

This is a business meeting of the governing body for the City of Herington. There is no implied or expressed right for persons outside the governing body to speak or voice their opinion unless specifically recognized by the chair.

**Regular Meeting
June 6, 2023
6:00 p.m.**

1. Pledge of Allegiance
2. Call to Order
3. Public Forum
4. Additional Agenda Items:
5. Approval of Agenda

Motion _____ Seconded _____ Action _____
Commissioner McDonald, Commissioner Castleberry, Commissioner Urbanek
Commissioner Gares, Mayor Bell

6. Consent Agenda
 - i. Minutes of the Regular Meeting May 16, 2023
 - ii. Resignation Lori Dornbusch from HHA Board

Motion _____ Seconded _____ Action _____
Commissioner McDonald, Commissioner Castleberry, Commissioner Urbanek
Commissioner Gares, Mayor Bell

7. Police Update
8. Fire Update
9. Neighborhood Services Director Update
10. Building and Trades Board update and recommendations
11. Conditional Use Permit approval for Tanning Salon, Massage business at **620 N. G St.**
12. UPTIC Grant Discussion & Update
13. Discussion on vacant lots, grass ordinance and contract mowing

14. Update on stop work order & building permits– Zachary Freeman – 901 E Arnold, Herington, KS 67449 orders.

15. Budget update and schedule of Budget Workshop Session #1

16. City Manager Comments

17. Commissioner Comments

18. Adjourn

Motion _____ Seconded _____ Action _____
Commissioner McDonald, Commissioner Castleberry, Commissioner Urbanek, Commissioner Gares, Mayor Bell

To join the City Commission meetings from your computer, tablet, or smartphone, go to
<https://www.youtube.com/channel/UCbvSBw6l4w85XQHSX0S1BXg> Public Forum Comments can be
dropped in the deposit box or emailed to cityoffice@cityofherington.com.

DRAFT

**Regular Meeting
May 16, 2023
6:00 p.m.**

The Herington City Commission met on the above date and time commission chambers at city hall. In attendance were Mayor Robbin Bell, Commissioner Eric Gares, Commissioner Debi Urbanek, Commissioner Ben Castleberry, Commissioner McDonald, City Manager Thatcher Moddie, City Attorney Brad Jantz, City Clerk Megan Lawrenz, Electric Superintendent David Kahle.....

The meeting opened with the pledge of allegiance.

Mayor Bell called the meeting to order.

Public Forum Gabrielle Simmons – 15 N 12th St. Herington – Would like to see a policy created for waiving building permit fees. Janet Wade – Cemetery and Fair Grounds – There is an opportunity for a cemetery conservator to come to Herington to hold a workshop/class to help preserve gravestones. Also mentioned that the commission needs to consider where we are putting the electrical transformers.

Additional Agenda Items: Add 6a Big Blue.

Approval of Agenda – Commissioner Urbanek made a motion to approve the agenda, seconded by Commissioner Gares. Motion carried 5-0.

Consent Agenda – Mayor Bell made a motion to approve the consent agenda items including the Minutes of the Regular Meeting May 2, 2023, and Approval of CMB for Drag Races on May 20, 2023, staff will change Walnut Street to Main Street in the minutes, and correct the times on the CMB license, seconded by Commissioner Urbanek. Motion carried 5-0.

6a. – The City Manager tried to reach out to the KDOT representative but has not made contact yet. He will continue to try and contact them. Mr. Kossmann will need to apply for the appropriate permits. Once KDOT approves, the city can deed the land back to Mr. Kossmann since the survey has been completed. Neighborhood Services Director James Masters noted that the city code states that the owner must be the one completing the work and Mr. Kossmann said that he intends to move into big blue as his primary residence.

RESOLUTION 977

A RESOLUTION AUTHORIZING THE PREPARATION AND SUBMISSION OF AN APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION (KHRC) FOR THE KANSAS HOUSING INVESTOR TAX CREDIT (HTIC) AND MODERATE-INCOME HOUSING (MIH) GRANT.

Resolution in support of MIH and HTIC Grant Program for Logan Pointe development – Staff are working towards submitting the application by the end of the month. This was previously approved by the Commission. The city has been working with Ross Vogel, who believes that he has a contractor lined up for the project. Commissioner Urbanek made a motion to approve the resolution in support of MIH and HTIC, in the next sequential order, and authorizes the mayor's signature, seconded by Commissioner Gares. Motion carried 5-0.

Authorize Purchase of new bucket truck in the amount of \$217,964 and Altec 5-year warranty for \$3,310 for a total of \$221,274. Consider Truck Chassis 5-year warranty for \$7,498 – Altec was the lowest bid. The city has two big bucket trucks, but the little bucket truck is out of commission. This purchase will replace the small bucket truck. Commissioner Gares made a motion to approve the purchase of a bucket truck not to exceed \$222,000, seconded by Commissioner Castleberry. Motion carried 5-0.

