

**MEETING NOTICE  
MAIZE CITY COUNCIL  
REGULAR MEETING**

**TIME: 7:00 P.M.**  
**DATE: MONDAY, OCTOBER 19, 2015**  
**PLACE: MAIZE CITY HALL**  
**10100 W. GRADY AVENUE**

**AGENDA**

**MAYOR CLAIR DONNELLY PRESIDING**

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance/Moment of Silence
- 4) Approval of Agenda
- 5) Public Comments
- 6) Consent Agenda
  - a. Approval of Minutes – Special Meeting of September 14, 2015 and the Regular Meeting of September 21, 2015.
  - b. Receive and File Planning Commission Minutes September 3, 2015.
  - c. Cash Disbursements from September 1, 2015 thru September 30, 2015 in the amount of \$777,020.98 (Check #61146 thru #61272).
  - d. Approval of Busby, Ford & Reimer LLC engagement letter for auditing services for the year ending December 31, 2015 in the amount of \$15,250.
  - e. Adoption of the Standard Traffic Ordinance (STO) and Uniform Public Offense Code (UPOC) 2015.
- 7) Old Business
  - A. Funding Options for Wastewater Plant Improvements
- 8) New Business
  - A. Wilks Underground Contract at City Park
  - B. Vacation Planning Case #V-03-015
- 9) Reports
  - Police
  - Public Works
  - City Engineer
  - Planning & Zoning
  - City Clerk
  - Legal
  - Operations
  - Mayor’s Report
  - Council Member’s Reports
- 10) Executive Session
- 11) Adjournment  
City of Maize, Kansas

**MINUTES-SPECIAL MEETING  
MAIZE CITY COUNCIL  
Monday, September 14, 2015**

The Maize City Council met in a special meeting at 6:15 p.m., **Monday, September 14, 2015** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Councilmembers present were **Donna Clasen, Karen Fitzmier and Pat Stivers**. **Alex McCreath** and **Kevin Reid** were absent.

Also present were: **Richard LaMunyon**, City Administrator; **Jocelyn Reid** City Clerk, **Ron Smothers**, Public Works Director, **Sue Villarreal**, City Treasurer.

**2016 BUDGET RESOLUTION:**

A resolution to increase taxes in the 2016 City of Maize Budget beyond the amount levied in the 2015 budget adjusted by the Consumer Price Index was submitted for Council approval.

**MOTION:** **Clasen** moved to adopt the 2016 Budget Resolution and re-adopt the 2016 City of Maize Budget.  
**Stivers** seconded. Motion declared carried.

*City Clerk assigned Resolution #577-15.*

**ADJOURNMENT:**

With no further business before the Council,

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

**Respectfully submitted by:**

Jocelyn Reid, City Clerk

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, September 21, 2015**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **September 21, 2015** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Pat Stivers, Karen Fitzmier, Donna Clasen, Kevin Reid** and **Alex McCreath**.

Also present were: **Richard LaMunyon**, City Administrator, **Rebecca Bouska**, Deputy City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, **Larry Kleeman**, Financial Advisor and **Kim Bell**, Bond Counsel.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Council approval.

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

**CONSENT AGENDA:**

The Consent Agenda was submitted for approval including:

- a) Approval of minutes – Special Council Meeting of August 3, 2015 and Regular Council Meeting of August 17, 2015.
- b) Receive and file Planning Commission Minutes of July 9, 2015.
- c) Receive and file Park & Tree Board Minutes of August 11, 2015
- d) Cash Disbursements from August 1, 2015 through August 31, 2015 in the amount of \$1,590,129.75 (Check #61015through #61145).

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

**Mayor Donnelly** recessed the Council meeting at 7:05 pm.

**PUBLIC BUILDING COMMISSION MEETING:**

The Maize Public Building Commission (MPBC) special meeting was called to order at 7:05 p.m. Members present were: **Clair Donnelly**, Chairman, **Kevin Reid, Alex McCreath, Donna Clasen, Pat Stivers, Karen Fitzmier** and **Caroline Flett**. **Andy Schlapp** was absent.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Commission approval.

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

**APPROVAL OF MINUTES:**

The minutes from the August 17, 2015 MPBC meeting were submitted for approval.

**MOTION:** **Clasen** moved to approve the minutes of the August 17, 2015 MPBC meeting.  
**McCreath** seconded. Motion declared carried.

**MPBC SERIES 2015A REVENUE BONDS:**

Bids for the sale of and a resolution authorizing the issuance of MPBC Series 2015A Revenue Bonds were submitted for Council approval.

**MOTION:** **Clasen** moved to accept the low bid from Raymond James with a net average interest rate of 1.87%.  
**McCreath** seconded. Motion declared carried.

**MOTION:** *Clasen* moved to approve the bond resolution authorizing the MPBC Series 2015A Revenue Bonds in the amount of \$1,050,000.  
*Fitzmier* seconded. Motion declared carried.

*Secretary assigned Resolution #MPBC 14-15.*

**ADJOURNMENT:**

With no further business before the MPBC,

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

*Mayor Donnelly* reconvened the Council meeting at 7:15 pm.

**CITY APPROVING ORDINANCE (PBC BONDS AND LEASE):**

An ordinance authorizing the City to enter into lease agreements with the MPBC for the construction of the public works facility was submitted for Council approval.

**MOTION:** *Fitzmier* moved to approve the ordinance authorizing the lease and related documents in connection with the MPBC Series 2015A Revenue Bonds.  
*Clasen* seconded. Motion declared carried.

*City Clerk assigned Ordinance #892.*

**ZONING CASE #Z-03-015:**

A request for zone change for 24.4 acres from SF-5 Single-Family Residential to 5.4 acres of LC Limited Commercial and 19 acres of MF-29 Multi-Family Residential on the east side of Maize Road , north of Ranch Road was submitted for Council approval. Staff also submitted Protective Overlay #PO-03-2015 for Council approval. *Gerald Woodard*, applicant, and *Scott Case*, developer, addressed Council.

The following people also addressed Council in regards to this item:

- **Ron Weddle** (9705 W Village Place) and **Jerry McKenzie** (9721 W Village Place) represented 43 homeowners in the Watercress Village addition. They spoke about concerns regarding screening, emergency access and drainage.
- **Joe Claeys** (9737 W Village Place) stated that homebuyers in Watercress Village were not informed about possible zone and road changes in adjoining properties. He was also concerned about multi-story apartment units overlooking a residential area.
- **Patrick Morgan** (4027 N Bluestem) suggested that a zoning class of MF-18 would be better than MF-29. He also spoke about drainage issues in the area.
- **Dale Haverkamp** (4047 N Bluestem Ct) addressed high turnover rates in apartment complexes and drainage issues.
- **Austin Duree** (4039 N Bluestem Ct) spoke about drainage issues and adequate screening.

**MOTION:** *McCreath* moved to table the item for further review by staff and Council.  
Motion died for lack of a second.

**MOTION:** *Fitzmier* moved to approve and adopt the ordinance for a zone change and Protective Overlay #PO-03-2015 within Maize city limits.  
*Stivers* seconded. Motion declared carried 4-1 with *McCreath* voting no.

*Stivers* left the meeting at 9:05 pm.  
City of Maize, Kansas

**ADJOURNMENT:**

With no further business before the Council,

**MOTION:**     *Reid* moved to adjourn.  
                  *McCreath* seconded. Motion declared carried.  
                  Meeting adjourned.

**Respectfully submitted by:**

Jocelyn Reid, City Clerk

**MINUTES-REGULAR MEETING  
MAIZE CITY PLANNING COMMISSION AND  
BOARD OF ZONING APPEALS  
THURSDAY, SEPTEMBER 3, 2015**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, September 3, 2015, for a Regular Meeting with *Gary Kirk* presiding. The following Planning Commission members were present: *Mike Burks, Andy Sciolaro, Gary Kirk, Dennis Downes* and *Bryan Aubuchon*. Planning Commissioner not present were, *Bryant Wilks* and *Jennifer Herington*.

Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator; *Richard LaMunyon*, City Administrator; *Bill McKinley*, City Engineer; *Gerald Woodard*, Walker, Lane and Reed; *Scott Case*, Case & associates; *Tim Austin*, Kaw Valley Engineering; *Austin Duree*, resident; *Ron Weddle*, resident; *Marsha Weddle*, resident; *Elizabeth Tatge*, resident; *Joe Claeys*, resident; *Patrick Morgan*, resident.

**APPROVAL OF AGENDA**

**MOTION:** *Sciolaro* moved to approve the agenda as presented.  
*Burks* seconded the motion.  
Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** *Downes* moved to approve the July 9, 2015 minutes as presented:  
*Burks* seconded the motion.  
Motion carried unanimously.

**NEW BUSINESS – PLANNING COMMISSION**

**Z-03-015 Zone change for approximately 24.4 acres from SF-5 Single-Family Residential to 5.4 acres of Limited Commercial and 19 acres of MF-29 Multi-Family Residential on the east side of Maize Road east of Hampton Lakes Road.**

*Aubuchon* entered the meeting at 7:03 p.m.

*Edgington* explained to commissioners that the only public access to the development would be at the north end of the Reed Road cul-de-sac. There would also be an emergency access located at the west end of one of the Village Place streets.

*Woodard* gave a brief history of the area.

*Scott Case* gave a history of their company and provided information about the complex and pictures of the layout and site plan. He stated that there would be no three story

- 2) Subject to design review guidelines as adopted by the governing body and final site plan approval by the planning administrator.
- 3) All lighting should be of cut-off design and be directed away from adjacent single-family residences with no lighting elements visible from adjacent single-family residences.
- 4) Drainage plan approval by the City Engineer
- 5) Emergency access at the west end of one of the village place streets, with access being limited to emergency vehicles only by way of a wrought iron gate with a fire-department approved entry system.

*Kirk* requested a roll call vote to approve Z-03-015 zone change request and listed conditions with the following results:

*Burks* – yes

*Sciolaro* - yes

*Kirk* – yes

*Downes* - yes

*Aubuchon* – no

Motion passed 4-1.

**ELECTION OF OFFICERS:**

**MOTION:** *Burks* motioned to reappoint the current officers to their current positions.

*Downes* seconded the motion.

Motion carried unanimously.

**ADJOURNMENT:**

**MOTION:** With no further business before the Planning Commission,

*Downes* moved to adjourn.

*Aubuchon* seconded the motion.

Motion carried unanimously.

Meeting adjourned at 9:00 PM.

