

CITY COUNCIL AGENDA



CITY HALL MEETING
ROOM

7:00 p.m.

Monday, August 18, 2014

APPROVAL OF AGENDA

I. 2015 Budget Hearing

II. Guests

- a. Mike Younger – Comprehensive Planning
- b. Terry Laws – Drainage Problems Wichita County Health Center
- c. Glen Burch – Sewer
- d. Greg Fletcher – Building Deconstruction
- e. Tony Binns – Watering Football Fields
- f. Jake Altman – Bidding Procedures

III. Consent Agenda Approval

- a. Approval of the July 28, August 4, & August 12, 2014 Meeting Minutes
- b. Accounts Payable Warrants 38388-38411 & 1212742 \$215,274.61
- c. *Accounts Payable Warrants 38412-38XXX* *\$0,000.00*

IV. Officer Reports

- a. City Attorney
- b. City Superintendent
- c. City Clerk

V. Notices and Communications

- a.

VI. Introduction and Consideration of Ordinances

- a.

VII. Unfinished Business

- a. 2015 Budget
- b. Comprehensive Planning \$53,520.00

VIII. Other Business

- a. Ramona Patten Appointment to Leoti Housing Authority Board Effective Aug 1
- b. A.D.M Building Permit
- c. Streets (Porter)

ADJOURNMENT

Enclosures: 2015 Draft Budget, July 28th Draft Meeting Minutes, August 4th Draft Meeting Minutes, August 12th Draft Meeting Minutes, Accounts Payable Warrant Register, ADM Building Permit, Comprehensive Planning Proposal, Treasurer's Report, Cash Position Report, Code Enforcement Report, Applicant List.

CERTIFICATE

To the Clerk of Wichita County, State of Kansas

We, the undersigned, officers of

City of Leoti

- certify that: (1) the hearing mentioned in the attached publication was held;
 (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditures for the various funds for the year 2015; and
 (3) the Amounts(s) of 2014 Ad Valorem Tax are within statutory limitations.

		2015 Adopted Budget		
		Budget Authority for Expenditures	Amount of 2014 Ad Valorem Tax	County Clerk's Use Only
Table of Contents:		Page No.		
Computation to Determine Limit for 2015		2		
Allocation of MVT, RVT, 16/20M Veh Tax		3		
Schedule of Transfers		4		
Statement of Indebtedness		5		
Statement of Lease-Purchases		6		
Fund	K.S.A.			
General	12-101a	7	975,517	444,939
Ambulance and Fire Equip.	12-110b	8	119,178	22,902
Special Highway		9	180,000	
Special Parks and Recreation		9		
Water Operating		10	882,000	
Sanitation Operating		10	181,000	
Sewer Operating		11	331,921	
Storm Water Operating		11	30,000	
Non-Budgeted Funds-A		12		
Non-Budgeted Funds-B		13		
Non-Budgeted Funds-C		14		
Totals		xxxxxx	2,699,616	467,841
Is a Notice of Vote Publication required?			No	County Clerk's Use Only
Budget Summary		15		
Neighborhood Revitalization Rebate		16		
				Nov 1, 2014 Total Assessed Valuation

Assisted by:

 James W Kennedy
 Kennedy McKee & Company LLP
 Address:

 PO Box 1477
 Dodge City, KS 67801-1477
 Email:

 jkennedy@kmc-cpa.com
 Attest: August 18, 2014

 Kasper Lechtenberg
 City Clerk

Governing Body

State of Kansas
City

City of Leoti

2015

Computation to Determine Limit for 2015

	Amount of Levy
1. Total tax levy amount in 2014 budget	+ \$ <u>460,774</u>
2. Debt service levy in 2014 budget	- \$ <u>0</u>
3. Tax levy excluding debt service	\$ <u>460,774</u>
2014 Valuation Information for Valuation Adjustments	
4. New improvements for 2014:	+ <u>91,473</u>
5. Increase in personal property for 2014:	
5a. Personal property 2014	+ <u>147,075</u>
5b. Personal property 2013	- <u>239,289</u>
5c. Increase in personal property (5a minus 5b)	+ <u>0</u>
	(Use Only if > 0)
6. Valuation of annexed territory for 2014	
6a. Real estate	+ <u>0</u>
6b. State assessed	+ <u>0</u>
6c. New improvements	- <u>0</u>
6d. Total adjustment (sum of 6a, 6b, and 6c)	+ <u>0</u>
7. Valuation of property that has changed in use during 2014	<u>9,068</u>
8. Total valuation adjustment (sum of 4, 5c, 6d & 7)	<u>100,541</u>
9. Total estimated valuation July 1, 2014	<u>6,357,609</u>
10. Total valuation less valuation adjustment (9 minus 8)	<u>6,257,068</u>
11. Factor for increase (8 divided by 10)	<u>0.01607</u>
12. Amount of increase (11 times 3)	+ \$ <u>7,404</u>
13. 2015 budget tax levy, excluding debt service, prior to CPI adjustment (3 plus 12)	\$ <u>468,178</u>
14. Debt service levy in this 2015 budget	<u>0</u>
15. 2015 budget tax levy, including debt service, prior to CPI adjustment (13 plus 14)	<u>468,178</u>
16. Consumer Price Index for all urban consumers for calendar year 2013	<u>1.50%</u>
17. Consumer Price Index adjustment (3 times 16)	\$ <u>6,912</u>
18. Maximum levy for budget year 2015, including debt service, not requiring 'notice of vote publication.' (15 plus 17)	\$ <u>475,090</u>

If the 2015 adopted budget includes a total property tax levy exceeding the dollar amount in line 18 you must publish notice of vote by the governing body to adopt such budget in the official county newspaper and attach a copy of the published notice to this budget.

In no event will published notice of the vote be required if the total budget year tax levy is \$1,000 or less.

City of Leoti

2015

Allocation of Motor, Recreational, 16/20M Vehicle Tax & Slider

Budgeted Fund for 2014	Budget Tax Levy Amount for 2013	Allocation for Year 2015		
		MVT	RVT	16/20M Veh
General	439,421	96,469	611	2,656
Ambulance and Fire Equip	21,353	4,688	30	129
TOTAL	460,774	101,157	641	2,785

County Treas Motor Vehicle Estimate	<u>101,157</u>		
County Treasurers Recreational Vehicle Estimate		<u>641</u>	
County Treasurers 16/20M Vehicle Estimate			<u>2,785</u>

Motor Vehicle Factor	<u>0.21954</u>		
Recreational Vehicle Factor		<u>0.00139</u>	
16/20M Vehicle Factor			<u>0.00604</u>

STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Date of Retirement	Interest Rate %	Amount Issued	Beginning Amount Outstanding Jan 1,2014	Date Due		Amount Due 2014		Amount Due 2015	
						Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:											
Water System	4/4/2005	4/7/2045	4.25	873,400	750,808	4/7	4/7	34,034	12,206	12,725	33,516
Total G.O. Bonds					750,808			34,034	12,206	12,725	33,516
Revenue Bonds:											
None											
Total Revenue Bonds					0			0	0	0	0
Other:											
KDHE Loan - Sewer	3/11/2011	3/1/2032	3.06	592,149	571,962	3/1	9/1	17,331	22,590	16,634	23,287
Temporary Notes	8/1/2013	8/1/2015	0.85	1,867,000				15,869	0	15,870	1,867,000
Total Other					571,962			33,200	22,590	32,504	1,890,287
Total Indebtedness					1,322,770			67,234	34,796	45,229	1,923,803

STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION*

Item Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1, 2014	Payments Due 2014	Payments Due 2015
None							
Totals					0	0	0

