

**MEETING NOTICE
MAIZE CITY COUNCIL
REGULAR MEETING**

TIME: 7:00 P.M.
DATE: MONDAY, JULY 15, 2019
PLACE: MAIZE CITY HALL
10100 W. GRADY AVENUE

**MAIZE CITY COUNCIL AGENDA
MAYOR DONNA CLASEN 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 17, 2019.
 - b. Receive and file minutes from the Park and Tree Board meeting of May 14, 2019.
 - c. Cash Disbursements from June 1, 2019 thru June 30, 2019 in the amount of \$611,722.57 (Check #68774 thru #68983).
 - d. Zoning Case #Z-03-019: 5711 N. Tyler (*Supper Club*)
 - e. Zoning Case #Z-04-019: 5500 N. Maize Rd. (*Dollar General*)
- 7) Old Business
 - A. Ordinance Authorizing the Issuance of IRBs (*Shuttle Aerospace*)
- 8) New Business
 - A. 2020 City Budget
 - B. Ordinance Amendment for Alcohol Consumption at Maize City Park

*** 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) Appointment of 4-year Term/Election of Officers
 - *Reappointment of Trustee Alex McCreath*
- 5) Approval of Minutes – Regular Cemetery Board Meeting of August 6, 2018
- 6) New Business:
 - A. Columbarium Contract
 - B. 2020 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
 - Municipal Court Quarterly Report
 - Code Enforcement Quarterly Report
 - Cemetery
 - Council Members' Reports
 - Mayor's Report
- 10) Executive Session
- 11) Adjournment

**MINUTES-REGULAR MEETING
MAIZE CITY COUNCIL
Monday, June 17, 2019**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **June 17, 2019** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Donna Clasen** presiding. Council members present were **Karen Fitzmier, Pat Stivers** and **Jennifer Herington**. **Alex McCreath** and **Kevin Reid** were absent.

Also present were: **Richard LaMunyon**, City Administrator; **Jolene Graham**, Executive Assistant; **Sue Villarreal**, Deputy City Clerk; **Matt Jensby**, Police Chief; **Ron Smothers**, Public Works Director; **Kim Edgington**, Planning Administrator; and **Bill McKinley**, City Engineer.

APPROVAL OF AGENDA:

The agenda was submitted for approval.

MOTION: **Fitzmier** 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 – City Council Regular Meeting of May 20, 2019.
- b. Receive and file minutes from the Planning Commission meeting of May 2, 2019.
- c. Cash Disbursements from May 1, 2019 thru May 31, 2019 in the amount of \$551,649.24 (Check #68569 thru #68773).
- d. Eagles Nest II Final Plat

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

POLICY MANUAL:

The City of Maize Policy Manual was submitted for Council approval.

MOTION: **Fitzmier** moved to approve the City of Maize Policy Manual and rescind the Administrative Regulation, Capital Improvements Task Force and Community Building Policies.
Herington seconded. Motion declared carried.

ADJOURNMENT:

With no further business before the Council,

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

Respectfully submitted by:

Jocelyn Reid, City Clerk

**MINUTES – REGULAR MEETING
MAIZE PARK AND TREE BOARD
TUESDAY, MAY 14, 2019**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, May 14, 2019 with **Chair Dennis Wardell** presiding. Board members present were **Vice-Chair Marina Fulton, Patrick Atchison, Maren Breit, Steve Schmidt** and **Susan Woods**. **Joshua Belcher** was absent.

Also present was: **Ron Smothers**, Public Works Director, **Ross Jensby**, Public Works and **Jolene Graham**, Executive Assistant.

APPROVAL OF AGENDA:

The Agenda was submitted for Board approval.

MOTION: **Fulton** moved approve the agenda.
Woods seconded. Motion declared carried.

APPROVAL OF THE APRIL 9, 2019 MINUTES:

The Park and Tree Board Meeting Minutes of April 9, 2019 were submitted for approval.

MOTION: **Atchison** moved to approve the minutes.
Fulton seconded. Motion declared carried.

2020 BUDGET PROCESS

Staff updated the board on the 2020 budget process. At the April 9th meeting, the board approved a request to the Governing Body for a minimum of \$75,000 for the 2020 Parks CIP. This would fund the City's portion of an Amphitheater at Maize City Park upon the receipt of a grant from the Land and Water Conservation Fund. As part of the Academy Arts District Project, RDG consultants originally provided the City with a cost estimate for the construction of an amphitheater in the amount of \$500,000. Since the April meeting, RDG updated their estimate to \$575,000 due to rising steel prices. Both the application and the CIP request has been adjusted to reflect this anticipated increase. This was a discussion item only; no action was taken.

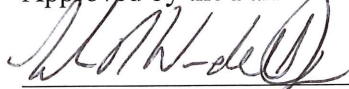
ADJOURNMENT:

With no further business before the Board:

MOTION: **Fulton** motioned to adjourn.
Schmidt seconded. Motion declared carried.

Meeting adjourned at 6:17 pm

Approved by the Park and Tree Board on July 9, 2019.



Park and Tree Board Member



Recording Secretary

| | | | | | | | |
|--|--|--|----------------------|---------------|-------|----------------|--|
| | | City of Maize | | | | | |
| | | Disbursement Report Totals | | | | | |
| | | Dates Covered: 06/01/2019 - 06/30/2019 | | | | | |
| Accounts Payable: | | | | | | | |
| Voucher | Voucher | Check | Check | Check Numbers | | | |
| Date | Amt | Date | Amount | Begin | End | | |
| 3-Jun | \$ 69,636.25 | 3-Jun | \$ 69,636.25 | 68774 | 68804 | | |
| 3-Jun | 28,272.47 | 3-Jun | 28,272.47 | 68805 | 68826 | Housing Grants | |
| 4-Jun | 3,725.68 | 4-Jun | 3,725.68 | 68827 | 68831 | Utilities | |
| 12-Jun | 14,508.50 | 13-Jun | 14,508.50 | 68839 | 68844 | Utilities | |
| 13-Jun | 250,095.73 | 17-Jun | 250,095.73 | 68845 | 68938 | | |
| 13-Jun | 43,076.90 | 17-Jun | 43,076.90 | 68939 | 68970 | | |
| 26-Jun | 1,496.33 | 26-Jun | 1,496.33 | 68982 | 68983 | Utilities | |
| AP Total | \$ 410,811.86 | | \$ 410,811.86 | | | | |
| Payroll: | | | | | | | |
| Run | Earning | Check | Check | Check Numbers | | | |
| Date | History | Date | Amount | Begin | End | | |
| 8-Jul | \$ 146,869.66 | 13-Jun | \$ 85,130.54 | 68832 | 68838 | | |
| | | 27-Jun | 115,780.17 | 68971 | 68981 | | |
| KPERS Employer Portion | 12,438.00 | | | | | | |
| FICA Employer Portion | 10,529.65 | | | | | | |
| Health/Dental Insurance (Employer Portion) | 31,073.40 | | | | | | |
| PR Total | \$ 200,910.71 | | \$ 200,910.71 | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | AP | | \$ 410,811.86 | | | | |
| | PR | | 200,910.71 | | | | |
| | Total Disbursements | | \$ 611,722.57 | | | | |
| | | | | | | | |
| | Check Numbers used this period: | | | | | | |
| | #68774 thru #68983 | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

CITY OF MAIZE
Bank Reconciliation Report
For June 2019

Fund Balances

| FUND | NAME | BEGIN PERIOD | RECEIPTS | DISBURSEMENTS | END PERIOD |
|------------------------|-----------------------------------|------------------------|------------------------|----------------------|------------------------|
| 01 | General Fund | \$ 547,407.55 | \$ 1,013,455.16 | \$ 269,466.92 | \$ 1,291,395.79 |
| 02 | Street Fund | 178,445.89 | 25,565.56 | 16,725.66 | \$ 187,285.79 |
| 04 | Capital Improvements Fund | 448,314.79 | 34,696.46 | - | 483,011.25 |
| 05 | Long-Term Projects | 558,693.52 | - | 233,448.60 | 325,244.92 |
| 06 | Mayor Donnelly Memorial Fund | 4,280.00 | - | - | 4,280.00 |
| 10 | Equipment Reserve Fund | 130,858.03 | 1,117.83 | 1,502.49 | 130,473.37 |
| 11 | Police Training Fund | 12,798.52 | 700.50 | - | 13,499.02 |
| 12 | Municipal Court Fund | 43,174.25 | 3,760.72 | 600.00 | 46,334.97 |
| 16 | Bond & Interest Fund | 836,109.56 | 735,199.39 | - | 1,571,308.95 |
| 19 | Wastewater Reserve Fund | 233,078.48 | 8,939.31 | 11,897.75 | 230,120.04 |
| 20 | Wastewater Treatment Fund | 1,095,576.48 | 83,896.07 | 78,870.95 | 1,100,601.60 |
| 21 | Water Treatment Fund | 1,086,366.05 | 96,689.61 | 77,260.63 | 1,105,795.03 |
| 22 | Water Reserve Fund | 213,722.81 | 3,000.00 | - | 216,722.81 |
| 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 | 7,007.11 | 1,802.58 | 1,595.96 | 7,213.73 |
| 76 | Bond Refundings | (60,637.82) | - | - | (60,637.82) |
| 98 | Maize Cemetery | 135,194.30 | 22,350.30 | 3,330.78 | 154,213.82 |
| Totals All Fund | | \$ 5,888,594.18 | \$ 2,031,173.49 | \$ 694,699.74 | \$ 7,225,067.93 |

Bank Accounts and Adjustments

| | | | | |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|
| Halstead Checking Account | \$ 334,228.11 | \$ 1,925,727.20 | \$ 1,653,301.10 | \$ 606,654.21 |
| Outstanding Items | | | | \$ (11,936.83) |
| Halstead Bank Money Market Account | 5,466,305.41 | 1,009,831.32 | - | 6,476,136.73 |
| Maize Cemetery Operations | 135,203.08 | 22,341.52 | 3,330.78 | 154,213.82 |
| Totals All Banks | \$ 5,935,736.60 | \$ 2,957,900.04 | \$ 1,656,631.88 | \$ 7,225,067.93 |

CITY OF MAIZE
Cash and Budget Position
Thru June 30, 2019

| 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 | \$ 547,407.55 | \$ 1,013,455.16 | \$ 269,466.92 | \$ 1,291,395.79 | \$ 4,052,763.00 | \$ 3,052,634.11 | \$ 2,009,818.28 | \$ 2,042,944.72 | 50.41% |
| 02 | Street Fund | 178,445.89 | 25,565.56 | 16,725.66 | 187,285.79 | 313,550.00 | 163,859.44 | 161,242.43 | 152,307.57 | 48.58% |
| 04 | Capital Improvements Fund | 448,314.79 | 34,696.46 | - | 483,011.25 | 600,115.00 | 203,807.85 | - | 600,115.00 | 100.00% |
| 05 | Long-Term Projects | 558,693.52 | - | 233,448.60 | 325,244.92 | - | 2,071,784.00 | 1,020,693.76 | | |
| 06 | Mayor Donnelly Memorial Fund | 4,280.00 | - | - | 4,280.00 | | - | - | | |
| 10 | Equipment Reserve | 130,858.03 | 1,117.83 | 1,502.49 | 130,473.37 | 169,500.00 | 86,321.74 | 68,778.13 | 126,130.37 | 74.41% |
| 11 | Police Training Fund | 12,798.52 | 700.50 | - | 13,499.02 | 3,000.00 | 2,948.46 | 2,505.53 | 494.47 | 16.48% |
| 12 | Municipal Court Fund | 43,174.25 | 3,760.72 | 600.00 | 46,334.97 | - | 16,287.07 | 15,534.89 | | |
| 16 | Bond & Interest Fund | 836,109.56 | 735,199.39 | - | 1,571,308.95 | 2,579,232.00 | 1,974,750.01 | 529,940.94 | 2,049,291.06 | 79.45% |
| 19 | Wastewater Reserve Fund | 233,078.48 | 8,939.31 | 11,897.75 | 230,120.04 | 142,773.00 | 53,706.51 | 71,386.50 | 71,386.50 | |
| 20 | Wastewater Treatment Fund | 1,095,576.48 | 83,896.07 | 78,870.95 | 1,100,601.60 | 892,000.00 | 534,897.41 | 433,298.28 | 458,701.72 | 51.42% |
| 21 | Water Fund | 1,086,366.05 | 96,689.61 | 77,260.63 | 1,105,795.03 | 948,000.00 | 603,746.45 | 457,962.51 | 490,037.49 | 51.69% |
| 22 | Water Reserve Fund | 213,722.81 | 3,000.00 | | 216,722.81 | - | 18,000.00 | - | | |
| 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 | 7,007.11 | 1,802.58 | 1,595.96 | 7,213.73 | - | 13,769.35 | 13,265.82 | | |
| 76 | Bond Refundings | (60,637.82) | - | - | (60,637.82) | | - | - | | |
| 98 | Maize Cemetery | 135,194.30 | 22,350.30 | 3,330.78 | 154,213.82 | 127,643.00 | 62,592.49 | 14,238.60 | 113,404.40 | 88.84% |
| Report Totals | | \$ 5,888,594.18 | \$ 2,031,173.49 | \$ 694,699.74 | \$ 7,225,067.93 | \$ 9,828,576.00 | \$ 8,859,104.89 | \$ 4,798,665.67 | \$ 6,104,813.30 | 62.11% |

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, JULY 15, 2019
AGENDA ITEM 6d**

ITEM: **Z-03-019** Zone change for approximately 0.34 acres from SF-5 Single Family Residential to LC Limited Commercial at 5711 N. Tyler

BACKGROUND: The applicant is requesting a rezoning in order to construct a “Class B” Private Supper Club on the property. The property owner currently has a Conditional Use on the property to operate a Special Event/Banquet venue. The Conditional Use was approved by the Planning Commission in 2017 and as requested by the Planning Commission was reviewed by Staff at the one-year mark and found to be in complete compliance with no reported problems.