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Sue Villarreal  
Recording Secretary

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Gary Kirk  
Chairman

**CITY OF MAIZE**

Cash and Budget Position  
Thru September 30, 2015

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	\$ 754,348.43	\$ 218,931.76	\$ 250,224.14	\$ 723,056.05	\$ 3,406,860.00	\$ 2,506,035.38	\$ 2,670,410.51	\$ 736,449.49	21.62%
02	Street Fund	127,602.79	24,021.93	19,032.88	132,591.84	280,300.00	225,788.29	221,192.07	59,107.93	21.09%
04	Capital Improvements Fund	236,923.19	64,732.54	119.34	301,536.39	1,216,000.00	583,210.15	664,294.57	551,705.43	45.37%
5	Long-Term Projects	(879,374.38)	-	-	(879,374.38)	-	167,017.67	736,928.43		
10	Equipment Reserve	57,948.87	21,263.03	5,109.99	74,101.91	255,000.00	192,920.99	219,448.86	35,551.14	13.94%
11	Police Training Fund	224.99	176.00	-	400.99	7,500.00	1,928.00	3,632.45	3,867.55	51.57%
12	Municipal Court Fund	12,367.34	1,234.68	300.00	13,302.02	-	14,294.31	8,840.64		
16	Bond & Interest Fund	459,507.10	127,909.94	515,572.98	71,844.06	2,356,834.00	1,817,779.04	2,244,721.88	112,112.12	4.76%
19	Wastewater Reserve Fund	158,191.53	3,000.00	21,361.43	139,830.10	-	96,789.37	80,396.45		
20	Wastewater Treatment Fund	542,397.68	63,144.70	57,965.97	547,576.41	701,000.00	604,071.06	575,643.54	125,356.46	17.88%
21	Water Fund	408,021.93	62,493.64	56,009.94	414,505.63	754,500.00	612,811.76	594,454.81	160,045.19	21.21%
22	Water Reserve Fund	101,148.81	3,000.00	-	104,148.81	-	27,000.00	-	-	
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	4,243.50	893.22	242.24	4,894.48	-	11,964.84	9,044.24		
40	Carlson Assessments Fund	-	-	-	-	-	-	18,515.21		
47	53rd & Maize Road Expansion	-	-	-	-	-	-	13,113.02		
61	Carriage Crossing VI	-	-	-	-	-	-	114,403.53		
71	Fiddlers Cove 3rd	-	-	-	-	-	-	(342.00)		
73	Hampton Lakes Commercial	-	-	-	-	-	166,544.67	179,612.67		
74	Hampton Lakes 2nd Addition	-	-	-	-	-	17,044.67	63,840.04		
76	Series 2013B Refunding Bonds	-	-	-	-	-	-	463.25		
98	Maize Cemetery	174,460.59	3,604.53	2,417.10	175,648.02	139,901.00	27,268.56	17,704.86	122,196.14	87.34%
<b>Report Totals</b>		<b>\$ 2,576,217.03</b>	<b>\$ 594,405.97</b>	<b>\$ 928,356.01</b>	<b>\$ 2,242,266.99</b>	<b>\$ 9,117,895.00</b>	<b>\$ 7,072,468.76</b>	<b>\$ 8,436,319.03</b>	<b>\$ 1,906,391.45</b>	<b>20.91%</b>



**CITY OF MAIZE**

**Bank Reconciliation Report  
For September 2015**

**Fund Balances**

FUND	NAME	BEGIN			END	
		PERIOD	RECEIPTS	DISBURSEMENTS	PERIOD	
01	General Fund	\$ 754,348.43	\$ 218,931.76	\$ 250,224.14	\$	723,056.05
02	Street Fund	127,602.79	24,021.93	19,032.88		132,591.84
04	Capital Improvements Fund	236,923.19	64,732.54	119.34		301,536.39
05	Long-Term Projects	(879,374.38)	-	-		(879,374.38)
10	Equipment Reserve Fund	57,948.87	21,263.03	5,109.99		74,101.91
11	Police Training Fund	224.99	176.00	-		400.99
12	Municipal Court Fund	12,367.34	1,234.68	300.00		13,302.02
16	Bond & Interest Fund	459,507.10	127,909.94	515,572.98		71,844.06
19	Wastewater Reserve Fund	158,191.53	3,000.00	21,361.43		139,830.10
20	Wastewater Treatment Fund	542,397.68	63,144.70	57,965.97		547,576.41
21	Water Fund	408,021.93	62,493.64	56,009.94		414,505.63
22	Water Reserve Fund	101,148.81	3,000.00	-		104,148.81
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	4,243.50	893.22	242.24		4,894.48
40	Carlson Assessments Fund	-	-	-		-
47	53rd & Maize Road Expansion	-	-	-		-
61	Carriage Crossing VI	-	-	-		-
71	Fiddlers Cove 3rd	-	-	-		-
73	Hampton Lakes Commercial	-	-	-		-
74	Hampton Lakes 2nd Addition	-	-	-		-
76	Series 2013 B Refunding Bonds	-	-	-		-
98	Maize Cemetery	174,460.59	3,604.53	2,417.10		175,648.02
<b>Totals All Fund</b>		<b>\$ 2,576,217.03</b>	<b>\$ 594,405.97</b>	<b>\$ 928,356.01</b>	<b>\$</b>	<b>2,242,266.99</b>

**Bank Accounts and Adjustments**

Halstead Checking Account	\$ 455,181.58	\$ 1,290,803.02	\$ 1,097,083.50	\$	648,901.10
Outstanding Items				\$	(21,659.10)
Halstead Bank Money Market Account	2,288,938.44	438.53	850,000.00		1,439,376.97
Maize Cemetery CD 85071	90,887.18	-	-		90,887.18
Maize Cemetery Operations	83,573.41	3,604.53	2,417.10		84,760.84
<b>Totals All Banks</b>	<b>\$ 2,918,580.61</b>	<b>\$ 1,294,846.08</b>	<b>\$ 1,949,500.60</b>	<b>\$</b>	<b>2,242,266.99</b>



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# BUSBY FORD & REIMER, LLC

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CERTIFIED PUBLIC ACCOUNTANTS

October 7, 2015

**To the Mayor & City Council  
City of Maize, Kansas**

We are pleased to confirm our understanding of the services we are to provide the **City of Maize, Kansas** for the year ending **December 31, 2015**. We will audit the financial statement prepared in accordance with the *Kansas Municipal Audit and Accounting Guide* of the **City of Maize, Kansas Financial Reporting Entity** as of and for the year ending **December 31, 2015**.

We have also been engaged to report on regulatory-required supplementary information that accompanies the **City of Maize, Kansas**' financial statement. We will subject the following regulatory-required supplementary information to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and the *Kansas Municipal Audit and Accounting Guide*, and we will provide an opinion on it in relation to the financial statement as a whole:

1. Summary of expenditures-actual and budget.
2. Individual funds schedules of cash receipts and expenditures-actual and budget.
3. Individual funds schedules of cash receipts and expenditures-actual.
4. Schedule of cash receipts and expenditures-Maize Public Building Commission.
5. Schedule of cash receipts and expenditures-Agency Funds.

**Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statement is fairly presented, in all material respects, in conformity with the *Kansas Municipal Audit and Accounting Guide* and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America and to report on the fairness of the regulatory-required supplementary information referred to in the second paragraph when considered in relation to the financial statement as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the *Kansas Municipal Audit and Accounting Guide* and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion.

We will issue a written report upon completion of our audit of the **City of Maize, Kansas'** financial statement. Our report will be addressed to the Mayor and City Council of the **City of Maize, Kansas**. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statement is other than unmodified, we will discuss the reasons with you in advance. If for any reason we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

### **Management Responsibilities**

Management is responsible for the financial statement and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for our assistance with the preparation of your financial statement and related notes and any other nonattest services we provide; oversee the services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statement of the of the respective Summary of Receipts, Expenditures and Unencumbered Cash of the **City of Maize, Kansas** in conformity with the *Kansas Municipal Audit and Accounting Guide*, and the practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statement taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statement. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.

In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations. You are responsible for the preparation of the regulatory-required supplementary information, which we have been engaged to report on, in conformity with the *Kansas Municipal Audit and Accounting Guide* and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America. You agree to include our report on the regulatory-required supplementary information in any document that contains, and indicates that we have reported on the regulatory-required supplementary information. You also agree to [include the audited financial statement with any presentation of the regulatory-required supplementary information that includes our report thereon OR make the audited financial statement readily available to users of the regulatory-required supplementary information no later than the date the regulatory-required supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the regulatory-required supplementary information in accordance with the *Kansas Municipal Audit and Accounting Guide*; (2) that you believe the regulatory-required supplementary information, including its form and content, is fairly presented in accordance with the *Kansas Municipal Audit and Accounting Guide*; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reason for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the regulatory-required supplementary information.

Management understands and acknowledges the following with regards to the financial statement:

- The purpose of using the *Kansas Municipal Audit and Accounting Guide* regulatory basis framework is to comply with the statutory provisions applicable to the entity for preparation of the financial statement on a basis of accounting other than accounting principles generally accepted in the United States of America;
- The financial statement is intended for general use;
- Management has taken appropriate steps to determine that the *Kansas Municipal Audit and Accounting Guide* regulatory basis framework is acceptable in the circumstances for meeting its annual financial statement reporting needs;
- Informative disclosures will be included in the financial statement that are appropriate to the *Kansas Municipal Audit and Accounting Guide* regulatory basis framework, including:
  - A description of the *Kansas Municipal Audit and Accounting Guide* regulatory basis framework, including a summary of significant accounting policies, and how the framework differs from accounting principles generally accepted in the United States of America;
  - Informative disclosures similar to those required by accounting principles generally accepted in the United States of America for items contained in the financial statement that are the same as, or similar to, those in a financial statement prepared in accordance with accounting principles generally accepted in the United States of America; and
  - Any additional disclosures beyond those specifically required by the *Kansas Municipal Audit and Accounting Guide* regulatory basis framework that may be considered necessary to achieve fair presentation of the financial statement.

- Management has chosen to include the financial information of the following related municipal entity in its financial statement:
  - Maize Public Building Commission

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statement is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statement. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statement and other responsibilities required by the *Kansas Municipal Audit and Accounting Guide*.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatements of the financial statement and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under American Institute of Certified Public Accountants professional standards.

**Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we will perform tests of the **City of Maize, Kansas'** compliance with applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion.

**Audit Administration, Fees, and Other**

Randall G. Ford, CPA is the engagement partner and is responsible for supervising the engagement and signing the report.

