

**MEETING NOTICE
MAIZE CITY COUNCIL
REGULAR MEETING
CEMETERY BOARD MEETING**

TIME: 7:00 P.M.
DATE: MONDAY, JULY 24, 2017
PLACE: MAIZE CITY HALL
10100 W. GRADY AVENUE

AGENDA

MAYOR CLAIR DONNELLY PRESIDING

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance/Moment of Silence
- 4) Approval of Agenda
- 5) Public Comments
- 6) Consent Agenda
 - a) Approval of Minutes –City Council Regular Meeting of June 19, 2017
 - b) Receive and file minutes from the Planning Commission of June 1, 2017
 - c) Cash Disbursements from June 1, 2017 thru June 30, 2017 in the amount of \$673,926.76?? (Check #64683 thru # 64952).
- 7) Old Business
 - A. None
- 8) New Business
 - A. Ruggles & Bohm Contract
 - B. Seatbelt Ordinance
 - C. 2018 City Budget

*** Recess City Council Meeting and Convene Maize Park Cemetery Board Meeting:**

**MAIZE PARK CEMETERY BOARD
REGULAR MEETING**

**AGENDA
CHAIRPERSON KAREN FITZMIER PRESIDING**

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Agenda
- 4) Approval of Minutes – Regular Cemetery Board Meeting of August 15, 2016.
- 5) Re-Appointments of 4-year Term/Election of Officers
- 6) New Business:
 - A. 2018 Maize Park Cemetery Budget and Resolution
- 7) Adjournment

*** Reconvene City Council Meeting**

- 9) Reports
 - Police
 - Public Works
 - City Engineer
 - Planning & Zoning
 - City Clerk
 - Legal
 - Operations
 - Mayor's Report
 - Council Member's Reports
- 10) Executive Session
- 11) Adjournment

**MINUTES-REGULAR MEETING
MAIZE CITY COUNCIL
Monday, June 19, 2017**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **June 19, 2017** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Karen Fitzmier, Donna Clasen, Pat Stivers and Alex McCreath**. **Kevin Reid** was absent.

Also present were: **Richard LaMunyon**, City Administrator, **Rebecca Bouska**, Deputy City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, and **Tom Powell**, City Attorney.

APPROVAL OF AGENDA:

The Agenda was submitted for approval.

MOTION: **Clasen** moved to approve the agenda as submitted.
Stivers seconded. Motion declared carried.

CONSENT AGENDA:

The Consent Agenda was submitted for approval including:

- a) Approval of minutes –Regular Council Meeting of May 15, 207 and Special Council Meeting of May 31, 2017.
- b) Receive and file the Planning Commission minutes of April 6, 2017
- c) Receive and file the Park & Tree Board minutes of May 9, 2017
- d) Cash Disbursements from May 1, 2017 through May 31, 2017 in the amount of \$430,884.18 (Check #64481 thru #64682).

MOTION: **Clasen** moved to approve the Consent Agenda as submitted.
Stivers seconded. Motion declared carried.

VERANDA ADDITION ZONING CASE #Z-04-011:

A request for a 3-year extension for required platting for zoning case #Z-04-011 was submitted for Council approval.

MOTION: **Clasen** moved to grant an additional three years for completion of zoning for zone change case #Z-04-011.
McCreath seconded. Motion declared carried.

HOUSING INCENTIVE (WIEDEMANN):

Frederick Wiedemann addressed the Council regarding the 2011/2012 Housing Incentive Plan. He requested that an exception be made to the “Qualified Resident” definition so that he could receive the grant on his rental property at 4882 N Emerald Court. This property will be put on the market for sale later this year.

MOTION: **Stivers** moved to approve the housing grant for the property located at 4882 N Emerald Court for tax years 2016 and 2017. This item will be brought back to Council if the property is not sold by 12/31/18.
McCreath seconded. Motion declared carried.

BRB CONTRACTORS, INC. CONTRACT:

A contract with BRB Contractors, Inc. for construction of the wastewater plant expansion was submitted for Council approval.

MOTION: **Fitzmer** moved to approve the BRB Contractors, Inc. contract not to exceed \$4,900,000 and authorize the Mayor to sign.
McCreath seconded. Motion declared carried.

CORNEJO & SONS CONTRACT-TYLER ROAD OVERLAY:

A contract with Cornejo & Sons to overlay Tyler Road from 37th Street to 53rd Street was submitted for Council approval.

MOTION: *Clasen* moved to approve the Cornejo & Sons, LLC contract in an amount not to exceed \$177,156.45 and authorize the Mayor to sign.
Stivers seconded. Motion declared carried.

MAIZE INDUSTRIAL PARK 2ND ADDITION WATER AND SEWER BIDS AND CONTRACT:

Bids and a contract for the construction of Maize Industrial Park 2nd Addition water and sewer improvements were submitted for Council approval.

MOTION: *Clasen* moved to approve the construction agreement with Mies Construction in an amount not to exceed \$56,089 and authorize the Mayor to sign.
Stivers seconded. Motion declared carried.

MAYOR'S APPOINTMENT:

Mayor Donnelly recommended the appointment of Mike Strelow to the Planning Commission to fill the remainder of Gary Kirk's term expiring May 31, 2018.

MOTION: *Fitzmier* moved to approve the appointment of Mike Strelow to the Planning Commission to fill the remainder of Gary Kirk's term expiring May 31, 2018.
Stivers seconded. Motion declared carried.

EXECUTIVE SESSION:

Mayor Donnelly requested a 20-minute executive session with the City Attorney to discuss non-elected personnel.

MOTION: *Clasen* moved to enter executive session with the City Attorney from 9:10 pm until 9:30 pm to discuss non-elected personnel.
Stivers seconded.

Council entered executive session at 9:10 pm with *Kevin Reid* joining by telephone and reconvened the regular meeting at 9:30 pm. No action was taken.

CITY ADMINISTRATOR'S EMPLOYMENT AGREEMENT:

The City Administrator's Employment Agreement was submitted for Council approval.

MOTION: *Clasen* moved to approve the City Administrator's Employment Agreement as submitted by the City Attorney with compensation adjustment as agreed to by Council and City Administrator.
Stivers seconded. Motion declared carried.

ADJOURNMENT:

With no further business before the Council,

MOTION: *Clasen* moved to adjourn.
Stivers seconded. Motion declared carried.
Meeting adjourned.

Respectfully submitted by:

Jocelyn Reid, City Clerk

**MINUTES-REGULAR MEETING
MAIZE CITY PLANNING COMMISSION AND
BOARD OF ZONING APPEALS
THURSDAY, JUNE 1, 2017**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, June 1, 2017, for a Regular Meeting with *Bryan Aubuchon*, presiding. The following Planning Commission members were present: *Mike Burks*, *Bryant Wilks*, *Andy Sciolaro*, *Dennis Downes* and *Jennifer Herington*. Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator; *Richard LaMunyon*, City Administrator; *Bill McKinley*, City Engineer; *Phil Meyer*, Baughman Co.

APPROVAL OF MINUTES

MOTION: *Downes* moved to approve the April 6, 2017 minutes.
Herington seconded the motion with the correction of “25-foot” within the BZA-V-01-017 description.
Motion carried unanimously.

NEW BUSINESS – PLANNING COMMISSION

S/D-02-017 Preliminary plat for Cypress Point Addition – a 37-lot single-family residential plat on the north side of 37th Street west of Tyler.

Edgington explained that the developer would like to change the front building setbacks from 25 feet to 20 feet which would require a statement of waiver.

Meyer added that the developer’s intent is to preserve as much yard space as possible.

MOTION: *Downes* moved to approve S/D -02-017 Preliminary plat for Cypress Point Addition subject to the conditions and modifications as set forth in the staff report and subject to the following conditions:

- 1. A statement of waiver will be required to change the front building setback lines from 25 feet to 20 feet.**
- 2. A temporary turnaround is required in the northeast corner for fire and emergency access.**

Wilks seconded the motion.

Aubuchon requested a roll call vote to approve S/D-02-017 with the following results:

Burks - yes

Wilks - yes

Sciolaro – yes

Aubuchon - yes

Downes - yes


Herington – yes

Motion carried unanimously.

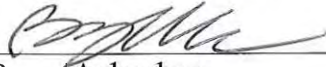
ADJOURNMENT:

MOTION: With no further business before the Planning Commission,
Burks moved to adjourn.
Downes seconded the motion
Motion carried unanimously.

Meeting adjourned at 7:24 PM.