Staff is working with the owners to define the exact area within the property for the purpose of Ordinance definition. A hardcopy of the ordinance will be provided at the meeting.

The Planning Commission unanimously recommended approval of this request on June 12, 2019. A copy of the Staff Report and supporting material that was presented to the Planning Commission is enclosed for your information.

FINANCIAL CONSIDERATIONS: None

LEGAL CONSIDERATIONS: City Attorney has reviewed and approved Ordinance as to form.

RECOMMENDATION/ACTION: Approve and adopt the Ordinance for a zone change within Maize city limits for Z-03-019.



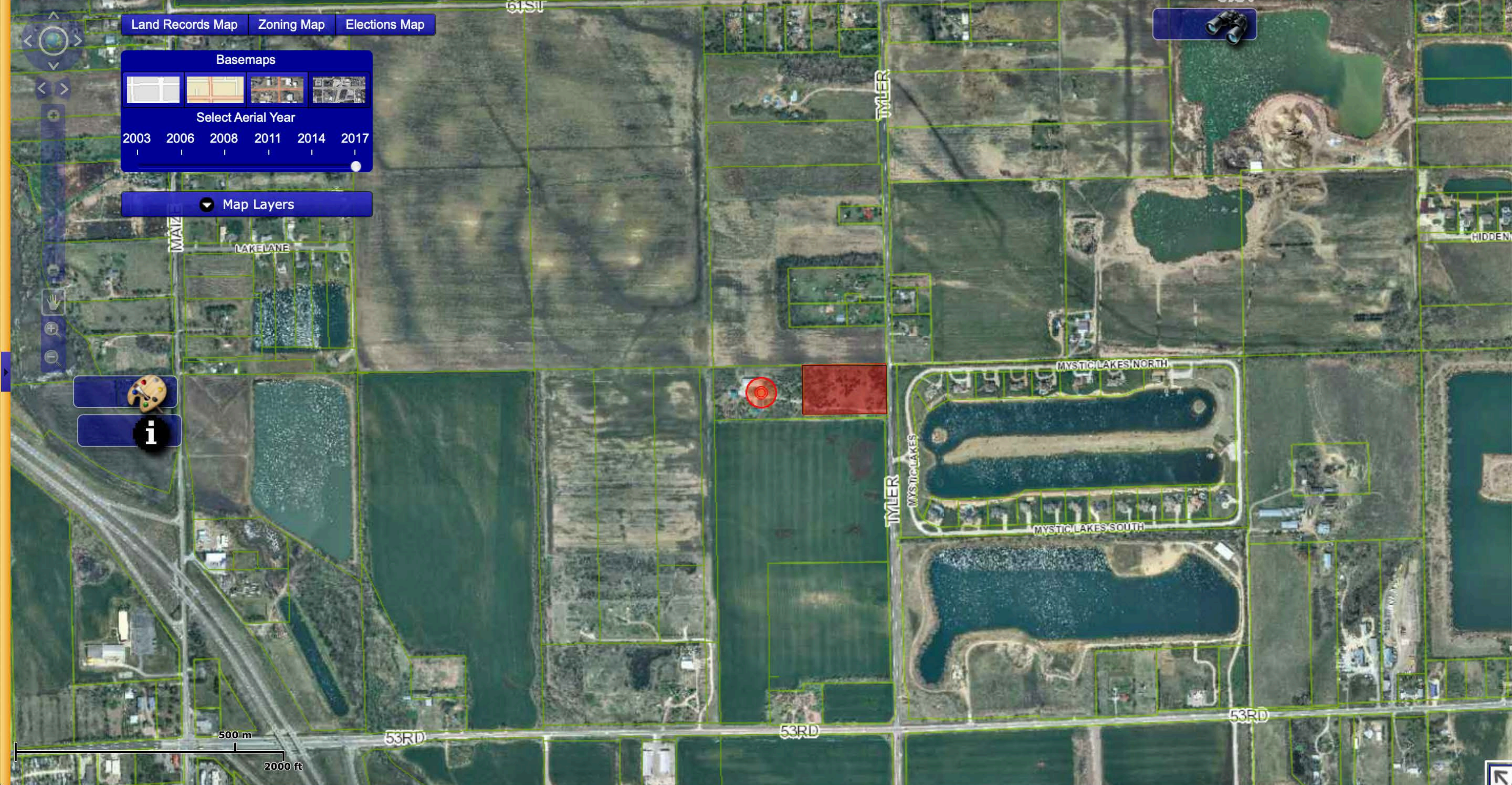
Land Records Map Zoning Map Elections Map

Basemaps

Select Aerial Year

2003 2006 2008 2011 2014 2017

Map Layers

STAFF REPORT

CASE NUMBER: Z-03-019

OWNER/APPLICANT: Gregory Hiser
PO Box 771320
Wichita, KS 67277

GENERAL LOCATION: 5711 North Tyler

SITE SIZE: 0.34 acres

CURRENT ZONING: SF-5 Single-Family Residential District

PROPOSED ZONING: LC Limited Commercial

PROPOSED USE: Private Class “B” Supper Club

BACKGROUND: The applicant was granted a Conditional Use at this location in 2017 to operate a special event/banquet venue. Following the success of this business the property owners would like to construct a building with the complementary use of a private supper club.

Due to the property’s excellent screening and privacy Staff finds that this would be an appropriate use at this location. The property owners have developed the property in a manner that is aesthetically pleasing and eliminates any negative affects on neighboring property owners.

Adequate parking will be provided on-site in accordance with the parking requirements of the City of Maize Zoning Code. Adequate landscaping and screening is already in place.

ADJACENT ZONING AND LAND USE:

| | | |
|--------|------------------------|---------------------------------------|
| NORTH: | “SF-5” Single-Family | Agriculture and large-lot residential |
| SOUTH: | “RR” Rural Residential | Agriculture |
| EAST: | “SF-5” Single-Family | Large-lot residential |
| WEST: | “SF-5” Single-Family | Agriculture |

PUBLIC SERVICES: Tyler is a 2-lane gravel road with 25 feet of half street right-of-way. The standard right-of-way requirement for an arterial is 50 feet, which is what surrounding properties have dedicated. Staff recommends that any development beyond this additional building would trigger a requirement to plat the property and dedication of 25 feet of additional street right-of-way.

CONFORMANCE TO PLANS/POLICIES: This property is recognized in the adopted Maize Comprehensive Plan as appropriate for urban residential development. The proposed use is compatible with the residential and agricultural neighborhood due to its low intensity and small scale.

RECOMMENDATION: The proposed change is an appropriate use of land given its function as a use that it expands a currently existing similar Conditional Use. Market conditions have shown an increased desire by the public for accessibility to locally-owned upscale social gathering places. Based upon these factors, plus the information available prior to the public hearing, staff recommends the request as submitted be APPROVED.

This recommendation is based on the following findings:

1. The zoning, uses and character of the neighborhood: This property is located within an area that is currently almost all agricultural and residential in character. The type of proposed use would be consistent with residential development and could be made to be sensitive to surrounding land uses in its design, scale and intensity. The applicant plans to construct a nice, well-designed building.
2. The suitability of the subject property for the uses to which it has been restricted: The property is used for residential purposes as currently zoned and the current Conditional Use. The site is suitable for residential use for the time being but could be more appropriate as a low-intensity commercial use given proper screening and intensity restrictions.
3. Extent to which removal of the restrictions will detrimentally affect nearby property: LC zoning at this location could allow uses which may be deemed appropriate adjacent to residential uses. Building scale and signage are limited in order to ensure compatibility with the surrounding neighborhood.
4. Conformance of the requested change to the adopted or recognized Comprehensive Plan and Policies: The City of Maize Comprehensive Plan recommends this area for urban residential uses. The nature of the proposed use is compatible with this use.
5. Impact of the proposed development on community facilities: The requested zone change would introduce a more intensive land use to the area but one that is compatible with surrounding large-lot residential and agricultural uses. Public street services are capable of handling this type of use. Private water and sewage disposal will be required.

Planning Commission Action

Having reviewed the above zone change request, I _____
 move that the Planning Commission

Approve the zone change request subject to conditions and modifications as heretofore agreed upon and listed, based upon the findings of fact outlined above, or

Disapprove the zone change request for reasons heretofore agreed upon

Or defer the request until the July regular meeting of the Planning Commission for further information or study as heretofore specified

Motion seconded by _____ and passed by a vote of _____ to _____. Member(s) abstaining from the vote was (were) _____.

Note: Except in the case of a tie vote, abstentions are counted as part of the majority vote. Members disqualifying themselves are not a part of the quorum and unable to vote.

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, JULY 15, 2019
AGENDA ITEM 6e**

ITEM: Z-04-019 Zone change for approximately 1.57 acres from SF-5 Single Family Residential to LC Limited Commercial at 5500 N Maize Road.

BACKGROUND: The applicant is requesting a rezoning in order to construct a Dollar General retail store on the property. The property is designated as appropriate for commercial development in the City of Maize Comprehensive Plan and Staff has reviewed all building plans to insure compliance with City of Maize Design Guidelines.

The Planning Commission unanimously recommended approval of this request on June 12, 2019. A copy of the Staff Report and supporting material that was presented to the Planning Commission is enclosed for your information.

FINANCIAL CONSIDERATIONS: None

LEGAL CONSIDERATIONS: City Attorney has reviewed and approved Ordinance as to form.

RECOMMENDATION/ACTION: Approve and adopt the Ordinance for a zone change within Maize city limits for Z-04-019.

ORDINANCE NO.

AN ORDINANCE CHANGING THE ZONING DISTRICT CLASSIFICATION OF CERTAIN PROPERTY LOCATED IN THE CITY OF MAIZE, KANSAS, UNDER THE AUTHORITY GRANTED BY THE ZONING REGULATIONS OF THE CITY AS ORIGINALLY APPROVED BY ORDINANCE NO. 548.

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

SECTION 1. After proper notice having been given and hearing held as provided by law and under authority and subject to the provisions of the Zoning Regulations of the City as originally approved by Ordinance No. 548, the Maize City Planning Commission recommends approval of Case No. Z-04-019, and, that the zoning district classification of the property legally described herein be changed as follows:

Change of zoning district classification from the SF-5 Single-Family Residential District to LC Limited Commercial Zoning District.

Legal Description: BEG 248 FT N SW COR SW1/4 E 238 FT N 366 FT W 238 FT S 366 FT TO BEG. SEC 17-26-1W

General Location: 5500 N Maize Road, Maize, Kansas

SECTION 2. Upon the taking effect of this ordinance, the above zoning change shall be entered and shown on the Official Zoning Map(s) as previously adopted by reference and said Map(s) is (are) hereby reincorporated as a part of the Zoning Regulations as amended.

SECTION 3. This Ordinance shall take effect and be in force from and after its passage, approval and publication once in the official city newspaper.

PASSED by the City Council and APPROVED by the Mayor on this 15th day of July, 2019.