Our fees for these services will be **\$15,250**. Invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Our engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We appreciate the opportunity to be of service to the **City of Maize, Kansas** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

This letter will continue in effect until canceled by either party.

Sincerely,

***Busby Ford & Reimer, LLC***

Busby Ford & Reimer, LLC

**RESPONSE:**

This letter correctly sets forth the understanding of the **City of Maize, Kansas:**

By: \_\_\_\_\_

Title: \_\_\_\_\_

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, October 19, 2015**

**CONSENT AGENDA ITEM 6E**

**ITEM:**       **Adopt 2015 Standard Traffic Ordinances (STO) and the 2015 Uniform Public Offense Code (UPOC)**

**BACKGROUND:**

The State of Kansas publishes new Standard Traffic Ordinances (STO) and Uniform Public Offense Codes (UPOC) yearly. This is a yearly request to update the City of Maize's STOs and UPOCs to follow the State of Kansas STOs and UPOCs.

**FINANCIAL CONSIDERATIONS:**

\$100 for replacement books

**LEGAL CONSIDERATIONS:**

Approved by City Attorney.

**RECOMMENDATION/ACTION:**

Adopt the 2015 Standard Traffic Ordinances (STO) and the 2015 Uniform Public Offense Code (UPOC).

(PUBLISHED IN THE *CLARION* ON \_\_\_\_\_, 2015.)

**SUMMARY OF ORDINANCE NO. \_\_\_\_**

On \_\_\_\_\_, 2015, the governing body of the City of Maize Kansas, passed an ordinance entitled:

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS, AMENDING SECTIONS 14-101 and 14-102 OF THE CODE OF THE CITY OF MAIZE, KANSAS, PERTAINING TO REGULATING TRAFFIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF MAIZE, KANSAS, INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCES FOR KANSAS CITIES," EDITION OF 2015, WITH CERTAIN CHANGES; REPEALING THE ORIGINAL SECTIONS 14-101 AND 14-102 OF THE CODE OF THE CITY OF MAIZE, KANSAS; AND REPEALING SECTION 14-104 AND SECTION 14-105 OF THE CODE OF THE CITY OF MAIZE, KANSAS.**

This ordinance incorporates by reference for the purpose of regulating traffic within Maize, Kansas, the "Standard Traffic Ordinances for Kansas Cities, Edition of 2015" as prepared and published by the League of Kansas Municipalities. A copy of this publication will be on file in the office of the City Clerk of the City of Maize, Kansas. In addition, this ordinance amends certain provisions of the Standard Traffic Ordinances that pertain to maximum speed limits in the City of Maize, Kansas, and repeals two sections of the Code of the City of Maize, Kansas, that were enacted for the purpose of correcting clerical errors that were contained in the Standard Traffic Ordinance for Kansas Cities, Edition of 2014 that were corrected in the Standard Traffic Ordinance for Kansas Cities, Edition of 2015.

A complete text of the ordinance may be obtained or viewed free of charge at the office of the City Clerk, City Hall, 10100 Grady Avenue, Maize, Kansas. A reproduction of the ordinance is available for not less than seven (7) days following the publication date of this summary at [www.cityofmaize.org](http://www.cityofmaize.org).

This summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

Dated: \_\_\_\_\_, 2015.

\_\_\_\_\_  
Tom Powell, City Attorney

(PUBLISHED IN THE *CLARION* ON \_\_\_\_\_, 2015.)

**SUMMARY OF ORDINANCE NO. \_\_\_\_**

On \_\_\_\_\_, 2015, the governing body of the City of Maize Kansas, passed an ordinance entitled:

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS, AMENDING SECTION 11-101, AND CREATING SECTIONS 11-102(a), 11-102(b) and 11-102(c) OF THE CODE OF THE CITY OF MAIZE, KANSAS, INCORPORATING BY REFERENCE THE “UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES,” EDITION OF 2015 WITH CERTAIN ADDITIONS AND OMISSIONS, AND REPEALING THE ORIGINAL SECTIONS 11-101 AND 11-102.**

This ordinance incorporates by reference for the purpose of regulating public offenses within Maize, Kansas, the “Uniform Public Offense Code for Kansas Cities, Edition of 2015” as prepared and published by the League of Kansas Municipalities. A copy of this publication will be on file in the office of the City Clerk of the City of Maize, Kansas. In addition, this ordinance amends certain provisions of the Uniform Public Offense Code that pertain to unlawful discharge of a firearm and prohibiting smoking in City of Maize, Kansas, facilities.

A complete text of the ordinance may be obtained or viewed free of charge at the office of the City Clerk, City Hall, 10100 Grady Avenue, Maize, Kansas. A reproduction of the ordinance is available for not less than seven (7) days following the publication date of this summary at [www.cityofmaize.org](http://www.cityofmaize.org).

This summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

Dated: \_\_\_\_\_, 2015.

\_\_\_\_\_  
Tom Powell, City Attorney

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, OCTOBER 12, 2015**

**AGENDA ITEM # 7A**

**ITEM:        Funding Options for Wastewater Plant Improvements**

**BACKGROUND:**

On September 14, 2015 Council and Staff met with MKEC in a workshop to discuss wastewater plant improvements. It was determined that the improvements required would be divided into two separate phases. Phase One would be implemented as soon as possible and completed by the end of 2016. Phase Two would be delayed for at approximately 5 years and then, depending on growth and demand, scheduled for a future date. Engineers estimate the cost for Phase One will be \$3.7 million as a low and \$6.1 million as a high. Staff was tasked with researching funding options.

**FINANCIAL CONSIDERATIONS:**

Certain funding options are not available to the City. Due to our high median residential household income, Maize does not qualify for grants or loan forgiveness programs.

There are, however, four options that have been summarized in the attached amortization table by the City's financial advisor and are outlined below:

1. KDHE State Revolving Fund Loan - 20 year - 2.27% Interest Rate (Sept. 2015)

A. Extra costs associated with the KDHE State Revolving Fund Loan:

- Does not count against GO Debt limit
- Construction Costs:
  - *Construction companies figure these costs into their bids*
    - Davis Bacon Wages
    - American Iron and Steel requirement
- Engineering costs:
  - *Already provided for in MKEC Cost Estimates: Table 6.2 line item "INDIRECT PROJECT COSTS")*
    - Environmental "clearance process"
    - Design needs to be Flood Plain proof for a 500 year flood
    - "Cost and Effectiveness review"
- Administrative Costs

- Demonstrate Fiscal Sustainability with an asset management plan to demonstrate City is saving enough cash to cover repairs and maintenance in next twenty years and submit to KDHE.

2. Utility Revenue Bond (level debt)
 

20 year	3.08% Average Interest Rate
---------	-----------------------------
3. Utility Revenue Bond (5% increasing debt payments)
 

20 year	3.26% Average Interest Rate
---------	-----------------------------

- Does not count against GO Debt limit

4. USDA Loan
 

40 year	3.25% Interest Rate (Sept. 2015)
---------	----------------------------------

- The City will have difficulty proving that they qualify for this loan as the USDA requires proof that no other funding is viable.
- This loan will likely require the City to raise sewer fees to prove future sustainability.

FYI: The City’s 2006 Water Revenue bonds are due to be refunded in the next year. This is expected to provide \$40,000 to \$50,000 (possibly more) in annual debt service reduction on the 2006 Bonds, which could be re-directed toward the new sewer debt. (The 2006 refunding will benefit the city no matter which option it chooses for this new sewer debt.)

**LEGAL CONSIDERATIONS:**

None at this time.

**RECOMMENDATION/ACTION:**

This is discussion item seeking council input and direction

Of the four, the KDHE Loan appears to be most financially advantageous for the City.

Based on current interest rates estimates for a loan in the amount of:

- \$4 Million annual payment would be \$251,000
- \$5 Million annual payment would be \$315,000
- \$6 Million annual payment would be \$376,000

4 alternatives for \$4.7 million sewer debt

	KDHE Loan (level debt)		Utility Rev Bond (level debt)		Utility Rev Bond (debt payments grow 5% per year)		USDA Loan (40 years) (level debt)	
	<u>Rate</u>	<u>Debt Service</u>	<u>Rate</u>	<u>Debt Service</u>	<u>Rate</u>	<u>Debt Service</u>	<u>Rate</u>	<u>Debt Service</u>
10/1/2017	2.270%	296,690.00	1.000%	316,787.50	1.000%	207,360.00	3.250%	211,000.00 *
10/1/2018	2.270%	297,377.00	1.200%	319,887.50	1.200%	216,710.00		
10/1/2019	2.270%	292,950.50	1.400%	317,547.50	1.400%	225,810.00		
10/1/2020	2.270%	293,524.00	1.600%	319,817.50	1.600%	239,620.00		
10/1/2021	2.270%	293,984.00	1.800%	316,617.50	1.800%	253,020.00		
10/1/2022	2.270%	294,330.50	2.000%	318,017.50	2.000%	260,950.00		
10/1/2023	2.270%	294,563.50	2.150%	318,917.50	2.150%	278,450.00		
10/1/2024	2.270%	294,683.00	2.300%	319,402.50	2.300%	290,332.50		
10/1/2025	2.270%	294,689.00	2.450%	319,457.50	2.450%	306,652.50		
10/1/2026	2.270%	294,581.50	2.600%	319,067.50	2.600%	317,242.50		
10/1/2027	2.270%	294,360.50	2.750%	318,217.50	2.750%	337,172.50		
10/1/2028	2.270%	294,026.00	2.900%	316,892.50	2.900%	351,122.50		
10/1/2029	2.270%	293,578.00	3.000%	320,077.50	3.000%	369,162.50		
10/1/2030	2.270%	298,016.50	3.100%	317,727.50	3.100%	391,212.50		
10/1/2031	2.270%	297,228.00	3.250%	319,977.50	3.250%	407,067.50		
10/1/2032	2.270%	296,326.00	3.400%	316,527.50	3.400%	426,667.50		
10/1/2033	2.270%	295,310.50	3.550%	317,517.50	3.550%	449,767.50		
10/1/2034	2.270%	294,181.50	3.650%	317,755.00	3.650%	471,100.00		
10/1/2035	2.270%	292,939.00	3.700%	317,352.50	3.700%	495,770.00		
10/1/2036	2.270%	296,583.00	3.750%	316,437.50	3.750%	518,750.00		
<b>Average Rate:</b>	2.27%		3.08%		3.26%		3.25%	
<b>Total Interest over life of debt:</b>		1,199,922.00		1,664,002.50		2,113,940.00		3,768,537.50

\*Approximately \$211,000 of annual debt service for 40 years -- through 10/1/2056

Estimates as of 9-28-2015

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, OCTOBER 12, 2015**

**AGENDA ITEM # 8A**

**ITEM:        Wilks Underground Contract for City Park Improvements**

**BACKGROUND:**

As part of the 2016 Budget process Staff identified cash reserves in the 2015 and 2016 budgets to fund construction on the Park Improvements.