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

City of Leoti

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget General	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	153,178	176,641	142,333
Receipts:			
Ad Valorem Tax	394,098	421,844	xxxxxxxxxxxxxxxxxxxxxx
Delinquent Tax	5,449	2,076	2,197
Motor Vehicle Tax	92,088	95,366	96,469
Recreational Vehicle Tax	655	614	611
16/20M Vehicle Tax	2,576	2,598	2,656
Gross Earning (Intangible) Tax			0
LAVTR			0
City and County Revenue Sharing			0
Local Alcoholic Liquor	490		
Compensating Use Tax	34,236	28,500	25,000
Local Retail Sales Tax	134,057	120,000	120,000
Franchise Tax	132,958	125,000	125,000
Licenses and Permits	3,285	3,000	2,000
Fines and Fees	814	1,000	500
County Fire Contract	20,000	20,000	20,000
Sale of land	40,496		
Residual equity transfer	5,801		
In Lieu of Taxes (IRB)			
Interest on Idle Funds	4,179	5,000	5,000
Miscellaneous	35,031	10,000	10,000
Does miscellaneous exceed 10% Total Rec			
Total Receipts	906,213	834,998	409,433
Resources Available:	1,059,391	1,011,639	551,766

City of Leoti
FUND PAGE - GENERAL

Adopted Budget
General

	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Resources Available:	1,059,391	1,011,639	551,766
Expenditures:			
General Government:			
Personal services	155,874	165,000	272,000
Contractual services	86,403	125,000	125,000
Commodities	33,785	50,000	50,000
Capital outlay			20,000
Total	276,062	340,000	467,000
Appropriations:			
Airport	1,400	1,400	1,400
Cemetery	1,400	1,400	1,400
WCED	34,500	38,625	42,750
Golf course	17,500	17,500	17,500
Historical society			6,000
Total	54,800	58,925	69,050
Public Safety:			
Law Enforcement Agreement	87,000	87,000	87,000
Fire department:			
Personal services	7,731	8,500	8,500
Contractual services	32,445	38,200	39,500
Commodities	40,317	47,500	40,000
Capital outlay			28,000
Total	80,493	94,200	116,000
Public works:			
Personal services	38,074	62,000	85,000
Contractual services	59,464	140,000	60,000
Commodities	45,391	35,000	35,000
Capital outlay	4,296		
Total	147,225	237,000	180,000
Culture and recreation - parks:			
Personal services	15,000	15,000	18,000
Contractual services	260	1,000	1,000
Total	15,260	16,000	19,000
Municipal court:			
Personal services	9,342	10,300	10,300
Contractual services	24,974	23,500	23,500
Commodities	88	200	200
Total	34,404	34,000	34,000
Transfers:			
Fire equipment reserve	21,506		
Equipment reserve	166,000		
Total	187,506	0	0
Neighborhood Revitalization Rebate		2,181	3,467
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	882,750	869,306	975,517
Unencumbered Cash Balance Dec 31	176,641	142,333	xxxxxxxxxxxxxxxxxxxxxx
#REF!	934,012	926,106	975,517
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	975,517
		Tax Required	423,751
Delinquent Comp Rate:	5.0%		21,188
			444,939

City of Leoti

2015

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Ambulance and Fire Equip.			
Unencumbered Cash Balance Jan 1	38,510	66,374	92,413
Receipts:			
Ad Valorem Tax	22,106	20,499	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax	310	116	107
Motor Vehicle Tax	5,273	5,350	4,688
Recreational Vehicle Tax	38	34	30
16/20M Vehicle Tax	137	146	129
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	27,864	26,145	4,954
Resources Available:	66,374	92,519	97,367
Expenditures:			
Capital Outlay			119,000
Neighborhood Revitalization Rebate		106	178
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	106	119,178
Unencumbered Cash Balance Dec 31	66,374	92,413	xxxxxxxxxxxxxxxxxxxx
2013/2014/2015 Budget Authority Amount:	88,107	92,106	119,178
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	119,178
		Tax Required	21,811
		Delinquent Comp Rate: 5.0%	1,091
		Amount of 2014 Ad Valorem Tax	22,902

Adopted Budget	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
0			
Unencumbered Cash Balance Jan 1		0	0
Receipts:			
Ad Valorem Tax		0	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax			
Motor Vehicle Tax			
Recreational Vehicle Tax			
16/20M Vehicle Tax			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	0	0	0
Expenditures:			
Neighborhood Revitalization Rebate			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	0
Unencumbered Cash Balance Dec 31	0	0	xxxxxxxxxxxxxxxxxxxx
2013/2014/2015 Budget Authority Amount:	0	0	0
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	0
		Tax Required	0
		Delinquent Comp Rate: 5.0%	0
		Amount of 2014 Ad Valorem Tax	0

City of Leoti

2015

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Highway	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	126,938	101,531	141,021
Receipts:			
State of Kansas Gas Tax	39,188	39,490	39,810
County Transfers Gas		0	0
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	39,188	39,490	39,810
Resources Available:	166,126	141,021	180,831
Expenditures:			
Contractual Services	64,595		180,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	64,595	0	180,000
Unencumbered Cash Balance Dec 31	101,531	141,021	831
2013/2014/2015 Budget Authority Amount:	95,000	111,968	180,000

Adopted Budget

Special Parks and Recreation	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	2,466	0	0
Receipts:			
Liquor Tax			
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	0	0
Resources Available:	2,466	0	0
Expenditures:			
Residual equity transfer to General	2,466		
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	2,466	0	0
Unencumbered Cash Balance Dec 31	0	0	0
2013/2014/2015 Budget Authority Amount:	2,466	2,466	0

City of Leoti

2015

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Water Operating	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	386,263	523,847	454,606
Receipts:			
Water Sales	519,269	400,000	425,000
Penalties, Installations, Interest	5,938	5,000	5,000
Coin Sales and Connection Fees	7,646	6,000	6,000
Interest on Idle Funds			
Miscellaneous	16,281	5,000	5,000
Does miscellaneous exceed 10% Total Rec			
Total Receipts	549,134	416,000	441,000
Resources Available:	935,397	939,847	895,606
Expenditures:			
Personal Services	102,190	117,000	117,000
Contractual Services	109,898	130,000	130,000
Commodities	46,578	52,000	55,000
Capital Outlay	18,768	50,000	150,000
Transfer to Water Reserve	90,000	90,000	150,000
Transfer to Water Bond and Interest	44,116	46,241	280,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	411,550	485,241	882,000
Unencumbered Cash Balance Dec 31	523,847	454,606	13,606
2013/2014/2015 Budget Authority Amount:	448,241	485,241	882,000

Adopted Budget

Adopted Budget Sanitation Operating	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	116,376	95,611	61,411
Receipts:			
Sanitation Collection Fees	113,330	115,000	115,000
Yard Waste Collection Fees	4,795		
Penalties	1,463	1,500	1,500
Containers Sold	6,010	4,000	4,000
Interest on Idle Funds			
Miscellaneous	1,640	300	500
Does miscellaneous exceed 10% Total Rec			
Total Receipts	127,238	120,800	121,000
Resources Available:	243,614	216,411	182,411
Expenditures:			
Personal Services	80,005	85,000	91,000
Contractual Services	23,764	25,000	30,000
Commodities	29,234	30,000	30,000
Capital Outlay			
Transfer to Sanitation Reserve	15,000	15,000	30,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	148,003	155,000	181,000
Unencumbered Cash Balance Dec 31	95,611	61,411	1,411
2013/2014/2015 Budget Authority Amount:	166,000	166,000	181,000

City of Leoti

2015

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Sewer Operating	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	247,778	266,764	151,343
Receipts:			
Sewer Service	191,590	180,000	180,000
Penalties	2,082	1,500	1,500
Additional Charges			
Interest on Idle Funds			
Miscellaneous	25		
Does miscellaneous exceed 10% Total Rec			
Total Receipts	193,697	181,500	181,500
Resources Available:	441,475	448,264	332,843
Expenditures:			
Personal Services	83,834	82,000	82,000
Contractual Services	25,780	30,000	30,000
Commodities	22,780	20,000	20,000
Capital Outlay	7,434	125,000	160,000
Debt Service			
Principal	20,187	22,590	23,287
Interest and Fees	14,696	17,331	16,634
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	174,711	296,921	331,921
Unencumbered Cash Balance Dec 31	266,764	151,343	922
2013/2014/2015 Budget Authority Amount:	265,923	296,921	331,921