(SEAL)

Donna Clasen, Mayor

Jocelyn Reid, City Clerk

Sedgwick County Online Map Portal

Sedgwick County, Kansas

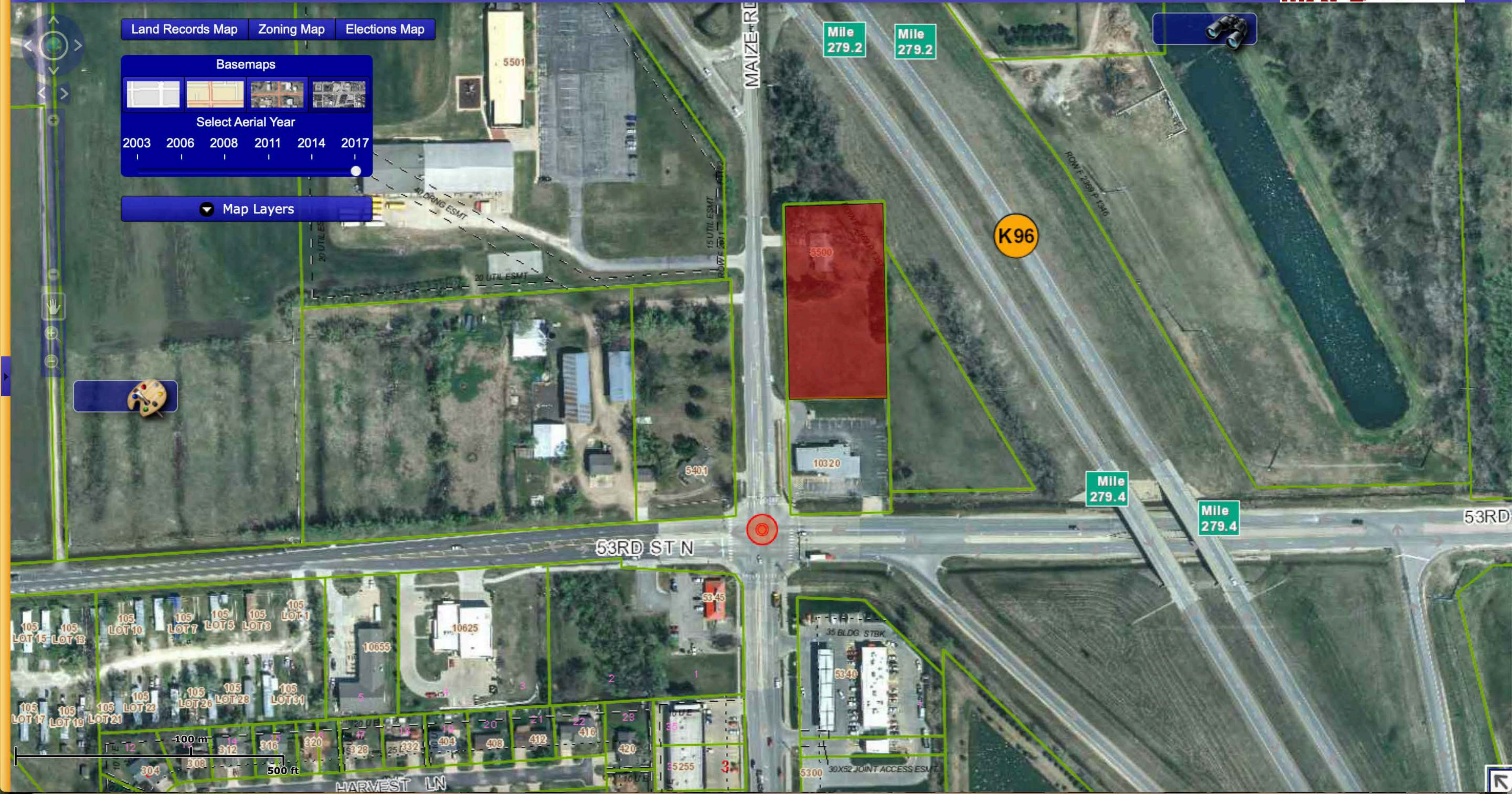
Land Records Map Zoning Map Elections Map

Basemaps

Select Aerial Year

2003 2006 2008 2011 2014 2017

Map Layers



STAFF REPORT

CASE NUMBER: Z-04-019

OWNER/APPLICANT: Terrance A. McClure
Eric A. McClure
6900 N Maize Rd
Maize, KS 67101

AGENT: Alan Betchan
PO Box 2136
Sand Springs, OK 74063

GENERAL LOCATION: 5500 North Maize Road

SITE SIZE: 1.57 acres

CURRENT ZONING: SF-5 Single-Family Residential District

PROPOSED ZONING: LC Limited Commercial

PROPOSED USE: Commercial Retail Development

BACKGROUND: The applicant is requesting a zone change to construct a Dollar General retail store at this location.

Due to the property's location at the intersection of 2 major arterials Staff finds that this use is appropriate.

Adequate parking will be provided on-site in accordance with the parking requirements of the City of Maize Zoning Code. Landscaping will be required in conformance with the City of Maize Landscape Ordinance.

ADJACENT ZONING AND LAND USE:

| | | |
|--------|-------------------------|--|
| NORTH: | Not zoned | K-96 Highway right-of-way |
| SOUTH: | "LC" Limited Commercial | Vacant commercial structure |
| EAST: | "SF-5" Single-Family | Undeveloped |
| WEST: | "LC" Limited Commercial | Residential, Agriculture and church property |

PUBLIC SERVICES: Maize is a 3-lane paved arterial at this location. Public water and sewer are available to serve the site.

CONFORMANCE TO PLANS/POLICIES: This property is recognized in the adopted Maize Comprehensive Plan as appropriate for commercial development.

RECOMMENDATION: The proposed change is an appropriate use of land given its location and proximity to neighboring commercial uses. Based upon these factors, plus the information available prior to the public hearing, staff recommends the request as submitted be APPROVED.

This recommendation is based on the following findings:

1. **The zoning, uses and character of the neighborhood:** This property is located within an area that is primarily commercially developed. The type of proposed use would be consistent with other development in the area and has good visibility from the K-96 corridor.

2. The suitability of the subject property for the uses to which it has been restricted: The property is currently used for residential purposes but is more suitable for commercial development due to the proximity of other commercial uses and the K-96 Highway.
3. Extent to which removal of the restrictions will detrimentally affect nearby property: LC zoning at this location could allow uses which are appropriate. Building scale and signage are limited in order to ensure compatibility with neighboring uses.
4. Conformance of the requested change to the adopted or recognized Comprehensive Plan and Policies: The City of Maize Comprehensive Plan recommends this area for commercial use.
5. Impact of the proposed development on community facilities: The requested zone change would introduce a more intensive land use to the area but one that is compatible with surrounding commercial uses. Public street services are capable of handling this type of use. Public water and sewer utilities are available to the site.

Planning Commission Action

Having reviewed the above zone change request, I _____
 move that the Planning Commission

Approve the zone change request subject to conditions and modifications as heretofore agreed upon and listed, based upon the findings of fact outlined above, or

Disapprove the zone change request for reasons heretofore agreed upon

Or defer the request until the July regular meeting of the Planning Commission for further information or study as heretofore specified

Motion seconded by _____ and passed by a vote of _____ to _____. Member(s) abstaining from the vote was (were) _____.

Note: Except in the case of a tie vote, abstentions are counted as part of the majority vote. Members disqualifying themselves are not a part of the quorum and unable to vote.

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, JULY 15, 2019**

AGENDA ITEM #7A

ITEM: IRB Authorizing Ordinance (Shuttle Aerospace)

BACKGROUND:

On October 16, 2017 Clovis and Sueli Ribas, owners of Shuttle Aerospace, requested the City issue industrial revenue bonds to finance the costs of the acquisition, construction and equipping of a new manufacturing facility in Maize.

The Council passed Resolution #599-17 approving the advisability of issuing taxable industrial revenue bonds for the purpose of financing the acquisition, construction, and equipping of the new manufacturing facility in an amount not to exceed \$3,200,000. The Resolution also approved an overall average 77.0% tax abatement on bond-financed property for a period of ten years.

On April 16, 2018, the Council adopted Resolution #610-18 amending Resolution #599-17 to approve Derby Property, LLC, as the IRB tenant and Shuttle Aerospace, Inc. as the subtenant and operator of the facility.

In March 2019, City Staff and Bond Counsel were advised that property ownership was being granted back to Clovis and Sueli Ribas under Suprema Holdings, LLC. To accomplish this change in ownership of the building, the Council approved Resolution #627-19.

The facility has been completed and the owner is requesting that the bonds be issued by the City.

The bond ordinance is attached.

Adoption of the ordinance authorizes the execution of the following documents:

- Bond Ordinance
- Lease
- Trust Indenture
- Guaranty
- Bond Purchase Agreement.

FINANCIAL CONSIDERATIONS:

The City will act as a conduit issuer of the proposed industrial revenue bonds and would have no financial obligation for payment of the bonds.

LEGAL CONSIDERATIONS:

Bond Counsel prepared the resolution and approves it as to form.

RECOMMENDATION/ACTION:

Approve the ordinance authorizing the issuance of taxable Industrial Revenue Bonds Series 2019 in an amount not to exceed \$3,200,000.

ORDINANCE NO. ____

**OF THE
CITY OF MAIZE, KANSAS**

**AUTHORIZING THE ISSUANCE OF
\$3,200,000 TAXABLE INDUSTRIAL REVENUE BONDS
SERIES 2019
(SHUTTLE AEROSPACE PROJECT)**

ORDINANCE NO. ____

AN ORDINANCE AUTHORIZING THE CITY OF MAIZE, KANSAS TO ISSUE ITS TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2019 (SHUTTLE AEROSPACE PROJECT) FOR THE PURPOSE OF THE ACQUISITION, CONSTRUCTION, RENOVATION AND EQUIPPING OF A MANUFACTURING FACILITY; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

THE GOVERNING BODY OF THE CITY OF MAIZE, KANSAS HAS FOUND AND DETERMINED:

A. The City of Maize, Kansas (the "Issuer") is authorized by K.S.A. 12-1740 *et seq.*, as amended (the "Act"), to acquire, construct, improve and equip certain facilities (as defined in the Act) for commercial, industrial and manufacturing purposes, to enter into leases and lease-purchase agreements with any person, firm or corporation for such facilities, and to issue revenue bonds for the purpose of paying the costs of such facilities.

B. The Issuer's governing body has determined that it is desirable in order to promote, stimulate and develop the general economic welfare and prosperity of the Issuer and the State of Kansas that the Issuer issue its Taxable Industrial Revenue Bonds, Series 2019 (Shuttle Aerospace Project) dated Issue Date of the Bonds in the aggregate principal amount of not to exceed \$3,200,000 (the "Series 2019 Bonds"), for the purpose of paying the costs of the acquisition, construction, renovation and equipping of a certain manufacturing facility (the "Project") as more fully described in the Indenture and in the Lease authorized in this Ordinance, for lease to Suprema Holdings LLC, a Kansas limited liability company (the "Tenant").

C. The Issuer's governing body finds that it is necessary and desirable in connection with the issuance of the Series 2019 Bonds to execute and deliver the following documents (collectively, the "Bond Documents"):

- (i) a Trust Indenture dated as of July 1, 2019 (the "Indenture"), with Emprise Bank, Wichita, Kansas, as Trustee (the "Trustee"), prescribing the terms and conditions of issuing and securing the Series 2019 Bonds; and
- (ii) a Site Lease dated as of July 1, 2019 (the "Site Lease"), with the Tenant, under which the Issuer will lease the Land from the Tenant in consideration of the issuance of the Bonds; and
- (iii) a Lease dated as of July 1, 2019 (the "Lease"), with the Tenant, under which the Issuer will acquire, construct and equip the Project and lease it to the Tenant in consideration of Basic Rent and other payments; and
- (iv) a Bond Purchase Agreement (the "Bond Purchase Agreement") providing for the sale of the Series 2019 Bonds by the Issuer to Suprema Holdings LLC, Maize, Kansas (the "Purchaser"), and
- (v) an Agreement for Payment in Lieu of Taxes (the "Agreement for Payment in Lieu of Taxes") with the Tenant, under which the Tenant will make certain payments in lieu of taxes for each year after issuance of the Series 2019 Bonds that the Project is exempt from ad valorem taxation.

D. The Issuer's governing body has found that under the provisions of K.S.A. 79-201a *Twenty-Fourth*, the Project purchased or constructed with the proceeds of the Series 2019 Bonds is eligible for exemption from ad valorem property taxes for up to 10 years, commencing in the calendar year following the calendar year in which the Bonds are issued, if proper application is made, provided no exemption may be granted from the ad valorem property tax levied by a school district pursuant to the provisions of K.S.A. 72-53,113, and amendments thereto. The Issuer's governing body has further found that the Project should be exempt from ad valorem property taxes for a period of ten years, subject to a payment in lieu of taxes for each year of the exemption, as more particularly described in the Agreement for Payment in Lieu of Taxes. Prior to making this determination, the governing body of the Issuer has conducted the public hearing and reviewed the analysis of costs and benefits of such exemption required by K.S.A. 12-1749d.

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

Section 1. **Definition of Terms.** All terms and phrases not otherwise defined in this Ordinance will have the meanings set forth in the Indenture and the Lease.

Section 2. **Authority to Cause the Project to Be Purchased and Constructed.** The Issuer is authorized to cause the Project to be acquired, constructed and equipped in the manner described in the Indenture and the Lease.

