven Results.

- Independent Financial and Investment Advisor
 - Registered “Municipal Advisor” with SEC and MSRB
 - No ties to investment banks
 - No debt, no outside investors, local ownership
- Advice on more than \$18 billion in bonds in 2000s
- Largest financial advisory firm in the region

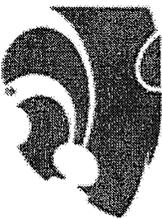
A Trusted Advisor



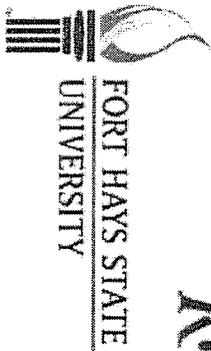
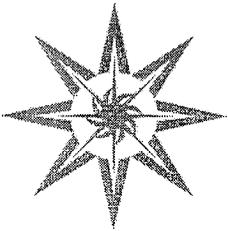
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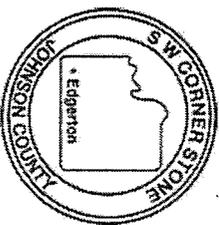
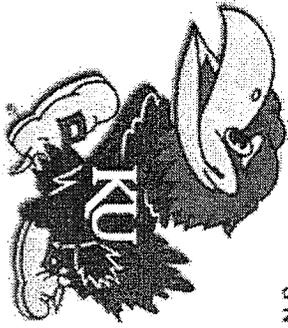
KSTATE



PRAIRIE VILLAGE, KANSAS



Kansas Development Finance Authority



An Experienced Team

18

Dennis Lloyd

President and Founder
30 years of public finance experience

Jeff White

Managing Director
10 years of public finance experience
10 years of local government management experience

Kelsi Powell

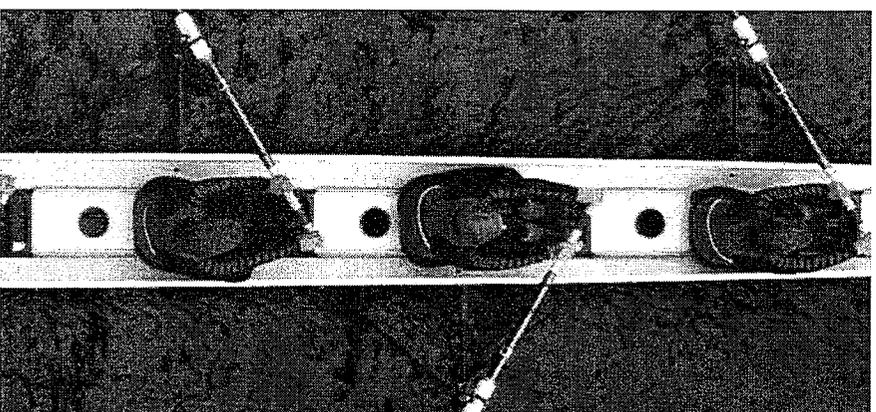
Managing Director
8 years of public finance experience
Coursework toward PhD in Economics

Cortney Boor

Senior Analyst
8 years of public finance experience

Khalen Dwyer

Analyst
1 year of public finance experience



Your Questions



30

City of Junction City

City Commission

Agenda Memo

03-15-11

From: Tim Brown, Chief of Police
To: Gery Vernon, City Manager
Subject: Street Closings on the 100 Block of West Seventh Street

Objective: The Junction City Arts Council requests that the 100 Block of West Seventh be closed from 2:30 p.m. to midnight on Saturday, April 2, 2011.

Explanation of Issue: The closure is to host a block party concert that will serve as a benefit fundraiser for the 2011 Junction City High School Prom.

Request is made to close West Seventh Street from the corner of Washington to the alley adjacent to the Junction City Arts Council studio/gallery. One business will be impacted by the closure. Junction City Arts Council staff have contacted the business and made them aware of the request.

Budget Impact: There is no impact on the budget.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the request for the street closing
2. Disapprove the request for the street closing
3. Modify the request for the street closing
4. Table the request

Recommendation: Staff recommends approval of the street closing.

Enclosures: Letter from Arts Council Director Gail Parsons to Tim Brown, Chief of Police



JUNCTION CITY ARTS COUNCIL, INC.

P.O. Box 403, Junction City, KS 66441
(785) 762-2581 * jcartscouncil@yahoo.com

Feb. 25, 2011

Dear Chief Brown,

The Junction City Arts Council is requesting permission to block a portion of the east end of the 100 block of West Seventh Street from 2:30 p.m. to midnight on Friday April 1, 2011.

The exact location is from the corner of Washington and West Seventh St. to the alley adjacent to the Junction City Arts Council studio/gallery. There is one business that has an entrance that would be in the closed section. I have been in communication with that business owner and agree that his entrance will not be impeded.

The closure is to host a block party concert that will serve as a benefit fundraiser for the 2011 Junction City High School Prom.

Thank you for your consideration of this request.

A handwritten signature in black ink, appearing to read 'Gail Parsons', written over a horizontal line.

Gail Parsons
JC Arts Executive Director

cc. Tyler Ficken

3d

City of Junction City

City Commission

Agenda Memo

03-15-11

From: Tim Brown, Chief of Police
To: Gery Vernon, City Manager
Subject: Street closing request for Run for the Wall

Objective: The Run for the Wall committee requests the closure of intersections on May 22, 2011.

Explanation of Issue: The closure is to host a Run for the Wall ceremony at the Kansas Vietnam Veterans Memorial. The committee plans to draw approximately 400 motorcycles to the event.

Request is made to close:

- 1) Fifth Street - 1st 100 block west from Washington Street to Jefferson Street from 3:00 pm to 7:00 pm
- 2) Washington Street – from Fifth Street to Sixth Street from 4:30 pm – 7:00 pm.

Budget Impact: There is no impact on the budget.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the request for the street closing
2. Disapprove the request for the street closing
3. Modify the request for the street closing
4. Table the request

Recommendation: Staff recommend approval of the street closing.

Suggested Motion:

Move to approve the street closing for Run for the Wall

Enclosures: Letter from the Run for the Wall committee

XXIII RUN FOR THE WALL

This event will occur as it has in the last three years. No additional events have been planned for the park at this time other than the massing of motorcycles and ceremony. The Committee will set all barricades and cones.

Location: **Heritage Park**

Date: **May 22, 2011**

Heritage Park and Sertoma Park have been reserved and fees paid

- Use of Sertoma Park for camping.
 1. Request that restroom facilities be open
 2. Trash receptacles placed in park.
 - Use of Heritage Park
 1. Restroom facilities open and additional trash receptacles placed in park near ceremony site – Kansas Vietnam Veterans Memorial
 2. Request electricity be on in Heritage Park for sound system use during ceremony
 3. Ceremony held in front of the Kansas Vietnam Veterans Memorial
 4. Placement of bleachers (4 sets owned by the CVB) will be placed by GC Public Works on Friday May 20, and removed on Monday May 23
 - Blockage of Streets
 1. 5th Street – 1st 100 block west from Washington Street to Jefferson Street 3:00 pm – 7:00 pm
 2. Washington Street from 5th Street to 6th street 4:30 pm to 7:00 PM
 - Placement of 16 barricades (Committee will set barricades in place at the appropriate time, and remove barricades following departure of riders)
 1. 4 sets placed at the corner of 5th & Jefferson
 2. 8 sets placed at the corner of 5th & Washington
 3. 4 sets placed at the corner of 6th & Washington to block southbound traffic
 - Use of 60 traffic cones for blocking parking lanes. Committee will set cones in parking spaces at approximately 3:00 pm, and remove cones following departure of riders
 1. Parking lanes on the east side of the 500 block of N. Washington
 2. Parking lanes on west side of 500 block of N. Washington
 - Waiver of Noise Ordinance
 - Traffic Control – JCPD and Geary County Sheriff's Department are coordinating escort of group into town, as in years past. The RFTW also assists with road guards at intersections.
 - First Presbyterian Church has been notified of the date and times of arrival and street closure request.
 - May 23
 1. Departure will be from the JC Nazarine church parking lot at 7:00 AM. Permission to use the church parking lot has been approved by the church
 2. Breakfast for the riders will be provided prior in the parking lot coordinated by the Christian Motorcycle Association. Coordinating with Fort Riley for breakfast support at location.
-
-
-

32

City of Junction City

City Commission

Agenda Memo

3-9-2011

From: Tyler Ficken, City Clerk

To: Gerry Vernon, City Manager

Subject: Emergency Shelter Grant Application

Objective: To gain approval for the City of Junction City to sign and submit application forms to Kansas Housing Resources Corporation on behalf of the Open Door for general operations in the amount of \$48,000.

Explanation of Issue: The City of Junction City signs and submits request for funds and administers the grant funds. The City receives an administrative fee of \$800. The shelter provides matching funds through volunteer hours and donations.

Budget Impact: + \$800 for the General Fund

Alternatives:

1. Approve the Mayor and City Manager to sign grant and submit grant application for Emergency Shelter Grant in the amount of \$48,000.
2. Disapprove Mayor and City Manager to sign and submit grant application for Emergency Shelter Grant in the amount of \$48,000.
3. Table the Request.

Recommendation: Staff recommends approval

Suggested Motion: Move to approve the Mayor and City Manager to sign and submit grant application documents for Emergency Shelter Grant in the amount of \$48,000.

Enclosures: Grant Application

EMERGENCY SHELTER GRANT APPLICATION 2011

Instructions: Please complete all six sections of the Emergency Shelter Grant (ESG) application. Complete sections two through six for each individual sub-recipient agency.

SECTION I: APPLICANT INFORMATION (Local Units of Government Only)

A. Applicant Information

Local Government City of Junction City

Authorized Representative Gerry Vernon Title City Manager

Address 700 N Jefferson City Junction City,

State Kansas Zip 66441 Federal I.D. Number 94-3417911

Contact to whom questions about this application should be directed: Flora Lewis

Telephone (785) 238-3599 Fax (785) 762-8824

E-mail Address _____

Sub Recipient Agency	Rehabilitation	Operations	Essential Services	Homeless Prevention	Totals
Open Door Community House	\$0.00	\$48,000.00	\$0.00	\$0.00	\$48,000.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Totals	\$0.00	\$48,000.00	\$0.00	\$0.00	\$48,000.00

B. Purpose of Request (Check all that apply)

- Bring building up to health and safety codes.
- Make or improve facility accessibility.
- Increase beds for homeless people by _____ (number).
- Expand or maintain the number of homeless individuals or families served.
- Increase or maintain essential services.
- Provide homeless prevention services.
- Other (Specify):

Certification: To the best of my knowledge and belief, the data in this application are true and correct. This document has been duly authorized by the governing body of the applicant. The applicant will comply with federal and state regulations if assistance is approved.

Signature _____

Date _____

Title (Chief Elected Official) _____

EMERGENCY SHELTER GRANT APPLICATION 2011

SECTION II: SUB RECIPIENT INFORMATION

A. SUB RECIPIENT AGENCY

Sub recipient agency is required to be an existing Emergency Shelter, Day Shelter or Transitional Housing Program that provides homeless assistance services to homeless clients. It is also required to be a non profit 501 (c) (3).

Agency's Legal Name: Open Door Community House, Inc		Federal ID #: 48-1100599	
Street/P.O. Box: 136 W 3 rd St			
City: Junction City	State: Kansas	Zip: 66441	County: Geary
Chief Executive Officer (name and title): Flora Lewis, Executive Director		CEO Email: opendoor@nqks.com	
Local Contact Person: (name and title) Flora Lewis, Executive Director			
Email of Contact Person: opendoor@nqks.com			

B. COUNTIES OF ESG SERVICES:

1. Geary	4. Dickinson
2. Clay	5. Morris
3. Riley	6.

C. AGENCY TYPE: (check all that apply).

- Emergency Shelter – Temporary
- Transitional Housing – up to 24 month
- Day Shelter – no overnight

TARGET POPULATION: (check all that apply).

- All Homeless
- Veterans
- Mental Health
- Youth
- Domestic Violence Victims
- Substance abuse
- Other

D. FUNDING REQUEST & MATCH:

Total Amount of Request: \$48,000.00

ESG requires a 100% match for awarded funds. Please identify the amount and source of match below. You may utilize more than one source for match requirement:

<input checked="" type="checkbox"/> Cash:	\$42,000.	Source
<input type="checkbox"/> Grant:	\$	Source
<input type="checkbox"/> In-Kind or Donation:	\$	Source
<input checked="" type="checkbox"/> Other:	\$6,000.00	Source volunteer hours

EMERGENCY SHELTER GRANT APPLICATION 2011

SECTION III: SUB RECIPIENT ORGANIZATIONAL CAPACITY

EXHIBIT 1: ORGANIZATIONAL CAPACITY

A. How long has your organization served homeless population?

- 10 or more years
- 5-9 years
- Less than 5 years

B. Is your organization an active member of any of the following? Please check those that apply.

- Balance of State Continuum of Care
- Regional/Local Planning Meetings
- State/Local Consolidated Plan Process
- Regional/Local Homeless Committees (example: United Way, HOPWA Committees, Domestic Violence Committees, Homeless Veterans Committees, etc.)

C. How does Sub recipient staff participate in these meetings/groups? Please describe level of involvement.
During the United Way campaign period, Open Door representative is asked to speak before different groups, also attend

United Way quarterly meetings, display their log on Open Door letterhead, and display their logo on our bulletin board.

D. Briefly describe the organization's board of director's fiscal oversight committee. How many members does it have, how often does it meet, and what are its responsibilities? Are there policies and procedures? If so, what entity is responsible for oversight?

There are 12 board members who meet every 2nd Thursday of each month. It is their responsibility to oversee the overall operation of the facility through their input of knowledge and experience and physical labor during events and fundraisers. Policies are overseen by the Director.

E. What type of financial management system does the organization have? Describe the organization's system of checks and balances in its fiscal management. What is the division of responsibilities to ensure good fiscal oversight? Explain who maintains the organization's accounting records and if there is a software system utilized.

EMERGENCY SHELTER GRANT APPLICATION 2011

Open Door uses the accounting firm of Pottberg, Gassman & Hoffman, Chtd for their financial system, they maintain our accounting records. The Treasurer, with assist from Director, maintains the day-to-day financial records, makes the deposits and utilizes the Quick Books software system for a check and balance.

F. Does your agency have pending civil or criminal proceedings filed or being processed currently or have such been processed over the past three years? If the answer is "yes" an explanation must be provided with official documentation or court record that demonstrates the status of the issue.

No

G. Provide an address and physical description of the shelter and or service delivery site. Domestic Violence providers provide only physical description.

136 W 3rd St Junction City, KS, located on the corner of 3rd & Jefferson Streets. This is a homeless shelter

H. Explain how agency will identify and document homeless status of a client.

HMIS

I. Are there any current HUD findings against the agency? If yes, please explain.

EMERGENCY SHELTER GRANT APPLICATION 2011

No

J. Annual budget.

Please complete the chart listed below. The budget will be reviewed to determine the percentage of funds received from government, foundations and community support. The budget will also be reviewed to determine the percentage of unrestricted funds available to the organization and the organization's deficit ratio. Please attach a copy of the organization's most recently completed audited financial statements. Please list the start and end date for the budget.

*What is the requested State ESG percentage of the revenue? 34%

Start Date: 1/1/2011

End Date: 12/31/2011

	Total Amount for Organization	% of Total
Revenue	\$0.00	0%
Grants/Awards	\$45,000.00	31%
Community Support (Donations/Fund-raising)	\$82,000.00	57%
Fee for Service	\$0.00	0%
Interest and Other Investment Income	\$75.00	0%
Other	\$4,200.00	2%
Other	\$5,000.00	3%
Other	\$5,900.00	4%
Total Revenue	\$142,175.00	100%
Expenses		
Salaries and Wages	\$75,638.00	52%
Employee Benefits	\$630.00	0%
Payroll Taxes	\$18,917.00	13%
Other Taxes	\$0.00	0%

EMERGENCY SHELTER GRANT APPLICATION 2011

Insurance	\$11,367.00	7%
Rent	\$0.00	0%
Utilities	\$22,227.00	15%
Materials and Supplies	\$4,768.00	3%
Organization Contracts/Financial Obligations	\$0.00	0%
Professional Fees	\$1,179.00	0%
Program-Related Expenses	\$0.00	0%
Loan/Line of Credit Payment(s)	\$0.00	0%
Other	\$3,783.00	2%
Other	\$4,558.00	3%
Other	\$0.00	0%
Total Expenses	\$143,067.00	100%
Excess(Deficit) – Revenue Minus Expenses	(\$892.00)	

K. During the past 12 months has the Sub recipient received an award from any of the following?

Check all that apply:

- KHRC
- SRS
- State Other
- Federal Other
- Private Other

Please attach documentation of all awards and complete the following:

Funder	Award Date	Amount	Purpose of Funding
KHRC		\$0.00	
SRS		\$0.00	
State Other:		\$0.00	
Federal Other:		\$0.00	

EMERGENCY SHELTER GRANT APPLICATION 2011

Private Other:		\$0.00	
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SECTION IV: PROGRAM NARRATIVE & SERVICES

EXHIBIT 2: PROGRAM NARRATIVE & SERVICES PROVIDED

A. Please provide a description of the services OFFERED AT your agency. If you provide services other than those listed, please provide a description under 'other'. If another agency provides this service but your agency refers to them, DON'T include in this section. This will be asked in section F of Exhibit 2.

Type of Service	Description
Housing & Food Assistance	Provide temporary shelter for individuals and food assistance on an emergency basis
Case Management (for Housing Placement, Mainstream Resources, Employment Assistance, etc.)	Provide counseling, budgeting, employment & housing assistance
Financial Assistance for Utilities or Rent	N/A

EMERGENCY SHELTER GRANT APPLICATION 2011

Clothing & Other Necessities	Provide clothing, personal hygiene items, diapers, baby formula and furniture
Legal Assistance	N/A
Type of Service	Description
Mental Health Counseling	N/A
Substance Abuse Counseling	N/A
Child Care Assistance	N/A
Transportation/ Transportation Assistance	N/A

EMERGENCY SHELTER GRANT APPLICATION 2011

Medical/Dental Assistance	N/A
Homeless Prevention (utility and rent assistance)	N/A

SECTION V: ESG ELIGIBLE PROGRAM ACTIVITIES

A. ESG Activities

Please check each activity the Sub recipient plans to carry out.

- Essential Services**
- Operations**
- Homeless Prevention Activities**
- Rehabilitation**

Funds may be used for:

Essential Services: Such services include, but are not limited to: those concerned with employment, health, substance abuse, education, childcare, transportation, assistance in obtaining other federal, state, and local assistance and assistance in obtaining permanent housing. Staff salaries that provide direct case management services necessary to offer such services are allowable costs. These services must be new services or increased services that are offered.

Operations: These costs include activities to operate the program: rent, repairs, fuel, security, food, utilities, essential equipment, insurance, staff costs and administrative costs (that do not provide direct client services). Temporary hotel/motel costs for homeless persons who cannot stay at the shelter. HMIS software costs. Staff salary/administrative costs that operate the shelter cannot exceed 10% of the total award to the Grantee.

Homeless Prevention Activities: These activities include but are not limited to: short term subsidies to defray rent and utility arrearages, security deposits or first month's rent, landlord mediation programs, legal services for indigent tenants, payments to prevent home foreclosure, and other innovative programs and activities designed to prevent the incidence of homelessness.

Rehabilitation and Renovation: The quality and quantity of emergency shelters and transitional housing may be increased with ESG funds through conversion or major rehabilitation or renovation of existing buildings. In general, assistance provided under this subtitle may be used for the following activities relating to emergency shelter for homeless individuals: the renovation, major rehabilitation, or conversion of buildings to be used as emergency shelters.

Conversion means a change in the use of building to an emergency shelter for the homeless under this part, where the cost of conversion and any rehabilitation costs exceed 75 percent of the value of the building after conversion. **Major rehabilitation** means rehabilitation costs in excess of 75 percent of the value of the building before rehabilitation.

Renovation means rehabilitation that involves costs of 75 percent or less of the value of the building before renovation.

EMERGENCY SHELTER GRANT APPLICATION 2011

Value of the building means the monetary value assigned to a building by an independent real estate appraiser, or as otherwise reasonably established by the grantee or the State recipient.

B. ESG Program Financial & Activity Plan/Budget Plan:

Essential Services Activity	Amount Requested
Salaries for Case Managers to assist those that are homeless	\$0.00
Child Care	\$0.00
Education Assistance	\$0.00
Housing Placement Assistance	\$0.00
Job Training Assistance	\$0.00
Supportive Services/Budget Assistance	\$0.00
Mainstream Resource Assistance	\$0.00
Food Pantry for Clients	\$0.00
Medical/Dental for Clients	\$0.00
Prescriptions for Clients	\$0.00
Outreach	\$0.00
Other	\$0.00
TOTAL	\$0.00

Operation Activity	Amount Requested
Shelter Staff (10% only of award)	\$0.00
Utilities	\$28,500.00
Bldg/Ground Maintenance	\$0.00
Rent/Lease of Building	\$0.00
Insurance	\$12,000.00
Office Supplies/Postage	\$2,500.00
Shelter Supplies/Cleaning Supplies	\$5,000.00
Trash Removal	\$0.00
Motel/Hotel for Clients	\$0.00
Water/Sewage	\$0.00
Food	\$0.00
HMIS Software Fees	\$0.00
Other (specify)	\$0.00
TOTAL	\$48,000.00

Homeless Prevention Activity	Amount Requested
Rental Assistance	\$0.00
Mortgage Assistance	\$0.00
Utility Assistance	\$0.00
Security Deposits	\$0.00
Landlord Mediation	\$0.00

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Legal services for Mediation	\$0.00
Other (Specify)	\$0.00
TOTAL	\$0.00

Rehabilitation Activity	Amount Requested
Conversion	\$0.00
Major Rehabilitation	\$0.00
Renovation	\$0.00
Other (Specify)	\$0.00
TOTAL	\$0.00

C. What is the PROPOSED number of HOMELESS clients you plan to serve this fiscal year (July 1, 2011 - June 30, 2012)?
371

Briefly explain how this number was established to show the need in your community.
There was a 5% increase from fiscal year 2010 and even though we are in an economic decline for fiscal year 7/11-6/12 I felt that a 5% increase in the proposed number of homeless clients was adequate with all resources within the community working together in an attempt to combat homelessness

D. BED CAPACITY & NUMBER SERVED:

Family Beds Available: 10
Individual Beds Available: 20
(If prior grantee, utilize ESG Annual Report due July 15, 2010)

Number Clients Served 7/1/09 –6/30/10: 333
(If prior grantee, utilize ESG Annual Report)

Number of Clients Housed on January 25, 2010: 13
(If prior grantee, utilize ESG Annual Report due July 15, 2010)

Is program a Day Shelter only?
 Yes
 No

EMERGENCY SHELTER GRANT APPLICATION 2011

E. How will the program ensure that homeless clients are applying for mainstream resources (Medicare, Medicaid, Food Stamps, SSI Veteran Benefits, SOAR Trained)
Open Door has forms available in house for Medicare and Food Stamps, paperwork must be signed off by Open Door staff and returned to the resource program once an appointment has been made.

F. The following describes the partnerships that exist between your agency and other local agencies to deliver services to homeless. Provide the names of agencies your agency REFERS to for services and what would be accomplished? Provide information for each category and add more categories if necessary. Provide 1 MOU with an agency that provides mainstream resources to clients, for example: food stamp agency, Medicaid agency, Medicare/SSI agency.

Type of Service	Description
Housing & Food Assistance	Refer individuals to Geary Food Pantry, Caring Place and Church of the Nazarene for food assistance. Refer individuals to Green Park Apartments, J C Housing Authority, PATH Homeless Outreach, Section 8 and local landlords for housing assistance.
Case Management (for Housing Placement, Mainstream Resources, Employment Assistance, etc.)	Refer individuals to Workforce Center and Labor Max for employment and Geary County Learning Center to obtain a GED or high school diploma.
Financial Assistance for Utilities or Rent	Refer individuals to Salvation Army, Geary County Ministerial Alliance and Catholic Charities for this assistance

EMERGENCY SHELTER GRANT APPLICATION 2011

Clothing & Other Necessities	Refer individuals to Caring Place and Church of the Nazarene for cost free items and Goodwill and DAV for furniture items. Birthline for baby needs
Legal Assistance	Ref individuals to Legal Aid
Mental Health Counseling	Refer individuals to Pawnee Mental Health

Type of Service	Description
Substance Abuse Counseling	Refer individuals to NA, AA Central Kansas Foundation (CKF) and Restoration Center for rehabilitation
Child Care Assistance	Refer individuals to SRS and MeMe's Daycare, a private provider
Transportation/Transportation Assistance	Refer individuals to VA van for Topeka assist, Senior Citizens bus for daily needs and G&B Transportation for medical appointments

EMERGENCY SHELTER GRANT APPLICATION 2011

Medical/Dental Assistance	Refer individuals to Knoza Clinic, Caring Place a free medical clinic and a local dentist that works for gratis
Homeless Prevention Fund (rent & utility assistance)	Refer individuals to Homeless Prevention and Rapid Re-Housing Program (HPRP)

G. Describe Sub recipient's process to help transition clients from temporary housing to permanent housing?
 Please provide 1 MOU with an organization that provides permanent housing like the housing authority, community action agencies, and mental health centers with S+C program, low-income apartments/landlord.
 Open Door is a temporary shelter which encourages individuals to get jobs and to be able to transition back into the community. This is accomplished with help from Section 8, Green Park Apartments, JC Housing Authority and PATH Homeless Outreach agencies along with local landlords.

H. If someone identifies that they are homeless but the Sub recipient is unable to give them service (i.e. agency is full or only provides services to families or women, etc.), how is the agency facilitating with other agencies in the community to verify the client receives assistance? Is there a policy and procedure in place or a MOU with another agency to accept clients?
 If Open Door is unable to provide shelter for an individual, we will call the surrounding shelters to see if they can accommodate the individual, we also check with Salvation Army and/or the Ministerial Alliance to see if funds are available for bus tickets.

EMERGENCY SHELTER GRANT APPLICATION 2011

Emergency Shelter/Overnight Stay Performance Standards:

1. **Objective:** 60% of clients will access transitional or permanent housing upon exit from the program (for clients who stay at least 30 days).

Measurement: Number of clients evidenced by a summary list of those clients devoid of personal identifiers through some numeric or alpha coding.

2. **Objective:** 50% of clients will increase their income or be employed upon exit from the program (for clients who stay 30 days or more in the program).

Measurement: Number of clients evidenced by a summary list of those clients who have met this goal devoid of personal identifiers through some numeric or alpha coding.

3. **Objective:** 80% of clients will receive case management and/or counseling at least 1 time a week that stay more than 7 days for emergency shelters.

Measurement: Service evidenced by a number of clients who received case management devoid of personal identifiers through some numeric or alpha coding.

Transitional Housing Performance Standards (up to 24 month stay):

1. 70% of residents residing at least six months will move to permanent housing upon exit.

Measurement: Service evidenced by a summary of those clients who have met this goal when discharged devoid of personal identifiers through some numeric or alpha coding.

2. 80% of clients who reside in transitional units will receive case management at least 1 time a month.

Measurement: Service evidenced by a summary of those clients receiving case management devoid of personal identifiers through some numeric or alpha coding.

3. 50% of clients will be employed upon exit from program (for clients who stay at least six months in program).

Measurement: Service evidenced by a summary of those clients who receive employment income devoid of personal identifiers through some numeric or alpha coding.

J. Describe your evaluation method for the three Performance Based Objectives that are required for the Sub recipient's program type to track the fiscal year/grant period. Describe how the objectives will be tracked.

Example

EVALUATION METHOD
Objective: 40% of clients will access transitional or permanent housing upon program exit.
Measurement: Intake and Exit Form completed in HMIS software system with discharge housing noted for each client. Services by a Case Manager to help overcome employment issues, mainstream resources, day care, GED, budgeting, etc. documented to show assistance to overcome barriers to housing.