Adopted Budget

Adopted Budget Storm Water Operating	Prior Year Actual for 2013	Current Year Estimate for 2014	Proposed Budget Year for 2015
Unencumbered Cash Balance Jan 1	32,541	41,183	23,103
Receipts:			
Storm Water Services	8,851	8,800	8,800
Penalties	128	120	120
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	8,979	8,920	8,920
Resources Available:	41,520	50,103	32,023
Expenditures:			
Personal Services			
Contractual Services	337	5,000	5,000
Commodities		4,000	5,000
Capital Outlay		18,000	20,000
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	337	27,000	30,000
Unencumbered Cash Balance Dec 31	41,183	23,103	2,023
2013/2014/2015 Budget Authority Amount:	27,000	27,000	30,000

City of Leoti

NON-BUDGETED FUNDS (A)
(Only the actual budget year for 2013 is to be shown)

2015

Non-Budgeted Funds-A

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Tech Equip Reserve		Fire Equipment Reserve		Equipment Reserve		Capital Impr - Fire		Saturday Cinema		Total
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		
Cash Balance Jan 1	83	Cash Balance Jan 1	33,988	Cash Balance Jan 1	597,485	Cash Balance Jan 1	3,335	Cash Balance Jan 1	3,135	638,026
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Grants		Grants		Grants		Grants		Grants		
Transfer from:		Transfer from:		Transfer from:		Transfer from:		Transfer from:		
		General	21,506	General	166,000					
		Miscellaneous						Miscellaneous	2,238	
Total Receipts	0	Total Receipts	21,506	Total Receipts	166,000	Total Receipts	0	Total Receipts	2,238	189,744
Resources Available:	83	Resources Available:	55,494	Resources Available:	763,485	Resources Available:	3,335	Resources Available:	5,373	827,770
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Contractual Services		Contractual Services		Contractual Services		Contractual Services		Contractual Services	21	
Commodities		Commodities		Commodities		Commodities		Commodities	967	
Capital Outlay		Capital Outlay		Capital Outlay		Capital Outlay		Capital Outlay		
Debt Service:		Debt Service:		Debt Service:		Debt Service:		Debt Service:		
Principal		Principal		Principal		Principal		Principal		
Interest		Interest		Interest		Interest		Interest		
Transfer to:		Transfer to:		Transfer to:		Transfer to:		Transfer to:		
						General	3,335			
Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	Total Expenditures	3,335	Total Expenditures	988	4,323
Cash Balance Dec 31	83	Cash Balance Dec 31	55,494	Cash Balance Dec 31	763,485	Cash Balance Dec 31	0	Cash Balance Dec 31	4,385	823,447 **
										823,447 **

**Note: These two block figures should agree.

City of Leoti

NON-BUDGETED FUNDS (B)
(Only the actual budget year for 2013 is to be shown)

2015

Non-Budgeted Funds-B

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Capital Impr - General		Water Capital Project		Water Treatment		Water Reserve		Water Bond and Interest		Total
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		
Cash Balance Jan 1	10,000	Cash Balance Jan 1	0	Cash Balance Jan 1	0	Cash Balance Jan 1	240,098	Cash Balance Jan 1	107,863	357,961
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Grants		Grants		Grants		Grants		Grants		
Transfer from:		Transfer from:		Transfer from:		Transfer from:		Transfer from:		
		Water Treatment	85,705			Water Operating	90,000	Sanitation Operating	15,000	
Loan Proceeds			40,000	Loan Proceeds	1,867,000					
				Interest	1,156					
Total Receipts	0	Total Receipts	125,705	Total Receipts	1,868,156	Total Receipts	90,000	Total Receipts	15,000	2,098,861
Resources Available:	10,000	Resources Available:	125,705	Resources Available:	1,868,156	Resources Available:	330,098	Resources Available:	122,863	2,456,822
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Contractual Services		Contractual Services	105,705	Contractual Services	106,551	Contractual Services		Contractual Services		
Commodities		Commodities		Commodities		Commodities		Commodities		
Capital outlay	2,500	Capital outlay		Capital outlay		Capital outlay		Capital outlay		
Debt Service:		Debt Service:		Debt Service:		Debt Service:		Debt Service:		
Principal		Principal		Principal	28,070	Principal		Principal		
Interest		Interest		Interest	48	Interest		Interest		
Transfer to:		Transfer to:		Transfer to:		Transfer to:		Transfer to:		
				Water Capital Proj	85,705					
Total Expenditures	2,500	Total Expenditures	105,705	Total Expenditures	220,374	Total Expenditures	0	Total Expenditures	0	328,579
Cash Balance Dec 31	7,500	Cash Balance Dec 31	20,000	Cash Balance Dec 31	1,647,782	Cash Balance Dec 31	330,098	Cash Balance Dec 31	122,863	2,128,243 **
										2,128,243 **

**Note: These two block figures should agree.

City of Leoti

NON-BUDGETED FUNDS (C)
(Only the actual budget year for 2013 is to be shown)

2015

Non-Budgeted Funds-C

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Sanitation Reserve		Sewer Reserve								Total
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		
Cash Balance Jan 1	107,863	Cash Balance Jan 1	90,000	Cash Balance Jan 1		Cash Balance Jan 1		Cash Balance Jan 1		197,863
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Grants										
Transfer from:										
Sanitation	15,000									
Total Receipts	15,000	Total Receipts	0	Total Receipts	0	Total Receipts	0	Total Receipts	0	15,000
Resources Available:	122,863	Resources Available:	90,000	Resources Available:	0	Resources Available:	0	Resources Available:	0	212,863
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Contractual Services										
Licensing										
Capital Outlay										
Debt Service:										
Principal										
Interest										
Transfer to:										
Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	0
Cash Balance Dec 31	122,863	Cash Balance Dec 31	90,000	Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	212,863 **
										212,863 **

**Note: These two block figures should agree.

NOTICE OF BUDGET HEARING

2015

The governing body of
City of Leoti
will meet on August 18, 2014 at 7:00 PM at Leoti City Hall, Leoti, Kansas for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at Leoti City Hall, Leoti, Kansas and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2015 Expenditures and Amount of 2014 Ad Valorem Tax establish the maximum limits of the 2015 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2013		Current Year Estimate for 2014		Proposed Budget Year for 2015		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2014 Ad Valorem Tax	Estimate Tax Rate *
General	882,750	67.850	869,306	69.960	975,517	444,939	69.985
Ambulance and Fire Equip.	0	3.806	106	3.400	119,178	22,902	3.602
Special Highway	64,595				180,000		
Special Parks and Recreation	2,466						
Water Operating	411,550		485,241		882,000		
Sanitation Operating	148,003		155,000		181,000		
Sewer Operating	174,711		296,921		331,921		
Storm Water Operating	337		27,000		30,000		
Non-Budgeted Funds-A	4,323						
Non-Budgeted Funds-B	328,579						
Non-Budgeted Funds-C							
Totals	2,017,314	71.656	1,833,574	73.360	2,699,616	467,841	73.588
Less: Transfers	422,327		151,241		211,241		
Net Expenditure	1,594,987		1,682,333		2,488,375		
Total Tax Levied	438,450		460,774		XXXXXXXXXXXXXXXXXX		
Assessed Valuation	6,118,825		6,281,035		6,357,609		
Outstanding Indebtedness, January 1,							
	2012		2013		2014		
G.O. Bonds	838,268		762,516		750,808		
Revenue Bonds	0		0		0		
Other	0		592,149		571,962		
Lease Purchase Principal	0		0		0		
Total	838,268		1,354,665		1,322,770		

*Tax rates are expressed in mills

Kasper Lechtenberg
City Official Title: City Clerk

2015 Neighborhood Revitalization Rebate

Budgeted Funds for 2015	2014 Ad Valorem before Rebate**	2014 Mil Rate before Rebate	Estimate 2015 NR Rebate
General	441,298	69.413	3,467
0			
0			
Ambulance and Fire Equip.	22,715	3.573	178
0			
0			
0			
0			
0			
0			
0			
0			
0			
0			
TOTAL	464,013	72.985	3,645

2014 July 1 Valuation: 6,357,609

Valuation Factor: 6,357.609

Neighborhood Revitalization Subj to Rebate: 49,954

Neighborhood Revitalization factor: 49.954

**This information comes from the 2015 Budget Summary page. See instructions tab #13 for completing the Neighborhood Revitalization Rebate table.

