



Governing Body, City of Garden Plain
City Building, 507 N Main St
Wednesday, November 5, 2025 at 7:30 pm

1. Call to Order by Mayor Kevin Hammond
2. Approval of November 5, 2025 agenda
3. Citizen Comments:
4. Consent Agenda:
 - a. Approval of October 1, 2025 CC Meeting Minutes
 - b. Approval of August 2025 bills (checks to include 45046 – 45134)
PBC (checks to include 10001-10005)
 - c. Department reports
 - d. Continue Black Hills TSA agreement to run gas system
5. New Business:
 - a. Resolution 245 – Commercial Business Utility Credit continuance
 - b. Call for IRB Hearing for the Renner Family Development
 - c. Council 2021-2025 strategic plan review
 - d. Annual Natural Gas Public Awareness
6. Old Business:
 - a. Ordinance 795 – Speed limits in residential areas
7. Executive Session: (if needed)
 - a. Attorney/Client: K.S.A. 75-4319(b)(2)
 - b. Personnel: K.S.A. 75-4319(b)(1)
8. Pardon Attorney
9. Treasurer Report
10. Governmental remarks
11. Adjournment

*NOTE: this agenda is subject to change without notice



Governing Body, City of Garden Plain
City Building, 507 N Main St
October 1, 2025 at 7:30 pm

1. Call to Order by Mayor Kevin Hammond: (7:30):

Mayor Kevin Hammond called the October 1, 2025 City Council meeting to order followed by the Pledge of Allegiance and moment of silence. Council members present were Jenny Zoglman, Tracy Thul, Amy Hunter, Brent Randolph, and Jessica Lyman. Also present were Kelly McElroy – Administrator, Chief Bryan Crownover – GPPD, Tylor Struckman – Utilities Superintendent, Kimberly McCormick- City Clerk, Morgan Koon – City Attorney, Terri Bugner, Matthew Campbell, and Brent & Natalie Anderson. Pam Weber arrived at 7:43 pm.

2. Approval of October 1, 2025 agenda:

Tracy Thul made a motion to approve the October 1, 2025 agenda, 2nd by Jenny Zoglman. Vote: 5-0 motion carries.

3. Citizen comments: None

4. Consent Agenda:

- a. Approval of September 3, 2025 Public Hearing Minutes
- b. Approval of September 3, 2025 CC Meeting Minutes
- c. Approval of September 2025 bills (checks to include 44981-45045)
- d. Department reports

Tracy Thul made a motion to approve the consent agenda, 2nd by Jenny Zoglman. Vote: 5-0 motion carried.

5. Executive Session: (7:33 – 7:53)

a. Discuss matters of Attorney/Client privilege per K.S.A. 75-4319(b)(2):

Amy Hunter made a motion to enter executive session per K.S.A. 75-4319(b)(2) to discuss matters of Attorney/Client for 20 minutes, 2nd by Brent Randolph. Vote: 5-0 motion carries. Council returned to session at 7:53 with no binding action taken.

6. New Business:

- a. Residential Speed limits – Pam Weber: Pam Weber addressed the council about an issue in her neighborhood that is also an issue throughout town. Her area has many small children and there are people that speed down the alley at an excessive speed with no regard to children or people in the area. They have tried speaking with the person, placing children at play signage to no avail. DISCUSSION ENSUED. Council asked that City Attorney Morgan Koon write Ordinance 795. Changing speed limits for all residential streets to 20 mph and all alley's to 10 mph. *Amy Hunter made a motion to adopt Ordinance 795, 2nd by Tracy Thul. Vote: Lyman – yay, Randolph – yay, Hunter – yay, Thul – yay, Zoglman – yay : 5-0 motion carries.*
- b. Ordinance 794 – School Zone times & locations: Discussion ensued. Need to change the ordinance as written on afternoon start time, back to 3:15. Council would like to go with version 2 of the ordinance and add the school zone on Harry. Now that the students north

of Harry are not bused there are more children walking and needing to cross Harry. *Brent Randolph made a motion to adopt version 2 of Ordinance 794 changing the afternoon start time to 3:15 and adding the Harry Street Zone, 2nd by Tracy Thul.* Vote: Lyman- yay, Randolph – yay, Hunter – yay, Thul – yay, Zoglman – yay: 5-0 motion carries.

7. **Pardon Attorney: 8:15**

8. **Treasurer Report:** None

9. **Governmental Remarks:** Sidewalk mostly complete, walkthrough was done today and they now have a punch list of a few things that need to be fixed and some clean up.

10. **Adjournment: (8:20)** *Brent Randolph made a motion to adjourn, 2nd by Amy Hunter.* Vote: 5-0 motion carried.