Discussion on location for Transformer Station – Staff has looked at several places, but they have not been able to decide. There was discussion on a preferred site for the equipment to be stored. There will be further discussion on this topic.

Update on Municipal Pool – The roof is in bad condition and staff are looking into options for repair/replacement. The Commission requested pricing for roof repair. The kid's pool is leaking upwards of 60k gallons a day, Thatcher's recommendation is to keep the kiddy pool closed this year, the commissioners agreed.

Continuation of Public Hearing from April 18– Zachary Freeman – 901 E Arnold, Herington, KS 67449 on appeal for Environmental Code Violations (Skirting, furniture/trash, tires, appliance on porch) – The hearing opened at 6:33pm, Zachary Freeman was not present. Items from this violation are in compliance. The public hearing closed at 6:36pm.

Continuation of Public Hearing from May 2– Zachary Freeman – 901 E Arnold, Herington, KS 67449 on Environmental Violations (Junk near lot 20) Public Hearing opened at 6:36pm. Items from this violation are in compliance. The public hearing was closed at 6:39pm.

Continuation of Public Hearing from May 2– Zachary Freeman – 901 E Arnold, Herington, KS 67449 on stop work orders. – Staff have still not received permits. It appears that work has been started without having the proper permits in place. Consensus is to provide one more verbal warning, before enforcing the stop work order. Commissioner Gares made a motion to continue this hearing to June 6, 2023, seconded by Mayor Bell. Motion carried 5-0. The Commissioners directed city staff to contact and give Mr. Freeman until the end of the week to apply for the appropriate permits, if the permits aren't requested the commissioners directed staff to enforce the stop work order. The public hearing closed for tonight at 6:46p.

Budget & Audit Update – The auditors were here last week, overall, it went smoothly but staff is managing a couple issues. The City Manager would like to schedule the budget workshop for late June. Staff will send out some sample dates.

Executive Session – Mayor Bell made a motion that the Herington City Commission recess into Executive Session, pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception, K.S.A. 75-4319(b)(2) to discuss contract negotiations to include the following: Governing Body, City Manager and City Attorney with the open meeting to resume at 7:00pm, seconded by Commissioner Gares. Motion carried 5-0. The regular meeting resumed with no action taken.

City Manager Comments – James sent another notice to 117 W Main St to appear at a commission meeting for an update. Commissioner Castleberry mentioned that he did see him working on the building. The Sprint Grant was denied, Thatcher offered to help the committee apply next year. Notices were sent to the nuisance property on Trapp St. James is getting ready to enter his busy season with grass notices. Line painting was to start early this week, but now will start when the rain stops. Drag races this Saturday 12-4:30. Post office dedication on May 30th. The all-school reunion is Memorial Day weekend.

Commissioner Comments –

Commissioner McDonald – Renaming ceremony at the Post Office. State folks, archbishop of Wichita and congressman Mann will be in attendance. Sunset hill 29th at 11am memorial services. Memorial at Vietnam memorial at 12 on the 29th.

Commissioner Castleberry – Asked about having a meeting with the school board including himself, Thatcher and Vinny to address some issues with the hydrants.

Commissioner Urbanek– Blighted homes were discussed in January or February, mentioned that we asked for estimates, but we did not ask that from the bowling alley. Would like staff to see if the bowling alley has made progress.

Commissioner Gares – Asked if we could get a timeline on bids for the demo's, Staff replied that we are waiting on sealed bids. KDHE has approved the sanitary permit, but the water permit has not been approved for the Casey's project. We have been receiving weekly updates from Todd Anderson. Once the permit is received, we can start the bid process. Eric requested an MOU for the safe walks project.

Mayor Bell – Asked about the safe walks project and Thatcher told him that he attended the school board meeting last night. The school board appreciates the partnership and will allow the city to go in and do some work along the cleanup route, hoping to have it done before school next year.

Adjourn – Commissioner Gares made a motion to adjourn, seconded by Commissioner Castleberry. Motion carried 5-0.

Megan Lawrenz, City Clerk

DRAFT

June 1, 2023

Housing Authority of the
City of Herington
17 North Broadway
Herington, KS 67449

To whom it may concern:

Please accept this letter as my formal resignation from the HHA board, effective immediately.

I have decided to resign from the board due to increased health related issues concerning my Mother. I feel it is best for me to make room for when I am needing to be out of town and helping with my family's needs.

I am grateful for the chance of serving as a member of the HHA board. I wish the board and Housing staff the best in the future.