Section 3. **Authorization of and Security for the Bonds.** The Issuer is authorized and directed to issue the Series 2019 Bonds, to be designated "City of Maize Kansas Taxable Industrial Revenue Bonds, Series 2019 (Shuttle Aerospace Project)" in the aggregate principal amount of not to exceed \$3,200,000, for the purpose of providing funds to pay the costs of the acquisition, construction, renovation and equipping of the Project. The Series 2019 Bonds will be in such principal amount, will be dated and bear interest, will mature and be payable at such times, will be in such forms, will be subject to redemption and payment prior to maturity, and will be issued according to the provisions, covenants and agreements in the Indenture. The Series 2019 Bonds will be special limited obligations of the Issuer payable solely from the revenues derived from the Lease of the Project. The Series 2019 Bonds will not be general obligations of the Issuer, nor constitute a pledge of the faith and credit of the Issuer, and will not be payable in any manner by taxation.

Section 4. **Authorization of Indenture.** The Issuer is authorized to enter into the Indenture with the Trustee in the form approved in this Ordinance. The Issuer will pledge the Trust Estate described in the Indenture to the Trustee for the benefit of the owners of the Series 2019 Bonds on the terms and conditions in the Indenture.

Section 5. **Lease of the Project.** The Issuer will acquire, construct and equip the Project and lease it to the Tenant according to the provisions of the Lease in the form approved in this Ordinance. The proposed sublease of the Project to Shuttle Aerospace, Inc., a Kansas corporation (the "Subtenant") is approved by the Issuer."

Section 6. **Authorization of Bond Purchase Agreement.** The Issuer is authorized to sell the Series 2019 Bonds to the Purchaser, according to the terms and provisions of the Bond Purchase Agreement, in the form approved in this Ordinance.

Section 7. **Execution of Bonds and Bond Documents.** The Mayor of the Issuer is authorized and directed to execute the Series 2019 Bonds and deliver them to the Trustee for authentication on behalf of the Issuer in the manner provided by the Act and in the Indenture. The Mayor or member of the Issuer's governing body authorized by law to exercise the powers and duties of the Mayor in the Mayor's absence is

further authorized and directed to execute and deliver the Bond Documents on behalf of the Issuer in substantially the forms presented for review prior to passage of this Ordinance, with such corrections or amendments as the Mayor or other person lawfully acting in the absence of the Mayor may approve, which approval shall be evidenced by his or her signature. The authorized signatory may sign and deliver all other documents, certificates or instruments as may be necessary or desirable to carry out the purposes and intent of this Ordinance and the Bond Documents. The City Clerk or the Deputy City Clerk of the Issuer is hereby authorized and directed to attest the execution of the Series 2019 Bonds, the Bond Documents and such other documents, certificates and instruments as may be necessary or desirable to carry out the intent of this Ordinance under the Issuer's corporate seal.

Section 8. Property Tax Exemption; Payment in Lieu of Taxes. The Project will be exempt from ad valorem property taxes for ten years, commencing in the calendar year after the calendar year in which the Series 2019 Bonds are issued, provided no exemption may be granted from the ad valorem property tax levied by a school district pursuant to the provisions of K.S.A. 72-53,113, and amendments thereto. The Tenant will prepare the application for exemption and submit it to the Issuer for its review. After its review, the Issuer will submit the application for exemption to the State Board of Tax Appeals. The Issuer is authorized to enter into the Agreement for Payment in Lieu of Taxes in substantially the form presented for review prior to passage of this Ordinance.

Section 9. Pledge of the Project and Net Lease Rentals. The Issuer hereby pledges the Project and the net rentals generated under the Lease to the payment of the Series 2019 Bonds in accordance with K.S.A. 12-1744. The lien created by the pledge will be discharged when all of the Series 2019 Bonds are paid or deemed to have been paid under the Indenture.

Section 10. Authority To Correct Errors, Etc. The Mayor or member of the Issuer's governing body authorized to exercise the powers and duties of the Mayor in the Mayor's absence, the City Clerk and any Deputy City Clerk are hereby authorized and directed to make any alterations, changes or additions in the instruments herein approved, authorized and confirmed which may be necessary to correct errors or omissions therein or to conform the same to the other provisions of said instruments or to the provisions of this Ordinance.

Section 11. Further Authority. The officials, officers, agents and employees of the Issuer are authorized and directed to take whatever action and execute whatever other documents or certificates as may be necessary or desirable to carry out the provisions of this Ordinance and to carry out and perform the duties of the Issuer with respect to the Series 2019 Bonds and the Bond Documents.

Section 12. Effective Date. This Ordinance shall take effect after its passage by the governing body of the Issuer, signature by the Mayor and publication once in the Issuer's official newspaper.

[BALANCE OF THIS PAGE LEFT BLANK INTENTIONALLY]

PASSED by the governing body of the Issuer on July 15, 2019 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

Mayor

ATTEST:

City Clerk

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, July 15, 2019**

AGENDA ITEM #8A

ITEM: PROPOSED 2020 BUDGET FOR PUBLICATION

BACKGROUND:

The 2020 proposed budget has been prepared for consideration and action.

The budget team has been working together for some time now and met with the Council in a budget workshop on July 8th to finalize the 2020 proposed budget.

The proposed 2020 budget is the result of this cooperative process.

It includes the required support for operational activities, debt service, project funding and economic development. In addition it includes enhancements to street improvements and maintenance, sidewalk improvements, cash carryover, and contingency funds. Matching funds for the expected amphitheater grant are also included.

The 2020 proposed budget provides expanded budget management control across all city activities and supports operations and other financial obligations through 2020.

It's in compliance with State law and supported by the City Administrator, City Clerk, Department Heads and the City's Financial Advisor.

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 2020 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 5, 2019 at 7:00 pm.

City of Maize

2020

Computation to Determine Limit for 2020

| | Amount of Levy |
|---|-----------------------|
| 1. Total tax levy amount in 2019 budget | + \$ <u>2,130,554</u> |
| 2. Library levy in 2019 budget | - \$ _____ |
| Other tax entity levy in 2019 budget | - \$ _____ |
| 3. Net tax levy | \$ <u>2,130,554</u> |

2020 Budget Percentage Adjustments

| | | |
|---|--------------------------|-------------------|
| 4. New improvements, Remodeling and Renovations for 2019 : | + <u>3,306,894</u> | |
| 5. Increase in personal property for 2019 : | | |
| 5a. Personal property 2019 | + <u>366,733</u> | |
| 5b. Personal property 2018 | - <u>350,713</u> | |
| 5c. Increase in personal property (5a minus 5b) | + <u>16,020</u> | |
| | | (Use Only if > 0) |
| 6. Valuation of annexed territory for 2019 : | | |
| 6a. Real estate | + <u>9,855</u> | |
| 6b. State assessed | + <u>0</u> | |
| 6c. New improvements | + <u>0</u> | |
| 6d. Total adjustment (sum of 6a, 6b, and 6c) | + <u>9,855</u> | |
| 7. Valuation of property that has changed in use during 2019 : | + <u>516,781</u> | |
| 8. Expiration of property tax abatements | + <u>201,308</u> | |
| 9. Expiration of TIF, Rural Housing, and NR Districts (Incremental assessed value over base) | + <u>0</u> | |
| 10. Total valuation adjustment (sum of 4, 5c, 6d, 7, 8 & 9) | <u>4,050,858</u> | |
| 11. Total estimated valuation July 1, 2019 | <u>55,339,992</u> | |
| 12. Percentage adjustment factor - Line 10 / (Line 11 - Line 10)) | <u>0.0790</u> | |
| 13. Percentage adjustment increase (12 times 3) | + \$ <u>168,273</u> | |
| 14. Consumer Price Index for all urban consumers for calendar year 2018 (5 year average) | <u>1.50%</u> | |
| 15. Consumer Price Index adjustment (Line 3 times Line 14) | \$ <u>31,958</u> | |
| 16. Total Percentage Adjustments | \$ <u>200,231</u> | |

STATEMENT OF INDEBTEDNESS

| Type of Debt | Date of Issue | Date of Retirement | Interest Rate % | Amount Issued | Beginning Amount | | Date Due | | Amount Due 2019 | | Amount Due 2020 | | |
|--------------------------------------|---------------|--------------------|-----------------|---------------|-------------------------|------------|-----------|----------------|------------------|----------------|------------------|----------|-----------|
| | | | | | Outstanding Jan 1, 2019 | Date Due | | Interest | Principal | Interest | Principal | Interest | Principal |
| | | | | | | Interest | Principal | | | | | | |
| General Obligation: | | | | | | | | | | | | | |
| Series B 2007 | 9/15/2007 | 9/1/2028 | 4.00 | 4,941,983 | 3,135,000 | 3/1 & 9/1 | 9/1 | 125,343 | 250,000 | 115,968 | 265,000 | | |
| Series A 2014 | 11/26/2014 | 10/1/2034 | 3.66 | 2,795,000 | 2,615,000 | 4/1 & 10/1 | 10/1 | 95,982 | 60,000 | 94,782 | 70,000 | | |
| Series A 2015 | 2/10/2015 | 10/1/2035 | 2.76 | 3,415,000 | 2,920,000 | 4/1 & 10/1 | 10/1 | 82,637 | 170,000 | 79,238 | 140,000 | | |
| Series B 2015 Refunding | 8/25/2015 | 10/1/2022 | 1.74 | 740,000 | 385,000 | 4/1 & 10/1 | 10/1 | 7,700 | 95,000 | 58,000 | 90,000 | | |
| Seres A 2016A Refunding/Improvement | 9/30/2016 | 10/1/2030 | 2.06 | 4,730,000 | 4,245,000 | 4/1 & 10/1 | 10/1 | 88,655 | 270,000 | 83,255 | 275,000 | | |
| Series A 2018 Refunding/Improvement | 9/25/2018 | 10/1/2038 | 3.40 | 5,545,000 | 5,545,000 | 4/1 & 10/1 | 10/1 | 148,070 | 345,000 | 132,120 | 415,000 | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Total G.O. Bonds | | | | | 18,845,000 | | | 548,387 | 1,190,000 | 563,363 | 1,255,000 | | |
| Revenue Bonds: | | | | | | | | | | | | | |
| Water Revenue Bond Series 2014A | 10/29/2014 | 10/1/2038 | 3.75 | 285,000 | 285,000 | 4/1 & 10/1 | 10/1 | 32,075 | 40,000 | 31,275 | 40,000 | | |
| Wastewater Revenue Bond Series 2014A | 10/29/2014 | 10/1/2038 | 3.57 | 995,000 | 995,000 | 4/1 & 10/1 | 10/1 | 9,775 | 10,000 | 9,525 | 10,000 | | |
| Water Refunding Bond Series 2016A | 7/7/2016 | 8/1/2030 | 2.38 | 4,125,000 | 3,660,000 | 2/1 & 8/1 | 8/1 | 88,769 | 240,000 | 83,968 | 245,000 | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Total Revenue Bonds | | | | | 4,940,000 | | | 130,619 | 290,000 | 124,768 | 295,000 | | |
| Other: | | | | | | | | | | | | | |
| Temp Notes 2017A | 11/13/2017 | 11/13/2019 | 1.85 | 4,260,000 | 4,260,000 | | | | | | | | |
| KDHE WWTP Loan | 3/1/2019 | 3/1/2038 | 1.74 | 6,100,000 | 6,099,900 | 3/1 & 9/1 | 3/1 & 9/1 | 104,990 | 265,236 | 100,353 | 269,871 | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Total Other | | | | | 10,359,900 | | | 104,990 | 265,236 | 100,353 | 269,871 | | |
| Total Indebtedness | | | | | 34,144,900 | | | 783,996 | 1,745,236 | 788,484 | 1,819,871 | | |

City of Maize

2020

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 2019 | Payments Due 2019 | Payments Due 2020 |
|-------------------------|---------------|---------------------------|-----------------|---|---------------------------------|-------------------|-------------------|
| Radio Read Water Meters | 5/30/2014 | 60 | 3.59 | 113,400 | 21,779 | 21,779 | 0 |
| Street Sweeper | 9/15/2014 | 60 | 3.30 | 164,371 | 31,015 | 31,015 | 0 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Totals | | | | | 52,794 | 52,794 | 0 |