Sue Villarreal
Recording Secretary



Bryan Aubuchon
Chairman

CITY OF MAIZE
Bank Reconciliation Report
For June 2017

Fund Balances

FUND	NAME	BEGIN		END	
		PERIOD	RECEIPTS	DISBURSEMENTS	PERIOD
01	General Fund	\$ 386,510.97	\$ 779,768.09	\$ 418,686.81	\$ 747,592.25
02	Street Fund	165,036.57	25,223.83	35,499.18	154,761.22
04	Capital Improvements Fund	31,828.10	(15,683.08)	(691.74)	16,836.76
05	Long-Term Projects	(450,532.19)	-	30,047.07	(480,579.26)
10	Equipment Reserve Fund	86,928.11	10,702.52	(21,673.58)	119,304.21
11	Police Training Fund	5,208.16	794.24	-	6,002.40
12	Municipal Court Fund	34,998.50	3,860.63	300.00	38,559.13
16	Bond & Interest Fund	781,720.14	641,120.74	-	1,422,840.88
19	Wastewater Reserve Fund	189,005.74	7,550.28	-	196,556.02
20	Wastewater Treatment Fund	761,165.81	86,054.02	72,031.78	775,188.05
21	Water Fund	561,710.39	61,624.47	80,758.57	542,576.29
22	Water Reserve Fund	179,961.31	3,000.00	-	182,961.31
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09
32	Drug Tax Distribution Fund	2,404.57	-	-	2,404.57
38	Cafeteria Plan	2,208.18	1,771.35	94.32	3,885.21
98	Maize Cemetery	138,899.76	4,480.57	11,341.99	132,038.34
Totals All Fund		\$ 3,292,854.21	\$ 1,610,267.66	\$ 626,394.40	\$ 4,276,727.47

Bank Accounts and Adjustments

Halstead Checking Account	\$ 409,108.06	\$ 1,596,135.04	\$ 1,661,342.67	\$ 343,900.43
Outstanding Items				\$ (217,066.18)
Halstead Bank Money Market Account	2,814,946.14	1,202,908.74	-	4,017,854.88
Maize Cemetery CD 85071	91,762.65	-	-	91,762.65
Maize Cemetery Operations	46,597.23	5,020.45	11,341.99	40,275.69
Totals All Banks	\$ 3,362,414.08	\$ 2,804,064.23	\$ 1,672,684.66	\$ 4,276,727.47

CITY OF MAIZE
Cash and Budget Position
Thru June 30, 2017

FUND	NAME	BEGINNING	MONTH	MONTH	END MONTH	ANNUAL	YTD	YTD	REMAINING	REMAINING
		CASH BALANCE	RECEIPTS	DISBURSEMENTS	CASH BALANCE	EXPENSE BUDGET	REVENUE	EXPENSE	EXPENSE BUDGET	BUDGET PERCENTAGE
01	General Fund	\$ 386,510.97	\$ 779,768.09	\$ 418,686.81	\$ 747,592.25	\$ 3,375,058.00	\$ 2,523,507.82	\$ 2,019,847.39	\$ 1,355,210.61	40.15%
02	Street Fund	165,036.57	25,223.83	35,499.18	154,761.22	308,050.00	160,837.49	162,065.76	145,984.24	47.39%
04	Capital Improvements Fund	31,828.10	(15,683.08)	(691.74)	16,836.76	650,000.00	233,796.81	305,209.46	344,790.54	53.04%
05	Long-Term Projects	(450,532.19)	-	30,047.07	(480,579.26)	-	459,555.00	872,098.89		
10	Equipment Reserve	86,928.11	10,702.52	(21,673.58)	119,304.21	136,000.00	70,331.27	47,366.35	88,633.65	65.17%
11	Police Training Fund	5,208.16	794.24	-	6,002.40	2,000.00	3,706.50	1,250.94	749.06	37.45%
12	Municipal Court Fund	34,998.50	3,860.63	300.00	38,559.13	-	16,489.62	5,343.30		
16	Bond & Interest Fund	781,720.14	641,120.74	-	1,422,840.88	2,425,096.00	1,685,023.39	380,329.34	2,044,766.66	84.32%
19	Wastewater Reserve Fund	189,005.74	7,550.28	-	196,556.02	-	38,819.52	10,261.76		
20	Wastewater Treatment Fund	761,165.81	86,054.02	72,031.78	775,188.05	768,863.00	445,382.53	395,101.51	373,761.49	48.61%
21	Water Fund	561,710.39	61,624.47	80,758.57	542,576.29	779,925.00	440,054.23	433,938.64	345,986.36	44.36%
22	Water Reserve Fund	179,961.31	3,000.00	-	182,961.31	-	18,000.00	6,187.50		
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00	-	-	-		
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09	-	-	-		
32	Drug Tax Distribution Fund	2,404.57	-	-	2,404.57	-	-	-		
38	Cafeteria Plan	2,208.18	1,771.35	94.32	3,885.21	-	9,802.77	4,987.02		
98	Maize Cemetery	138,899.76	4,480.57	11,341.99	132,038.34	150,948.00	16,053.27	31,911.52	119,036.48	78.86%
Report Totals		\$ 3,292,854.21	\$ 1,610,267.66	\$ 626,394.40	\$ 4,276,727.47	\$ 8,595,940.00	\$ 6,121,360.22	\$ 4,675,899.38	\$ 4,818,919.09	56.06%

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, July 24, 2017
AGENDA ITEM #8A**

ITEM: Ruggles & Bohm Engineering Contract

BACKGROUND:

A condition for Kyodo Yushi Manufacturing Americas to locate in Maize included the requirement that the City agree to provide a second source of water to the industrial park in a timely manner.

The original plan discussed was to complete the new water supply requirement as a two-phase operation. Since that time the Fire Marshall has placed some stringent and expensive fire suppression requirements on the facility. However, after review of the new water-flow requirements for the Kyodo Yushi plant and the increasing water requirements for the city, it seems more efficient and cost effective to complete this as one project.

City staff, along with Ruggles & Bohm engineers, met with the Fire Marshall regarding this matter and requested that other options be considered. The goal was to find an option that is less costly to Kyodo Yushi plant construction and less costly for the city while at the same time improving the overall efficiency and productivity of the entire city water system. The Fire Marshall is in agreement and will be open to other options.

The Ruggles & Bohm Engineering contact allows the process of developing plans, system design and estimated costs for the new water supply system. The intention is to provide a water supply system that will not only serve the Kyodo Yushi plant and all of the industrial park complex, but will provide an enhanced second source (backup) supply of water for the entire city.

Staff is in preliminary discussions with Kyodo Yushi associates regarding the possibility of a financial partnership in the construction of this new water supply. Ideally, this should reduce their construction costs while assisting the city with the some of the costs for the new water supply system.

A second water source for the Industrial Park is required in order to continue to build and expand. In the new system design, a crucial component is the planning and design of the enhanced water system. It should contain the ability to satisfy the fire flow requirements for not only Kyodo Yushi but the entire industrial park complex and also provide the City a backup water system to meet the continuing growth requirements throughout the City.

FINANCIAL CONSIDERATIONS:

Group A cost is \$62,900.00

Group B cost is \$24,900.00

Total is \$87,800.00

This project will be funded from the existing 2017 budget.

LEGAL CONSIDERATIONS:

City Attorney has reviewed the contract and approves as to form.

RECOMMENDATION/ACTION:

Approve the Ruggles & Bohm Engineering contract in amounts not to exceed \$87,800.00 and authorize the Mayor to sign.

**CONTRACT
FOR
ENGINEERING SERVICES
BETWEEN
THE CITY OF MAIZE, KANSAS,
AND
RUGGLES AND BOHM, P.A.
924 NORTH MAIN
WICHITA, KANSAS 67203**

This CONTRACT, made this _____ day of _____, 2017, by and between the City of Maize, Kansas, party of the first part, hereinafter called the "CITY," and RUGGLES AND BOHM, P.A., party of the second part, hereinafter called the "CONSULTANT."

WITNESSETH, that:

WHEREAS, the CITY intends to construct improvements consisting of a water main extension along 119th Street West to serve the needs of the Maize Industrial Park, City of Maize, Sedgwick County, Kansas, said improvements being more specifically defined as:

**STUDY AND DESIGN
Water Supply Main on 119th Street West from ½ mile south of 37th to the
Maize Industrial Park**

All of the aforesaid being located within the corporate limits of Maize, Kansas, hereinafter called the "PROJECT;" and,

WHEREAS, the CITY is authorized by law to employ Consulting Engineers to assist in the preparation of plans, supplemental specifications, and the estimates of quantities of work for the PROJECT.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. SCOPE OF SERVICES

The CONSULTANT shall furnish engineering and technical services as required to develop the plans, supplemental specifications and estimates of the quantities of work for the PROJECT in accordance with design standards and in the format and detail required by the City of Maize, Kansas, and as outlined in this Section I.

