

**MEETING NOTICE  
MAIZE CITY COUNCIL  
REGULAR MEETING**

**TIME: 7:00 P.M.**  
**DATE: MONDAY, NOVEMBER 16, 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 – Regular Meeting of October 19, 2015.
  - b. Receive and file minutes of the Park & Tree Board September 8, 2015
  - c. Cash Disbursements from October 1, 2015 thru October 31, 2015 in the amount of \$ 388,255.05 (Check #61273 thru 61419)
- 7) Old Business
  - A. Reiloy USA IRB Ordinance
  - B. Aerotech IRB Ordinance
- 8) New Business
  - A. Republish 2015 Budget
  - B. Repeal City Ordinance # 745
  - C. Personnel Policy Update
- 9) Reports
  - Police
  - Public Works
  - City Engineer
  - Planning & Zoning
  - City Clerk
  - Legal
  - Operations
  - Mayor’s Report
  - Council Member’s Reports
- 10) Executive Session
- 11) Adjournment

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, October 19, 2015**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **October 19, 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.

**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 September 14, 2015 and Regular Council Meeting of September 21, 2015.
- b) Receive and file Planning Commission Minutes of September 3, 2015.
- c) Cash Disbursements from September 1, 2015 through September 30, 2015 in the amount of \$777,020.98 (Check #61146 through #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

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

**Clerk assigned Ordinance #904 (STO) and #905 (UPOC).**

**FUNDING OPTIONS FOR WASTEWATER PLANT IMPROVEMENTS:**

Council and staff discussed the different funding options to finance improvements to the wastewater treatment plant. The options included KDHE loan, utility revenue bonds and USDA loan. After discussion, the consensus of the Council was to direct staff to start the process for the KDHE loan.

**WILKS UNDERGROUND CONTRACT FOR CITY PARK IMPROVEMENTS:**

Bids and construction contract for water and sewer improvements in the City park were submitted for Council approval.

**MOTION:** **Stivers** moved to accept the bid and approve the contract with Wilks Underground in an amount not exceed \$16,095 subject to the City Attorney's final review.  
**Reid** seconded. Motion declared carried.

**VACATION CASE #V-03-015:**

A request to vacate four feet of street right-of-way along Mikado and Park Streets was submitted for Council approval.

**MOTION:** **Fitzmier** moved to approve and authorize the Mayor to sign the vacation order for street right-of-way and authorize staff to file an amendment to the plat with the Sedgwick County Register of Deeds.  
**McCreath** seconded. Motion declared carried.

**ADJOURNMENT:**

With no further business before the Council,

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

**Respectfully submitted by:**

Jocelyn Reid, City Clerk

**MINUTES – REGULAR MEETING  
MAIZE PARK AND TREE BOARD  
Tuesday, September 8, 2015**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, September 8, 2015 with *Chair Jennifer Herrington* presiding. Board members present were *Vice-Chair Dennis Wardell, Secretary Mike Burks, Marina Fulton, Patrick Atchison* and *Hugh Nicks*. *Nancy Scarpelli* was absent.

Also present was: *Jolene Graham Allmond*, Recording Secretary.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Board approval.

**MOTION:** *Nicks* moved to approve the agenda with the addition of *Chair Herrington's* addition "Toddler Swing" to Old Business.  
*Fulton* seconded. Motion declared carried.

**APPROVAL OF THE AUGUST 11, 2015 MINUTES:**

The Park and Tree Board Meeting Minutes of August 11, 2015 were submitted for approval.

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

**CEMETERY LANDSCAPING**

Board members discussed landscaping improvements for the Cemetery. Once finalized they will be submitted as a recommendation to the Cemetery Board in conjunction with a donation from the Maize Historical Society.

**MAIZE FALL FESTIVAL**

Board and staff discussed running a booth at the Maize Fall Festival on October 9<sup>th</sup> and 10<sup>th</sup>. Arrangements were finalized for a free carnival game with prizes for children, a poster display announcing the upcoming Splash Pad, a Monarch Butterfly information booth and plant give away, and a drawing for a free tree.

**MONARCH BUTTERFLY WAYSTATION**

Staff agreed to make arrangements for an area of the detention pond off of Maize road to be sprayed with grass and weed killer in anticipation of planting plants that will attract and sustain Monarch butterflies during their migratory flights.

**TODDLER SWING**

Board members discussed purchasing one parent and child "Expression Swing" instead of the two regular toddler swings that were approved in February 2015 for purchase in partnership with the Maize Lions club. Consensus was to remain with the two regular toddler swings. They will be purchased and installed this fall at City Park.

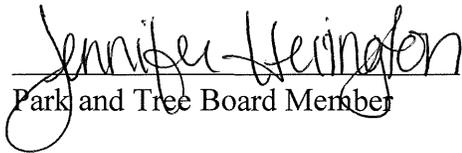
**ADJOURNMENT:**

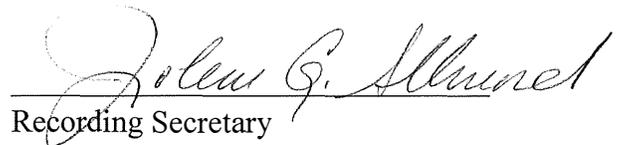
With no further business before the Board:

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

Meeting adjourned at 6:42 pm

Approved by the Park and Tree Board on 11/10/15 2015.

  
Park and Tree Board Member

  
Recording Secretary

**CITY OF MAIZE**

**Cash and Budget Position**

**Thru October 31, 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	\$ 723,056.05	\$ 173,261.41	\$ 336,577.97	\$ 559,739.49	\$ 3,406,860.00	\$ 2,679,296.79	\$ 3,006,988.48	\$ 399,871.52	11.74%
02	Street Fund	132,591.84	52,945.53	17,641.18	167,896.19	280,300.00	278,733.82	238,833.25	41,466.75	14.79%
04	Capital Improvements Fund	301,536.39	64,769.30	3,608.68	362,697.01	1,216,000.00	647,979.45	667,903.25	548,096.75	45.07%
5	Long-Term Projects	(879,374.38)	1,056,892.53	29,898.18	147,619.97	-	1,223,910.20	766,826.61		
10	Equipment Reserve	74,101.91	21,266.24	10,563.00	84,805.15	255,000.00	214,187.23	230,011.86	24,988.14	9.80%
11	Police Training Fund	400.99	220.00	-	620.99	7,500.00	2,148.00	3,632.45	3,867.55	51.57%
12	Municipal Court Fund	13,302.02	1,768.00	2,620.83	12,449.19	-	16,062.31	11,461.47		
16	Bond & Interest Fund	71,844.06	54,771.73	7,005.99	119,609.80	2,356,834.00	1,872,570.77	2,251,727.87	105,106.13	4.46%
19	Wastewater Reserve Fund	139,830.10	3,000.00	-	142,830.10	-	99,789.37	80,396.45		
20	Wastewater Treatment Fund	547,576.41	70,563.74	55,467.68	562,672.47	701,000.00	674,634.80	631,111.22	69,888.78	9.97%
21	Water Fund	414,505.63	75,665.25	58,839.05	431,331.83	754,500.00	688,477.01	653,293.86	101,206.14	13.41%
22	Water Reserve Fund	104,148.81	3,000.00	-	107,148.81	-	30,000.00	-	-	
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	4,894.48	893.22	792.01	4,995.69	-	12,858.06	9,836.25		
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	175,648.02	4,674.40	7,433.96	172,888.46	139,901.00	31,942.96	25,138.82	114,762.18	82.03%
<b>Report Totals</b>		<b>\$ 2,242,266.99</b>	<b>\$ 1,583,691.35</b>	<b>\$ 530,448.53</b>	<b>\$ 3,295,509.81</b>	<b>\$ 9,117,895.00</b>	<b>\$ 8,656,180.11</b>	<b>\$ 8,966,767.56</b>	<b>\$ 1,409,253.94</b>	<b>15.46%</b>