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

City of Maize

FUND PAGE - GENERAL

| Adopted Budget General | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|------------------------------------|-----------------------------------|----------------------------------|
| Resources Available: | 3,997,741 | 4,208,520 | 2,202,539 |
| Expenditures: | | | |
| City Council | 31,989 | 31,350 | 32,950 |
| Administration | 342,207 | 320,800 | 336,542 |
| Police Department | 750,018 | 861,225 | 890,844 |
| Municipal Court | 129,319 | 144,575 | 147,421 |
| Community Facilities | 68,867 | 71,750 | 82,500 |
| Planning Commission | 89,385 | 85,000 | 88,500 |
| Audit | 16,400 | 16,500 | 17,000 |
| Employee Benefits | 672,377 | 805,344 | 810,000 |
| Utilities | 23,320 | 30,000 | 30,000 |
| Community Services | 5,873 | 5,000 | 7,500 |
| Building Inspections | 73,496 | 25,000 | 35,000 |
| Economic Development | 16,389 | 15,000 | 20,000 |
| Park & Tree Board | 26,225 | 30,000 | 35,000 |
| City Hall Lease Payment | 115,085 | 121,638 | 132,323 |
| Transient Guest Tax Rebate | 105,842 | 110,000 | 110,000 |
| Housing Grant | 348,702 | 380,000 | 435,000 |
| Commerical Grant | 6,873 | 0 | 0 |
| Public Works Building Lease Payment | 117,677 | 115,281 | 118,283 |
| 911 Camp Expenses | 8,545 | 8,000 | 8,000 |
| Transfer to Street Fund | 150,000 | 150,000 | 150,000 |
| Transfer to CIP | 470,000 | 375,000 | 376,000 |
| Transfer to Equipment Reserve | 150,000 | 169,800 | 150,000 |
| Contingency | 27,648 | 31,875 | 210,000 |
| Cash Reserve | 0 | 0 | 100,000 |
| Tech Support | 0 | 41,000 | 53,500 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | 3,339 | 625 | 1,498 |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 3,749,576 | 3,944,763 | 4,377,861 |
| Unencumbered Cash Balance Dec 31 | 248,165 | 263,757 | xxxxxxxxxxxxxxxxxxxx |
| 2018/2019/2020 Budget Authority Amount: | 3,780,555 | 4,052,763 | 4,377,861 |
| | Non-Appropriated Balance | | |
| | Total Expenditure/Non-Appr Balance | | 4,377,861 |
| | Tax Required | | 2,175,322 |
| | Delinquent Comp Rate: 6.0% | | 130,519 |
| | Amount of 2019 Ad Valorem Tax | | 2,305,841 |

| |
|--------------------|
| CPA Summary |
|--------------------|

City of Maize

2020

FUND PAGE FOR FUNDS WITH A TAX LEVY

| Adopted Budget | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|------------------------------------|-----------------------------------|----------------------------------|
| Debt Service | | | |
| Unencumbered Cash Balance Jan 1 | 172,855 | 126,500 | 76,612 |
| Receipts: | | | |
| Ad Valorem Tax | 0 | 805 | xxxxxxxxxxxxxxxx |
| Delinquent Tax | 1,668 | 3,000 | 2,500 |
| Motor Vehicle Tax | 10,429 | 695 | 92 |
| Recreational Vehicle Tax | | | 1 |
| 16/20M Vehicle Tax | | | 0 |
| Commercial Vehicle Tax | | | 3 |
| Watercraft Tax | | | 0 |
| Special Assessments | 1,519,666 | 1,620,000 | 1,650,000 |
| Transfer from Wastewater | 202,519 | 299,528 | 366,499 |
| Transfer from Water | 343,343 | 408,543 | 412,475 |
| Transfer from Capital Projects | 97,000 | 0 | 0 |
| Transfer from Wastewater Reserve | 0 | 142,773 | 75,000 |
| Interest on Idle Funds | 6,874 | 4,000 | 3,500 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 2,181,499 | 2,479,344 | 2,510,070 |
| Resources Available: | 2,354,354 | 2,605,844 | 2,586,682 |
| Expenditures: | | | |
| Bond Principal | 1,500,000 | 1,745,236 | 1,819,871 |
| Bond Interest | 727,854 | 783,996 | 788,484 |
| | | | |
| | | | |
| | | | |
| Cash Basis Reserve (2020 column) | | | 50,000 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% of Total Ex | | | |
| Total Expenditures | 2,227,854 | 2,529,232 | 2,658,355 |
| Unencumbered Cash Balance Dec 31 | 126,500 | 76,612 | xxxxxxxxxxxxxxxx |
| 2018/2019/2020 Budget Authority Amount | 2,264,103 | 2,579,232 | 2,658,355 |
| | Non-Appropriated Balance | | |
| | Total Expenditure/Non-Appr Balance | | |
| | | | 2,658,355 |
| | | | Tax Required |
| | | | 71,673 |
| | | | Delinquent Comp Rate: 6.0% |
| | | | 4,300 |
| | | | Amount of 2019 Ad Valorem Tax |
| | | | 75,973 |

| Adopted Budget | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|--|------------------------------------|-----------------------------------|----------------------------------|
| Capital Improvements | | | |
| Unencumbered Cash Balance Jan 1 | 130,549 | 279,203 | 384,203 |
| Receipts: | | | |
| Ad Valorem Tax | 0 | 0 | xxxxxxxxxxxxxxxx |
| Delinquent Tax | 4 | | |
| Motor Vehicle Tax | 0 | | |
| Recreational Vehicle Tax | 0 | | |
| 16/20M Vehicle Tax | 0 | | |
| Commercial Vehicle Tax | 0 | | |
| Watercraft Tax | 0 | | |
| Transfer from General Fund | 470,000 | 375,000 | 376,000 |
| Interest on Idle Funds | 29,617 | 20,000 | 15,000 |
| Neighborhood Revitalization Rebate | | | 0 |
| Miscellaneous | 745 | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 500,366 | 395,000 | 391,000 |
| Resources Available: | 630,915 | 674,203 | 775,203 |
| Expenditures: | | | |
| Street Improvements | 340,278 | 280,000 | 350,000 |
| Sidewalks | 0 | 0 | 150,000 |
| Park Improvements | 11,434 | 10,000 | 210,000 |
| Dugan Park Sale Funds | 0 | 0 | 65,115 |
| | | | |
| | | | |
| | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% of Total E | | | |
| Total Expenditures | 351,712 | 290,000 | 775,115 |
| Unencumbered Cash Balance Dec 31 | 279,203 | 384,203 | xxxxxxxxxxxxxxxx |
| 2018/2019/2020 Budget Authority Amount | 544,000 | 600,115 | 775,115 |
| | Non-Appropriated Balance | | |
| | Total Expenditure/Non-Appr Balance | | |
| | | | 775,115 |
| | | | Tax Required |
| | | | 0 |
| | | | Delinquent Comp Rate: 6.0% |
| | | | 0 |
| | | | Amount of 2019 Ad Valorem Tax |
| | | | 0 |

CPA Summary

City of Maize

2020

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget Special Highway | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|--|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 173,431 | 184,657 | 200,187 |
| Receipts: | | | |
| State of Kansas Gas Tax | 122,430 | 124,120 | 124,280 |
| County Transfers Gas | 54,686 | 54,960 | 55,390 |
| Transfer from General Fund | 150,000 | 150,000 | 150,000 |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | 473 | 0 | 0 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 327,589 | 329,080 | 329,670 |
| Resources Available: | 501,020 | 513,737 | 529,857 |
| Expenditures: | | | |
| Salaries & Wages | 161,677 | 170,500 | 180,400 |
| Operating Expenses | 154,686 | 143,050 | 201,450 |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 316,363 | 313,550 | 381,850 |
| Unencumbered Cash Balance Dec 31 | 184,657 | 200,187 | 148,007 |
| 2018/2019/2020 Budget Authority Amount | 316,366 | 313,550 | 381,850 |

Adopted Budget

| Law Enforcement Training | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 9,516 | 13,056 | 16,056 |
| Receipts: | | | |
| Training Receipts | 6,540 | 6,000 | 5,500 |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 6,540 | 6,000 | 5,500 |
| Resources Available: | 16,056 | 19,056 | 21,556 |
| Expenditures: | | | |
| Training Expenses | 3,000 | 3,000 | 10,000 |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 3,000 | 3,000 | 10,000 |
| Unencumbered Cash Balance Dec 31 | 13,056 | 16,056 | 11,556 |
| 2018/2019/2020 Budget Authority Amount | 3,000 | 3,000 | 10,000 |

| |
|--------------------|
| CPA Summary |
|--------------------|

City of Maize

2020

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Wastewater Reserve | | | |
| Unencumbered Cash Balance Jan 1 | 228,934 | 247,872 | 213,099 |
| Receipts: | | | |
| WWTP Expansion Fee | 68,571 | 72,000 | 75,000 |
| Transfer from Wastewater | 36,000 | 36,000 | 36,000 |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 104,571 | 108,000 | 111,000 |
| Resources Available: | 333,505 | 355,872 | 324,099 |
| Expenditures: | | | |
| Equipment | 66,007 | | 20,000 |
| KDHE Loan Interest | 19,526 | | |
| KDHE Loan Principal | 100 | | |
| Transfer to Debt Service | | 142,773 | 75,000 |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 85,633 | 142,773 | 95,000 |
| Unencumbered Cash Balance Dec 31 | 247,872 | 213,099 | 229,099 |
| 2018/2019/2020 Budget Authority Amount | 0 | 142,773 | 95,000 |

See Tab A

Adopted Budget

| Adopted Budget | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Equipment Reserve | | | |
| Unencumbered Cash Balance Jan 1 | 102,530 | 112,930 | 115,730 |
| Receipts: | | | |
| Transfer from General Fund | 150,000 | 169,800 | 150,000 |
| | | | |
| Interest on Idle Funds | 2,586 | 2,500 | 2,000 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 152,586 | 172,300 | 152,000 |
| Resources Available: | 255,116 | 285,230 | 267,730 |
| Expenditures: | | | |
| Public Works Equipment | 50,000 | 40,500 | 60,000 |
| Computers/Technology | 45,476 | 50,000 | 102,000 |
| Police Dept Equipment | 46,710 | 28,000 | 90,000 |
| Police Dept Tech Equipment | | 51,000 | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 142,186 | 169,500 | 252,000 |
| Unencumbered Cash Balance Dec 31 | 112,930 | 115,730 | 15,730 |
| 2018/2019/2020 Budget Authority Amount | 170,000 | 201,500 | 252,000 |

| |
|--------------------|
| CPA Summary |
|--------------------|

City of Maize

2020

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget | Prior Year | Current Year | Proposed Budget |
|---|------------------|-------------------|------------------|
| Wastewater | Actual for 2018 | Estimate for 2019 | Year for 2020 |
| Unencumbered Cash Balance Jan 1 | 804,993 | 998,551 | 1,024,917 |
| Receipts: | | | |
| User Fees | 855,409 | 825,000 | 868,000 |
| Installation Fees | 47,063 | 30,000 | 40,000 |
| Plant Equity Fees | 59,600 | 40,000 | 55,000 |
| | | | |
| Interest on Idle Funds | 31,672 | 20,000 | 18,000 |
| Miscellaneous | | 3,366 | 7,000 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 993,744 | 918,366 | 988,000 |
| Resources Available: | 1,798,737 | 1,916,917 | 2,012,917 |
| Expenditures: | | | |
| Salaries & Wages | 269,552 | 263,000 | 296,701 |
| Operating Expenses | 272,590 | 293,472 | 288,800 |
| Transfer to Debt Service | 202,519 | 299,528 | 366,499 |
| Transfer to Wastewater Reserve | 36,000 | 36,000 | 36,000 |
| KDHE Loan Interest | 19,525 | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 800,186 | 892,000 | 988,000 |
| Unencumbered Cash Balance Dec 31 | 998,551 | 1,024,917 | 1,024,917 |
| 2018/2019/2020 Budget Authority Amount | 818,868 | 892,000 | 988,000 |

Adopted Budget

| Adopted Budget | Prior Year | Current Year | Proposed Budget |
|---|------------------|-------------------|------------------|
| Water | Actual for 2018 | Estimate for 2019 | Year for 2020 |
| Unencumbered Cash Balance Jan 1 | 640,909 | 959,581 | 1,022,866 |
| Receipts: | | | |
| User Fees | 934,792 | 875,000 | 900,000 |
| Tower Rent | 56,216 | 28,000 | 30,000 |
| Water Tap Fees | 54,000 | 38,000 | 35,000 |
| Water Connection Fees | 7,467 | 5,000 | 5,000 |
| Plant Equity Fees | 62,800 | 48,000 | 45,000 |
| Water Tax | 8,941 | 8,500 | 9,000 |
| Interest on Idle Funds | 8,893 | 8,500 | 8,000 |
| Miscellaneous | 4,553 | 285 | 500 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 1,137,662 | 1,011,285 | 1,032,500 |
| Resources Available: | 1,778,571 | 1,970,866 | 2,055,366 |
| Expenditures: | | | |
| Salaries & Wages | 238,462 | 250,000 | 263,900 |
| Operating Expenses | 201,185 | 253,457 | 279,968 |
| Transfer to Debt Service | 343,343 | 408,543 | 412,475 |
| Transfer to Water Reserve | 36,000 | 36,000 | 76,157 |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 818,990 | 948,000 | 1,032,500 |
| Unencumbered Cash Balance Dec 31 | 959,581 | 1,022,866 | 1,022,866 |
| 2018/2019/2020 Budget Authority Amount | 828,979 | 948,000 | 1,032,500 |

| |
|--------------------|
| CPA Summary |
|--------------------|

City of Maize

2020

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget Water Reserve | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 176,991 | 198,723 | 234,723 |
| Receipts: | | | |
| Transfer from Water | 36,000 | 36,000 | 76,157 |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 36,000 | 36,000 | 76,157 |
| Resources Available: | 212,991 | 234,723 | 310,880 |
| Expenditures: | | | |
| Equipment | 14,268 | | 13,334 |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 14,268 | 0 | 13,334 |
| Unencumbered Cash Balance Dec 31 | 198,723 | 234,723 | 297,546 |
| 2018/2019/2020 Budget Authority Amount | 0 | 0 | 13,334 |

See Tab A

Adopted Budget

| Water Bond Debt Reserve | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 268,000 | 268,000 | 268,000 |
| Receipts: | | | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 0 | 0 | 0 |
| Resources Available: | 268,000 | 268,000 | 268,000 |
| Expenditures: | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 0 | 0 | 0 |
| Unencumbered Cash Balance Dec 31 | 268,000 | 268,000 | 268,000 |
| 2018/2019/2020 Budget Authority Amount | 0 | 0 | 0 |

CPA Summary

| |
|--|
| |
|--|

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, JULY 19TH, 2019**

AGENDA ITEM #8B

ITEM: Consumption of Alcoholic Liquor on Certain Public Property

BACKGROUND:

The city, by ordinance, currently does not allow the consumption of alcohol on public property with the exception of the “Multi-Purpose” room on the recreation side of City Hall. This is for the purpose of special events such as weddings, receptions and other social gatherings.

