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A NOTE FROM THE CITY MANAGER

Spring 2016. As we enter this great time of year I want to talk about all of the positive things happening in Atchison. MGP is celebrating their 75th anniversary, seeing record growth, and launching a new product that will feature Atchison. Benedictine College is growing, achieving academic success, and creating leaders. New businesses like Daisy House Atlantic and Backroad Atlas are bringing new life to

Downtown along with reinvigorated businesses such as Daylight Donuts and Snowball.

This brings the following question what's next? How do we push Atchison to even higher levels? It takes you. Get involved, volunteer, help your neighbor mow their yard, pick up trash, or do other small things that improve our beautiful community. I'm excited to have Project Atchison

making a difference and solving problems.

So next time you complain, think about how you can be a part of the solution. Also, let us know about problems the city can help solve. As always feel free to contact me at (913) 367-5506 or treyc@cityofatchison.com, or stop in my office.

- *City Manager Trey Cocking*

City Receives Streetscaping Grant

City of Atchison officials received word on April 15th that KDOT had awarded Atchison a nearly \$850,000 grant for a streetscape project on the 800 block of Commercial Street in downtown Atchison. The project will improve Commercial Street between 8th and 9th Street, and will be funded under the federal Transportation Alternatives program. This project was one of three grants submitted to the Kansas Department of Transportation (KDOT) by city staff in October 2015.

The "800 Commercial Streetscape Project"

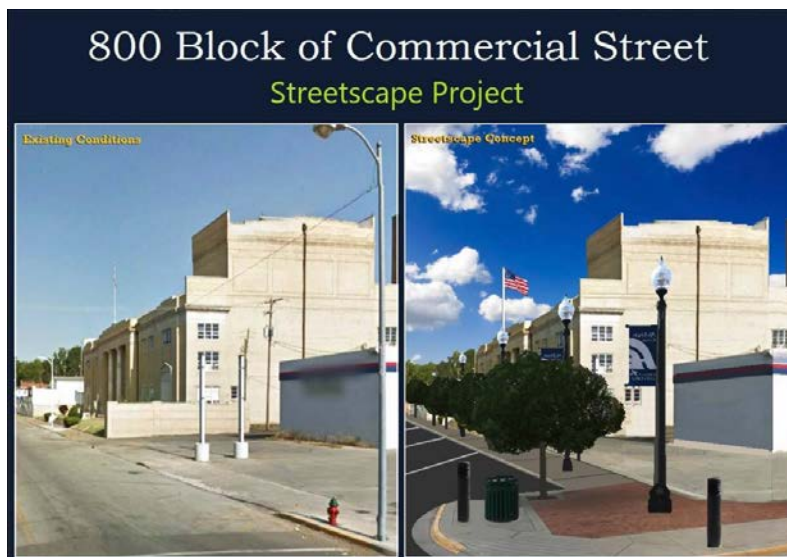
includes sewer separation work and reconstruction of the street, as well as new sidewalks, curb, gutter, bulb-outs, street trees, benches, light poles, bollards, and trash

receptacles.

"This is yet another exciting project coming to life in downtown Atchison," said City Manager, Trey Cocking.

"On the heels of a \$169,000 grant for sidewalks, a \$9 million YMCA, a \$6 million Holiday Inn Express, numerous public art projects, and many other businesses succeeding and growing. There is a lot of momentum and excitement building in our downtown right now."

The 800 block of Commercial Street will now resemble the streetscape of the 700 block in Downtown Atchison.



Post Your House Numbers

The Atchison Fire Department needs your help. With your cooperation, you can make it easier for firefighters, emergency vehicles, and personnel to find your home quickly in an emergency situation. It is difficult for emergency vehicles, utility trucks and postal and delivery trucks to find homes and businesses whose address numbers are

not properly posted. The Fire Department is asking for your help in posting your house numbers:

- Directly on the building or at entrance of driveway that can be easily seen from the road
- By the street or on a sign made of fire-resistant material
- On the mailbox or curb

- In an easy-to-read style, preferably not cursive

All house numbers should be printed in numbers that are no less than 4 inches tall and in a contrasting color from your house color.

Response time is critical; seconds lost can mean the difference between life and death.

It's Budget Season at the City

The City's annual budget season is upon us. Every year, from March through August, city staff and Commissioners work to adopt a budget for the next calendar year. Adopting a budget is one of the most critical functions of the City's Governing Body. The annual budget is not just a fiscal plan, it is a policy document that reflects the City Commission's goals and priorities for the upcoming year and it sets the direction for the organization moving forward.

The budget process is a cooperative undertaking that melds the City Commission's goals and policies with the experience of the senior management staff led by the city manager and his finance team. A thoughtfully constructed budget process meets the regulatory timeline while giving staff enough time to develop budget plans, the Governing Body time to discuss goals and set its direction, and the public the opportunity to give input.

The City has already begun work on the FY 2017 budget

and has established a budget calendar for the process. The process will begin with a benchmarking workshop to analyze how the City of Atchison as an organization compares to other similar cities. Next, the City will hold the Commission goals workshop, where staff will formulate specific City Commission goals and priorities for the upcoming year and discuss broader overall goals for later years. The third workshop addresses the City's infrastructure and equipment needs with discussion of the City's 5-year Capital Improvement Plan (CIP), Wastewater/Combined Sewer Overflow (WW/CSO) CIP, and Equipment Replacement Plan (ERP).