**CITY OF MAIZE**

**Bank Reconciliation Report  
For October 2015**

**Fund Balances**

FUND	NAME	BEGIN			END	
		PERIOD	RECEIPTS	DISBURSEMENTS	PERIOD	
01	General Fund	\$ 723,056.05	\$ 173,261.41	\$ 336,577.97	\$	559,739.49
02	Street Fund	132,591.84	52,945.53	17,641.18		167,896.19
04	Capital Improvements Fund	301,536.39	64,769.30	3,608.68		362,697.01
05	Long-Term Projects	(879,374.38)	1,056,892.53	29,898.18		147,619.97
10	Equipment Reserve Fund	74,101.91	21,266.24	10,563.00		84,805.15
11	Police Training Fund	400.99	220.00	-		620.99
12	Municipal Court Fund	13,302.02	1,768.00	2,620.83		12,449.19
16	Bond & Interest Fund	71,844.06	54,771.73	7,005.99		119,609.80
19	Wastewater Reserve Fund	139,830.10	3,000.00	-		142,830.10
20	Wastewater Treatment Fund	547,576.41	70,563.74	55,467.68		562,672.47
21	Water Fund	414,505.63	75,665.25	58,839.05		431,331.83
22	Water Reserve Fund	104,148.81	3,000.00	-		107,148.81
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	4,894.48	893.22	792.01		4,995.69
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	175,648.02	4,674.40	7,433.96		172,888.46
<b>Totals All Fund</b>		<b>\$ 2,242,266.99</b>	<b>\$ 1,583,691.35</b>	<b>\$ 530,448.53</b>	<b>\$</b>	<b>3,295,509.81</b>

**Bank Accounts and Adjustments**

Halstead Checking Account	\$ 648,901.10	\$ 1,447,069.42	\$ 1,372,253.10	\$	723,717.42
Outstanding Items				\$	(97,878.55)
Halstead Bank Money Market Account	1,439,376.97	1,057,405.51	-		2,496,782.48
Maize Cemetery CD 85071	90,887.18	46.19	-		90,933.37
Maize Cemetery Operations	84,760.84	4,628.21	7,433.96		81,955.09
<b>Totals All Banks</b>	<b>\$ 2,263,926.09</b>	<b>\$ 2,509,149.33</b>	<b>\$ 1,379,687.06</b>	<b>\$</b>	<b>3,295,509.81</b>

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, NOVEMBER 16, 2015**

**AGENDA ITEM # 7A**

**ITEM: Ordinance Authorizing the Issuance of Industrial Revenue Bonds for Reiloy USA**

**BACKGROUND:**

On August 18, 2014 the Council approved Resolution #557-14 to determine the advisability of issuing taxable industrial revenue bonds for the purpose of financing the acquisition, construction, installation and equipping a manufacturing facility for Reiloy USA in the amount of \$3,000,000. On November 17, 2014, the Council approved Resolution #563-14 which amended the amount of the bonds to \$4,000,000.

The facility was completed and opened in the summer of 2015.

In order to complete the financing and take advantage of the property tax abatement for 2015, Reiloy USA has requested the issuance of the IRBs.

The bond ordinance is attached. Adoption of the ordinance authorizes the execution of the following documents: 1) Bond Ordinance; 2) Bond Agreement; 3) Lease; 4) Collateral Assignment of Lease; and 5) Guaranty.

**FINANCIAL CONSIDERATIONS:**

The City acts 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 documents and approves them as to form. Kim Bell will be at the Council meeting.

**RECOMMENDATION/ACTION:**

Approve the ordinance authorizing the issuance of taxable Industrial Revenue Bonds Series 2015 in an amount not to exceed \$4,000,000.

**ORDINANCE NO. \_\_\_\_**

**OF THE  
CITY OF MAIZE, KANSAS**

**AUTHORIZING THE ISSUANCE OF  
NOT TO EXCEED \$4,000,000  
TAXABLE INDUSTRIAL REVENUE BONDS  
SERIES 2015B  
(REILOY USA PROJECT)**

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(Published in *The Clarion*, November 19, 2015)

**ORDINANCE NO. \_\_\_\_**

AN ORDINANCE AUTHORIZING THE CITY OF MAIZE, KANSAS TO ISSUE ITS TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2015B (REILOY USA PROJECT) FOR THE PURPOSE OF THE ACQUISITION, CONSTRUCTION AND EQUIPPING 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 2015B (Reiloy USA Project) in the aggregate principal amount of not to exceed \$4,000,000 (the "Series 2015B Bonds"), for the purpose of paying the costs of the acquisition, construction and equipping of a certain manufacturing facility (the "Project") as more fully described in the Bond Agreement and in the Lease authorized in this Ordinance, for lease to 1735 S. Maize Road, 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 2015B Bonds to execute and deliver the following documents (collectively, the "Bond Documents"):

(i) a Bond Agreement dated as of December 1, 2015 (the "Bond Agreement"), among the Issuer, the Tenant and Union State Bank, Wichita, Kansas (the "Bank") prescribing the terms and conditions of issuing and securing the Series 2015B Bonds; and

(ii) a Lease dated as of December 1, 2015 (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.

D. The Issuer's governing body has found that under the provisions of K.S.A. 79-201a, the Project purchased or constructed with the proceeds of the Series 2015B 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. The Issuer's governing body has further found that the Project should be exempt from ad valorem property taxes for a period of 10 years. 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 Bond Agreement 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 Bond Agreement and the Lease.

Section 3. **Authorization of and Security for the Bonds.** The Issuer is authorized and directed to issue the Series 2015B Bonds, to be designated "City of Maize Kansas Taxable Industrial Revenue Bonds, Series 2015B (Reiloy USA Project)" in the aggregate principal amount of not to exceed \$4,000,000, for the purpose of providing funds to pay the costs of the acquisition, construction and equipping of the Project . The Series 2015B 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 Bond Agreement. The Series 2015B Bonds will be special limited obligations of the Issuer payable solely from the revenues derived from the Lease of the Project. The Series 2015B 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 Bond Agreement.** The Issuer is authorized to enter into the Bond Agreement with the Bank and the Tenant in the form approved in this Ordinance. The Issuer will issue and sell the Bonds and provide for payment of the Bonds and interest thereon from the revenues derived by the Issuer under the Lease and other moneys as described in the Bond Agreement, all on the terms and conditions in the Bond Agreement.