A. PHASE 1 – PLAN DEVELOPMENT

When authorized by the City, proceed with development of plans for the PROJECT based on the preliminary design concepts approved by the CITY.

1. Field Surveys. Provide engineering and technical personnel and equipment to obtain survey data as required for engineering design. Utility companies shall be requested to flag or otherwise locate their facilities within the PROJECT limits prior to the CONSULTANT conducting the field survey for the PROJECT. Utility information shall be clearly noted and identified on the plans.
2. Soils and Foundation Investigations. If requested by the CITY, the CONSULTANT shall direct an approved testing laboratory to perform subsurface borings and soils investigations for the PROJECT for the purpose of determining subgrade compaction and soil stabilization requirements. The testing laboratory shall be responsible for the accuracy and competence of their work. The CONSULTANT's contract with the testing laboratory shall provide that the testing laboratory is responsible to the CITY for the accuracy and competence of their work. The cost of soils and boring investigations shall be passed directly to the City of Maize.
3. Review Preliminary Design Concepts. Review preliminary design concepts with the CITY or its designated representative prior to progressing to detail aspects of the work unless waived by the CITY.
4. Prepare engineering plans, plan quantities and supplemental specifications as required.
5. Identify all known potential utility conflicts and, when authorized by the CITY, provide prints of plans to each utility identifying the problem locations. CONSULTANT shall meet with utility company representatives as required to review the PROJECT design and interpret engineering drawings and effect resolutions of conflicts.
6. Deliver original plan tracings and specification originals to the CITY.
7. When requested by the CITY, conduct pre-bid and/or pre-construction conferences and assist the CITY in the bid process.
8. Provide AutoCAD V. 2017 drawing files for the PROJECT to the CITY.

II. IN ADDITION, THE CONSULTANT AGREES TO:

- A. Provide the various technical and professional services, equipment, material and transportation to perform the tasks as outlined in the SCOPE OF SERVICES.

- B. attend meetings with the CITY and other local, state and federal agencies as necessitated by the PROJECT.
- C. notify the CITY when the plans for the PROJECT have progressed to the point that a Field Check/Office Check may be conducted; to furnish the CITY with the required sets of plans prints for use in the plan check; to furnish one or more representatives to participate in the Field Check of the PROJECT; and upon return receipt, to expeditiously complete all changes, modifications and corrections to the plans resulting from the Office Check and/or Field Check. Plan prints marked with CITY comments will be returned to the CITY with revised plan submittals.
- D. furnish the CITY with plans for the PROJECT that have been approved and accepted by all necessary and applicable state and federal agencies, if applicable, and that meet the requirements of the CITY's standard specifications.
- E. make available during regular office hours at its office all calculations, sketches and drawings such as the CITY may wish to examine periodically during performance of this CONTRACT.
- F. deliver to the CITY the field notes, original tracings of the completed plans and other pertinent drawings and documents for the PROJECT, all such documents to become the property of the CITY.
- G. submit to the CITY an Engineer's Estimate of the quantities of work for the PROJECT incorporating all items of work included in the plans.
- H. save and hold harmless the CITY against all suits, claims, damages and losses for injuries to persons or property arising from or caused by negligent errors, omissions or acts of CONSULTANT, its agents, servants and employees, or subcontractors, occurring in the performance of its services under this CONTRACT.
- I. maintain books, documents, papers, accounting records and other evidence pertaining to cost incurred by CONSULTANT and, where relevant to method of payment, to make such material available at its office at reasonable times during the CONTRACT period, and for three (3) years from the date of final payment under the CONTRACT for inspection by the CITY or its authorized representatives.
- J. comply with all federal, state and local laws, ordinances and regulations applicable to the work, including Title VI of the Civil Rights Act of 1964. Further conditions concerning Non-Discrimination provisions shall be as outlined in Exhibit "A," attached with this CONTRACT.
- K. accept compensation for the work herein described in such amounts and at such periods as hereinafter provided, and that such compensation shall be satisfactory and sufficient payment for all

work performed, equipment or materials used and services rendered in connection with such work.

- L. submit monthly billings to the CITY during the design portion of the PROJECT(S),
- M. complete and deliver field notes, plan tracings, specifications and estimates to the CITY within the time allotted for the PROJECT as stipulated below; EXCEPT that the CONSULTANT shall not be responsible or held liable for the time required for reviews by the approving parties or other delays occasioned by the actions or inactions of the CITY or other agencies, or for other unavoidable delays beyond the control of the CONSULTANT:

WATER LINE EXTENSIONS

December 15, 2017.

- N. CONSULTANT covenants and represents to be responsible for the professional and technical accuracies and the coordination of all designs, drawings, specifications, plans, and/or other work or material prepared and furnished by the CONSULTANT under this CONTRACT.
- O. CONSULTANT shall procure and maintain such insurance as will protect the CITY from damages resulting from negligent errors, omissions, and acts of the CONSULTANT, its agents, officers, employees and subcontractors in the performance of the professional services rendered under this CONTRACT and for which CONSULTANT is legally liable. Such policy of insurance shall be in an amount of not less than \$500,000, subject to a deductible of \$100,000. In addition, a Worker's Compensation and Employer's Liability policy shall be procured and maintained. This policy shall include an "all state" endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees arising out of and in the course of their employment which, for any reason, may not fall within the provisions of the Worker's Compensation law. The liability limit shall be not less than:

Worker's Compensation – statutory
Employer's Liability - \$500,000 each occurrence.

Further a comprehensive general liability policy shall be procured and maintained by the CONSULTANT that shall be written in a comprehensive form and shall protect the CITY against all claims arising from injuries to persons (other than CONSULTANT's employees) or damage to property of the CITY or others arising out of any negligent act or omission of CONSULTANT, its agents, officers, employees or subcontractors in the performance of CONSULTANT services under this CONTRACT. The liability limit

shall not be less than \$500,000 per occurrence for bodily injury, death and property damage. If requested, satisfactory Certificates of Insurance shall be filed with the CITY prior to the time CONSULTANT starts any work under this CONTRACT. The CONSULTANT shall furnish the CITY copies of all insurance policies or certificates of insurance that relate to the insurance policies that must be maintained hereunder. In addition, insurance policies applicable hereto shall contain a provision that provides that the CITY shall be given thirty (30) days' written notice by the insurance company before such policy is substantially changed or canceled.

- P. designate a Project Manager and/or Project Engineer for the coordination of the work that this CONTRACT requires to be performed. The CONSULTANT agrees to advise the CITY, in writing, of the person(s) designed as Project Manager and/or Project Engineer not later than five (5) days following issuance of the notice to proceed on the work required by this CONTRACT. The CONSULTANT shall also advise the CITY of any changes in the person(s) designated Project Manager and/or Project Engineer. Written notification shall be provided to the CITY for any changes exceeding one week in length of time.

III. THE CITY AGREES TO:

- A. furnish all available data pertaining to the PROJECT.
- B. provide standards as required for the PROJECT; however, reproduction costs shall be the responsibility of the CONSULTANT.
- C. pay the CONSULTANT for his services in accordance with the requirements of this CONTRACT.
- D. provide the right-of-entry for CONSULTANT's personnel in performing field surveys and inspections.

IV. PAYMENT PROVISIONS

- A. Payment to the CONSULTANT for the performance of the engineering services required by this CONTRACT shall be made on the basis of the lump sum fee amount specified below: Reference is made to the attached letter proposal for this project indicating the limits of Group and Group B services as presented:

Group A Design Fee of \$62,900.00

Group B Design Fee of \$24,900.00

Total Design Fee = \$87,800.00 (Both Group A and B)

The CONSULTANT will submit to the City, not more often than once per calendar month, invoices for work completed that describe the basis the CONSULTANT used to determine the progress of the work the billing is based on.

- B. If additional work should be necessary by virtue of a major change in the scope of the proposed PROJECT, the CONSULTANT will be given written notice by the CITY along with a request for an estimate of the lump sum fee for performance of such additions; but no additional work shall be performed nor shall additional compensation be paid except on the basis of a Supplemental Agreement duly entered by the parties.