Respectfully submitted by Kimberly McCormick, MMC – City Clerk

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 GARDEN PLAIN STATE BANK										
45046	10/03/2025	224	AFLAC ADMIN SERVICES	581.18						
45047	10/03/2025	845	EVERGY	.00					VOID:	
45048	10/03/2025	845	EVERGY	3,515.94						
45049	10/03/2025	9	FISHER LUMBER COMPANY INC	222.39						
45050	10/03/2025	15	GATEWAY OF GARDEN PLAIN	200.00						
45051	10/03/2025	700	KIMBERLY MCCORMICK	287.94						
45052	10/03/2025	139	MAYER SPECIALTY SERVICES LLC	3,250.00						
45053	10/03/2025	1012	RYKDEN TECHNOLOGY SOLUTIONS	39.98						
45054	10/03/2025	220	SAM'S CLUB	148.14						
45055	10/03/2025	29	STUHLSTADT SERVICE INC	258.00						
45056	10/03/2025	140	TRACTOR SUPPLY CREDIT PLAN	44.99						
45057	10/03/2025	205	USA BLUEBOOK	336.05						
45058	10/10/2025	897	ALERT 360 - WICHITA	244.03						
45059	10/10/2025	474	BECKER COMPUTER SERVICES INC	1,306.25						
45060	10/10/2025	33	BLACK HILLS ENERGY	6,148.61						
45061	10/10/2025	928	CULLIGAN OF WICHITA	21.00						
45062	10/10/2025	916	IDEATEK TELCOM LLC	567.00						
45063	10/10/2025	1009	JIM LAUGHLIN	71.40						
45064	10/10/2025	37	KANSAS ONE-CALL SYSTEM INC	77.14						
45065	10/10/2025	985	KANZA COOPERATIVE ASSOC	1,466.16						
45066	10/10/2025	149	KDHE-BUREAU OF WATER	60.00						
45067	10/10/2025	700	KIMBERLY MCCORMICK	292.70						
45068	10/10/2025	806	KIRKHAM MICHAEL	4,905.00						
45069	10/10/2025	924	KOON LAW FIRM LLC	2,575.00						
45070	10/10/2025	908	KURT BOOKOUT	569.20						
45071	10/10/2025	709	MABCD	1,927.35						
45072	10/10/2025	737	MERIDIAN ANALYTICAL LABS	90.00						
45073	10/10/2025	24	SEDGWICK COUNTY ELECTRIC COOP	591.88						
45074	10/10/2025	968	UNKEL IRRIGATION LLC	1,029.75						
45075	10/10/2025	594	VISA	405.37						
45076	10/10/2025	45	WASTE CONNECTIONS OF KS INC	6,823.59						
45077	10/10/2025	95	WICHITA WINWATER WORKS	344.27						
45078	10/10/2025	994	ZACHARY MYERS	71.40						
*	45079	Thru 45082								
	45083	10/10/2025	699	KANSAS PAYMENT CENTER	115.38					
*	45084									
45085	10/17/2025	634	ATLAS ELECTRIC LLC	400.00						
45086	10/17/2025	1018	BEST-ONE OF KANSAS INC	2,191.74						
45087	10/17/2025	802	CENTRAL SAND COMPANY INC	697.59						
45088	10/17/2025	779	CORE & MAIN	1,480.16						
45089	10/17/2025	928	CULLIGAN OF WICHITA	75.70						
45090	10/17/2025	113	KANSAS MUNICIPAL GAS AGENCY	13,361.00						
45091	10/17/2025	700	KIMBERLY MCCORMICK	72.66						
45092	10/17/2025	737	MERIDIAN ANALYTICAL LABS	763.35						
45093	10/17/2025	1017	MIDWEST BUILDING	1,250.00						
45094	10/17/2025	680	MIDWEST SINGLE SOURCE	269.72						
45095	10/17/2025	263	PINK PEST CONTROL	122.00						
45096	10/17/2025	981	PVS DX INC	613.71						
45097	10/17/2025	777	R K BLACK INC	116.85						
45098	10/17/2025	407	U.S POSTAL SERVICE (CMRS-FP)	1,000.00						
45099	10/17/2025	565	VERIZON WIRELESS	595.73						

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
45100	10/17/2025	594	VISA			1,616.86				
45101	10/17/2025	487	VISION CARE DIRECT			110.52				
45102	10/17/2025	311	WATERWISE ENTERPRISES LLC			773.00				
45103	10/17/2025	906	WELLS FARGO			225.51				
45104	10/17/2025	707	WILLIAMS JANITORIAL SUPPLY			99.52				
*	45105 Thru 45106									
45107	10/24/2025	183	AMERICAN PUBLIC GAS ASSC			445.00				
45108	10/24/2025	33	BLACK HILLS ENERGY			38.30				
45109	10/24/2025	2	BCBS OF KANSAS			9,597.92				
45110	10/24/2025	845	EVERGY			27.75				
45111	10/24/2025	15	GATEWAY OF GARDEN PLAIN			200.00				
45112	10/24/2025	371	HOME DEPOT			291.34				
45113	10/24/2025	12	LEAGUE OF KS MUNICIPALITIES			75.00				
45114	10/24/2025	1011	SAVANNAH SHELITE			280.00				
45115	10/24/2025	787	VISION ALLIANCE MARKETING LLC			250.00				
45116	10/24/2025	699	KANSAS PAYMENT CENTER			115.38				
45117	10/31/2025	224	AFLAC ADMIN SERVICES			581.18				
45118	10/31/2025	967	AUTO PROS SERVICE CENTER			168.71				
45119	10/31/2025	779	CORE & MAIN			193.67				
45120	10/31/2025	928	CULLIGAN OF WICHITA			27.90				
45121	10/31/2025	9999999999	ERIC PURK			150.00				
45122	10/31/2025	845	EVERGY			.00			VOID:	
45123	10/31/2025	845	EVERGY			2,136.56				
45124	10/31/2025	9	FISHER LUMBER COMPANY INC			124.14				
45125	10/31/2025	332	FP MAILING SOLUTIONS INC			141.00				
45126	10/31/2025	411	GROEBNER & ASSOCIATES INC			1,489.68				
45127	10/31/2025	700	KIMBERLY MCCORMICK			351.98				
45128	10/31/2025	1002	MAYRA CROWNOVER-SANDOVAL			200.00				
45129	10/31/2025	737	MERIDIAN ANALYTICAL LABS			90.00				
45130	10/31/2025	680	MIDWEST SINGLE SOURCE			27.36				
45131	10/31/2025	9999999999	NATE'S SERVICE			689.39				
45132	10/31/2025	898	NATIONWIDE			100.00				
45133	10/31/2025	613	PRAIRIELAND PARTNERS INC			65.00				
45134	10/31/2025	1011	SAVANNAH SHELITE			136.38				
*	45135									
1583	10/07/2025	61	KANSAS EMPLOYMENT SECURITY FUN			162.09			E-PAY	
1584	10/07/2025	79	SALES & EXCISE TAX			468.61			E-PAY	
1585	10/10/2025	909	CSG FORTE PAYMENTS INC			5.50			E-PAY	
1586	10/10/2025	1	KPERS			3,837.61			E-PAY	
1587	10/10/2025	6	KS DEPARTMENT OF REVENUE			1,037.65			E-PAY	
1588	10/10/2025	562	EFTPS			6,870.43			E-PAY	
1589	10/17/2025	312	KANSAS WATER PROTECTION FEE			537.60			E-PAY	
1590	10/24/2025	1	KPERS			3,689.41			E-PAY	
1591	10/24/2025	6	KS DEPARTMENT OF REVENUE			1,059.85			E-PAY	
1592	10/24/2025	562	EFTPS			6,429.23			E-PAY	
1593	10/24/2025	725	KPERS-OGI			15.80			E-PAY	

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
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* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	106,530.13
CLEARED	.00
BANK 1 TOTAL	106,530.13
 VOIDED	 .00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	45,853.22	45,853.22	.00	.00
55 SOLID WASTE	6,823.59	6,823.59	.00	.00
60 GAS FUND	26,760.95	26,760.95	.00	.00
70 SEWER FUND	14,648.31	14,648.31	.00	.00
80 WATER FUND	11,740.08	11,740.08	.00	.00
98 LIBRARY FUND	703.98	703.98	.00	.00