Leoti City Governing Body met in special session Monday, July 28, 2014, 6:00 p.m., at the City Hall Meeting Room in order to conduct a public hearing requested by Kris Casper.

Mayor Cheryl Green and Councilors Amanda Baker, Tony Hernandez, Kelma Burch, and Matt Price were present. Also in attendance were Kris Casper, City Liaison Lori Christensen, City Code Enforcement Officer Nick Salinas, and City Clerk Kasper Lechtenberg. City Attorney Doug Crotty was present via telephone. Councilor Roger Porter was absent.

Mayor Green opened the public hearing at 6:01 p.m.

Kris Casper discussed various concerns he had about receiving an abatement notice from the City and Ordinance 2014-01.

Mayor Green closed the public hearing at 7:14 p.m.

Cheryl Green, Mayor

Kasper Lechtenberg, City Clerk

City of Leoti Governing Body met in regular session Monday, August 4, 2014, 7:00 p.m., at the City Hall Meeting Room.

Mayor Cheryl Green and Councilors Amanda Baker, Tony Hernandez, Kelma Burch, Roger Porter, and Matt Price were present. Also in attendance were Willis Crowley, Mitch Barker, City Liaison Lori Christensen, City Code Enforcement Officer Nick Salinas, City Superintendent Rick Harp, City Attorney Doug Crotty, and City Clerk Kasper Lechtenberg.

Mayor Green called the meeting to order at 7:01 p.m.

Baker moved, Burch seconded, to approve the agenda. Motion carried unanimously.

Guest Willis Crowley presented Council with his concerns about building permits. Mitch Barker presented concerns with assisting the handicapped and disabled citizenry.

Baker moved, Hernandez seconded, to approve the consent agenda: a) approval of the July 21, July 23, and July 23 meeting minutes; b) payroll Warrants 93401-95402, 38218-38220, & 1212737-1212741 in the amount of thirty-five thousand, one hundred thirty-six dollars and ninety-three cents; c) accounts payable Warrants 38334-38370 in the amount of sixty-five thousand, four hundred twenty-one dollars and fourteen cents; accounts payable Warrants 38371-38387 in the amount of twelve thousand seventy-four dollars and ten cents. Motion carried unanimously.

Burch moved, Price seconded, to recess into executive session at 7:44 p.m., with the City Clerk and Governing Body for a period of three and one half minutes to discuss nonelected personnel matters. Motion carried unanimously. Regular meeting resumed at 7:49 p.m. Mayor Green declared that no action had been taken.

Baker moved, Hernandez seconded, to recess into executive session at 7:52 p.m., with the City Attorney, Governing Body, and Code Enforcement Officer for a period of ten minutes to discuss nonelected personnel matters. Motion carried unanimously. Regular meeting resumed at 8:05 p.m. Mayor Green declared that no action had been taken.

Price moved, Porter seconded, to recess into executive session at 8:06 p.m., with the City Attorney, Governing Body, and City Liaison Lori Christensen for a period of ten minutes to discuss nonelected personnel matters. Janis Marcotte entered the meeting at 8:11 p.m. Regular meeting resumed at 8:19 p.m. Mayor Green declared that no action had been taken.

Porter moved, Price seconded, to approve the building permit submitted by Willis Crowley, provided all setback requirements will be met. Motion carried unanimously.

Baker moved, Hernandez seconded, to approve the building permit submitted by Damian Martinez provided all setback requirements will be met. Motion carried unanimously.

Price moved, Porter seconded, to approve the building permit submitted by Carmina Lemus provided all setback requirements will be met. Motion carried unanimously.

Baker moved, Burch seconded, to lease-purchase the submitted Ravo street sweeper without the boom, thru First Bank. Mayor Green called the roll: Hernandez – Yea, Porter – Yea, Burch – Yea, Price – Yea, Baker – Yea. Motion carried unanimously.

Baker moved, Porter seconded, to adjourn at 9:07 p.m. Motion carried unanimously.

Cheryl Green, Mayor

Kasper Lechtenberg, City Clerk

City of Leoti Governing Body met in special session Tuesday, August 12, 2014, at the City Hall Meeting Room in order to discuss and review bids received from Bryant and Bryant Construction, Inc., Halstead, Kansas, for concrete work and repairs to curbs, gutters, and valley gutters.

Mayor Cheryl Green and Councilors Amanda Baker, Tony Hernandez, Kelma Burch, Roger Porter were present. Councilor Price was absent.

Mayor Green called the meeting to order at 7:00 p.m.

Porter moved, Burch seconded, to approve the agenda. Motion carried unanimously.

Careful deliberations ensued concerning the nine repair areas and their associated bids.

Hernandez moved, Baker seconded, correct agenda item l.d) to read "7th and Logan Street", and then approve the construction under items a through j in the amount of fifty-seven thousand, six hundred fifty-seven dollars with the expenses being charged to the Special Highway Fund. Mayor Green called the roll: Baker – Yea, Hernandez – Yea, Burch – Yea, Porter – Yea. Motion carried unanimously.

Baker moved, Burch seconded, to adjourn at 7:32 p.m.

Cheryl Green, Mayor

Kasper Lechtenberg, City Clerk

ACCOUNTS PAYABLE CHECK REGISTER

BANK NO	BANK NAME	CHECK NO	DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL

1	Western State Bank								
38388	8/18/2014			1	TMHC Services, Inc.	31.50			
38389	8/18/2014			5	CPS-Crop Production	1,027.75			
38390	8/18/2014			18	Midwest Energy Inc	143.77			
38391	8/18/2014			47	Leoti Ag Supply, Inc	1,670.50			
38392	8/18/2014			59	Kens Repair	640.02			
38393	8/18/2014			100	Pitney Bowes Inc	37.98			
38394	8/18/2014			109	Western First Aid	124.34			
38395	8/18/2014			155	Weis Fire & Safety Equip	879.20			
38396	8/18/2014			172	EMC Insurance Companies	2,000.00			
38397	8/18/2014			217	Office Solutions	92.55			
38398	8/18/2014			265	KT Tire & Service, Inc	1,210.62			
38399	8/18/2014			319	LKM	205.00			
38400	8/18/2014			411	KENNEDY MCKEE & COMPANY	12,587.49			
38401	8/18/2014			439	ARAMARK UNIFORM SERVICES	199.13			
38402	8/18/2014			458	JOHN DEERE FINANCIAL	1,223.45			
38403	8/18/2014			486	LEE CONSTRUCTION INC.	102,792.28			
38404	8/18/2014			562	P.B.HOIDALE CO INC	92.00			
38405	8/18/2014			572	ROXANA REYES	15.00			
38406	8/18/2014			578	SUZY B'S FLOWERS & MORE	50.00			
38407	8/18/2014			589	ENGINEERING AMERICA, INC.	88,875.63			
38408	8/18/2014			631	Johnson's Septic Tank	324.00			
38409	8/18/2014			706	Berry Tractor & Equipment	152.62			
38410	8/18/2014			742	Salina Supply Company	110.05			
38411	8/18/2014			757	Wholesale Jobber	340.00			
1212742	8/19/2014			779	Kansas Sales Tax	449.73			**E-PAY**
					BANK TOTAL	215,274.61			
					OUTSTANDING	215,274.61			
					CLEARED	.00			
					VOIDED	.00			

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED

10	GENERAL FUND	9,003.23	9,003.23	.00
61	WATER UTILITY FUND	4,278.95	4,278.95	.00
62	SANITATION FUND	3,177.29	3,177.29	.00
63	SEWAGE FUND	7,147.23	7,147.23	.00
68	WATER Capital Project	191,667.91	191,667.91	.00
	REPORT TOTAL	215,274.61	215,274.61	.00
	OUTSTANDING	215,274.61		
	CLEARED	.00		
	VOIDED	.00		



CITY OF LEOTI

Council Meeting
1st & 3rd Monday - 7:00 p.m.