V. THE PARTIES HERETO MUTUALLY AGREE:

- A. That the right is reserved by the CITY to terminate this CONTRACT at any time, upon written notices, in the event the PROJECT is to be abandoned or indefinitely postponed, or because of the CONSULTANT's inability to proceed with the work, or because the services of the CONSULTANT are unsatisfactory; provided, however, that in any case, the CONSULTANT shall be paid the reasonable value of the services rendered up to the time of termination on the basis of the provisions of this CONTRACT, but in no case shall payment be more than the CONSULTANT's actual costs.
- B. That the field notes, original tracings for the final engineering plans and other pertinent drawings and documents pertaining to the PROJECT shall be come the property of the CITY upon completion or termination of the CONSULTANT's services in accordance with this CONTRACT; and there shall be no restrictions or limitation on their further use by the CITY.
- C. That the services to be performed by the CONSULTANT under the terms of this CONTRACT are personal however may be assigned in connection with a sale or other disposition of substantially all the assets of the assigning party's business.
- D. In the event of unavoidable delays in the progress of the work contemplated by this CONTRACT, reasonable extensions in the time allotted for the work will be granted by the CITY; provided, however, that the CONSULTANT shall request extensions, in writing, giving the reasons there for.
- E. This CONTRACT and all contracts entered into under the provisions of this CONTRACT shall be binding upon the parties hereto and their successors and assigns.
- F. Neither the CITY's review, approval or acceptance of, nor payment for, any of the work or services required to be performed by the CONSULTANT under this CONTRACT or any cause of action

arising out of the performance of this CONTRACT shall be construed to operate as a waiver of any right under this CONTRACT or any cause of action arising out of the performance of this CONTRACT.

- G. The rights and remedies of the CITY provided for under this CONTRACT are in addition to any other rights and remedies provided by law.

IN WITNESS WHEREOF, the City of Maize, Kansas, and Ruggles and Bohm, P.A., have executed this CONTRACT as of the date of _____, 2017.

CITY OF MAIZE, KANSAS

By

CLAIR DONNELLY, Mayor

ATTEST:

RUGGLES AND BOHM, P.A.

By

CHRISTOPHER M. BOHM, President

ATTEST:

By _____
KENNETH LEE, P.E.

EXHIBIT "A"

NON-DISCRIMINATION PROVISIONS

1. CONSULTANT shall observe the provisions of the Kansas acts against discrimination and shall not discriminate against any person in the performance of work under the present agreement because of race, religion, color, sex, disability, national origin or ancestry.
2. In all solicitations or advertisements for employees, CONSULTANT shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Kansas Human Rights Commission.
3. If CONSULTANT fails to comply with the manner in which Engineer reports to the Kansas Human Rights Commission in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, CONSULTANT shall be deemed to have breached the present contract and it may be canceled, terminated or suspended in whole or in part, by the City.
4. If CONSULTANT is found guilty of a violation of the Kansas acts against discrimination under a decision or order of the Kansas Human Rights Commission which has become final, CONSULTANT shall be deemed to have breached the present agreement and it may be canceled, terminated or suspended, in whole or in part, by the City.
5. CONSULTANT shall include the provisions of the above Paragraphs 1 through 4, inclusively, in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, July 24, 2017
AGENDA ITEM #8B**

ITEM: **Seat Belt Ordinance**

BACKGROUND:

During the past legislative session, the State of Kansas passed a bill to increase the fine amounts for seat belt violations from \$10.00 to \$30.00 effective July 1, 2017.

The State has also required \$20.00 of the \$30.00 be submitted into the Seat Belt Safety Fund with the State.

Currently, we have the 2016 STO adopted that allows us to charge \$10.00. Thus, we need to revise our fine amounts to reflect the state changes until the new Standard Traffic Offence (STO) Book is adopted by the City Council.

FINANCIAL CONSIDERATIONS:

None.

LEGAL CONSIDERATIONS:

City Attorney has reviewed the ordinance.

RECOMMENDATION/ACTION:

Approve the Seat Belt Ordinance establishing a fine of \$30.00 and authorize the Mayor to sign.

[Published in the *Clarion* on _____.]

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS,
CREATING SECTION 14-106 OF THE CODE OF THE CITY OF
MAIZE, KANSAS, PERTAINING TO AMENDING ARTICLE 17,
SECTION 182.1(d) OF THE STANDARD TRAFFIC ORDINANCE,
EDITION OF 2016.**

BE IT ORDAINED BY THE GOVERNING BODY OF CITY OF MAIZE,
KANSAS:

Section 1. Section 14-106 Created. Section 14-106 of the Code of the City
of Maize, Kansas, is hereby created and shall read as follows:

14-106. ARTICLE 17, SECTION 182.1(d), STANDARD TRAFFIC
ORDINANCE, EDITION OF 2016, (“Standard Traffic Ordinance”)
MODIFIED. Article 17, Section 182.1(d) of the Standard Traffic
Ordinance is amended and modified to read as follows

- (d) (1) Persons violating subsection (a)(1) of Section 182.1 of the
Standard Traffic Ordinance shall be fined \$30 and no court costs;
and
- (2) Persons violating subsection (a)(2) shall be fined \$60 and no
court costs.

Section 2. Effective Date. This ordinance shall be effective upon its
publication in the official City newspaper.

PASSED by the Governing Body of the City of Maize, Kansas, and APPROVED
by the Mayor on this _____ day of _____, 2017.

(SEAL)

Clair Donnelly, Mayor

ATTEST:

Jocelyn Reid, City Clerk

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, July 24, 2017**

AGENDA ITEM #8C

ITEM: **PROPOSED 2018 BUDGET FOR PUBLICATION**

BACKGROUND:

Council and staff have been formulating the proposed 2018 budget for sometime now. There has been ongoing communication in the form of electronic updates, memos, meetings, personal discussions and the July 10th budget workshop. The proposed budget is now completed for Council consideration and action.

The proposed budget includes the required funding for all operational activities, debt service, project funding and economic development.

The 2018 budget recommends personnel enhancements that include:

- 1 - Maintenance One position (Public Works)
- 1 - Deputy Court Clerk (Administration)
- 1 - Police Officer to fill the current unfunded position authorized in 2017 (Police)
- 1 - Police Officer position (Police)

The additional personnel will enhance and improve overall city operations.

It's recommended that all proposed positions be authorized on January 1, 2018.

However, the Police Chief will hire the two Police Officers, with the agreement of the City Administrator, during 2018 as the PD budget is monitored. This will allow for improved budget management and the enhancement of the control for overtime costs.

The proposed 2018 budget is in compliance with State law and supported by the City Administrator, City Clerk, Department Heads and the City's Financial Advisor.

The proposed budget supports all city operations, as well as other city financial obligations through 2018.

FINANCIAL CONSIDERATIONS:

The attached budget will maintain the mill levy at the current level.

LEGAL CONSIDERATIONS:

Compliance with state law regarding forms and budget schedule has been accomplished.

RECOMMENDATION/ACTION:

1. Accept the proposed 2018 Budget as presented.
2. Authorize publication of the proposed budget in The Clarion.
3. Set the public hearing on the proposed budget for Monday, August 7, 2017 at 7:00 pm.

Computation to Determine Limit for 2018

Base Levy

Total Tax Levy Amount (Dollars) in 2017 (From 2017 Budget - Certificate Page)	1,734,330
Less: Tax Levies on Behalf of Another Political or Governmental Subdivision	
2017 Library Levy (Dollars) (From 2017 Budget - Certificate Page)	
2017 Recreation Commission Levy (Dollars) (From 2017 Budget - Certificate Page)	
2017 Other Governmental Unit Levy (Dollars) (From 2017 Budget - Certificate Page)	
Net Tax Levy (Base)	<u>1,734,330</u>

Percentage Adjustments

CPI Adjustment - 1.4% (Line 4 Percentage Multiplied by Line 3 (Net Tax Levy))	24,281
Value of New Improvements (From June 15th County Clerk Valuation Document)	1,429,414
2017 Personal Property Valuation (From June 15th County Clerk Valuation Document)	241,136
2016 Personal Property Valuation (From June 15th County Clerk Valuation Document)	253,058
Increase in Total Personal Property Valuations (cannot be less than zero)	0
Real Property Added to Jurisdiction (From June 15th County Clerk Valuation Document)	0
Real Property which has Changed in Use (From June 15th County Clerk Valuation Document)	175,408
Expiration of Property Tax Abatement (Assessed Valuation) (From June 15th County Clerk Valuation Document)	0
Total Assessed Value of Adjustments	<u>1,604,822</u>
Total Assessed Valuation - June 15, 2017 (From June 15th County Clerk Valuation Document)	43,845,513
Adjustment Percentage (Line 10 Divided by Line 11)	3.66%
Dollar Value of Adjustments (Line 3 Multiplied by Line 12 Percentage)	63,479
Total Percentage Adjustments	<u>87,760</u>