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 Reiloy USA Corporation (formerly Reiloy Westland Corporation) is approved by the Issuer.

Section 6. **Approval of the Guaranty Agreement.** The form of the Guaranty Agreement dated as of December 1, 2015 between the Tenant and the Bank, for the benefit of the owners of the Series 2015B Bonds is approved.

Section 7. **Execution of Bonds and Bond Documents.** The Mayor of the Issuer is authorized and directed to execute the Series 2015B Bonds and deliver them to the Bank for authentication on behalf of the Issuer in the manner provided by the Act and in the Bond Agreement. 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 2015B 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.** 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 2015B Bonds are

issued. 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.

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 2015B Bonds in accordance with K.S.A. 12-1744. The lien created by the pledge will be discharged when all of the Series 2015B Bonds are paid or deemed to have been paid in accordance with the terms of the Bond Agreement.

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 2015B 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.

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**PASSED** by the governing body of the Issuer on November 16, 2015 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

City Clerk

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**CERTIFICATE**

I hereby certify that the attached copy is a true and correct copy of Ordinance No. \_\_\_\_ of the City of Maize, Kansas duly passed by the governing body, signed by the Mayor and published in the official City newspaper on the respective dates stated in this ordinance, and that the signed original of such Ordinance is on file in my office.

[SEAL]

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City Clerk

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF MAIZE, KANSAS  
HELD ON NOVEMBER 16, 2015**

The governing body of the City of Maize, Kansas met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

\* \* \* \* \*

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE AUTHORIZING THE CITY OF MAIZE, KANSAS TO ISSUE ITS TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2015B (REILOY USA PROJECT) FOR THE PURPOSE OF THE ACQUISITION, CONSTRUCTION AND EQUIPPING A MANUFACTURING FACILITY; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

Thereupon, Councilmember \_\_\_\_\_ moved that said Ordinance be passed. The motion was seconded by Councilmember \_\_\_\_\_. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Aye:

Nay:

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No \_\_\_\_\_ and was signed by the Mayor and the signature attested by the City Clerk.

\* \* \* \* \*

(Other Proceedings)

\* \* \* \* \*

**CERTIFICATE**

I certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Maize, Kansas held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

[SEAL]

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City Clerk

## SUMMARY OF BOND ORDINANCE

(Published in *The Clarion* on November 16, 2015)

### SUMMARY OF ORDINANCE NO. \_\_

On November 16, 2015, the governing body of the City of Maize, Kansas passed an ordinance entitled:

AN ORDINANCE AUTHORIZING THE CITY OF MAIZE, KANSAS TO ISSUE ITS TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2015B (REILOY USA PROJECT) FOR THE PURPOSE OF THE ACQUISITION, CONSTRUCTION AND EQUIPPING A MANUFACTURING FACILITY; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

The Ordinance authorizes the Issuer to issue its Taxable Industrial Revenue Bonds, Series 2015B (Reiloy USA Project) in the aggregate principal amount of not to exceed \$4,000,000 (the "Series 2015B Bonds"), for the purpose of paying the costs of the acquisition, construction and equipping of a manufacturing facility (the "Project"), as more fully described in the Bond Agreement and in the Lease authorized by the Ordinance. The Project will be leased by the Issuer to 1735 S. Maize Road, LLC, a Kansas limited liability company. In connection with the issuance of the Series 2015B Bonds, the Issuer approves a ten year exemption from ad valorem property taxes for the Project.

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 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: November 16, 2015

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City Attorney

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, NOVEMBER 16, 2015**

**AGENDA ITEM # 7B**

**ITEM: Ordinance Authorizing the Issuance of Industrial Revenue Bonds for AeroTech**

**BACKGROUND:**

On January 19, 2015 the Council approved Resolution #569-15 to determine the advisability of issuing taxable industrial revenue bonds for the purpose of financing the acquisition, construction, installation and equipping a manufacturing facility for AeroTech Engineering in the amount of \$5,000,000. On June 15, 2015, the Council approved Resolution #574-15 which amended the tenant to RAW Investments and the sub-tenant to Aero-Tech Engineering.

The facility is under construction and is scheduled to open by the end of 2015.

In order to complete the financing and take advantage of the property tax abatement for 2015, RAW Investments has requested the issuance of the IRBs.

The bond ordinance is attached. Adoption of the ordinance authorizes the execution of the following documents: 1) Bond Ordinance; 2) Lease; 3) Trust Indenture; 4) Guaranty and 5) Bond Purchase Agreement.

**FINANCIAL CONSIDERATIONS:**

The City acts 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 documents and approves them as to form. Kim Bell will be at the Council meeting.

**RECOMMENDATION/ACTION:**

Approve the ordinance authorizing the issuance of taxable Industrial Revenue Bonds Series 2015A in an amount not to exceed \$3,000,000.

---

**ORDINANCE NO. \_\_\_\_**

**OF THE  
CITY OF MAIZE, KANSAS**

**AUTHORIZING THE ISSUANCE OF  
\$3,000,000 TAXABLE INDUSTRIAL REVENUE BONDS  
SERIES 2015A  
(AERO-TECH ENGINEERING PROJECT)**

(Published in *The Clarion*, November 19, 2015)

**ORDINANCE NO. \_\_\_\_**

AN ORDINANCE AUTHORIZING THE CITY OF MAIZE, KANSAS TO ISSUE ITS TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2015A (AERO-TECH ENGINEERING PROJECT) FOR THE PURPOSE OF THE ACQUISITION AND CONSTRUCTION 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 2015A (Aero-Tech Engineering Project) in the aggregate principal amount of not to exceed \$3,000,000 (the "Series 2015A Bonds"), for the purpose of paying the costs of the acquisition and construction 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 RAW Investments, Inc., a Kansas corporation (the "Tenant").

C. The Issuer's governing body finds that it is necessary and desirable in connection with the issuance of the Series 2015A Bonds to execute and deliver the following documents (collectively, the "Bond Documents"):

(i) a Trust Indenture (the "Indenture"), with Security Bank of Kansas City, Kansas City, Kansas, as Trustee (the "Trustee"), prescribing the terms and conditions of issuing and securing the Series 2015A Bonds;

(ii) a Lease (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

(iii) a Bond Purchase Agreement (the "Bond Purchase Agreement") providing for the sale of the Series 2015A Bonds by the Issuer to RAW Investments, Inc., Wichita, Kansas (the "Purchaser").

