



**CITY OF HESSTON AGENDA**  
Monday, July 11, 2016 6:00 PM  
City Council Meeting Room  
115 E. Smith Street

**Present**

David Kauffman, Mayor \_\_\_\_\_  
Brad Unruh, City Council \_\_\_\_\_  
Jason Jones, City Council \_\_\_\_\_  
Larry Fuqua, City Council \_\_\_\_\_  
Gary Pauls, City Council \_\_\_\_\_  
Clare Moore, City Council \_\_\_\_\_

**Others Present**

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_

Gary Emry, City Administrator \_\_\_\_\_  
J.T. Klaus, City Attorney \_\_\_\_\_  
Jason Thrasher, City Clerk \_\_\_\_\_

**1. Call to Order - 6:00pm**

**2. Additions to Agenda**

A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_

**3. Consent Agenda**

- A. Council Minutes
- B. Appropriations
- C. Financial Statements
- D. Board Minutes
- E. Building Permits

**4. Constituency Comments**

**5. Proclamations and Awards**

**6. Public Hearing**

## **7. Ordinances & Resolutions**

## **8. Old Business**

[A.](#) Police Department 2017 Budget / Additional Officer

## **9. New Business**

[A.](#) 2017 Budget - Authorize Publication and Set Date of Public Hearing

[B.](#) Approve 2017-2021 Capital Improvement Plan

[C.](#) 2015 Audit Presentation

[D.](#) Schowalter Villa "A Private Home for Everyone" Project Update

[E.](#) Mayer Sewer Cleaning Contract

[F.](#) Authorize Disposition of Surplus Police Equipment

[G.](#) Fire Rescue Tools Purchase

[H.](#) Water Refund Agreement

[I.](#) Fill Unexpired Term - Hesston Public Library Board

## **10. Other Business**

[A.](#) 6 Acre Parcel - Inquiry

## **11. Executive Session**

## **12. Adjourn Meeting**

**CITY OF HESSTON  
CITY COUNCIL MEETING**

**MINUTES of June 13, 2016**

**Council Meeting No.6**

The regular meeting of the Hesston City Council was held on Monday, June 13, 2016 at 6:00 p.m. in the City Council Chambers of the Hesston Municipal Building.

**PRESENT**

Council members Brad Unruh, Larry Fuqua, Gary Pauls and Clare Moore, City Administrator Gary Emry, City Attorney J.T. Klaus and City Clerk Jason Thrasher with Mayor David Kauffman presiding. A quorum was present.

**ABSENT**

Council Member Jason Jones

**OTHERS PRESENT**

City Financial Advisor John Haas with Ranson Financial, Golf Course Manager Grady Pauls and Grounds Superintendent Mike Hulteen, Police Chief Doug Schroeder, Street Superintendent Jim Erb, Engineer Harlan Foraker with Certified Engineering Design, and Jackie Nelson with the Hesston Record.

**ADDITIONS TO THE AGENDA**

None

**CONSENT AGENDA**

Brad Unruh moved to approve the consent agenda as presented. Clare Moore seconded. Motion carried 4-0.

**CONSTITUENCY COMMENTS**

Residents of Country Village Mobile Home Park and other city residents interested in the issue were given the opportunity to make comment and ask Mayor Kauffman questions relating to the city's pending purchase of the park.

**ORDINANCE NO. 020-2016-159: AMENDING COURT COSTS**

Brad Unruh moved to adopt Ordinance No. 020-2016-159, which amends municipal court fees. Gary Pauls seconded. Motion carried 4-0.

**2017 BUDGET – ADDITIONAL POLICE OFFICER**

Police Chief Doug Schroeder was present to discuss his request to hire an additional police officer in 2017.

It was the consensus of the Council to have two budgets prepared for consideration at the July Council Meeting. One budget would include funding an additional officer and one would keep staffing at its current level. The Council would choose one of the two budgets for publication and ultimate approval at the August Council Meeting.

**GOLF COURSE ZOYSIA PROJECT**

Golf Course Manager Grady Pauls and Grounds Superintendent Mike Hulteen were present to discuss their request to convert the greens to zoysia grass at the Hesston Public Golf Course.

Larry Fuqua moved to approve the expenditure of \$223,250 to Topeka Sod Farm to convert the greens at the golf course to zoysia grass. Clare Moore seconded. Motion carried 4-0.

**HAS CROSSING GUARD AGREEMENT**

Gary Pauls moved to approve the contract with Hesston Area Seniors to provide crossing guard services for the Amos St. and Ridge Rd. and Weaver St. and Old 81 Hwy. intersections. Brad Unruh seconded. Motion carried 4-0.

**WEAVER STREET SIDEWALKS**

Harlan Foraker with Certified Engineering Designs and Street Superintendent Jim Erb were present to and discuss the sidewalk issue on 400 block of Weaver Street.

Clare Moore moved to approve the use of \$14,011 from the Special Street and Highway Fund for construction of sidewalk on Weaver Street. Brad Unruh seconded. Motion carried 4-0.

**RECESS TO PUBLIC BUILDING COMMISSION**

At 7:40 pm Brad Unruh moved to recess the Council meeting to a meeting of the Public Building Commission. Gary Pauls seconded. Motion carried 4-0.

At 8:15 pm the regular council meeting reconvened.

**EXECUTIVE SESSION – CONSULTATION WITH CITY ATTORNEY**

At 8:15 p.m. Larry Fuqua moved to enter into a 20 minute executive session to consult with the city attorney with the participants being the mayor, city council, city attorney, city administrator and city clerk. Clare Moore seconded. Motion carried 4-0.

At 8:35 p.m. the regular meeting reconvened.

At 8:35 p.m. Larry Fuqua moved to enter into a 5 minute executive session to consult with the city attorney with the participants being the mayor, city council, city attorney, city administrator and city clerk. Brad Unruh seconded. Motion carried 4-0.

At 8:40 p.m. the regular meeting reconvened.

At 8:40 p.m. Brad Unruh moved to enter into a 10 minute executive session to consult with the city attorney with the participants being the mayor, city council, city attorney, city administrator and city clerk. Larry Fuqua seconded. Motion carried 4-0.