EMERGENCY SHELTER GRANT APPLICATION 2011

Transitional Housing Performance Standards (up to 24 month stay):

1. **70%** of residents residing at least six months will move to permanent housing upon exit.

Measurement: Service evidenced by a summary of those clients who have met this goal when discharged devoid of personal identifiers through some numeric or alpha coding.

2. **80%** of clients who reside in transitional units will receive case management at least 1 time a month.

Measurement: Service evidenced by a summary of those clients receiving case management devoid of personal identifiers through some numeric or alpha coding.

3. **50%** of clients will be employed upon exit from program (for clients who stay at least six months in program).

Measurement: Service evidenced by a summary of those clients who receive employment income devoid of personal identifiers through some numeric or alpha coding.

J. Describe your evaluation method for the three Performance Based Objectives that are required for the Sub recipient's program type to track the fiscal year/grant period. Describe how the objectives will be tracked.

Example

EVALUATION METHOD
Objective: 40% of clients will access transitional or permanent housing upon program exit.
Measurement: Intake and Exit Form completed in HMIS software system with discharge housing noted for each client. Services by a Case Manager to help overcome employment issues, mainstream resources, day care, GED, budgeting, etc. documented to show assistance to overcome barriers to housing.

Objective and Measurement 1:

Objective: 60% of clients will access transitional or permanent housing upon exit from the program
Measurement: Intake and Exit form completed in HMIS software system with discharge housing noted for each client. Services will be documented on employment, budgeting and housing assistance

Objective and Measurement 2:

EMERGENCY SHELTER GRANT APPLICATION 2011

Objective: 50% of clients will increase their income or be employed upon exit from the program

Measurement: Employment information will be inputted into the HMIS software system

Objective and Measurement 3:

Objective: 80% of clients will receive case management and/or counseling at least 1 time a week

Measurement: Case management summaries will be inputted into HMIS software system upon completion of counseling each week.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
1100 COMMERCE STREET
DALLAS, TX 75242-0000

DEPARTMENT OF THE TREASURY

Date: MAR 28 1995

THE OPEN DOOR COMMUNITY HOUSE INC
136 WEST THIRD ST
JUNCTION CITY, KS 66441-2933

Employer Identification Number:
48-1100599

Case Number:
755055012

Contact Person:
ANNETTE SMITH

Contact Telephone Number:
(214) 767-6023

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Addendum Applies:
Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the

THE OPEN DOOR COMMUNITY HOUSE INC

Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

THE OPEN DOOR COMMUNITY HOUSE INC.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script that reads "Bobby E. Scott".

Bobby E. Scott
District Director

**STATE OF KANSAS
OFFICE OF
SECRETARY OF STATE
RON THORNBURGH**

To all to whom these presents shall come, Greetings:

I, RON THORNBURGH, Secretary of State of the state of Kansas, do hereby certify that I am the custodian of records of the State of Kansas relating to business entities and that I am the proper official to execute this certificate.

Entity Name: THE OPEN DOOR COMMUNITY HOUSE, INC.

Structure: KANSAS NOT FOR PROFIT CORPORATION

Business Entity ID Number: 1790542

Was filed in this office on June 11, 1991 and has complied with the applicable provisions of the laws of the state of Kansas and on this date is in good standing and authorized to transact business or to conduct affairs within this state



In testimony whereof: I hereto set my hand and cause to be affixed my official seal. Done at the City of Topeka, this 31 of March , 2010.

A handwritten signature in black ink, appearing to read "Ron Thornburgh". The signature is fluid and cursive, written over a horizontal line.

**RON THORNBURGH
SECRETARY OF STATE**

Certificate ID: 279023 - To verify the validity of this certificate please visit <https://www.accesskansas.org/businessentity/validate.html> and enter the certificate ID number.

**KANSAS HOUSING
RESOURCES CORPORATION**

**LOCAL UNIT OF GOVERNMENT
EMERGENCY SHELTER GRANT PROGRAM
FY2011 CERTIFICATIONS**

I, Gerry Vernon, City Manager (*name and title*), authorized to act on behalf of City of Junction City (*local unit of government*), certify that the local unit of government will ensure compliance by units of general local government and nonprofit organizations to which it distributes funds under the Emergency Shelter Grant Program with:

- (1) The requirements of 24 CFR 576.21(a)(4), which provide that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services meet the following standards: (A) that the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) that the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) that there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) that the assistance must not supplant funding for pre-existing homeless prevention activities from any other source.
- (2) The requirements of 24 CFR 576.25(b)(2) concerning the submission by nonprofit organizations applying for funding of a certification of approval of the proposed project(s) from the unit of local government in which the proposed project is located.
- (3) The requirements of 24 CFR 576.53 concerning the continued use of buildings for which Emergency Shelter Grant funds are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services, concerning the population to be served.
- (4) The building standards requirement of 24 CFR 576.55.
- (5) The requirements of 24 CFR 576.56, concerning assistance to the homeless.
- (6) The requirements of 24 CFR 576.57, other appropriate provisions of 24 CFR Part 576, and other applicable Federal law concerning nondiscrimination and equal opportunity.
- (7) The requirements of 24 CFR 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
- (8) The requirements of 24 CFR 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
- (9) The requirements of 24 CFR 576.65(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the Emergency Shelter Grant Program and that the address or location of any family violence shelter project assisted with ESG funds will not be made public, except with written authorization of the person or persons responsible for the operation of the shelter.

- (10) The requirement that recipients involve, to the maximum extent practicable, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 CFR 576.56(b)(2).
- (11) The new requirement of the McKinney Act (42 USC 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that State and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of State and local resources.

I certify that the local unit of government will comply with the requirements of 24 CFR Part 24 concerning the Drug-Free Workplace Act of 1988.

I certify that the local unit of government will comply with the provisions of, and regulations and procedures applicable under 24 CFR 576.57(e) with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 CFR Part 58 as applicable to activities of nonprofit organizations funded directly by the State. The local unit of government also agrees to assume the Department's responsibility and authority as set forth in 24 CFR 576.57(e) for acting on the environmental certifications and requests for the release of funds submitted to the State by local government recipients.

I certify that the local unit of government will ensure the provision of the matching funds required by 24 CFR 576.51 and 42 USC 11375, including a description of the sources and amounts of such supplemental funds, as provided by the State, units of general local government or nonprofit organizations.

Name and Title:

Signature (Chief Elected Official)

Date

Title

KANSAS HOUSING
RESOURCES CORPORATION

**CERTIFICATION OF LOCAL APPROVAL
FOR NONPROFIT ORGANIZATIONS**

I, Flora Lewis, Executive Director (*name and title*), duly authorized to act on behalf
of the Open Door COmmunity House, Inc (*name of jurisdiction*),
hereby approve the following project(s) proposed by City of Junction City
[name(s) of jurisdiction(s)].

By: _____
Name of Local Government Official

Signature

Date

Title

QUARTERLY AGENCY MEETING

FEBRUARY 16, 2011

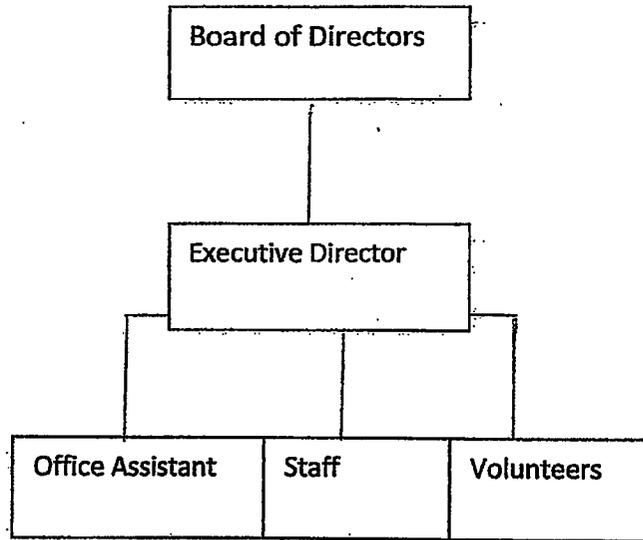
AGENDA

1. Introductions
2. New Office Space – Ribbon Cutting & Office Warming *10-2 open house.
3/11 at noon*
3. Campaign Update
4. Allocation Application Forms
5. CFC Application Process
6. Pre-Existing Condition Insurance Information
7. KSU Common Good Internship/Career Fair – March 2, 2011
8. Agency Updates

Next meeting: April 20, 2011
12:00 Noon
United Way Office

For More Information: Aileen M. Cray
(785) 238-2117
director@unitedwayjcgcc.org

Open Door Community House, Inc Organizational Chart



OFFICE OF
SECRETARY OF STATE
BILL GRAVES



To all to whom these presents shall come, Greetings:

I, Bill Graves, Secretary of State of the State of Kansas, do hereby certify that the attached is a true and correct copy of an original on file and of record in this office.

STATE OF KANSAS }
GEARY COUNTY } SS

This instrument was filed for record on
the 12 day of June A.D.
19 91 at 2:55 o'clock PM and duly
Recorded in Book 4 page 100-106
Fee \$ 18.00

In testimony whereof:

Waldie M. Johnson
Register of Deeds
Helen C. Miller, Deputy

I hereto set my hand and cause to be affixed my
official seal. Done at the City of Topeka on the
date below: JUN 11 1991



Bill Graves
BILL GRAVES
SECRETARY OF STATE

BY *Willa M. Roe*
ASSISTANT SECRETARY OF STATE

ARTICLES OF INCORPORATION
OF
THE OPEN DOOR COMMUNITY HOUSE, INC.

The undersigned, GEARY COUNTY MINISTERAL ASSOCIATION, a not-for-profit Kansas corporation, for the purpose of incorporating and organizing a not-for-profit corporation under The General Corporation Law of the State of Kansas, does hereby certify as follows:

FIRST: The name of the corporation is THE OPEN DOOR COMMUNITY HOUSE, INC. (hereinafter called the "Corporation").

SECOND: The address of the Corporation's registered office in the State of Kansas is 819 North Washington Street, in the City of Junction City, County of Geary, 66441. The name of its registered agent at such address is Victor A. Davis, Jr.

THIRD: In obedience to the call of our Lord Jesus Christ to care for "The least of these my brethern", (Matthew 25:31-46), the purpose of the Corporation is not-for-profit and the nature and purposes therefor is to own, operate, conduct and maintain in and about Junction City, Kansas, a shelter home or house for homeless persons and generally to provide shelter for homeless persons. In addition, the Corporation shall assist and be responsible, both alone and together with other organizations and agencies for the providing of food, clothing and other necessities of life for and to people and persons who are unable to provide such necessities for themselves.

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SECRETARY OF STATE
KANSAS

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In addition, the Corporation shall own, operate, conduct and maintain a shelter building or shelter house for use in connection with the above purposes, and shall also be entitled to own one or more transitional housing structures for use of persons and families who are temporarily without housing.

The Corporation shall also be entitled to and be authorized to provide housing and shelter for disabled and/or incompetent persons and minors and shall be authorized to obtain any and all such permits, licenses and other authorizations from federal, state and local governments in order to be able to house and provide shelter for such persons and be compensated therefor.

Finally, this Corporation is hereby organized exclusively for charitable purposes in the providing of food, clothing, housing and other necessities of life for persons in and about Junction City and Geary County, Kansas, and surrounding areas, who are unable to provide one or more of such necessities for themselves, and the Corporation shall be and is hereby authorized to do anything in furtherance of such charitable purposes and finally shall be and is hereby authorized to conduct any and all jobs, programs and the like in connection with such purposes outlined above and any and all additional lawful charitable purposes.

FOURTH: The membership of the Corporation shall be composed of such persons and individuals as set forth in the Bylaws of the Corporation.

FIFTH: No part of the net earnings of the Corporation shall inure to the benefit of or be distributable to its members, directors, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article THIRD hereof. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from Federal income tax under Section 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (2) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

SIXTH: Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for the payment of all the liabilities of the Corporation, dispose of all of the assets of the Corporation, exclusively for the purposes of the Corporation in such manner, or to such organization

ELEVENTH: Any director or officer of the Corporation elected or appointed by the members of the Corporation or by the Board of Directors may be removed at any time in such manner as shall be provided by the Bylaws of the Corporation.

TWELFTH: No director shall be personally liable to the Corporation or its members for monetary damages for any breach of fiduciary duty by such director as a director. Notwithstanding the foregoing sentence, a director shall be liable to the extent provided by applicable law (i) for breach of the director's duty of loyalty to the Corporation or its members, (ii) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law, (iii) under the provisions of K.S.A. 17-6424 and any amendments thereto, or (iv) for any transaction from which the director derived an improper personal benefit. No amendment to or repeal of this Article shall apply to or have any effect on the liability or alleged liability of any director of the Corporation for or with respect to any acts or omissions of such director occurring prior to the date when such provision becomes effective.

THIRTEENTH: The private property of the directors and members shall not be subject to the payment of the debts of the Corporation.

FOURTEENTH: The Corporation reserves the right at any time and from time to time to amend, alter, change or repeal any provisions contained in these Articles of Incorporation, and other provisions authorized by the laws of the State of Kansas at

the time in force may be added or inserted, All preferences and privileges of whatsoever nature conferred upon members, directors, or any other persons whomsoever, by and pursuant to these Articles of Incorporation in their present form or as hereafter amended, are granted to the rights reserved in these Articles. Any such amendment, alteration, change or repeal of the Articles of Incorporation shall not be effective unless and until consented to by the Geary County Ministerial Association. Any and all amendments, changes or repeals of the Articles or any part thereof shall not be effective without the consent of the Geary County Ministerial Association, if such association is still in existence.

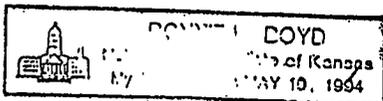
IN WITNESS WHEREOF, I have hereunto set my hand and seal this 23rd day of May, 1991.

GEARY COUNTY MINISTERIAL ASSOCIATION, a non-for-profit Kansas Corporation

By Arthur Stull
Arthur Stull, President

STATE OF KANSAS, COUNTY OF GEARY, ss:

The foregoing Articles of Incorporation were acknowledged before me this 23rd day of May, 1991, by ARTHUR STULL, President of GEARY COUNTY MINISTERIAL ASSOCIATION, a non-for-profit Kansas Corporation, on behalf of said Corporation.



Ronald Doyd
Notary Public

Return of Organization Exempt From Income Tax

Department of the Treasury Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation) The organization may have to use a copy of this return to satisfy state reporting requirements.

Header section containing organization name (OPEN DOOR COMMUNITY HOUSE, INC), address (136 WEST 3RD STREET, JUNCTION CITY, KS 66441-2933), EIN (48-1100599), and other identifying information.

Part I Summary

Summary table with columns for Revenue, Expenses, and Net Assets or Fund Balances. Rows include mission statement, revenue breakdown, and expense breakdown.

Part II Signature Block

Signature block containing the signature of Flora Lewis, Executive Director, dated 2/15/11.

Preparer's information section including Pottberg, Gassman & Hoffman, CHTD., address, and phone number.

Part III Statement of Program Service Accomplishments

1 Briefly describe the organization's mission:

PROVIDES FOOD AND SHELTER FOR NEEDY INDIVIDUALS IN THE COMMUNITY.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the exempt purpose achievements for each of the organization's three largest program services by expenses. Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 106,918 including grants of \$) (Revenue \$) PROVIDED FOOD AND SHELTER FOR NEEDY INDIVIDUALS IN THE COMMUNITY.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services. (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 106,918

Part IV Checklist of Required Schedules

		Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2	Is the organization required to complete Schedule B, Schedule of Contributors?	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II		X
5	Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations. Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? If "Yes," complete Schedule C, Part III		
6	Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9	Did the organization report an amount in Part X, line 21; serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10	Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11	Is the organization's answer to any of the following questions "Yes"? If so, complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable	X	
	• Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI.		
	• Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII.		
	• Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII.		
	• Did the organization report an amount for other assets related in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX.		
	• Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X.		
	• Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? If "Yes," complete Schedule D, Part X.		
12	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI, XII, and XIII.		X
12A	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," completing Schedule D, Parts XI, XII, and XIII is optional.		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?		X
14b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? If "Yes," complete Schedule F, Part I		X
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Part II		X
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Part III		X
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I		X
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20	Did the organization operate one or more hospitals? If "Yes," complete Schedule H		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1		X
35 Is any related organization a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? Note. All Form 990 filers are required to complete Schedule O.		X

Part V Statements Regarding Other IRS Filings and Tax Compliance

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096, Annual Summary and Transmittal of U.S. Information Returns. Enter -0- if not applicable		
	1a 0		
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
	1b 0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		X
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
	2a 8		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file this return. (see instructions)		X
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?		X
b	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
b	If "Yes," enter the name of the foreign country: See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
c	If "Yes," to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction?		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible?		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		
d	If "Yes," indicate the number of Forms 8282 filed during the year		
	7d		
e	Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		
g	For all contributions of qualified intellectual property, did the organization file Form 8899 as required?		
h	For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required?		
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?		
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the organization make any taxable distributions under section 4966?		
b	Did the organization make a distribution to a donor, donor advisor, or related person?		
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders		
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)		
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		
	12b		

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body		
1b	Enter the number of voting members that are independent		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its organizational documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a material diversion of the organization's assets?		X
6	Does the organization have members or stockholders?		X
7a	Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body?		X
7b	Are any decisions of the governing body subject to approval by members, stockholders, or other persons?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Does the organization have local chapters, branches, or affiliates?		X
10b	If "Yes," does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization?		
11	Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form?		X
12a	Does the organization have a written conflict of interest policy? If "No," go to line 13		X
12b	Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		
12c	Does the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this is done		
13	Does the organization have a written whistleblower policy?		X
14	Does the organization have a written document retention and destruction policy?		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official		X
b	Other officers or key employees of the organization		X
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **NONE**
- 18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you make these available. Check all that apply.
 Own website Another's website Upon request
- 19 Describe in Schedule O whether (and if so, how), the organization makes its governing documents, conflict of interest policy, and financial statements available to the public.
- 20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **FLORA LEWIS** **136 WEST 3RD STREET**
JUNCTION CITY **KS 66441** **785-238-3599**

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year. Use Schedule J-2 if additional space is needed.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

- List all of the organization's current key employees. See instructions for definition of "key employee."

- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: Individual trustees or directors; Institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if the organization did not compensate any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
JIM SAND PRESIDENT	1.00	X					0	0	0	
REV. JAMES HAGEMEISTER DIRECTOR	1.00	X					0	0	0	
RAY THOMPSON 2ND VICE PRE	1.00	X		X			0	0	0	
REV JAMES CALLAWAY 1ST VICE PRE	1.00	X		X			0	0	0	
MCKENNY TREMBLE DIRECTOR	1.00	X					0	0	0	
EVELYN MILLER DIRECTOR	1.00	X					0	0	0	
REV RONNIE ROBERTS DIRECTOR	1.00	X					0	0	0	
BARBARA WEEKS DIRECTOR	1.00	X					0	0	0	
REBECCA BOSSEMEYER DIRECTOR	1.00	X					0	0	0	
DR. CECILIA BRMFIELD DIRECTOR	1.00	X					0	0	0	
WANDA DIGGS DIRECTOR	1.00	X					0	0	0	
MARTY ROMBOLD DIRECTOR	1.00	X					0	0	0	
REV. TOM SWIHART DIRECTOR	1.00	X					0	0	0	
							0	0	0	

Part VIII Statement of Revenue

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, gifts, grants and other similar amounts	1a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c				
	d Related organizations	1d				
	e Government grants (contributions)	1e	24,471			
	f All other contributions, gifts, grants, and similar amounts not included above	1f	88,427			
	g Noncash contributions included in lines 1a-1f:	\$				
	h Total. Add lines 1a-1f		112,898			
Program Service Revenue	2a RENT INCOME	Busn. Code	4,600			4,600
	b					
	c					
	d					
	e					
	f All other program service revenue					
	g Total. Add lines 2a-2f		4,600			
	Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		141		
4 Income from investment of tax-exempt bond proceeds						
5 Royalties						
6a Gross Rents		(i) Real (ii) Personal				
b Less: rental exps.						
c Rental inc. or (loss)						
d Net rental income or (loss)						
7a Gross amount from sales of assets other than inventory		(i) Securities (ii) Other				
b Less: cost or other basis & sales exps.						
c Gain or (loss)						
d Net gain or (loss)						
8a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18		a				
b Less: direct expenses		b				
c Net income or (loss) from fundraising events						
9a Gross income from gaming activities. See Part IV, line 19		a				
b Less: direct expenses		b				
c Net income or (loss) from gaming activities						
10a Gross sales of inventory, less returns and allowances		a				
b Less: cost of goods sold	b					
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Busn. Code				
11a MISCELLANEOUS INCOME		7,020			7,020	
b						
c						
d All other revenue						
e Total. Add lines 11a-11d		7,020				
12 Total Revenue. See instructions.		124,659	0	0	11,761	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.
All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U.S. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	85,853	72,657	9,899	3,297
8 Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	8,125	6,876	937	312
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	3,600		3,600	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other				
12 Advertising and promotion				
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy	18,191	12,809	5,382	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	5,121	3,574	1,547	
23 Insurance				
24 Other expenses. Itemize expenses not covered above. (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below.)				
a INSURANCE	8,616	6,031	2,585	
b REPAIR & MAINTENANCE	4,338	3,037	1,301	
c PHONE	1,407	985	422	
d OFFICE SUPPLIES	1,373		1,373	
e MISCELLANEOUS EXPENSE	668	668		
f All other expenses	333	281	52	
25 Total functional expenses. Add lines 1 through 24f	137,625	106,918	27,098	3,609
26 Joint costs. Check here <input type="checkbox"/> If following SOP 98-2. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				

Part X Balance Sheet

		(A)		(B)	
		Beginning of year		End of year	
Assets	1	Cash—non-interest bearing	25,872	1	26,797
	2	Savings and temporary cash investments	35,653	2	27,238
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net		4	
	5	Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6	Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). Complete Part II of Schedule L		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges		9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	131,691		
	10b	Less: accumulated depreciation	84,502		
			52,310	10c	47,189
	11	Investments—publicly traded securities		11	
	12	Investments—other securities. See Part IV, line 11		12	
	13	Investments—program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
15	Other assets. See Part IV, line 11		15		
16	Total assets. Add lines 1 through 15 (must equal line 34)	113,835	16	101,224	
Liabilities	17	Accounts payable and accrued expenses		17	
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities. Complete Part X of Schedule D	1,781	25	2,136
	26	Total liabilities. Add lines 17 through 25	1,781	26	2,136
Net Assets or Fund Balances	Organizations that follow SFAS 117, check here <input type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.				
	27	Unrestricted net assets		27	
	28	Temporarily restricted net assets		28	
	29	Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 30 through 34.				
	30	Capital stock or trust principal, or current funds		30	
	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
	32	Retained earnings, endowment, accumulated income, or other funds	112,054	32	99,088
33	Total net assets or fund balances	112,054	33	99,088	
34	Total liabilities and net assets/fund balances	113,835	34	101,224	

Part XI Financial Statements and Reporting

1 Accounting method used to prepare the Form 990: Cash Accrual Other _____
 If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.

2a Were the organization's financial statements compiled or reviewed by an independent accountant?

b Were the organization's financial statements audited by an independent accountant?

c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?

If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O

d If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both:
 Separate basis Consolidated basis Both consolidated and separate basis

3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?

b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.

	Yes	No
2a		X
2b		X
2c		
3a		
3b		

**OPEN DOOR COMMUNITY HOUSE, INC.
BOARD OF DIRECTORS
2010 - 2011**

Jim Sands - President
222 Navajo
(H) 762-4401 {C}375-4715
James.a.sands@us.army.mil
sandsjl@cox.net

Rev James Callaway - 1st VP GCMA
615 W 4th #1
(H) 238-8839 (W) 238-3016 {C} 831-224-5008
fbcjcl@worship.kscoxmail.com

Rev. Ronnie Roberts GCMA
1403 Candlelight Ln
(H) 375-4669 (W) 237-4253
roberts.fcc@nqks.com

Rebecca Bossemeyer
1809 Commanche Ct
(W) 238-3912/4300 {C} 209-1365
rebecca.bossemeyer@gearycounty.org
Geary County

Dr Cecilia Brumfield GCMA
2714 Blaine Ct
[H]238-5991 [C]804-201-0608
ICEEGOD@aol.com

Wanda Diggs
526 Wheatland Dr
[H]762-4737
Ward Chapel AME Church
angel1956@embarqmail.com

Rev. James Hagemester
833 Plaza Drive GVP
(H) 238-1075
Geary County Ministerial Alliance
bjhageme@cox.net

Ray Thompson - 2nd VP
187 E Grandview Dr
(H) 762-5249
rayorpat@cox.net
First Christian Church

Evelyn Miller
614 N Washington #212
(H) 762-6669 {C} 375-2437
msemiller58@hotmail.com
First Baptist Church

Marty Rombold
809 Crestview
(H) 238-1447(W) 717-4581 {C} 761-3323
rombold@cox.net
First Presbyterian Church

Rev. Tom Swihart GCMA
(H) 375-3912
tswi@aol.com

Min. Paul Patterson GCMA
934 Sandusky Drive
{C}404-593-4551
New Church of the Living God
paul.lamont.patterson@us.army.mil

Request for Taxpayer Identification Number and Certification

Give form to the
 requester. Do not
 send to the IRS.

Print or type
 See Specific Instructions on page 2.

Name (as shown on your income tax return) Open Door Community House, Inc	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.) 136 W 3rd Street	Requester's name and address (optional)
City, state, and ZIP code Junction City, KS 66441	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
48 1100599

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person	Date ▶ 3 2 10
------------------	--------------------------	-------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

OPEN DOOR COMMUNITY HOUSE, INC.

HOUSE RULES

The rules at Open Door are designed to ensure the safety and comfort of all guests and staff. Staff and volunteers are responsible for enforcing these rules. Guests are expected to work out personal problems between themselves before intervention from staff is necessary.