D. The Issuer's governing body has found that under the provisions of K.S.A. 79-201a, the Project purchased or constructed with the proceeds of the Series 2015A 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. 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. 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:**

KAB\600442.70054\ORDINANCE (11-02-15)

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 2015A Bonds, to be designated "City of Maize Kansas Taxable Industrial Revenue Bonds, Series 2015A (Aero-Tech Engineering Project)" in the aggregate principal amount of not to exceed \$3,000,000, for the purpose of providing funds to pay the costs of the acquisition and construction of the Project. The Series 2015A 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 2015A Bonds will be special limited obligations of the Issuer payable solely from the Trust Estate under the Indenture, including revenues derived from the Lease of the Project. The Series 2015A 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 2015A 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 sublease of the Project to Aero-Tech Engineering, Inc., a Kansas corporation (the "Subtenant") is approved by the Issuer."

Section 6. **Approval of the Guaranty Agreement.** The form of the Guaranty Agreement dated as of November 1, 2015 between the Tenant and the Trustee, for the benefit of the owners of the Series 2015A Bonds is approved.

Section 7. **Authorization of Bond Purchase Agreement.** The Issuer is authorized to sell the Series 2015A Bonds to the Purchaser, according to the terms and provisions of the Bond Purchase Agreement, in the form approved in this Ordinance.

Section 8. **Execution of Bonds and Bond Documents.** The Mayor of the Issuer is authorized and directed to execute the Series 2015A 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 2015A 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 9. **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 2015A Bonds are issued. 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 reserves the right to impose a payment in lieu of taxes so exempted, to be made by the Tenant, in the event the Project ceases to be operated by the Subtenant at any time during the ten-year abatement period.

Section 10. **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 2015A Bonds in accordance with K.S.A. 12-1744. The lien created by the pledge will be discharged when all of the Series 2015A Bonds are paid or deemed to have been paid under the Indenture.

Section 11. **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 12. **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 2015A Bonds and the Bond Documents.

Section 13. **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 November 16, 2015 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

City Clerk

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**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, November 16, 2015**

**AGENDA ITEM #8A**

**ITEM: 2015 BUDGET AMENDMENT**

**BACKGROUND:**

Staff tracks the budget closely throughout the year. As the third quarter wound down, it became apparent that three funds in the 2015 budget would need to be amended to increase budget authority. There is ample cash in each fund but a few expenditure items were more than anticipated when the budget was completed over a year ago.

In the General Fund, while several departments and expenses were below estimates, there were two line items in particular that exceeded the projections. The housing grants have really started to increase in the last two years. In the 2015 budget it was estimated that the City would pay out \$85,000 in housing incentives. The new projection is over \$170,000 will be paid out in 2015.

The Transient Guest Tax Grant is another in/out expenditure that has increased in 2015. As the hotel has increased its room reservations the tax collected has also gone up. The City collected \$124,817 in transient guest taxes in 2015 and rebated 100% to the Maize Holiday Inn Express. Under the IRB terms until the occupancy rate is 70% for two consecutive years, the City will rebate 100% of the guest tax.

With the projected increases in revenue, the unencumbered cash at year end should remain unchanged.

When preparing any budget for the revenue funds (wastewater and water), the budget authority is limited to the amount of projected revenues. In the 2015 budget, wastewater revenues were projected to be \$701,000. Budget authority equaled the projected revenues.

Revenues in the wastewater fund are projected to be higher than original estimates and, due to items that have increased in cost this year, expenditures are also projected to be higher than original estimates. Expenditures will still be lower than revenues resulting in a fund that is “right side up”.

While most expenditures have been at or below 2014 costs, a few line items have been considerably higher. Electric utilities are higher than budgeted due to increased rates and usage at the wastewater treatment plant. Other increased expenditures generator repairs at lift stations and electrical work at the sewer plant.

The rate increases put into effect at the first of 2015 have shown up in the user fees and we are still installing new connections as a result of the housing incentives. Revenues are projected to be approximately \$34,000 higher than budgeted.

In the water fund, the line item that was significantly higher than budgeted was for equipment. The lease payment for the new electronic read water meters comes out of this line. Either through timing of the lease or an oversight, this payment was not included in the 2015 budget. (It was included in the 2016 budget).

Revenues in the water fund are also increased in the amended budget. This is mainly due to increase tower rental fees (AT & T leased space this year) and tap/equity fees. Due to another wet and cool summer, our user fees are down from projections even though rates were increased. As new users come online, old water credits are paid off and new commercial users are added, staff is hopeful the user fees revenues will increase.

Staff is preparing the financial plan to increase the amount of utility revenue going the reserve funds. This is to prepare for the future bond payments that will be due for the wastewater plant expansion and any other upgrades to the water and wastewater systems.

### **FINANCIAL CONSIDERATIONS:**

Staff recommends that the budget authority for the general fund be increased from \$3,406,860 to \$3,466,860; for the wastewater fund to increase from \$701,000 to \$719,158 and the water fund to increase from \$754,500 to \$775,684. This will ensure that there is sufficient budget authority in these funds to finish the last quarter of 2015.

The revenues in each fund will more than offset the increased budget authority that is needed for 2014. Staff projects that revenues for the general fund will be over \$3,773,000, wastewater will be over \$735,000 and water will be over \$805,539.

The projected 2015 carryover in the general fund is \$312,043, wastewater is \$535,908, and water is \$426,003.

### **LEGAL CONSIDERATIONS:**

The budget needs to be amended for these funds in order to ensure compliance with Kansas Budget Law.

### **RECOMMENDATION:**

Approve the recommendation to amend the 2015 budget and set the public hearing for 7:00 pm on December 21, 2015 and publish in *The Clarion*.



City of Maize

2015

Adopted Budget

General	2015 Adopted Budget	2015 Proposed Budget
Unencumbered Cash Balance January 1	813,833	887,174
Receipts:		
Ad Valorem Tax	1,303,878	1,252,500
Delinquent Tax	20,000	45,831
Motor Vehicle Tax	156,488	205,000
Recreational Vehicle Tax	2,024	
16/20M Vehicle Tax	1,125	
Sales Tax	575,000	650,000
Transient Guest Tax	75,000	124,817
Liquor Tax	16	1,533
Franchise Tax	320,000	372,245
Municipal Court Revenue	85,000	59,877
Permits and Licenses	85,000	124,054
Fireworks Permits	24,000	24,000
Planning & Zoning Revenue	1,000	1,275
Community Building Rental	6,000	5,000
911 Camp Revenue	12,000	15,100
Interest on Idle Funds	300	2,000
Miscellaneous		3,182
<b>Total Receipts</b>	<b>2,666,831</b>	<b>2,886,414</b>
<b>Resources Available:</b>	<b>3,480,664</b>	<b>3,773,588</b>
Expenditures:		
City Council	18,950	17,201
Administration	307,625	324,474
Police Department	570,000	561,890
Municipal Court	80,000	84,290
Community Facilities	64,000	59,390
Planning Commission	95,000	95,204
Audit	16,800	15,350
Employee Benefits	550,400	523,298
Utilities	26,000	20,000
Community Services	10,000	12,500
Building Inspections	34,650	65,000
Contingency Funds	30,000	0
Housing Grant	85,000	170,315
Commercial Incentive		12,431
Transient Guest Tax Rebate	75,000	124,817
City Hall Lease Payment	167,435	167,435
Economic Development	76,000	12,000
Park & Tree Board	10,000	10,000
Transfer to Street Fund	150,000	150,000
Transfer to CIP	775,000	775,000
Transfer to Equipment Reserve	255,000	255,000
911 Camp Expenses	10,000	10,450
Miscellaneous		815
<b>Total Expenditures</b>	<b>3,406,860</b>	<b>3,466,860</b>
Unencumbered Cash Balance December 31	73,804	306,728





**Notice of Budget Hearing for Amending the  
2015 Budget**

The governing body of  
**City of Maize**

will meet on the day of 12/21/2015 at 7:00 PM at City Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall and will be available at this hearing.