Increased Tax Revenues Adjustment

Property Tax Revenues Spent on Debt Service in 2018 Budget (From 2018 Budget - Certificate Page)	0
Less: Property Tax Revenues Spent on Debt Service in 2017 Budget (From 2017 Budget - Certificate Page)	74,071
Difference	0
Property Tax Revenues Spent Public Building Commission and Lease Payments in 2018 Budget (obligations must have incurred prior to July 1, 2016)	294,790
Property Tax Revenues Spent on Special Assessments in 2018 Budget	
Property Tax Revenues Spent on Court Judgments or Settlements and Associated Legal Costs in 2018 Budget	
Property Tax Revenues Spent on Federal or State Mandates (effective after June 30, 2015) and Loss of Funding from Federal Sources after January 1, 2017 in 2018 Budget	
Property Tax Revenues Spent on Expenses Related to Disasters or Federal Emergency in 2018 Budget	
Law Enforcement Expenses - 2018 Budget (Do not include building construction or remodeling costs)	1,053,083
Law Enforcement Expenses - 2017 Budget (Do not include building construction or remodeling costs)	952,056
CPI Adjustment - 1.4%	13329
Law Enforcement Expenses - 2107 Budget (Indexed by CPI)	965,385
Increased Law Enforcement Expense in 2018 Budget	87,698
Fire Protection Expenses - 2018 Budget (Do not include building construction or remodeling costs)	
Fire Protection Expenses - 2017 Budget (Do not include building construction or remodeling costs)	0
CPI Adjustment - 1.4%	0
Fire Protection Expenses - 2107 Budget (Indexed by CPI)	0
Increased Fire Protection Expense	0
Emergency Medical Expenses - 2018 Budget (Do not include building construction or remodeling costs)	
Emergency Medical Expenses - 2017 Budget (Do not include building construction or remodeling costs)	0
CPI Adjustment - 1.4%	0
Emergency Medical Expenses - 2107 Budget (Indexed by CPI)	0
Increased Emergency Medical Expense	0
Total Increased Tax Revenue Adjustment	<u>382,488</u>

Levy on Behalf of Another Political or Governmental Subdivision

Library Levy 2018 Budget	
Recreation Commission Levy 2018 Budget	
Other Governmental Levy 2018 Budget	
Total Levies on Behalf of Another Political or Governmental Subdivision	<u>0</u>
Total Computed Tax Levy	<u><u>2,204,578</u></u>

Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates

Budgeted Funds for 2017	Ad Valorem Levy Tax Year 2016	Allocation for Year 2018				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	1,660,259	207,696	2,283	707	6,041	1,022
Debt Service	74,071	9,266	102	32	270	46
Capital Improvements						
TOTAL	1,734,330	216,962	2,385	739	6,311	1,068

County Treas Motor Vehicle Estimate	<u>216,962</u>					
County Treas Recreational Vehicle Estimate		<u>2,385</u>				
County Treas 16/20M Vehicle Estimate			<u>739</u>			
County Treas Commercial Vehicle Tax Estimate				<u>6,311</u>		
County Treas Watercraft Tax Estimate					<u>1,068</u>	

Motor Vehicle Factor	<u>0.12510</u>					
Recreational Vehicle Factor		<u>0.00138</u>				
16/20M Vehicle Factor			<u>0.00043</u>			
Commercial Vehicle Factor				<u>0.00364</u>		
Watercraft Factor					<u>0.00062</u>	

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1,2017	Date Due		Amount Due 2017		Amount Due 2018	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
Series B 2007	9/15/2007	9/1/2028	4.00	4,941,983	3,605,000	3/1 & 9/1	9/1	148,842	230,000	137,342	240,000
Series A 2013	3/22/2013	9/1/2033	3.48	3,840,000	3,385,000	3/1 & 9/1	9/1	109,600	170,000	106,200	170,000
Series B 2013 Refunding	8/23/2013	9/1/2028	3.23	2,115,000	1,775,000	3/1 & 9/1	9/1	50,645	165,000	48,158	165,000
Series A 2014	11/26/2014	10/1/2034	3.66	2,795,000	2,715,000	4/1 & 10/1	10/1	97,982	45,000	97,082	55,000
Series A 2015	2/10/2015	10/1/2035	2.76	3,415,000	3,255,000	4/1 & 10/1	10/1	89,338	165,000	86,038	170,000
Series B 2015 Refunding	8/25/2015	10/1/2022	1.74	740,000	585,000	4/1 & 10/1	10/1	9,800	105,000	8,698	95,000
Seris A 2016 Refunding/Improvement	9/30/2016	10/1/2030	2.06	4,730,000	4,730,000	4/1 & 10/1	10/1	98,628	225,000	93,855	260,000
Total G.O. Bonds					20,050,000			604,835	1,105,000	577,373	1,155,000
Revenue Bonds:											
WW Refunding Bond 2012	8/30/2012	9/1/2018	1.20	1,135,000	325,000	3/1 & 9/1	9/1	3,788	220,000	1,312	105,000
Water Revenue Bond 2014A	10/29/2014	10/1/2038	3.75	285,000	285,000	4/1 & 10/1	10/1	9,775	0	9,775	0
WW Revenue Bond 2014A	10/29/2014	10/1/2038	3.57	995,000	995,000	4/1 & 10/1	10/1	32,075	0	32,075	0
Water Refunding Bond 2016	7/7/2016	8/1/2030	2.38	4,125,000	4,125,000	2/1 & 8/1	8/1	104,606	225,000	93,568	240,000
Total Revenue Bonds					5,730,000			150,244	445,000	136,730	345,000
Other:											
Total Other					0			0	0	0	0
Total Indebtedness					25,780,000			755,079	1,550,000	714,103	1,500,000

STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION*

Item Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1 2017	Payments Due 2017	Payments Due 2018
Radio Read Water Meters	5/30/2014	60	3.59	113,400	70,425	25,181	25,181
Street Sweeper	9/15/2014	60	3.30	164,371	99,656	35,434	35,434
Totals					170,081	60,615	60,615

***If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.

City of Maize

2018

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Debt Service			
Unencumbered Cash Balance Jan 1	227,695	118,147	153,325
Receipts:			
Ad Valorem Tax	0	74,071	xxxxxxxxxxxxxxxx
Delinquent Tax	6,319	1,348	1,500
Motor Vehicle Tax	23,283	1,500	9,266
Recreational Vehicle Tax			102
16/20M Vehicle Tax			32
Commercial Vehicle Tax			270
Watercraft Tax			46
Special Assessments	1,560,207	1,600,000	1,600,000
Transfer from Wastewater	237,863	255,863	202,519
Transfer from Water	405,038	406,725	343,343
Bond Proceeds			
Interest on Idle Funds	656	750	750
Neighborhood Revitalization Rebate			0
Miscellaneous	41,119		
Does miscellaneous exceed 10% Total Rec			
Total Receipts	2,274,485	2,340,257	2,157,828
Resources Available:	2,502,180	2,458,404	2,311,153
Expenditures:			
Bond Principal	1,467,500	1,550,000	1,500,000
Bond Interest	916,533	755,079	714,103
Cash Basis Reserve (2018 column)			50,000
Miscellaneous			
Does miscellaneous exceed 10% of Total E:			
Total Expenditures	2,384,033	2,305,079	2,264,103
Unencumbered Cash Balance Dec 31	118,147	153,325	xxxxxxxxxxxxxxxx
2016/2017/2018 Budget Authority Amount	2,552,350	2,425,096	2,264,103
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	2,264,103
		Tax Required	0
Delinquent Comp Rate:		5.0%	0
Amount of 2017 Ad Valorem Tax			0

Adopted Budget	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Capital Improvements			
Unencumbered Cash Balance Jan 1	229,708	88,249	71,749
Receipts:			
Ad Valorem Tax	0	0	xxxxxxxxxxxxxxxx
Delinquent Tax	1	0	
Motor Vehicle Tax		0	
Recreational Vehicle Tax			
16/20M Vehicle Tax			
Commercial Vehicle Tax			
Watercraft Tax			
Transfer from General Fund	488,000	460,000	470,000
Interest on Idle Funds	2,859	3,500	3,000
Neighborhood Revitalization Rebate			0
Miscellaneous	165		
Does miscellaneous exceed 10% Total Rec			
Total Receipts	491,025	463,500	473,000
Resources Available:	720,733	551,749	544,749
Expenditures:			
Street Improvements	263,424	200,000	349,000
Sidewalks	9,810	80,000	100,000
Other Capital Costs	71,314	0	0
Park Improvements	287,936	200,000	95,000
Miscellaneous			
Does miscellaneous exceed 10% of Total E			
Total Expenditures	632,484	480,000	544,000
Unencumbered Cash Balance Dec 31	88,249	71,749	xxxxxxxxxxxxxxxx
2016/2017/2018 Budget Authority Amount	665,000	650,000	544,000
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	544,000
		Tax Required	0
Delinquent Comp Rate:		5.0%	0
Amount of 2017 Ad Valorem Tax			0