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

BANK#	BANK NAME	
CHECK#		DESCRIPTION

1 GARDEN PLAIN STATE BANK

45046 Thru	45078	Accounts Payable Checks
45079 Thru	45082	Payroll Checks
45083		Accounts Payable Checks
45084		Other Module Checks
45085 Thru	45104	Accounts Payable Checks
45105 Thru	45106	Utility Billing Checks
45107 Thru	45134	Accounts Payable Checks
1583 Thru	1593	Accounts Payable E-Pay

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
CHECK#	DATE							
3 PUBLIC BUILDING COMM								
10001	10/03/2025	1015	GARVER, LLC	13,896.00				
10002	10/03/2025	52	KANSAS STATE TREASURER	1,080.00				
10003	10/03/2025	1016	TERRACON	4,850.00				
10004	10/10/2025	851	RANSON FINANCIAL GROUP	14,015.00				
10005	10/15/2025	182	GILMORE & BELL	15,406.00				

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

BANK TOTALS:	
OUTSTANDING	49,247.00
CLEARED	.00
BANK 3 TOTAL	49,247.00
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
37 PBC	49,247.00	49,247.00	.00	.00

REPORT TOTALS:	
OUTSTANDING	155,777.13
CLEARED	.00
GRAND TOTAL	155,777.13
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	45,853.22	45,853.22	.00	.00
37 PBC	49,247.00	49,247.00	.00	.00
55 SOLID WASTE	6,823.59	6,823.59	.00	.00
60 GAS FUND	26,760.95	26,760.95	.00	.00
70 SEWER FUND	14,648.31	14,648.31	.00	.00
80 WATER FUND	11,740.08	11,740.08	.00	.00
98 LIBRARY FUND	703.98	703.98	.00	.00

ACCOUNTS PAYABLE CHECK REGISTER

*** CHECK SUMMARY ***

BANK#	BANK NAME	DESCRIPTION
CHECK#		

3 PUBLIC BUILDING COMM

10001 Thru 10005 Accounts Payable Checks

TO: Garden Plain City Council
FR: City Staff
RE: October Department Reports and Project Updates

Background:

The following are updates on current projects and initiatives.

Finance: sales tax revenue: October sales tax revenues were received last week from the Kansas Department of Revenue (KDOR) via Sedgwick County. Revenues totaled \$41,101.07. The City's one percent portion of the total amount is \$17889.30. For the City's one percent share, this is a 17% increase (\$3,087.49) from the previous month. Year to date revenues are up 6% (\$8,297.58) compared to the same months in 2024. It is typical for revenues to fluctuate as not all vendors report during the same time frame. Some report monthly, some quarterly, some annually.

Grant applications: During September and October three grant applications were submitted:

- **KDOT Cost Share grant** to extend the next phase of our sidewalk/trail north along the west side of Section Line/295th to serve the City's Bentwood Addition residential development. This phase of the sidewalk will connect to our existing sidewalk along Section Line/295th that runs south across Harry/15th street to the grade school and high school as well as City Park, the new municipal pool, and the Prairie Sunset Trail. The grant request is a 70/30 match. The total estimated cost for the project is \$283,701. If awarded, the State's 70% share will be \$198,591 and the City's 30% share will be \$85,110.
- **Kansas Water Office – Technical Assistance Grant** in the amount of \$510,860 for the engineering and design of a new 300,000 gallon ground water storage tank adjacent to the City's existing 100,000 gallon elevated water tower at City Park. If awarded, it is 100% funded by the grant – no local match by the City required.
- **Kansas Water Office – Water Projects Grant** in the amount of \$1,756,860 for the construction of the new 300,000 gallon ground water storage tank located at City Park adjacent to the City's existing 100,000 gallon elevated water tower. If awarded, it is 100% funded by the grant – no local match by the City required.

Both Kansas Water Office grant applications are in response to a Preliminary Engineering Report (PER) conducted by Kansas Municipal Utilities (KMU) via Jacobs Engineering to evaluate the status and condition of the City's current water infrastructure, supply, and storage capacity, as well as projected community growth for the next 15 – 20 years. The study identified the most pressing need as additional storage capacity to come into compliance with KDHE policies and standards, followed by additional sources of water supply. The PER was funded 100% by a Technical Assistance grant via KMU.

Police:

- **VIN Inspections:** Because of the changes and issues with the Sedgwick County tag offices, the number of VIN inspections conducted by Chief Crownover has increased quite a bit. Typically we do one or two inspections every three months. So far in October Chief has conducted seven

inspections and three more are scheduled. The charge for a VIN inspection is \$20 and is set by the State. The City purchases the forms, \$50 for a package of 25. We make \$450 in revenue per packet. It is a valuable and much-appreciated service provided to our citizens and many new visitors. One recently came from as far away as Derby!

- **Finger Printing:** Did you know... PD also offers finger printing! The cost is \$15 per person. Chief has done three so far in October. Another valuable service to our citizens and school districts, as they are required for many positions, substitute teachers, and other types of businesses.
- **PD Facebook Page:** if you aren't already a follower, please follow the [GPPD Facebook Page](#) for the latest news and updates from the department.

Photo Contest: The third annual "Best of Garden Plain" photo contest wraps up on Nov. 3. We've received some fantastic entries and are excited for the upcoming calendar.

Public Works:

Parks:

- Mowing is slowing down for the season. It was a difficult year due to the amount of rain we received.
- We will be trimming trees in the coming months.
- We will also be removing the three dead trees north of the tennis courts and replacing them with new trees in the next few months.
- The water at Ternes Park and City Park is being shut off for the season, as the freezing temps approach.

Pool:

- Please see the attached memo updated from Dondlinger construction. Design is 90% complete and was put out to bid; bids are due back by Nov. 4 for review. The tentative start date for construction/mobilization the first week of December, weather permitting. Unfortunately due to some delays during the design process, the new goal for an opening date is 4th of July weekend, weather permitting. We will be working with Council of Hope to establish an account for the fundraising effort that will be kicking off soon.

Sidewalk: The final walkthrough for the new Harry and Main Sidewalk was completed and the project has been closed out. Friendly reminder – there are no motorized vehicles allowed on the sidewalks, paths, and the Prairie Sunset Trail.

Staff Trainings: Fall is always a busy time of year for conferences, including mandatory staff trainings.