The City has received bids to run water and sewer lines to the restroom and splash pad sites. Original bids obtained were between \$30,000-\$47,000 and included opening and closing of Academy street for the new sewer line.

Upon review staff determined that the Public Works department could reduce overall costs considerably by handling the opening and closing of Academy Street for the new sewer line.

A second request for bids reflecting this change was requested. Only two companies choose to submit bids with these changes.

**FINANCIAL CONSIDERATIONS:**

Bids were received from:

- Wilks Underground: \$16,095
- David Lies Plumbing Inc. \$23,700

Money has been identified in the 2015 budget for these improvements

**LEGAL CONSIDERATIONS:**

City Attorney has been unavailable to approve the contract in advance of this writing.

**RECOMMENDATION/ACTION:**

Accept the bid and approve the contract for Wilks Underground in the amount of \$16,095, subject to the City Attorney's final review.

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, OCTOBER 19, 2015**

**AGENDA ITEM 8B**

**ITEM:** Vacation of a portion of street right-of-way at 202 N Park.

**BACKGROUND:** The applicant is proposing to expand the existing business at this location, ACES Engineering. Currently the building at this location is situated on the south and west boundaries of the property. In order to construct the necessary building expansion the applicant has requested to vacate four feet of the street right-of-way along Mikado and Park Streets. This vacation would accommodate a second story expansion that would also extend to the north of the existing building.

The four additional feet is necessary for the building footings and support for the expansion. There is currently more than adequate right-of-way along both street frontages. The vacation of four feet of right-of-way would not be a detriment to the traffic flow or drainage that currently exists at this location.

A site plan showing the area being proposed for vacation and the future building footprint is attached for your review along with the staff report that was presented to the Planning Commission.

At their October 1, 2015 meeting, Planning Commission voted unanimously to approval of the vacation to the City Council.

**FINANCIAL CONSIDERATIONS:** None

**LEGAL CONSIDERATIONS:** Approved as to form

**RECOMMENDATION/ACTION:** Approve and authorize the mayor to sign the Vacation Order for street right-of-way, authorize staff to file an amendment to the plat with the Sedgwick County Register of Deeds.

**STAFF REPORT**

**CASE NUMBER:** V-03-015

**OWNER/APPLICANT:** Kevin Campbell  
c/o ACES, Inc.  
202 N Park  
Maize, KS 67101

**LEGAL DESCRIPTION:** Lot 20, 21, 22, 23, Block 2, Original Town of Maize, Sedgwick County, Kansas

**GENERAL LOCATION:** 202 N Park, Maize, KS

**CURRENT ZONING:** LI Limited Industrial

**PROPOSED USE:** Expansion of existing business

**BACKGROUND:** The applicant is proposing to expand the existing business at this location, ACES Engineering. Currently the building at this location is situated on the south and west boundaries of the property. In order to construct the necessary building expansion the applicant has requested to vacate four feet of the street right-of-way along Mikado and Park Streets. This vacation would accommodate a second story expansion that would also extend to the north of the existing building.

The four additional feet is necessary for the building footings and support for the expansion. There is currently more than adequate right-of-way along both street frontages. The vacation of four feet of right-of-way would not be a detriment to the traffic flow or drainage that currently exists at this location.

**RECOMMENDATION:** Staff recommends complete access control be vacated.

**Planning Commission Action**

Having reviewed the above vacation request (V-03-015), I \_\_\_\_\_  
move that the Planning Commission

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

Disapprove the vacation request for reasons heretofore agreed upon

Or defer the request until the November 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.

**BEFORE THE CITY COUNCIL OF THE  
CITY OF MAIZE, SEDGWICK COUNTY, KANSAS**

**IN THE MATTER OF THE VACATION OF** )  
**Street right-of-way adjacent to Lots 20, 21, 22 and** )  
**23 inclusive, Maize Town Addition, Sedgwick County** )  
**Maize, Kansas** )  
 )  
**GENERALLY LOCATED** ) **Case No. V-03-015**  
 )  
**202 N Park** )  
 )  
**MORE FULLY DESCRIBED BELOW** )

**VACATION ORDER**

NOW on this 19th day of October, 2015 comes on for hearing the petition for vacation filed by Kevin Campbell of ACES Engineering praying for the vacation of the following described element of final plat, to-wit:

Street right-of-way, as dedicated for Lots 20, 21, 22, 23 inclusive, Maize Town Addition, Sedgwick County, Maize, Kansas as more fully described: The east four feet of Park Street right-of-way immediately adjacent to lots 20, 21, 22, 23 inclusive, Maize Town Addition, Sedgwick County, Maize, Kansas; and the north four feet of Mikado Street right-of-way immediately adjacent to Lot 20, Maize Town Addition, Maize, Sedgwick County, Kansas.

The City Council, after being duly and fully informed as to fully understand the true nature of this petition and the propriety of granting the same, makes the following findings:

1. That due and legal notice has been given by publication as required by law, by publication in The Clarion on September 3, 2015, which was at least 20 days prior to the public hearing.

2. No private rights will be injured or endangered by the vacation of the above-described street right-of-way, and the public will suffer no loss or inconvenience thereby.

3. In justice to the petitioner(s), the prayer of the petition ought to be granted.

4. No written objection to said vacation has been filed with the City Clerk by any owner or adjoining owner who would be a proper party to the petition.

5. Vacation of a portion of street right-of-way as more fully described above, shall be granted upon recording with the Sedgwick County Register of Deeds.

IT IS, THEREFORE, BY THE CITY COUNCIL, on this 19<sup>th</sup> day of October, 2015 ordered that the above-described street right-of-way is hereby vacated. IT IS FURTHER ORDERED that the City Clerk shall certify a copy of this order to the Register of Deeds of Sedgwick County.

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Clair Donnelly, Mayor

ATTEST:

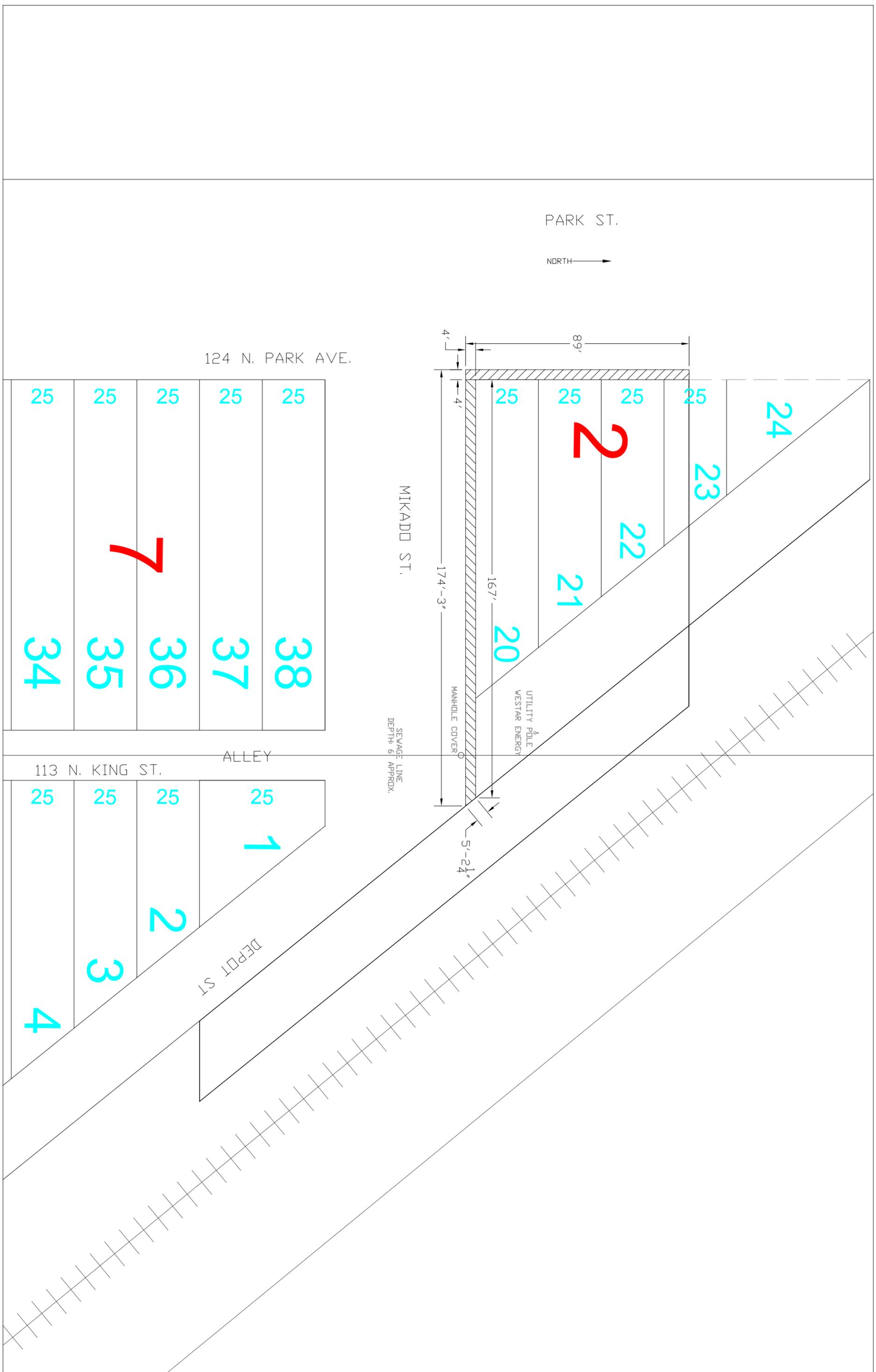
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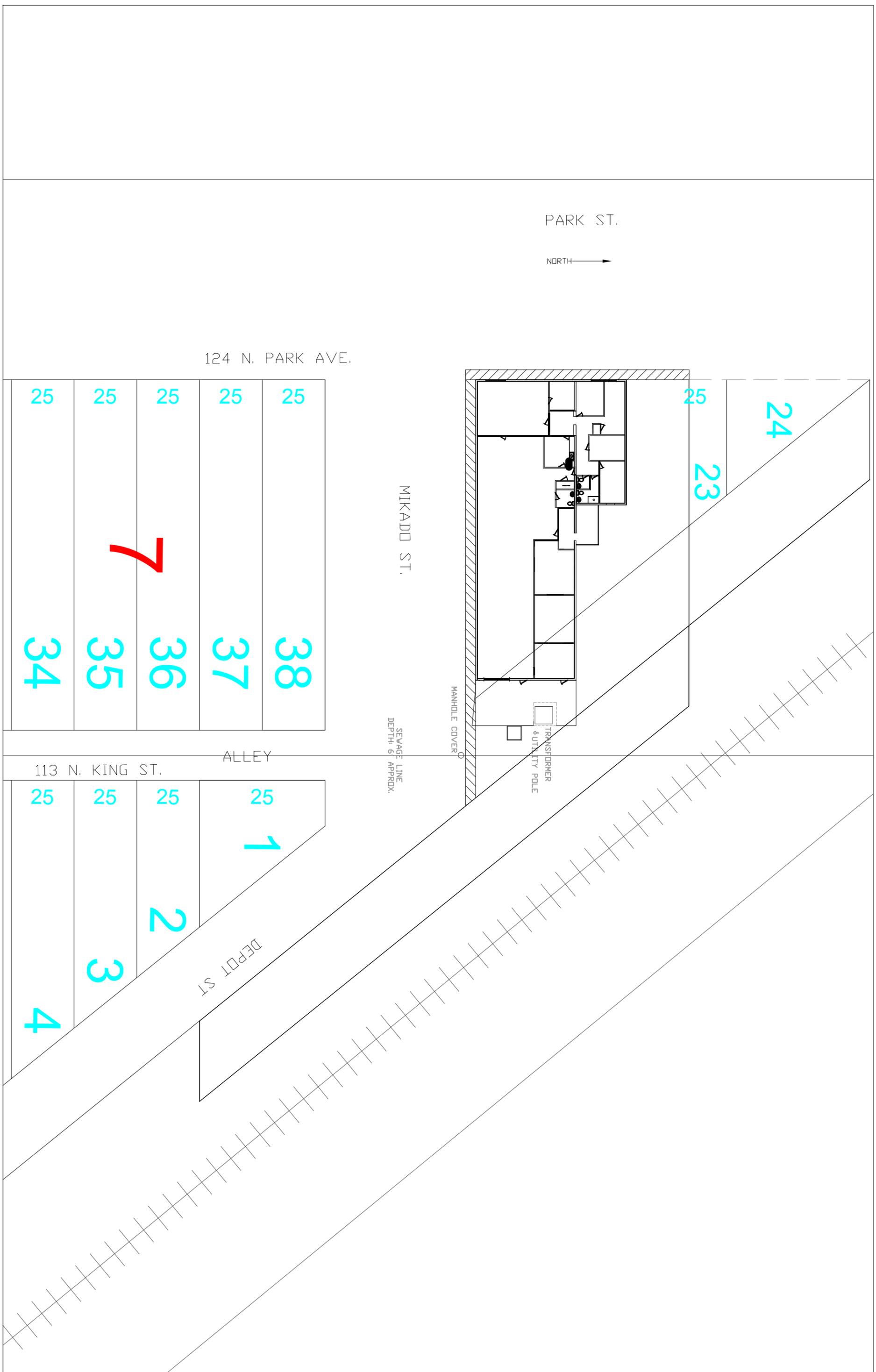
Jocelyn Reid, City Clerk