BUILDING AND MOBILE HOME PERMIT APPLICATION

THIS PERMIT IS IN EFFECT FOR 180 DAYS FOLLOWING DATE OF APPROVAL. IF PROJECT IS NOT COMPLETED, A NEW PERMIT MUST BE OBTAINED.

Property Location: NW Corner of H St & 4th St. 112 W H St.

Owner Name: ADM Grain Telephone: 620-325-4811

Legal Description: Block No. 61 Lot No. 5-10 Addition: Original Town Site

Description of Work: Demolish 4 steel tanks & old concrete house (elevated)

Type of Improvement: <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Repair/Replace <input checked="" type="checkbox"/> Destruction <input type="checkbox"/> Roofing/Siding <input type="checkbox"/> Other (Specify Below)	Proposed Use <input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Mobile Home <input type="checkbox"/> Rental <input type="checkbox"/> Carport(Detached) <input type="checkbox"/> Garage(Detached) <input type="checkbox"/> Storage Shed <input type="checkbox"/> Other (Specify Below)	Roof <input type="checkbox"/> Wood <input type="checkbox"/> Metal <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Shingles <input type="checkbox"/> Other (Specify Below)	General Information Size of Building Area <u>steels = 60' wide</u> Height: <u>47' to eave</u> Stories: <u>Concrete = 30' wide</u> Basement: <u>80' tall</u>
Foundation <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Concrete Block <input type="checkbox"/> Wood <input type="checkbox"/> Other (Specify Below)	Heating Method <input type="checkbox"/> Natural Gas <input checked="" type="checkbox"/> Other (Specify Below) <u>NA</u>	Structure-Frame <input type="checkbox"/> Masonry <input checked="" type="checkbox"/> Steel <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Wood <input type="checkbox"/> Other (Specify Below)	Estimated Cost: _____ Estimated Start: _____ Estimated End: _____ Contractors Name: <u>Ken Lee Construction</u> Address: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances Governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Applicant agrees to locate his or her own property boundary lines. The City of Leoti has no responsibility for the location of property boundary lines or terms of property ownership, and the applicant understands and accepts the City's position.

I hereby agree, upon the condition of the issuance of a permit as requested in this application, to indemnify and hold the same City free from loss, liability, or damage which may result from my actions hereunder.

Applicant's Signature [Signature] - Manager DATE 8-13-14
 1-800-DIG-SAFE DIG SAFE TICKET # _____
 CHECKED BY CITY OFFICIAL _____ DATE _____
 APPROVED BY CITY OFFICIAL [Signature] DATE 8/13/14

Reference: Ordinance No. 941 for additional information
 **Setbacks for commercial, industrial, and mobile home parks are different from the information provided on this permit.

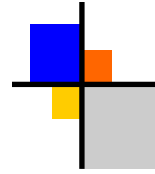
RESIDENTIAL SET BACKS FROM PROPERTY LINES:
 Front Yard: 15' Side Yard: 5' Rear Yard: 5'

Plot plan with utility locations must appear on back of this application.
 Label streets and location of drawings. Measurements required from all sides.

Application Fee: \$10.00



Yearout Associates, Inc.



August 1, 2014

Ms. Cheryl Green, Mayor
City of Leoti
406 South 4th Street
Leoti, Kansas 67861

Re: Proposals for Consulting Services - Updates to Comprehensive Plan and Zoning and Subdivision Regulations

Dear Mayor Green:

With apologies for the delay in responding, I am pleased to provide you with my proposals for consulting services in the work to update the Comprehensive Plan for the City of Leoti, Kansas, and for the updating of the Zoning and Subdivision Regulations.

As you can see from the enclosed information, the total for both projects is proposed for \$53,520.00. However, I have provided proposed contracts which could be separated into two budget years. If that approach is taken, I would be willing to work either one with the City in 2015, with the second project being a 2016 budgeted item. In theory, the update to the Comprehensive Plan should come first; however, given the discussions we had when I was with you earlier this year, there may be a stronger need to update the Zoning and Subdivision Regulations. I will leave that decision to the City.

The Comprehensive Plan proposed contract envisions using EBH & Associates, P.A., as a sub-contractor to provide engineering details concerning much of the basic infrastructure of the City, especially the water and sewer system and the transportation system. Representatives of EBH would also be present in the beginning stakeholder meetings as the project moved forward.

I am confident the project can be completed and the City would benefit greatly for years to come by updating these documents. I am prepared to meet further with the City to discuss this in greater detail.

If you have any questions, please advise.

Sincerely,

David L. Yearout, AICP, CFM

1710 Post Court ~ El Dorado, KS 67042 ~ (316) 320-6506 (O) ~ (316) 295-6644 (C) ~ www.yearoutassociates.com

CONTRACT

for

CONSULTING SERVICES

for the preparation of an update to the

COMPREHENSIVE PLAN

for the

CITY OF LEOTI, KANSAS.

This contract entered into this _____ day of _____, 20___, by and between Yearout Associates, Inc. (hereinafter referred to as CONSULTANT) and City of Leoti, Kansas, (hereinafter referred to as CITY) for the preparation of an update to the Comprehensive Plan (hereinafter referred to as PLAN) for the CITY.

SCOPE OF SERVICES

The CONSULTANT shall assist the City of Leoti Planning Commission (hereinafter referred to as COMMISSION) in the preparation of an update to the Comprehensive Plan (hereinafter referred to as the PLAN) covering the City and extending into the unincorporated portion of Wichita County for the area considered its extraterritorial jurisdiction. All work performed shall be in conformance with the enabling laws of the State of Kansas. The PLAN shall be developed as deemed necessary by the COMMISSION and the CITY to protect the health, safety, and general welfare of the citizens of said CITY and its extraterritorial jurisdiction. The CONSULTANT shall meet with officials of the CITY to complete the PLAN as shown in the project schedule in ATTACHMENT 1.

For the completion of the Comprehensive Plan, the CONSULTANT shall meet with the COMMISSION to prepare a draft of the PLAN. Upon completion of the PLAN, the CONSULTANT shall assist in the holding of one (1) public hearing in conformance with the statutory requirements of the State of Kansas; followed by submission of a recommended PLAN to the Governing Body of the CITY. The CONSULTANT shall then meet one (1) time with the Governing Body of the CITY to review the recommendation of the COMMISSION and to finalize the PLAN for final adoption by the CITY as deemed appropriate.

PROJECT TIMETABLE AND COMPENSATION

The CONSULTANT agrees to complete the work discussed herein within the timeframe stated in ATTACHMENT 1. The CONSULTANT shall submit one (1) copy of each draft version of the reports and documents for each of the work tasks to the CITY for review during the project. The CONSULTANT shall provide one (1) copy of the PLAN following adoption by the CITY, along

with electronic copies of all the documents, maps and other materials contained therein. Upon the presentation of the final PLAN to the CITY by the CONSULTANT following the meeting with the Governing Body, the work outlined within this contract shall be deemed to have been completed by the CONSULTANT. The projected date of completion of the PLAN is as shown on ATTACHMENT 1.