- **Admin:**
 - City Clerk Kimberly McCormick attended the annual Court Clerks conference the last week of September
 - Ms. Kim and Administrative Assistant Ms. Savannah Shelite attended the Kansas League of Municipalities conference
 - Ms. Savanah attended the Background Investigations for LEO training

- Ms. Savannah is attending her 1st year of the CCMFOA (City Clerk school) and Institute.
- Ms. Kim also attended the CCMFOA in October and will be attending the Kansas Government Finance Officers Association (GFOA) the first week of November, as she works to obtain her Certified Public Finance Officer certification and license
- City Administrator Kelly McElroy attended and participated in the KDOT local consult meeting in Wichita to advocate to KDOT and the legislature for project funding for several large street, road and bridge projects and repairs.
- Ms. Kim continues training on the City's new finance and operational software, Jayhawk. We are live in utility billing and will be doing the first customer billing in November.
- PD:
 - Oct. 13 and 14 Chief Crownover and Officer Derrick Gros attended the 20th annual Prosecutor and Law Enforcement combined conference
 - Oct. 23 Officer Christopher Freund attended Intoxilyzer 9000 certification training
- Public Works:
 - Oct. 1 - Zach Myers and Jim Laughlin attended Competent Person in Trenching and Shoring
 - Oct. 2 – Zach Myers and Jim Laughlin attended Competent Person in Confined Spaces. Both trainings took place in Kingman.

Upcoming Special Events/City Closures:

Veteran's Day Breakfast: The Senior Center is hosting their annual Veteran's Day Breakfast fundraiser on Nov. 11 from 6:30 to 9:00 AM at the senior center. Free will donations benefit the Gateway Foundation (Senior Center) operations.

Christmas Kickoff - Tree Lighting and Chili/Cinnamon Roll Feed: Saturday Nov. 29. Beginning at 4:30 PM at Parish Hall and Beck Field. In the event of inclement weather the event will be rescheduled to Sunday Nov. 30. Free will donations benefit the Council of Hope annual holiday lighting display.

City Council: The City Council will meet in regular session on Wednesday, Dec. 3 at 7:30 PM in the Council Chambers, 507 N. Main St.

Recommended Action: The City Council is asked to:

1. Receive and file

Attachments:

Dondlinger email memo re: pool update

From: Zachary Newell <znewell@dondlinger.build>

Sent: Tuesday, October 21, 2025 8:50 AM

To: Kelly McElroy <kelly.mcelroy@gardenplain.com>; Kevin Hammond <kevin.hammond@gardenplain.com>; Tylor Struckman <tylor.struckman@gardenplain.com>; Kim McCormick <cityclerk@gardenplain.com>

Cc: Kyle McCawley <kmccawley@wedesignpools.com>; Brian Hill <bhill@wedesignpools.com>; Eric Swenson <eswenson@dondlinger.build>; Maxim Raileanu <mraileanu@dondlinger.build>; Gabe Probst <gprobst@dondlinger.build>

Subject: RE: [EXTERNAL]:Meeting Today?

Good morning all,

Last week marked our final scheduled progress update. Our next meeting will be a final page flip once we receive the Permit Set. With the 95% drawings received last week we've sent them out for competitive bid, with pricing due back to us on 10/28. I'll coordinate with Watersedge and send out an invite for the page flip when timing is confirmed.

Here is a brief update, I am happy to drill down on anything you may have in question.

- October 15
 - o Design Team submits 90% plans to Waters Edge
 - o Waters Edge compiles the plans
 - o Waters Edge submits the plans to Dondlinger
- Oct 16 – Oct 29
 - o Dondlinger works on GMP
 - o Design team coordinate and finalizes the plan set
 - o Final Page flip with Garden Plain
- Oct 30 – Oct 31
 - o Dondlinger to propose GMP and schedule
 - o Design team/ Dondlinger to submit for plan review with MABCD
- Nov 1 -Nov 30
 - o Plain review (MABCD)
- Dec 1 Mobilization
- Early – Mid July Substantial Completion (Target July 4)

Please reach out with any questions,

Thanks,



Zach Newell
Project Manager,
Commercial Building
Dondlinger
Construction
2656 S. Sheridan
Wichita, KS 67217
D: 316-532-3454
O: 316-945-0555
dondlinger.build

From: Kelly McElroy <kelly.mcelroy@gardenplain.com>
Sent: Tuesday, October 21, 2025 8:13 AM
To: Zachary Newell <znewell@dondlinger.build>
Cc: Kevin Hammond <kevin.hammond@gardenplain.com>; Tylor Struckman <tylor.struckman@gardenplain.com>; Kim McCormick <cityclerk@gardenplain.com>
Subject: [EXTERNAL]:Meeting Today?

Good morning Zach,

Just checking in - are we having our 11 AM meeting today?

Thank you!
Kelly

Kelly McElroy
City Administrator
City of Garden Plain, KS
316-531-2321
kelly.mcelroy@gardenplain.com
www.gardenplain.com



TO: Garden Plain City Council
FR: Kimberly McCormick, City Clerk
RE: **Resolution 245 – Commercial Business Utility Credit Continuance**

Background:

In December 2023 the City Council authorized via Resolution 225 the continuation of a utility bill credit program for commercial businesses. The credit applies to sewer, water, gas, and stormwater only, and set to expire on December 31, 2025. The credit is \$2,500 and is not transferable if the business is sold. If the business is sold within one year the amount of the credit used will be added to the last bill and must be repaid to the City utility funds.

The program has been beneficial and used by several new businesses. Staff recommends the continuation of the program through the adoption of Resolution 245 and is seeking guidance on the length of the program extension that the Council desires.

Financial Implications:

It is difficult to predict how many new businesses may be coming to Garden Plain in the next three to five years that may qualify for the credit. With development plans for the City's Commercial lots, Ternes properties, and Yarberry properties, there could be multiples that may take advantage of the credit over time. It is likely they will not all occur at the same time.

Recommended Action: The City Council is asked to:

1. Review the draft Resolution authorizing the continuation of the program and provide guidance on the number of years you would like to extend.

Attachments:

- A. Resolution 225
- B. Draft Resolution 245

RESOLUTION 225

A RESOLUTION CONTINUING A UTILITY BILL CREDIT PROGRAM FOR COMMERCIAL BUSINESSES.

WHEREAS, The City of Garden Plain, Kansas has reviewed the benefits to the community to seek and encourage new businesses by providing incentives in the form of utility bill credits to apply to Sewer, Water, Gas and Storm Water only; this program is extended to expire December 31, 2025; the credit is offered to the businesses owner and not transferable if the business is sold; and if the business is sold within one (1) year the amount used will be added to the last bill and become an amount due and owing to the City of Garden Plain.