The final workshop addresses overall City operations, with a thorough examination and discussion of the City's General Fund and utility funds. Staff and Commissioners will discuss how to address the expenditure needs of these funds given their revenue of fund balance projections.

Following the workshops, the

City Manager's Recommended Budget will be presented at the first Commission meeting in August. Commissioners will have a week to submit any amendments to the recommended budget, which will be addressed at the public hearing. The public hearing is also the final opportunity for Atchison's citizens to provide input on the proposed budget.

Members of the public are welcome to attend all workshops and public meetings. In addition, we encourage you to contact City

SAFETY TIPS FOR GRILLING



- Use a gas grill at least 10 ft. from anything that can burn, including buildings
- Keep the lid open on a grill when lighting. Close the lid when lit
- Turn off burners and close the valve after use
- If the igniter quits working, follow manufacturer's instructions for replacing
- Never use an accelerant (such as gas) to start the grill

Staff and Commissioners with any specific feedback you have on the City's annual budget. Call 367-5500 or email beckya@cityofatchison.com or treyc@cityofatchison.com

FY 2017 Budget Process Calendar

Monday, May 9th: 5pm-8pm Atchison Event Center	Workshop #1 - Benchmarking
Monday, May 16th: 4:30pm-8pm Atchison Event Center	Workshop #2 – City Commission Goals
Monday, June 20th: 4:30pm-8pm Atchison Event Center	Workshop #3 – Capital Projects & Equipment Planning
Monday, July 11th: 5pm-8pm Atchison Event Center	Workshop #4 – Operations Budgets
Monday, August 1st: 4:30pm City Hall	City Manager's Recommended Budget
Wednesday, August 3rd: 4:30pm City Hall	Planning Commission
Monday, August 15th: 4:30pm City Hall	Public Hearing on 2017 Budget Adoption

Spring is the Season for Permits

Spring has sprung! If you have been anxious to improve your property, be sure to check if you need a permit before you begin.

Permits are required when:

- Adding rooms to a building
- Installing larger windows and doors

- Adding or extending electrical circuits
- Replacing a furnace, water heater or central air conditioner
- Upgrading electrical service
- Adding new exterior signs or replacing existing signs
- Constructing a storage shed over 200 square feet
- Constructing decks over 30 inches in height
- Making structural changes to supporting walls

Permits are NOT required when:

- Doing maintenance work

- Replacing shingles
- Painting the interior or exterior of a building
- Installing storm windows
- Replacing doors or windows

You can pick up all permits at the Community Development office in City Hall or they can be found in the document center of the City's website at www.cityofatchison.com. Permits can be returned to the Community Development office or emailed to communitydevelopment@cityofatchison.com.

EVENT CALENDAR

April 30

1st Annual Train Festival
10:00 am – 2:00 pm
(Atchison Rail Museum)

April 30

Atchison Art Association's
Open Air Art Fair
10:00 am – 5:00 pm
(Farmer's Market parking lots)

May 2

Atchison City Commission Meeting
4:30 pm
(Atchison Event Center)

May 4

Atchison Planning
Commission/Board of Zoning
Appeals
4:30 pm
(City Hall)

May 6

First Friday
6:00 pm – 9:00 pm
(700-800 Blocks of Commercial St)

May 7

16th Annual Mothers Day Bike
Show
6:00 pm
(Independence Park)

May 8

Kiwanis Flea Market
6:00 am – 5:00 pm
(Farmers Market Parking Lots)

May 9

Parks & Forestry Board meeting
6:00 pm
(City Hall)

May 16

Atchison City Commission Meeting
4:30 pm
(City Hall)

Discover Atchison Event Center

Have you considered holding your next event at the Atchison Event Center?

Whether you want to host a bridal shower, birthday party, anniversary party, business meeting, rehearsal dinner, wedding reception or auction, the Atchison Event Center has the perfect space for your event.

With 6,680 square feet of usable space, our Grand Ballroom seats up to 525 guests and offers the tallest ceiling in the facility with a height of 22 feet.

The Oak Room can hold 80 to 150 people, and can be used in conjunction with the ballroom to allow additional space for a hospitality room or a bar area.

The Mahogany Room seats 65 people and can be split into two rooms, to accommodate smaller meetings.

On the main floor, the Mercantile Ballroom can accommodate up to 350 guests, and the Civic Leaders Room can seat a maximum of 120 people.

In 2014, the City assumed operation of the facility. Since then, we have made some changes such as renaming the facility (formerly called the Atchison Heritage Conference Center), revising the pricing structure to improve affordability for community



ATCHISON
EVENT CENTER

RUNNER SAFETY TIPS



- Wear bright colored or reflective clothing when it is dark outside
- Don't wear headphones. Use your ears to be aware of your surroundings
- Write down or leave word of the direction of your run
- Run with a partner or dog
- Change up your running route pattern
- Run against traffic so you can observe approaching vehicles
- Look both ways before crossing
- Carry identification with you
- Avoid unpopulated areas
- Carry a noisemaker
- Look over your shoulder before crossing a trail or road to avoid a collision

events, and allowing guests to bring in their own food for private events. We hope that with these changes we can better facilitate upcoming events by providing a quality experience for our guests!

Call us today at (913) 367-1162 to book your event and visit www.atchisoneventcenter.com to learn more about our facility!