Best Regards,

Lori Dornbusch

ARTICLE 19

CONDITIONAL USES

Sections:

19-1. Application of Conditional Uses

19-2. Conditional Uses Enumerated

19-3. Continuance of a Conditional Use

Section 19-1. Application of Conditional Uses

- 19-101** Recognizing that certain uses may be desirable when located in the city, but that these uses may be incompatible with other uses permitted in a district, certain Conditional Uses listed herein, when found to be in the interest of the public health, safety, morals, and general welfare of the community, may be permitted by Conditional Use Permit, except as otherwise specified, in any district from which they are prohibited.
- 19-102** Before the location or establishment of, or before any changes in a Conditional Use Permit, the application procedures, conceptual plan requirements and public hearing requirements of these regulations shall be followed.
- 19-103** The Planning Commission may, within the specifications herein provided, permit such buildings, structures, or uses where requested. In considering any application for a conditional use permit, the Planning Commission shall give consideration to the health, safety, morals, comfort and general welfare of the inhabitants of the City of Herington, including but not limited to the following factors:
- a. The stability and integrity of the various zoning districts;
 - b. Conservation of property values;
 - c. Protection against fire and casualties;
 - d. Observation of general police regulations;
 - e. Prevention of traffic congestion;
 - f. Promotion of traffic safety and the orderly parking of motor vehicles;
 - g. Promotion of the safety of individuals and property;
 - h. Provision for adequate light and air;
 - i. Prevention of overcrowding and excessive intensity of land uses;
 - j. Provision for public utilities and schools;
 - k. Invasion by inappropriate uses;
 - l. Value, type and character of existing or authorized improvements and land uses;
 - m. Encouragement of improvements and land uses in keeping with overall planning; and
 - n. Provision for orderly and proper renewal, development and growth.

In this regard the Planning Commission may impose reasonable conditions on the approval of a Conditional Use Permit

Section 19-2. Supplemental Regulations

19-201

In addition to the conditional uses which may be allowed in various zoning districts as set out in Appendix A, the following conditional uses may be approved by the Planning Commission as provided in this section:

1. Quarrying, mining or removal of sand, gravel or stone and the processing of the same, including asphalt and concrete plants, all of which shall be permitted by separate conditional use permits provided:
 - a. All quarries and mining operations and asphalt and concrete plants shall be screened by a method approved by the Planning Commission when the same are visible from any public road.
 - b. The applicant shall provide an approvable method for dust abatement on all unpaved interior roads.
 - c. Where applicable, a maintenance agreement between the applicant and the jurisdiction shall be required to maintain the roads that provide the ingress/egress to the operation.
 - d. A plan for reclamation of the site shall be prepared and submitted as a part of the application. The plan shall indicate a timetable for the reclamation to the proposed use of the site in a general plan of the proposed use. The reclamation plan submitted shall be binding only to the extent that said plan shows the intent of the applicant for reclamation. The actual reclamation plan may be amended at such time that the applicant is ready to begin such reclamation; however, the amended plan must be approved by the Planning Commission before reclamation work may begin. Said approval shall require a public hearing under the same procedures as the original Conditional Use Permit.
 - e. All area quarried or mined shall not endanger the lateral support of abutting or adjoining properties. A minimum setback of 100 horizontal feet from any road right-of-way and 30 horizontal feet from all other property lines, measured on the surface, must be maintained free of any quarrying or mining activity, either surface or subsurface.
 - f. No structure, equipment, quarry products or other materials shall be erected or stored within 100 feet of any property or right-of-way line.
 - g. The applicant's operation shall be inspected by the Planning Commission, or its designate, on or before July

1st of every third year following approval of the Conditional Use Permit for compliance with the above listed requirements and if found to be in violation shall have the permit removed if the noncompliance is not corrected within 60 days of written notice from the Planning Commission, or its designate, itemizing the violations and corrective measures necessary for compliance.

2. Kennels, provided:

- a. The kennel occupies a minimum lot size of five acres.
- b. No kennel structure or runs shall be located nearer than 150 feet to any property line.
- c. All kennel runs or open areas shall be screened around such areas or at the property lines to prevent the distraction or excitement of the animals.
- d. The kennel shall have adequate measures to prevent odor, dust noise or drainage from becoming objectionable to uses on other properties. No incineration of animal refuse shall be permitted.
- e. All state licensing and operation requirements are met.
- f. Greyhound facilities shall only be permitted in the Agriculture (A) District.

3. Junk yards or salvage yards, provided:

- a. The junk yard or salvage yard occupies a minimum lot size of 10 acres.
- b. All such uses shall be located at least 300 feet from a property line.
- c. All such uses shall be completely surrounded on all sides by a fence or wall at least eight feet high. The fence or wall shall be of uniform height, uniform texture and color, and shall be so maintained as to insure maximum safety to the public, obscure the junk or salvage from normal view of the public, and preserve the general welfare of the neighborhood. The fence or wall shall be installed in such a manner as to retain all scrap, junk or other materials within the yard. No scrap, junk or other salvaged materials may be piled so as to exceed the heights of this enclosing fence or wall.
- d. No materials shall be loaded, unloaded, or otherwise placed either temporarily or permanently outside the fence or wall.