Approved as to Form:

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Thomas J. Powell, City Attorney





# Monthly Council Report

October 2015



## Department Highlights

- All departmental operations are functioning normally.
- Attached to this report is a monthly summary of SRO activities at their respective schools. These reports will enable the department to track and assess trends in their assigned schools. In addition to a monthly report, each SRO submits a weekly report of their activities. These reports are distributed to key school staff to keep them up to date on our activities.
- The addition of our full-time detectives position has been very timely and is helping with our increased case follow up and case load associated with the schools. In addition it has allowed us to continue to cover shifts while we have three new recruits at the academy.

**Budget status: Not available**

**Major purchases: None**

### Current Staff Levels.

12 Full-time  
2 Part-time  
2 Reserve  
2 Reserve -Vacant

### Monthly Activities

September Police Reports - 670  
September calls for service - 448

### Community Policing:

Working on holiday food drive with caring hearts.

OFFICER'S REPORT: Officer Joel Isaacs #MZ148

ATTENTION: Chief Jensby

SUBJECT: SRO Monthly Report – Maize South High School – *September, 2015*

**CONTACTS:**

- Youth Mentoring/Counseling Contacts: *14*
- Classes Taught and/or Class Lectures or Speaking to Classes: *2*

**ENFORCEMENT ACTIVITY SUMMARY:**

***Case Number, Crime Classification, Date***

201500617: Misc. Rep. On 09/09/2015, I responded to a disturbance at MSE. A 7 year old was being aggressive and attempting to break property.

***Case Number, Crime Classification, Date***

201500620: Misc. Rep. On 09/10/2015, I was called to USD 266 Early Childhood Center reference an allegation of sexual acting out by a 3 and 4 year old. I faxed the report to EMCU.

***Case Number, Crime Classification, Date***

201500635: Misc. Rep. On 09/17/2015, I was dispatched to MSES to receive information about a homicide that a student said he had witnessed while walking to school. Upon further investigation, the student confessed that he had made the story up.

**OTHER NOTEWORTHY INFORMATION:**

-On 09/1/2015, I assisted MSHS teacher Mr. Kerr on a class lesson regarding labor strikes.

-On 09/3/2015, I assisted Officer Rhodes with a criminal threats incident at MHS/MSMS.

-On 09/10/2015, I attended the MSHS faculty meeting. I spoke with the staff about any possible safety concerns at the school and/or district level.

-On 09/14/2015, I participated in a meeting debriefing the most recent Maize High School lockdown with Chad Higgins, Marsha Beard, MHS administrators, and Officer Rhodes.

-On 09/17/2015, I participated in the USD 266 Crisis Plan Update Meeting.

-On 09/23/2015, I submitted and presented a rough draft of the 2015-2016 revised USD 266 School District Crisis Plan.

-On 09/28/2015, I taught MSHS teacher, Mr. Smith's Meteorology class. I gave a radar demonstration to show how the Doppler Effect works.

-On 09/30.2015, I attended an expulsion hearing at the ESC in reference a MHS football game bb gun incident at 1400hrs.

Respectfully Submitted,

Officer Joel Isaacs MZ148  
Date: 10/5/2015 Time: 1000

ATTENTION: Chief Jensby (through channels)

SUBJECT: SRO Monthly Report – Maize High School – August/September, 2015

**CONTACTS:**

- Youth Mentoring/Counseling Contacts: 24
- Classes Taught and/or Class Lectures or Speaking to Classes: 2

**ENFORCEMENT ACTIVITY SUMMARY:**

***201500520, Burglary and Criminal Damage, 08-09-2015***

*A former female student and a current male student of Maize Middle School entered the premises of Maize Middle School without authority. The two students wrote with permanent marker on counters and drew male genitalia on the walls. The two students also took two 20oz bottles of soda. Both students were disciplined through the school as they did not want to press charges.*

***201500555, Battery, 08-21-2015***

*After a verbal argument before school in the commons area, a female student struck another female student in the side of the head and walked off. The female student was transported to the Juvenile Intake and Assessment Center upon confessing to school administration to hitting the other student. Juvenile District Attorney to review the case.*

***201500569, Assist Selling of Prescription Narcotics, 08-26-2015***

*Assisted with transport to the Juvenile Intake and Assessment Center of a male student from Complete High after he was found by staff to be selling his prescription narcotics to other students. Juvenile District Attorney to review the case.*

***201500589, Larceny, 08-28-2015***

*A black iPhone 4 was stolen from the male gym locker room during class. The phone was turned off and not located by GPS. It was locked by the owner to prevent any use of the phone.*

***201500594, Battery, 09-01-2015***

*A female student confronted another female student in the hallway about a social media posting and hit her multiple times. The suspect student went to the office afterwards and confessed to school administration of hitting the other student. Juvenile District Attorney to review the case.*

***201500602, Criminal Threat, 09-03-2015***

*A father of a Maize High School student reported a threat with a weapon to a group of students who attend Maize High School. A modified lockdown was done at the school while the suspect student was located at another school through tips from students. The*

*student was taken into custody and transported to the Juvenile Intake and Assessment Center. Juvenile District Attorney took the case and is currently going through the court process.*

***201500616, Criminal Damage, 09-09-2015***

*A parent reported their vehicle being damaged after an unknown person broke the passenger side running board loose near the back tire. There were fresh key marks down the driver's side of the older model Suburban. Unknown suspects and no video surveillance in the area.*

***201500632, Outside Assist, 09-14-2015***

*A female student reports verbal abuse at her residence from her mom's boyfriend who lives with them. The female student has witnessed numerous occasions of the boyfriend yelling and calling her mother and her three year old brother vulgar names. Case referred to Department of Children and Families and to Wichita Police Department.*

***201500634, Stalking, 09-16-2015***

*A female student reported her ex-boyfriend harassing her and showing up where she works and Maize High School after school since sometime in the summer. No physical abuse or any threats but hung around or show up randomly which the female student stated was strange. Extra patrols were done after school and the ex-boyfriend since has left her alone per the female student.*

***201500636, Possession of Alcohol by a Minor, 09-17-2015***

*While checking on vehicles in the parking lot, a vehicle was located with an expired and suspended license plate. While walking past the vehicle to put a note on the windshield about the status of the license plate, several glass bottles of Bud Light were seen in the back passenger seat floor board. School administration was notified and a search was performed by school administration and several sealed and unsealed warm bottles of Bud Light Platinum were located in the front passenger compartment and several old and dry cans of Coors Light were located. Case to be LOP due to age of the alcoholic beverages.*

***201500646, Suspicious Character, 09-18-2015***

*Three Maize Middle School students were reported to bringing an airsoft handgun to the Maize High School home football game the Friday before. Other students reported they were threatened with the gun by it being displayed from the waistband of one of the three students. This was after a soccer ball was taken from them and told to give \$2.00. The ball was returned. Maize Middle School handled discipline of the three involved students who admitted to having the airsoft gun at the high school.*

***201500661, Outside Assist, 09-28-2015***

*Legal guardians of a female student of Maize High School informed school administration the female student was at school but reported as a runaway thought Wichita Police Department. The female student denies any illegal activity and snuck out because she wanted to get away from them. She was transported to the Wichita Children's Home.*

**201500663, Criminal Damage, 09-29-2015**

*Over the weekend, obscene language directed towards Maize High School was discovered written in mud on the boy's exterior locker room and north wall of the building. No witnesses and surveillance cameras are being still reviewed.*

**OTHER NOTEWORTHY INFORMATION:**

I am continuing to build positive relationships with students and staff at Maize High School. I also have a better understanding on how schools operate with situations and unique terms and language used.