At 8:50 p.m. the regular meeting reconvened.

**RECESS**

At 8:50 p.m. Gary Pauls moved to recess the meeting to June 20<sup>th</sup> at 4:30 p.m. Clare Moore seconded. Motion carried 4-0.

Recorded by  
Jason Thrasher  
City Clerk



**RECONVENED CITY OF HESSTON  
CITY COUNCIL MEETING**

**MINUTES of June 20, 2016**

**Reconvened from June 13, 2016**

The reconvened meeting of the Hesston City Council was held on Monday, June 20, 2016 at 4:30 p.m. in the City Council Chambers of the Hesston Municipal Building.

**PRESENT**

Council members Larry Fuqua, Jason Jones, Clare Moore, Brad Unruh (via telephone), City Administrator Gary Emry, City Attorney J.T. Klaus and City Clerk Jason Thrasher with Mayor David Kauffman presiding. A quorum was present.

**ABSENT**

Council Member Gary Pauls

**OTHERS PRESENT**

City Financial Advisor John Haas with Ranson Financial and Jackie Nelson with the Hesston Record.

**RECONVENE COUNCIL MEETING**

Larry Fuqua moved to reconvene the regular council meeting from June 13, 2016. Jason Jones seconded. Motion carried 3-0.

**ORDINANCE NO. 010-2016-210**

City Attorney J.T. Klaus and Financial Advisor John Haas were present to answer questions regarding the financing and legal structure of the Recreation Project.

Clare Moore moved to adopt Ordinance No. 010-2016-210, which approves the issuance of \$5,555,000 in PBC Bonds for the purpose of funding the construction of recreational facilities in the City of Hesston. Jason Jones seconded. Motion carried 4-0.

**RECESS**

At 5:10 p.m. Jason Jones moved to recess the City Council Meeting and reconvene the Public Building Commission (PBC) Meeting from June 13<sup>th</sup>. Larry Fuqua seconded. Motion carried 4-0.

**ADJOURN**

At 5:15 p.m. Clare Moore moved to adjourn the council meeting. Larry Fuqua seconded. Motion carried 3-0

Recorded by  
Jason Thrasher  
City Clerk

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 1

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00685	DIVISION SALES & EXCISE TAXES							
I-06172016	MAY SALES TAX	D	6/17/2016	4,206.06		000000		4,206.06
07145	360 DOCUMENT SOLUTIONS							
I-50244254	POLICE COPY SERVICE	R	6/03/2016	159.50		054312		159.50
00100	ABC TERMITE & PEST CONTROL							
I-11801	MAY PEST CONTROL: CITY BLDG	R	6/03/2016	25.00		054313		
I-11802	MAY PEST CONTROL: POLICE BLDG	R	6/03/2016	25.00		054313		
I-11805	MAY PEST CONTROL:SHELTERS	R	6/03/2016	35.00		054313		
I-11806	MAY PEST CONTROL: GOLF CLUBHSE	R	6/03/2016	16.28		054313		101.28
04275	AMERICAN FUN FOOD CO.							
I-208762-0	CANDY (4 BX)	R	6/03/2016	107.65		054314		107.65
00375	BOUNDTREE MEDICAL, LLC							
I-82155924	SURGICAL TAPE/GLOVES/IODINE	R	6/03/2016	231.59		054315		231.59
00700	BUMPER TO BUMPER							
I-1428141	OIL FILTER (1)	R	6/03/2016	10.46		054316		10.46
05135	CENTURYLINK							
I-3272691 6/16	UNRUH LIFT STN SERV THRU 6/17	R	6/03/2016	53.41		054317		
I-3274412 6/16	LOCAL/LONG DIS/DSL THRU 6/17	R	6/03/2016	959.48		054317		1,012.89
04085	DELTA DENTAL OF KANSAS							
I-1003003201606	JUNE DENTAL PREMIUM	R	6/03/2016	2,560.43		054318		2,560.43
07480	EVCO WHOLESALE FOOD CORP.							
I-136914	PLATES/POTATO/BREAD/MEAT	R	6/03/2016	543.68		054319		
I-138325	CHIPS/COOKIES/MEAT/BROWNIES	R	6/03/2016	1,230.11		054319		1,773.79
07875	FLOWERS BAKING COMPANY							
I-44190168	BREAD (9)	R	6/03/2016	20.60		054320		
I-44190171	BREAD (7)	R	6/03/2016	17.22		054320		
I-44190280	BREAD (9)	R	6/03/2016	20.60		054320		
I-44190336	BREAD (23)	R	6/03/2016	42.82		054320		101.24
01475	FUQUA-RUTH-TYPER INSURANCE							
I-1577	2015-16 WC AUDIT PREMIUM	R	6/03/2016	2,180.00		054321		2,180.00
01475	FUQUA-RUTH-TYPER INSURANCE							
I-1578	2015-16 LIABILITY AUDIT PREM.	R	6/03/2016	48.00		054322		48.00