- e. No junkyard or salvage yard may be placed in a floodplain or flood way.

Section 19-3 Continuance of a Conditional Use

19-301 A Conditional Use Permit shall be allowed to continue, unless specified otherwise as a condition of its authorization, as long as all conditions placed on it are met. If a particular use ceases to exist for a period of six months, it will forfeit its Conditional Use Permit, and will not be allowed to exist again unless a new application is made, a public hearing held as provided for in these regulations, and a new Conditional Use Permit approved.

DRAFT



CITY OF
HERINGTON

17 NORTH BROADWAY • HERINGTON, KANSAS 67449

NAME	Elizabeth Beys	Cash - Check Credit Card - M.O. Auto Dep. - ACH
MAIL ADDRESS		
CITY STATE ZIP		
		REC'D BY <i>[Signature]</i>

FUND NAME	fund no.	DATE	00411
General	10	3/20/23	

REV. CODE	G/L	DESCRIPTION	AMOUNT
Conditional use permit		Variance AP fee	
		934 #3	
		10 11 400 315	

TOTAL AMOUNT ↑

May 23
Planning Commission
Meeting

DRAFT

City of Herington
INSTRUCTIONS TO APPLICANT

APPLICATION FOR CONDITIONAL USE

Conditional Use – A use of any building, structure or parcel of land approved by the Planning Commission that, by its nature, is perceived to require conditional care and attention in siting so as to assure compatibility with surrounding properties and uses. Conditional uses may have conditional conditions and safeguards attached to assure that the public interest is served.

1. The applicant must complete the attached application form. All blanks should be filled in and any not applicable should be completed with N/A.
2. The applicant shall submit a statement in writing, justifying the Conditional Use.
3. The applicant must provide names and addresses of all persons who are the owners of Record of property within 200 feet of the outer limits of the property.
4. The applicant shall prepare and submit, at the time of filing the application, a detailed plot plan drawn to scale. All existing and proposed structures, property lines with dimensions, parking spaces, points of ingress and egress, driveways and other information which would be helpful to the Planning Commission in consideration of the application should be included.
5. The above-listed documents together with the nonrefundable fee of \$100.00 shall be submitted to the office of the City Clerk.

After the completed application and documents are received, all property owners within the 200-foot radius will be notified by mail and a hearing notice will be published in the local newspaper. The hearing date will be set no less than 20 days after the date of publication

APPLICATION FOR CONDITIONAL USE

1. Name of Applicant Elizabeth Beyer

Mailing Address 467 Hwy 77

Name of Authorized Agent Bret Beyer, Elizabeth Beyer

Mailing Address 620 N G St. Phone 785-258-0642

Relationship of applicant to property: Owner Tenant Lessee Other _____

2. The request is to open a tanning salon, massage, esthetics as well as smoothies, teas & shakes

For property located at 620 N G Street

And legally described as woods shop, residential house

In Herington, Kansas; and which is presently zoned residential

3. The applicant herein, or his authorized agent, acknowledges:

A. That applicant has received an instruction sheet concerning the filing and hearing of this matter.

B. That applicant has been advised of the fee requirements established; and that the appropriate fee is herewith tendered.