City of Maize

2018

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Highway	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Unencumbered Cash Balance Jan 1	150,978	153,733	183,490
Receipts:			
State of Kansas Gas Tax	112,024	108,960	108,490
County Transfers Gas	48,766	48,110	47,890
Transfer from General Fund	140,000	150,000	150,000
Interest on Idle Funds			
Miscellaneous	2,651	3,324	3,000
Does miscellaneous exceed 10% Total Rec			
Total Receipts	303,441	310,394	309,380
Resources Available:	454,419	464,127	492,870
Expenditures:			
Salaries	150,504	153,000	170,500
Operating Expenses	150,182	127,637	139,550
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	300,686	280,637	310,050
Unencumbered Cash Balance Dec 31	153,733	183,490	182,820
2016/2017/2018 Budget Authority Amount	302,000	308,050	310,050

Adopted Budget

Law Enforcement Training	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Unencumbered Cash Balance Jan 1	1,269	3,547	6,547
Receipts:			
Training Funds	4,050	5,000	5,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	4,050	5,000	5,000
Resources Available:	5,319	8,547	11,547
Expenditures:			
Maize Police Training	1,772	2,000	3,000
Maize Police Training Equipment			
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,772	2,000	3,000
Unencumbered Cash Balance Dec 31	3,547	6,547	8,547
2016/2017/2018 Budget Authority Amount	2,000	2,000	3,000

City of Maize

2018

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Wastewater Reserve	Actual for 2016	Estimate for 2017	Year for 2018
Unencumbered Cash Balance Jan 1	133,386	167,998	236,736
Receipts:			
Transfer from Wastewater	33,000	36,000	36,000
Wastewater Plant Expansion Fee		43,000	50,000
Plant Equity & Tap Fees	25,000		
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	58,000	79,000	86,000
Resources Available:	191,386	246,998	322,736
Expenditures:			
Equipment	23,388	10,262	0
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	23,388	10,262	0
Unencumbered Cash Balance Dec 31	167,998	236,736	322,736
2016/2017/2018 Budget Authority Amount	0	0	0

See Tab A

See Tab C

Adopted Budget

	Prior Year	Current Year	Proposed Budget
Equipment Reserve	Actual for 2016	Estimate for 2017	Year for 2018
Unencumbered Cash Balance Jan 1	114,563	96,338	100,838
Receipts:			
Transfer from General Fund	230,000	140,000	150,000
Interest on Idle Funds	257	500	500
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	230,257	140,500	150,500
Resources Available:	344,820	236,838	251,338
Expenditures:			
Trucks/Heavy Equipment	109,412	41,000	50,000
Computers	66,118	45,000	50,000
Police Dept Equipment	72,952	50,000	70,000
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	248,482	136,000	170,000
Unencumbered Cash Balance Dec 31	96,338	100,838	81,338
2016/2017/2018 Budget Authority Amount	230,000	136,000	170,000

See Tab A

City of Maize

2018

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Wastewater	Actual for 2016	Estimate for 2017	Year for 2018
Unencumbered Cash Balance Jan 1	598,096	721,114	776,796
Receipts:			
User Fees	730,566	735,000	745,000
Installation Fees	53,597	30,000	20,000
Plant Equity Fees	98,900	30,000	30,000
Interest on Idle Funds	3,058	4,000	3,000
Miscellaneous	66		
Does miscellaneous exceed 10% Total Rec			
Total Receipts	886,187	799,000	798,000
Resources Available:	1,484,283	1,520,114	1,574,796
Expenditures:			
Salaries	238,985	240,000	270,788
Operating Expenses	253,321	211,455	288,693
Transfer to Debt Service	237,863	255,863	202,519
Transfer to WW Reserve	33,000	36,000	36,000
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	763,169	743,318	798,000
Unencumbered Cash Balance Dec 31	721,114	776,796	776,796
2016/2017/2018 Budget Authority Amount	763,200	768,863	798,000

Adopted Budget

Adopted Budget	Prior Year	Current Year	Proposed Budget
Water	Actual for 2016	Estimate for 2017	Year for 2018
Unencumbered Cash Balance Jan 1	433,098	533,120	592,939
Receipts:			
User Fees	685,055	700,000	700,000
Tower Rent	53,014	52,000	52,000
Water Tap Fees	42,582	30,000	20,000
Water Connection Fees	13,395	17,000	10,000
Plant Equity Fees	97,900	30,000	30,000
Water Tax	7,640	8,000	9,000
Interest on Idle Funds	859	1,000	1,000
Miscellaneous	7,717	1,579	0
Does miscellaneous exceed 10% Total Rec			
Total Receipts	908,162	839,579	822,000
Resources Available:	1,341,260	1,372,699	1,414,939
Expenditures:			
Salaries & Wages	218,287	200,000	211,016
Operating Expenses	151,815	137,035	231,641
Transfer to Debt Service	405,038	406,725	343,343
Transfer to Water Reserve	33,000	36,000	36,000
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	808,140	779,760	822,000
Unencumbered Cash Balance Dec 31	533,120	592,939	592,939
2016/2017/2018 Budget Authority Amount	837,450	779,925	822,000

City of Maize

2018

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Water Reserve	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Unencumbered Cash Balance Jan 1	113,149	146,149	176,149
Receipts:			
Transfer from Water	33,000	36,000	36,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	33,000	36,000	36,000
Resources Available:	146,149	182,149	212,149
Expenditures:			
Equipment		6,000	0
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	6,000	0
Unencumbered Cash Balance Dec 31	146,149	176,149	212,149
2016/2017/2018 Budget Authority Amount	0	0	0

See Tab C

Adopted Budget

Adopted Budget Water Bond Debt Reserve	Prior Year Actual for 2016	Current Year Estimate for 2017	Proposed Budget Year for 2018
Unencumbered Cash Balance Jan 1	147,800	147,800	147,800
Receipts:			
	0		
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	147,800	147,800	147,800
Expenditures:			
	0		
Cash Forward (2018 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	0
Unencumbered Cash Balance Dec 31	147,800	147,800	147,800
2016/2017/2018 Budget Authority Amount	0	0	0

**MINUTES SPECIAL MEETING
MAIZE PARK CEMETERY
MONDAY, AUGUST 15, 2016**

The Maize Park Cemetery was called to order at 8:07 p.m., on Monday, August 15, 2016, for a Special Meeting with *Karen Fitzmier* presiding. The following Maize Park Cemetery district board members were present, *Karen Fitzmier, Alex McCreath, Donna Clasen* and *Clair Donnelly*. *Pat Stivers* was absent.

Also present were *Sue Villarreal*, Recording Secretary; *Richard LaMunyon*, City Administrator and *Rebecca Bouska*, Deputy City Administrator.

APPROVAL OF AGENDA:

The agenda was submitted for approval.

MOTION: *Clasen* moved to approve the agenda as presented.
McCreath seconded. Motion carried.

APPROVAL OF MINUTES:

Approval of Minutes – Board Meeting of July 18, 2016

MOTION: *Donnelly* moved to approve the July 18, 2016 minutes and note that the budget hearing date was changed from August 1, 2016 to August 15, 2016.
McCreath seconded. Motion carried.

PUBLIC HEARING FOR THE MAIZE PARK CEMETERY DISTRICT 2017 BUDGET:

Chair Fitzmier opened the public hearing at 8:10 pm. Hearing no comments the public hearing was closed at 8:10 pm.

ADOPTION OF THE 2017 MAIZE PARK CEMETERY DISTRICT BUDGET:

The 2017 Maize Park Cemetery District Budget was submitted for adoption.

MOTION: *Donnelly* moved to adopt the 2017 Maize Park Cemetery Budget and submit to the Sedgwick County Clerk.
Clasen seconded. Motion carried.

ADJOURNMENT:

With no further business before the Board,

MOTION: *Clasen* moved to adjourn.
McCreath seconded. Motion Carried.
8:11 pm.