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 2

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00895	GALLS, LLC							
I-5400969	5 PT SMOOTH STAR (2)	R	6/03/2016	36.32		054323		
I-5408066	5 PT SMOOTH STAR (4)	R	6/03/2016	57.00		054323		93.32
00885	GOERING HARDWARE CO.							
I-125573	REPAIR CITY HALL A/C UNIT	R	6/03/2016	187.49		054324		187.49
07195	GROUP BENEFIT SPECIALISTS, INC							
I-313536	JUNE BENEFIT BROKER FEE	R	6/03/2016	500.00		054325		500.00
01055	HARVEY COUNTY HEALTH DEPT							
I-06032016	HEPATITIS B/IMMUNIZ ADM:M.DENT	R	6/03/2016	53.00		054326		53.00
01070	HARVEY COUNTY SOLID WASTE							
I-06032016	MAY LANDFILL FEE (66.97 TN)	R	6/03/2016	2,210.01		054327		2,210.01
05300	HD SUPPLY WATERWORKS, LTD							
I-F534410	AGCO WATER METER PARTS	R	6/03/2016	228.12		054328		228.12
01225	HESSTON MACHINE/WELD INC							
I-12598	STEEL POLE FOR CEMETERY	R	6/03/2016	109.15		054329		109.15
01245	HESSTON PRESTIGE PRINTING							
I-22992	FEDEX CHG: EMS/FIRE	R	6/03/2016	27.74		054330		
I-22996	UPS CHG: UTILITIES/CERT.HOLDER	R	6/03/2016	33.55		054330		
I-23037	SHARPIE PEN (8)	R	6/03/2016	18.00		054330		79.29
01210	HESSTON TRUE VALUE							
I-06032016	MAY SUPPLIES	R	6/03/2016	938.00		054331		
I-GAS 6/16	MAY GAS SUPPLIES	R	6/03/2016	28.79		054331		966.79
07900	IFM EFECTOR, INC							
I-21082470	REPAIR PART: SPRAY PARK	R	6/03/2016	149.51		054332		149.51
03165	J.L. UNRUH, LLC							
I-16-1205	GRAVEL (CEMETERY)/FILL SAND	R	6/03/2016	808.79		054333		808.79
01655	KANSAS FIRE EQUIPMENT CO							
I-429301-IN	FIRE EXTINGUISHER CHECK: FIRE	R	6/03/2016	93.00		054334		
I-429302-IN	FIRE EXTINGUISHER CK:CITY HALL	R	6/03/2016	35.25		054334		
I-429303-IN	FIRE EXTINGUISHER CK:KING PK	R	6/03/2016	16.50		054334		
I-429304-IN	FIRE EXTINGUISHER CK:HERITAGE	R	6/03/2016	10.75		054334		
I-429305-IN	FIRE EXTINGUISHER CK:SWR PLANT	R	6/03/2016	37.50		054334		
I-429306-IN	FIRE EXTINGUISHER CK:EMS	R	6/03/2016	33.50		054334		
I-429307-IN	FIRE EXTINGUISHER CK:GOLF CRSE	R	6/03/2016	45.50		054334		272.00

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 3

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01690 I-6050293	KANSAS ONE-CALL SYSTEM INC LOCATES (51)	R	6/03/2016	51.00		054335		51.00
01810 I-06032016	KROPF LUMBER CO MAY SUPPLIES	R	6/03/2016	411.08		054336		411.08
03310 I-3308-8	MARK LOEFFLER GOLF CART RENTAL FEE (2- 1 DY)	R	6/03/2016	55.00		054337		55.00
00540 I-0775923-IN	M6 CONCRETE ACCESSORIES GREASE/CABLE CORE/CPLG	R	6/03/2016	98.77		054338		98.77
00530 I-17 I-3604 I-3783 I-3854 I-3885 I-3936 I-4107 I-4109 I-999999	MARTIN AUTO PARTS, INC. SUPER CLEAN DEGREASER BATTERY CLEANER (2) OIL FILTER/5W30 OIL MOWER REPAIR PART:BEARING ADAPTER BEARING (1) 4DURAMOLD 2STUD MARKER OIL FILTER (1) GREASE/TIRE VALUE BATTERY	R R R R R R R R R	6/03/2016 6/03/2016 6/03/2016 6/03/2016 6/03/2016 6/03/2016 6/03/2016 6/03/2016 6/03/2016	59.98 9.98 25.51 65.98 18.49 18.98 7.49 21.56 129.00		054339 054339 054339 054339 054339 054339 054339 054339 054339		356.97
1 I-WHEELER 6/16	MARY LOU FINGER WHEELER MARY LOU FINGER WHEELER:	R	6/03/2016	60.00		054340		60.00
04990 I-3550800	MOBILE RADIO SERVICE, INC RADIO CHARGER	R	6/03/2016	101.25		054341		101.25
07895 I-122945-00	MUCKENTHALER INCORPORATED GRILL SCREEN CLEANING KIT	R	6/03/2016	46.56		054342		46.56
07770 I-75363	NISLY BROTHERS TRASH SERVICE, MAY REFUSE/RECYCLE/SLUDGE	R	6/03/2016	13,819.50		054343		13,819.50
02235 I-66482	OCHS CLEANERS CLEAN BLANKET/COAT/LINER	R	6/03/2016	20.50		054344		20.50
05900 I-166504	PACE ANALYTICAL SERVICES, INC. SEWER SAMPLE ANALYSIS 5/5	R	6/03/2016	413.25		054345		413.25
1 I-KIRKPATRICK 6/16	PATRICK KIRKPATRICK PATRICK KIRKPATRICK:	R	6/03/2016	213.89		054346		213.89

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 4

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	I-CHRISTOPHEL 6/16	PAUL CHRISTOPHEL PAUL CHRISTOPHEL:	R	6/03/2016	50.00	054347		50.00
1	I-SCHROEDER 6/16	PEGGY SCHROEDER PEGGY SCHROEDER:	R	6/03/2016	15.00	054348		15.00
07590	I-13313987	PING IRONS (1)	R	6/03/2016	706.10	054349		706.10
04130	I-3300527018	PITNEY BOWES CREDIT CORP. METER/INSERTER FEE	R	6/03/2016	680.16	054350		680.16
02745	I-13285	SKEET'S SERVICE INC TRAILER TIRES (2)	R	6/03/2016	157.38	054351		
	I-13292	ALDURA GREASE	R	6/03/2016	54.70	054351		
	I-13298	06 CHEVY: TIRES (4)	R	6/03/2016	625.52	054351		837.60
02800	I-519277818-102	SPRINT PCS CELL PHONE USAGE THRU 5/20	R	6/03/2016	263.85	054352		263.85
02820	I-06032016	STATE TREASURER MAY COURT FEES	R	6/03/2016	251.50	054353		251.50
02865	I-13451768	SUPERIOR LINEN SERVICE, INC LINEN SERVICE: GOLF 5/25	R	6/03/2016	67.43	054354		67.43
04120	I-120028	TRIPLETT,WOOLF,GARRETSON APRIL CITY ATTORNEY FEES	R	6/03/2016	2,500.00	054355		
	I-120029	MOBILE PK LEGAL SERVICES	R	6/03/2016	1,911.15	054355		4,411.15
03010	I-06032016	U S POST OFFICE BOX 100 ANNUAL RENTAL FEE	R	6/03/2016	110.00	054356		110.00
07830	I-IN1146195	U.S. KIDS GOLF, LLC 10 CLUB STAND SET (1)	R	6/03/2016	352.07	054357		
	I-IN1146512	DRIVER/IRONS/SAND WEDGE	R	6/03/2016	91.56	054357		443.63
03100	I-2400631233	UNIFIRST CORPORATION CLEANING WIPERS (13 BAGS)	R	6/03/2016	63.75	054358		63.75
04680	I-9765855840	VERIZON WIRELESS POLICE WIRELESS SERVICE	R	6/03/2016	120.03	054359		120.03