[Signature]
Applicant

[Signature]
Authorized Agent

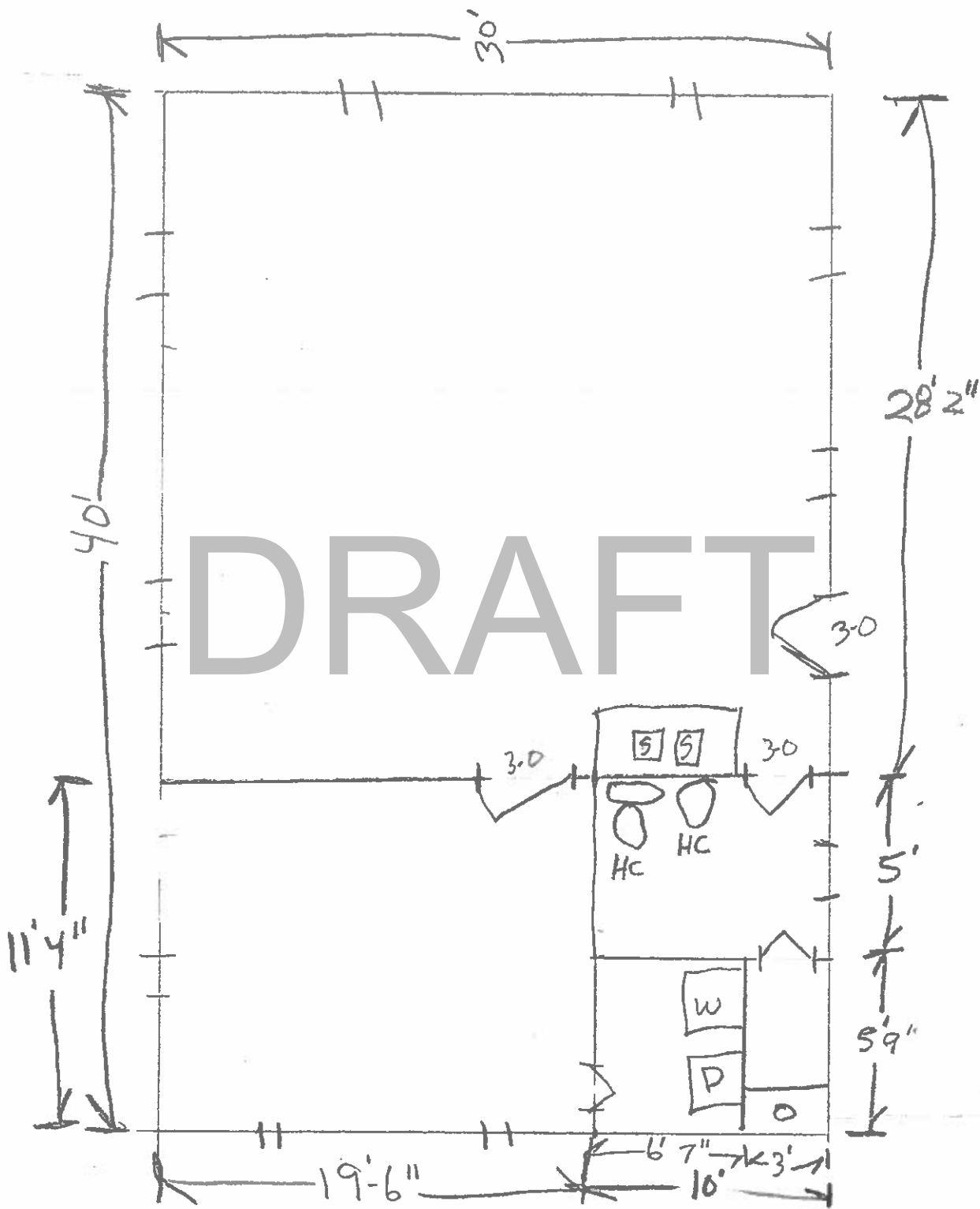
Office Use Only:

Received in office of the City Clerk _____, (a.m.) (p.m.)

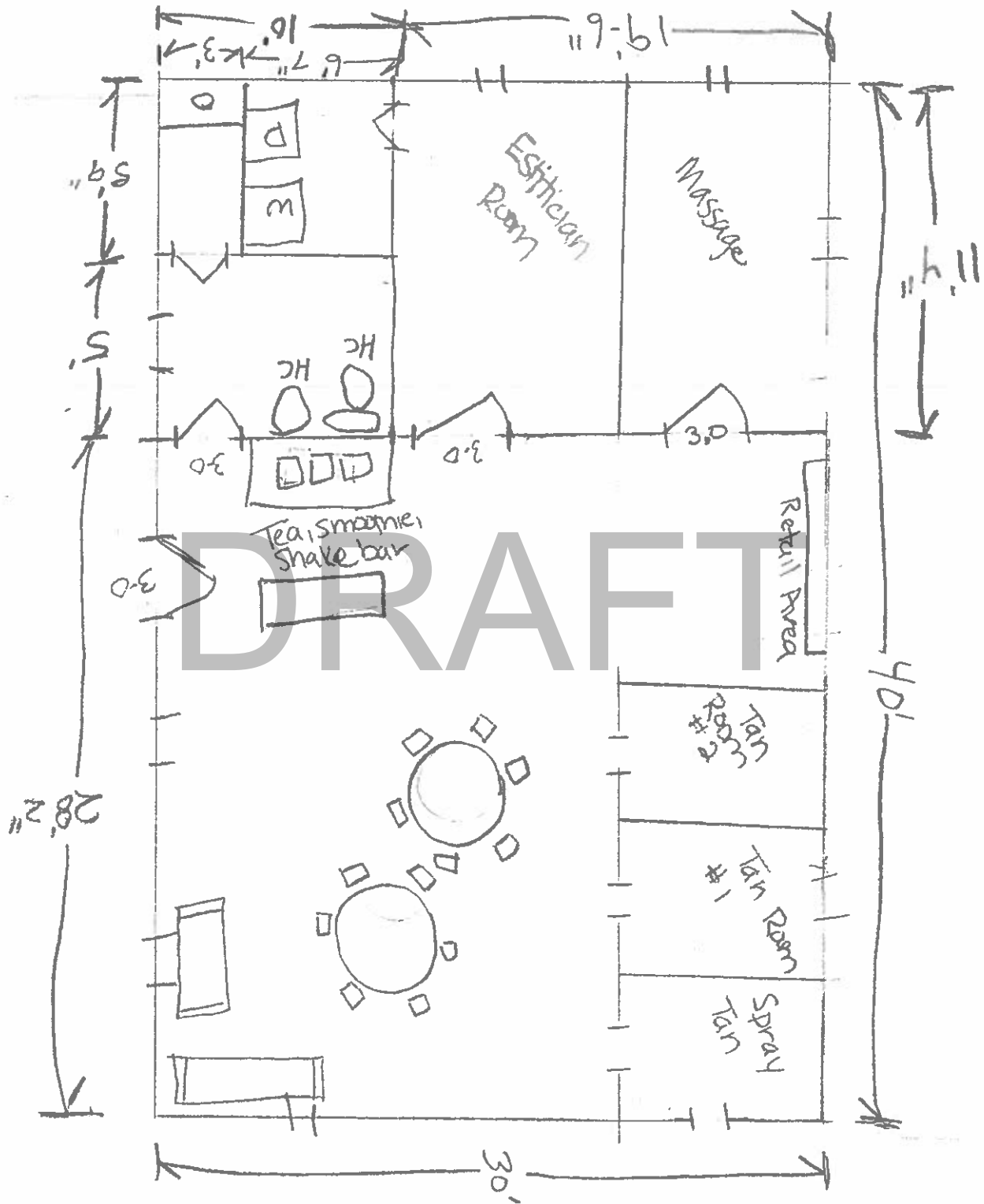
_____, 20____, together with the appropriate fee of \$100.00.