1. EXPECTATIONS & REQUIREMENTS:

- A. Disruptive behavior, either physical or verbal, will result in guest dismissal. **Violence and profanity are not allowed (including music and movies).** Guests are expected to treat staff, volunteers and other guests with respect.
- B. Smoking is permitted **ONLY in the back of the shelter and at the times posted after 9:30 pm.** **No smoking allowed in building – termination is immediate.**
- C. Guests are expected to be properly dressed at all times.
- D. Guests may make telephone calls pertaining to employment, financial assistance and housing/living arrangements without charge. All other local calls cost \$0.25. Staff/volunteers will dial all phone numbers. ALL calls are limited to 3 minutes.
- E. Each guest will be assigned daily chores which are posted on the bulletin board in the dining area and are expected to be done by 9:00 a.m. Inspections are done to ensure completion.
- F. Meals are provided for guests. Eating is allowed only in the dining room. Breakfast is from 6:30 to 8:30 a.m. Lunch is from 11:30 a.m. until 1:00 p.m. **For breakfast and lunch, guests prepare their own meals and are expected to clean up after themselves--including washing, drying and putting away dishes.** Dinner is from 6:00 p.m. to 7:00 p.m. and it is mandatory for all guests to attend, unless prior arrangements have been made with staff due to the guest's employment. No food or beverage is allowed anyplace other than the dining room. Liquids for the babies are allowed in the bedrooms.
- G. Rooms are **checked daily** for cleanliness. Guest's bedrooms are subject to search at any time by staff and law enforcement. **Furniture is not to be rearranged.**
- H. Guests are responsible for their own possessions. The Open Door IS NOT responsible for any loss of money, clothing or other belongings while guests are residing here or after they exit. Any belongings left upon exiting become property of Open Door.
- I. No guest may wash his or her vehicle at the shelter. Guests must park their vehicles in the parking lot on the north side of the building.
- J. Windows are not to be opened while the air conditioning/heat is on.
- K. Guests will seek employment on a daily basis, **and will complete five (5) job search forms daily.** Guests are responsible for turning in completed job search forms to staff each day.
- L. As a guest, you are required to save at least 80% of your income with Open Door's Savings Plan to secure permanent housing. Income includes SSI benefits and SRS cash assistance benefits.
- M. All guests are required to be physically, mentally, medically and emotionally able to care for themselves. If staff deems that a guest is unable to care for himself or herself or endangers others, authorities will be notified and the guest will be removed from the property.
- N. **TV's, VCR's, electric blankets, space heaters and computers cannot be used in the rooms.**
- O. **Guests will sign out when leaving the shelter grounds and sign in upon return.**
- P. **No sleeping on the first floor of Open Door.**
- Q. **Residents must shower daily and are responsible for children bathing daily.**

SCHEDULE OF YOUR CURRENT INSURANCE

A Service of
CORYELL INSURORS, INC.
 120 West 7th Street
 Junction City, KS 66441
 Phone: (785) 238-5117
 Fax: (785) 238-1647

Prepared For: **Open Door Community House, Inc.**
 136 West 3rd Street
 Junction City, Kansas 66441

Property

Location: (If Different From Above)

Date Prepared:

8/18/2010

Coverage	Amounts or Limits	Term in Yrs	Expires	Company	Policy Number	Premium	Comments
Workers Compensation	Statutory	1	4/11/2011	Riverport	WC-15-81-022845	\$2,167.00	Provides coverage for employees who are injured while on the job. Benefits as per Kansas law.
Business Package							
Building	\$ 500,000.00	1	8/1/2011	Philadelphia	PHPK594012	\$6,855.00	Covers property for perils of fire, wind, hail, lightning, explosions, plus other perils.
Business Personal Property	\$ 22,000.00						\$500 Deductible per loss.
Business Income							
Excl. Rental Value	\$ 9,300.00	(1/6 per month)					0 Deductible
Employee Dishonesty	\$ 20,000.00						\$500 Deductible per loss.
General Liability							
Aggregate Limit	\$ 1,500,000.00						Covers your liability for injuries to members of the public.
Each Occurrence	\$ 500,000.00						
Fire Damage	\$ 100,000.00						
Medical Payments	\$ 5,000.00	Any One Person					
Professional Liability							
Aggregate Limit	\$ 1,500,000.00	1	8/1/2011	Philadelphia	PHPK242403	Incl.	Covers "shelter" for professional
Each Occurrence	\$ 500,000.00						
Vehicles							
Non-Owned Auto Liability	\$ 500,000.00						1995 Chevy Suburban

We present this schedule so you may get an overall picture of your insurance protection. If you have policies from other insurance offices we suggest you add them to the list to present the complete picture. Please examine this schedule with particular reference to the amount or limits of your insurance. Today's property values and liability judgments are higher and insurance should be adjusted to cover

NOTE: Because space does not permit a detailed summary, we have only set forth some of the highlights of your policies, errors and/or omissions are possible, so we urge you to refer to the actual policies for the details of coverage's, terms conditions, exclusions, limitations, and other information desired

Mike Guinn
Assistant City Manager
Codes Administer



P. O Box 287
Municipal Building
Junction City, KS 66441
(785) 238-3103 ext.181

CITY CODE ENFORCEMENT OFFICE

To Whom It May Concern:

The City of Junction City does not require the Open Door Community House to be annually inspected for buiding codes.

If any more information is needed please contact me at 785-238-3103 ext. 102

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Guinn", written over a horizontal line.

Mike Guinn
Assistant City Manager
Codes Administer



Public Health
Prevent. Promote. Protect.

**Junction City-Geary County
Health Department**
1212 West Ash Street
P. O. Box 282
Junction City, Kansas 66441

Patricia Hunter, BSN

Administrator

Board Members

Verna McKim
Chair

Marc Felts, M.D.
Medical Director

Jack Taylor
City Commissioner

Larry Hicks
County Commissioner

Adelene Benson

Mary Burnham

Lucy Gonzalez

Website: www.jcgchealthdept.org

April 21, 2010

To Whom It May Concern:

In response to Ms. Lewis, the Open Door Community House, 136 W 3rd, Junction City, KS is not mandated to be inspected or licensed under the Geary County Sanitary Code.

If you should have further questions regarding this, you may contact me at 785-762-5788.

Sincerely,

Lisa R. Davies RS/REHS
Director Environmental Health

Telephone:
785-762-5788

Facsimile:
785-762-1311



MAHP

Manhattan Area Housing Partnership Inc.

P.O. Box 831

103 South 4th Street Suite 215

Manhattan, Kansas 66505

Phone 785-587-0613

Fax: 785-587-0618

February 24, 2011

Flora Lewis
Open Door Community House Inc
136 W 3rd St
Junction City, KS 66441

To whom it may concern:

This letter is written in support of Open Door and their current grant application. Manhattan Area Housing Partnership (MAHP) Inc. is a non-profit 501c 3 CHDO (Community Housing Development Organization) dedicated to developing safe and affordable rental housing. MAHP also provides Social Security Representative Payee services for those disabled community members that are unable to manage their disability benefits.

As our services expanded to Junction City area, we have partnered with Open Door for almost a year now. They have assisted us by providing our agency with a donated space for us to meet with our clientele. As we assist individuals and families through our financial assistance program, our goal is consistent with Open Door's: to decrease homelessness.

Because of the generosity of Flora Lewis and Open Door's Board of Directors, we have been able to increase our services to all members of the community that need a payee. We provide face to face contact for those we provide services for in Junction City and the surrounding area and are grateful for this partnership.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jill Jacoby', written over a horizontal line.

Jill Jacoby
Executive Director



The Food Pantry of Geary County, Inc.

136 West Third St. - Junction City Kansas - 785.762.8830

09 March 2011

Board of Directors

Doug Vogelsang, President
Eric Stahl, Vice-President
Sherry Finger, Secretary
Vic Wong, Treasurer
Brenda Boyd
Micheline Fields
Lilly Hebert
Flora Lewis
Allison Poppe
Sue Roynon
Jerry Williams

Manager

Edna A. Hatchett

To Whom It May Concern:

This letter is to show support to the Open Door and their upcoming Emergency Shelter Grant Application. The Geary County Food Pantry works in conjunction with the Open Door in helping individuals with food as they transition from homelessness to being on their own. The Food Pantry is a food resource that the Open Door utilizes in assisting their guests.

The staff at the Open Door show great love and compassion for their guests and works with their them to ensure that they receive food as needed. We have established a relationship with them to see that their guests, upon leaving, are provided for.

They go above and beyond to ensure that their guests are connected with the appropriate agencies to assist them. I look forward to our continual working relationship.

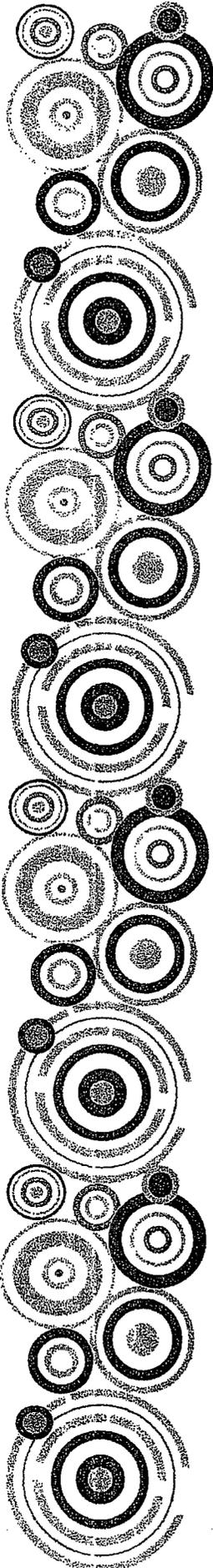
Sincerely,

Edna Acevedo-Hatchett
Manager
Geary County Food Pantry



United Way

United Way
Agency
CFC #16778



Green Park Apartments

1439 N Calhoun St • Junction City, KS 66441

785-238-2003 • 785-238-4921

alysn@cgkansas.com

March 3, 2011

Open Door Community House, Inc.

136 West 3rd St

Junction City, KS 66441

To Whom It May Concern:

I am writing this letter on behalf of Open Door, in support of their Emergency Shelter Grant application. As a Section 8 Housing Community, we understand the importance of servicing the low-income population, as well as those individuals who are without income. For those in the community who we are unable to provide housing for, Open Door provides them with the opportunity to access available shelter.

Being new to the Junction City community, I have heard and experienced nothing but positive comments in regard to the services offered at Open Door. The staff members at Open Door that I have interacted with have been understanding of the needs of their demographic, and have made an effort to empower the people that enter their program.

I believe that the service offered at Open Door is not only valuable to the individuals serviced there, but also for the entire Junction City community. Green Park Apartments will continue to be a partner with Open Door both now and in the future.

Yours sincerely,



Alysna Otinga

Site Manager



**MEMORANDUM OF UNDERSTANDING
BETWEEN
Manhattan Emergency Shelter, Inc.
AND
Open Door**

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into by and between the Manhattan Emergency Shelter, Inc., hereinafter referred to as MESI, and Open Door.

A. PURPOSE

The purpose of this MOU is to identify and define a process between MESI and Open Door for the referral of eligible clients to each other's program when clients are unable to be accommodated.

B. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

Both MESI and Open Door have a shared interest in ending homelessness. The establishment of a defined referral process will provide a clear path for clients to access both programs.

C. PROCESS TO REFER CLIENTS TO MESI OR OPEN DOOR:

1. Clients will be referred when they are no longer eligible to participate in the other program or there is not adequate space to house the client.
2. Case managers will obtain a release of information from client to help secure proper placement.
3. Case managers will let cooperating agency know of any safety concerns that may be created by the client.

D. EXPIRATION

This agreement is effective until terminated in writing by either party.

E. MODIFICATIONS

Modifications within the scope of this instrument shall be made by MESI or Open Door anytime, by the issuance of a written modification, signed and dated by all parties.

F. TERMINATION

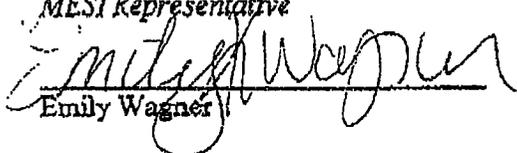
Any of the parties, in writing, may terminate the agreement in whole, or in part.

G. PRINCIPAL CONTACTS

Manhattan Emergency Shelter, Inc.
Emily Wagner, Executive Director
416 South 4th Street
Manhattan, KS 66502
(785) 537-3113

Open Door
Flora Lewis, Executive Director
136 West 3rd
Junction City, KS 66441
785-238-3599

It is agreed to by both parties that this memorandum of understanding is hereby executed as of the last written date below.

MESI Representative

Emily Wagner

3-8-11
Date

Open Door

Flora Lewis

3/8/11
Date

3f

**City of Junction City
City Commission
Agenda Memo**

March 15, 2011 Meeting

From: Cheryl S. Beatty, Finance Director
To: City Commissioners
Subject: Budget Fund Transfer

Objective: Review and approval of budget cash transfer of \$10,490.18 from the General Fund to Fund #54.

Explanation of Issue: At the end of 2010 we adopted Charter Ordinance #40 which changes where we deposit the law enforcement training funds from the general fund to Fund #54. There have been no objections filed regarding the adoption of the charter ordinance. Therefore, we are ready with your approval to the transfer the net balance of funds collected in 2010 from the general fund to Fund #54 to enable better tracking of the earmarked training funds. Attached is the spread sheets that show the tracking of these funds for 2010.

Budget Impact: This transaction is a cash decrease in the General Fund and cash increase in the Fund 54. Since this action was approved after the creation of the 2011 budget, we may need a budget amendment later this year if the expenditures exceed what was originally published for Fund #54 budget. That would be addressed in a mid-year or year-end budget amendment.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve budget fund transfer.
2. Not approve budget fund transfer.
3. Modify the proposal as stated above.
4. Table the request.

Recommendation: Staff recommends the proposed budget transfer to complete the transaction as originally proposed.

Suggested Motion: This has been placed as part of the consent agenda.

Commissioner _____ moves approval of consent agenda as presented.

Commissioner _____ seconded the motion.

Enclosures: 2010 spread sheet that tracked collection of law enforcement training funds from court fine collections.

**Police Department
Training Fund**

2010 Revenue	2010 Expense	2011 Revenue	2011 Expense
\$ 1,541.48	\$ 245.05	\$ 1,373.00	\$ 316.20
\$ 2,101.50	\$ 1,257.18	\$ 1,660.50	\$ 185.15
\$ 1,883.50	\$ 640.76		
\$ 1,448.00	\$ 1,633.94		
\$ 1,404.00	\$ 1,928.05		
\$ 1,493.50	\$ 415.24		
\$ 1,505.50	\$ 585.00		
\$ 1,776.50	\$ 573.36		
\$ 2,162.21	\$ 1,778.13		
\$ 1,998.50	\$ 958.36		
\$ 1,728.50	\$ 443.70		
\$ 1,664.50	\$ 2,290.89		
\$ 20,707.69	\$ 12,749.66	\$ 3,033.50	\$ 501.35
\$ 20,707.69	\$ 7,958.03	\$ 10,991.53	\$ 10,490.18

39

City of Junction City

City Commission

Agenda Memo

March 3, 2011

From: Michael Steinfert, Fire Chief
To: City Commission and City Manager
Subject: **January 2011 Ambulance Adjustments**

Objective: Approval of ambulance contractual obligation adjustments and bad debt adjustments.

Explanation of Issue:

Budget Impact:

Contractual Obligation Adjustment	\$24,318.95
Bad Debt Adjustment	\$ 6,156.89

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve ambulance contractual obligation and bad debt adjustments in the amounts listed.
2. Disapprove ambulance contractual obligation and bad debt adjustments in the amounts listed.
3. Modify the proposal...
4. Table the request.

Recommendation: Staff recommends approval of adjustments as listed

Enclosures:

0.0 TABLE OF CONTENTS

- 1.0 EXECUTIVE SUMMARY**
- 2.0 PROJECT OVERVIEW**
 - 2.1 Background
 - 2.2 Scope of Audit
 - 2.3 Baseline Building Energy Performance
 - 2.4 Project Energy Conservation Summary
 - 2.5 Facility Energy Savings by Month
 - 2.6 Environmental Impact Reduction
- 3.0 FACILITY ASSESSMENT**
 - 3.1 Facility Descriptions and Observations
- 4.0 UTILITY AND ENERGY ANALYSIS**
 - 4.1 Weather City Analysis
 - 4.2 Baseline Energy Use
 - 4.3 Energy Savings
 - 4.4 Utility Meter Summary
 - 4.5 Utility Rate Schedules
- 5.0 WATER METER SUMMARY**
- 6.0 REFERENCES**
- 7.0 GLOSSARY OF TERMS**

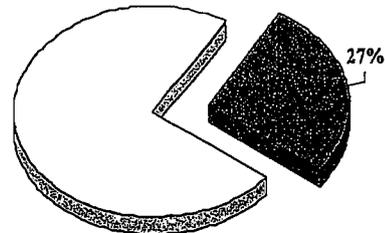


1.0 EXECUTIVE SUMMARY

Schneider Electric is honored to present this preliminary report based on the City of Junction City, KS' facility's utility history, drawings, site visits and meetings. This preliminary audit is broken up into three concentrations. The first concentration focuses on the City Buildings, and includes the information presented on the audit performed at the City Hall, Law Enforcement, Park Offices, Recreation and Community Center, Spin City, Street Department/Public Works, and Golf Course facilities. The second concentration focuses on the City's Traffic Signals. The final concentration focuses on the City's water and waster-water processes and plants. Schneider Electric would like to thank Cheryl Beatty and Gerry Vernon for their help and support through the audit.

Schneider Electric's Certified Energy Managers have conducted a preliminary audit on the buildings, lights and processes above and have analyzed the facilities for ways to save energy by upgrading the HVAC systems, equipment controls and lighting systems to current technologies, improve the overall comfort of the facilities, and improve the efficiencies of the processes. We have identified a list of Energy Conservation Measures (ECMs), which include lighting, HVAC, water and energy management upgrades to your current systems.

The purpose of this process is to identify energy savings and comfort improvement measures that would improve building, lighting and process sustainability. After analyzing the utility systems and buildings' opportunities, Schneider Electric has determined that most of the audited buildings and processes are viable candidates for a Performance Contracting Project. Schneider Electric estimates annual potential energy savings for the buildings to be \$17,049, which results in savings of approximately 11% of their associated electric and gas utility costs. The annual energy savings for the City traffic signal LED lighting s is estimated to be \$9,797, saving 90% of electric usage. The annual energy savings for the City water and wastewater treatment plants is estimated to be \$85,359, saving 34% of total utility costs. The pie chart on right shows the combined total of all three concentrations together. Additionally, Schneider Electric has determined there is a potential water revenue generation of \$160,000.



Baseline Annual Utility Cost:	<u>\$413,769</u>
Potential Annual Energy Savings:	<u>\$112,205</u>
Savings Percentage:	<u>27%</u>

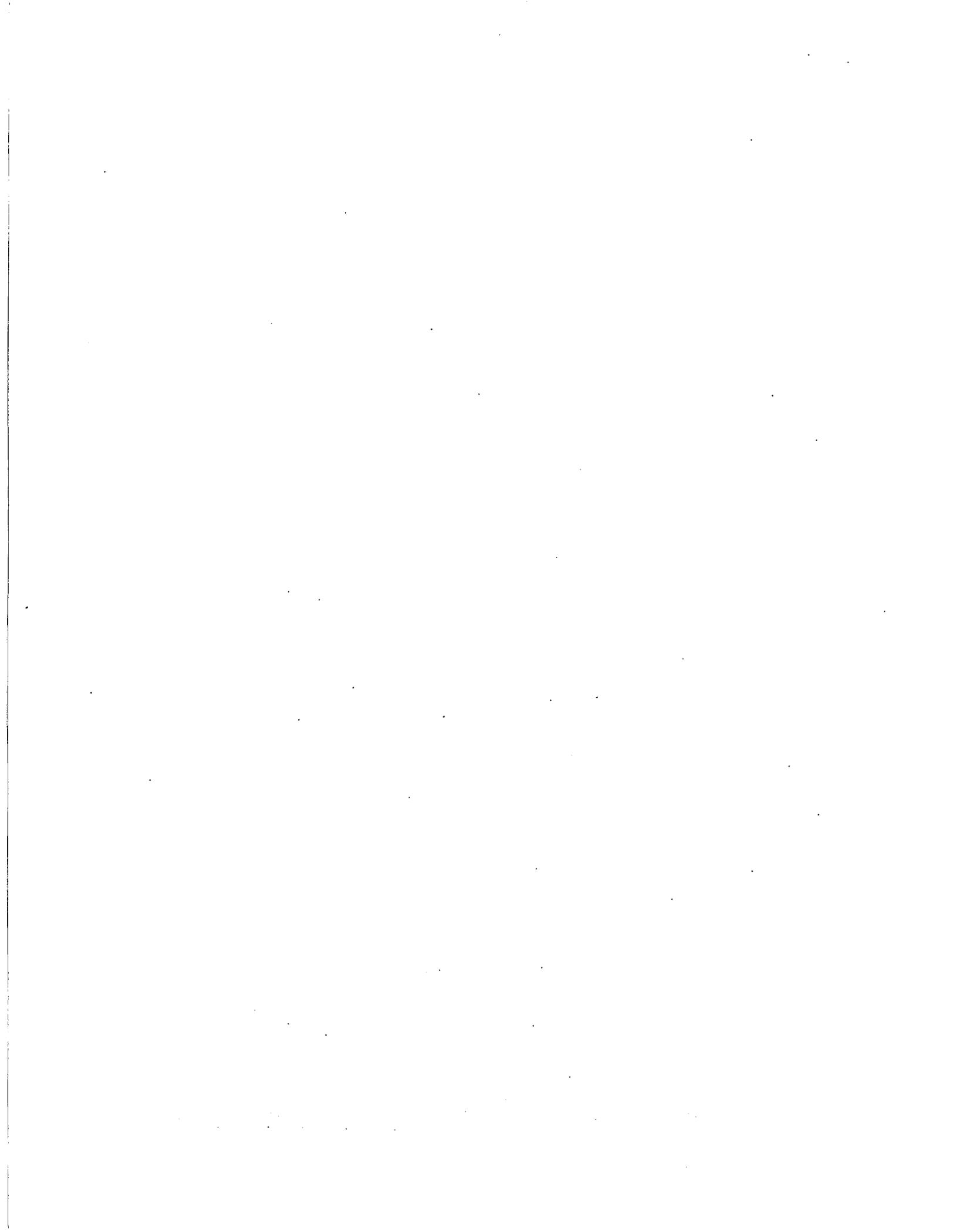
The next step in this process is to select Schneider Electric to perform an Investment Grade Audit (IGA). During the Investment Grade Audit, we will further define the potential energy conservation measures and their interactions and effects, along with any additional facility improvements requested by the City. By performing an IGA, Schneider Electric will be able to produce a report, which will finalize the energy conservation measures and possible ECMs identified in the Preliminary Energy Analysis, provide the cost and term, projected annual savings, guaranteed annual savings, and the scope of work.

We bring to Junction City the same ideas and philosophies that have ensured successful projects with all of our customers. It is our goal to:

- Be the industry leader in customer satisfaction through creative problem solving, performance assurance consulting, systems reliability, clear communications, and business integrity.
- Practice and promote conservation of the earth's natural resources and improve the environment through effective energy conservation and responsible management of waste materials.
- We are committed to being "THE BEST THERE IS" in our industry.

Sincerely,

Megan Berry
Schneider Electric Energy Solutions



2.0 PROJECT OVERVIEW

2.1 BACKGROUND

This preliminary report represents an analysis of energy savings measures and process and lighting improvements available to the City of Junction City's facilities. In it, Schneider Electric has identified measures that bring value to the city either through increasing energy efficiency or upgrading the facilities. For each measure, an energy cost savings rationale is included as well as a description of the analysis methodology, supporting utility data and assumptions used to derive savings, if applicable.

2.2 SCOPE OF AUDIT

The purpose of this preliminary audit is to determine, through field surveys and computer simulation, facility upgrades and energy-related efficiency improvements that could and should be made at the City of Junction City. Consideration was taken for solutions that would have a positive life cycle cost as well as solutions that, while not self-funding, could improve occupant comfort and building efficiency. During the Investment Grade Audit (IGA), the ultimate deliverable is a turnkey project proposal for the design, implementation, commissioning and monitoring of the proposed improvements.

The table below summarizes the buildings that were surveyed.

Building Summary

City of Junction City, KS

Building Name	Primary Facility Use	Area	Year Built	# Floors
Name	Use	ft ²	Year	#
City Hall	Office Bldg - 1 or 2 Story	76,000	1950 or Before	3
Law Enforcement	Office Bldg - 1 or 2 Story	14,000	1981 to 1990	1
Park Offices	Storage, Unconditioned	21,200	1971 to 1980	1
Recreation and Community Center	Community Center	23,700	1991 to 2000	1
Spin City	Community Center	23,500	1971 to 1980	1
Street Department	Storage, Unconditioned	12,700	1971 to 1980	1
Total		171,100		

Note that the square footage includes unconditioned and heat-only spaces, such as the garage on the Streets Department/Public Works building.

Also note that Schneider Electric did NOT include any data from the Golf Course. After surveying, it was determined that this facility is better served by investing in building repair instead of energy conservation measures. (A description of the facility is included in Section 3.0 for your reference)

Schneider Electric evaluates each building and each system within a building in terms of age, condition and performance. Some or all of the following were studied for each building:

- Original Engineer of Record's Design Intent, Blueprints, Mechanical Schedules
- Occupant Comfort Complaints
- Existing Heating Ventilating and Air conditioning Systems
- Existing Lighting Systems
- Miscellaneous Electrical Loads
- Future Needs
- Master Plans for Future Expansion

2.0 PROJECT OVERVIEW

2.3 BASELINE BUILDING ENERGY PERFORMANCE

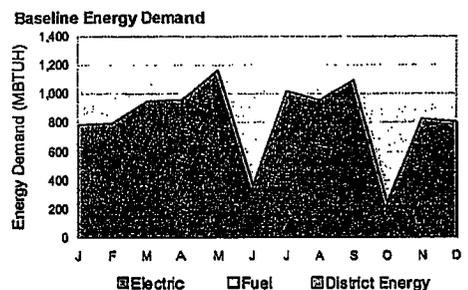
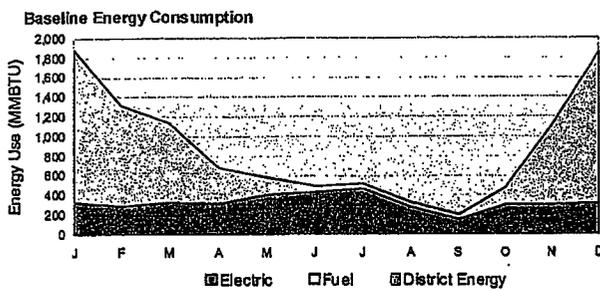
Energy Performance

The graph labeled "Baseline Energy Consumption" is a stacked area graph which shows the total annual energy consumption, both electric and fuel, of the City of Junction City's Buildings. The graph labeled "Baseline Energy Demand" is also a stacked area graph which shows the month-to-month peak electrical demand. The graph labeled "Building Impact" is a pie chart that shows the percentage of the total energy that is consumed by each of the facilities audited. The center table lists the quantities of energy consumed, as well as cost indices per each of the facilities analyzed in this project scope.

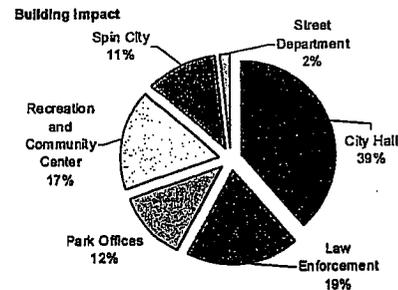
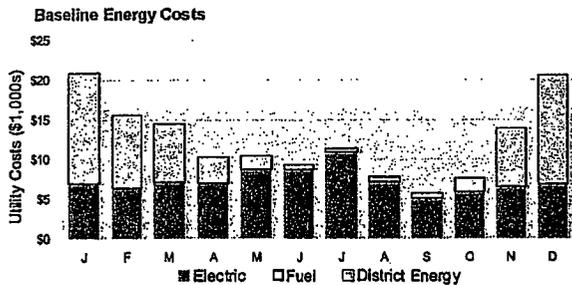
Facility Energy Consumption and Expenditures Summary

City of Junction City, KS

Energy Use



Building	Energy Use			Energy Demand		Cost	Baseline Annual Energy Indices		
	Electric kWh	Fuel MMBTU	Total MMBTU	Electric kW	Total \$/year	Energy Use Intensity kBtu/sf-yr	Cost per ft2 \$/sf-yr	Load Factor %	
City Hall	445,864	2,525	4,047	1,176	\$57,002	53.2	\$0.75	51.9%	
Law Enforcement	360,277	797	2,027	636	\$33,465	144.8	\$2.39	77.6%	
Park Offices	31,094	1,164	1,270	108	\$13,267	59.9	\$0.63	39.4%	
Recreation and Community Center	182,500	1,214	1,837	615	\$25,694	77.5	\$1.08	40.7%	
Spin City	116,868	818	1,216	390	\$17,054	51.8	\$0.73	41.1%	
Street Department	3,710	170	182	0	\$2,293	14.4	\$0.18	-	
All Total	1,140,315	6,688	10,580	2,925	\$148,775	61.8	\$0.87		



2.0 PROJECT OVERVIEW**2.4 PROJECT ENERGY CONSERVATION SUMMARY**

Upon surveying the building and discussion with the staff, several opportunities were identified and chosen as energy conservation measures (ECMs) to be implemented at Junction City. The following ECMs will be the source for the majority of the savings at the Junction City facilities.

Energy Conservation Measures

ECM 1: SCHEDULING OF HVAC SYSTEMS CITY-WIDE

Currently, most HVAC Systems in most city facilities are operating 24/7. Significant energy savings can be found in disabling these systems when the buildings are unoccupied.