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 5

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03055	VISION COMPUTER INC.							
I-M8873	LABOR:WTR TWR/WIRELESS:CITY OF	R	6/03/2016	458.25		054360		458.25
07300	WEAVER GROCER'S							
I-06032016	MAY SUPPLIES	R	6/03/2016	138.13		054361		138.13
03090	WENGER OIL, CO							
I-97374	GASOLINE: GOLF CRSE	R	6/03/2016	783.06		054362		783.06
01660	WESTAR ENERGY							
I-COMMERCE 6/16	COMMERCE SIREN SERV THRU 5/20	R	6/03/2016	34.71		054363		
I-GOLF CLUBHSE 6/16	GOLF CLUBHOUSE SERV THRU 5/20	R	6/03/2016	448.78		054363		
I-GOLF CRSE 6/16	GOLF CRSE SERVICE THRU 5/20	R	6/03/2016	63.82		054363		
I-GOLF FTN 6/16	GOLF FOUNTAIN SERV THRU 5/20	R	6/03/2016	25.73		054363		
I-GOLF PUMP 6/16	GOLF PUMP SERVICE THRU 5/20	R	6/03/2016	868.78		054363		
I-GOLF STRGE 6/16	GOLF STORAGE SERV THRU 5/20	R	6/03/2016	347.20		054363		
I-SKATE PK 6/16	SKATE PK SERVICE THRU 5/20	R	6/03/2016	23.63		054363		1,812.65
07905	WICHITA GUN CLUB							
I-01	RUGER SR-556 RIFLE/OPTIC(REIM)	R	6/03/2016	2,669.98		054364		2,669.98
07565	WINFIELD SOLUTIONS, LLC							
I-60794916	WINFIELD SOLUTIONS, LLC	R	6/03/2016	778.30		054365		
I-60794917	NAUTIQUE AGENCY 2.5G	R	6/03/2016	87.25		054365		865.55
07470	ACUSHNET COMPANY							
I-902619129	GOLF BALLS ( 12 DZ)	R	6/10/2016	187.95		054392		
I-902641054	CLUB (1)	R	6/10/2016	136.91		054392		324.86
04275	AMERICAN FUN FOOD CO.							
I-209233-0	CANDY (6 CS)	R	6/10/2016	176.75		054393		176.75
05065	AMERICINN LODGE & SUITES CORPO							
I-JUN2016-MONTHLY	1/2 ROAD SIGN FEE	R	6/10/2016	180.00		054394		180.00
07615	ARROW INTERNATIONAL, INC							
I-93976050	25MM NEEDLE (2)	R	6/10/2016	239.98		054395		239.98
06240	AUTO HOUSE TOWING & RECOVERY,							
I-15-09843	BUCKET TRUCK TOW TO INMAN	R	6/10/2016	419.75		054396		419.75
00265	BACHMAN PLUMBING & HEATING LLC							
I-06102016	CK RESTITUTION: GW BEAN	R	6/10/2016	107.12		054397		107.12

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 6

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04600	BLUE VALLEY PUBLIC SAFETY, INC							
I-11242	STORM SIREN MAINTEN/BATTERIES	R	6/10/2016	4,864.00		054398		4,864.00
05380	CASEY'S GENERAL STORES							
I-06102016	MAY GASOLINE	R	6/10/2016	2,530.98		054399		2,530.98
07265	CBS MANHATTAN, LLC							
I-616873	PADLOCK:GOLF COURSE	R	6/10/2016	71.65		054400		71.65
00485	CITIZENS STATE BANK							
I-JUN2016-MONTHLY	JUN GOLF CARTS LEASE PURCHASE	R	6/10/2016	4,293.85		054401		4,293.85
04330	COX COMMUNICATIONS							
I-CITY HALL 6/16	JUNE INTERNET: CITY HALL	R	6/10/2016	146.73		054402		
I-GOLF 6/16	JUNE INTERNET/TV/PHONE:GOLF	R	6/10/2016	356.15		054402		
I-POLICE 6/16	JUNE INTERNET SERVICE:POLICE	R	6/10/2016	124.95		054402		627.83
05870	FARMER BROTHERS COFFEE							
I-63897906	COFFEE (2 CS)	R	6/10/2016	195.60		054403		195.60
07875	FLOWERS BAKING COMPANY							
I-44190305	BREAD (9)	R	6/10/2016	20.16		054404		
I-44190403	BREAD (11)	R	6/10/2016	25.52		054404		45.68
00895	GALLS, LLC							
I-5474683	5-CROSSED BUGLE UNIFORM PIN	R	6/10/2016	8.13		054405		8.13
01045	HARVEY COUNTY SHERIFF OFFICE							
I-06102016	CITY PRISONERS HOUSED IN MAY	R	6/10/2016	420.00		054406		420.00
05300	HD SUPPLY WATERWORKS, LTD							
I-F567247	FLAT LIDS/METER SETTER/PVC OD	R	6/10/2016	1,416.90		054407		
I-F583149	PVC PIPE/LEAK DETECTOR	R	6/10/2016	642.10		054407		2,059.00
07600	HEART OF AMERICA POLICE DOG AS							
I-06102016	2016 REMO CERTIFICATION	R	6/10/2016	50.00		054408		50.00
07910	IMPERIAL							
I-88991	COOLCORE TOWELS (100)	R	6/10/2016	1,046.28		054409		1,046.28
07690	KAYE ELECTRIC, INC							
I-30715	INSTALL ALARM PANEL/BUTTONS	R	6/10/2016	995.00		054410		995.00