WHEREAS, the Governing Body resolves that this program is designed to provide incentives to attract potential new businesses to locate in Garden Plain.

THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden Plain that the City Utility Bill Credit is hereby adopted and approved by the Governing Body of the city of Garden Plain, Kansas as follows:

\$2,500.00 applied to city utilities (Sewer, Water, Gas, Storm Water)

Eligibility: Upon completion of application and utilities transferred into business name.

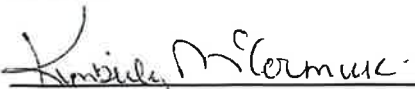
This Resolution shall take effect and be in force from and after its adoption by the governing body of the City.

Passed by the Governing body of the City of Garden Plain, Kansas on the 6th day of December, 2023.



Kevin Hammond, Mayor

ATTEST:



Kimberly McCormick, City Clerk



RESOLUTION 245

A RESOLUTION CONTINUING A UTILITY BILL CREDIT PROGRAM FOR COMMERCIAL BUSINESSES.

WHEREAS, The City of Garden Plain, Kansas has reviewed the benefits to the community to seek and encourage new businesses by providing incentives in the form of utility bill credits to apply to Sewer, Water, Gas and Storm Water only; this program is extended to expire December 31, 20XX; the credit is offered to the businesses owner and not transferable if the business is sold; and if the business is sold within one (1) year the amount used will be added to the last bill and become an amount due and owing to the City of Garden Plain.

WHEREAS, the Governing Body resolves that this program is designed to provide incentives to attract potential new businesses to locate in Garden Plain.

THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden Plain that the City Utility Bill Credit is hereby adopted and approved by the Governing Body of the city of Garden Plain, Kansas as follows:

\$2,500.00 applied to city utilities (Sewer, Water, Gas, Storm Water)

Eligibility: Upon completion of application and utilities transferred into business name.

This Resolution shall take effect and be in force from and after its adoption by the governing body of the City.

Passed by the Governing body of the City of Garden Plain, Kansas on the 5th day of November, 2025.

Kevin Hammond, Mayor

ATTEST:

Kimberly McCormick, City Clerk

TO: Garden Plain City Council
FR: Kelly McElroy, City Administrator
RE: **Review of 2021 – 2025 City Council Strategic Plan**

Background:

In 2021 the City Council adopted a five year strategic plan. What is a strategic plan, and what is it's purpose?

- **Provides a long-term vision:**

It establishes a shared vision for the community's future, articulating what the city wants to become over a set time period.

- **Guides decision-making:**

It acts as a guide for all levels of city government, ensuring that day-to-day decisions and resource allocation support the city's high-level goals and priorities.

- **Aligns resources and efforts:**

The plan helps align limited city resources, staff energy, and departmental projects with the most important initiatives.

- **Sets clear goals and objectives:**

It breaks down the long-term vision of the City's 20 year Comprehensive Plan into specific, measurable goals and objectives that define what will be accomplished and how progress will be tracked.

- **Involves stakeholders:**

The process of creating the plan often involves input from residents, businesses, and city staff, which helps to ensure the plan reflects the community's needs and aspirations. The plan was developed following a series of community surveys and engagement meetings to gather input from the GP community.

- **Ensures accountability:**

By setting measurable metrics, the strategic plan provides a way to track progress and hold the city accountable for achieving its stated goals.

- **Manages growth:**

It helps the city anticipate future growth and plan for related infrastructure needs in a proactive manner.

Financial Implications:

The strategic plan lays out the policy and project goals that the community wishes city leadership and staff to focus our limited and precious resources on. There is none for the development/updated to the plan itself, unless the Council wishes to hire a professional strategic planner from an organization to conduct a more in-depth rewrite of the plan, community meetings, etc.

Recommended Action: The City Council is asked to:

1. Review the current strategic plan and offer feedback on updates and initiatives. Staff with create a draft and provide it at the December or January Council meeting.

Attachments:

- A. 2021-2025 City Council Strategic Plan

2021 – 2025 City Council Strategic Plan

Garden Plain City Council Vision Statement:

A thriving community with an expanded tax base and a City organization providing trustworthy service.

Strategic Goals

Goal One: Increase the Tax Base & Strategically Grow Our Community

1. Implement our adopted incentive policy to increase resources and help create jobs.
2. Expand community development, focusing on retail and commercial growth and expansion as well as continuing industrial development efforts.
3. Leverage and enhance existing community partnerships.
4. Target empty, underused, and dormant commercial and industrial spaces for redevelopment.

Goal Two: Increase Housing Stock

1. Actively recruit single-family developers to build smaller homes that are “affordable.”
2. Actively recruit multi-family developers to increase the number of multi-family housing units.
3. Explore expansion of the types of incentives provided to developers for new housing.
4. Provide support to developers seeking incentives at the state level (KHRC and others).
5. Invest in improvements and redevelopment of core area(s) of town. Provide support, resources, and allocate funding for needed infrastructure updates and expansions to promote in-fill development.

Goal Three: Increase Amenities to Improve Quality of Life

1. Utilize the Economic Development Committee (EDC) to pursue public-private partnership opportunities to expand retail, commercial, and quality of life/place initiatives.
2. Develop, budget for, and implement plans for redevelopment of existing and new community amenities such as parks, splash pad(s), paths and trails, and others as derived from recent community surveys and the 2040 Comprehensive Plan.
3. Consider the creation of a “quality of life” reserve fund from a new City sales tax fund to provide for EDC projects, initiatives, and incentive funding (such as infrastructure improvements).
4. Pursue options for citywide internet service, utilizing public-private partnerships and grants.

Goal Four: Maintain and Improve Infrastructure

1. Continue to appropriate funding for preventive infrastructure maintenance (development of Municipal Equipment Reserves (MERs) and Capital Improvement Projects (CIP) and consider additional funding for expansion/growth opportunities. Continue to pursue state and federal grants and programs to assist with the costs.
2. Hire and train quality and qualified staff. We acknowledge that as the community grows, so will the need (and demand for) new and additional services in our administration, public works, and public safety departments.
3. Adequately fund building maintenance for all City facilities through our MERs and CIPs.
4. Maintain high-quality construction standards and keep them up-to-date for all public and private construction projects, including zoning codes and City codes.