I have assisted school administration on other school related issues not needing police reports over the dispute over the display of the Confederate battle flag from student's trucks. Prior to a home football game, a student was seen driving his truck with two other students riding on the running boards. A large Confederate battle flag was flying from the truck bed despite school administration informing them on the first day of school not to fly the flag. Several students not directly involved became upset enough where I informed them to go into the game and be peaceful or leave the property. All of the individuals left the game without further issue. The Confederate battle flag dispute is an ongoing problem for school administration which has banned it from being flown over safety concerns by displaying the flag.

Two students were brought before an expulsion hearing committee over drinking alcoholic beverages after school and prior to a home varsity football game while in Wichita. School administration witnessed the boys acting differently than normal and were subsequently questioned by administration about the incident. I assisted with ensuring the safety of the students and administration while they conducted their interviews.

I assisted Maize High School administration and Maize Police Detective G. J. Piper over a student reporting he received threats by another student through text messages which was occurring in the City of Wichita. School administration became involved due to both students attending Maize High School and some threats including physical harm or weapon use while at school. During the investigation, it was determined the male student was sending the messages to himself. The male student used an application on his cell phone to send messages which displayed the other student's information as being the sender.

Respectfully Submitted,

Officer Jillian Rhodes - Mz110  
10012015 1400 hours

## **PUBLIC WORKS REPORT 10-14-2015**

### **Regular Maintenance**

- Have continued to grade all the gravel streets. We have mowed all of the ROW of all major streets. Have kept the Community Building, City Hall and EMS, Lift Stations and well houses.
- Read water meters, check lift stations, and water quality daily. Picking up brush monthly. Burning brush a couple of times a month.

### **Special Projects**

- Got everything mowed and put up the flags for the Fall Festival. Think everything went well at the Festival. The parade went well also.
- We have finished all the sidewalk on King that we will do this year. Cleaning up the trees and installing new sidewalk at the southeast corner of King and Liberty really opened up the intersection a lot. We have had several positive comments about the work.
- Jeff Priddle and Jake LaMunyon attended a Seminar to a Backflow Prevention/Cross Connection Workshop and testing which they passed to become Certified to inspect and certify backflow devices. This is extremely important to insure the purity of the water we use and drink daily.
- Have taken out all the cedar bushes at the front of the Cemetery. The Park and Tree Board are designing a landscape plan for the entry to the Cemetery. Have also removed the old building in the back to prepare the back five acres for use. Have hauled quite a few loads of dirt to level up the five acres in the back. Waiting on an estimate from Graber to level the dirt at the back. Getting bids to install a well up closer to the front and move electric for landscaping after park Board meeting.
- 37<sup>th</sup> Street is about finished. They will install the second chip seal topping today and then next week they will install the AH5 final black coating and stripe it then it will be complete. So much better than before.
- Hayes has begun the dirt work for the Maintenance Shop. Began hauling in dirt and compacting it in preparation for the footings and floor.

Ron Smothers  
Public Works Director

**City Engineer's Report**  
**10/19/15**

**Dairy Queen**

Dairy Queen will open at the end of the month.

**Busby, Ford & Reimer**

The framing is close to being completed and roofing should occur next week.

**AeroTech**

Since the concrete slab has been poured for the foundation they have also poured the parking lots and erected the steel structural frame on the site.

**37<sup>th</sup> Street**

The second chat seal coat is being laid.

**PLANNING ADMINISTRATOR'S  
REPORT**

**DATE:**           **October 19, 2015**

**TO:**             **Maize Mayor and City Council Members**

**FROM:**         **Kim Edgington, Planning Administrator**

**RE:**             **Regular September Council Meeting**

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

1. Watercress Apartment development – Following City Council approval of the zone change request for Multi-Family and Limited Commercial zoning on September 21, the applicant has file a sketch plat. The property owner is in the process of finalizing a one-step final plat for the Planning Commission to review at their November 5<sup>th</sup> meeting.
2. Zoning Area of Influence (ZAOI)– We are still awaiting notification regarding when the Sedgwick County Board of Commissioners will review the ZAOI process. We will update you on any new information as it becomes available.
3. ACES building expansion – the Planning Commission recommended approval at their October meeting of a Vacation request for a portion of street right-of-way. The vacation will accommodate the proposed building expansion for the growth of ACES existing business.
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  
October 19, 2015**

Year to date status (Through 9/30/15):

<b>General Fund –</b>			
	Budget	YTD	
Rev.	\$2,666,831	\$2,506,035	93.97%
Exp.	\$3,030,450	\$2,670,411	78.38%
<b>Streets –</b>			
Rev.	\$289,550	\$ 225,788	77.98%
Exp.	\$280,300	\$ 221,192	78.91%
<b>Wastewater Fund-</b>			
Rev.	\$701,000	\$ 604,071	86.17%
Exp.	\$707,000	\$ 575,644	82.12%
<b>Water Fund-</b>			
Rev.	\$754,500	\$ 612,812	81.22%
Exp.	\$754,500	\$ 594,455	78.79%

**Health & Dental Benefits**

Per Council's request, here are the 2015 numbers (through 09/30/2015) 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:	\$ 167,842.74	\$ 41,917.04	\$209,759.78
Dental:	12,663.42	3,167.12	15,830.54
Life:	<u>5,812.08</u>	<u>0</u>	<u>5,812.08</u>
	<b>\$ 186,318.24</b>	<b>\$ 45,084.16</b>	<b>\$231,402.40</b>

**Dugan Park Funds**

Per Council's request, the following is a breakdown of the Dugan Park funds (as of 09/30/2015)

<b>Starting Balance:</b>	<b>\$304,736.57</b>
<b>Phase II Playground Equipment:</b>	<b>- 18,563.00</b>
<b>Master Park Plan:</b>	<b>- 10,000.00</b>
<b>Park Equipment:</b>	<b>- 8,000.00</b>
<b>Community Building Remodel:</b>	<b>- 36,580.00</b>
<b>Emergency Lighting Upgrade</b>	<b>- 1,057.47</b>
<b>Playground Signs (5-12 year old):</b>	<b>- 120.00</b>
<b>Volunteer Supplies:</b>	<b>- 19.12</b>
<b>Soap/Towel Dispensers:</b>	<b>- 454.56</b>
<b>Epoxy for Picnic Tables:</b>	<b>- 71.33</b>
<b>New Ceiling Registers:</b>	<b>- 123.33</b>
<b>Parts to Install Picnic Tables:</b>	<b>- 44.33</b>
<b>Concrete to Install Benches:</b>	<b>- 13.16</b>
<b>Ceiling Fans, Wall Plates:</b>	<b>- 171.44</b>
<b>Guttering for Comm. Building</b>	<b>- 955.50</b>
<b>New Chairs for Comm. Building</b>	<b>- 558.82</b>
<b>Appliances for Comm. Building</b>	<b>- 1,313.94</b>
<b>Electrical Receptacles at Park</b>	<b>- 1,679.21</b>
<b>Skate Park Equipment</b>	<b>- 7,214.04</b>
<b>Supplies to Install Equipment</b>	<b>- 871.80</b>
<b>Signs for Skate Park</b>	<b>- 340.00</b>
<b>Clean Up/Repair Bathrooms</b>	<b>- 127.49</b>
<b>Park Shelters</b>	<b>- 52,443.10</b>
<b>Skate Park Equipment</b>	<b>- 28,990.38</b>
<b>Removal of Light Poles</b>	<b>- 11,600.00</b>
<b>Skate Park Installation</b>	<b>- 24,478.30</b>
<b>Remaining Balance:</b>	<b>\$ 98,946.25</b>

**Busby Ford & Reimer Engagement Letter:**

Included in the consent agenda is the engagement letter for auditing services from Busby Ford & Reimer. The cost for the 2015 audit is \$15,250. The contract amount for the 2014 audit was \$15,000.

**2015 Budget Amendment:**

After looking at the 3<sup>rd</sup> quarter reports, it appears that the City will have to amend the 2015 budget – specifically, the General, Wastewater and Water Funds. Revenues are up in all funds, but there were certain expenses in each of these funds that were more than projected through the first three quarters. I am in the process of looking at these more closely and will have more information at the meeting on Monday.

If necessary, this will be an agenda item in November to accept the budget amendment. The public hearing and adoption of the budget amendment will be at the December meeting. The amended budget has to be filed with the County Clerk by December 31, 2015. I

**CAPITAL PROJECTS**

**Temporary Note Resolution  
Series A 2013**

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/14	Expenditures 1/1/15 thru 9/30/15	Total Expenditures	Resolution Authorization Less Expenditures	
Hampton Lakes Commercial Park Storm Water	73	470-09	\$ 117,000.00	\$ 66,990.79	\$ 50,829.39	\$ 117,820.18	\$ (820.18)	Included in Series 2015A Bonds
Hampton Lakes Commercial Park Sanitary Sewer	73	471-09	\$ 64,000.00	\$ 61,791.69	\$ 50,829.39	\$ 112,621.08	\$ (48,621.08)	Included in Series 2015A Bonds
Hampton Lakes Commercial Park Drainage Pond	73	472-09	\$ 328,000.00	\$ 291,241.61	\$ 50,829.40	\$ 342,071.01	\$ (14,071.01)	Included in Series 2015A Bonds
Hampton Lakes 2nd Addition Phase 1 Storm Water	74	481-10	\$ 226,000.00	\$ 143,453.22	\$ 1,601.53	\$ 145,054.75	\$ 80,945.25	Included in Series 2015A Bonds
Hampton Lakes 2nd Addition Phase 1 Sanitary Sewer	74	482-10	\$ 92,000.00	\$ 71,906.30	\$ 1,601.53	\$ 73,507.83	\$ 18,492.17	Included in Series 2015A Bonds
Hampton Lakes 2nd Addition Phase 1 Water	74	483-10	\$ 56,000.00	\$ 54,761.95	\$ 1,601.53	\$ 56,363.48	\$ (363.48)	Included in Series 2015A Bonds
Hampton Lakes 2nd Addition Phase 1 Paving	74	484-10	\$ 168,000.00	\$ 148,083.16	\$ 1,600.52	\$ 149,683.68	\$ 18,316.32	Included in Series 2015A Bonds
Carriage Crossing 6 - High Plains Paving	61	480-10	\$ 212,000.00	\$ 8,451.10	\$ 198,999.71	\$ 207,450.81	\$ 4,549.19	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 2 Water	05	509-12	\$ 57,000.00	\$ 48,360.32	\$ 6,744.21	\$ 55,104.53	\$ 1,895.47	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 2 Paving	05	510-12	\$ 164,000.00	\$ 141,943.27	\$ 6,744.21	\$ 148,687.48	\$ 15,312.52	Included in Series 2015A Bonds