Original Floorplan



Proposed Floorplan



3/20/2023

Application for Variance of 620 N G Street

To whom it may concern,

I am writing this letter in regard to the shop at 620 North G Street in Herington, KS 67449. It is part of the property owned by Bret and Lisa Beye.

My name is Elizabeth Beye, and I am a daughter of theirs. I currently own Luxe Downtown Salon and Spa in Herington, and am wanting to continue to bring things that Herington needs to town, as well as make good of the properties that we already have in the community. The shop that sits on my parent's acre, is 1200 square feet and was previously a temporary home while their house was built and now present day is a woods shop. While it isn't being used anymore I thought it would make the perfect space for the expansion that I have been wanting to do.

The road that they reside on was recently paved, and the location has its own driveway, as well as parking wide enough right outside the property for 4 cars side by side. The once house was built to fit in with all handicap accessibility needs making it the perfect place.

- A. This would be the perfect location as it is on land, and will not effect any surrounding neighbors. There will be minimal traffic, as we can only service if full 5 clients at once, and then with the wellness center that will bring in a few at a time to receive teas, smoothies. There is currently a salon in town that is also zoned for residential and it has been successful for years, and not brought any known issues to the neighborhood.
- B. This shop has its own driveway, is on at least a quarter of land, and will bring no issues to the current neighbor. Where the home sits there is a lot to east of land, west of land, property owners live to the south and to the north there is one home that is about 60 feet away. The structure is very sound as well and once had a family of six in it with small children. I believe that opening a business in it will bring less noise than that would have for the neighbors, as well as the current shop that is in it.
- C. This will allow some income revenue for the current property owners instead of a building that is currently not being used. It will also help the lessee as it is something I have been looking for, for some time and wanting to expand. I haven't found anything in town that I won't have to sink a lot of money into to get the doors open.
- D. Opening up The Lounge by Luxe Spa and Wellness Center will not adversely effect the public at all. It will benefit those in town and those that are traveling as it isn't far from the highway. It will bring services that we haven't had in this town in years if ever. We will offer sunless tanning, tanning, esthetic services, massage, teas, smoothies and shakes to better benefit the health of the community and bring more business into town. It will also offer some more jobs to those in or encourage those out of town to come work in the new building.
- E. We plan to use the business for only the things listed above. That will bring so much good to the community and offer one more place for those to come and relax, as well as get a healthy drink.

Please consider to switch this property to allow a business to operate. It is the perfect location and has the capability to be so much. I look forward to hearing from you, and hope that you see this a fit

location. If you have any further questions, or want to meet so we are able to go over more in detail plans, or to see the property reach out to me and I would be happy to show you the current building and what we plan to do with it.

Thanks,

Elizabeth Beye

A handwritten signature in black ink, appearing to read 'Elizabeth Beye', with a stylized flourish at the end.