With the expansion of open areas and the increase of events now being held in Maize City Park, the same requests for exceptions at the Maize Community building and open areas of Maize City Park have been made. The exception to consume alcohol would be for the same purpose as the exception in the Multi-purpose room of the recreation center, mainly social gatherings.

An amendment to Ordinance #809 is required to allow consumption at the additional locations: 401 S Khedive, Maize Community Building and Maize City Park.

All events allowing alcohol to be consumed would still require a permit that is reviewed and authorized by the Chief of Police.

FINANCIAL CONSIDERATIONS:

None.

LEGAL CONSIDERATIONS:

City Attorney has yet to approve the ordinance as to form

RECOMMENDATION/ACTION:

Adopt the amended ordinance allowing the consumption of alcoholic liquor to include 401 S Khedive, Maize Community Building and Maize City Park pending the City Attorney’s approval as to form.

(Published in *The Clarion*
on the 18th day of July, 2019.)

THE CITY OF MAIZE, KANSAS

ORDINANCE NO. 809

AN ORDINANCE OF THE CITY OF MAIZE, KANSAS, AMENDING SECTION 3-104 OF THE CODE OF THE CITY OF MAIZE, KANSAS, RELATING TO EXEMPTING CERTAIN PUBLIC-OWNED PROPERTY FROM THE PROHIBITION THAT PROHIBITS THE CONSUMPTION OF ALCOHOLIC LIQUOR ON THE PREMISES OF PUBLIC PROPERTY, ESTABLISHING “IN-LIEU-OF” PROVISIONS AT SUCH LOCATION(S) AND REPEALING THE ORIGINAL SECTION 3-104 OF THE CODE OF THE CITY OF MAIZE, KANSAS.

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

Section 1. Section 3-104 of the Code of the City. Section 3-104 of the Code of the City of Maize, Kansas, shall be amended to read as follows:

“3-104. CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY. (a) Exemptions. The City, by authority granted at K.S.A. 41-719(d), hereby exempts that portion of City Hall, 10100 Grady Avenue, Maize, Kansas, that is subleased to the Maize Recreation Commission that is designated as the ‘multi-purpose room’ (the ‘Multi-Purpose Room’) and 401 S Khedive that is designated as the ‘Maize Community Building and Maize City Park’ from the provisions of K.S.A. 41-719(c) that prohibits persons from drinking or consuming alcoholic liquor on public property.

(b) In lieu of provisions contained in K.S.A. 41-719(c) that prohibit the drinking and consumption of alcoholic liquor on public property, the following shall apply within the Multi-Purpose Room, Maize Community Building and Maize City Park. The drinking and consumption of alcoholic liquor shall be allowed within the Multi-Purpose Room, Maize Community Building and Maize City Park subject to the following:

(1) Notice of an event where alcoholic liquor is to be drunk and consumed in the Multi-Purpose Room, Maize Community Building or Maize City Park that contains the date, time the event is to be held, type of event, and other information as required by the Chief of Police and signed by the sponsor of the event shall be submitted to the Chief of Police at least three (3) days in advance of the day such an event is scheduled to be held.

(2) Applicable state laws and regulations and City ordinances shall be complied with during times that alcoholic

liquor is being drunk and consumed in the Multi-Purpose Room.”

Section 2. Amend. Ordinance No. 809 and the existing Section 3-104 of the Code of the City of Maize, Kansas are hereby amended.

Section 3. Effective Date. This ordinance shall be effective as of the date it is published in the official City newspaper.

ADOPTED by the Governing Body of the City of Maize, Kansas and APPROVED by the Mayor on this 15th day of July, 2019.

Donna Clasen, Mayor

ATTEST:

JOCELYN REID, City Clerk

**MAIZE PARK CEMETERY BOARD
ANNUAL MEETING
MONDAY, JULY 15, 2019**

AGENDA ITEM #4

ITEM: CEMETERY BOARD APPOINTMENT & ELECTION OF OFFICERS

BACKGROUND:

The four-year term held by Alex McCreath, expires this year. A new member must be appointed to fill this vacancy for a four-year term expiring August 2023.

On July 16, 2018 the following Cemetery Officers were elected to office:

Chairperson – *Karen Fitzmier*
Vice-chairperson – *Pat Stivers*
Trustee – *Kevin Reid*
Trustee – *Donna Clasen*
Trustee – *Alex McCreath*

FINANCIAL CONSIDERATIONS:

None

LEGAL CONSIDERATIONS:

None

RECOMMENDATION/ACTION:

1. Appoint a new board member to a four (4) year term expiring August 2023.
2. Elect:
 - 1 - Chairperson
 - 1 - Vice-Chairperson
 - 3 - Trustees

MINUTES-SPECIAL MEETING
MAIZE PARK CEMETERY
MONDAY, AUGUST 6, 2018

The Maize Park Cemetery was called to order at 7:11 p.m., on Monday, August 6, 2018, for a Regular Meeting with *Karen Fitzmier* presiding. The following Maize Park Cemetery district board members were present, *Karen Fitzmier, Donna Clasen, Kevin Reid* and *Pat Stivers*. *Alex McCreath* was absent.

Also present were *Sue Villarreal*, Recording Secretary and *Richard LaMunyon*, City Administrator.

APPROVAL OF AGENDA:

The agenda was submitted for approval.

MOTION: *Reid* moved to approve the agenda as presented.
Stivers seconded. Motion carried.

APPROVAL OF MINUTES:

Approval of Minutes – Board Meeting of July 16, 2018

MOTION: *Clasen* moved to approve the July 16, 2018 minutes as presented.
Stivers seconded. Motion carried.

PUBLIC HEARING FOR THE MAIZE PARK CEMETERY DISTRICT 2019 BUDGET:

Chair Fitzmier opened the public hearing at 7:15 pm. Hearing no comments the public hearing was closed at 7:15 pm.

ADOPTION OF THE 2019 MAIZE PARK CEMETERY DISTRICT BUDGET:

The 2019 Maize Park Cemetery District Budget was submitted for adoption.

MOTION: *Clasen* moved to adopt the 2019 Maize Park Cemetery Budget and submit to the Sedgwick County Clerk.
Stivers seconded. Motion carried.

ADJOURNMENT:

With no further business before the Board,

MOTION: *Stivers* moved to adjourn.
Reid seconded. Motion Carried.
7:17pm.

**MAIZE PARK CEMETERY BOARD
BUDGET WORKSHOP MEETING
MONDAY, JULY 15, 2019**

AGENDA ITEM #6A

ITEM: Cemetery Columbarium Contract

BACKGROUND:

On September 10, 2018, the board reviewed options and pricing for cemetery columbariums. Staff recommended a 100% granite columbarium, purchased from Wilbert Memorials. Wilbert is a Kansas based company.

FINANCIAL CONSIDERATIONS:

Funds for the columbarium are included in the 2019 budget.

LEGAL CONSIDERATIONS:

Contract under review by City Attorney

RECOMMENDATION/ACTION:

1. Approve the columbarium contract subject to City Attorney approval in an amount not to exceed \$13790.00 and authorize the President to sign.



**City of Maize, KS
Maize Park Cemetery
Columbarium Construction Contract**

STATE OF: Kansas

DATE: May 21, 2019

COUNTY OF: Sedgwick

SECTION I – PARTIES

CONTRACTOR Wilbert Memorials
1609 Union Ave.
Parsons, KS 67357
Contact: Thomas Havranek
Regional Marketing Manager

OWNER City of Maize
10100 W Grady Ave.
P.O. Box 245
Maize, KS 67101
Contact: Sue Villarreal
Phone: 316-722-7561

SECTION II – INTENT

The parties to this Contract intend that:

- A. Contractor shall construct a custom granite columbarium according to the terms of this Contract on the site designated on Maize Park cemetery property. (Hereinafter referred to as the “Site”) in Maize, KS.
- B. By executing this Contract, Owner hereby appoints Contractor as its sole and exclusive agent and representative for the production and installation of said custom granite columbarium.
- C. Owner will pay Contractor for Contractor’s efforts for the construction of said custom granite columbarium according to the terms and conditions of this Contract upon completion of the installation.
- D. Owner will cooperate with and assist Contractor to facilitate completion as requested.

SECTION III – EXHIBITS See attached renderings for particulars of project. Final renderings and production drawings will be provided upon execution of this contract for approval, prior to production.

SECTION IV – SITE

- A. Owner represents and warrants that Owner has a clear and unencumbered free simple title to the real property described as the “Site”, and that said Site is not burdened with or subject to any mortgage, lien, encumbrance, claim, license, lease, easement or right-of-way or underground utilities. Owner also warrants that the site is properly zoned to permit construction and operation of said custom granite columbarium.
- B. Owner will indemnify and hold Contractor harmless from any and all costs, expenses and damages (including reasonable attorney’s fees) that may be incurred or sustained on account of or in connection with any breach by Owner of any representation or warranty contained in this Contract.

SECTION V – CONSTRUCTION

Construction of said custom granite columbarium shall begin according to timeline as agreed to by Contractor and Owner. All care and diligence shall be made working with sub-contractors regarding proper and timely scheduling of each individual portion of the project, thus arriving at a completion date agreed upon by both Owner and Contractor. Contractor shall be held free from restraints regarding inclement weather delaying certain construction procedures.

The general design of the custom granite columbarium will be shown on the architectural renderings and other exhibits provided by Contractor, please see Section 3. Any changes or additions to the project requiring additional architectural drawing will be the responsibility of the Owner to request as addition on to this contract.

- A. Construction will be substantially completed on or around the estimated completion date of June 30, 2019 or within agreed upon completion date, from the execution of said contract; provided, however, that if construction is suspended or delayed as a result of strikes, riots, wars or other causes beyond Contractor's control, the time allowed for construction shall be extended for an equivalent period. In the event that the custom granite columbarium specified in Section IX is changed, Contractor shall have the option of increasing the time for completion of construction by an appropriate period. Contractor shall apply for any and all permits necessary to complete said project with the Owner reimbursing any costs associated. Any other permits, including, without limitation, zoning permits shall be obtained by the Contractor and reimbursed by Owner prior to commencement of construction.
- B. During the course of construction, Contractor will, at its own expense, furnish all public liability, workmen's compensation, and builder's risk insurance; and, anything herein contained to the contrary, notwithstanding the risk of damage to or loss of said improvements, shall be the responsibility of Contractor until formal acceptance of construction by Owner. Any additional insurance desired by Owner will be at Owner's expense and shall name Contractor as an additional insured. See Section 3.

SECTION VI – PAYMENT

- A. In consideration of construction of the custom mausoleum Owner agrees to pay Contractor:

Payment Terms Fixed Pricing: balance will be due when the installation of the custom granite columbarium is completed.

SECTION VII– WARRANTY OF MATERIALS AND WORKMANSHIP

Contractor warrants that all labor and materials furnished pursuant hereto shall be in a good and workmanlike manner. This warranty is lieu of all warranties, expressed or implied, and is limited to defects or faults, if any, appearing within one (1) year after completion of construction of the custom granite columbarium to which notice is received by Contractor within said period. Contractor shall not be responsible for damages which are not a direct consequence resulting from defects in labor, design and/or materials furnished by Contractor. Copy of contractor certificate of guaranty is attached in exhibits See Section 3.

SECTION VIII – LAWS GOVERNING – ASSIGNMENT PROHIBITED

This Contract shall be governed by the laws of the State of Kansas, and shall be binding upon the parties hereto and their respective successors and assigns; provided that neither party shall assign all or any part of its rights or obligations without the written consent of the other party.