CITY OF GARDEN PLAIN

Mayor: Kevin Hammond
Council Members:
Jenny Zoglman, Brent Randolph
Amy Hunter, Tracy Thul, Jessica Lyman

SUBJECT: Garden Plain Annual Public Awareness Material & Training
TO: Mayor & City Council – Emergency Responders

I have included several documents in your packet for review, and a survey to fill out.

I will also submit the Public Awareness Management Statement of Support signup sheet. Your signatures are required on this sheet to show the KCC (Kansas Corporation Commission) and PHMSA (Pipeline and Hazardous Materials Safety Administration) that the Garden Plain Governing Body will support the Gas System Superintendent's efforts to make all stakeholders aware of certain required items such as, The Properties of Natural Gas, what to do in case of a gas leak, Right of Ways, Carbon Monoxide Poisoning, and several other subjects.

Tylor Struckman
Garden Plain Public Works Director



City of Garden Plain

Public Awareness Plan

SUBJECT: Management Statement of Support

Our goal is to provide safe, reliable gas service to our customers and ensure the safety of people living and/or working near our gas pipelines. Public awareness is a critical component of our overall safety program. Every employee of the City of Garden Plain Natural Gas System must be committed to fulfilling our public awareness responsibilities as described in this Public Awareness Program and shall be approved by the City Council. Supporting documentation will include copies of City Council meeting minutes where public awareness is discussed along with copies of the following City Council meeting minutes that approve the prior meeting minutes.

Signature

Title



CITY OF GARDEN PLAIN NATURAL GAS SYSTEM

NATURAL GAS EMERGENCY RESPONSE TRAINING

The purpose of this emergency plan is to ensure that all emergency responders that could be involved in an emergency on the Garden Plain Natural Gas System, are better prepared to deal with an incident in a safe and expeditious manner.

**In the event of a gas emergency the city personnel will initiate the:
GAS EMERGENCY PLAN.**

Some examples of a gas emergency are:

1. Loss of gas pressure from our gas suppliers (Kansas Gas Service)
2. Loss of gas pressure in the cities gas lines
3. Fire involving a gas facility
4. Explosion of a gas line or near a gas line or facility
5. Natural Disaster
6. Large amounts of gas inside or near a building
7. The presence of gas underground near a structure or ignition source

Some examples of emergencies where the city might notify Emergency Personnel:

1. Serious fires or fires on adjacent property
2. Serious bodily injury
3. Incident in highly populated area
4. Crowd control or evacuation procedures needed

It must be stressed that the city's first priority is the protection of **LIFE, taking precedence over the protection of **property**!**

The action to be taken by the first city employee, or emergency responder arriving on the scene, is to enact (HELPS**)**

- (H) Determine if there is a HAZARD**
- (E) Determine the EXTENT of the hazard**
- (L) Protect LIFE**
- (P) Protect PROPERTY**
- (S) Make it SAFE**

LEAK REPORTS

Information you need to collect when taking a gas leak report:

- A. Get name, address and phone # of person calling in leak
- B. Get exact location of leak (is leaks inside or outside) and address of leak
- C. Determine the magnitude of the leak (can you smell the leak? Can you hear the leak?
Is there damage due to fire or explosion?)
- D. Get the phone number where reporting party can be reached **(not at leak location!)**
- E. Document the time call was received.
- F. Immediately dispatch city gas personnel.

Instructions you might give the caller:

- A. Leave the area immediately
- B. Do not hang up the phone, or make any more calls from this location
- C. Do not smoke or create any other ignition sources
- D. Do not operate any electrical switches (lights, garage door opener, radio, TV, etc.)
- E. Do not use any gas appliances
- F. Do not start a vehicle, leave on foot

INCIDENT MANAGEMENT STRUCTURE & RESPONSIBILITIES DURING AN EMERGENCY

MAYOR: The Mayor will be the Incident Coordinator in the case of a gas related emergency. His/her duties will include coordinating the efforts between Emergency Responders and the Gas System Operator, making any necessary contacts, and being the liaison between Emergency Personnel, the News Media, and the Public.

GAS SYSTEM OPERATOR: The Gas System Operator would be the Incident Coordinator in the absence of the Mayor and would assume those responsibilities. It would also be his/her responsibility to shut off the gas supply to the effected facilities, make the necessary repairs, and/or inspect the system after the necessary repairs have been made, and restore gas service to the effected facilities.

FIRE DEPARTMENT: It will be the responsibility of the fire department to stand by in the event of a fire or an explosion. It will also be their responsibility to assist in traffic control if necessary, and aid in an evacuation. The Sedgwick County Fire Department will take on the responsibilities of the Incident Coordinator in the absence of the Mayor and the Gas System Operator.

LAW ENFORCEMENT PERSONNEL: It will be the responsibility of the Law Enforcement Officers to make contact with the Incident Coordinator and take the appropriate measures to ensure the safety of everyone in the area. This would include securing the area and/or evacuation procedures if deemed necessary.

PROCEDURES TO FOLLOW IF LAW ENFORCEMENT PERSONNEL ARE FIRST TO ARRIVE ON THE SCENE

When arriving on location, make sure that no emergency equipment is parked in or near an area of possible gas concentration. Do not leave vehicles parked over any water or gas valves, sewer manholes, or water meter cans. These areas can be collection points for

underground gas and will need to be checked by gas personnel. If gas has migrated into any of these structures, they are potential explosion points. Leaving a motor running or starting an engine can also be an ignition source.

Police Department Personnel should take action toward protecting the public by means of evacuating people where needed, pending the arrival of the gas system personnel. The city's gas personnel have been trained in gas leak detection and location of the gas lines. The gas personnel use a Combustible Gas Indicator to detect a combustible amount of gas in air. This is the only instrument that can determine if there is a combustible amount of gas present. You can't tell by smell. The CGI determines if a real hazard exists and to what extent the gas emergency is. Natural gas is explosive in a range of 4% to 15% gas to air mixture, and is most dangerous in the 9% to 10% range.

PROCEDURES TO FOLLOW IF FIRE DEPARTMENT PERSONNEL ARE FIRST TO ARRIVE ON THE SCENE

1. When arriving on location, MAKE SURE THAT NO EMERGENCY EQUIPMENT IS PARKED IN OR NEAR AN AREA OF POSSIBLE GAS CONCENTRATION. Do not leave emergency vehicles parked over any sewer manholes, water meter cans, or water/gas valves. These areas can be collection points for underground gas and will need to be checked by gas personnel. If gas has migrated into any of these structures, they are potential explosion points. Leaving a motor running or starting an engine can also be an ignition source.