**Summary of Amendments**

<b>Fund</b>	2015 Adopted Budget			2015 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
General	38.030	1,303,878	3,406,860	3,466,860
Wastewater			701,000	719,158
Water			754,500	775,684
			0	0
			0	0
			0	0

Jocelyn Reid  
\_\_\_\_\_  
Official Title: City Clerk

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, November 16, 2015**

**AGENDA ITEM 8B**

**ITEM:**        **Repeal Ordinance #745**

**BACKGROUND:**

Currently a City ordinance establishes the Governing Body compensation. Our current Governing Body compensation Ordinance #745 was approved October 25, 2007.

In contrast, the Employee's compensation is established and modified by policy approved by the governing body.

For consistency, staff recommends that in the future any adjustment in the Governing Body (Mayor and City Councilmembers) compensation will likewise be established by policy approved by the governing body.

**FINANCIAL CONSIDERATIONS:**

None

**LEGAL CONSIDERATIONS:**

The City Attorney has drafted the repeal Ordinance and approves as to form. It will be forwarded to city hall on November 12, 2015.

*Note: the attached ordinance in this packet is a draft.  
The approved ordinance will be sent to the council before the meeting.*

**RECOMMENDATION/ACTION:**

Approve the ordinance to repeal Ordinance #745

**ORDINANCE NO. ???**

**Working Draft**

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS,  
REPEALING ORDINANCE NO. 745**

**BE IT ORDAINED** by the Governing Body of the City of Maize, Kansas, as follows:

**SECTION 1. Repeal.**

Ordinance No. 745 is hereby repealed.

**SECTION 2. Publication.**

This ordinance shall be published in the official City newspaper.

**SECTION 3. Effective Date.**

This ordinance shall become effective on the date of publication in the official City newspaper.

Approved by the Maize Governing Body, November 16, 2015 and signed by the Mayor of the City of Maize, Kansas, on this \_\_\_\_ day of \_\_\_\_\_, 2015.

(SEAL)

/s/ Clair Donnelly, Mayor

ATTEST:

/s/ Jocelyn Reid, City Clerk

(Published in *The Mount Hope Clarion*, October 25, 2007)

**ORDINANCE NO. 745**

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS,  
AMENDING SECTION 1-209 OF THE CODE OF THE CITY  
OF MAIZE, KANSAS, RELATING TO COMPENSATION  
FOR MEMBERS OF THE GOVERNING BODY AND  
REPEALING THE EXISTING SECTION 1-209.**

**BE IT ORDAINED** by the Governing Body of the City of Maize, Kansas, that Section 1-209 of the Code of the City of Maize, Kansas, is hereby amended to read as follows:

**SECTION 1. Section 1-209.** Section 1-209 of the Code of the City of Maize, Kansas, shall be amended to read as follows:

**“GOVERNING BODY COMPENSATION.** (a) The Mayor, for performance of duties, shall be paid the sum of Three Hundred Dollars (\$300.00) per month and the sum of Fifty Dollars (\$50.00) per meeting of the Governing Body that the Mayor attends, beginning November 1, 2007.

(b) Council Members, for performance of their duties, shall be paid the sum of One Hundred Fifty Dollars (\$150.00) per month and the sum of Thirty-five Dollars (\$35.00) per meeting of the Governing body that a Council Member attends, beginning November 1, 2007.

**SECTION 2. Repeal.** The existing Section 1-209 of the Code of the City of Maize, Kansas, is hereby repealed.

**SECTION 3. Effective Date.** This ordinance shall take effect and be in full force and effect from and after its passage, approval and publication once in the official City newspaper.

[The remainder of this page is intentionally left blank.]

PASSED by the Governing Body, and APPROVED and SIGNED by the Mayor of the City of Maize, Kansas, on this 24<sup>th</sup> day of October, 2007.

(SEAL)

  
Clair Donnelly, Mayor

ATTEST:

  
Jocelyn Reid, City Clerk

Approved as to form:

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



**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, November 16, 2015**

**AGENDA ITEM 8C**

**ITEM:        Personnel Policy Revisions**

**BACKGROUND:**

After review by staff and President Clasen and Councilmember Fitzmier, the following recommendations were developed for consideration at the November 16, 2015 meeting:

Job Descriptions Update:

- Police Detective (removed 30 hours per week stipulation following Council's approval for full-time employment on August 17, 2015)
- Facilities Maintenance Job Description (new position description to reflect the duties of the current Custodian position)

Pay Plan update including a brief background:

- The current pay plan was effective on January 1, 2011.
- The City Policy stated that it should be reviewed every 3 years.
- On October 20, 2014 Council voted to direct staff to hire a consultant to perform a compensation study.
- The Austin Peters Group L.L.C was hired. At the July 13, 2015 workshop, the findings were presented.
- At the July 20, 2015 meeting, the Council received and filed the Austin Peters Group L.L.C. recommendations and directed staff to amend the Personnel Policy.

Pay Plan Update:

- The pay plan was developed using the average of the position pay ranges and using 2.3% between steps to most closely align with the minimum and maximums recommended by the consultant.
- The Ordinance establishing compensation for the Governing Body was repealed.
- Governing Body compensation shall be established by Council Policy.
- Recommendation for Governing Body compensation is:
  - Councilmembers: move from \$150/month and \$35/meeting to \$300/month and \$50/ meeting
  - Mayor: move form \$300/month and \$50/meeting to \$500/month and \$100 per meeting
  - Council pay will be recommended to be reviewed every 3 years in conjunction with the Pay Plan

Staff recommends additional consideration for the following changes at the December 21, 2015 meeting:

- Any updates recommended by our City Attorney regarding federal law changes including the review of Section #3
- Pay incentives for full-time employees at the top of the pay scale.

Attachments for this agenda item include:

- Recommended Pay Plan
- Spread sheet with current pay, consultant findings, 2.3% scale
- Facility Maintenance Coordinator Job Description

**FINANCIAL CONSIDERATIONS:**

The pay plan adjustment for 2016 would cost is approximately \$54,168. Money is allocated in the 2016 adopted budget.