Schneider Electric recommends installing a system capable of scheduling the HVAC systems in the city's facilities.

The City already has a Building Automation System (BAS) installed in the Law Enforcement building. This system controls the operations of the HVAC system and is expandable to other facilities. Schneider Electric recommends expanding this system into other City buildings to enable/disable or control HVAC equipment by scheduling the equipment off after-hours, regulating temperature from a central location, and monitoring equipment to ensure proper operation.

Some City facilities employ programmable thermostats to accomplish scheduling and energy savings. While effective, the City may elect to expand the BAS to these buildings as well in order to remotely monitor and control the HVAC systems there, an added benefit above programmable thermostats. Expanding the system to these facilities would yield few energy-savings dollars, assuming that the programmable thermostats in fact are running a program and are not running in 24/7 "Hold" mode.

- This ECM should be applied to the City Hall, Park Offices, Recreation and Community Center and Street Department.
- This ECM could be optionally applied at Spin City for remote monitoring and control purposes. This facility is already scheduled with programmable thermostats.
- Savings result when HVAC systems are disabled during unoccupied hours, resulting in no energy use by the HVAC equipment.

ECM 2: RETROFIT T-12 LIGHTING TO T-8

The latest lighting technology offers many improvements over the T-12 systems that are currently in place at most city facilities. The new lamps are known as "T8" lamps due to their shape and diameter but this only tells part of the story. The phosphors used in these lamps produce more light than previous lamps. These phosphors also generate a diverse spectrum of color that causes objects to be viewed in a more true-to-life appearance. This is known as a lamp's "color rendering" index. A broad range of colors and CRI's are available.

The electronic ballasts used also have many advantages over previous ballast technology. They are lighter, cooler, more efficient, have better power factors, and their high-frequency operation all but eliminates annoying lamp "flicker" and humming.

- This ECM should be applied to the City Hall, Law Enforcement Center, Park Offices, Recreation and Community Center and Street Department.
- Savings come from reduced energy consumption for the same light output from the new lamps.

ECM 3: RETROFIT HID LIGHTING TO T-8

The family of high intensity discharge lamps includes metal halide, high-pressure sodium and low-pressure sodium technologies. High-Bay fluorescent fixtures are designed to provide lighting quality at or above the current quality of the best HID systems. Fluorescent lamps have superior "color rendering" index (CRI)

2.0 PROJECT OVERVIEW

compared to metal halide lamps. A broad range of colors and CRI's are available. Also the electronic ballast used give instant "on - off" capabilities—a huge advantage when it is desirable to use the facility at any given moment while still wanting to turn lights off when the space is not in use.

- This ECM should be applied to the Recreation and Community Center's Gymnasium and City Hall's Gymnasium.
- Savings come from reduced energy consumption for the same light output from the new lamps.

ECM 4: REPLACE MECHANICAL EQUIPMENT

Existing unitary equipment, which would consist of packaged rooftop units and split systems, can have Seasonal Energy Efficiency Ratings (SEER) ratings of 6 SEER or lower. The low efficiency is mostly due to the age and condition of the equipment. Newer systems can be installed with efficiency of a 13 SEER or higher. This efficiency increase results in significant energy savings.

Due to local and national codes, building ventilation air must be upgraded at the time of a mechanical equipment replacement. Currently, it appears as though the majority of city buildings lack adequate ventilation air by today's standards. Therefore, it is highly likely that additional ventilation air will be required to be introduced into the spaces that the new mechanical equipment will serve. By introducing new air, the district can expect a healthier indoor environment, reducing absenteeism, employee sick days, and potentially increasing employee performance. Unfortunately, there is also a downside. What energy savings might result from mechanical replacement is usually reduced if not altogether eliminated by the need to treat this larger amount of outdoor air for delivery into the space.

For the purposes of this preliminary report, Schneider Electric has NOT calculated the potential energy savings associated with this ECM due to the fact Spin City was determined to be the only facility as a viable candidate for HVAC replacement, and due to the fact that Spin City will require significant code-mandated ventilation air because it is a high-occupancy facility. During a detailed analysis, Schneider Electric will quantify how much ventilation air will be necessary. It will then quantify the energy savings by accounting for this ventilation air and the newer, higher efficiency equipment.

- This ECM should be applied to Spin City's Rooftop Units.
- Savings come from reduced energy consumption due to higher efficiency equipment.
- Savings may be reduced or eliminated if significant amounts of additional ventilation air are required by code.

ECM 5: TRAFFIC SIGNAL LIGHT EMITTING DIODE (LED) RETROFIT

Traffic signal lights have, since their inception, used incandescent bulbs for operation. Recent advances in solid state semiconductor technology have made light emitting diodes (LED's) the light source of choice in almost all new traffic signals manufactured, as well as for retrofitting existing fixtures. LED's consume about 80% less energy than the incandescents they replace, and last almost indefinitely. While the energy savings realized are very significant, another great benefit is in eliminated maintenance visits. The risk to motorists and pedestrians of burned-out signals is drastically reduced, as are risks to service personnel, typically working in bucket trucks in active intersections.

ECM 6: WASTE WATER TREATMENT PLANT (WWTP) IMPROVEMENTS

Schneider Electric personnel visited the East WWTP and the Southwest WWTP. Both of these plants are operated by Veolia Water for Junction City. Based on a preliminary analysis of these plants, there appears to be significant savings potential. Water and Wastewater treatment plants are typically the largest consumers of energy in most cities. The Junction City WWTP facilities together use over \$250,000 of electricity per year. A common unit of measure for plant efficiency is to compare the electricity used at the plant (kWh or kilowatt Hours) with the treated water volume (MG or Million Gallons). Typical WWTPs with the capacity of the Southwest and East plants will use 1,911 kWh per MG of water treated. The

2.0 PROJECT OVERVIEW

Southwest WWTP is currently using 8,898 kWh per MG, indicating a very good opportunity for savings. Viola staff members at the plant were extremely helpful during the site visit and described a number of changes that had been made to plant operations over the years to help operation costs. However, approximately 60% of the plant influent is meat and poultry products (MPP) wastewater flow from a nearby meat packing plant. This creates special concerns for the WWTP with increased suspended solids and oxygen demand relative to typical domestic waste flows. In particular, the Southwest plant appears to experience a heavy grease load from the MPP flow. This causes problems at the plant inlet screens and dissolved air floatation units where significant amounts of hot water have to be applied to avoid clogging issues. Operations at the plant have been optimized to the extent possible given the current plant design. Equipment upgrades that may be accomplished with an energy savings project could include, fine bubble diffusers, precise dissolved oxygen control and upgrading to high efficiency motors. Furthermore, the removal of grease from the MPP influent at this plant is a major priority. Most MPP facilities that discharge directly to publicly-owned treatment plants employ equipment to accomplish primary treatment of their waste flow (removal of floatable and settleable solids). Grease traps and other specialized equipment are available for this function.

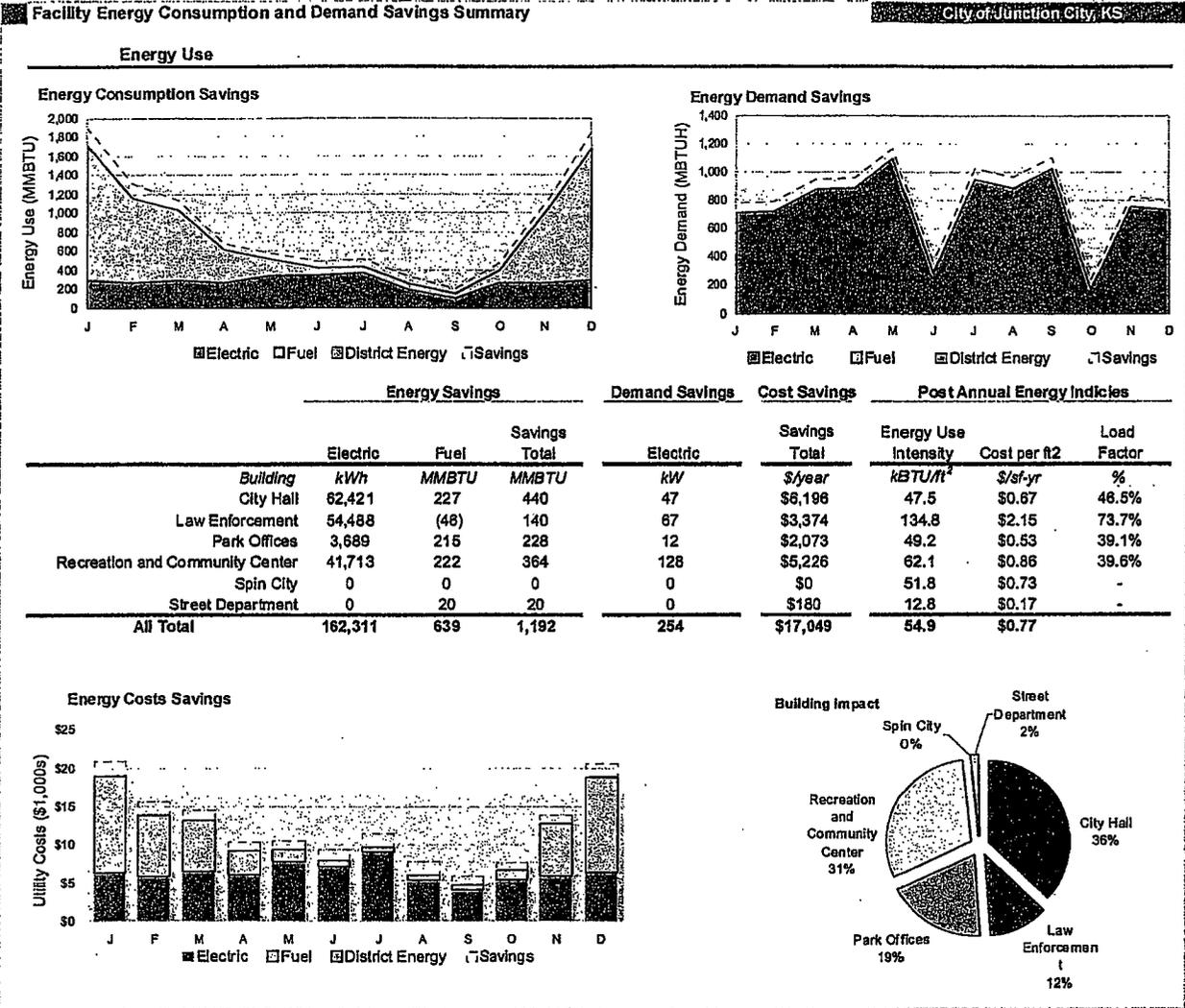
The East WWTP is currently operating at 2,140 kWh per MG of water treated. This is much closer to expected operation efficiency, but there are savings opportunities at this plant also. The plant has existing fine bubble diffusers for aeration which are an efficient means of aeration, but control of dissolved oxygen (DO) levels is accomplished manually. Precise dissolved oxygen control is recommended at this plant.

2.0 PROJECT OVERVIEW

2.5 FACILITY ENERGY SAVINGS BY MONTH

Energy Savings

The table and graphs below list the monthly utility and monetary savings that the City of Junction City can accrue if the above ECMs are implemented. On the graphs, the dotted lines show the baseline energy savings, the solid areas indicate the usage after a project, and the difference is the energy savings.



2.0 PROJECT OVERVIEW

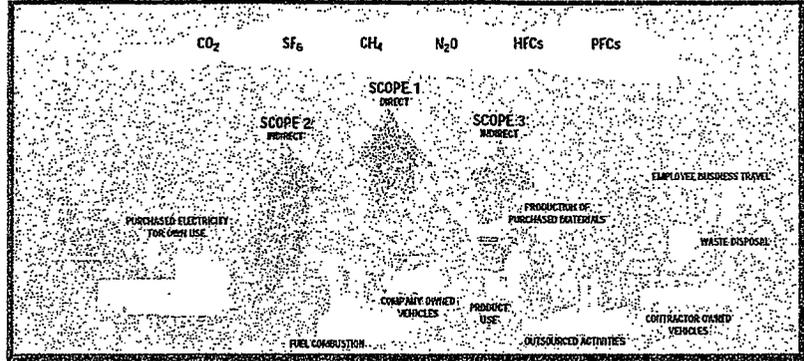
2.6 ENVIRONMENTAL IMPACT REDUCTION

CARBON FOOTPRINT

In an effort to determine the environmental impact of a specific building or entity, there has been a growing trend to quantify the facility's Carbon Footprint. The carbon footprint is a measure of the amount of Greenhouse Gas (GHG) emissions of a facility in terms of carbon dioxide (CO₂).

In order to accurately determine the carbon footprint for any facility there are many variables required, including methods of transportation to and from the facility, activities that occur at the facility and the materials purchased for use at the facility to name a few. The Green House Gas (GHG) Protocol categorizes these into Scope items where each individual scope is reported separately.

FIGURE 3. Overview of scopes and emissions across a value chain



SCOPE 1 – DIRECT EMISSIONS
 On-Site Combustion
 Company Owned Vehicles

SCOPE 2 – INDIRECT EMISSIONS
 Procured Energy

SCOPE 3 – OTHER INDIRECT
 Commuter Transportation
 Business Travel
 Product Use
 Construction Energy

* The above lists are not meant to be exhaustive, rather representative of the expected energies that are associated with each scope item.

THE RESULTS

According to the 2006 Environmental Protection Agencies report Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2004, roughly 86% of all carbon equivalent emissions come from energy-related activities. With this average, it is obvious that any energy conservation strategies employed as part of a project with Schneider Electric would impact the largest contributor of greenhouse gas emissions in the United States.

2.0 PROJECT OVERVIEW

Environmental Impact Report

City of Junction City, KS

Energy Usage Summary

	Scope 1	Scope 2	Scope 3
Total Energy (MMBTU)	6,688	3,892	-
Total Emission (Tons CO ₂ e)	390	762	-
Total Savings (Tons CO ₂ e)	37	108	-



146

eTons GHG



31

Cars Removed



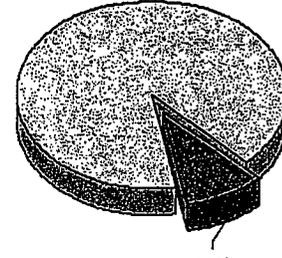
19

Equivalent Houses



5,828

Trees Planted



10%

Post Project

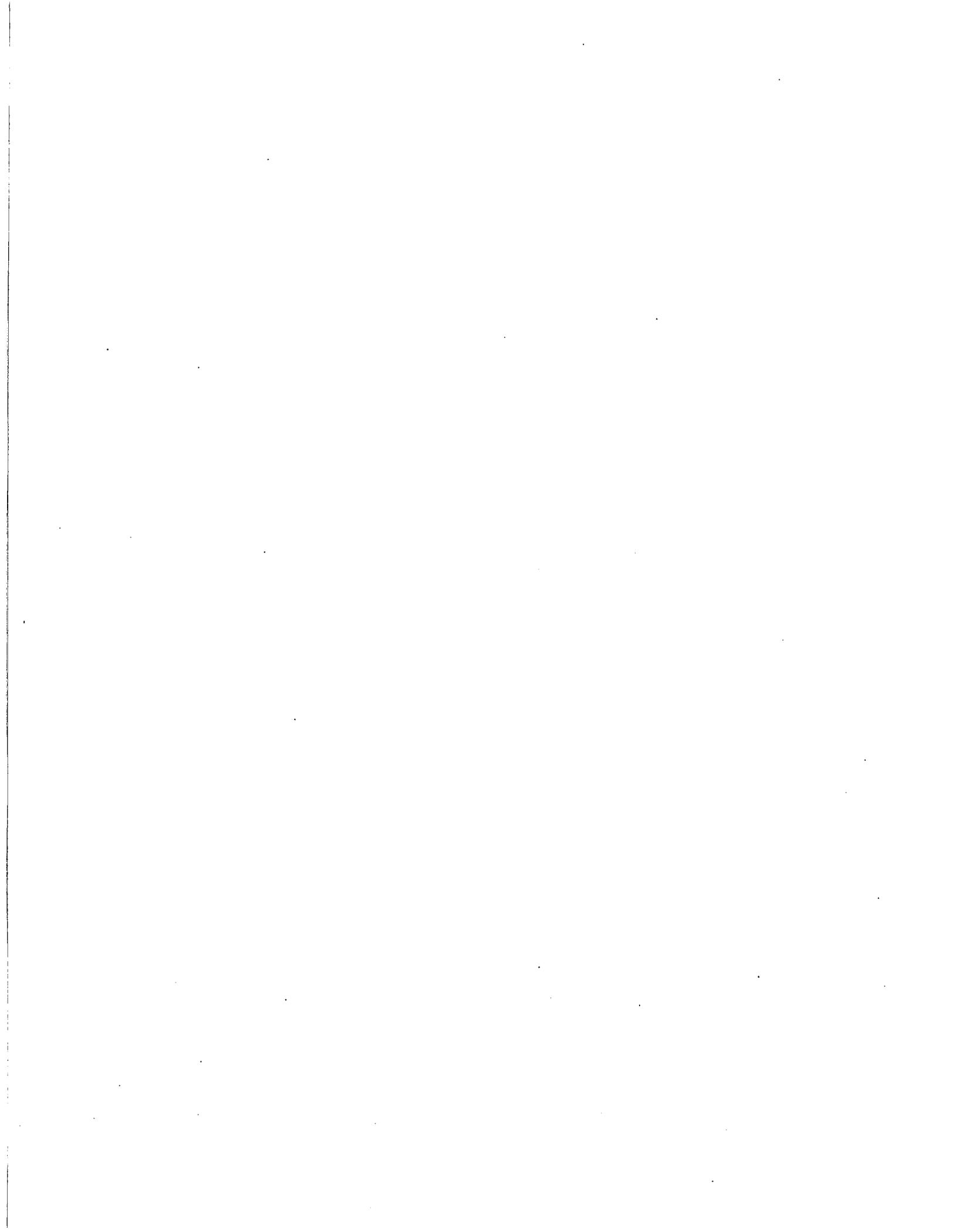
Savings

*Emissions factors are derived from EPA eGrids database and represent the National average.

The information provided is a representation of all Scope 1 and Scope 2 emissions of the facility at their current rates, and how much of an impact conducting the project as detailed would curb current GHG emissions. Included are three of the 6 major anthropogenic Greenhouse Gases as identified by the Kyoto Protocol and their respective carbon equivalencies to determine the overall carbon impact the facility has through its energy usage.

NEXT STEPS

There are several initiatives occurring across the world that are setting benchmarks to curb GHG emissions over the next several decades. Because of this, Schneider Electric is making strides in providing tools necessary to determine a carbon footprint for organizations like the American College and University Presidents Climate Commitment. If it is desired, Schneider Electric would be willing to provide guidance in understanding the Scope 3 emissions of your organization to determine your total carbon footprint. As a result, the findings would provide added benefit and direction as to where efforts should be concentrated to make significant strides in reducing your environmental impact.



3.0 FACILITY ASSESSMENTS

3.1 FACILITY DESCRIPTIONS AND OBSERVATIONS

Building Description

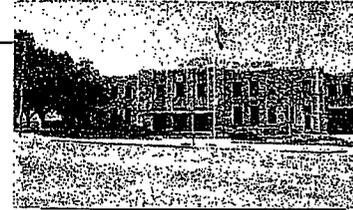
City of Junction City

City Hall/Fire Station

Size (ft²): 76,000
 Built: 1936
 Renovations: 1994
 Primary Use: Offices/Fire Station
 Floors: 3/2
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service - General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	8am-5pm/24/7	24/7
Weekend	None/24/7	24/7
Holiday	None/24/7	24/7



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
Furnace	90%+ 2-Stage Variable Gas Furnace with DX Cooling	Thermostat	710 HP	710%	Good	All City Hall but Gym, Conf. Room
Gym	DX AHU with 80% Gas Duct Furnace	Thermostat	710 HP	710%	Good	Gym
Conference	DX AHU with Electric Heat	Thermostat	71/4 HP	710%	Good	City Hall Conference Room
RTU	80% Gas/DX Cooling Rooftop Unit	Thermostat	75 HP	710%	Fair	Fire Station
RAD	Gas-Fired Radiant Heat	Thermostat	0 HP	0%	Good	Fire Station Garage
MUA	Direct-Fired Gas Make-Up Air Unit	Proprietary	71/2 HP	100%	Good	Fire Station Garage

Lighting Systems

Primary: T-12
 Secondary: T-8, Metal Halide
 Exterior: HID
 Exit Signs: Converting to LED

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints

Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Gas
 DHW Size: 75,000 BTUH
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Block	Good
Windows	Double-Pane, Mostly Operable	Good
Roof	DuroLast	Good

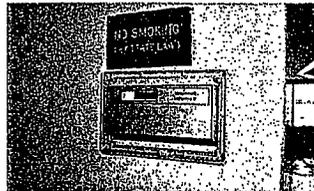
Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	4603517151	Whole Building	N/A
Gas	51 0303381 1547434 27	Whole Building	N/A

Comments and Observations

- > Comfort Complaints a result of how the current HVAC system is zoned
- > None of the thermostats that can be programmed have a program running in them
- > Most HVAC equipment is premium efficiency

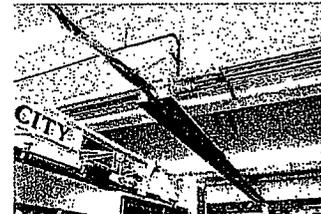
Facility Photos



Programmable Thermostat in hold



High-Efficiency Gas Furnaces



Radiant Heat

ECM Opportunities and Facility Upgrades

- > Expand TAC/CSI Control System to include City Hall/Fire Station and schedule HVAC equipment
- > Install Motion Sensors on lighting systems
- > Convert remain T-12 fixtures to T-8
- > Convert metal halide fixtures in gym to high-bay T-8

3.0 FACILITY ASSESSMENTS

Building Description

City of Junction City

Law Enforcement

Size (ft²): 14,000
 Built: 1990
 Renovations: None
 Primary Use: Police Station
 Floors: 1
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	24/7	24/7
Weekend	24/7	24/7
Holiday	24/7	24/7



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
VAV	Gas/DX Packaged Rooftop Variable-Air Volume Unit	DDC	720 HP	710%	Good	Whole Building

Lighting Systems

Primary: T-12
 Secondary: Incandescent
 Exterior: HID
 Exit Signs: Incandescent

Energy Management System

Brand: CSI
 Type: Inet
 Age: 20
 Condition: Good

Setpoints
 Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Gas
 DHW Size: 65,000 BTUH
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Masonry Panel	Good
Windows	Double-Pane	Good
Roof	Built-Up	Good

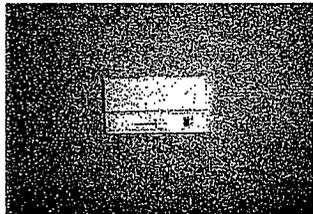
Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	9417111097	Whole Building	N/A
Gas	51 0475608 154631 0 18	Whole Building	N/A

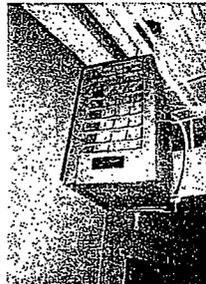
Comments and Observations

- > Building houses the 911 Call Center but there is no jail in the building
- > By virtue of layout, practically all of the space in the building is occupied 24/7
- > South office may have some scheduling potential
- > Staff aggressively turn off lights. Several areas that were unoccupied were unit.

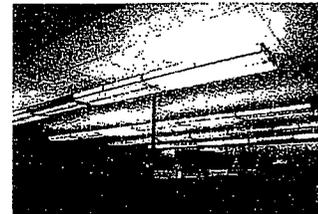
Facility Photos



DDC Thermostat



Gas Unit Heater



T-12 Lighting

ECM Opportunities and Facility Upgrades

- > Convert T-12 to T-8
- > Schedule south offices

3.0 FACILITY ASSESSMENTS

Building Description

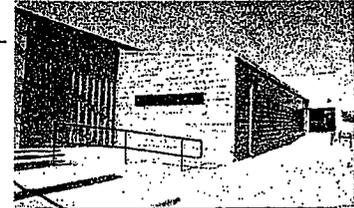
City of Junction City

Spin City

Size (ft²): 23,500
 Built: 1970s
 Renovations: 2008
 Primary Use: Youth Recreation
 Floors: 1
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Friday	8pm-11pm	5pm-12am
Saturday	1pm-11pm	12pm-12am
Sunday	2pm-6pm	1pm-7pm



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
RTU	Gas/DX Packaged Rooftop Units	Thermostat	<5 HP	710%	Fair	Skating Rink
SS	90% Gas/DX Split Units	Thermostat	<5 HP	0%	Good	Perimeter Areas

Lighting Systems

Primary: High-Bay T-5HO
 Secondary: T-8
 Exterior: HID
 Exit Signs: Fluorescent

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints
 Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Unable to Survey
 DHW Size: Unable to Survey
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Metal	Good
Windows	Double-Pane	Good
Roof	Metal	Good

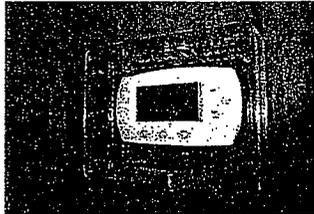
Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	3253253087	Whole Building	N/A
Gas	61 8303381 1478917 84	Whole Building	N/A

Comments and Observations

- > Building underwent major renovation two years ago
- > Thermostats have been boxes to prevent vandalism and tampering, but contribute to temperature swings
- > Building has various and sophisticated lighting systems for skating rink
- > Majority of HVAC equipment is new, but two RTUs are existing that are original to the building

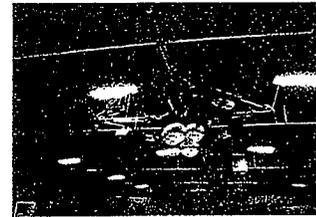
Facility Photos



Boxed Thermostat



Typical High-Efficiency Furnace



Sophisticated Lighting Systems

ECM Opportunities and Facility Upgrades

- > Extend DDC System into Building to remove thermostat boxes and control building centrally
- > Replace old RTUs with high-efficiency RTUs

3.0 FACILITY ASSESSMENTS

Building Description

Recreation and Community Building

Size (ft²): 23,700
 Built: 1998
 Renovations: None
 Primary Use: Community Center
 Floors: 1
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	Varies	24/7
Weekend	Varies	24/7
Holiday	Varies	24/7

City of Junction City



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
SS	90% Gas/DX Split Systems	Thermostat	<5 HP	0%	Good	All except Gym
RTU	Gas/DX Packaged Rooftop Unit	Thermostat	<5 HP	710%	Good	Gym

Lighting Systems

Primary: T-12
 Secondary: T-8
 Exterior: HID
 Exit Signs: Fluorescent

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints

Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Gas
 DHW Size: 150000 BTUH
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Block/Brick/Metal	Fair
Windows	Double-Pane	Good
Roof	Metal	Fair

Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	6131600583	Whole Building	N/A
Gas	61 07891 33 181 0378 73	Whole Building	N/A

Comments and Observations

- > Gym floor has buckled due to humidity
- > The building is not zoned well, causing comfort complaints
- > Programmable Thermostats were found with bad programs in them
- > Building Hours are very flexible and inconsistent

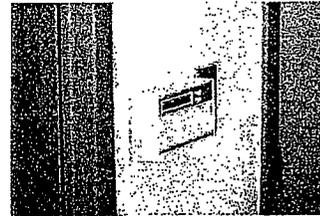
Facility Photos



Metal Halide Lighting



Typical High-Efficiency Furnace



Programmable Thermostat

ECM Opportunities and Facility Upgrades

- > Convert T-12 Lighting to T-8, and Convert Metal Halide Lighting to High-Bay T-8
- > Extend DDC System and schedule HVAC equipment
- > Incorporate humidity control scheme on gym