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 7

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00670	KEY EQUIPMENT & SUPPLY							
I-246626	SWEEPER BROOM	R	6/10/2016	535.71		054411		535.71
01780	KMGA-GAS SUPPLY OPERATING							
I-KMGA-HE-2016-04	JUN NOM/APR ACTUAL NAT'L GAS	R	6/10/2016	22,992.34		054412		22,992.34
05120	MID-KANSAS COOPERATIVE							
I-06102016	MAY GASOLINE	R	6/10/2016	621.68		054413		621.68
06355	MILLER CONSTRUCTION COMPANY							
I-06102016	INSTALL:OFFICE/BAY DOOR LOCKS	R	6/10/2016	430.00		054414		430.00
02065	MOTOROLA							
I-76896977	REPAIR RADIO	R	6/10/2016	78.00		054415		
I-76897057	REPAIR RADIO	R	6/10/2016	78.00		054415		156.00
02865	SUPERIOR LINEN SERVICE, INC							
I-13463514	LINEN SERVICE	R	6/10/2016	42.26		054416		42.26
07610	UCI UTILITY CONSULTANTS							
I-17766	ANNUAL ADMINISTRATIVE FEE	R	6/10/2016	200.00		054417		200.00
02995	USA BLUE BOOK							
I-966069	CHESSELL CIRCULARE CHART	R	6/10/2016	64.00		054418		64.00
04093	VISA #1205 - CITIZEN'S STATE B							
I-VISA #1 6/16	WATER/JUICE: CONCESSIONS	R	6/10/2016	84.18		054419		
I-VISA #10 6/16	GRINDER/STONE	R	6/10/2016	124.62		054419		
I-VISA #2 6/16	SPRAY BOOM KIT	R	6/10/2016	282.08		054419		
I-VISA #3 6/16	GATORADE: CONCESSIONS	R	6/10/2016	128.45		054419		
I-VISA #4 6/16	SWIFTER	R	6/10/2016	25.94		054419		
I-VISA #5 6/16	WHEEL RIBBED REPAIR	R	6/10/2016	28.34		054419		
I-VISA #6 6/16	TIRE PNUMATIC/PIPE	R	6/10/2016	19.50		054419		
I-VISA #7 6/16	GATORADE/ROLLS: CONCESSIONS	R	6/10/2016	147.20		054419		
I-VISA #8 6/16	BLEACH/TAKEALONG	R	6/10/2016	23.61		054419		
I-VISA #9 6/16	GATORADE: CONCESSIONS	R	6/10/2016	111.24		054419		975.16
04100	VISA #1494 - CITIZEN'S STATE B							
I-VISA #1 6/16	EMT LICENSE: WEBER	R	6/10/2016	70.00		054420		
I-VISA #2 6/16	CUBBY HOLDER (8)	R	6/10/2016	204.58		054420		
I-VISA #3 6/16	KEY PAD/EXIT SENSOR	R	6/10/2016	133.47		054420		408.05
04097	VISA #1660 - CITIZEN'S STATE B							
I-VISA #1 6/16	CHALLENGE COINS (350)	R	6/10/2016	1,626.49		054421		1,626.49



7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 8

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04098	VISA #2048 - CITIZEN'S STATE B							
	I-VISA #1 6/16	R	6/10/2016	40.00		054422		
	I-VISA #2 6/16	R	6/10/2016	11.79		054422		
	I-VISA #3 6/16	R	6/10/2016	496.95		054422		
	I-VISA #4 6/16	R	6/10/2016	58.60		054422		
	I-VISA #5 6/16	R	6/10/2016	66.95		054422		674.29
04099	VISA #9291 - CITIZEN'S STATE							
	I-VISA #1 6/16	R	6/10/2016	54.21		054423		
	I-VISA #10 6/16	R	6/10/2016	53.74		054423		
	I-VISA #11 6/16	R	6/10/2016	53.74		054423		
	I-VISA #2 6/16	R	6/10/2016	22.94		054423		
	I-VISA #3 6/16	R	6/10/2016	180.00		054423		
	I-VISA #4 6/16	R	6/10/2016	41.05		054423		
	I-VISA #5 6/16	R	6/10/2016	256.95		054423		
	I-VISA #6 6/16	R	6/10/2016	23.16		054423		
	I-VISA #7 6/16	R	6/10/2016	21.98		054423		
	I-VISA #8 6/16	R	6/10/2016	107.00		054423		
	I-VISA #9 6/16	R	6/10/2016	119.16		054423		933.93
03055	VISION COMPUTER INC.							
	I-M8874	R	6/10/2016	304.20		054424		
	I-M8875	R	6/10/2016	289.90		054424		594.10
01660	WESTAR ENERGY							
	I-GROUP 6/16	R	6/10/2016	10,437.66		054425		
	I-ST LGT 6/16	R	6/10/2016	4,182.35		054425		14,620.01
04160	XEROX FINANCIAL SERVICES							
	I-546043	R	6/10/2016	454.44		054426		454.44
03450	ZOLL MEDICAL CORPORATION							
	I-2384423	R	6/10/2016	285.00		054427		285.00
07470	ACUSHNET COMPANY							
	I-902621891	R	6/17/2016	175.85		054428		
	I-902629076	R	6/17/2016	169.98		054428		
	I-902630825	R	6/17/2016	308.75		054428		
	I-902648031	R	6/17/2016	262.52		054428		917.10
07915	ALICE TRAINING INSTITUTE							
	I-11646	R	6/17/2016	15,000.00		054429		15,000.00