**LEGAL CONSIDERATIONS:**

None

**RECOMMENDATION/ACTION:**

Move to approve the Personnel Policy changes effective January 1, 2016.



## **Facilities Maintenance Coordinator Position Description**

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**Status: Non-Exempt, Full-Time Position**

**Supervisor Title: Public Works Director**

**Department: Public Works**

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### **Responsibilities:**

- Responsible for comprehensive maintenance for all city facilities
- Maintain inventory of supplies
- Respond to service requests and emergency calls
- Coordinate facility events
- Supervise custodial personnel
- Promote the good will of the City
- Perform other tasks as assigned

### **Skills:**

- Working knowledge of custodial and facilities and maintenance tasks to ensure an efficient and safe environment
- Ability to work safely with a wide range of chemicals according to federal and state regulations
- Ability to operate job related equipment
- Ability to work in emergency conditions
- Ability to communicate effectively; both orally and in writing
- Ability to lift and carry items weighing up to 50 pounds
- Ability to work independently and in a team environment
- Ability to be punctual and in regular attendance

### **Education:**

- High School graduate or equivalent

### **Experience:**

- Minimum five (5) years of custodial and facility maintenance experience preferred

Draft October 13, 2015

# Monthly Council Report

November 2015



## Department Highlights

- All departmental operations are functioning normally.
- The monthly SRO report is attached to this report.
- Chief Jensby and SRO Isaacs attended a school crisis team meeting. Over the past couple years the districts crisis plan has not been updated. As part of Maize PD taking over policing operations, we have begun working with school admin to update the plan and implement regular training with other agencies to prepare for any critical incident that may occur at any of our district schools. Officer Isaacs has been assigned to lead the project for the department.
- Officer Terry Sharp submitted his resignation effective 11/20/15. Officer Sharp has accepted a job with Sedgwick County Adult probation.

## Budget status:

**Major purchases: New Mobile radios - \$6,400.00.**

Sale of old radio's - \$6000.00

### Current Staff Levels.

11 Full-time  
1 Full-time vacancy  
2 Part-time  
2 Reserve  
2 Reserve -Vacant

### Monthly Activities

October Police Reports - 735  
October calls for service - 408

### Community Policing:

Working on holiday food drive with caring hearts.  
Please call if you know of a family in need.

OFFICER'S REPORT *October 30, 2015* Officer #MZ148

ATTENTION: Chief Jensby

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

**CONTACTS:**

- Youth Mentoring/Counseling Contacts:
  - 10
- Classes Taught and/or Class Lectures or Speaking to Classes:
  - On 10/08/15, I gave a presentation on search and seizure for Chad Christiansen's Law and Public Safety class at MSHS.
  - On 10/23/15, I assisted the Sedgwick County Fire Department with a presentation on collision response in the MSMS parking lot for Mr. Tinich and Mr. Archibald's engineering and science classes.

**ENFORCEMENT ACTIVITY SUMMARY:**

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

*Case Number:* 201500709, On 10/26/2015 at 1000 hrs, I investigated a disorderly conduct situation in which two parties got into an aggressive verbal argument in front of MSHS. I spoke with all parties involved and it seems that no future incidents will occur between these individuals. No physical conduct or verbal threats were made.

**OTHER NOTEWORTHY INFORMATION:**

- Worked the MSHS Homecoming game and dance on 10/9/15.
- Worked the Maize Fall Festival Parade on 10/10/2015.
- I attended and co-lead a USD 266 District crisis meeting, on 10/16/2015.
- On 10/21/15 at 0900 hrs, I assisted in organizing and conducting the first large scale crisis response team of the year.
- On 10/22/15 at 0930 hrs, I was asked to assist and evaluate a MCE modified lockdown drill by David Jennings.
- On 10/22/15 at 1040 hrs, I blocked traffic to assist in an evacuation drill from MSHS to the MSHS football stadium.
- On October 30<sup>th</sup>, 2015 I worked security at the MSHS v. MHS football game at MHS.

Respectfully Submitted,

Officer Joel Isaacs MZ148

Date October 30, 2015 Time 1500 hrs

ATTENTION: Chief Jensby (through channels)

SUBJECT: SRO Monthly Report – Maize High School – October, 2015

**CONTACTS:**

- Youth Mentoring/Counseling Contacts: 20
- Classes Taught and/or Class Lectures or Speaking to Classes: 1

**ENFORCEMENT ACTIVITY SUMMARY:**

***201500676, Outside Assist 10-05-2015***

*A student reported to a teacher about possible solicitation of a child/indecent liberties of a child involving an adult female who possibly lived in Park City. Victims were believed to be between 14 and 17 years of age. Park City Police Department was notified. Known suspect information but no victim information available.*

***201500690, MVA-MVA, 10-13-2015***

*A Maize High School student was leaving the parking lot and made a left hand turn in front of a Maize South High School student who was westbound on 45<sup>th</sup> Street. No injuries and both vehicles were inoperable. Vehicles privately towed.*

***201500731, Suicide Attempt, 10-30-2015***

*A female sophomore student reported during first lunch of a male sophomore student trying to gain access to bleach to kill himself. Two other students attempted to stop the student who fled down a hallway. He was found safe and unharmed and interviewed in the SRO office. He admitted to trying to find the bleach to drink it and he still felt that he wanted to harm himself. Parents were notified and transported him.*

***201500732, MVA-MVA, 10-30-2015***

*A female student lost control of her vehicle as she turned to the main traffic way of the parking lot. The parking lot was wet from falling mist/rain throughout the day from a layer of sealant put down within the past few weeks. Student's vehicle struck a parent's truck resulting in minimal damage to the truck but functional damage to the student's vehicle.*

**OTHER NOTEWORTHY INFORMATION:**

Maize High School had their first homecoming of the year on October 10<sup>th</sup>. There was great attendance to the dance after Maize High School had their first win of the season over Newton. There were no issues seen or reported at the dance.

Providence K9 performed a parking lot check on Thursday, October 15th. The dog alerted on several student's vehicles but no illegal drugs were located. Several knives were located in several student's vehicles during the subsequent search by Providence K9 handler. The knives were secured by Maize High School administration and parents were notified to pick the knives up.

Maize Elementary School had their last mile at Maize High School's track to complete their 26 mile marathon. Sergeant Herr with Maize Police Department, several Air Force members, Sedgwick County Fire Station 33, KAKE News, Maize High School marching band, Maize High cheerleaders, parents, and I were in attendance. The children had fun getting their last charm on their necklaces to signify they completed their marathon.

I am issuing campus tickets for parking in staff only parking and to have announcements made in warning to get vehicles registered. Many vehicles from the K9 search did not have permit stickers on them.

Exploited and Missing Children's Unit informed me of a female student who was possibly involved or trying to get into human trafficking. At this time, they do not believe she has been transported anywhere but have enough concern to request I watch over her.