3.0 FACILITY ASSESSMENTS

Building Description

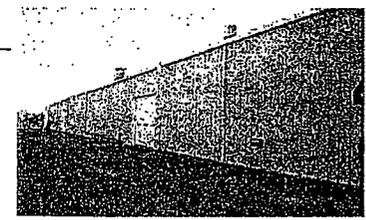
City of Junction City

Water Utility and Parks Offices

Size (ft²): 21,200
 Built: Unknown
 Renovations: Unknown
 Primary Use: Shops
 Floors: 1
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	7am-4pm	24/7
Weekend	None	24/7
Holiday	None	24/7



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
SS	90% high-Efficiency Gas/DX Split System	Thermostat	<1 HP	0%	Good	Offices
UH	Gas Unit Heater	Thermostat	72 HP	0%	Good	Shop

Lighting Systems

Primary: T-12
 Secondary: T-8
 Exterior: HID
 Exit Signs: Fluorescent

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints

Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Electric
 DHW Size: 20 gallon
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Metal	Good
Windows	Double-Pane	Fair
Roof	Metal	Poor

Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	3482262049	Whole Building	N/A
Gas	810303391 154802445	Whole Building	N/A

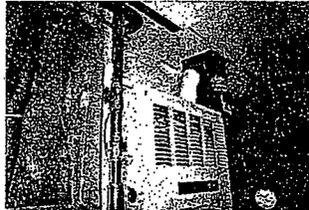
Comments and Observations

- > Roof vents have been abandoned and leak during inclement weather
- > Shop is well day-lit with enough natural light to not need overhead lighting during the day
- > Lamps in shop are F96-type with single-pin
- > Minimal Employees in building most of the time

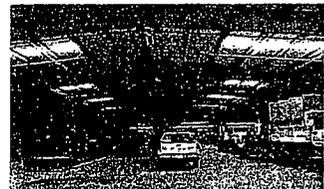
Facility Photos



Metal Halide Lighting



High-Efficiency Furnace



Naturally-Lit Shop

ECM Opportunities and Facility Upgrades

- > Extend DDC System to schedule HVAC Equipment

3.0 FACILITY ASSESSMENTS

Building Description

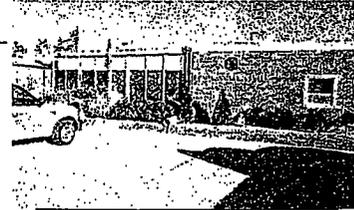
City of Junction City

Public Works/Street Department

Size (ft²): 12,700
 Built: 1978
 Renovations: None
 Primary Use: Shop
 Floors: 1
 Electric Tariffs: Westar SGS
 Fuel Tariffs: Kansas Gas Service General Service

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	7a-4pm	24/7
Weekend	None	24/7
Holiday	None	24/7



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
RTU	Gas/DX Packaged Rooftop Unit	Thermostat	<1 HP	70%	Poor	Offices
RAD	Gas Radiant Heater	Thermostat	0 HP	0%	Fair	Shop
UH	Gas Unit Heater	Thermostat	<1 HP	0%	Fair	Shops

Lighting Systems

Primary: T-12
 Secondary: T-8
 Exterior: HID
 Exit Signs: LED

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints
 Heating: Var F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Gas
 DHW Size: 32,000 BTUH
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition
Exterior	Brick	Fair
Windows	Single-Pane	Fair
Roof	Built-Up	Good

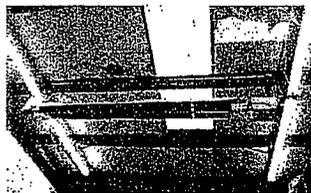
Utility Meters

Type	Account Number	Area Served	Mult.
Elec.	783883410	Whole Building	N/A
Gas	61 0384468 156271 7 84	Whole Building	N/A

Comments and Observations

- > Shop exterior is metal, not brick as stated above
- > Shop is heated with highly-efficient radiant-heat, excepting one small shop
- > Waste oil is on site for potential fuel source
- > Exterior overhead doors are uninsulated and unsealed, leading to high draft and infiltration

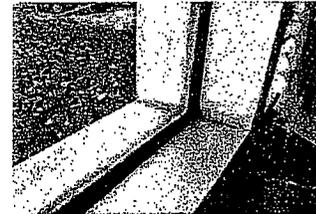
Facility Photos



Gas Radiant Heat



Gas Unit Heater



Single-Pane Windows

ECM Opportunities and Facility Upgrades

- > Extend DDC System to schedule HVAC
- > Convert T-12 lighting to T-8

3.0 FACILITY ASSESSMENTS

Building Description

City of Junction City

Golf Course Buildings

Size (ft²): 10,500
 Built: Varies
 Renovations: None
 Primary Use: Club House
 Floors: 2
 Electric Tariffs: Westar SGS
 Fuel Tariffs: None

Building Operating Schedule

Day Type	Occupancy	HVAC
Weekday	8am-8pm	24/7
Weekend	8am-8pm	24/7
Holiday	None	24/7



HVAC System

Plant Equipment

Plant	Age	Type	Model	Size	Fuel	Eff
N/A						

Air-side Equipment

ID	Type	Control	Total Fan HP	OA	Pres Cond.	Areas Served
SS	Electric/DX Split System	Thermostat	<1 HP	0%	Poor	Whole Club House

Lighting Systems

Primary: T-12
 Secondary: T-8
 Exterior: HID
 Exit Signs: Fluorescent

Energy Management System

Brand: N/A
 Type: N/A
 Age: N/A
 Condition: N/A

Setpoints
 Heating: 80 F
 Cooling: Var F

Domestic Water Systems

DHW Fuel: Electric
 DHW Size: 4.5 kW
 Toilets: Standard
 Faucets: Standard

Building Envelope

Type	Description	Condition	Type	Account Number	Area Served	Mult.
Exterior	Wood Siding	Very Poor	Elec.	N/A	N/A	N/A
Windows	Single Pane	Compromised	Gas	N/A	N/A	N/A
Roof	Shingle	Fair				

Utility Meters

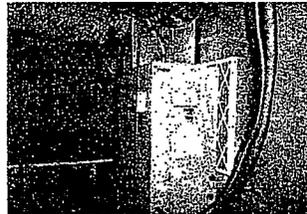
Comments and Observations

- > Building is in very bad condition, with wood-rot evident in many locations, including windows and siding
- > Building was very warm, and thermostats were set very high, indicating comfort issues
- > Mechanical equipment was very old, well beyond the end of its useful life
- > Metal sheds for golf carts contained no HVAC equipment
- > This building was not included in utility analysis and savings calculations

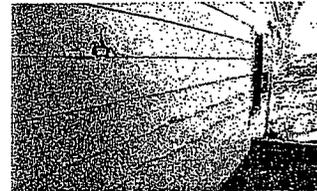
Facility Photos



Window with Wood Rot



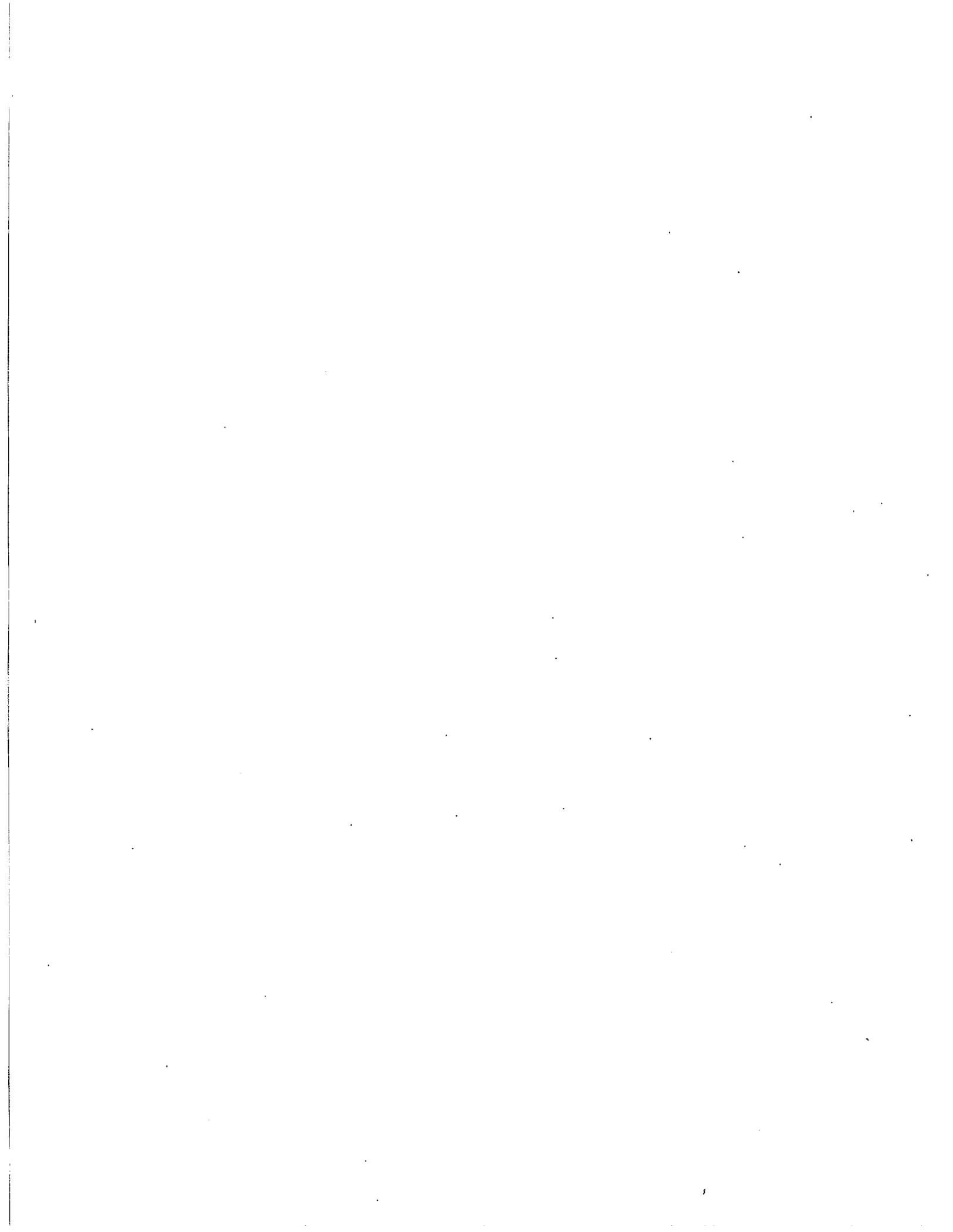
Very old Electric Furnace



Siding with Wood-Rot

ECM Opportunities and Facility Upgrades

- > None Recommended for clubhouse - Facility is in need of more urgent repair
- > T-12 to T-8 conversion for lighting in golf-cart sheds



4.0 UTILITY AND ENERGY ANALYSIS

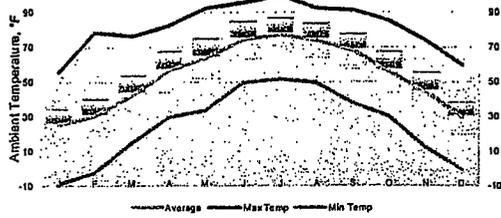
4.1 WEATHER CITY ANALYSIS

Facility Typical Meteorological Year Weather Dashboard

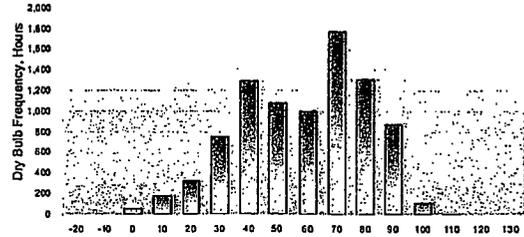
City of Junction City, KS

Weather Analysis - Temperature Based

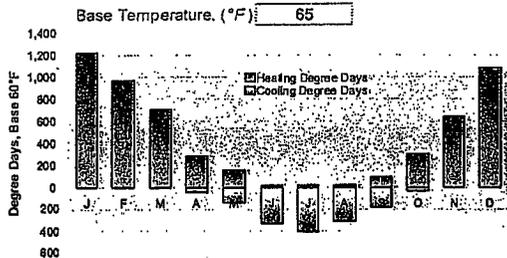
Monthly Average Weather Data



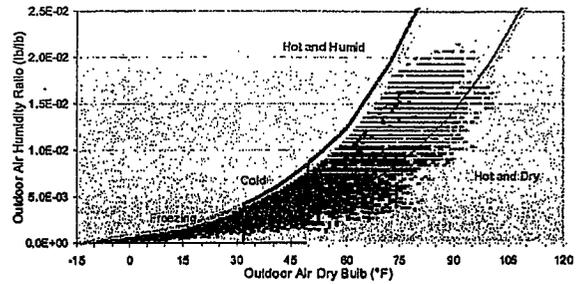
Dry Bulb Temperature Frequency



Monthly Degree Days

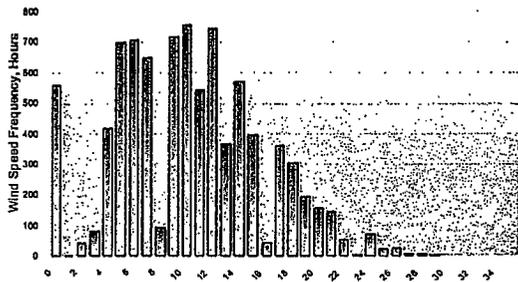


Climatic Frequency

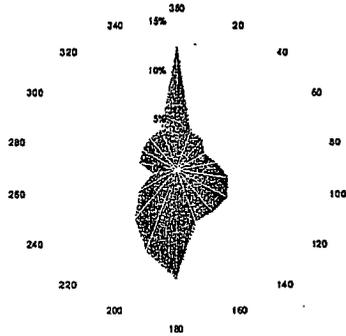


Weather Analysis - Wind Based

Wind Speed Frequency

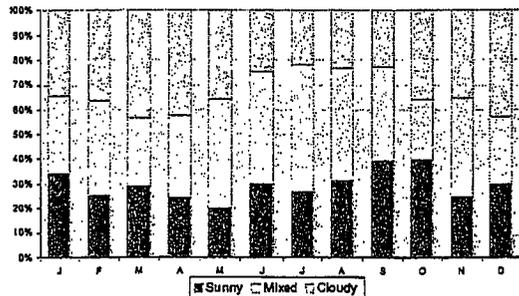


Wind Rose (Direction Frequency)



Weather Analysis - Phenomenon

Sky Clearness



Weather Analysis - Weather City Data

Weather City KS, Topeka
 WABN 13996
 Longitude, (°) 95.63
 Latitude, (°) 39.07
 Elevation, (ft) 886
 Climate Region: 4A
 Summer Design, (°F DB):
 Summer Design, (°F WB):
 Summer Design (w, lb/lb) 8.10E-04
 Winter Design, (°F DB):

4.0 UTILITY AND ENERGY ANALYSIS

4.2 BASELINE ENERGY USAGE

Electrical Baseline Usage Summary

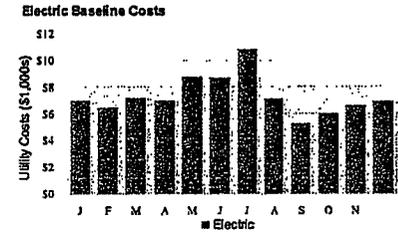
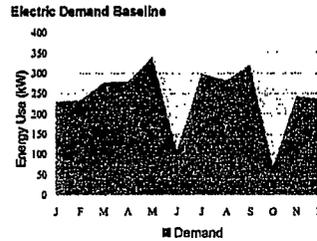
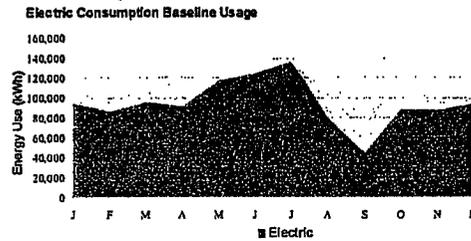
Facility Electricity Baseline Usage by Month and Building

City of Junction City, KS

Electrical Usage - Monthly Consumption by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh
City Hall	38,382	35,517	37,554	33,391	44,351	47,600	57,715	44,743	10,491	24,679	32,989	37,452	445,864
Law Enforcement	29,198	27,085	33,005	38,288	40,033	38,994	38,195	10,265	10,557	35,322	31,894	29,471	360,277
Park Offices	2,964	2,303	2,311	1,973	2,299	2,921	3,599	2,605	1,708	2,446	2,989	2,978	31,094
Recreation and Community Center	13,654	12,592	12,608	10,955	17,559	24,835	20,584	9,817	18,545	16,869	11,005	13,676	182,500
Spin City	9,099	8,957	9,777	8,878	12,413	9,877	16,402	12,663	3,161	8,313	8,592	8,735	116,868
Street Department	435	202	224	368	383	169	95	95	350	389	353	650	3,710
Total	94,732	86,627	95,479	91,852	117,038	124,396	136,589	79,888	44,812	88,019	87,823	92,960	1,140,315

Electrical Demand - Monthly Demand by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	kW	kW	kW	kW	kW								
City Hall	94	90	101	106	133	86	92	157	113	48	58	97	1,176
Law Enforcement	54	63	66	63	64	4	70	68	68	4	61	52	636
Park Offices	11	10	11	10	12	4	8	10	10	2	8	11	108
Recreation and Community Center	38	36	69	70	88	2	94	8	78	8	81	42	615
Spin City	32	33	32	32	44	11	35	39	53	9	35	34	390
Street Department	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	230	233	278	281	342	107	300	282	323	71	243	236	2,925

Electrical Usage - Monthly Costs by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
City Hall	\$2,865	\$2,603	\$2,771	\$2,527	\$3,321	\$3,648	\$4,338	\$3,988	\$1,496	\$1,763	\$2,327	\$2,751	\$34,395
Law Enforcement	\$2,070	\$1,968	\$2,356	\$2,555	\$2,795	\$2,509	\$2,935	\$1,151	\$1,170	\$2,278	\$2,268	\$2,080	\$26,134
Park Offices	\$252	\$207	\$208	\$184	\$214	\$221	\$283	\$240	\$190	\$188	\$242	\$252	\$2,693
Recreation and Community Center	\$1,029	\$954	\$1,076	\$972	\$1,458	\$1,598	\$1,994	\$671	\$1,746	\$1,123	\$1,016	\$1,045	\$14,682
Spin City	\$718	\$713	\$759	\$705	\$972	\$710	\$1,303	\$1,095	\$593	\$582	\$694	\$701	\$9,546
Street Department	\$59	\$34	\$36	\$48	\$49	\$31	\$25	\$46	\$46	\$49	\$48	\$71	\$513
Total	\$6,986	\$6,479	\$7,206	\$8,990	\$8,808	\$8,717	\$10,887	\$7,169	\$5,240	\$5,983	\$6,684	\$6,901	\$87,361



4.0 UTILITY AND ENERGY ANALYSIS

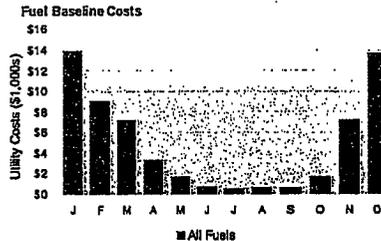
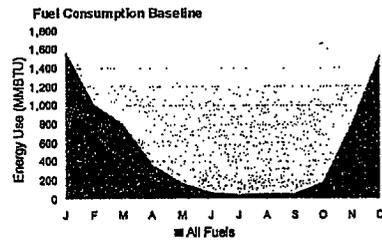
Fuel Baseline Usage Summary

Facility Fuel Baseline Usage by Month and Building

City of Junction City, KS

Fuel Usage - Monthly Consumption by Building													Total
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU
City Hall	599	407	309	135	60	28	20	20	26	45	362	513	2,625
Law Enforcement	94	64	107	102	86	26	22	24	22	64	81	106	797
Park Offices	374	181	128	34	1	0	0	0	0	0	78	368	1,164
Recreation and Community Center	280	219	142	47	16	4	4	13	4	27	144	314	1,214
Spin City	183	134	97	40	11	8	2	1	0	31	123	187	818
Street Department	35	32	26	10	4	1	1	1	1	9	22	28	170
Total	1,566	1,018	808	369	178	68	48	58	53	176	811	1,537	6,688

Fuel Usage - Monthly Cost by Building													Total
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
City Hall	\$6,321	\$3,622	\$2,753	\$1,221	\$554	\$272	\$200	\$200	\$251	\$422	\$3,228	\$4,562	\$22,606
Law Enforcement	\$852	\$590	\$968	\$927	\$785	\$257	\$214	\$234	\$216	\$589	\$742	\$959	\$7,332
Park Offices	\$3,328	\$1,444	\$1,157	\$328	\$31	\$26	\$23	\$23	\$23	\$23	\$710	\$3,457	\$10,574
Recreation and Community Center	\$2,504	\$1,959	\$1,275	\$435	\$166	\$60	\$55	\$138	\$63	\$264	\$1,296	\$2,799	\$11,012
Spin City	\$1,844	\$1,204	\$879	\$381	\$116	\$97	\$44	\$31	\$23	\$294	\$1,113	\$1,681	\$7,510
Street Department	\$337	\$302	\$254	\$110	\$57	\$31	\$30	\$28	\$35	\$106	\$221	\$269	\$1,781
Total	\$13,985	\$9,121	\$7,286	\$3,483	\$1,710	\$743	\$566	\$685	\$612	\$1,698	\$7,310	\$13,728	\$60,815



4.0 UTILITY AND ENERGY ANALYSIS

4.3 ENERGY SAVINGS

Electricity Savings Summary

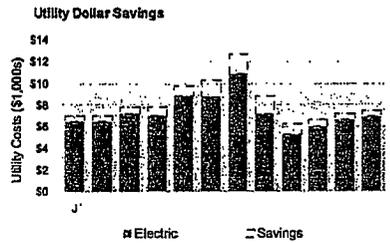
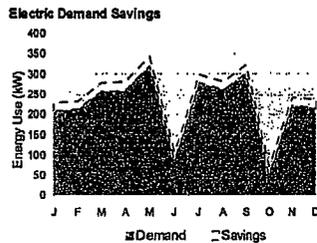
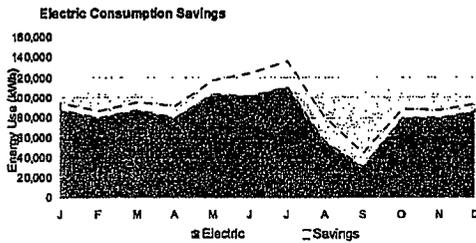
Facility Electricity Savings by Month and Building

City of Junction City, KS

Electrical Savings - Monthly Consumption Savings by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh	kWh
City Hall	1,486	1,485	1,928	4,258	5,193	10,628	12,861	13,510	5,435	2,058	2,091	1,486	62,421
Law Enforcement	3,649	3,641	3,946	4,550	4,795	5,740	6,035	5,485	4,845	4,089	4,058	3,653	54,488
Park Offices	230	230	238	285	304	413	458	471	348	241	242	230	3,689
Recreation and Community Center	1,955	1,955	2,158	3,219	3,646	6,124	7,142	5,356	3,758	2,216	2,231	1,955	41,713
Spin City	0	0	0	0	0	0	0	0	0	0	0	0	0
Street Department	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	7,320	7,312	8,267	12,313	13,940	22,995	26,496	24,822	14,385	8,605	8,622	7,325	162,311

Electrical Savings - Monthly Demand Savings by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	kW												
City Hall	4	4	4	4	4	4	4	4	4	4	4	4	47
Law Enforcement	6	6	6	6	6	6	6	6	6	6	6	6	67
Park Offices	1	1	1	1	1	1	1	1	1	1	1	1	12
Recreation and Community Center	11	11	11	11	11	11	11	11	11	11	11	11	128
Spin City	0	0	0	0	0	0	0	0	0	0	0	0	0
Street Department	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	21	254											

Electrical Savings - Monthly Cost Savings by Building												Total	
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
City Hall	\$109	\$109	\$138	\$284	\$344	\$702	\$844	\$685	\$373	\$145	\$147	\$109	\$4,186
Law Enforcement	\$252	\$251	\$271	\$309	\$325	\$405	\$423	\$389	\$348	\$280	\$278	\$252	\$3,781
Park Offices	\$18	\$18	\$19	\$22	\$23	\$33	\$36	\$37	\$29	\$19	\$18	\$18	\$292
Recreation and Community Center	\$163	\$163	\$175	\$243	\$270	\$486	\$530	\$417	\$316	\$179	\$180	\$163	\$3,265
Spin City	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Street Department	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$541	\$541	\$601	\$858	\$981	\$1,607	\$1,834	\$1,728	\$1,066	\$623	\$624	\$542	\$11,525



4.0 UTILITY AND ENERGY ANALYSIS

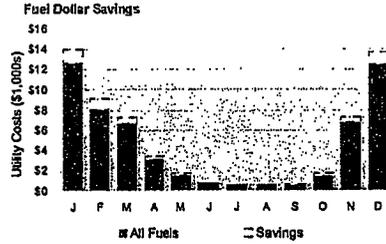
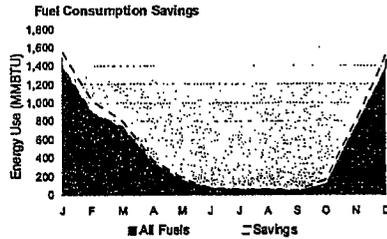
Fuel Savings Summary

Facility Fuel Savings by Month and Building

City of Junction City, KS

	Fuel Savings - Monthly Consumption Savings by Building												Total
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU	MMBTU
City Hall	61	48	27	8	3	-6	-6	-5	2	19	21	55	227
Law Enforcement	-10	-8	-5	-2	-1	0	0	0	-1	-4	-4	-9	-48
Park Offices	52	42	25	10	6	-3	-4	2	19	21	48	218	
Recreation and Community Center	49	40	24	11	7	0	0	2	8	18	20	45	222
Spin City	0	0	0	0	0	0	0	0	0	0	0	0	0
Street Department	4	3	2	1	1	0	0	0	1	1	2	4	20
Total	156	124	73	28	15	-9	-10	-7	10	54	61	142	639

	Fuel Savings - Monthly Cost Savings by Building												Total
	January	February	March	April	May	June	July	August	September	October	November	December	Annual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
City Hall	\$538	\$424	\$235	\$73	\$29	-\$53	-\$55	-\$45	\$18	\$168	\$188	\$487	\$2,010
Law Enforcement	-\$90	-\$73	-\$44	-\$20	-\$13	\$0	\$0	-\$4	-\$11	-\$34	-\$37	-\$82	-\$408
Park Offices	\$461	\$372	\$224	\$91	\$53	-\$29	\$0	\$0	\$0	\$187	\$421	\$1,780	
Recreation and Community Center	\$434	\$349	\$212	\$94	\$62	\$2	\$1	\$17	\$54	\$163	\$178	\$396	\$1,961
Spin City	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Street Department	\$37	\$25	\$21	\$13	\$6	\$1	\$1	\$2	\$4	\$12	\$22	\$36	\$180
Total	\$1,381	\$1,097	\$648	\$251	\$137	-\$79	-\$53	-\$29	\$66	\$310	\$639	\$1,258	\$5,524



4.0 UTILITY AND ENERGY ANALYSIS

4.4 UTILITY METER SUMMARY

The following table shows a summary of the meters used to calculate energy savings for the City of Junction City Facilities. Each meter provides electricity and gas to the various facilities. Knowing which building is served by each individual meter is important when calculating savings. Detailed descriptions of each of the rates used at the facilities can be found in 4.5 Utility Rate Schedules.

Utility Meter Summary **City of Junction City, KS**

Resource	Utility	Rate/Tariff	Units	Account Number	Buildings Served
Electricity ⁽¹⁾	Westar	SGS	kWh, kW	4603517151	City Hall & Fire
				94737746	Law Enforcement
				3253253087	Spin City
				6131600583	Recreation & Comm.
				3482262049	Parks Offices
			7635853410	Streets/Public Works	
Natural Gas ⁽²⁾	Kansas Gas Service	General	CCF	51 0303391 1547434 27	City Hall & Fire
				51 0475508 154631 0 18	Law Enforcement
				51 8303391 1478917 64	Spin City
				51 07691 33 161 0378 73	Recreation & Comm.
				510303391 154802445	Parks Offices
			51 0394466 156271 7 64	Streets/Public Works	

Notes: (1) Some of the facilities are on accounts that are being charged demand (kW) and others are being charged on an electric utility rate that takes into account only consumption charges.