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 9

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02310	BLACK HILLS ENERGY							
I-06172016	TRANSPORT GAS THRU 5/31	R	6/17/2016	1,605.57		054430		1,605.57
07165	BLUE CROSS & BLUE SHIELD OF KA							
I-1311485	JULY HEALTH CARE PREMIUM	R	6/17/2016	32,307.53		054431		32,307.53
06470	BUILDERS CONCRETE & SUPPLY, IN							
I-52048	CONCRETE:N.WEAVER SIDEWALK	R	6/17/2016	535.88		054432		535.88
07920	CITY OF MAIZE							
I-06172016	7/15 KACM REG: JEANNINE	R	6/17/2016	15.00		054433		15.00
07925	COLE STREET SERVICE LLC							
I-06172016	TIRE/MOUNT: GOLF CRSE	R	6/17/2016	147.25		054434		147.25
00645	D C & B SUPPLY, INC							
I-20241	GAS REGULATOR:AGCO BACKUP REG	R	6/17/2016	4,448.50		054435		
I-20252	YLW MARK PAINT/SPRINGS/WIRE	R	6/17/2016	628.22		054435		
I-20253	GREEN MARKING PAINT (1 CS)	R	6/17/2016	36.00		054435		
I-20258	ROTARY GAS METER: AGCO'S	R	6/17/2016	4,123.00		054435		
I-20259	GAS RISER (12)	R	6/17/2016	514.29		054435		9,750.01
07480	EVCO WHOLESALE FOOD CORP.							
I-139937	MEAT/COOKIES/VEGETABLES/PLATES	R	6/17/2016	1,493.09		054436		
I-141143	MEAT/CHEESE/COOKIE/VEGETABLES	R	6/17/2016	732.97		054436		2,226.06
07875	FLOWERS BAKING COMPANY							
I-44190455	BREAD (16)	R	6/17/2016	30.88		054437		
I-44190523	BREAD (9)	R	6/17/2016	20.60		054437		51.48
00895	GALLS, LLC							
I-0443920	DUTY HOLSTER/PANTS	R	6/17/2016	128.93		054438		
I-5458336	COMMENDATION BAR (7)	R	6/17/2016	60.77		054438		
I-5502801	TROUSERS (2)	R	6/17/2016	128.96		054438		
I-5518591	CHETCO TAC/SILENT KEY/CUFF CS	R	6/17/2016	217.14		054438		
I-5518624	POLY CLIP-ON TIE	R	6/17/2016	18.27		054438		554.07
05300	HD SUPPLY WATERWORKS, LTD							
I-624164	PYREX BEAKER (3)	R	6/17/2016	26.90		054439		
I-F534490	GALV.EXT: EXCEL'S METER	R	6/17/2016	106.59		054439		
I-F649627	VALVE BOX LIDS (4)	R	6/17/2016	117.14		054439		250.63
01245	HESSTON PRESTIGE PRINTING							
I-23051	UPS CHG: UTILITIES/PHOTO FEE	R	6/17/2016	118.25		054440		118.25

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 10

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00800 I-1569201	HUSTLER TURF EQUIPMENT, INC. TIRE (2)	R	6/17/2016	176.70		054441		176.70
01445 I-415401	ITRON, INC. AMR ANNUAL SUPPORT FEE	R	6/17/2016	13,170.00		054442		13,170.00
05750 I-01-109140	KANSAS GOLF & TURF, INC. TIRE (1)	R	6/17/2016	148.82		054443		148.82
04525 I-06172016	KDHE-BUREAU OF WATER WASTEWTR PERMIT#MLA07-0001	R	6/17/2016	185.00		054444		185.00
02195 I-30979	NEWTON MEDICAL CENTER MAY DRUG CHARGES	R	6/17/2016	219.13		054445		219.13
07870 I-06172016	PEARSON CONSTRUCTION, LLC WEAVER ST:CONSTRUCTION (3RD)	R	6/17/2016	62,663.05		054446		62,663.05
07595 I-64111358	PEPSI-COLA POP (22 CS)	R	6/17/2016	320.00		054447		320.00
07590 I-13346324	PING GOLF BAG (1)	R	6/17/2016	165.92		054448		165.92
07930 I-13283805 I-13283806 I-13296812 I-13296813 I-13296814	QUIKRETE WICHITA TOP DRESSING SAND:GOLF CRSE TOP DRESSING SAND:GOLF CRSE TOP DRESSING SAND:GOLF CRSE TOP DRESSING SAND:GOLF CRSE TOP DRESSING SAND:GOLF CRSE	R R R R R	6/17/2016 6/17/2016 6/17/2016 6/17/2016 6/17/2016	1,175.35 1,164.66 1,098.26 1,064.34 1,055.17		054449 054449 054449 054449 054449		5,557.78
07545 I-705701	S&Y ENTERPRISES SNACK STICKS (24)	R	6/17/2016	27.60		054450		27.60
07730 I-119369	TEXOMA GOLF GRIPS (3)	R	6/17/2016	105.72		054451		105.72
07830 I-IN1151163	U.S. KIDS GOLF, LLC GOLF CLUBS (2)	R	6/17/2016	405.26		054452		405.26
07355 I-101040717	UNIVERSAL LUBRICANTS, LLC 5 GAL DPLX SYNZOL EPG 804 (1)	R	6/17/2016	183.20		054453		183.20