785-366-6097

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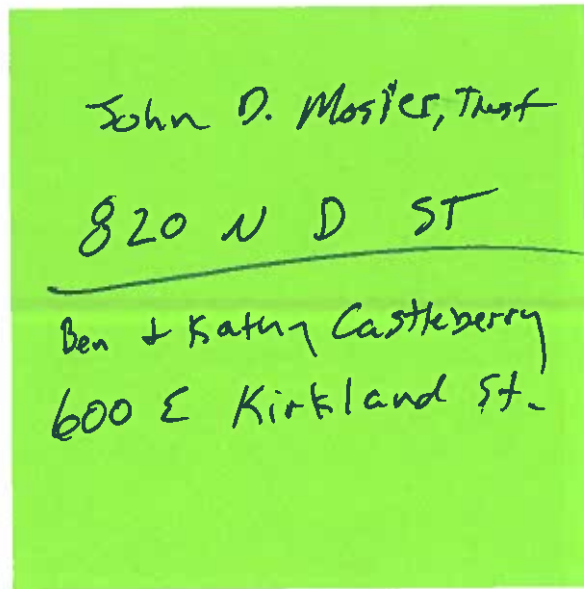
Micheal Frisbie
520 North G Street

Tim Rowe
604 North G Street

Robbin Bell
620 East Park

Nancy Quilman
618 East Vine Street

DRAFT



John D. Mosier, Trust
820 N D ST

Ben + Katy Castleberry
600 E Kirkland St.

(Published in the Dickinson County News-Times on April 19, 2023)

PUBLIC HEARING NOTICE

Notice is hereby given that the Planning Commission of the City of Herington, Kansas will hold a Public Hearing on a Conditional Use Permit for 620 N G Street Herington, KS 67449 pursuant to Section 19-101 of the Zoning Regulations for the City of Herington. The meeting is scheduled for Tuesday, May 23, 2023, at 12:00 p.m. or as soon thereafter as possible in the City Commission Room, at City Hall 17 N Broadway, Herington, Kansas.

Citizens who desire a copy of the conditional use permit request should contact Neighborhood Services Director, James Masters via phone at (785) 258-2271 or via email at inspector@cityofherington.com.

Upon request, special accommodations will be made for persons with disabilities.


James Masters, Neighborhood Services Director

April 11, 2023

DRAFT



Uniform Program to Incentivize Commercial Cultivation Grant (UPTICC)

The City of Herington (City) hereby establishes the Uniform Program to Incentivize Commercial Cultivation (UPTICC) Grant Program to support business development in the City of Herington, KS. Funds for the program will be provided by the City for a three (3) year pilot program. After three years the City will review all data associated with the grant program to see if the program was successful. Success will be determined by several deliverables.

The purpose of the UPTICC program is to assist businesses through grants that will support improvements that help with the launch of a new business inside the City limits or help combat storefront blight. The City recognizes the value of the businesses located in Herington and the impact they have on the community. Grants under the UPTICC program will be provided to those projects that have the greatest value and preference will be given to currently operating or start-up businesses as well as projects that show personal financial investment from the applicant. Vacant and blighted buildings will be given priority for funding.

Applicant Eligibility

1. Existing or new business (*vacant buildings which violate the Vacant Building Ordinance will be given preference*)
2. Property owner, lessor, or lessee of properties
3. Located within the City of Herington city limits
4. The business location must be primarily for business purposes only. Residential apartments or homes do not qualify
5. Business must be current on all taxes and City utility services
6. The business will only be eligible for one grant every three (3) years, and will not be eligible for subsequent grants if non-compliant with grant terms or default on an awarded grant

Use of Grant Funds

- 1) Facility/façade improvement
- 2) Renovation/remodel costs
- 3) Acquisition of machinery and/or equipment
- 4) Acquisition of inventory for business
- 5) Business start-up costs (requires pre-approval from City)

Prohibited use of Grant Funds

- 1) Purchase of real estate or land
- 2) Paying off or refinancing debt

Approved October 2020

- 3) Working or reserve capital
- 4) Salaries or payroll expenses
- 5) Payment of any taxes or utilities
- 6) Demolition

Application Requirements/Process

1. The application must be submitted to City at least 30 days before the start of the project
2. City staff will assist the applicant as needed
3. Applicant must provide evidence that all taxes are current
4. The applicant must provide details of the project and the use of funds, including a summary of total investment. Preference will be given to applications that show matching or concurrent funds being expended by the property owner or business.
5. Funded project must begin no more than 30 days from award of funds and must be completed within 90 days of the award unless prior extension approval is given by the City
6. Facility improvements must be made under the City's Code of Ordinances.
7. Applicant must agree to participate in media coverage and promotion of the program