Watercress Village 2nd Addition Phase 2 Sewer	05	511-12	\$ 70,000.00	\$ 61,640.82	\$ 6,744.21	\$ 68,385.03	\$ 1,614.97	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 2 Storm Water	05	512-12	\$ 249,000.00	\$ 161,281.73	\$ 6,744.21	\$ 168,025.94	\$ 80,974.06	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 3 Water	05	513-12	\$ 57,000.00	\$ 40,722.47	\$ 8,572.94	\$ 49,295.41	\$ 7,704.59	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 3 Paving	05	514-12	\$ 103,000.00	\$ 93,803.50	\$ 8,572.94	\$ 102,376.44	\$ 623.56	Included in Series 2015A Bonds
Watercress Village 2nd Addition Phase 3 Sewer	05	515-12	\$ 64,000.00	\$ 53,869.13	\$ 8,572.93	\$ 62,442.06	\$ 1,557.94	Included in Series 2015A Bonds
Central Street Project	05	549-13	\$ 400,000.00	\$ 390,010.89		\$ 390,010.89	\$ 9,989.11	Paid 2015
Woods @ Watercress Water	05	523-13	\$ 191,000.00	\$ 181,657.44	\$ 18,957.45	\$ 200,614.89	\$ (9,614.89)	Included in Series 2015A Bonds
Woods @ Watercress Paving	05	524-13	\$ 444,000.00	\$ 394,776.80	\$ 18,957.45	\$ 413,734.25	\$ 30,265.75	Included in Series 2015A Bonds
Woods @ Watercress Sewer	05	525-13	\$ 222,000.00	\$ 214,020.58	\$ 18,957.45	\$ 232,978.03	\$ (10,978.03)	Included in Series 2015A Bonds
Woods @ Watercress Storm Water	05	526-13	\$ 164,000.00	\$ 102,625.63	\$ 18,957.41	\$ 121,583.04	\$ 42,416.96	Included in Series 2015A Bonds
<b>Totals for Series A 2013</b>				<b>\$ 2,731,392.40</b>	<b>\$ 486,418.41</b>	<b>\$ 3,217,810.81</b>	<b>\$ 230,189.19</b>	

**Temp Notes Series 2013B**

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/14	Expenditures 1/1/15 thru 9/30/15	Total Expenditures	Resolution Authorization Less Expenditures	
Watercress Village 3rd Water	05	532-13	\$ 98,000.00	\$ 70,096.23	\$ 7,345.02	\$ 77,441.25	\$ 20,558.75	Included in Series 2015A Bonds
Watercress Village 3rd Paving	05	546-13	\$ 339,000.00	\$ 296,876.99	\$ 7,345.02	\$ 304,222.01	\$ 34,777.99	Included in Series 2015A Bonds
Watercress Village 3rd Sewer	05	534-13	\$ 129,000.00	\$ 78,988.84	\$ 7,345.01	\$ 86,333.85	\$ 42,666.15	Included in Series 2015A Bonds
Hampton Lakes 2nd Phase 2 Water	05	543-13	\$ 40,000.00	\$ 38,924.10	\$ 719.96	\$ 39,644.06	\$ 355.94	Included in Series 2015A Bonds

Hampton Lakes 2nd Phase 2 Paving	05	536-13	\$ 89,000.00	\$ 88,999.60	\$ 719.96	\$ 89,719.56	\$ (719.56)	Included in Series 2015A Bonds
Hampton Lakes 2nd Phase 2 Sewer	05	537-13	\$ 35,000.00	\$ 33,302.68	\$ 719.96	\$ 34,022.64	\$ 977.36	Included in Series 2015A Bonds
North Maize Road Paving	05	540-13	\$ 345,000.00	\$ 325,734.68	\$ 28,678.88	\$ 354,413.56	\$ (9,413.56)	Included in Series 2015A Bonds
Lakelane Paving	05	541-13	\$ 100,000.00	\$ 89,335.01	\$ 15,855.71	\$ 105,190.72	\$ (5,190.72)	Included in Series 2015A Bonds
<b>Totals</b>			<b>\$ 1,175,000.00</b>	<b>\$ 1,022,258.13</b>	<b>\$ 68,729.52</b>	<b>\$ 1,090,987.65</b>	<b>\$ 84,012.35</b>	

**Projects w/o Temp Notes**

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/14	Expenditures 1/1/15 thru 9/30/15	Total Expenditures	Resolution Authorization Less Expenditures
Eagles Nest Phase 2A Water	05	556-14	\$ 104,000.00	\$ 100,277.14	\$ 524.67	\$ 100,801.81	\$ 3,198.19
Eagles Nest Phase 2A Paving	05	555-14	\$ 515,000.00	\$ 29,211.83	\$ 411,009.66	\$ 440,221.49	\$ 74,778.51
Eagles Nest Phase 2 Sanitary Sewer	05	547-14	\$ 240,000.00	\$ 167,905.04	\$ 524.69	\$ 168,429.73	\$ 71,570.27
Maize Ind Park Water	05	565-14	\$ 63,700.00	\$ 3.36	\$ 61,481.33	\$ 61,484.69	\$ 2,215.31
Maize Ind Park Sanitary Sewer	05	566-14	\$ 97,600.00	\$ 3.36	\$ 66,096.39	\$ 66,099.75	\$ 31,500.25
<b>Totals</b>			<b>\$ 1,020,300.00</b>	<b>\$ 297,400.73</b>	<b>\$ 539,636.74</b>	<b>\$ 709,453.03</b>	<b>\$ 149,546.97</b>

**Grand Totals Series A 2013, Series B 2013, Other Projects**

**\$4,051,051.26   \$1,094,784.67   \$5,018,251.49   \$463,748.51**

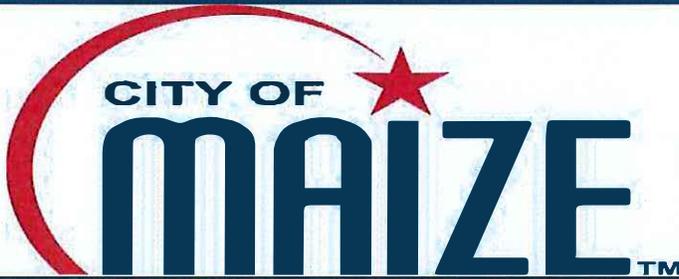
**CIP 2015 (As of 09/30/2015)**

<u>Detail</u>	<u>Reason</u>	<u>September Revenue</u>	<u>September Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/15					\$ 382,620.81
Ad Valorem	Tax			-	-
Motor Vehicle	Tax			-	-
Delinquent	Tax			500.00	1.51
Interest	From Bank Accounts	149.21		250.00	1,958.67
Transfers	From General Fund	64,583.33		775,000.00	581,249.97
Total Revenues		64,732.54		775,750.00	583,210.15
<b>Total Resources</b>					<b>965,830.96</b>
Street Improvements			119.34	527,000.00	295,395.68
Sidewalk/Bike Paths				50,000.00	-
Park Improvements	From Dugan Park Funds		-	114,000.00	159.12 **
Academy Avenue	Pay off Temp Notes		-	375,000.00	367,282.96
Other Capital Costs	New Public Works Building Design		-	150,000.00	1,456.81
Total Expenditures			-	1,216,000.00	664,294.57
Cash Balance - 09/30/15					<b>\$ 301,536.39</b>

\*\*Smaller costs part of bigger project.

**Equipment Reserve 2015 (As of 9/30/2015)**

<u>Detail</u>	<u>Reason</u>	<u>September Revenue</u>	<u>September Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/15					\$ 100,629.78
Interest	From Bank Accounts	13.03		100.00	170.99
Reimbursements	Sale of 2003 GMC	-		-	1,500.00
Transfers	From General Fund	21,250.00		255,000.00	191,250.00
Total Revenues		\$ 21,263.03		\$ 255,100.00	\$ 192,920.99
<b>Total Resources</b>					<b>\$ 293,550.77</b>
Trucks/Heavy Equipment				\$ 125,000.00	\$ 86,998.41
Trucks/Heavy Equipment	Encumbered in 2014 Budget		\$ -		\$ 50,827.00
Computers			5,109.99	45,000.00	28,850.66
Police Department Expenses			-	75,000.00	52,772.79
Total Expenditures			\$ 5,109.99	\$ 245,000.00	\$ 219,448.86
Cash Balance - 09/30/2015					<b>\$ 74,101.91</b>



# MUNICIPAL COURT

October 5, 2015

AS OF 9/30/15

### 3rd Quarter Activity

	<u>2015</u>	<u>YTD</u>	<u>2014</u>	<u>YTD</u>
DUI	9	28	7	20
Traffic Violations	93	281	85	240
Parking Violations	0	0	0	2
Ordinance Violations	45	72	20	54
Crimes Against Persons	6	11	6	14
Crimes Against Property	3	12	3	13
Zoning Violations	2	4	2	2
<b>Total Violations Closed</b>	<b>158</b>	<b>408</b>	<b>123</b>	<b>345</b>