The Maize High and Maize South High School football game at MHS went well despite the rain/mist throughout the game. Students behaved themselves and remained respectful even with Maize South winning the second year in a row. Only one MHS student was found to be in violation by mudding in the east drainage area for the school with his pickup. School administration dealt with the issue. Many middle school students were in attendance without parent supervision.

I am also working on complaints made by staff on students being dropped off in designated areas as a No Drop Off Zone. There have been a couple complaints about driving behaviors of students as well.

I am continuing to work with building positive relationships between students and staff. I have communicated with staff of my ability to discuss criminal justice/law enforcement topics to their class including social media issues, bullying and driving and traffic help. I also offered to come in to talk some of my personal interests as well to help show both students and staff I can contribute more than just my law enforcement background.

Respectfully Submitted,

Officer Jillian Rhodes - Mz110  
11092015 1110 hours

## **PUBLIC WORKS REPORT 11-11-2015**

### **Regular Maintenance**

- Have continued to grade all the gravel streets. Continue to check water, lift stations daily and read water meters monthly. Have installed several new meters this past month.
- Picked up quite a bit of brush this past month. We are continuing to train Nick Vestering and Caddo Meeks in the WWTP operation so they can qualify to test this March to be Class II Certified Wastewater Operators.

### **Special Projects**

- **Maize Park Cemetery**
  - Graber Excavation took down the trees and concrete slab at the back of the Cemetery. We hauled them off as they took them down so it went rather quick. We had everything done by 2:00 in the afternoon. Saved us some money that way.
  - Had quite a month of discussions with the Park Board and Cemetery Board in regards to how to best landscape the front of the Cemetery. Everyone finally agreed as to what to do and how to go about doing it so we picked up the trees and bushes and planted much of it the week of the November 1. There are still some plants and grasses we will plant in the spring. The new stone wall and entrance arch will be done in a month I am told. Think it will really look nice in the spring when everything is green and growing. A big part of the landscaping was to move the electric panel back and drill a new water well next to it. This was also done and now we have water to water all the plants and trees in the front.
- **City Park**

We worked with Wilkes Underground to get the new sewer line installed and connected at the sewer line in the middle of Academy. We did the street sawing. They then dug and connected the new line into the manhole. We backfilled the trench and placed new asphalt so that part is done. They will take it back to the new bathroom when it is farther along. Also they will stub out for the new splash park.
- Had a problem with the old 12” air line going to the basins from the blowers. Some joints were leaking air which we found and installed new seals and clamps on which will give us more air going to the basins which is how the WWTP operates.
- The new Maintenance shop is coming along nicely. Floor is finished. Gas lines, plumbing lines and tech lines are being installed outside the building perimeter before building construction which will begin the week of November 16<sup>th</sup>. Busy times.

Ron Smothers  
Public Works Director

**City Engineer's Report**  
**11/16/15**

**Dairy Queen**

Dairy Queen had a successful opening. Ribbon cutting ceremony is November 18<sup>th</sup> at 10:30 am.

**Busby, Ford & Reimer**

The framing is complete and brick work should commence soon.

**AeroTech**

Currently installing the metal siding.

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

Complete with pavement markings.

**Public Works Facility**

Concrete slab has been installed, rough in plumbing and electrical is done.

**Intersection at 61<sup>st</sup> and Ridge**

Street lights are now installed.

## **PLANNING ADMINISTRATOR'S REPORT**

**DATE:** November 16, 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 – City Council approved the zone change request for Multi-Family and Limited Commercial zoning on September 21. Since that time the property owner has submitted a sketch plat for administrative review. Staff is working with the property owners on issues of drainage and property acquisition by KDOT for the Northwest Bypass.
2. Zoning Area of Influence (ZAOI)– The Sedgwick County Board of Commissioners reviewed this issue at their October 21<sup>st</sup> meeting. The final vote of the BoCC was to retain the ZAOIs with the change that the boundaries of each city's ZAOI now reflect each city's 20-year urban growth boundary. In our case the 20-year urban growth boundary is the same as the ZAOI before this change. Other changes to the process include requiring the affected city to provide a recommendation to the BoCC within 30 days of being notified by the Metropolitan Area Planning Department and elimination of the unanimous vote requirement of the BoCC to overturn a denial by a small city's Planning Commission. The vote requirement will now be a super-majority (4 out of 5) and if the case is returned to MAPC for further review when the case ends up at BoCC the vote requirement will be a simple majority.
3. ACES building expansion – the vacation of a portion of street right-of-way was approved by the Council in October. We expect the building expansion to begin by the end of this year.
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  
November 16, 2015**

Year to date status (Through 10/31/15):

<b>General Fund –</b>			
	Budget	YTD	
Rev.	\$2,666,831	\$2,679,297	100.47%
Exp.	\$3,030,450	\$3,006,988	88.26%
<b>Streets –</b>			
Rev.	\$289,550	\$ 278,734	96.26%
Exp.	\$280,300	\$ 238,833	85.21%
<b>Wastewater Fund-</b>			
Rev.	\$701,000	\$ 674,635	96.24%
Exp.	\$707,000	\$ 631,111	90.03%
<b>Water Fund-</b>			
Rev.	\$754,500	\$ 688,477	91.25%
Exp.	\$754,500	\$ 653,294	86.59%

**Health & Dental Benefits**

Per Council's request, here are the 2015 numbers (through 10/31/2015) 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:	\$ 193,064.42	\$ 48,224.40	\$241,288.82
Dental:	14,359.90	3,591.40	17,951.30
Life:	<u>6,498.08</u>	<u>0</u>	<u>6,498.08</u>
	<b>\$ 213,922.40</b>	<b>\$ 51,815.80</b>	<b>\$265,738.20</b>

### Dugan Park Funds

Per Council's request, the following is a breakdown of the Dugan Park funds (as of 10/31/2015)

<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><u>Splash Pad/Restroom Project</u></b>	<b><u>- 3,529.12</u></b>
<b>Remaining Balance:</b>	<b>\$ 95,417.13</b>

### 2017 Elections

During the 2015 session, the Legislature passed a bill that moves local elections to the fall of odd numbered years. Staff is researching what changes need to be made to City charter ordinances regarding term expirations and filling governing body vacancies.

The law also changed the filing fees and requirements. The filing fee for all cities, regardless of class, will be \$20. Also, all candidate filings will need to be made at the County election office. The city clerk will no longer be able to accept the paperwork.