It is agreed that the total cost of this contract shall be a lump sum of **Thirty Four Thousand Seven Hundred Twenty Dollars (\$34,720.00)**. Payment for services rendered shall be as follows: Three Thousand Dollars (\$3,000.00) as a retainer payable upon the execution of this contract; Three Thousand Seven Hundred Twenty Dollars (\$3,720.00) upon the presentation of the FINAL PLAN as specified herein; the balance of Twenty Eight Thousand Dollars (\$28,000.00) paid at the rate of Two Thousand Eight Hundred Dollars (\$2,800.00) per month for ten (10) months beginning with the first meeting with the COMMISSION in February. In the event the work is completed ahead of schedule, the remaining amount of the lump sum shall be payable upon presentation of the final PLAN by the CONSULTANT. Except for the initial retainer, the CONSULTANT shall submit a monthly billing for services before payment by the CITY will be due and payable. It is understood that the CITY shall make payments monthly during its regular accounts payable cycle and that CONSULTANT shall submit his monthly bill in sufficient time to be included within the processing of said accounts payable.

It is understood and agreed that the CONSULTANT shall utilize the services of EBH AND ASSOCIATES, P.A., of Great Bend, Kansas, to complete some of the work required for the update to the PLAN. All compensation due to EBH AND ASSOCIATES, P.A., shall be paid from the proceeds paid to the CONSULTANT under the terms of this contract and the CITY shall not be responsible for payment for work under the terms of this contract to EBH AND ASSOCIATES, P.A.

The compensation due CONSULTANT under the terms of this contract is for the preparation of the PLAN as specified herein only. This contract does not authorize any additional work or meetings beyond that described in the Scope of Services for which the CONSULTANT shall be entitled to compensation nor to which the CITY shall be obligated to pay. It is understood that any work performed outside the scope of services, or additions or addendum's to the terms of this contract shall be billed in conformance with the Fee Schedule in ATTACHMENT 2, unless mutually agreed to otherwise by both parties.

CITY RESPONSIBILITIES

In order to complete the PLAN, the CITY agrees to provide CONSULTANT free access to any and all records, documents, maps, previous studies or reports, and employees of all departments and agencies of the CITY related to the scope of this project. The CITY shall designate one (1) staff person as the local liaison for the work to be performed under the terms of this contract. Said person shall be responsible for performing all local duties necessary for the successful completion of the work outlined herein, including all tasks referenced in the following paragraph.

The CITY shall further be responsible for securing a meeting place for all meetings; providing notification of meetings to all interested parties; placing and bearing any costs associated with legal notices or advertisements associated with any meetings or public hearings required by law or by the CITY; printing copies of the draft and final PLAN in such quantity as the CITY deems appropriate; and providing such legal services as the CITY deems necessary for any review of documents prepared under the terms of this contract.

TERMINATION

The CITY may terminate this contract upon written notice to the CONSULTANT fifteen (15) days in advance of the time CONSULTANT is to stop work. CONSULTANT shall be entitled to payment for all services rendered up to the time of the notice to stop work, said payment to be based on the hourly rate of time actually spent on the project by the CONSULTANT, but not to exceed an amount equal to the next regular monthly payment as specified herein. CITY agrees to make such payment promptly upon proper billing by the CONSULTANT.

It is understood that the CONSULTANT is obligated to complete the work outlined herein and, as such, may not terminate this contract. Should the CONSULTANT be unable to complete this contract, he may subcontract the balance of this work to another party, subject to approval by the CITY, and said third party will complete the balance of work left under the terms of this contract. If such case occurs, the CITY shall not be responsible for any payments for services rendered by said third party beyond the amount provided herein to CONSULTANT. If the costs exceed such amount, the CONSULTANT shall bear responsibility for paying such excess costs.

GOVERNING LAW

This agreement shall be governed by the laws of the State of Kansas.

ENTIRE AGREEMENT

This agreement constitutes the entire and integrated agreement between the CONSULTANT and the CITY and supersedes all prior negotiations, representations, understandings, or agreements either written or oral.

IN WITNESS WHEREOF, the parties hereto have executed this Contract this _____ day of _____, 20_____.

YEAROUT ASSOCIATES, INC.

By: _____
David L. Yearout, AICP, CFM, President

CITY OF LEOTI, KANSAS

By: _____
Cheryl Green, Mayor

ATTEST: _____
Kasper Lechtenberg, City Clerk

Attachment 1

Leoti, Kansas, Comprehensive Plan
Project Schedule

Yearout Associates, Inc.
EBH and Associates, P.A.

The following Project Schedule for the Comprehensive Plan is based upon beginning the formal meetings in February, 2015. Each of the meetings would occur during the regular meeting of the Leoti Planning Commission, unless the Planning Commission chooses to establish another meeting time.

<u>Meeting Subject</u>	<u>Meeting Participants</u>	<u>Meeting Date(s)</u>
Goals & Issues Meeting	Plan. Comm., Community Stakeholders	February, 2015
CP – Demo. & Socio-Econ.	Plan. Comm., citizens & staff	March, 2015
CP – Housing, Pub. Bldgs. & Utilities	Plan. Comm., citizens & staff	April, 2015
CP – Housing & Transportation	Plan. Comm., citizens & staff	May, 2015
CP – Trans. & Land Use - Exist.	Plan. Comm., citizens & staff	June, 2015
CP – Future Land Use & Imple.	Plan. Comm., citizens & staff	July, 2015
CP - Plan Review & Implementation	Plan. Comm., citizens & staff	August, 2015
CP - Overall Plan Review	Plan. Comm., citizens & staff	September, 2015
CP - Public Hearing	Plan. Comm., citizens & staff	October, 2015
CP - Submission to Governing Body	Plan. Comm. & Gov. Body, staff	November, 2015
CP – Final Plan Edits & Proj. Compl.	Plan. Comm. & Gov. Body, staff	December, 2015

ATTACHMENT 2

Leoti, Kansas **Comprehensive Plan Update**

Yearout Associates, Inc.

2015 Fee Schedule

Project Manager - \$90.00 per hour

Support Staff - \$60.00 per hour

Direct Expenses - Cost plus ten percent (10%)

CONTRACT
for
CONSULTING SERVICES
for the update of the
ZONING AND SUBDIVISION REGULATIONS
for the
CITY OF LEOTI, KANSAS.

This contract entered into this _____ day of _____, 20___, by and between Yearout Associates, Inc. (hereinafter referred to as CONSULTANT) and City of Leoti, Kansas, (hereinafter referred to as CITY) for the update of the Zoning and Subdivision Regulations (hereinafter referred to as REGULATIONS) for the CITY.

SCOPE OF SERVICES

The CONSULTANT shall assist the City of Leoti Planning Commission (hereinafter referred COMMISSION) in the update to the REGULATIONS for the CITY. All work performed shall be in conformance with the enabling laws of the State of Kansas. The REGULATIONS shall be developed as deemed necessary by the COMMISSION and the CITY to protect the health, safety, and general welfare of the citizens of said CITY. The CONSULTANT shall meet with officials of the CITY to complete the REGULATIONS as shown in the project schedule in ATTACHMENT 1.

For the completion of the Comprehensive REGULATIONS, the CONSULTANT shall meet with the COMMISSION to prepare a draft of the REGULATIONS. Upon completion of the REGULATIONS, the CONSULTANT shall assist in the holding of one (1) public hearing in conformance with the statutory requirements of the State of Kansas; followed by submission of a recommended REGULATIONS to the Governing Body of the CITY. The CONSULTANT shall then meet one (1) time with the Governing Body of the CITY to review the recommendation of the COMMISSION and to finalize the REGULATIONS for final adoption by the CITY as deemed appropriate.