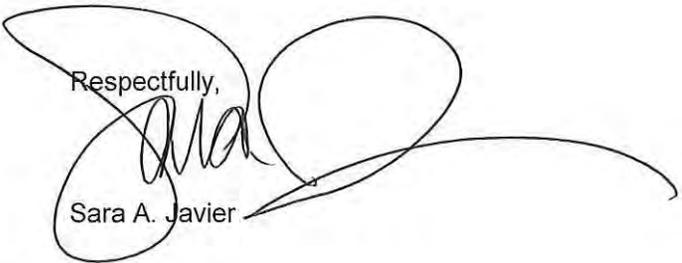
### Case Dispositions

Dismissals	104	333	145	458
Paid Fine	39	167	52	230

### Warrants

Issued	18	69	20	70
Cleared	15	64	18	70

Respectfully,

  
Sara A. Javier

**MUNICIPAL COURT FEE COLLECTIONS  
2015**

<b>Fund</b>	<b>FEE TYPE</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
GF	Municipal Court Warrants	\$ -	\$ 231.00	\$ 150.00	\$ 200.00	\$ 150.00	\$ 50.00	\$ 200.00	\$ 100.00	\$ 50.00				\$ 1,131.00
GF	Court Fines	2,458.00	4,135.00	3,164.00	2,756.50	4,115.00	2,230.64	3,259.36	1,912.66	1,650.34				\$ 25,681.50
GF	Municipal Court Late Fee	40.00	100.00	40.00	20.00	80.00	20.00	56.00	6.50	20.00				\$ 382.50
GF	Municipal Court Costs	783.70	1,789.00	1,208.00	1,292.00	1,545.64	1,138.36	1,183.00	634.00	865.00				\$ 10,438.70
GF	Municipal Police Reports	84.65	259.55	245.00	223.50	119.20	201.75	223.15	227.45	251.75				\$ 1,836.00
GF	Municipal Bond Receipts	-	-	-	-	-	-	-	-	-				\$ -
GF	Restitution Fees	10.00	4.00	-	-	-	23.00	97.65	8.99	20.00				\$ 163.64
GF	Diversion Fees	467.00	1,326.76	423.36	702.14	270.66	1,241.64	729.34	1,001.54	1,215.99				\$ 7,378.43
GF	ADSAP	-	-	-	-	-	-	-	-	-				\$ -
GF	Police Video Fee	-	25.00	75.00	75.00	25.00	75.00	30.00	50.00	20.00				\$ 375.00
GF	Jail Housing Fees	54.42	84.08	44.68	55.70	47.36	108.08	44.34	24.34	75.36				\$ 538.36
LETF	Local Law Enforcement Training Funds	132.00	336.00	204.00	276.00	252.00	216.00	240.00	96.00	176.00				\$ 1,928.00
MCF	State Court Training	6.50	14.00	9.00	10.00	10.50	9.00	9.50	5.00	6.50				\$ 80.00
MCF	State Law Enforcement Training	220.00	504.00	368.00	468.00	380.00	340.00	385.35	180.00	338.00				\$ 3,183.35
MCF	Reinstatement Fees	-	162.00	303.00	81.00	243.00	81.00	162.00	21.00	-				\$ 1,053.00
MCF	Municipal Court Bond Receipt	-	481.00	-	-	(481.00)	1,533.50	301.00	-	-				\$ 1,834.50
MCF	Diversion Fees	231.62	355.25	348.00	369.65	195.32	960.50	580.00	40.00	476.68				\$ 3,557.02
MCF	Public Defender Fees	32.50	70.00	45.00	50.00	52.50	45.00	47.50	22.50	32.50				\$ 397.50
MCF	ADSAP	-	-	-	-	-	-	-	-	-				\$ -
MCF	DUI Supervisory Fund	260.98	958.82	66.66	858.90	638.10	342.00	293.66	388.82	381.00				\$ 4,188.94
	<b>Total Fee Assessed</b>	<b>\$ 4,781.37</b>	<b>\$ 10,835.46</b>	<b>\$ 6,693.70</b>	<b>\$ 7,438.39</b>	<b>\$ 7,643.28</b>	<b>\$ 8,615.47</b>	<b>\$ 7,841.85</b>	<b>\$ 4,718.80</b>	<b>\$ 5,579.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 64,147.44</b>

## CODE ENFORCEMENT

**DATE:** October 19, 2015  
**TO:** Maize City Council  
**FROM:** Pat Longwell & Jeff Greep, Code Enforcement Officers  
**RE:** 2015 Third 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 101 other violations (most of which have been corrected) for trash, junk cars, etc. this quarter. Additionally, 126 storm water notices of violation were written.

1. Housing Case #23: 120 W. Academy – House and garage need roof, siding, and window repairs and paint. They have started repairing siding and have done some painting. (On going since 7-21-2014)
2. Housing Case #24: 9035 W. 61<sup>st</sup> St. N – House and garage need roof, siding and window repairs. They have started siding the garage and the repairs on the house. (On going since 7-21-2014)
3. 109 Khedive – There is an individual who seems to be interested in purchasing the property to refurbish. They were not able to get clear title. They may have to wait until it sells at the Tax Sale next year. Waiting on the Tax Sale.
4. 111 N. King – The owner has been notified that he needs to fix the fence, mow, and remove the mobile from the property. The mobile home has been removed. The grass and brush has also been mowed and cut down. He is currently working on repairing the fencing. Fence is repaired and is working on getting his salvage license. (Ongoing - Pat)
5. 110 N. Park – Has built new storage building to help correct violations on property. The owner is working to remove the salvage materials from the property and is going to store them in the new building. (On going - Pat)
6. 321 E. Academy– Burned garage. Permit has been extended and in process of repair. Garage has been reroofed and they are still working on siding. (On going)
7. 9010 W. 61<sup>st</sup>/6225 N. Tyler – Fined \$2,000 for violations. Court will lower fine if violations are corrected. Have moved out over a dozen old autos. (On going)
8. 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)
9. 4885 N. Maize Rd. – Citation issued for tall weeds and brush. Court costs after mowing. (On going)
10. 9035 W 61<sup>st</sup> N – Citation issued for junk, tall weeds, brush. (On going)
11. 4865 N. Maize Rd. – Charged \$50.00 plus costs. (Closed ticket)

12. 9000 W. 61<sup>st</sup> N. – Citation issued for tall grass, weeds, brush, junk. (On going)
13. 6205 N. Tyler – Citation issued for tall grass, weeds, brush, junk. (On going)
14. 5203 N. Maize Rd. - Citation issued to remove gas station canopy. (On going)
15. Worked on the new mobile home court ordinance and city wide Clean-up day.
16. 5203 N. Maize Rd. – Citation to remove gas canopy. (Closed ticket)
17. 100 Zella – Citation for brush and weeds (On going)
18. 6205 N. Tyler - Citation for brush and weeds (On going)
19. 9000 W. 61<sup>st</sup> St N. - Citation for brush and weeds (On going)
20. 202 N. Park - Citation to remove trailer and old vehicle (On going)
21. 4865 N. Maize Rd. - Citation for brush and weeds (On going)



"Where Community Counts"

**TO:** City Council

**FROM:** Sue Villarreal  
City Treasurer

**DATE:** October 14, 2015

**RE:** Maize Park Cemetery Budget Memo

(2015 Jan1-Sept 30)

There were 14 burials  
 11/14 lots had been purchased previously  
 3 lots were purchased for burial

REVENUE

Plot Fees	9350.00
Opening & Closing Fees	8000.00
Stone Sets	1525.00
Ad Valorem Taxes	7106.71
Motor Vehicle Taxes	765.85
Delinquent Taxes	230.03
Interest	290.97
<i>Total</i>	<u>27268.56</u>

Beginning Cash 1/1/2015	166084.32
Revenue	+27268.56
Expenditures	- <u>17704.86</u>
Ending Cash 9/30/2015	175648.02

EXPENDITURES

Wages	4320.16
Operating Expenses	<u>13384.70</u>
<i>Total</i>	17704.86

FIVE YEAR PLAN

Some revisions have been made to the 5 year plan to prioritize upgrades for the new addition.

NEW EDITION We are currently waiting on a bid for leveling the new addition. This bid will also include removal of the trees along the south border leading into the new addition.



# CITY OPERATIONS REPORT

**DATE:** October 14, 2015

**TO:** Maize City Council

**FROM:** Richard LaMunyon-Becky Bouska-Sue Villarreal-Jolene Allmond

**RE:** October Report

**1) Trailer Parks Law Suit**

Staff has provided all requested information. At this time the case is working its way through the judicial system. Nothing new from our attorney.

**2) 2015 Budget**

We will be republishing the 2015 budget in November. We have sufficient money but lack the authority to spend it. In the general fund it relates to the housing incentives. This is a money in-money & money-out situation. The estimate for money-out was low. The other area is water and wastewater. Jocelyn will provide additional information.

**3) Fall Festival activities**

A much deserved thanks to Staff, Public Works and the PD for a job well done. The festival was well attended and ran smoothly. The Park and Tree board also ran two booths. One offered a free children's carnival game to announce and showcase the design of the upcoming Splash pad. The other booth gave out free plants and seeds that attract Monarch butterflies and held a drawing for a free tree. Both booths received a lot of attention and many favorable comments by the festival goers.

**4) Cemetery Improvements**

The Park and Tree board in conjunction with the Maize Historical Society have prepared a landscape design for the north end of the cemetery. The Maize Historical Society is working with a stone mason to design a 30' sloping limestone wall on each side of the wrought iron archway to honor Maize founders. They would fund this part of the project. The improvements would require moving the electrical pole and installing a new well for irrigation of the landscaping. The estimates for landscaping at the north entrance, replacing a dozen Arborvitaes in the cemetery, moving electrical and installing a new well is approximately \$14,000. The landscape design for the north end is attached.

**5) Public Works Facility**

The dirt work has begun. A pre-construction meeting with staff, the builder and sub-contractors will be held later this week. Additional update information should be available at Monday's meeting.

**6) Economic Development**

- Aerotech anticipates being operational by year-end.
- Dairy Queen opening target date is October 21<sup>st</sup>
- 24 new single family housing & 3 tri-plexus
- Busby, Ford & Reimer Building scheduled to be completed by Christmas.
- Carriage Crossing 2<sup>nd</sup> entrance under discussion with developer.

**7) Law Enforcement Torch Run for Special Olympics**

Earlier this month Richard attended the annual Law Enforcement Torch Run for Special Olympics International Conference. It was held at Paradise Island in the Bahamas. The conference was attended by about 2000 officers and others representing all 50 States and 38 other countries. Last year over 90,000 officers were involved in worldwide events and raised over \$52,000,000 for Special Olympics. *(34 years ago it was 5 officers and raised about \$300.)*

**8) City Meetings**

- October 19<sup>th</sup> - Council @ 7pm
- November 5<sup>th</sup> - Planning @ 7pm
- November 10<sup>th</sup> - Park & Tree @ 5:30pm
- November 16<sup>th</sup> - Council @ 7pm