(2) The rate used for natural gas is taken from a marginal rate calculated over the past 12 months.

4.0 UTILITY AND ENERGY ANALYSIS

4.5 UTILITY RATE SCHEDULES

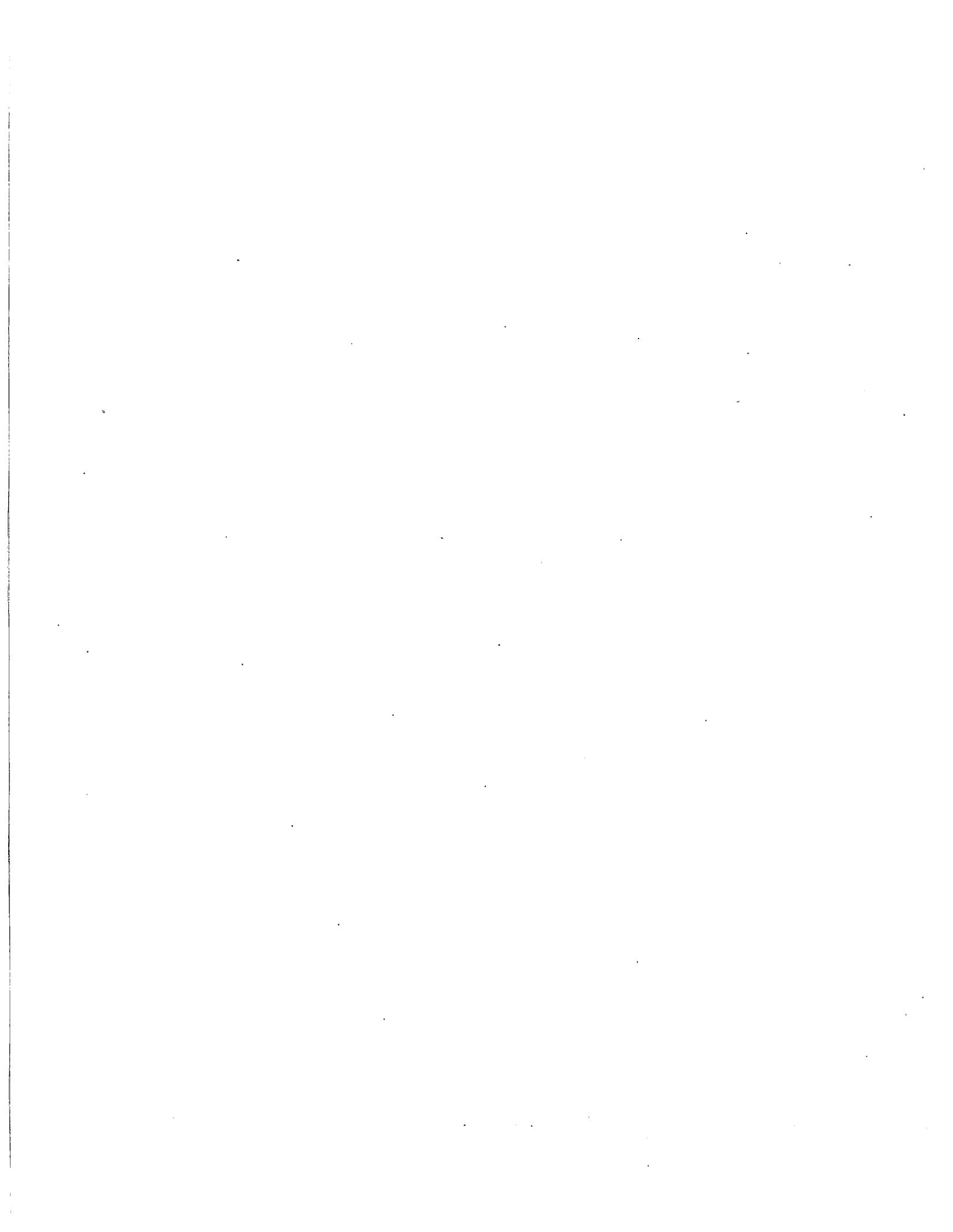
Detailed descriptions of the electric rates used throughout the city can be found below.

Utility Rate Schedule				City of Junction City, KS	
Resource	Utility Name	Rate Tariff Name	Description	Charge	Unit
Electricity ⁽¹⁾	Westar	Commercial (kW, kWh)	Customer Charge	\$ 16.00	Per Meter
			1st 1,200 kWh	\$ 0.0551	Per kWh
			All Remaining kWh	\$ 0.0350	Per kWh
			Winter Demand	\$ 4.5000	Per kW
			Summer Demand	\$ 7.0000	Per kW
			Transmission Service	\$ 0.0045	Per kWh
			Environmental Cost Rcv	\$ 0.0016	Per kWh
			Tax Adjustment	% 4.0000	Per Bill
			Fuel Adjustment ⁽²⁾	\$ Varies	Per kWh
Natural Gas ⁽³⁾	Kansas Gas Service	General Service	Marginal Rate	\$ 0.9019	Per CCF

Notes: (1) Some of the facilities are on accounts that are being charged demand (kW) and others are being charged on an electric utility rate that takes into account only consumption charges.

(2) The fuel adjustment charge varies from month to month. For savings calculations, the marginal rate for the past 12 months was used - \$0.0198 per kWh.

(3) The rate used for natural gas is taken from a marginal rate calculated over the past 12 months.



5.0 WATER METER SUMMARY

Current Situation

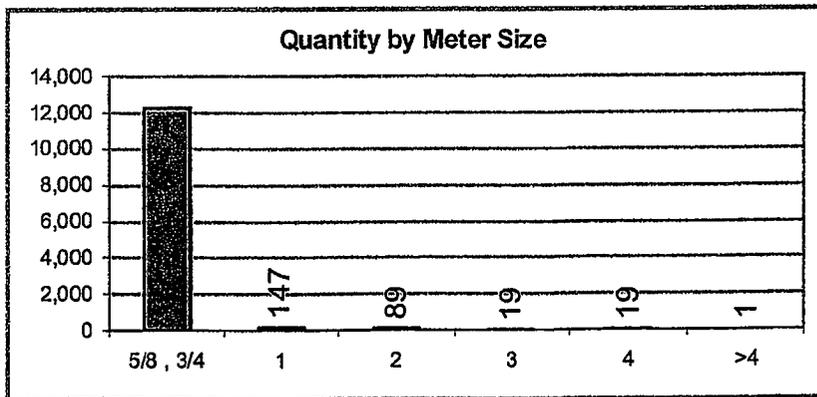
The revenue estimates provided in this analysis are based on a combination of utility inputs and industry standards developed from Schneider Electric's research and analysis used to help municipalities find ways to maximize water revenue. Unaccounted-For-Water (UFW) is the difference between the amount of water a utility purchases or produces and the amount of water that it can account for in sales and other known uses for a given period. The American Water Works Association (AWWA) and the Environmental Protection Agency (EPA) have established that the goal for unaccounted-for-water in a municipality should be less than 10% of total water production. In addition, the AWWA states that unaccounted-for-water rates above 15% for municipal systems indicate the need for immediate actions. Schneider Electric's Preliminary Audit shows that an average of 18% of the water that the City of Junction City produces is unaccounted for; therefore, there is significant potential for the city to capture additional revenue by making improvements to its water system.

2009 Water Production Month to Month

Month	Water Available (gal)	Water Sold (gal)	Unaccounted For Water (gal)	Unaccounted For Water (%)
January	97,648,000	74,207,000	23,441,000	24%
February	81,609,000	66,579,000	15,030,000	18%
March	93,579,000	78,383,000	15,196,000	16%
April	97,710,000	91,968,000	5,742,000	6%
May	124,097,000	91,027,000	33,070,000	27%
June	131,640,000	108,386,000	23,254,000	18%
July	119,380,000	115,575,000	3,805,000	3%
August	134,000,000	101,181,000	32,819,000	24%
September	117,861,000	89,109,000	28,752,000	24%
October	116,009,000	92,980,000	23,029,000	20%
November	98,669,000	81,909,000	16,760,000	17%
December	102,739,000	81,695,000	21,044,000	20%
Totals	1,314,941,000	1,072,999,000	241,942,000	18%

Meter Population

Size	Quantity
5/8, 3/4	12,206
1	147
2	89
3	19
4	19
>4	1
Total	12,481

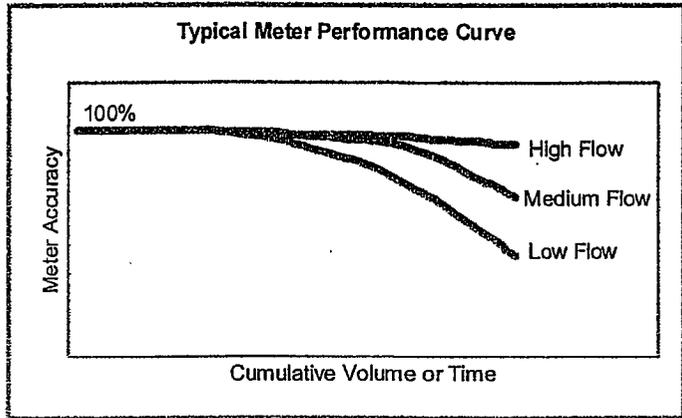


5.0 WATER METER SUMMARY

Solution

There are a number of steps that can be taken to reduce unaccounted-for-water in the City of Junction City. Water meter replacement is the single most cost-effective action that can be taken to reduce the volume of unaccounted-for-water and therefore increase revenue.

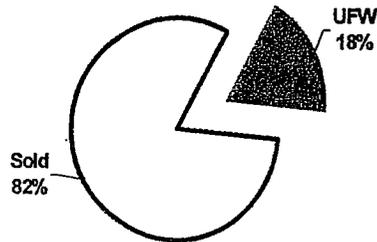
Water meters lose their ability to accurately report water used primarily because of the physical wear and tear experienced by the meter over time. As the meter loses its accuracy, the amount of "free" water that is delivered to residences and businesses increases. This water is considered unaccounted for, since it passes through the meter without registering usage, and is a contributing factor to the total loss percentage for the City of Junction City.



However, by properly testing and replacing inaccurate water meters as part of a comprehensive Performance Contract with Schneider Electric, the City of Junction City can minimize these problems and maximize revenue. During an Investment Grade Audit (IGA) a representative sample of meters will be selected and tested for accuracy. The average accuracy of the tested population will be used as representation of the entire population. In this Preliminary Audit, Schneider Electric attributed a loss 110 million gallons annually to inaccurate meters at the City of Junction City. By capturing these losses, the City of Junction City could reduce their UFW by 46%.

This translates into a loss of revenue for the City of Junction City of \$160,000 annually. To regain this lost revenue

Unaccounted For Water



Water Treated:	<u>1,314,941</u>
Unaccounted For Water	<u>241,942</u>
Loss Percentage:	<u>18%</u>

a water meter change-out program must be implemented.

This figure does not consider the additional maintenance and operational savings as well as many intangible benefits.

Intangible Benefits

Accounting & Customer Service Benefits

With the automation of meter reading comes significant improvements in accuracy and availability of data. By removing the human error factor, reading and data entry errors are practically eliminated. In addition, indoor and inaccessible meters, which are often estimated under a manual system, are read every cycle. Together, these factors serve to reduce complaints to utility billing. Consequently, the number off re-bills and estimated bills are significantly reduced, which are costly because they are non-cyclical and require manual intervention.

5.0 WATER METER SUMMARYRevenue Protection Savings

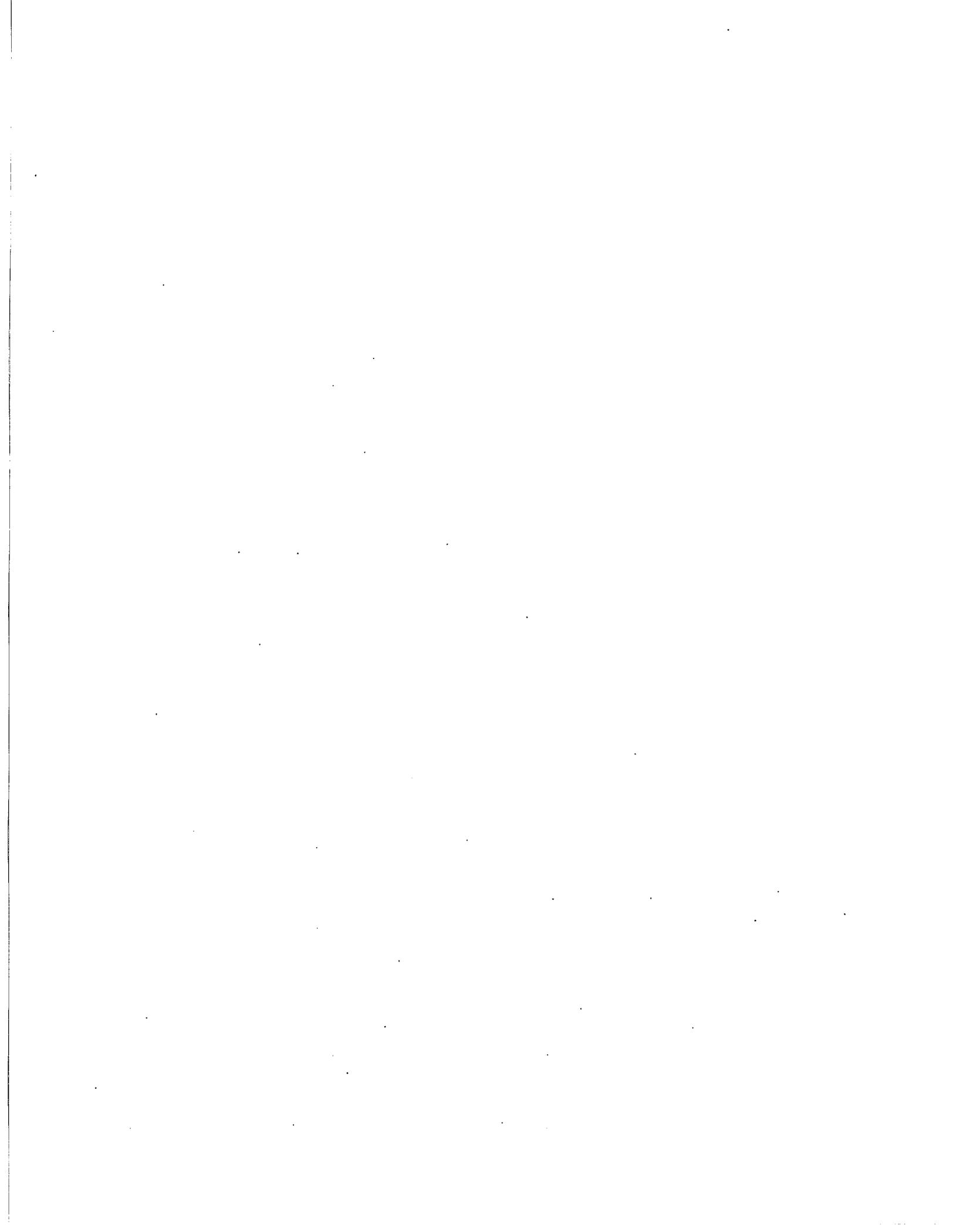
The International Utility Revenue Protection Agency estimates that most utilities lose 1% to 2% of their revenue to theft each year. The technologies used for drive-by meter reading give the utility a powerful tool for revenue protection by incorporating a tamper alarm in the meter interface unit. This will allow the City of Junction City to collect the full amount due.

Employee Time Allocation

By implementing a Automatic Meter Reading (AMR) system, the time spent to perform the task of reading and recording the cities water meters could potentially be reduced by 90%. In addition, for the meters that are currently recorded by pen into the meter books, this information would no longer have to be entered manually into the computer, thus saving additional time. This would allow the city employees to allocate their time between other tasks.

Business Benefits

- Reduced operating costs keep rates low and profits at a maximum.
- Eliminating traditional meter reading reduces your exposure to risk and liability.
- Eliminates intrusion on customers' property and improves customer service.



6.0 REFERENCES

6.1 KANSAS PERFORMANCE CONTRACTING REFERENCES

Basehor-Linwood USD 458

Contact: David Howard — Superintendent

Telephone: (913) 724-1396
Address: 2008 N. 155th Street
Basehor, KS 66007

Annual Savings: \$39,288
Project Value: \$1,066,477

Project Components:

- Electrical system upgrades
- Unit ventilator replacements
- Energy management system
- Split-system unit replacements
- District-wide lighting retrofit

City of Burlingame

Contact: Patti Gilbert — City Clerk
Telephone: (785) 654-2414
Address: 101 E. Santa Fe Avenue
Burlingame, KS 66413

Annual Savings: \$13,687
Project Value: \$553,506

Project Components:

- City-wide lighting retrofit
- Automatic meter reading for water, electric and gas meters
- Water meter change-out

Chanute USD 413

Contact: Steve Parsons — Superintendent
Tony Sehorn — Director of Maintenance
Telephone: (620) 432-2500
Address: 410 S. Evergreen
Chanute, KS 66720

Annual Savings: \$92,388
Project Value: \$1,550,247

Project Components:

- Hydronic piping upgrades
- Replaced two boilers
- Added heat to gymnasium
- Split-system replacement
- District-wide lighting retrofit
- Energy management system

Circle USD 375

Contact: Eliese Holt — Superintendent
Telephone: (316) 541-2577
Address: 901 Main, PO Box 9
Towanda, KS 67114

Annual Savings: \$67,748
Project Value: \$551,176

Project Components:

- Rooftop equipment to replace steam boilers and window units
- Energy management system
- District-wide lighting retrofit

Clearwater USD 264

Contact: Mike Roth — Superintendent
Telephone: (620) 584-2091
Address: 801 E. Ross
Clearwater, KS 67026

Annual Savings: \$41,479
Project Value: \$755,987

Project Components:

- Replaced hot-water boiler
- Energy management system
- Replaced over 150 windows
- Installed back-up boiler pump
- District-wide lighting retrofit

Ellis USD 388

Contact: Steve Taylor — Superintendent
Telephone: (785) 726-4281
Address: 1011 Washington Street
Ellis, KS 67637

Annual Savings: \$56,871
Project Value: \$1,756,645

Project Components:

- Boiler and chiller replacements
- Rooftop equipment replacements
- HVAC upgrades
- Custom multi-zone units
- Energy management control system
- Comprehensive lighting retrofit
- Lighting fixture replacement

6.0 REFERENCES

Ellsworth USD 327

Contact: Ken Arnhold — Superintendent
 Telephone: (785) 472-5561
 Address: 145 W. 15th Street
 Ellsworth, KS 67439
 Annual Savings: \$37,321
 Project Value: \$387,587

- Project Components:
- Repaired defective fan-coil units
 - Energy management system
 - Installed new rooftop equipment
 - District-wide lighting retrofit

Eudora USD 491

Contact: Don Grosdidier — Superintendent
 Peg Buchanan — Business Manager
 Telephone: (785) 542-4910
 Address: 1002 Elm Street
 Eudora, KS 66025
 Annual Savings: \$124,951
 Project Value: \$1,293,361

- Project Components:
- Installed centralized a/c at annex
 - Replaced multi-zone rooftops
 - Energy management system
 - Retrocommissioned controls
 - Installed new drop ceilings
 - District-wide lighting retrofit

Eudora USD 491 – New Construction

Contact: Don Swartz — Construction Supervisor
 Don Grosdidier — Superintendent
 Telephone: (785) 542-4910
 Address: 1002 Elm Street
 Eudora, KS 66025
 Annual Savings: \$103,844
 Project Value: \$4,322,931

- Project Components:
- Designed building HVAC
 - Installed heat-pump HVAC system
 - Energy management system
 - Commissioned controls & HVAC
 - Guarantee ongoing performance

Fredonia USD 484

Contact: Jim Porter — Superintendent
 Telephone: (620) 378-4177
 Address: 300 N. 6th Box 539
 Fredonia, KS 66736
 Annual Savings: \$28,967
 Project Value: \$295,112

- Project Components:
- District-wide lighting retrofit
 - Energy management system

Garvey Center, Wichita

Contact: Larry Weber — Vice President of Operations
 Telephone: (316) 261-5325
 Address: 250 W Douglas Suite 100
 Wichita, KS 67202
 Annual Savings: \$165,488
 Project Value: \$1,097,875

- Project Components:
- Cooling tower replacement
 - Energy management system
 - Replaced centrifugal chiller
 - Comprehensive lighting retrofit

Highland USD 425

Contact: Rex Bollinger — Superintendent
 Telephone: (785) 442-3286
 Address: 402 E Main Street
 Highland, KS 66035
 Annual Savings: \$34,014
 Project Value: \$368,947

- Project Components:
- Comprehensive lighting retrofit
 - Energy management system

6.0 REFERENCES

Hoisington USD 431

Contact: Bill Lowry — Superintendent
 Telephone: (620) 653-4134
 Address: 165 W. 3rd Street
 Hoisington, KS 67544

Annual Savings: \$67,884
 Project Value: \$1,390,193

- Project Components:**
- Electrical upgrades
 - Recommissioned and expanded existing control system
 - HVAC redesign at elementary
 - New RTU for middle school kitchen
 - District-wide lighting retrofit

Holton USD 336

Contact: Russ McKinney — Board President
 Telephone: (785) 364-3650
 Address: 515 Pennsylvania Avenue
 Holton, KS 66436

Annual Savings: \$26,282
 Project Value: \$1,197,023

- Project Components:**
- Complete mechanical retrofit
 - Energy management system
 - Built-up roof replacement
 - Exterior waterproofing

Iola USD 257

Contact: Dr. Craig Neuenswander — Superintendent
 Telephone: (620) 496-4703
 Address: 408 N. Cottonwood
 Iola, KS 66749

Annual Savings: \$74,218
 Project Value: \$774,914

- Project Components:**
- Complete lighting retrofit
 - Energy management system

Jefferson County North USD 339

Contact: Dr. Tim Marshall — Superintendent
 Telephone: (913) 774-2000
 Address: 310 5th St. Box Q
 Winchester, KS 66097

Annual Savings: \$30,565
 Project Value: \$409,902

- Project Components:**
- Replaced two hot-water boilers
 - Energy management system
 - Replaced air-cooled chiller
 - District-wide lighting retrofit

Kansas State School for the Blind

Contact: Madeline Burkindine — Superintendent
 Jay Ray — Facilities Manager
 Telephone: (913) 281-3104
 Address: 1100 State Avenue
 Kansas City, Kansas 66102

Annual Savings: \$44,519
 Project Value: \$445,071

- Project Components:**
- Installed new hot-water boiler
 - Installed new hot-water heaters
 - Energy management system
 - Provided pool cover measures
 - District-wide lighting retrofit

Lansing USD 469

Contact: Dr. Randal Bagby — Superintendent
 Telephone: (913) 727-1100
 Address: 613 Holiday Plaza
 Lansing, KS 66043

Annual Savings: \$70,184
 Project Value: \$758,065

- Project Components:**
- Addition of unit heaters
 - Energy management system
 - Corrected HVAC design flaws
 - District-wide lighting retrofit

6.0 REFERENCES

Manhattan Area Technical College

Contact: Rob Edleston — President
Jane Bloodgood — Business Manager
Telephone: (785) 587-2800
Address: 3136 Dickens Avenue
Manhattan, Kansas 66503
Annual Savings: \$29,940
Project Value: \$443,959

- Project Components:**
- Replaced rooftop equipment
 - New ductwork for HVAC
 - Energy management system
 - Installed drop ceilings
 - District-wide lighting retrofit

Midway USD 433

Contact: Rex Bollinger — Superintendent
Telephone: (785) 359-6525
Address: 642 Hwy 20 East
Denton, KS 66017
Annual Savings: \$32,306
Project Value: \$527,369

- Project Components:**
- Boiler system replacement
 - Air-handler replacement
 - Heat pump replacement
 - Gymnasium lighting retrofit
 - Energy management system

Nemaha Valley Community Hospital

Contact: Mike Stallbaumer — Director of Maintenance
Stan Regehr — Hospital Administrator
Telephone: (785) 336-6181
Address: 1600 Community Drive
Seneca, KS 66538
Annual Savings: \$26,215
Project Value: \$198,000

- Project Components:**
- Added alarms to clean rooms
 - Conditioned operating suites
 - Energy management system
 - Comprehensive lighting retrofit

City of Newton

Contact: Jim Heinicke — City Manager
Dennis Quiring — Risk Manager
Telephone: (316) 284-6002
Address: City Hall-201 East Sixth, PO Box 426
Newton, KS 67114
Annual Savings: \$39,077
Project Value: \$915,775

- Project Components:**
- Replaced multizone rooftops
 - Installed new rooftop HVAC
 - Installed new boilers and chiller
 - Energy management system
 - Comprehensive lighting retrofit

Northeast USD 246

Contact: Mike Philpot — Superintendent
Telephone: (620) 347-4116
Address: 1001 E. South Street
Arma, KS 66712
Annual Savings: \$38,755
Project Value: \$594,640

- Project Components:**
- Replaced old rooftop equipment
 - Energy management system
 - Upgraded football field lighting
 - District-wide lighting retrofit

North Central Kansas Technical College

Contact: Bob Schmidt — Dean of Adm. Services
Telephone: (785) 738-9056
Address: 3033 US Highway 24
Beloit, KS 67420
Annual Savings: \$65,902
Project Value: \$778,282

- Project Components:**
- HVAC system redesign
 - Shop heating installation
 - Boiler relocation & replacement
 - Rooftop unit replacements
 - Split-system replacements

6.0 REFERENCES

Parsons USD 503

Contact: Dr. Deb Perbeck — Superintendent
 Telephone: (316) 421-5950
 Address: 2900 Southern, Box 1056
 Parsons, KS 67357
 Annual Savings: \$41,951
 Project Value: \$825,000

Project Components:
 ■ Installed new rooftop equipment
 ■ Energy management system
 ■ Eliminated failing boiler, heat pumps and window units
 ■ District-wide lighting retrofit

Perry USD 343

Contact: Dr. Dennis Yoder — Superintendent
 Telephone: (785) 597-5138
 Address: 205 W. Bridge Street
 Perry, KS 66073
 Annual Savings: \$45,964
 Project Value: \$1,098,455

Project Components:
 ■ Replaced multi-zone rooftops
 ■ Energy management system
 ■ Upgraded single-zone HVAC
 ■ District-wide lighting retrofit

Rawlins County Health Center

Contact: Todd Howard — Maintenance Director
 Telephone: (785) 626-3211
 Address: 707 Grant Street
 Atwood, KS 67730
 Annual Savings: \$10,761
 Project Value: \$222,609

Project Components:
 ■ Removed chiller and air-handler
 ■ Installed new rooftop equipment
 ■ Facility-wide lighting retrofit
 ■ Web-enabled control system

Rawlins County USD 105

Contact: Mark Wolters — Superintendent
 Telephone: (785) 626-3236
 Address: 205 North 4th, Ste. 1
 Atwood, KS 67730
 Annual Savings: \$7,941
 Project Value: \$428,944

Project Components:
 ■ Re-piped boiler room
 ■ Replaced deteriorated boilers
 ■ Improved condensate return system
 ■ Refurbished gym air-handlers
 ■ Split-system replacement

Renwick USD 267

Contact: Dr. Dan Peters — Superintendent
 Telephone: (316) 444-2165
 Address: 600 West Rush
 Andale, KS 67001
 Annual Savings: \$85,265
 Project Value: \$876,793

Project Components:
 ■ Replaced rooftop equipment
 ■ Energy management system
 ■ HVAC retrocommissioning
 ■ District-wide lighting retrofit