PROJECT TIMETABLE AND COMPENSATION

The CONSULTANT agrees to complete the work discussed herein within the timeframe stated in ATTACHMENT 1. The CONSULTANT shall submit one (1) copy of each draft version of the reports and documents for each of the work tasks to the CITY for review during the project. The CONSULTANT shall provide one (1) copy of the REGULATIONS following adoption by the CITY, along with electronic copies of all the documents, maps and other materials contained

therein. Upon the presentation of the final REGULATIONS to the CITY by the CONSULTANT following the meeting with the Governing Body, the work outlined within this contract shall be deemed to have been completed by the CONSULTANT. The projected date of completion of the REGULATIONS is as shown on ATTACHMENT 1.

It is agreed that the total cost of this contract shall be a lump sum of **Eighteen Thousand Eight Hundred Dollars (\$18,800.00)**. Payment for services rendered shall be as follows: **One Thousand Eight Hundred Dollars (\$1,800.00) as a retainer** payable upon the execution of this contract; **Two Thousand Dollars (\$2,000.00) upon the presentation of the FINAL REGULATIONS** as specified herein; the balance of Fifteen Thousand Dollars (\$15,000.00) paid at the rate of **One Thousand Five Hundred Dollars (\$1,500.00) per month** for ten (10) months beginning with the meeting with the COMMISSION in February. In the event the work is completed ahead of schedule, the remaining amount of the lump sum shall be payable upon presentation of the final REGULATIONS by the CONSULTANT. Except for the initial retainer, the CONSULTANT shall submit a monthly billing for services before payment by the CITY will be due and payable. It is understood that the CITY shall make payments monthly during its regular accounts payable cycle and that CONSULTANT shall submit his monthly bill in sufficient time to be included within the processing of said accounts payable.

The compensation due CONSULTANT under the terms of this contract is for the preparation of the REGULATIONS as specified herein only. This contract does not authorize any additional work or meetings beyond that described in the Scope of Services for which the CONSULTANT shall be entitled to compensation nor to which the CITY shall be obligated to pay. It is understood that any work performed outside the scope of services, or additions or addendum's to the terms of this contract shall be billed in conformance with the Fee Schedule in ATTACHMENT 2, unless mutually agreed to otherwise by both parties.

CITY RESPONSIBILITIES

In order to complete the REGULATIONS, the CITY agrees to provide CONSULTANT free access to any and all records, documents, maps, previous studies or reports, and employees of all departments and agencies of the CITY related to the scope of this project. The CITY shall designate one (1) staff person as the local liaison for the work to be performed under the terms of this contract. Said person shall be responsible for performing all local duties necessary for the successful completion of the work outlined herein, including all tasks referenced in the following paragraph.

The CITY shall further be responsible for securing a meeting place for all meetings; providing notification of meetings to all interested parties; placing and bearing any costs associated with legal notices or advertisements associated with any meetings or public hearings required by law or by the CITY; printing copies of the draft and final REGULATIONS in such quantity as the CITY deems appropriate; and providing such legal services as the CITY deems necessary for any review of documents prepared under the terms of this contract.

TERMINATION

The CITY may terminate this contract upon written notice to the CONSULTANT fifteen (15) days in advance of the time CONSULTANT is to stop work. CONSULTANT shall be entitled to payment for all services rendered up to the time of the notice to stop work, said payment to be based on the hourly rate of time actually spent on the project by the CONSULTANT, but not to exceed an amount equal to the next regular monthly payment as specified herein. CITY agrees to make such payment promptly upon proper billing by the CONSULTANT.

It is understood that the CONSULTANT is obligated to complete the work outlined herein and, as such, may not terminate this contract. Should the CONSULTANT be unable to complete this contract, he may subcontract the balance of this work to another party, subject to approval by the CITY, and said third party will complete the balance of work left under the terms of this contract. If such case occurs, the CITY shall not be responsible for any payments for services rendered by said third party beyond the amount provided herein to CONSULTANT. If the costs exceed such amount, the CONSULTANT shall bear responsibility for paying such excess costs.

GOVERNING LAW

This agreement shall be governed by the laws of the State of Kansas.

ENTIRE AGREEMENT

This agreement constitutes the entire and integrated agreement between the CONSULTANT and the CITY and supersedes all prior negotiations, representations, understandings, or agreements either written or oral.

IN WITNESS WHEREOF, the parties hereto have executed this Contract this _____ day of _____, 20_____.

YEAROUT ASSOCIATES, INC.

By: _____
David L. Yearout, AICP, CFM, President

CITY OF LEOTI, KANSAS

By: _____
Cheryl Green, Mayor

ATTEST: _____
Kasper Lechtenberg, City Clerk

Attachment 1

**Leoti, Kansas, Zoning and Subdivision Regulations Update
Project Schedule**

Yearout Associates, Inc.

The following Project Schedule for the update to the Zoning and Subdivision Regulations is based upon beginning the formal meetings in January, 2016. Each of the meetings would occur during the regular meeting of the Leoti Planning Commission, unless the Planning Commission chooses to establish another meeting time.

<u>Meeting Subject</u>	<u>Meeting Participants</u>	<u>Meeting Date(s)</u>
Kickoff Mtg.	Plan. Comm., Gov. Body, staff, citizens	January, 2016
Draft of Regulations	Plan. Comm., Gov. Body, staff, citizens	February, 2016
Draft of Regulations	Plan. Comm., citizens & staff	March, 2016
Draft of Regulations	Plan. Comm., citizens & staff	April, 2016
Draft of Regulations	Plan. Comm., citizens & staff	May, 2016
Draft of Regulations	Plan. Comm., citizens & staff	June, 2016
Draft of Regulations	Plan. Comm., citizens & staff	July, 2016
Final Draft Regulations	Plan. Comm., citizens & staff	August, 2016
Public Hearing Maps	Plan. Comm., citizens & staff	September, 2016
Public Hearing	Plan. Comm., citizens & staff	October, 2016
Recommendation to Gov. Body	Governing Body & staff	November, 2016
Final Document & Proj. Compl.	Plan. Comm. & Gov. Body, staff	December, 2016
Goals & Issues Meeting	Plan. Comm., Community Stakeholders	February, 2016

ATTACHMENT 2

Leoti, Kansas **Zoning and Subdivision Regulations Update**

Yearout Associates, Inc.

2016 Fee Schedule

Project Manager - \$90.00 per hour

Support Staff - \$60.00 per hour

Direct Expenses - Cost plus ten percent (10%)