Award Process

1. Applications will be reviewed, evaluated by, and approved the City Manager and City Clerk within 30 days of the application
2. All grants will be presented in front of the City Commission for follow-up
3. Award decisions are final and not eligible for appeal

Compliance

1. City staff will follow up with award recipient to ensure that funds are used for the defined purpose and that all program requirements are met
2. The recipient will provide all documentation required under the program, including receipts, invoices, and financial documentation
3. All facility improvement and signage projects require inspection/approval by City Staff including the City inspector
4. All proceeds from the UPTICC program must be used in the manner outlined on the application within the timeline specified
5. Business must remain in operation in the location specified in the application for a minimum of one (1) year from the date of the award
6. Any funds not spent as approved, in the time designated, will be repaid to the City within 30 days of ending project date
7. Any recipient who fails to meet these compliance requirements will be required to repay the grant amount in full to the City (approved applicants sign personal guarantees)

Funding

1. The City will provide \$25,000.00 per year for grants and operation of the UPTICC program
2. The minimum grant amount per recipient will be \$1,000.00
3. The maximum grant amount per recipient will be \$5,000.00
4. The total number of grants awarded per year will be determined based on the availability of funds budgeted for the program and the total number of eligible applications. The availability of grant funds is subject to change based on Commission directives.

The City of Herington's Uniform Program to Incentivize Commercial Cultivation (UPTICC) Grant is available to all eligible business applicants regardless of race, age, gender, religious or sexual preference. Awards will be based on the value of the investment to the business and the City, the ability of the applicant to move forward with the proposed project promptly, the ability of the applicant to repay the funds to the City in the event of noncompliance, and the availability of funds.

DRAFT

City of Herington UPTICC Grant Application

Business name: _____
Address: _____ City: _____ State: _____ Zip: _____
Website: _____
Ownership: Private _____ Public _____
Business Structure (Proprietorship, Partnership, Corporation): _____
Year business was established: _____
Amount of grant funds requested: _____

1. Why are grant funds necessary for the project to succeed financially?
2. Describe the activity to be undertaken, the facility's use, and the product or service produced.
3. Classification of business
4. Schedule: Start Date _____ Completion Date _____
5. Does/will the applicant own or lease the project's property?
If leased, indicate the landlord/owner _____
If leased, indicate the lease term _____
6. Current workforce: Full-time _____ Part-time _____ Seasonal _____
7. Has the business previously received an incentive from the City of Herington?
8. Does the business meet all building qualifications and eligibility guidelines?
9. How much money/assets/time will be personally invested in the business or approved the project in addition to the grant amount awarded?
10. Is the business current on all taxes and city utilities?

Sign and Date _____

Approved or declined _____

Uniform Program to Incentivize Commerical Cultivation (UPTICC) Grant

PERSONAL GUARANTEE

The undersigned is an applicant with the Uniform program to Incentivize Commerical Cultivation (UPTICC) Grant with the City of Herington for a business located at _____, Herington, Kansas, and located within the City of Herington.

As an inducement for the City of Herington to accept the Applicant’s application for the UPTICC Grant, the undersigned hereby agrees to be personally responsible for re-payment of any grant monies awarded by the City of Herington to the Applicant should the Applicant fail to live up to the compliance terms established by the City of Herington’s UPTICC Grant.

A photographic or facsimile copy of this Personal Guarantee Form shall be as valid as the original.

EXECUTION SECTION

This guarantee is executed on this _____ day of _____, 20_____.

Name: _____ Signature: _____

SS#: _____

Street Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

NOTARY SECTION

State of _____ County of _____

This instrument was acknowledged before me on _____, by

_____.

Signature – Notary Public

(SEAL)

My Appointment Expires: _____

UPTICC

<u>Recipient</u>	<u>Year</u>	<u>Amount rec'd</u>	<u>Progress</u>
Family Resource Exchange	2021	\$ 5,000.00	Signage and siding Completed
Pike Auto	2021	\$ 2,500.00	In-progress as of Feb 2022. Work about 50% complete
Sweet Creations	2021	\$ 5,000.00	Driveway and window work completed
The Checkered Flag	2021	\$ 5,000.00	Roof Completed
UB & E Investments	2021	\$ 2,500.00	In-progress as of Feb 2022. Work about 60% complete
VFW Post	2021	\$ 2,500.00	Roof Completed
Young Termite & Pest Control	2021	\$ 2,500.00	Purchase completed
Luxe Downtown Salon and Spa	2022	\$ 5,000.00	
Wrench Ratz	2022	\$ 3,400.00	
Pinup Café/ Uncle Bobs Bowling	2023	\$5,000	Check Issued
Hearland Foods	2023	\$5,000	Check Issued
Discovery Childcare Center	2023	\$5,000	Approved March 2023, Check Issued

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Update

Interior Improvements
Exterior Concrete/Mortar
Kitchen improvements

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