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 11

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03055	VISION COMPUTER INC.							
I-M8917	SERVER HARD DRIVE: POLICE	R	6/17/2016	73.64		054454		
I-M8929	COUNCIL RM NETWORKING EQUIPMT	R	6/17/2016	242.04		054454		
I-M8930	PARTS:INCODE NETWORK ERRORS	R	6/17/2016	164.62		054454		
I-M8931	VIRTUALIZATION:COURT/WTR TWR	R	6/17/2016	378.00		054454		
I-M8932	SWITCH: CITY HALL	R	6/17/2016	515.00		054454		1,373.30
06655	VOGTS MATERIALS, INC							
I-2016-079	TENSAR ROCK	R	6/17/2016	594.69		054455		594.69
03090	WENGER OIL, CO							
I-98078	GASOLINE/RED DYED DIESEL	R	6/17/2016	1,185.69		054456		1,185.69
03450	ZOLL MEDICAL CORPORATION							
I-2386345	12-LEAD ECG CABLE (2)	R	6/17/2016	271.33		054457		271.33
07145	360 DOCUMENT SOLUTIONS							
I-20733	POLICE COPY SERVICE	R	6/24/2016	30.65		054486		30.65
03960	AMERICAN UNITED LIFE INSURANCE							
I-06242016	JULY LIFE INSURANCE PREMIUM	R	6/24/2016	644.42		054487		644.42
04215	APPLIED CONCEPTS, INC							
I-290238	REMOTE CONTROL KEYPAD	R	6/24/2016	14.35		054488		14.35
07845	CARRIE SMITH							
I-06242016	JUNE PROBATION SERVICE (11 CS)	R	6/24/2016	308.00		054489		308.00
00480	CINTAS CORPORATION #451							
I-451251263	UNIFORM CLEANING 5/27	R	6/24/2016	93.29		054490		
I-451253598	UNIFORM CLEANING 6/3	R	6/24/2016	93.29		054490		
I-451255849	UNIFORM CLEANING 7/10	R	6/24/2016	93.29		054490		279.87
00645	D C & B SUPPLY, INC							
I-20293	ITRON MOUNTING KIT: AMR	R	6/24/2016	273.77		054491		273.77
02410	DIESEL PICKUP SPECIALISTS, INC							
I-24169	#52: REPLACE VACUUM PUMP	R	6/24/2016	611.04		054492		611.04
07480	EVCO WHOLESALE FOOD CORP.							
C-135366	CREDIT ON MERCHANDISE	R	6/24/2016	56.00CR		054493		
I-142960	MEAT/POTATOES/PICKLES/COOKIES	R	6/24/2016	1,090.88		054493		1,034.88

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 12

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
07875	FLOWERS BAKING COMPANY							
I-44190662	BREAD (4)	R	6/24/2016	9.40		054494		
I-44190704	BREAD (8)	R	6/24/2016	15.44		054494		24.84
07525	FRITO-LAY							
I-92395061	NUTS/CHIPS/COOKIES	R	6/24/2016	213.59		054495		213.59
00895	GALLS, LLC							
I-5526126	COLLAR BRASS	R	6/24/2016	8.43		054496		
I-5529393	J5 SERIES NAME BAR (4)	R	6/24/2016	52.08		054496		60.51
01500	HARVEY COUNTY EDC, INC							
I-JUN2016-MONTHLY	MAY 2016 EDC CONTRIBUTION	R	6/24/2016	3,000.00		054497		3,000.00
01160	HESSTON CHAMBER OF COMMERCE							
I-333	MAY LUNCHEON: GARY	R	6/24/2016	15.00		054498		15.00
01225	HESSTON MACHINE/WELD INC							
I-12236	BUILD STOP TARGET STAND/PLATES	R	6/24/2016	527.50		054499		
I-12491	CUTTING TORCH OXYGEN	R	6/24/2016	35.31		054499		
I-12496	HEX NUTS:LARGE WTR METERS	R	6/24/2016	151.56		054499		
I-12594	REPAIR: HYDRO-VAC	R	6/24/2016	200.00		054499		
I-12606	ACETYLENE:WELDING MACHINE	R	6/24/2016	57.40		054499		
I-POLICE DEPT	BUILD 2 TARGETS	R	6/24/2016	182.15		054499		1,153.92
01245	HESSTON PRESTIGE PRINTING							
I-23068	MEDICAL PROTOCOL BOOKS (20)	R	6/24/2016	101.00		054500		101.00
01275	HESSTON VETERINARY CLINIC							
I-5072	CEFPODOXIME PROXETIL: REMO	R	6/24/2016	38.80		054501		
I-5073	NUTRICALM/OINTMENT/FOOD	R	6/24/2016	98.73		054501		137.53
01610	KANSAS EMPLOYMENT SECURITY FUN							
I-06242016	2ND QTR 2016 UNEMPLOYMENT	R	6/24/2016	524.59		054502		524.59
05330	LLAMAS LAW OFFICES							
I-JUN2016-MONTHLY	JUNE 2016 PROSECUTOR FEE	R	6/24/2016	600.00		054503		600.00
00530	MARTIN AUTO PARTS, INC.							
I-4362	HALOGEN LAMP	R	6/24/2016	10.99		054504		
I-4436	OIL FILTER/10W30 OIL	R	6/24/2016	111.33		054504		122.32
02835	OFFICE PLUS OF KANSAS							
I-441687-0	CHAIRMAT: EMS	R	6/24/2016	199.00		054505		
I-442181-0	POST-IT (1 PK)	R	6/24/2016	15.49		054505		
I-442693-0	UTILITY BILLING PAPER (2 CT)	R	6/24/2016	93.98		054505		
I-442784-0	PRINTER CARTRIDGE (2)	R	6/24/2016	67.98		054505		
I-442952-0	10 OZ FOAM CUPS: POLICE	R	6/24/2016	25.19		054505		