2. Assess the situation and take all steps necessary to protect life and property. This shall include but not be limited to:

- A. Notify Law Enforcement if it is necessary for evacuation or blocking off the area.
- B. Verify that the Mayor and Gas System Operator have been notified.
- C. Eliminate all ignition sources

3. If leak is inside structure or cannot be pinpointed:

- A. Enter structure and check for gas leak using a CGI. If gas is present, evacuate all persons from structure immediately and shut off gas at the meter valve.
- B. Do not operate any light switches, doorbells, phones, garage door openers, etc.
- C. When gas is shut off open all doors and windows. If it is not safe to enter basement, kick in basement windows from the outside to air out the basement.

4. If leak cannot be pinpointed or is underground:

- A. Check all structures in the surrounding area for the presence of gas
- B. Check sewer manholes or any other utility openings for gas
- C. If gas has migrated to other buildings, take all steps necessary to protect life and property, following the steps above.

5. Natural Gas Fires and Explosions:

- A. Call the appropriate Emergency Agencies, Mayor and Gas System Operator
- B. Take all steps to protect life and property.
- C. See that the injured are cared for. Nothing shall interfere with this except the safety of the rescuers. Protecting human life comes before property.
- D. Extinguish Fire, **if that is the appropriate response.** *(if gas flow can not be shut off, it might be safer to let fire burn)*
- E. Preserve the scene as it was after the accident. Cordon off or barricade the area to keep curious bystanders from being injured or destroying evidence.
- F. *Never* restore gas service that has been turned off.
- G. *Never* make statements to the news media

If you turn a gas supply valve off, the valve **must remain off and not turned back on!** You must also document which valve/s were shut off, the time, date, and who performed the shut-off procedure. It is also your responsibility to make sure the valve remains off.

Only gas personnel can turn the gas valve back on!

REMEMBER:

If you turn the gas off you take full responsibility for your action!

CONTACTS YOU NEED TO MAKE

In the event of a gas emergency, the City Office at 505 N. Main will be the central command post. Communication between the Fire, Police, Gas Personnel, City Officials/ Mayor, News Media and the Public, shall be channeled through the City Office. The City Office will inform the Public, News Media and other vested parties of the emergency situation as needed. In the event the city office can't be used, the Garden Plain Police Department at 509 N. Main will be the central command post.

EMERGENCY CONTACT NUMBERS

CITY OF GARDEN PLAIN:

City Office	505 N. Main	316-531-2321
Police Department	509 N. Main	316-531-2222
Fire Department/Sheriff Office		911
Mayor Kevin Hammond	210 LaVern Ln	316-531-2672 cell 316-303-7226
Public Works On-Call/After Hours		316-833-0652

Gas System Operator: Black Hills Energy

Black Hills Energy	888-890-5554
Black Hills Energy–Wade Hopper (Mobile)	316-833-4879

OTHERS TO NOTIFY IF NECESSARY:

Highway Patrol:	3200 E. 45 th St N.	316-744-0465
Emergency Preparedness Co.	Courthouse	316-660-5959 or 911
Gas Suppliers:	Oneok Field Services	316-796-9915
Kansas Corporation Commission		785-271-3278 or 785-636-5139
Department of Transportation		1-800-424-8802

Natural Gas Systems are the cheapest and safest way to deliver an efficient, clean, burning fuel to your home or business. Natural gas pipelines are designed, tested, installed and maintained following strict federal and state codes.

Our goal as a Natural Gas Distribution System is to provide safe, reliable natural gas to our customers and ensure the safety of the people living, working or congregating near our gas pipeline facilities. Public awareness is a critical component of our overall safety program. Our top priority is to protect people first and then property and we will base all our safety practices on that concept.

This information is being provided to you because you live, work or congregate near the Garden Plain Natural Gas Pipeline System. Our pipelines are constructed of welded steel and polyethylene pipe. The steel pipe is coated and cathodically protected to reduce corrosion. It is important that you do not place anything on or against a meter or above ground pipe. Doing so can short out the cathodic protection system causing the underground pipeline to corrode and possibly cause a leak.

Identifying Our Gas Pipeline Facilities and Right-Of-Way Encroachments

Pipelines and other utilities are located underground within a designated Right-Of-Way or (ROW). A ROW enables workers to gain access for inspections, maintenance, testing or emergencies. Right-Of Way's must be kept free from structures and other obstructions. If your property has a (ROW) on it, it is important not to plant trees or tall shrubs on it. Also, do not store, or place anything on the ROW that would impede our ability to conduct inspections, make repairs or respond to an emergency. The Garden Plain Gas System also uses pipeline markers to indicate the approximate location of our underground pipelines. These markers do not provide the exact location or depth of the pipelines. Please remember that it is against the law to willingly or knowingly deface, damage, remove or destroy any pipeline sign or right-of-way marker. If signs are damaged, missing or unreadable, please contact the City of Garden Plain at 316-531-2321 and we will replace them.

Emergency Preparedness – Protect Life then Property

The Garden Plain Natural Gas Distribution System is committed to public safety and then environmental protection. In the event of a pipeline emergency take whatever steps you deem necessary to protect yourself and the public. The following suggestions are offered as a guide.

You cannot smell natural gas in its natural state, so a chemical has been added to help you detect its presence. This chemical, called Mercaptan, has a strong odor very much like that of a rotten egg. If you smell a pungent odor in or around your home, at work, or in your neighborhood, this odor may be the result of a natural gas leak.

How to recognize a Natural Gas Emergency and Response

1. Potential hazards of Natural Gas Pipelines:

- Pipelines carry flammable gas under high pressure
- Natural Gas is colorless, and lighter than air
- Natural Gas has no smell until an odorant is added
- Natural Gas is flammable
- Any pipeline leak can be potentially hazardous

2. If you are near a natural gas pipeline, these tips can help you recognize a natural gas leak:

- **SIGHT** - If you see dirt or water blowing into the air, or notice standing water continuously bubbling, there may be a leak. You also can look for discolored vegetation (like brown patches in a green field or lawn), or dry spots in a moist field.

- **SMELL** - If you smell an odor with the distinct scent of sulfur or rotten eggs, there may be a leak.

- **SOUND** - If you hear a loud roaring or high pitched hissing sound, there may be a leak.

3. Response to a pipeline leak. If you detect a leak, do the following:

- Leave the area immediately. **DO NOT** flip a light switch. **DO NOT** use your telephone or wireless phone.