**MAIZE PARK CEMETERY BOARD
ANNUAL MEETING
MONDAY, JULY 24, 2017**

AGENDA ITEM #5

ITEM: CEMETERY BOARD APPOINTMENT & ELECTION OF OFFICERS

BACKGROUND:

Donna Clasen and Pat Stivers have four-year terms that will expire this year and their reappointment to four-year terms to the board need to take place at this annual meeting.

On July 18, 2016 the following Cemetery Officers were elected to office:

Karen Fitzemier - Chairperson
Donna Clasen - Vice-Chairperson
Clair Donnelly - Trustee
Alex McCreath - Trustee
Pat Stivers - Trustee

FINANCIAL CONSIDERATIONS:

None

LEGAL CONSIDERATIONS:

None

RECOMMENDATION/ACTION:

1. Reappoint Donna Clasen and Pat Stivers to the Maize Park Cemetery Board, each to a four (4) year term.

2. Elect:
 - 1 - Chairperson
 - 1 - Vice-Chairperson
 - 3 - Trustees

**MAIZE PARK CEMETERY BOARD
ANNUAL MEETING
MONDAY, JULY 24, 2017**

AGENDA ITEM #6A

ITEM: PROPOSED 2018 CEMETERY BUDGET AND RESOLUTION FOR PUBLICATION

BACKGROUND:

The 2018 proposed budget has been prepared for consideration and action. The Board and staff met for a budget workshop on July 10th to finalize proposed budget.

The budget reflects and supports the direction of the Board. It is in compliance with State laws and is supported by the City Administrator, recording secretary and the City's Financial Advisor.

FINANCIAL CONSIDERATIONS:

The estimated mill levy for the 2018 proposed budget is 0.540 mills, an increase from 0.131 this year.

LEGAL CONSIDERATIONS:

Compliance with state law regarding forms and budget schedule is required. The attached budget will require a vote publication and a resolution by the Board.

RECOMMENDATION/ACTION:

1. Accept the proposed 2018 budget, adopt the resolution and authorize their publication in The Clarion.
2. Set the public hearing on the proposed budget for Monday, August 7, 2017 at 7:00 p.m.

NOTICE OF BUDGET HEARING

State of Kansas
Special District
2018

The governing body of
Maize Park Cemetery
Sedgwick County

will meet on August 7, 2017 at 7:00 p.m. at Maize City Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied. Detailed budget information is available at 10100 Grady Avenue Maize, KS 67101 and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2018 Expenditures and Amount of 2017 Ad Valorem Tax establish the maximum limits of the 2018 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2016		Current Year Estimate for 2017		Proposed Budget Year for 2018		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2017 Ad Valorem Tax	Estimate Tax Rate*
General	48,516	0.141	75,500	0.136	137,940	37,617	0.540
Debt Service							
Totals	48,516	0.141	75,500	0.136	137,940	37,617	0.540
Less: Transfers	0		0		0		
Net Expenditures	48,516		75,500		137,940		
Total Tax Levied	8,034		8,408		xxxxxxxxxxxxxxxxxxx		
Assessed Valuation	57,003,573		61,819,504		69,661,459		

Outstanding Indebtedness,

Jan 1,	2015	2016	2017
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	0	0	0
Lease Pur. Princ.	0	0	0
Total	0	0	0

*Tax rates are expressed in mills.

Maize Park Cemetery District
0

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CERTIFICATE

To the Clerk of Sedgwick County, State of Kansas

We, the undersigned, officers of

Maize Park Cemetery

certify that: (1) the hearing mentioned in the attached publication was held;
(2) after the Budget Hearing this budget was duly approved and adopted
maximum expenditures for the various funds for the year 2018; and (3) the
Amount(s) of 2017 Ad Valorem Tax are within statutory limitations for the 2018 Budget.

		2018 Adopted Budget			
Table of Contents:		Page No.	Budget Authority for Expenditures	Amount of 2017 Ad Valorem Tax	County Clerk's Use Only
Computation to Determine Limit for 2018		2			
Allocation MVT, RVT, 16/20M Vehicle Ta		3			
Schedule of Transfers		4			
Statement of Indebt. & Lease/Purchase		5			
Fund	K.S.A.				
General	0	6	137,940	37,617	
Debt Service	10-113				
Totals		xxxxxxx	137,940	37,617	
Budget Summary		0			County Clerk's Use Only
Neighborhood Revitalization Rebate					
Resolution required? Notice of the vote to adopt required to be published?				Yes	Nov. 1, 2017 Total Assessed Valuation

Assisted by:

Address: _____

Email: _____

Attest: _____, 2017

County Clerk

Governing Body

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Maize Park Cemetery District
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RESOLUTION NO. 01-2017

A resolution expressing the property taxation policy of the Maize Park Cemetery governing body with respect to financing the annual budget for 2018

Whereas, K.S.A. 79-2925b, as amended, provides that a levy of property taxes to finance the 2018 budget of the Maize Park Cemetery exceeding the amount levied to finance the 2017 budget of the Maize Park Cemetery, as adjusted to reflect changes in the Consumer Price Index for All Urban Consumers for calendar year 2016, be authorized by a resolution adopted in advance of the adoption of a budget supported by such levy; and

Whereas, K.S.A. 79-2925b, as amended, also provides that current year revenue that is produced and attributable to the taxation of (1) new improvements, (2) increased personal property valuation other than increased valuation of oil and gas leaseholds and mobile homes, (3) property located within added jurisdictional territory, and (4) property which has changed in use shall not be considered when determining whether revenue produced from property tax has increased from the preceding year; and

Whereas, Maize Park Cemetery provides essential services to its citizens; and

Whereas, the cost of providing these services continues to increase.

NOW, THEREFORE, BE IT RESOLVED by the Maize Park Cemetery governing body that a levy of property taxes in support of the 2018 budget exceeding the amount levied in 2017, as adjusted pursuant to K.S.A. 79-2925b, as amended, is hereby approved.

Adopted this ____ day of _____, 2017 by the Maize Park Cemetery governing body, Sedgwick County, Kansas.

Maize Park Cemetery Governing Body

The Police report will be provided to Council during the July 24, 2017 meeting.

PUBLIC WORKS REPORT 7-19-2017

Regular Work

- Graded 61st and north Tyler Road, as well as 45th street.
- We do locates, check the water and lift stations daily, as well as clean and stock the new bathroom. This is all done 365 days a year.
- Check signs, streets, drainage all over the city.
- We continue to mow somewhere nearly every day. Ditches, Parks, both ponds, well houses and lift station areas, all ditches and road ROW,s. Glad we have been given the equipment to do a proper job on mowing.

Special Projects

- After the wind storm in June we have had many calls for brush pick-up which took about a solid week to take care of the most of it. Still working on removing the debris from the damage to the storage building roof. Will get it repaired as soon as G-mac gets to it. Had to repair the broken fence around the trash containers at City Hall which blew down and broke during the wind storm as well.
- Tyler Road is now being paved and as soon as Cornejo finishes the paving it will be striped and be completed.
- The Community Building concrete work is completed. We re-installed the benches and have striped all new lines for parking along the horseshoe as well as the main parking lot there as well. Have installed new parking blocks up by the Community Building as well. With the concrete work completed, the new rubber mulch installed, and the bathrooms working the park is a huge hit. Just takes a lot of work to keep it maintained.
- The budget is on schedule and our requests have been kept to a minimum for the next year.
- Cleaned the ditches along Lakelane to help alleviate some of the drainage problems along that street. We plan on cleaning the ditches along 61st later this fall.
- Mayer Specialities will begin their annual sewer main cleaning on July 24th. They clean a third of the sewer lines every year. They should have that completed in about a week.

Ron Smothers

Public Works Director.

City Engineer's Report

7/24/2017

Maize Middle School

Still working towards completion before school opens.

Maize High School

Exterior construction continues on the Career and Technology Education Center at Maize High School.

Watercress Villas

Red tile roof on clubhouse and tower is almost complete. Exterior work continues on numerous buildings; some buildings are complete. Interior work is proceeding. A couple of the buildings are being sheet rocked on the interior.

Copper Creek Apartments

Grading is over 90% complete.

PLANNING ADMINISTRATOR'S REPORT

DATE: July 24, 2017

TO: Maize City Council Members

FROM: Kim Edgington, Planning Administrator

RE: Regular July Council Meeting

The following is a summary intended to keep the Council apprised of the status of ongoing planning projects.