**Treasurer's Report
Jul-14**

Fd #	Fund Name	Beginning Balance	Expenditures	Receipts	Auditors Adj Entries	Ending Balance	General Ledger Balance	Differences
10	Cash-General	\$ 367,309.17	\$ 45,635.73	\$ 24,555.59	\$ -	\$ 346,229.03	\$ 346,229.03	\$ -
24	Enterprise Facilitation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Cash-Ambulance & Fire	\$ 83,092.23	\$ -	\$ -	\$ -	\$ 83,092.23	\$ 83,092.23	\$ -
27	KLINK Project KA084801 Hwy 25	\$ -	\$ 0.01	\$ -	\$ -	\$ (0.01)	\$ (0.01)	\$ -
28	KLINK Project KA049201 Hwy 25	\$ -	\$ -	\$ 0.01	\$ -	\$ 0.01	\$ 0.01	\$ -
33	Demolition Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37	Technology Equipment Reserve	\$ 82.80	\$ -	\$ -	\$ -	\$ 82.80	\$ 82.80	\$ -
38	Fire Equipment Reserve	\$ 58,828.45	\$ -	\$ -	\$ -	\$ 58,828.45	\$ 58,828.45	\$ -
39	Equipment Reserve	\$ 763,485.12	\$ -	\$ -	\$ -	\$ 763,485.12	\$ 763,485.12	\$ -
40	Capital Improvements Fire Dept	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41	Special Highway	\$ 121,120.94	\$ -	\$ 9,829.24	\$ -	\$ 130,950.18	\$ 130,950.18	\$ 0.00
42	Special Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43	Capital Improvements - General	\$ 7,500.00	\$ -	\$ -	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -
51	Bond & Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60	Stormwater	\$ 45,471.55	\$ 32.70	\$ 747.92	\$ -	\$ 46,186.77	\$ 46,186.77	\$ 0.00
61	Water Operating	\$ 639,481.37	\$ 21,872.71	\$ 69,553.79	\$ -	\$ 687,162.45	\$ 687,162.45	\$ 0.00
62	Sanitation	\$ 106,125.05	\$ 6,856.43	\$ 11,027.06	\$ -	\$ 110,295.68	\$ 110,295.68	\$ -
63	Sewer Operating	\$ 298,960.59	\$ 5,088.06	\$ 16,660.92	\$ -	\$ 310,533.45	\$ 310,533.45	\$ -
64	Water Reserve	\$ 330,097.93	\$ -	\$ -	\$ -	\$ 330,097.93	\$ 330,097.93	\$ -
65	Sanitation Reserve	\$ 122,863.00	\$ -	\$ -	\$ -	\$ 122,863.00	\$ 122,863.00	\$ -
66	Sewer Reserve	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	\$ -
67	Water Bond & Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
68	Water Capital Project	\$ (158,642.89)	\$ 121,395.48	\$ -	\$ -	\$ (280,038.37)	\$ (280,038.37)	\$ -
69	Stormwater Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Landfill	\$ (9,124.88)	\$ 16.32	\$ 5,615.04	\$ -	\$ (3,526.16)	\$ (3,526.16)	\$ 0.00
73	Municipal Court	\$ 57,965.55	\$ -	\$ 1,028.59	\$ -	\$ 58,994.14	\$ 58,994.14	\$ -
75	Water Treatment Bond Sale	\$ 1,649,126.07	\$ -	\$ 171.55	\$ -	\$ 1,649,297.62	\$ 1,649,297.62	\$ -
78	Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
80	Saturday Cinema	\$ 5,767.41	\$ 897.00	\$ 16.00	\$ -	\$ 4,886.41	\$ 4,886.41	\$ -
	TOTALS	\$ 4,579,509.46 ⁰	\$ 201,794.44	\$ 139,205.71	\$ -	\$ 4,516,920.73	\$ 4,516,920.73 ⁰	\$ -

Bank Balances		
SSB Money Market Account	0316	\$ 449,888.01
WSB Money Market Account	0525	\$ 1,944,416.01
WSB Checking Account	4113	\$ 176,133.49
SSB Petty Cash & Cash Drawer		\$ 1,500.00
CD - Security State Bank		\$ 500,000.00
Temporary Constr Note Proceeds		\$ 393,411.69
CD-WSB Water Project		\$ 1,051,571.53
		\$ -
		<u>\$ 4,516,920.73</u>

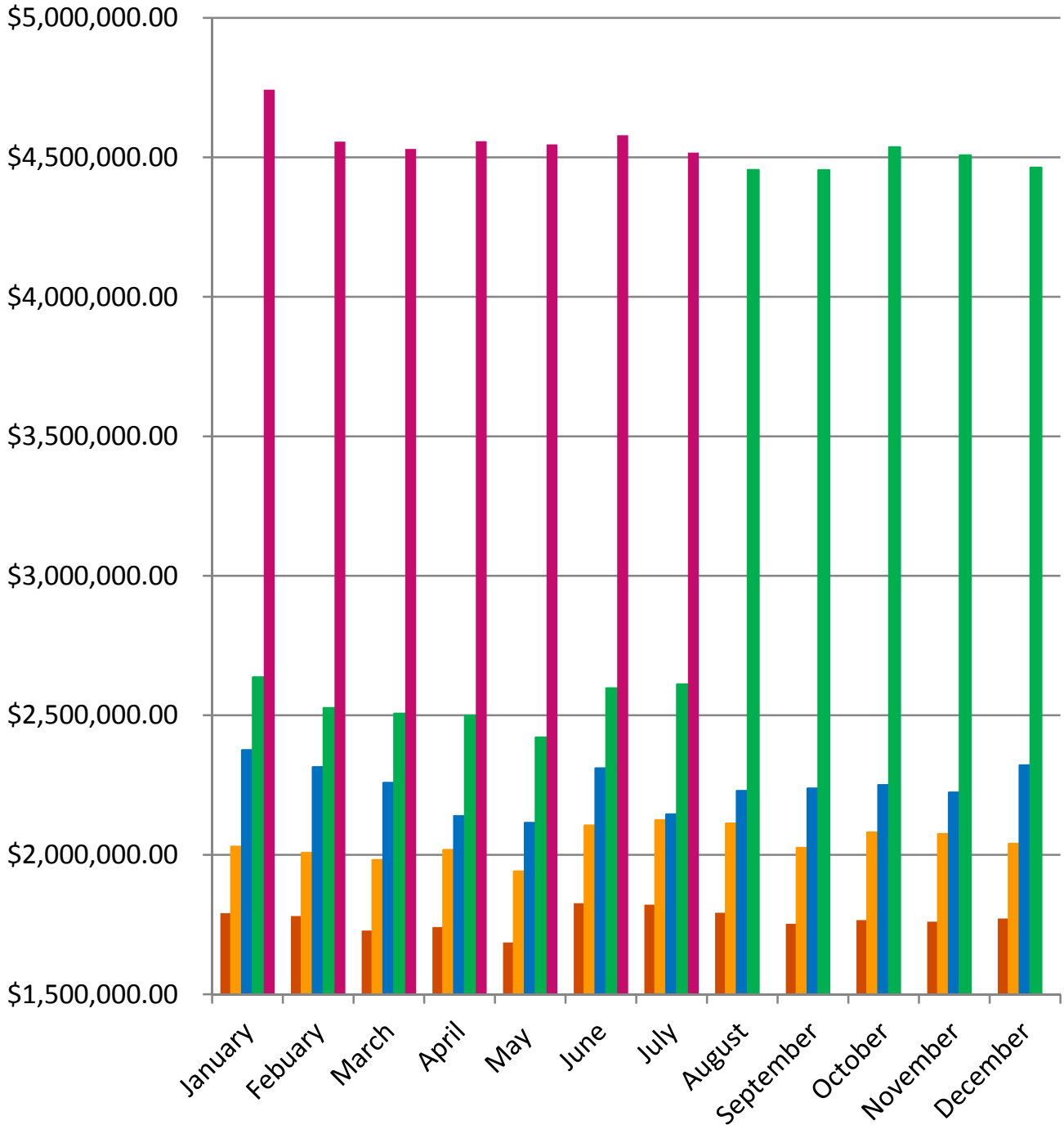
As of July 31, 2014	
WSB Money Market	
Ending Bank Balance	\$ 2,061,999.85
Add Deposits not cleared	\$ 408.84
Less Checks not cleared	\$ (117,992.68)
Transfer deposit not clear	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Actual Bank Balance	<u>\$ 1,944,416.01</u>
As of July 31, 2014	


Elizabeth M. Gould, City Treasurer

Difference Cash & GL \$ -

Cash Position

2010 2011 2012 2013 2014



08/18/2014

CODE ENFORCEMENT REPORT

1. Issued 17 verbal and written notifications for violation 2014-01 with each notification every individual received a copy of City Ordinance 2014-01.
2. Code Enforcement attended Municipal Court on citation issued by Code Enforcement on Violation of Ordinance 2014-03.
3. With joint effort of City Employees and Code Enforcement we have abated 10 properties in Violation of Ordinance 2014-01.
4. Code Enforcement Signed off on Tire Removal for 14 tires for the Third Thursday Campaign.
5. Code Enforcement met with ADM Manager Greg Fletcher discussed demolition project of remaining metal grain bins and what the process entails, Code Enforcement signed Building Permit submitted.
6. 1 dog picked up on Violation of Ordinance 2014-03 Owner contacted fines paid dog has been returned.
7. 2 dogs remain in City Animal Shelter available for adoption.
8. 7 citizen complaints were received by the general public.