Rose Hill USD 394

Contact: Randal Chickadonz — Superintendent
 Roger Miller- Business Manager
 Telephone: (316) 776-3300
 Address: 104 North Rose Hill Rd.
 Rose Hill, KS 67133
 Annual Savings: \$117,753
 Project Value: \$2,084,752

Project Components:
 ■ Replaced chiller, cooling tower, and RTUs
 ■ Install heat recovery chiller and economizer
 ■ Energy management system recommissioning
 ■ Gym lighting retrofit
 ■ Irrigation system modification

6.0 REFERENCES

Sabetha USD 441

Contact: Dennis Stones — Superintendent
 Telephone: (785) 284-2175
 Address: 1619 S Old Hwy 75
 Sabetha, KS 66534

Annual Savings: \$71,953
 Project Value: \$857,759

Project Components:

- District-wide lighting retrofit
- Comprehensive energy management system

Santa Fe Trail USD 434

Contact: Dr. Steve Pegram — Superintendent
 Telephone: (785) 665-7168
 Address: 4401 US Highway 56
 Carbondale, KS 66414

Annual Savings: \$35,545
 Project Value: \$881,137

Project Components:

- Replaced rooftop equipment
- Energy management system
- Freezer and HVAC alarms
- District-wide lighting retrofit

Seaman USD 345

Contact: Dr. Robert Balsters — Deputy Superintendent
 Telephone: (785) 575-8600
 Address: 901 NW Lyman Rd
 Topeka, KS 66608

Annual Savings: \$100,081
 Project Value: \$925,276

Project Components:

- Addressed humidity concerns
- Energy management system
- Solved pressurization problem
- District-wide lighting retrofit

Shawnee Heights USD 450

Contact: Martin Stessman — Superintendent
 Telephone: (785) 379-5800
 Address: 4401 SE Shawnee Heights Road
 Tecumseh, KS 66542

Annual Savings: \$137,624
 Project Value: \$1,417,501

Project Components:

- Replaced heat pump units
- Modified ductwork
- HVAC addition with bond
- District-wide lighting retrofit
- Energy management system

Smith County Memorial Hospital

Contact: Carolyn Hess — Administrator
 Randy Archer — Maintenance Director
 Telephone: (785) 282-6845
 Address: 614 S. Main Street
 Smith Center, KS 66067

Annual Savings: \$86,966
 Project Value: \$2,567,261

Project Components:

- New mechanical system including:
Boilers, fan-coil units, air-handlers, & piping
- Completed 4-pipe system building-wide
- Energy management control system
- Humidity control in Surgery Suite
- Building-wide lighting retrofit & replacement

Wathena USD 406

Contact: Mike Newman — Superintendent
 Telephone: (785) 989-4427
 Address: 705 Jesse Street
 Wathena, KS 66090

Annual Savings: \$29,178
 Project Value: \$537,913

Project Components:

- Hot-water boiler replacement
- Energy management system
- District-wide lighting retrofit

6.0 REFERENCES

Wellsville USD 289

Contact: Denise O'Dea — Superintendent
Telephone: (785) 883-2388
Address: 602 Walnut
Wellsville, KS 66092
Annual Savings: \$28,900
Project Value: \$441,043

Project Components:

- Addition of gymnasium a/c
- Linked new control system to high school
- New air-conditioning in lobby
- Updated control system in elementary

City of Wichita

Contact: James Mayer
Telephone: (316) 268-4408
Address: City Hall-8th Floor, 455 N. Main Street
Wichita, KS 67202
Annual Savings: \$375,000
Project Value: \$2,453,540

Project Components:

- Free-cooling retrofit
- Dual-duct to VAV conversions
- Cooling tower replacement
- Complete lighting retrofit
- Energy management system

Wichita County

Contact: Vick Case — County Commissioner
Telephone: (620) 375-2731
Address: 206 South 4th Street
Leoti, KS 67861
Annual Savings: \$8,156
Project Value: \$231,112

Project Components:

- Replace windows at Courthouse, Economic Development, and Sheriff Dept.
- Lighting retrofit and replacement
- Programmable thermostats

Wilson County

Contact: Kris Marple — County Coordinator
Telephone: (620) 378-3472
Address: 615 E Madison Street
Fredonia, KS 66736
Annual Savings: \$41,355
Project Value: \$715,281

Project Components:

- Mechanical system redesign
- Dual-duct to VAV conversions
- Energy management system
- Complete lighting retrofit



7.0 GLOSSARY OF TERMS

AKW - Actual Kilowatts, this is the unit of measurement for electrical demand. Normally, this is measured as the highest average 15 minutes of electrical consumption during the billing period.

BKW - Billed Kilowatts, most utility companies charge all-year long for the highest demand that occurred during their peak demand session. The billed kW is often different from the actual kW. Not all customers are charged for demand.

Blended Rate – The blended rate is the average cost per unit billed on the utility bills. For electricity, this is a cost per kWh billed. Utility rates may have tiered charges where different levels of consumption are charged at different rates. They may also have seasonal charges where consumption is charged at a different rate depending on the time of year. In order to simply express an average rate over the course of a year, a blended rate is used.

Btu - British Thermal Units - a measurement of energy consumption. More specifically, the quantity of heat required to raise the temperature of one pound of water one degree Fahrenheit at 39 or 60 degrees. Note: MBtu = 1,000 Btu; MMBtu = 1,000,000 Btu

CCF - a measurement of gas – hundreds of cubic feet

CF – Cubic feet of water. This is a common unit of measurement for water consumption. Other common measurements are gallons (gal) and kilo gallons (kgal).

Cost - The total electric, gas, propane, fuel oil, water, or other fuel charge for the billing period.

DDC – Direct Digital Control.

ECM - Energy Conservation Measure – any measure that will save energy. For example, lighting retrofit, air conditioning/heating repair or replacement, adding or upgrading controls.

EMS - Energy Management System – the controls that are used to operate the facilities.

Footcandle – A measurement of the degree of illumination (or light level) on a surface. Originally, the amount of light one foot away from a standard candle. Currently defined as one lumen per square foot.

Hazardous Material - any material that, because of its quantity, concentration, or physical and chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or environment. Asbestos, PCB's and mercury are examples of hazardous material or "hazmat," and must be disposed of according to EPA regulations.

Horsepower – Work done over time. The exact definition of one horsepower is 33,000 lb.ft. per minute. It also equals 746 Watts.

HVAC – Heating/Ventilation/Air Conditioning – also referred to as mechanical equipment.

kBTU - a measurement of energy consumption = 1,000 British Thermal Units

kWh - Kilowatt-Hours. This is the unit of measurement for electrical consumption. One kWh is equivalent to the energy consumed by ten 100-watt light bulbs burning for one hour.

kWh/Ft², W/Ft², CF/Ft², Gal/Ft², Lb/Ft², HCF/Ft² & kBTU/Ft² per Month - Each month's prorated consumption is divided by the area of the building to obtain an index of your facility's relative energy consumption intensity. This is done for electrical consumption (kWh), demand (kW), gas (MCF and CCF), oil and propane (gallons), steam (pounds), water (HCF), and any other fuels (kBTU). No matter the size of your facility or the amount of energy consumed, this number allows for a meaningful comparison to other facilities of similar function. kW are converted to watts and MCF and CCF to cubic feet to eliminate the problem of dealing with very small numbers.

7.0 GLOSSARY OF TERMS

Load Factor - This is a ratio showing the relationship between actual kW (AkW) and kWh for the billing period. It is calculated from the data on your monthly bill. The calculation is: $\text{Load Factor} = (\text{kWh Used}) / (\text{AkW} \times \text{Number of Hours in the Month})$. A high load factor indicates long hours of use at demand levels close to the peak demand for the billing period. A low load factor indicates short hours of use or excessively high peak demand levels.

MBH - 1,000 Btu/hr; Heating equipment sizes are typically rated in MBH.

MCF - Thousands of cubic feet of natural gas. This is a common unit of measurement for gas consumption. Other common units of measurement are hundreds of cubic feet (CCF) or millions of BTU's (mmBTU). If your bills normally use one of these other units we have converted the consumption to MCF.

Multiplier - The number by which the difference of the current reading and previous reading of a meter is multiplied to produce the actual reading. For example, if the current consumption reading of an electric meter with a multiplier of 120 is 10505, and the previous reading was 10005, then the difference, 500, times the multiplier, 120, produces the actual consumption of 60,000 kWh.

PASS - Performance Assurance Support Services, a support division of the Energy Solutions Department of TAC Americas. PASS monitors the performance of the project and reports to the customer savings through annual reconciliation of the utility data provided to TAC Americas by the customer. PASS also supports the customer throughout the term of the performance contract.

Power Factor - The ratio of the resistance power to the apparent power. $\text{Power Factor} = \text{kW} / \text{kVA}$. Utility companies often charge a penalty for lagging power factors.

Prorated - Utility meters are usually not read on the end of the month. This makes comparing bills from one year to the next inaccurate since the bills may not cover the same number of days or even the same part of the month. For this reason we have prorated the consumption and costs for electricity, gas, fuel oil, propane, water, or other fuels to allow for year-to-year and facility-to-facility comparisons. As an example, any given month will normally have two utility bills involved to account for the consumption for all days in that month. The prorating process assigns consumption from each bill to the calendar month in question. This assignment is done in proportion to the number of days in each bill that occurred in the subject month.

Read Date - The date your electric, gas, propane, fuel oil, water, or other fuel utility company read your meter or filled your tank. In most cases the read date will not be the last day of the month. For comparison purposes it is useful to have consumption data on a calendar month basis.

Therm - A unit of heat equal to 100,000 British thermal units.

SF - Square foot.

Ton (T) - One ton is equivalent to 12,000 Btu/hr. A ton of refrigeration produces the same amount of cooling energy as one ton of ice melting in a 24-hour period

Total Cost - The sum of electric, gas, fuel oil, propane, water, or other fuel charges.

Total Use - The sum of electric and gas usage, in MMBtu.

Weather Normalization - When comparing consumption from year to year it is helpful to weather normalize the data to provide a more consistent comparison. Weather normalizing the data takes into account abnormal weather conditions that may incorrectly influence the comparison. Two sets of weather data are used in the weather normalization process: TMY2 (typical mean year) & actual data. These two data sets are compared to find any discrepancies that need to be accounted for. The data is "tuned" to the actual weather and then this relationship is applied to the TMY2 data to provide a weather normalized baseline.

7.0 GLOSSARY OF TERMS

Weighted Average – the average value of a data set accounting for the importance of a data point. For example, if a data set has an average of 10, but the more important points have an average of 7, the weighted average would lie somewhere between 7 and 10.

\$/kWH, \$/kW, \$/MCF, \$/Gal, \$/HCF & \$/kBTU - The marginal cost per unit for the billing period. The marginal cost per unit is the dollar amount saved if one unit was saved. This value will typically vary with seasonal rate changes, load factor, consumption amount, demand amount, or any other factor relevant to the utility.

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City of Junction City

City Commission

Agenda Memo

3-3-2011

From: Tyler Ficken, City Clerk
To: **Gerry Vernon, City Manager**
Subject: **Pennell Days – Use of City owned photographs**

Objective: The consideration and approval for the Geary County Historical Society to borrow copies of Pennell photographs currently displayed in the Municipal Building.

Explanation of Issue: The Geary County Historical Society is planning the event "Pennell Days". They have made a request to borrow Pennell photos currently displayed at the municipal building for their event. The event is scheduled for Saturday April 30, 2011 from 11AM to 6PM. The City will make an inventory of the borrowed pieces to ensure their safe return to the City. The pictures will be displayed at the Little Theatre Annex.

Budget Impact: None

Alternatives:

1. Approve the Geary County Historical Society to borrow copies of Pennell photographs currently displayed in the Municipal Building.
2. Disapprove the Geary County Historical Society to borrow copies of Pennell photographs currently displayed in the Municipal Building.
3. Modify the proposal.
4. Table the request.

Recommendation: Staff recommends allowing the Geary County Historical Society to borrow copies of Pennell photographs currently displayed in the Municipal Building.

Suggested Motion:

Move to allow the Geary County Historical Society to borrow copies of Pennell photographs currently displayed in the Municipal Building.

Enclosures: Media Release, Photo list

INVENTORY OF CITY BUILDING'S HISTORICAL ARTS BY PENNELL

<u>Title/Description</u>	<u>Inventory No.</u>	<u>Location</u>	<u>Floor</u>
Banquet In Bartell House	# 005	Lobby Area	1
Bartell House 1904	# 022	B106	B
C L Hoover Opera House	# 002	Lobby Area	2
Cohen, D. 7. 1904	# 008	Open Area	1
Court House 1900	# 020	B106	B
Ford, F-7 Garbage Truck	# 017	B106	B
Horseshoe Saloon 1906	# 014	Lobby Area	B
Ice Cream Parlor 1903	# 012	Lobby Area	B
Junction City Swimming Pool 1952	# 016	B106	B
Knighth Templiar Review 1897	# 027	B109	B
Ladies Reading Club 1914	# 003	Lobby Area	2
Lyric Cup Race 1908	# 009	Open Area	1
Municipal Building Ground Breaking 1936	# 013	Lobby Area	B
Old City Hall 1906	# 001	Commissioner's Room	2
Original Salvation Army 119 East 7th Street	# 011	Elevator Lobby	1
Pennell Building 1909	# 026	B103	B
Salvation Army Restoration 1987	# 007	Open Area	1
Street Paving 1914	# 010	Open Area	1
The Telephone Exchange 1900	# 004	Lobby Area	2
Union Pacific Depot 1915	# 023	B106	B
Union Pacific Railroad 1920	# 018	B106	B
Union Pony Contest 1914	# 025	B103	B
Washington Street 1900	# 024	B106	B
West Ash Mid 1950's	# 019	B106	B
8th and Washington 1910	# 021	B106	B
11th and Washington 1920	# 006	Open Area	1
18th and Washington 1956	# 015	B106	B

Banquet In Bartell House
#005

Ladies Reading Club 1914
#003

Union Pacific Railroad 1920
#018

C L Hoover Opera House
#002

Lyric Cup Race 1908
#009

Union Pony Contest 1914
#025

Cohen, D. 7. 1904
#008

Municipal Building Ground
Breaking 1936
#013

Washington Street 1900
#024

Bartell House 1904
#022

Old City Hall 1906
#001

West Ash Mid 1950's
#019

Fore, F-7 Garbage Truck
#017

Original Salvation Army
119 East 7th Street
#011

8th and Washington 1910
#021

Horseshoe Saloon 1906
#014

Pennell Building 1909
#026

11th and Washington 1920
#006

Court House 1900
#020

Salvation Army Restoration
1987
#007

18th and Washington 1956
#015

Ice Cream Parlor 1903
#012

Street Paving 1914
#010

Junction City Swimming
Pool 1952
#016

The Telephone Exchange
1900
#004

Knights Templar Review
1897
#027

Union Pacific Depot 1915
#023

- 001 021
- 002 022
- 003 023
- 004 024
- 005 025
- 006 026
- 007 027
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City of Junction City

City Commission

Agenda Memo

May 18, 2010

From: Jim Germann, Engineering Operations Manager / Information Systems Director
To: Gerry Vernon, City Manager, and City Commission
Subject: **Award of Bids for Vehicle Maintenance Service.**

Objective: Award of Vehicle Maintenance Bid Award (Bid No. – PW 11-001)

Explanation of Issue: The Public Works Department sent out requests for bids to provide routine vehicle services for city owned vehicles. The bid process was opened on 1 February 2011 and closed on 18 February 2011. (Proposals for Vehicle Maintenance Services) The request for proposals was published in the Daily Union and the City's current web site. Two bids were received in this process. Both bids were opened on 18 February 2011 at 5:00 pm. Bid # 1 from Your Automotive (Your Automotive RFP) and Bid # 2 from J & R Automotive (J & R Automotive RFP). The committee consisting of the Finance Director, Parks and Recreation Director, Public Services Director, Chief Steinfort, Chief Brown, Phil Waters and I reviewed the proposals and conducted interviews with both vendors.

During the interview process, it was determined by the committee that neither vendor can provide a complete menu of services that were specified by the various city departments. Therefore, it is recommended that the City enter into 2 separate agreements with these two local vendors.

Budget Impact: Approval of this proposal will lock in the hourly service rate for vehicle repairs and services for a 3 year period.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve this request.
2. Disapprove this request
3. Table the request.

Suggested Motion: Commissioner _____ moves that the city accept the bids for Vehicle Maintenance Service from J & R Automotive and from Your Automotive and allow staff to enter into service contracts for vehicle maintenance with both vendors.

Recommendation: Staff recommends that the City Commission accept both bids for Vehicle Maintenance Service and allow Staff to enter into service agreements with both vendors.

Enclosures: Vehicle Maintenance Service Request for Proposals, Publication Notice, J & R Automotive Proposal, Your Automotive Proposal

City of Junction City, Kansas

**NOTICE INVITING PROPOSALS FOR VEHICLE MAINTENANCE
SERVICE**

BID NO. - PW 11-001

Date Issued:
February 1, 2011

Response Deadline:
February 18, 2011 at 5:00 p.m. CDT

Bid Objectives

This RFP addresses the City of Junction City's desire to contract for vehicle maintenance services for the City vehicle fleet (Appendix A) with a qualified local vendor for a period of three years.

Bids must meet the following objectives

1. Successful bidder must be able to provide the routine maintenance specified in this RFP to the City fleet vehicles (Appendix A).
2. Submittal of three (3) references by the successful bidder from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. The successful bidder shall provide employee certifications and company certifications for providing the requested services.
4. Invoices shall be submitted to each individual department (Police, Fire, Parks & Recreation, Public Works, and Water) of the City of Junction City, Kansas, with payments to be due within thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your repairs? If so, what type of warranty coverage do you offer?
6. All work shall be completed at an approved location/address:

7. List available sources for repair information, i.e. service manuals, etc.
8. Is a management system available to maintain all vehicle histories? If yes, please describe.
9. Please describe how you charge, either by the job or by the hour and your preferred method of payment (Invoice, Credit Card, etc)
10. Please describe your parts billing process.
11. Please list all other available services that your business/company provides, i.e. towing, pick-up and delivery, etc.
12. Are you willing to provide priority service for public safety vehicles? If so, please provide a brief description of your priority service process.
13. Are you able to provide inside storage of public safety vehicles that are required to be left at your location overnight?

Queries and Primary Contact Person

All inquiries about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by 18 February 2011

Name: Jim Germann
Address: 700 N Jefferson
Junction City, KS 66441
Email: jim.germann@jcks.com
Phone: 785-210-2950
Fax: 785-210-1999

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s) for a three year period. Contract year will start in April 2011.

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	1 February 2011	RFP released.
2.	18 February 2011	Sealed Bids Due by 5:00 p.m. CDT
3.	15 March 2011	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City, Kansas, Public Works Department at 700 N Jefferson, Junction City, KS 66441, not later than 5:00 p.m. CDT on 18 February, 2011. The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: VEHICLE MAINTENANCE SERVICE
BID NO. - PW 11-001
ATTENTION: Jim Germann, Engineering Operations Manager, 700 N Jefferson,
Junction City, KS, 66441

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposals submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, 18 February 2011 at 5:00 p.m. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Executed Service Agreement.
3. Two (2) original copies of the completed bid sheet.

Bid Sheet

Note: For Basis for Comparison, use a 2009 Chevy Tahoe as the vehicle basis for completing this bid sheet.

Service:	Costs:	
	<u>Per Hour</u>	<u>Per Job</u>
1. Oil Change/Filter/Lube/Vehicle Inspection	\$ _____	\$ _____
2. Brake Service	\$ _____	\$ _____
3. Tire Rotation	\$ _____	\$ _____
4. Wheel Alignment	\$ _____	\$ _____
Total	\$ _____	\$ _____

What is your standard shop rate? _____

The bidder must also include any and all charges that will apply, even if those charges are not explicitly mentioned in the RFP.

Other Charges:

Appendix A - City Vehicle Listing

Fire Department Vehicles

1996	Freightliner FL70	Engine 10
2005	Pierce Arrow XT	Engine 20
1998	Freightliner FL70	Engine 30
1990	Pierce Dash 75'	Ladder 1
1989	F350	Squad 1
2004	Chevrolet Impala	520
1995	Ford F150 Pickup	521
2005	CK35943	522
2001	Ford E450	Med 1
2000	Ford E406	Med 2
2009	Chevrolet G4500	Med 3
2006	Ford E450	Med 4

Police Department Vehicles:

2001	Ford Crown Victoria	Unit 219	Green Staff
2007	Chevy Impala (Silver)	Unit 200	Capt
2001	Ford Crown Victoria	Unit 221	Court Car
2009	Chevrolet Tahoe SUV	Unit 202	
2009	Chevrolet Tahoe SUV	Unit 204	
2009	Chevrolet Tahoe SUV	Unit 206	
2009	Chevrolet Tahoe SUV	Unit 208	
2009	Chevrolet Tahoe SUV	Unit 210	
2009	Chevrolet Tahoe SUV	Unit 212	
2005	Ford Crown Victoria	Unit 216	K-9
2005	Ford Crown Victoria	Unit 214	
1999	Ford F-250 Super Cab (White)	Unit 220	
1996	Ford Crown Victoria	Unit 235	Green staff
2007	Chevy Impala	Unit 201	Bronze Staff Chief
2001	Ford Crown Victoria	Unit 218	
1996	Chevrolet Tahoe Black	Unit 228	
1996	Ford Aerostar Van	Unit 244	Green Van
1996	Chevrolet Van	Unit 250	ACO
2003	Ford Windstar Green	Unit 237	
1996	Lime Green Chevy SUV.	Unit 222	
2004	Chevy Suburban Command Veh.	Unit 223	
2000	Ford Ranger Pickup	Unit 238	
2002	Toyota Tacoma Black King cab Tk	Unit 225	
1989	Hyster Diesel Forklift Model # H40-XL-MIL		
2001	Chevy Suburban Dark Purple	Unit 224	CIU
2009	Harley-Davidson FLHP Motorcycle	Unit 252	
2002	Chevrolet Impala (CIU)	Unit 248	
2004	Chevrolet Impala (CIU)	Unit 246	

2005	Ford C/V White (DTF)	Unit 232
2000	Chev Impala (Gold)	Unit 229
2003	Ford Tk (Marron)	Unit 226
1999	Chev SUV (Grn)	Unit 227
1995	Ford Box Van(White)(TRU)	Unit 240
2002	S-10 Blazer 4x4 (White)	Unit 234
2004	Suzuki (Silver)	Unit 236
2003	Buick Le Sabre (Brn)	Unit 230

Parks & Recreation Vehicles

2008	Chevrolet 15 Passenger Van	# ???
2006	Chevrolet 1/2 ton PU	# 885
2006	Chevrolet 1/2 ton PU	# 112
2006	Chevrolet 1 ton PU	# 136
2004	Chevrolet 1/2 ton PU	# 149
2004	Chevrolet 1/2 ton PU	# 127
1998	Chevrolet 1 ton Dump Truck	# 107
1997	Ford 15 Passenger Van	# 102
1990	GMC 2 ton Dump Truck (Diesel)	# 683
1990	GMC 2 ton Dump Truck (Diesel)	# 661

Public Works Department Vehicles

2007	Chevy Silverado
2003	Chevy Silverado
2003	Chevy Silverado
1996	Chevy S-10 Pickup

Water Department Vehicles

2006	Chevrolet 1/2 ton PU	# 886
1996	GMC Sonoma	# 884
1996	Chevy S-10 Pickup	# 888

PROPOSAL FOR: VEHICLE MAINTENANCE SERVICE

BID NO.-PW 11-001

**ATTENTION: Jim Germann, Engineering Operations Manager, 700 N.
Jefferson, Junction City, KS 66441**

City of Junction City, Kansas

**NOTICE INVITING PROPOSALS FOR VEHICLE MAINTENANCE
SERVICE**

BID NO. - PW 11-001

**Date Issued:
February 1, 2011**

**Response Deadline:
February 18, 2011 at 5:00 p.m. CDT**

Bid Objectives

This RFP addresses the City of Junction City's desire to contract for vehicle maintenance services for the City vehicle fleet (Appendix A) with a qualified local vendor for a period of three years.

Bids must meet the following objectives

1. Successful bidder must be able to provide the routine maintenance specified in this RFP to the City fleet vehicles (Appendix A).
2. Submittal of three (3) references by the successful bidder from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. The successful bidder shall provide employee certifications and company certifications for providing the requested services.
4. Invoices shall be submitted to each individual department (Police, Fire, Parks & Recreation, Public Works, and Water) of the City of Junction City, Kansas, with payments to be due within thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your repairs? If so, what type of warranty coverage do you offer?
6. All work shall be completed at an approved location/address:
Your Automotive Service Center
309 E. 11th St. Junction City
7. List available sources for repair information, i.e. service manuals, etc.
8. Is a management system available to maintain all vehicle histories? If yes, please describe.
9. Please describe how you charge, either by the job or by the hour and your preferred method of payment (Invoice, Credit Card, etc)
10. Please describe your parts billing process.
11. Please list all other available services that your business/company provides, i.e. towing, pick-up and delivery, etc.
12. Are you willing to provide priority service for public safety vehicles? If so, please provide a brief description of your priority service process.
13. Are you able to provide inside storage of public safety vehicles that are required to be left at your location overnight?

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All inquires about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by 18 February 2011

Name: Jim Germann
Address: 700 N Jefferson
Junction City, KS 66441
Email: jim.germann@jcks.com
Phone: 785-210-2950
Fax: 785-210-1999

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Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s) for a three year period. Contract year will start in April 2011.

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1	1 February 2011	RFP released.
2	18 February 2011	Sealed Bids Due by 5:00 p.m. CDT
3	15 March 2011	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City, Kansas, Public Works Department at 700 N Jefferson, Junction City, KS 66441, not later than 5:00 p.m. CDT on 18 February, 2011. The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: VEHICLE MAINTENANCE SERVICE
 BID NO. - PW 11-001
 ATTENTION: Jim Germann, Engineering Operations Manager, 700 N Jefferson,
 Junction City, KS, 66441

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposals submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, 18 February 2011 at 5:00 p.m. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Executed Service Agreement.
3. Two (2) original copies of the completed bid sheet.

Bid Sheet

Note: For Basis for Comparison, use a 2009 Chevy Tahoe as the vehicle basis for completing this bid sheet.

Service:	Costs:	
	Per Hour	Per Job
1. Oil Change/Filter/Lube/Vehicle Inspection	\$ <u>16.50</u>	\$ <u>41.00</u>
2. Brake Service	\$ <u>143.00</u>	\$ <u>913.68</u> *
3. Tire Rotation	\$ <u>49.50</u>	\$ <u>49.50</u>
4. Wheel Alignment	\$ <u>unavailable</u>	\$ _____
Total	\$ <u>209.00</u>	\$ <u>1064.18</u>

What is your standard shop rate? \$55.00 per hour

The bidder must also include any and all charges that will apply, even if those charges are not explicitly mentioned in the RFP.

Other Charges:

There is a \$1.00 environmental fee assessed per oil, transmission and fuel filter replaced.

* These brakes meet law enforcement requirements, they are not low quality.

Bid Sheet

Note: For Basis for Comparison, use a 2009 Chevy Tahoe as the vehicle basis for completing this bid sheet.

Service:	Costs:	
	Per Hour	Per Job
1. Oil Change/Filter/Lube/Vehicle Inspection	\$ <u>16.50</u>	\$ <u>41.00</u>
2. Brake Service	\$ <u>143.00</u>	\$ <u>913.68</u> *
3. Tire Rotation	\$ <u>49.50</u>	\$ <u>49.50</u>
4. Wheel Alignment	\$ <u>undavailable</u>	\$ _____
Total	\$ <u>209.00</u>	\$ <u>1004.18</u>

What is your standard shop rate? \$65.00 per hour

The bidder must also include any and all charges that will apply, even if those charges are not explicitly mentioned in the RFP.

Other Charges:

There is a \$100 environmental fee assessed per oil, transmission and fuel filter replaced.

* These brakes meet law enforcement requirements, they are not low quality.