1. Watercress Apartment development – Construction continues with an anticipated opening date of fall 2017. Construction of a new sign within the right-of-way of Ranch Road on the east side of Maize Road for the apartment complex is expected to begin within the next few weeks.
2. Comprehensive Plan Update – Gould Evans is now developing goals and strategies based upon the responses to the community survey. There will be another survey to further refine the plan and accurately reflect the vision of the community in late summer.
3. Cypress Point Addition – a plat for 37 single-family lots on 20 acres on the north side of 37th Street approximately ¼ mile west of Tyler. The preliminary plat was reviewed and approved by the Planning Commission on June 1, 2017. A final plat has been filed and will be reviewed by the Planning Commission on August 3rd.
4. Conditional Use at 5711 N. Tyler – The Planning Commission heard and approved a conditional use request for a banquet center and event venue for this property at their July 6 meeting.
5. General planning issues – I continue to meet, both on the phone and in person, with citizens and developer's representatives requesting information on general planning matters, such as what neighboring property owners are planning to do, what they are allowed to do on their property, and what the process is for submitting various applications and materials to the Planning Commission.



**City Clerk Report
REGULAR COUNCIL MEETING
July 24, 2017**

Year to date status (Through 6/30/17):

General Fund –			
	Budget	YTD	
Rev.	\$3,251,293	\$2,523,508	77.62%
Exp.	\$3,375,058	\$2,019,847	59.85%
Streets –			
Rev.	\$302,350	\$ 160,837	53.20%
Exp.	\$308,050	\$ 162,066	52.61%
Wastewater Fund-			
Rev.	\$784,000	\$ 445,383	56.81%
Exp.	\$768,863	\$ 395,102	51.39%
Water Fund-			
Rev.	\$779,925	\$ 440,054	56.42%
Exp.	\$779,925	\$ 433,939	55.64%

Health & Dental Benefits

Per Council’s request, here are the 2017 numbers (through 6/30/2017) for employee health, dental, and life (including accidental death and short-term disability).

	<u>City Portion</u>	<u>Employee Portion</u>	<u>Total Paid</u>
Health:	\$174,022.53	\$ 43,513.58	\$217,536.11
Dental:	11,495.34	2,875.43	14,370.77
Life:	<u>6,496.47</u>	<u>0</u>	<u>6,496.47</u>
	\$192,014.34	\$ 46,389.01	\$238,403.35

Quarterly Report

The 2nd quarter report will not be ready in time for the packet. I hope to provide that to Council at the meeting.

USD 266/Maize SRO Shared Costs

There are no shared costs to report for June so I did not include a report for this month.

CIP 2016 (As of 6/30/2017)

<u>Detail</u>	<u>Reason</u>	<u>June Revenue</u>	<u>June Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/17					\$ 88,249.41
Ad Valorem	Tax			-	-
Motor Vehicle	Tax			-	-
Delinquent	Tax	0.01		-	1.85
Interest	From Bank Accounts	983.58		2,000.00	3,794.98
Reimbursements	Sidewalk Grant	(55,000.00)			-
Transfers	From General Fund	38,333.33		460,000.00	229,999.98
Total Revenues		(15,683.08)		462,000.00	233,796.81
Total Resources					322,046.22
Street Improvements			6,432.50	350,000.00	42,896.33
Sidewalk/Bike Paths			(55,000.00)	100,000.00	80,555.61
Park Improvements			47,875.76	200,000.00	181,757.52
Other Capital Costs			-	-	-
Total Expenditures			(691.74)	650,000.00	305,209.46
Cash Balance - 6/30/17					\$ 16,836.76

CITY OF MAIZE/REC COMMISSION
 SHARED COSTS FOR CITY HALL COMPLEX
 THRU 6/30/2017

	MONTHLY BILL	CITY PORTION	REC PORTION	YEAR TO DATE COSTS	CITY PORTION YEAR TO DATE	REC PORTION YEAR TO DATE	PERCENT OR FLAT RATE
Phone	\$517.78	\$381.81	\$135.97	\$3,092.85	\$2,274.87	\$815.82	Flat - based on number of lines
Internet	1,057.67	951.90	105.77	6,346.02	5,711.40	643.62	Flat - \$105.77/month
Gas	32.20	17.74	14.46	2,716.93	1,497.03	1,219.90	44.90%
Electric	1,804.56	994.31	810.25	10,375.14	5,716.70	4,658.44	44.90%
Janitor	2,751.25	1,515.94	1,235.31	11,619.92	6,402.58	5,217.34	44.90%
Water/Sewer	0.00	0.00	0.00	0.00	0.00	0.00	
Trash	79.13	43.60	35.53	448.66	247.21	201.45	44.90%
Insurance (Annual Bill)	10,364.00	5,710.56	4,653.44	10,364.00	5,710.56	4,653.44	44.90%
Pest Control	300.00	275.00	25.00	1,800.00	1,650.00	150.00	Flat - Exterminator breaks rate out
Lawn Service	0.00	0.00	0.00		0.00	0.00	Provided by Public Works
Total	\$16,906.59	\$9,890.87	\$7,015.72	\$46,763.52	\$29,210.35	\$17,560.01	

Shared Costs for City Hall
 Updated 7/19/2017

Equipment Reserve 2017 (As of 6/30/2017)

<u>Detail</u>	<u>Reason</u>	<u>June Revenue</u>	<u>June Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/17					\$ 96,339.29
Interest	From Bank Accounts	85.85		300.00	331.25
Reimbursement	Sale of Phone Equipment	(1,050.00)			-
Transfers	From General Fund	11,666.67		140,000.00	70,000.02
Total Revenues		\$ 10,702.52		\$ 140,300.00	\$ 70,331.27
Total Resources					\$ 166,670.56
Trucks/Heavy Equipment			\$ -	\$ 41,000.00	\$ 39,584.67
Computers			(1,050.00)	45,000.00	6,930.00
Police Department Expenses			(20,623.58)	50,000.00	851.68
Total Expenditures			\$ (21,673.58)	\$ 136,000.00	\$ 47,366.35
Cash Balance - 6/30/2017					\$ 119,304.21



CITY OPERATIONS REPORT

DATE: July 19, 2017

TO: Maize City Council

FROM: Richard LaMunyon-Becky Bouska-Sue Villarreal-Jolene Graham

RE: July Report

1) August 7th Special Meeting

Pending Council items for the August 7th meeting include:

- Public Hearing and adoption of 2018 City Budget
- Public Hearing and adoption of 2018 Cemetery Budget
- Cypress Point Addition Plat
- Industrial Park Road construction contract

2) Kyodo Yushi Fire Suppression Requirements

As outlined in the coversheet for Agenda Item 8A, the Ruggles & Bohm Engineering contract fulfills the agreement to Kyodo Yushi Manufacturing Americas to provide a second water source to the Industrial Park. During the negotiation of this design with Ruggles & Bohm, City staff was approached by Kyodo Yushi officials with the staggering cost of \$500,00-\$700,000 to install an 360,000 gallon in-ground water storage tank in order to fulfill the County Fire Marshall's fire suppression requirements for their building project.

As a result City staff has been in extensive meetings with Kyodo Yushi and their engineers (PEC), the Fire Marshall, and Ruggles & Bohm to determine more economically feasible options. Staff last met with the Fire Marshall and Ruggles & Bohm engineers on July 5, 2017. This meeting yielded some positive options whereby the second water line could be designed in such a way that would also resolve the Fire Suppression requirements for not only Kyodo Yushi, but also any future building structures in the entire Industrial Park.

An option discussed included the possibility of designing and constructing a new second line from the existing water wells located on 119th just north 29th street north to the industrial park. The current water well pumps could be programmed to their maximum output in the event of a major fire event. In addition, an in-line booster pump would be installed in the new line for use in a fire event. The water flow would then be sufficient to handle a major fire event without

an in ground storage tank. The Fire Marshall agreed with the concept and is willing to work with us on this.

Staff will meet with Kyodo Yushi Manufacturing Americas by the end of the month with a proposal for the City and Kyodo Yushi to jointly finance the project in order to significantly reduce their building costs while still meeting the Fire Suppression codes.

3) Park Activities

- More benches and tables to be added to City Park before the year-end
- The Park & Tree board is exploring options for design of the amphitheater and amenities to replace the ballfield.
- Ballet in the Park: Sunday, September 10th at 2pm
- Glenn Alexander Concert, Saturday, September 23rd at 7pm
 - Working with local artists for a pre-concert “Art Crawl”
 - Several food vendors have expressed interest
 - Safety and traffic flow for the event is under staff consideration

4) City Meetings

- Wednesday's - Mayor's Workshop @ 11am
- July 24th - Regular Council Meeting @ 7pm
(Accept Budget/Set PH)
- August 3rd - Planning @ 7pm
- August 7th - Special Council @ 7pm
(Public Hearing & Adopt Budget)
- August 21st - Regular Council Meeting @ 7pm