SECTION IX –DESCRIPTION OF PROJECT

Scope of Work & Minimum Specifications

- Columbarium will be formatted as shown in rendering shown on Exhibit 1. Columbarium will be six (6) niches wide by six (4) niches high.
- Double shutter design. All polished 12” x 12” x 12” niche spaces. Inner shutter is 3/8” thickness, outer shutter is 3/4” thickness. Channel to secure shutters. Suction cups and 5 extra inner shutters and 2 extra outer shutters will be supplied.

| | |
|--|-----------------|
| Columbarium Price | \$12,805.00 |
| Delivery to Maize, KS, 141 miles | Included |
| Crane (Wilbert) N/C as long as our truck may access the site | Included |
| Installation Personnel and Supplies | \$985.00 |
| Total | \$13,790 |

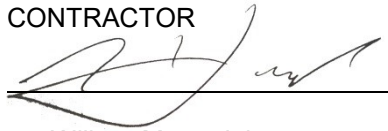
Foundation to be provided by others. Suggested Design provided upon execution of this contract.

SECTION X – CONTRACTUAL RELATIONSHIP

Nothing contained in this Contract shall be construed or deemed as constituting this Contract as a joint venture or partnership between the parties and each party shall be considered solely as an independent contractor

IN WITNESS WHEREOF, the parties have executed this Contract by their duly authorized officers effective as of this 27th day of March 2019.

CONTRACTOR



Wilbert Memorials

Thomas Havranek

Regional Marketing Manager

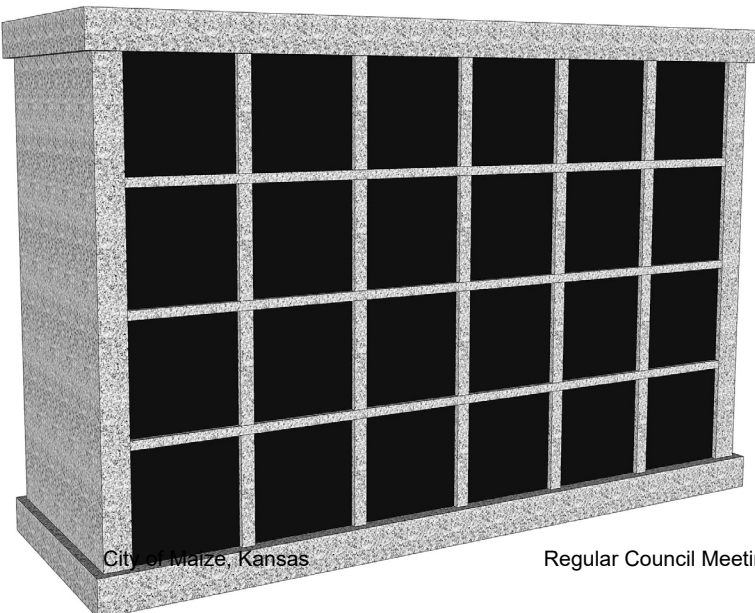
OWNER

Authorized Representative

City of Clay Center, KS

Exhibits

**Columbarium Design Rendering
6 Niches wide by 4 Niches high.**



**MAIZE PARK CEMETERY BOARD
ANNUAL MEETING
MONDAY, JULY 15, 2019**

AGENDA ITEM #6B

ITEM: PROPOSED 2020 CEMETERY BUDGET AND RESOLUTION FOR PUBLICATION

BACKGROUND:

The 2020 proposed budget has been prepared for consideration and action. The Board and staff met for a budget workshop on July 8th to finalize proposed budget.

The budget reflects and supports the direction of the Board. It complies 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 2020 proposed budget is 0.540 mills.

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 2020 budget as presented.
2. Adopt the resolution and authorize publication of the proposed budget and resolution in The Clarion.
3. Set the public hearing on the proposed budget for Monday, August 5, 2019 at 7:00 p.m.

FUND PAGE FOR FUNDS WITH A TAX LEVY

| Adopted Budget General | Prior Year Actual for 2018 | Current Year Estimate for 2019 | Proposed Budget Year for 2020 |
|---|-------------------------------|------------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 107,908 | 105,861 | 92,861 |
| Receipts: | | | |
| Ad Valorem Tax | 36,085 | 42,000 | xxxxxxxxxxxxxxxx |
| Delinquent Tax | 170 | | |
| Motor Vehicle Tax | 1,540 | | 4,571 |
| Recreational Vehicle Tax | | | 47 |
| 16/20M Vehicle Tax | | | 12 |
| Commercial Vehicle Tax | | | 111 |
| Watercraft Tax | | | 24 |
| LAVTR | | | 0 |
| In Lieu of Taxes | | | |
| Plot Fees | 18,625 | 8,000 | 5,000 |
| Interments | 7,900 | 5,000 | 4,000 |
| Memorial Permit Fees | 1,075 | 1,000 | 500 |
| Interest | 2,773 | 1,750 | 1,200 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Neighborhood Revitalization Rebate | | | 0 |
| Miscellaneous | | | |
| Does misc. exceed 10% of Total Receipts | | | |
| Total Receipts | 68,168 | 57,750 | 15,465 |
| Resources Available: | 176,076 | 163,611 | 108,326 |
| Expenditures: | | | |
| | | | |
| | | | |
| | | | |
| Improvements | 46,569 | 30,750 | 106,612 |
| Operating Expenses | 23,646 | 24,300 | 30,000 |
| wages | | 15,700 | 18,000 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2020 column) | | | |
| Miscellaneous | | | |
| Does misc. exceed 10% Total Expenditure | | | |
| Total Expenditures | 70,215 | 70,750 | 154,612 |
| Unencumbered Cash Balance Dec 31 | 105,861 | 92,861 | xxxxxxxxxxxxxxxx |
| 2018/2019/2020 Budget Authority Amount | 137,940 | 127,643 | 154,612 |
| | | Non-Appropriated Balance | |
| | | Total Expenditure/Non-Appr Balance | 154,612 |
| | | Tax Required | 46,286 |
| | Delinquent Comp Rate: 1.7% | | 787 |
| | Amount of 2019 Ad Valorem Tax | | 47,073 |

CPA Summary

CERTIFICATE

2020

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 2020; and (3) the
Amount(s) of 2019 Ad Valorem Tax are within statutory limitations for the 2020 Budget.

| Table of Contents: | | Page No. | 2020 Adopted Budget | | |
|--|---------------|----------|-----------------------------------|-------------------------------|---------------------------------------|
| | | | Budget Authority for Expenditures | Amount of 2019 Ad Valorem Tax | County Clerk's Use Only |
| Computation to Determine Limit for 2020 | | 2 | | | |
| Allocation MVT, RVT, 16/20M Vehicle Tax | | 3 | | | |
| Schedule of Transfers | | 4 | | | |
| Statement of Indebt. & Lease/Purchase | | 5 | | | |
| Fund | K.S.A. | | | | |
| General | 0 | 6 | 154,612 | 47,073 | |
| Debt Service | 10-113 | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Totals | xxxxxxxxx | | 154,612 | 47,073 | |
| Budget Summary | | 7 | | | County Clerk's Use Only |
| Neighborhood Revitalization Rebate | | | | | |
| Resolution required? Notice of the vote to adopt required to be published? | | | Yes | | Nov. 1, 2019 Total Assessed Valuation |

Assisted by:

Address:

Email:

Attest: _____, 2019

County Clerk

Governing Body

| |
|--------------------|
| CPA Summary |
| |

NOTICE OF BUDGET HEARING

State of Kansas
Special District
2020

The governing body of
Maize Park Cemetery
Sedgwick County

will meet on August 5, 2019 at 7:00 p.m. at Maize City Hall/10100 Grady Avenue/Maize, KS/67101 for the purpose of hearing an 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 Maize City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND | Prior Year Actual 2018 | | Current Year Estimate for 2019 | | Proposed Budget Year for 2020 | | |
|--------------------|------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|--------------------|
| | Expenditures | Actual Tax Rate* | Expenditures | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2019 Ad Valorem Tax | Estimate Tax Rate* |
| General | 70,215 | 0.540 | 70,750 | 0.539 | 154,612 | 47,073 | 0.540 |
| Debt Service | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Totals | 70,215 | 0.540 | 70,750 | 0.539 | 154,612 | 47,073 | 0.540 |
| Less: Transfers | 0 | | 0 | | 0 | | |
| Net Expenditures | 70,215 | | 70,750 | | 154,612 | | |
| Total Tax Levied | 37,617 | | 42,000 | | xxxxxxxxxxxxxxxxxxx | | |
| Assessed Valuation | 69,604,041 | | 77,876,878 | | 87,091,906 | | |

Outstanding Indebtedness,

| | 2017 | 2018 | 2019 |
|-------------------|------|------|------|
| Jan 1, | 0 | 0 | 0 |
| 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

Page No. 7

RESOLUTION NO. _____

A resolution expressing the property taxation policy of the Maize Park Cemetery governing body with respect to financing the annual budget for 2020

Whereas, K.S.A. 79-2925b, as amended, provides that a levy of property taxes to finance the 2020 budget of the Maize Park Cemetery exceeding the amount levied to finance the 2019 budget of the Maize Park Cemetery, as adjusted to reflect changes in the Consumer Price Index for All Urban Consumers for calendar year 2018, 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 2020 budget exceeding the amount levied in 2019, as adjusted pursuant to K.S.A. 79-2925b, as amended, is hereby approved.

Adopted this ____ day of _____, 2019 by the Maize Park Cemetery governing body, Sedgwick County, Kansas.

Maize Park Cemetery Governing Body

July 2019



Monthly Council Report

Department Highlights

- ◆ All Departmental functions and activities are normal.
- ◆ Officers have completed their annual 40 hours of training required by the state. Many of our officers have completed additional training above and beyond the state requirements. This additional training consists of specialized training specific to certain functions they provide within the department. Examples are, drug interdiction, interrogation and interviews, mass casualty incidents, advanced SRO, firearms, advanced management and many others. Our staff is well trained and versed in many subjects.
- Our SRO's will all be attending training over the summer months to enhance their capabilities and effectiveness within the schools. Our SRO's receive a majority of their training during the summer months to enable them to be present in the school during the school year. In addition to training, SRO's are responsible for our 911 youth camps and National Night Out activities.

Budget status: 43/100%

Major purchases: None

Current Staff Levels.

13 Full-time - 2 vacant

2 Part-time

4 Reserve

4 Reserve -Vacant

Monthly Activities

May Police Reports - 492

May calls for service - Not Available

Community Policing:

Working on summer camps and NNO

PUBLIC WORKS REPORT 7-10-19

Regular Work

- Graded the gravel streets a couple of times since it quit raining so much.
- Picked up 26 locations for brush this month. Many loads brought in on brush day.
- Had Over 120 locates this month.
- Shut off 10 water meters on shut off day.
- We are working on mowing even though we have had some rain and storms. However the grass keeps growing.

Special Projects

- We are still having some issues with the new WWTP. Issues with the blowers and with the new screen, but we are working through the problems to keep the plant operating as well as it can.
- The new part of the cemetery is coming along . The buffalo grass we planted a couple of years ago has really filled in nicely. Apac just finished paving the streets and parking lot back there and with the sidewalk it looks very good. We will get the columbarium installed soon. We still have to get the concrete slab and concrete barriers up for the storage bins for sand and dirt then it should look good and be ready for services.
- We are planning to take the asphalt millings that we took off 45th St and off Academy and install them on the gravel road of 61st between Tyler Road and Maize Road. We will then have Pro Seal put a rejuvenating oil down and roll the surface. I think this will be a good way to get a much better driving surface on 61st than the sand and gravel and it will only cost us the price of the rejuvenating oil which is a dollar per square yard. I have more than enough money left in CIP for streets to pay for that.

Ron Smothers, Public Works Director

City Engineer's Report

7/10/2019

Copper Creek Apartments

The first half of the second building has been approved for tenants. Buildings 5, 8 and 9 are currently under construction. The clubhouse exterior is almost complete, but the interior has yet to be started beyond stud walls.

Cypress Point

Two model homes are complete, two are being framed and two footings are being poured for a total of six homes.

Carriage Crossing

Two more duplexes on the south side of Longbranch street have been started. Contractors are currently installing underground plumbing and pouring concrete slabs.

Hampton Lakes Villas

Streets and sidewalks are complete; permits have yet to be pulled.

Evans Building

Structural steel is being erected. Formed steel for the sides are also being erected.

Dollar Tree

The construction is approximately three-quarters complete.

Dollar General

The plans are being reviewed.

Premier Storage

A storage building with one end open is being erected. This is an expansion of the existing business.