DO NOT light a match or lighter. **DO NOT** use a doorbell. **DO NOT** turn off anything electrical. **DO NOT** operate a garage door opener.

- Notify other persons in the area "in person" **NOT BY PHONE** – to leave the premises; then leave yourself.

- Remember protect **LIFE** then Property.

- After leaving the area call 316-531-2321 or 833-0652 to report a gas leak. If no answer call 911.

- Remain away from the building or area until an emergency official familiar with the situation says it's safe to return.

- Warn others to stay away

- Do not attempt to correct the problem

- Once your gas has been shut off, do not attempt to turn it back on. Only qualified personnel shall perform this task.

Damage Prevention – Kansas One Call

Please remember that Kansas Law requires anyone excavating to contact Kansas One Call at least two full working days before they start to dig. So, before you dig, excavate, plant trees, set fence posts, etc., call Kansas One Call at **811**. They will need to know exactly where you are going to dig, the reason you are digging, a contact name and phone number to reach you if necessary, and the time and date you will be starting the project. This will give the Utility Companies time to locate and mark their underground facilities. This is free of charge and is for your protection as well as the Utilities. If you damage any gas utility, or even expose an underground gas pipe on the Garden Plain Natural Gas System, you must call the City of Garden Plain at 316-531-2321. The facility must be inspected before it is covered up.

Carbon Monoxide Poisoning

One of the invisible dangers of burning any fuel is **CARBON MONOXIDE**. Carbon Monoxide is an odorless, tasteless, invisible gas than can be formed when fuels like charcoal, gasoline, diesel fuel, kerosene, propane, wood, or natural gas are burned without a sufficient supply of oxygen. This condition can be caused by boxes or laundry blocking the base of a water heater, or a blocked, corroded or misaligned flue for the furnace. Carbon Monoxide poisoning can cause serious illness or even death. It is advisable to place CO monitors in the bedrooms of your home. The early effects of CO poisoning mimic the flu, so watch for symptoms such as headaches, nausea or vomiting **without a fever**, dizziness, disorientation, muscle weakness or fatigue. If you want more information on Carbon Monoxide call the Garden Plain City Office at 316-531-2321 or drop by at 505 N. Main and ask for an information packet on the dangers of Carbon Monoxide.

Flexible Gas Connectors

A lot of home appliances such as gas driers, stoves, furnaces or water heaters, are connected to the gas line in your home using a **FLEXIBLE GAS CONNECTOR**. These connectors allow you to move the appliance out from the wall to clean behind it without removing the gas line. Some older uncoated brass flex connectors have been known to fail causing a serious gas leak that has resulted in explosions. The new connectors are stainless steel. It is a good idea to replace any flex connector that is 10 years old or older. Also replace any connector that does not have a label that reads: U.L. approved, A.G.A. approved, or ANSI standard. If you have any doubt, **BUY A NEW ONE!**

TO REPORT A GAS LEAK OR DAMAGE TO THE GARDEN PLAIN GAS SYSTEM CALL:

The City of Garden Plain at 316-531-2321 or 316- 833-0652

After Hours call 316- 833-0652

If no answer at these numbers call 911

If you have any questions concerning information provided in this article, or would like more information, you can contact us at 316-531-2321, drop by the Garden Plain City Office at 505 N. Main, or check out our web site at www.gardenplain.com and click on the "Utilities" tab, then the "Gas" tab for more detailed information.



GARDEN PLAIN NATURAL GAS SAFETY TRAINING

**Garden Plain Police Department
509 N. Main
Garden Plain, Ks. 67050**

**Cheney Fire Department
PO Box 1
Cheney, Ks. 67025**

**Cheney Police Department
PO Box 1
Cheney, Ks. 67025**

**Sedgwick County Fire Station #39
3610 S 263rd W
Goddard, Ks. 67052**

**Sedgwick County Sheriff Department
800 Stillwell
Wichita, Ks. 67213**

**Garden Plain City Council
505 N. Main
Garden Plain, Ks. 67050**

**Sedgwick County Emergency Management
714 N Main
Wichita, Ks. 67203
ATTN:
Julie Stimson**



CITY OF GARDEN PLAIN

www.gardenplain.com

PUBLIC OFFICIALS' ASSESSMENT SURVEY

Please fill out and return this survey to The City of Garden Plain at the address listed at bottom of form. Your comments let us know if we are getting the appropriate gas safety information out to the appropriate audiences.

1. Your natural gas provider is:

- ☐ Investor owned (private)
- ☐ Municipal
- ☐ Don't know

Gas Provider name (If known) _____

2. In the last year, have you seen or heard any information from the Garden Plain Gas System relating to pipeline safety?

- ☐ Yes
- ☐ No

3. If "Yes" to Question 2, what was the source of the information?

- ☐ Written Material
- ☐ Newspaper
- ☐ Face to face meeting
- ☐ Posted information (e.g., on pipeline marker signs)

4. The proper emergency gas company number(s) and/or emergency contact name(s) to call if there is a facility damage, emergency, or if you need more information about the Garden Plain Natural Gas System is:

- ☐ Utility Superintendent/Operator phone # listed on the One-Call Ticket
- ☐ Numbers listed in Public Awareness flier
- ☐ 9-1-1
- ☐ Any of the above

5. How do you detect a natural gas leak?

- ☐ A "gas smell" (distinct rotten egg or sulfur-like odor)
- ☐ Discolored or dead vegetation near a pipeline.
- ☐ Bubbling in standing water
- ☐ Fire apparently coming from the ground or burning above the ground
- ☐ A shrill blowing or hissing sound
- ☐ Any of the above

6. Calling Kansas One-Call will provide:

- ☐ Locates for all underground utilities at a given site
- ☐ Can be accomplished by dialing 8-1-1
- ☐ Emergency locates for underground utilities
- ☐ All of the above

7. Do you know who to contact if you need information regarding natural gas pipelines running through your community, right of ways and easements, and/or other pipeline safety information?

- ☐ Yes
- ☐ No

8. How frequently do you meet or coordinate with natural gas company representatives in your community?

- ☐ Monthly
- ☐ Quarterly
- ☐ Annually
- ☐ Rarely or never

9. How would you rate the adequacy of information you have about natural gas safety (e.g., how to recognize a leak, what to do when there is a leak, what first responders should do, etc.)?

- ☐ About right
- ☐ Too much
- ☐ Not enough

If you have any questions concerning this questionnaire, please contact the City of Garden Plain at 316-531-2321 or Tylor Struckman at 316-258- 0418

Signature: _____

Title: _____