Appendix A - City Vehicle Listing

Fire Department Vehicles

1996	Freightliner FL70	Engine 10
2005	Pierce Arrow XT	Engine 20
1998	Freightliner FL70	Engine 30
1990	Pierce Dash 75'	Ladder 1
1989	F350	Squad 1
2004	Chevrolet Impala	520
1995	Ford F150 Pickup	521
2005	CK35943	522
2001	Ford E450	Med 1
2000	Ford E406	Med 2
2009	Chevrolet G4500	Med 3
2006	Ford E450	Med 4

Police Department Vehicles:

2001	Ford Crown Victoria	Unit 219 Green Staff
2007	Chevy Impala (Silver)	Unit 200 Capt
2001	Ford Crown Victoria	Unit 221 Court Car
2009	Chevrolet Tahoe SUV	Unit 202
2009	Chevrolet Tahoe SUV	Unit 204
2009	Chevrolet Tahoe SUV	Unit 206
2009	Chevrolet Tahoe SUV	Unit 208
2009	Chevrolet Tahoe SUV	Unit 210
2009	Chevrolet Tahoe SUV	Unit 212
2005	Ford Crown Victoria	Unit 216 K-9
2005	Ford Crown Victoria	Unit 214
1999	Ford F-250 Super Cab (White)	Unit 220
1996	Ford Crown Victoria	Unit 235 Green staff
2007	Chevy Impala	Unit 201 Bronze Staff Chief
2001	Ford Crown Victoria	Unit 218
1996	Chevrolet Tahoe Black	Unit 228
1996	Ford Aerostar Van	Unit 244 Green Van
1996	Chevrolet Van	Unit 250 ACO
2003	Ford Windstar Green	Unit 237
1996	Lime Green Chevy SUV.	Unit 222
2004	Chevy Suburban Command Veh.	Unit 223
2000	Ford Ranger Pickup	Unit 238
2002	Toyota Tacoma Black King cab Tk	Unit 225
1989	Hyster Diesel Forklift Model # H40-XL-MIL	
2001	Chevy Suburban Dark Purple	Unit 224 CIU
2009	Harley-Davidson FLHP Motorcycle	Unit 252
2002	Chevrolet Impala (CIU)	Unit 248
2004	Chevrolet Impala (CIU)	Unit 246

2005	Ford C/V White (DTF)	Unit 232
2000	Chev Impala (Gold)	Unit 229
2003	Ford Tk (Marron)	Unit 226
1999	Chev SUV (Grn)	Unit 227
1995	Ford Box Van(White)(TRU)	Unit 240
2002	S-10 Blazer 4x4 (White)	Unit 234
2004	Suzuki (Silver)	Unit 236
2003	Buick Le Sabre (Brn)	Unit 230

Parks & Recreation Vehicles

2008	Chevrolet 15 Passenger Van	# ???
2006	Chevrolet 1/2 ton PU	# 885
2006	Chevrolet 1/2 ton PU	# 112
2006	Chevrolet 1 ton PU	# 136
2004	Chevrolet 1/2 ton PU	# 149
2004	Chevrolet 1/2 ton PU	# 127
1998	Chevrolet 1 ton Dump Truck	# 107
1997	Ford 15 Passenger Van	# 102
1990	GMC 2 ton Dump Truck (Diesel)	# 683
1990	GMC 2 ton Dump Truck (Diesel)	# 661

Public Works Department Vehicles

2007	Chevy Silverado
2003	Chevy Silverado
2003	Chevy Silverado
1996	Chevy S-10 Pickup

Water Department Vehicles

2006	Chevrolet 1/2 ton PU	# 886
1996	GMC Sonoma	# 884
1996	Chevy S-10 Pickup	# 888

SERVICE AGREEMENT

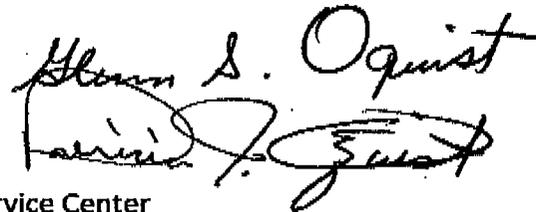
Junction City Commissioners,

We would like to offer our maintenance and repair services to the city of Junction City. We have been in business since 2001. We have always provided professional and competent maintenance and repair at a fair price. We would provide the city's fleet with no less than the best service we have provided to all of our customers.

Thank you,

Glenn Oquist

Patricia Oquist

Handwritten signatures of Glenn S. Oquist and Patricia Oquist. The signature for Glenn S. Oquist is written in black ink and is positioned above the signature for Patricia Oquist. Both signatures are written in a cursive style.

Your Automotive Service Center

309 E. 11th St. Junction City, KS

238-1718

REFERENCES:

Martinez Sales and Rentals 705 N. Washington St., Junction City, KS Steve Martinez 238-7001

Home Lumber and Décor 210 Grant Ave., Junction City, KS Allen Bontreger 238-3196

Junction City Fire Dept. Chief Steinfort 238-6822

Junction City Water Dept. Jolleen Schnurr 210-2954

We offer a 90 day/3000 mile warranty

We use alldata and identifix as our repair information resources

We have an extensive work history file going back as long as we have been in business.

We charge by the hour based on the labor guide. We would prefer to be paid with credit or debit card.

We purchase our parts from local vendors, then resell them to the customers. Our invoices have an itemized parts column.

We cannot guarantee pickup or delivery service. However, depending on our work load we have been able to provide that from time to time. We do not provide towing.

We do understand that the public safety vehicles cannot be down for very long. We would take every reasonable measure to complete those vehicles with urgency.

We cannot guarantee inside storage of vehicles. We do have a security fence around our entire perimeter as well as security lighting in all directions.

CURRENT COMPARABLE CUSTOMERS

**Martinez Sales and Rentals 705 N. Washington St., Junction City, KS Steve Martinez 238-7001
Customer since 2004**

**Home Lumber and Décor 210 Grant Ave., Junction City, KS Allen Bontreger 238-3196 Customer
since 2009**

Junction City Fire Dept Chief Steinfort 238-6822 Customer since 2005

Junction City Water Dept Jolleen Schnurr 210-2954 Customer since 2003

02/11/11 03:22 PM

PART ATTRIBUTES

Page 1

Part: SD880279KT2 Line: UP Desc: Brake Rotor & Pad Axle Kit - Front

Attribute	Value
Diameter:	330 mm
Discard Thickness:	28 mm
# of Bolt Holes:	6
Thickness When New:	30 mm
Contents:	Includes UP8472X
Features & Benefits:	Meets Law Enforcement Requirements
Features & Benefits:	Pursuit Performance, High Speed Braking, Noise Abatement, Provides Exceptional Wear
Features & Benefits:	Exclusive Design & Technology, Carbon Plus Metallurgy
Features & Benefits:	Chrome & Carbon Rich Balance For Superior Heat Stability, Minimizes Brake Pads, Dampens Noise
Features & Benefits:	Patented Concentric Groove Finish, Improves Pad Bedding For Optimum Performance
Features & Benefits:	O.E. Vane Configurations, Matches Original Equipment, Design To Compliment Existing Brake Components
Features & Benefits:	Provides Efficient Air Flow For Cooling
Height:	55.6 mm
Bolt Circle Diameter:	16.25 mm
Center Hole Diameter:	78.6 mm

*** End of Report ***

J& R Automotive
806 East 8th Street
Junction City, Kansas 66441
(785) 210-0481

J& R Automotive is a full service automotive repair facility. The business has been in operation in Junction City, Kansas since 1999. The owner/operator, Mr. Roger Hudson, has worked in the automotive repair field since 1966. He has run his own businesses since 1980; one successful business in West Virginia, another in Georgia, and now J&R Automotive in Junction City, Kansas. He received his first ASE certification in 1975. He maintains five ASE certifications currently.

J&R Automotive has provided maintenance on vehicles in use by the Junction City Police Department and other city departments since the downsizing of the city Public Works Department. This caused the outsourcing of many of the previous responsibilities assigned to the Public Works Department, such as maintenance on the city vehicles.

We provide the following three governmental references as required in this RFP.

Geary County Sheriff Department
Attn: LT. Tony Wolf
826 North Franklin Street
Junction City, Kansas 66441
(785)238-2261

Grandview Plaza Police Department
Attn: Chief Brad Clark
402 State Avenue
Grandview Plaza, Kansas 66441
(785) 238-6069

Page 2: References continued:

Kansas Department of Social Rehabilitative Services
Attn: Ms. Jackie Platt
1012 North Jefferson Street
Junction City, Kansas 66441
(785) 762-5445 Ext. #211

Billing invoices will be submitted on a weekly basis to each city department. Each performed repair or service will be documented on a repair invoice and a copy of that invoice will be provided to the respective city department.

Warranty coverage for repairs will be as follows:

All purchased parts will be covered under the manufacturer's warranty.

All labor costs will be warranted under the same manufacturer's warranty.

All repair work shall be completed at the facility located at 806 East 8th Street Junction City, Kansas. If the repairs cannot be completed at this facility the respective city agency shall be notified of this and shall be informed as to where the repairs will be made and as to why the repairs necessitate having the vehicle moved to a secondary location. The same standards that J&R Automotive are held accountable to under this agreement shall be applied to any secondary service provider that J&R Automotive is held to.

Following is a list of some of the resources available to us for repair information.

Mitchell On-Line (computer based service information)
Chilton Service Manual
CKUV Service Manual
Motor Service Manual
Haynes Service Manual

The business will maintain all records of services performed on any city vehicle. This will be maintained electronically on computer and also by a copy of the paper invoice being maintained at the repair facility.

Billing or charges will be assessed on a Flat Rate basis as set forth by Mitchell On-Line. Payment will be made weekly by credit card. The preferred method of payment is by credit card.

Parts billing will be dependent upon the respective city department. If the department has an account with a parts supplier we will utilize that supplier whenever feasible. If we should have to go to another supplier to get the necessary parts to the complete the repair in a timely manner we will charge the department the cost of the part plus a 10% mark-up. In all cases

where it is necessary to go to a different supplier we will seek the supplier who can provide the part at the lowest cost to the city but also in the quickest or shortest time frame.

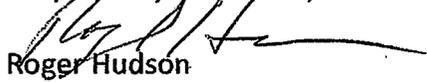
As stated earlier J&R Automotive is a full service automotive repair provider. J&R Automotive can do everything from routine maintenance, such as oil changes, up to and including replacement of engines or transmissions. J&R Automotive will also provide 24 hour towing service for any Public Safety Vehicles, and J&R Automotive will also be available for 24 hour emergency repair service. Any provided routine service includes an overall inspection of the vehicles major components for wear and serviceability. This action is being done to help identify and correct minor deficiencies before they can develop into major problems. No major repairs will be made to any vehicle without the approval of the proper authority of the respective city department.

J&R Automotive will provide priority service to all Emergency Services Vehicles. J&R Automotive will prioritize necessary services or repairs to any other city vehicle that has been brought in for service or repair.

When repairs necessitate public safety vehicles remain overnight at our facilities, J&R Automotive will provide inside, secure storage. If the vehicle has been sent to a secondary repair facility, it will also be required of this facility to provide an inside, secure storage facility for the vehicle in their care.

If you have any questions, need additional information, or need clarification in regards to this proposal you may feel free to contact Mr. Roger Hudson or Ms. Lovena Blodgett of J&R Automotive at (785) 238-0481.

Respectfully submitted;



Roger Hudson

Owner/Operator

J&R Automotive

806 East 8th Street

Junction City, Kansas 66441

Bid Sheet

Note: For Basis for Comparison, use a 2009 Chevy Tahoe as the vehicle basis for completing this bid sheet.

Service:	Costs:	
	Per Hour	Per Job
1. Oil Change/Filter/Lube/Vehicle Inspection	\$ <u>55.00</u>	\$ <u>45.92</u>
2. Brake Service	\$ <u>55.00</u>	\$ <u>60.50 per axle</u>
3. Tire Rotation	\$ <u>55.00</u>	\$ <u>14.00</u>
4. Wheel Alignment	\$ <u>N/A</u>	\$ <u>N/A</u>
Total	\$ <u>55.00</u>	\$ <u>124.00</u>

What is your standard shop rate? 7000

The bidder must also include any and all charges that will apply, even if those charges are not explicitly mentioned in the RFP.

Other Charges:

~~wheel alignment are taken to Firestone by J&R. Charged to J&R, then charged to city at no extra cost.~~

INVOICE

Print Date : 02/17/2011

JUNCTION CITY POLICE DEPT

2009 Chevrolet - Tahoe

210 E. 9TH ST

5.3L, V8, VIN (0)

Lic # : #202A

Odometer In : 30682

Unit # :

Odometer Out : 30682

Home 785-762-5912

Vin # : **1GNEC03089R253852**

Cust ID : 2

Ref # :

Hat # :

Part Description / Number	Qty	Sale	Extended	Labor Description	Extended
OIL				ROTATE TIRES	14.00
NPN	6.00	4.10	24.60	ROTATE TIRES	
OIL FILTER				BRAKE SHOES &/OR PADS - Remove & Replace	60.50
NPN	1.00	6.32	6.32	- [Includes: Repack wheel bearings on full floating	
Shop Supplies		3.58	3.58	rear axles with drum brakes. Clean lube and/or	
				replace brake hardware as necessary. Adjust brakes	
				where applicable. DOES NOT include refinishing.]	
				- Front o	
				FRONT OR REAR PADS	
				Lube, oil, and filter	15.00
				Lubricate and check chassis. Change oil and oil	
				filter. Check air filter and breather filter. Check all	
				fluid levels and tire pressures. Preform basic safety	
				inspection. Road test vehicle.	

[Technicians : Please Select Technician]

Org. Estimate \$45.76	Revisions \$0.00	Current Estimate \$ 45.76	Additional Cost	Revised Estimate	
					Labor: 89.50
					Parts: 34.50
					Sublet: 0.00

					Sub: 124.00
					Tax: 0.00
					Total: 124.00
					Bal Due: \$124.00

[Payments -]

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is one years or 12,000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

SIGNATURE..... Date..... Time.....



National Institute for
**AUTOMOTIVE
SERVICE
EXCELLENCE**

Be it known that

ROGER L HUDSON

has successfully passed the examinations and met the experience requirement prescribed by the National Institute for Automotive Service Excellence and is awarded this CERTIFICATE in evidence of **COMPETENCE** in the service areas listed below.

AUTOMOBILE TECHNICIAN

AREAS OF DEMONSTRATED COMPETENCE

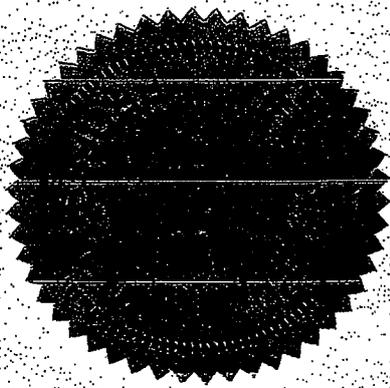
EXPIRES

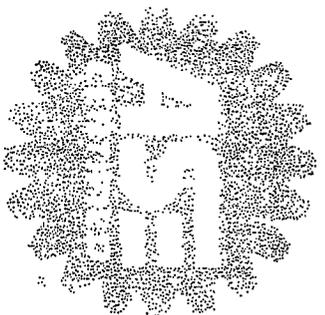
ENGINE REPAIR	JUNE 30, 2015
SUSPENSION AND STEERING	JUNE 30, 2015
BRAKES	JUNE 30, 2015
HEATING AND AIR CONDITIONING	JUNE 30, 2015
ENGINE PERFORMANCE	JUNE 30, 2015

GIVEN THIS 30TH DAY OF JUNE 2010, AT LEESBURG, VIRGINIA

HR7GV9XK0HUDSO
IDENTIFICATION NUMBER

Timothy A. Zilke
TIMOTHY A. ZILKE, President





National Institute for
**AUTOMOTIVE
 SERVICE
 EXCELLENCE**

Be it known that

ROGER L HUDSON

has successfully passed the examinations and met the experience requirement prescribed by the National Institute for Automotive Service Excellence and is awarded this CERTIFICATE in evidence of COMPETENCE in the service areas listed below:

AUTOMOBILE TECHNICIAN

AREAS OF DEMONSTRATED COMPETENCE

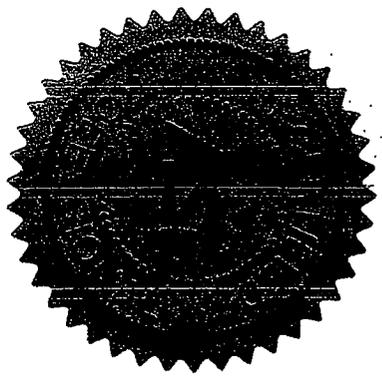
EXPIRES

ENGINE REPAIR	JUNE 30, 2010
SUSPENSION AND STEERING	JUNE 30, 2010
BRAKES	JUNE 30, 2010
HEATING AND AIR CONDITIONING	JUNE 30, 2010

GIVEN THIS 30TH DAY OF JUNE 2005, AT LEESBURG, VIRGINIA

HR7GV9XK0HDDSO
 IDENTIFICATION NUMBER

Ronald H. Wiener
 RONALD H. WIENER, President





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/15/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Copeland Insurance Agency 419 N Washington Junction City KS 66441	CONTACT NAME: Junction City Office PHONE (AG. No. Ext): (785) 762-2242 FAX (AG. No.): (785) 762-4291 E-MAIL ADDRESS: PRODUCER ID: 00011101 CUSTOMER ID:													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Travelers Insurance</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Insurance		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A: Travelers Insurance														
INSURER B:														
INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														

COVERAGES **CERTIFICATE NUMBER: 2010-2011** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			I-680-6566L275-ACJ-10	11/1/2010	11/1/2011	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/POF AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			BA-7230L49A-10	11/1/2010	11/1/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						Uninsured motorist combined \$ 1,000,000
	<input type="checkbox"/> NON-OWNED AUTOS						PIP-Basic \$ 4,500
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DEDUCTIBLE						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS, OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Junction City
Junction City, KS 66441

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Chandra Walter



One Tower Square, Hartford, Connecticut 06183

RENEWAL CERTIFICATE

COMMON POLICY DECLARATIONS
GARAGE PAC
BUSINESS: GARAGE

POLICY NO.: I-680-6566L275-ACJ-10
ISSUE DATE: 08-23-10

INSURING COMPANY:
TRAVELERS CASUALTY INSURANCE COMPANY OF AMERICA

1. NAMED INSURED AND MAILING ADDRESS:

J & R AUTOMOTIVE
806 EAST 8TH STREET

JUNCTION CITY KS 66441

2. POLICY PERIOD: From 11-01-10 to 11-01-11 12:01 A.M. Standard Time at your mailing address.

3. LOCATIONS:

PREM. NO.	BLDG. NO.	OCCUPANCY	ADDRESS (same as Mailing Address unless specified otherwise)
01	01	GARAGE	JUNCTION CITY KS 66441

4. COVERAGE PARTS AND SUPPLEMENTS FORMING PART OF THIS POLICY AND INSURING COMPANIES:

COVERAGE PARTS AND SUPPLEMENTS
Businessowners Coverage Part

INSURING COMPANY
ACJ

5. The COMPLETE POLICY consists of this declarations and all other declarations, and the forms and endorsements for which symbol numbers are attached on a separate listing.

6. SUPPLEMENTAL POLICIES: Each of the following is a separate policy containing its complete provisions.

POLICY	POLICY NUMBER	INSURING COMPANY
--------	---------------	------------------

DIRECT BILL

7. PREMIUM SUMMARY:

Provisional Premium	\$	1,940.00
Due at Inception	\$	
Due at Each	\$	

NAME AND ADDRESS OF AGENT OR BROKER

COUNTERSIGNED BY:

COPELAND INS AGENCY INC VG567
601 S 5TH ST STE B
MANHATTAN KS 66502

Authorized Representative

DATE:

86

City of Junction City

City Commission

Agenda Memo

03-15-11

From: Tim Brown, Chief of Police
To: Gerry Vernon, City Manager
Subject: Jail Contract

Objective: Renewal of jail services contract

Explanation of Issue The Geary County Sheriffs Office provides jail services for the City of Junction City. The initial contractual agreement between the two entities was revised with an effective date of January 1, 2010. The contract was made for one year. Agreement was made under this contract to change the City of Junction City's compensation for jail services to a level monthly payment of \$30,000. Both entities have agreed to renew the contract with no revisions for the current year. Both parties have been operating under the provisions of the 2010 contract since January 1, 2011. The 2011 contract will expire on December 31, 2011.

Budget Impact: There is no impact on the budget.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Approve the 2011 contractual agreement between the Geary County Sheriffs Office and the City of Junction City
2. Disapprove the 2011 contractual agreement between the Geary County Sheriffs Office and the City of Junction City
3. Modify the 2011 contractual agreement between the Geary County Sheriffs Office and the City of Junction City
4. Table the request.

Recommendation: Staff recommends approval of the 2011 contract for jail services.

Suggested Motion:

Move to approve the 2011 contract for jail services

Enclosures:

AGREEMENT

This agreement is entered into on the 1st day of January, 2011, between the City Commission of Junction City, Kansas, hereinafter referred to as City, and the Board of County Commissioners of Geary County, Kansas, hereinafter referred to as County, and the Sheriff of Geary County, Kansas, hereinafter referred to as "Sheriff".

Purpose and Governing Law

The City and the County are a "municipality" as the same is defined by Kansas law, which shall govern the interpretation of this agreement and the terms used therein, and the subject matter of this agreement.

The City and County further agree that this agreement is mutually beneficial to the parties, is in the best interest of the citizens of the City and the County, and is authorized by Kansas law, K.S.A. 12-2908 et seq., as amended.

By signing this agreement, the County agrees to provide for the incarceration of prisoners arrested for violations of municipal ordinances, or committed by the authority of the Junction City Municipal Court, or by the Geary County District Court in the matter of an appeal from the Junction City Municipal Court, subject to any reservation set out hereinafter.

County Obligations, Exceptions

The County hereby agrees to provide to the City the same quality of services including, but not limited to medical, informational or record-keeping, as it provides for the maintenance of any prisoners which are received by and committed to the care of the Sheriff in fulfillment of his statutory duty as set forth in K.S.A. 19-811, and as those duties are otherwise set forth in applicable statutes, rules and regulations. However, the County

reserves the right to refuse to admit any prisoner brought by the City if said prisoner exhibits signs of physical distress or injury, other noticeable medical conditions, or extreme alcohol inebriation or poisoning, until such prisoner has been attended to and been cleared for admission to the jail by appropriate medical determination. Once committed, City prisoners shall continue to receive such medical care as is reasonably necessary to safeguard such prisoner's health.

City Obligations

In the case that a City prisoner should require outpatient treatment, inpatient hospitalization, or should a medical emergency arise, the City will be consulted about said situation, if practicable, but in any case the City shall be responsible for the payment of any cost involved, by direct payment to the medical providers involved in rendering such services.

In the event of the death of a City prisoner, the City shall reimburse the County for any expense incurred by the County as a result of said death.

The City undertakes to defend any action or proceeding involving the custody of any of its inmates, provided that any such action or proceedings does not arise from any liability for intentional or negligent acts on the part of the County or any officer or employee thereof. The County shall be reimbursed accordingly for any expenses that may incur in connection therewith.

Payment for Incarceration

In return for the above considerations, the City agrees to pay the County the sum of Thirty Thousand Dollars (\$30,000.00) each month, beginning February 1, 2011 and continuing on the first day of each month thereafter for 12 months. These monthly

payments made by the City will include the ordinary medical care and associated treatment for City prisoners by Advanced Correctional Health Care Services at the Geary County Jail with whom the County has a contract. The County will pay Advanced Correctional Health Care Services providers directly for all services provided to City prisoners and will not bill the City for said services.

Duration

It is the intention of the parties that this agreement be for 1 years, subject only to the negotiations between the parties during the annual budgeting process for each party, concerning the financial aspects of this agreement, and other terms and conditions herein.

Notice to be Given

All notices, reports, and correspondence to the respective parties of this agreement shall be sent to the following:

Junction City: City Manager
 Municipal Building
 7th and Jefferson Streets
 Junction City, KS 66441

Geary County: Rebecca Bossemeyer, County Clerk
 Board of County Commissioners of Geary County
 Geary County Office Building
 200 East 8th Street, P.O. Box 927
 Junction City, KS 66441

Sheriff: Sheriff James A. Jensen
 Geary County Sheriff's Department
 826 North Franklin Street, P.O. Box 867
 Junction City, KS 66441

Effective Date

This agreement shall commence and take effect at midnight, January 1, 2011.

Approved and entered into by the governing body of the City of Junction City, Kansas, this _____ day of February, 2011.

CITY OF JUNCTION CITY, KANSAS

By _____
MIKE RHODES, Mayor

Attest:

TYLER FICKEN, City Clerk

Approved and entered into by the governing body of Geary County, Kansas, this
_____ day of February, 2011.

BOARD OF COUNTY COMMISSIONERS OF
GEARY COUNTY, KANSAS

By _____
LARRY HICKS, Chairperson

Attest:



Therese Helf deputy
REBECCA BOSSEMEYER, County Clerk

GEARY COUNTY SHERIFF

By _____
JAMES A. JENSEN, Sheriff

BC

City of Junction City
City Commission - Agenda Memo

March 9, 2011

From: Cheryl S. Beatty, Finance Director
To: City Commissioners
Subject: Consideration of the Sale of Property

Objective: Discussion and consideration of offers for the sale of property.

Explanation of Issue: The city has received the following two offers on surplus property as listed below:

1. Alan White is offering \$12,000 for 617 N. Washington. This building was purchased for \$35,000 and \$13,482 was spent on roof repairs. The building is empty. The City Attorney has determined that the City can sell the property 'as is' and the remediation needed regarding the mold can be assigned to a new owner. Mr. White was giving a copy of the remediation report when he viewed the building. Mr. White intends to move his current restaurant on 7th Street to this location if the City Commission accepts his offer.
2. Larry Smith has offered \$50,000 for the 12.65 acres that we listed at the Elmdale property. This property was purchased as part of an airport expansion and blight removal project. The land is a remainder parcel from the original project. This is the second offer on this parcel since published. The City purchased the land for \$10,000 per acre. Mr. Smith would like to build a mini storage unit facility on part of the land and has no plans for the remainder at this time.

Budget Impact: Alternatives: The revenue project the sale of property for 2011 was set at \$150,000. To date, no properties have been sold.

ALTERNATIVES: It appears that the City Commission has the following alternatives concerning the issues at hand. The City Commission may:

1. Approve an offer for the sale of property.
2. Not approve an offer for the sale of property.
3. Modify the proposal as stated above to counter offer.
4. Table the request.

Recommendation: No recommendation at this time. The sale of property is at the will of the City Commission.

Suggested Motion:

Commissioner _____ moves to accept/reject the offer for the sale of land..

Commissioner _____ seconded the motion.

Enclosures: Written offer.

February 28, 2011

City of Junction City
Re: 617 N. Washington

To Whom It May Concern:

My name is Alan White; I am a resident of Junction City and currently reside at 1141 S. Jackson St. I am also a business owner and have been for the last two years. My current business, Negril Caribbean Restaurant is located at 127 7th street, Junction City. I am interested in purchasing the building at 617 N. Washington st.

I have been in and inspected the site and would like to put in an offer to purchase the above location. I want to relocate my business from its current location to the 617 N. Washington street location. I believe this location would better serve my business's future growth

Please accept this letter as written notice that on February 28th, 2011, I would like to put in an offer of \$12,000.00 for the 617 N. Washington site.

I look forward to hearing from you.

Sincerely,

Alan White
1141 S. Jackson Street
Junction City KS 66441

March 7, 2011

Larry & Joy Smith
Salina, Kansas

We are proposing the purchase
of the Elmdale property for
\$50,000

for the purpose of ministorage
& boat storage.

Joy Smith
Larry Smith

5 Fax # 785 223-4262
Attn: Cheryl Beatty