**PLANNING ADMINISTRATOR'S
REPORT**

DATE: July 15, 2019

TO: Maize City Council

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. Comprehensive Plan Update – The last round of public survey questions and presentation to the community has been prepared by Gould Evans. We will be holding a joint Open House with the Maize in Motion Plan and have the final presentation to Council scheduled for the September 16th Council meeting.
2. Zone change at 5500 N Maize Road – an application for a zone change for 1.57 acres has been filed to change the zoning of this property from SF-5 Single Family Residential to LC Limited Commercial for the construction of a Dollar General store. The Planning Commission reviewed this request and recommended approval at a public hearing on June 6, 2019 along with a preliminary plat for the property. This case is on the current agenda.
3. Zone change at 5711 N Tyler – an application for a zone change for 0.34 acres has been filed to change the zoning of this property from SF-5 Single Family Residential to LC Limited Commercial for the construction of a private Supper Club. There is an existing Conditional Use on this property that was granted by the Planning Commission in 2017 which allows banquet facilities and special events on the property. The Planning Commission reviewed this request and recommended approval at a public hearing on June 6, 2019. This case is on the current agenda.
4. 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 15, 2019**

Year to date status (Through 06/30/19):

| | | | |
|-------------------------|-------------|-------------|--------|
| General Fund – | | | |
| | Budget | YTD | |
| Rev. | \$3,926,887 | \$3,052,634 | 77.74% |
| Exp. | \$4,052,763 | \$2,009,818 | 49.59% |
| Streets – | | | |
| Rev. | \$ 323,270 | \$ 163,859 | 50.69% |
| Exp. | \$ 313,550 | \$ 161,242 | 51.42% |
| Wastewater Fund- | | | |
| Rev. | \$ 892,000 | \$ 534,897 | 59.97% |
| Exp. | \$ 892,000 | \$ 433,298 | 48.58% |
| Water Fund- | | | |
| Rev. | \$ 948,000 | \$ 603,746 | 63.69% |
| Exp. | \$ 948,000 | \$ 457,963 | 48.31% |

Health & Dental Benefits

Per Council's request, here are the 2019 numbers (through 06/30/2019) 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: | \$173,268.21 | \$ 43,312.28 | \$216,580.49 |
| Dental: | 10,306.80 | 2,577.26 | 12,884.06 |
| Life: | <u>6,575.93</u> | <u>0</u> | <u>6,575.93</u> |
| | \$190,150.94 | \$ 45,889.54 | \$236,040.48 |

Bulk Waste Coupons:

The City is distributing coupons for citizens to use at the Waste Connections transfer stations again this year. As of 7/9/19, 158 coupons (200 were printed) have been given out. As of 6/30/19, 50 coupons have been redeemed at the transfer station. The City pays \$35/redeemed coupon (an increase of \$3.00 from 2018). The coupons are good through 9/30/19.

In 2018, the City distributed 163 out of 175 coupons and 102 were redeemed.

SRO Report:

There is no updated SRO reimbursement report this month. The report will be updated after school starts in August.

CIP 2019 (As of 06/30/2019)

| <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 - 01/01/19 | | | | | \$ 279,203.40 |
| Ad Valorem | Tax | - | | - | - |
| Motor Vehicle | Tax | - | | - | - |
| Delinquent | Tax | - | | - | - |
| Interest | From Bank Accounts | 3,446.46 | | 10,000.00 | 16,287.85 |
| Other Revenues | | 20.00 | | | 20.00 |
| Transfers | | 31,250.00 | | 400,000.00 | 187,500.00 |
| Total Revenues | | <u>34,716.46</u> | | <u>410,000.00</u> | <u>203,807.85</u> |
| Total Resources | | | | | <u><u>483,011.25</u></u> |
| Street Improvements | | - | - | 30,000.00 | - |
| Sidewalk/Bike Paths | | - | - | 100,000.00 | - |
| Park Improvements | | - | - | 200,115.00 | - |
| Other Capital Costs | | - | - | - | - |
| Total Expenditures | | - | - | <u>330,115.00</u> | - |
| Cash Balance - 06/30/2019 | | | | | <u><u>\$ 483,011.25</u></u> |

Equipment Reserve 2019 (As of 06/30/2019)

| <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 - 01/01/19 | | | | | \$ 112,929.76 |
| Interest | From Bank Accounts | 300.49 | | 2,500.00 | 1,421.39 |
| Reimbursements | From Insurance | - | | | - |
| Transfers | From General Fund | 817.00 | | 169,800.00 | 84,900.35 |
| Total Revenues | | \$ 1,117.49 | | \$ 172,300.00 | \$ 86,321.74 |
| Total Resources | | | | | \$ 199,251.50 |
| Trucks/Heavy Equipment | | | \$ - | \$ 40,500.00 | \$ 35,434.30 |
| Computers | | | - 1,502.49 | 50,000.00 | 8,002.49 |
| Police Department Expenses | | | - - | 60,000.00 | 25,341.34 |
| Police Department Tech Expenses | | | | 51,000.00 | |
| Total Expenditures | | | \$ 1,502.49 | \$ 150,500.00 | \$ 68,778.13 |
| Cash Balance - 06/30/2019 | | | | | \$ 130,473.37 |

CITY OF MAIZE/REC COMMISSION
 SHARED COSTS FOR CITY HALL COMPLEX
 THRU 06/30/2019

| | 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 | \$769.95 | \$669.86 | \$100.09 | \$4,619.70 | \$4,019.16 | \$600.54 | Flat - based on number of lines |
| Internet | 750.51 | 675.46 | 75.05 | 4,503.06 | 1,012.76 | 450.30 | Flat - \$75.05/month |
| Gas | 76.61 | 42.21 | 34.40 | 4,091.75 | 2,254.55 | 1,837.20 | 44.90% |
| Electric | 1,813.18 | 999.06 | 814.12 | 11,164.60 | 6,151.69 | 5,012.91 | 44.90% |
| Janitor | 1,921.30 | 1,058.64 | 862.66 | 10,431.63 | 5,747.83 | 4,683.80 | 44.90% |
| Water/Sewer | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Trash | 99.18 | 54.65 | 44.53 | 555.66 | 380.19 | 249.49 | 44.90% |
| Insurance (Annual Bill) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 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 | \$5,730.73 | \$3,774.88 | \$1,955.85 | \$37,166.40 | \$21,216.19 | \$12,984.23 | |

Shared Costs for City Hall
 Updated 7/9/2019



DATE: July 10, 2019

TO: Maize City Council

FROM: Richard LaMunyon-Sue Villarreal-Jolene Graham

RE: July Operations Report

1. 2020 Budget Process

I want to thank the Budget Management team for their diligence, dedication and commitment to the budget process. Our goal was to improve and enhance the budget development, monitoring process and overall communications both internally and to Council. The proposed 2020 Budget provides for all operational requirements, firms up areas of interest, meets debt service requirements and reflects Council priorities. As your Administrator, I am very pleased with the process and the Budget team’s efforts, input, cooperation and compromise.

2. Pending Council Items

- Carriage Crossing #7 (*Water & Sewer Contracts*) July 24th
- 2020 Budget Public Hearing & Adopt Budget August 5th
- 2020 Cemetery Public Hearing & Adopt Budget August 5th
- Carriage Crossing #7 (*Paving Contract*) August
- Black Hills franchise Ordinance August
- *Water & Sewer Rate Ordinances* Aug/Sept
- City Comprehensive Plan September
- ***Will Include Academy Arts District & Maize in Motion plans*
- Trash Service Pending
- Storm Water Fees Pending

3. BOE 266 Potential School Expansions

BOE is considering a new 1000 student Intermediate school on 45th Street west of the High School. Staff is working with Garver Engineering to determine possible options to provide Water & Sewer utilities to this potential site. Assuming this is the location, additional study and planning will be required for street upgrades.

4. 37th & Tyler Intersection

Staff (Ron & Matt) met with Wichita, Sedgwick County and BOE representatives regarding the possibility of traffic signals at 37th & Tyler. Traffic control at this intersection would enhance safety, move traffic in a timely manner and allow for improved traffic flow for Wichita, Maize and USD 266 students. Wichita is to conduct a cost analysis. Maize would certainly benefit and

will probably be asked to be a funding partner. This is preliminary and additional information will follow.

5. Utility Rates

A fair and consistent rate structure has been established for water and sewer as presented during the July 8th workshop. Staff is recommending 3-year ordinances for both water and sewer. Changes for water and sewer are identified as follows:

- Eliminate USD 266 flat sewer rate and bill consistent with other users
- Eliminate USD 266 water rate formula and bill consistent with other users
- Create base rates for water and sewer based on meter size
- Decrease sewer base fees and establish rate tiers based on usage, which will increase 0.15/1000 annually.
- Water base rates remain the same with an annual increase of 0.25/1000 to tiers 1 and 2 and a 0.50/1000 increase to tier 3.
- Sewer Expansion Fee is restructured to include a tiered billing system based on usage with no annual increase

6. Upcoming Meetings

- Wednesday's - Mayor's Weekly Meeting @ 11 am
- July 15th - Council @ 7 pm
- July 24th - Special Council @ 11 am
- August 1st - Planning Commission @ 7 pm
- August 5th - Special Council @ 7 pm
- August 13th - Park & Tree Board @ 5:30pm
- August 19th - Council @ 7pm



MUNICIPAL COURT

July 10, 2019

AS OF 6/30/19

| <u>2nd Quarter Activity</u> | <u>2019</u> | <u>YTD</u> | <u>2018</u> | <u>YTD</u> |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
| DUI | 8 | 13 | 14 | 24 |
| Traffic Violations | 148 | 308 | 231 | 505 |
| Parking Violations | 0 | 1 | 1 | 1 |
| Ordinance Violations | 12 | 33 | 29 | 76 |
| Crimes Against Persons | 16 | 27 | 10 | 14 |
| Crimes Against Property | 8 | 14 | 8 | 12 |
| Zoning Violations | 0 | 0 | 3 | 5 |
| Total Violations Filed | <u>192</u> | <u>396</u> | <u>296</u> | <u>637</u> |
| <u>Violation Dispositions</u> | | | | |
| Dismissals | 196 | 385 | 265 | 535 |
| Completed Cases | 85 | 170 | 100 | 260 |
| <u>Warrants</u> | | | | |
| Issued | 28 | 134 | 65 | 115 |
| Cleared | 37 | 105 | 42 | 84 |

Respectfully,

Sara A. Javier

CODE ENFORCEMENT

DATE: July 10, 2019
TO: Maize City Council
FROM: Jeff Greep, Code Enforcement Officers
RE: 2019 2nd Quarter Summary

The following is a summary intended to keep the Council apprised of the status of ongoing code enforcement violations. In addition to the major violations listed below, code enforcement has written approximately 98 other violations (most of which have been corrected) for trash, junk cars, etc. since January 1st. Additionally, 91 storm water notices of violation were written. If storm water BMPs were not corrected in a timely manner, the City arranged to have them installed by a contractor. This quarter, 14 BMPs were referred to a contractor for installation.

Additionally, the following non-violation actions were taken by staff:

- Ongoing inspections of commercial sites
1. 109 Khedive – They are waiting on the Tax Sale. (Owner has passed away)
 2. 200/300 Block of Albert – Mobile Home Court has mowed and is hauling off limbs and trash to help correct violations on property. (On going)
 3. 9035 W 61st N – Citation issued for junk, tall weeds, brush. Dismissed after property was mowed, trash removed and fence installed. The owner passed away. On 5/18/2016 a new notice was sent out and staff determined City will have to clean up. It is on its third tax sale in the past 12 months. Case referred to Ron and Richard. A ticket was written. (Closed after property was mowed and had junk hauled away.)
 4. 9100 W. 61st – Citation issues for tall weeds and grass (mowed and owner was advised to board up house).



"Where Community Counts"

TO: City Council
FROM: Sue Villarreal
 Deputy City Clerk
DATE: June 30, 2019
RE: Maize Park Cemetery 2019 2nd Quarter Memo

(2019 Jan 1- June 30)

There were 16 burials
 5 lots were purchased for burial

REVENUE:

| | |
|------------------------|-----------------|
| Plot Fees | 10400.00 |
| Opening & Closing Fees | 5900.00 |
| Stone Sets | 950.00 |
| Deed Transfer Fees | 50.00 |
| Convenience Fee | 15.75 |
| Ad Valorem Taxes | 40548.80 |
| Motor Vehicle Taxes | 1636.95 |
| Delinquent Taxes | 584.03 |
| Interest | 1971.95 |
| Other Revenues | <u>128.75</u> |
| <i>Total</i> | 62186.23 |

| | |
|-------------------------|------------------|
| Beginning Cash 1/1/2019 | 105859.99 |
| Revenue | +62186.23 |
| Expenditures | <u>14217.50</u> |
| Ending Cash 6/30/2019 | 153828.72 |

EXPENDITURES:

| | |
|--------------------|-----------------------------------|
| Insurance | 0.00 |
| Improvements | 3750.00 (Tree Trimming/removal) |
| Equipment | 0.00 |
| Wages | 4741.39 (Hrly 4431.82; OT 309.57) |
| Operating Expenses | <u>5726.11</u> |
| <i>Total</i> | 14217.50 |