**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 10/31/15	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 10/31/15	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 10/31/15	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>

MPBC Project	Fund	Resolution	Total Resolution Amount	Expenditures thru 12/31/14	Expenditures 1/1/15 thru 10/31/15	Total Expenditures	Resolution Authorization Less Expenditures
Public Works Building	05	MPBC 14-15	\$ 1,050,000.00	\$ -	\$ 29,898.18	\$ 29,898.18	\$ 1,020,101.82

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

**\$4,051,051.26   \$1,124,682.85   \$5,048,149.67   \$1,483,850.33**

**CIP 2015 (As of 10/31/2015)**

<u>Detail</u>	<u>Reason</u>	<u>October Revenue</u>	<u>October Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/15					\$ 382,620.81
Total Revenues		64,769.30		775,750.00	647,979.45
<b>Total Resources</b>					<b><u>1,030,600.26</u></b>
Street Improvements			238.68	527,000.00	295,634.36 **
Sidewalk/Bike Paths				50,000.00	-
Park Improvements	From Dugan Park Funds		3,370.00	114,000.00	3,529.12 **
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		-	3,608.68	1,216,000.00	667,903.25
Cash Balance - 10/31/15					<b><u>\$ 362,697.01</u></b>

\*\*Smaller costs part of bigger project.

**Equipment Reserve 2015 (As of 10/31/2015)**

<u>Detail</u>	<u>Reason</u>	<u>October Revenue</u>	<u>October Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/15					\$ 100,629.78
Interest	From Bank Accounts	16.24		100.00	187.23
Reimbursements	Sale of 2003 GMC	-		-	1,500.00
Transfers	From General Fund	21,250.00		255,000.00	212,500.00
Total Revenues		\$ 21,266.24		\$ 255,100.00	\$ 214,187.23
<b>Total Resources</b>					<b>\$ 314,817.01</b>
Trucks/Heavy Equipment				\$ 125,000.00	\$ 86,998.41
Trucks/Heavy Equipment	Encumbered in 2014 Budget		\$ -		\$ 50,827.00
Computers			4,054.00	45,000.00	32,904.66
Police Department Expenses			6,509.00	75,000.00	59,281.79
Total Expenditures			\$ 10,563.00	\$ 245,000.00	\$ 230,011.86
Cash Balance - 10/31/2015					<b>\$ 84,805.15</b>



# CITY OPERATIONS REPORT

**DATE:** November 11, 2015  
**TO:** Maize City Council  
**FROM:** Richard LaMunyon-Becky Bouska-Sue Villarreal-Jolene Allmond  
**RE:** November Report

**1) Trailer Parks Law Suit**

The Trailer Park Lawsuit is progressing. The Deputy City Administrator attended the depositions of both Park owners last Thursday. Our attorney indicated that our position on the Manufactured Homes Policy is secure.

**2) Economic Development**

- Aerotech anticipates being operational by year-end.
- Dairy Queen is open
  - a. Ceremonial opening Thursday, November 18<sup>th</sup> @ 10:30am*
- 27 new single family housing & 3 tri-plexus
- Busby, Ford & Reimer Building scheduled to be completed by Christmas.
- Bliss Lake Estates Development
  - a. Four (4) lots located on Maize Rd south of Lake Lane Street.*
- Inquiry made regarding building a new storage unit complex west of Vogeli Construction on 53rd Street.

**3) 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

**4) 10 Year Review**

The K-96 Corridor Association has completed its 10<sup>th</sup> anniversary. Each community along the way was asked to provide a "10 year review" of growth and development activities. Attached is an outline of the Maize presentation. We thought you might find it of interest.

**City of Maize  
10 year Review  
K-96 Meeting  
November 5, 2015**

During the past ten years Maize has experienced exponential growth. Several reasons enter into this growth.

- Maize's city limits are contiguous with the northwest boundaries of the City of Wichita.
- The Maize public school system is state-of-the art with highly qualified teachers and is ranked as a top district in the State.
- The City has planned for and made improvements to accommodate the growth.

However the single greatest contributor factor to the success of the growth of Maize has been the support of the Maize City Council. (*The Governing Body*)

- They have been visionaries during this process
- They implemented long range planning in all areas
- Stepped forward with up-front money to provide the infrastructure in order to support the future growth.
  - a. *Specifically water & sewer & roads*
- Provided funds for in-depth studies in marketing, water and sewer improvements, road construction and maintenance and future growth demands.
- They authorized additional staffing requirements in each department.
- Provided for the necessary equipment upgrades
- Enhanced employee benefits
- Increased employee training opportunities.
- And at the same time they preserved the financial stability of the city without increasing taxes.

Their support, unified with excellent, quality employees, has resulted in significant growth and development.

A brief outline of some of these results are noted below:

## 1. Growth & Development

- A. Geography area
  - Land area has tripled in the past 10 years
  - Currently just under 10 sq miles
  - 95% annexation was requested annexation (consent)
- B. Population
  - According - US Census Bureau & Wichita Business journal  
*Maize is among fastest-growing KS communities*
  - Maize 2015 population estimate is 4,200 (US Census Bureau)
  - Compared to 2,500 - 10 years ago
  - When schools in session city daily population is about 14,000 (Maize schools & WSU west campus)
- C. Assessed Valuation
  - Experienced a 153% increase in 10 years
- D. Housing
  - 495 new single family homes
  - 20 Duplexes
  - 10 triplexes
  - 1 apartment complex with 7 buildings
  - New upscale apartment to start in 2016
  - One new hotel
- E. Commercial
  - 29 new commercial outlets (*some in strip malls*)
- F. Industrial Development
  - Industrial Park Master Plan (*Transystems 2012/13*)
  - Maize Industrial Park opened in 2014
  - First plant opened this year
  - The second will open soon
  - Approximately three hundred new employees are now working in Maize.
- G. Park Improvements
  - Master Park Plan
  - New playground equipment
  - Upgrade for the Park Community building
  - New skate park feature
  - New Splash park & park restrooms approved (spring)
  - Establishment of a City Arboretum
- H. Cemetery Improvements
  - Opening a new 5 acres
  - Landscaping plan in place
  - New fencing, tree planting underway

## **2. Infrastructure/Public Facilities Improvements**

### **a. Roadways**

- Maize Road (45<sup>th</sup> to 53<sup>rd</sup> -connector to K-96)
- Maize Road 53<sup>rd</sup> to 61<sup>st</sup>
- Academy Street
- Several other roadways upgraded
- Policy of paving all annexed streets (at large)
- Ongoing 5 year street maintenance plan

### **b. Utilities**

- New water system
- Upgrade of sewer lines & lift stations
- Plans completed & approved for wastewater plant expansion. Funding option being considered.

### **c. Flood Control**

- Improved storm water drainage system
- Constructed \$1.2 million dollar retention pond with pump station
- No longer home flooding in Maize

### **d. Facilities Improvements**

- New City Hall Complex
  - a. Administration
  - b. Police
  - c. Recreation Commission
  - d. Public Storm shelter
  - e. Underground PD parking garage
- New EMC Ambulance building
- New Sedgwick County Fire station #33
- New Public Works Maintenance building (Open in April)

## **3. Personnel & Equipment**

- 47 full/part-time employees/Council
- Largest increase in Public Works & Police
- Administration, Police & Public Works equipment upgrade/replacement plan
- Outstanding professionals at every level and assignment.
- City provides a competitive employee pay plan & benefit package
- Very low employee turnover

## **4. We all look forward to the growth of the future**

*Page 3*