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 13

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-443039-0	PAPER TOWELS (1 CS)	R	6/24/2016	54.63		054505		
I-443100-0	CALCULATOR	R	6/24/2016	66.84		054505		
I-443130-0	CORRECTION TAPE (1 PK)	R	6/24/2016	6.07		054505		
I-443289-0	LINER/TP/MOP REFILL/DUST MOP	R	6/24/2016	316.01		054505		
I-443305-0	PRINTER CARTRIDGE (6)	R	6/24/2016	71.94		054505		917.13
02270	OVERHEAD DOOR COMPANY							
I-0325999-IN	SET TIMER TO CLOSE/PHOTO EYES	R	6/24/2016	1,250.00		054506		1,250.00
03245	RANDALL J. PANKRATZ							
I-JUN2016-MONTHLY	JUNE 2016 COURT FEE	R	6/24/2016	1,083.33		054507		1,083.33
07590	PING							
I-13348034	GOLF BAGS (3)	R	6/24/2016	411.00		054508		411.00
02590	RM'S AUTO ELECTRIC							
I-20703	#53: REPLACE STARTER	R	6/24/2016	314.77		054509		314.77
00965	GLADINE SCHNEIDER							
I-9664-4	COOKIES: 6/30 EMS MTG	R	6/24/2016	8.50		054510		8.50
07560	SOARING EAGLE DESIGNS							
I-6449	GOLD/SILVER/BRONZE MEDALS	R	6/24/2016	38.57		054511		38.57
03890	STERICYCLE, INC.							
I-4006378899	ANL WASTE DISPOSAL FEE	R	6/24/2016	315.72		054512		315.72
07935	STRYKER SALES CORPORATION							
I-1957982M	STAIR CHAIR (GRANT)	R	6/24/2016	3,000.00		054513		3,000.00
02865	SUPERIOR LINEN SERVICE, INC							
I-13473067	LINEN SERVICE 6/22	R	6/24/2016	42.26		054514		42.26
01915	JANET THRASHER							
I-JUN2016-MONTHLY	JANITORIAL SERVICES 5/29-7/2	R	6/24/2016	800.00		054515		800.00
03100	UNIFIRST CORPORATION							
I-2400637102	CLEANING WIPERS (13)	R	6/24/2016	63.75		054516		63.75
07355	UNIVERSAL LUBRICANTS, LLC							
I-11013286	SYNZOL EPG 804 (1)	R	6/24/2016	183.20		054517		183.20
03055	VISION COMPUTER INC.							
I-M8923	COMPUTER/SOFTWARE:POLICE	R	6/24/2016	979.99		054518		979.99

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 14

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
07160	VSP VISION							
I-06242016	JULY VISION PREMIUM	R	6/24/2016	463.07		054519		463.07
04615	WAL-MART CREDIT CARD							
I-06242016	COFFEE/GUM (EMS)	R	6/24/2016	180.44		054520		180.44
07565	WINFIELD SOLUTIONS, LLC							
I-60572155	INSECTICIDE/FUNGICIDE/HERBICID	R	6/24/2016	5,050.00		054521		
I-60572159	FUNGICIDE:DAC/SUBDUE/DACONIL	R	6/24/2016	5,105.00		054521		
I-60572160	BANOL FUNGICIDE	R	6/24/2016	1,850.00		054521		
I-60572161	XZEMPLAR FUNGICIDE	R	6/24/2016	4,945.32		054521		
I-60902519	WF FAST BREAK (1)	R	6/24/2016	239.40		054521		17,189.72
00100	ABC TERMITE & PEST CONTROL							
I-11867	JUNE PEST CONTROL: CITY HALL	R	6/28/2016	25.00		054522		
I-11868	JUNE PEST CONTROL: POLICE	R	6/28/2016	25.00		054522		
I-11870	JUNE PEST CONTROL: GOLF CRSE	R	6/28/2016	16.22		054522		
I-11871	JUNE PEST CONTROL: SHELTERS	R	6/28/2016	35.00		054522		101.22
04275	AMERICAN FUN FOOD CO.							
I-209896-0	CANDY (4 BX)	R	6/28/2016	107.65		054523		107.65
06580	AMERICAN MUNICIPAL SERVICES CO							
I-30294	MAY COLLECTIONS: POLICE	R	6/28/2016	198.43		054524		198.43
05135	CENTURYLINK							
I-3272691 7/16	UNRUH LIFT STN SERV THRU 7/17	R	6/28/2016	53.41		054525		53.41
00480	CINTAS CORPORATION #451							
I-451258143	UNIFORM CLEANING 6/17	R	6/28/2016	93.29		054526		
I-451260394	UNIFORM CLEAN/ADAM'S RETURNS	R	6/28/2016	77.45		054526		170.74
00545	CONKLIN CARS NEWTON LLC							
I-06282016	#49: REPAIR QTR PANEL	R	6/28/2016	444.55		054527		444.55
04085	DELTA DENTAL OF KANSAS							
I-1003003201607	JULY DENTAL PREMIUM	R	6/28/2016	2,560.43		054528		2,560.43
07875	FLOWERS BAKING COMPANY							
I-44190767	BREAD (9)	R	6/28/2016	20.60		054529		20.60
01475	FUQUA-RUTH-TYPER INSURANCE							
I-1590.2	ADD FULLTIME FIRE/PARK'S TRUCK	R	6/28/2016	3,034.00		054530		3,034.00

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 15

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00960 I-1265651949	GRAINGER CONNECTORS:AMR INSTALLING	R	6/28/2016	87.30		054531		87.30
01005 I-9991551	HACH COMPANY FLUORIDE FOR WATER TESTING	R	6/28/2016	236.99		054532		236.99
01160 I-339 I-343	HESSTON CHAMBER OF COMMERCE HONORARIUM FEE:HEALTH FAIR(REI GOLF TOURNAMENT SPONSER FEE	R R	6/28/2016 6/28/2016	25.00 400.00		054533 054533		425.00
06045 I-35476	HESSTON RECORD WEBSITE/GRAD/ORD#-ZONING	R	6/28/2016	206.00		054534		206.00
01275 I-06282016	HESSTON VETERINARY CLINIC ANIMAL CONTROL SERV(2ND PAYMT)	R	6/28/2016	1,200.00		054535		1,200.00
07260 I-293362	IMAGE QUEST CITY HALL COPY SERVICE	R	6/28/2016	7.95		054536		7.95
01830 I-0514209-IN	LAFE T. WILLIAMS & ASSOCIATES, STERIPHENE/DISINF/HEPACIDE	R	6/28/2016	267.24		054537		267.24
01855 I-40636	LAYNE CHRISTENSEN COMPANY PUMP REPAIR/INSTALLATION	R	6/28/2016	15,759.00		054538		15,759.00
03310 I-3308.32	MARK LOEFFLER GOLF CART RENTAL(3 CARTS-1 DY)	R	6/28/2016	82.50		054539		82.50
02150 I-0100472-001	NAVRAT'S FILE CABINET/PRINTER CARTRIDGE	R	6/28/2016	1,291.84		054540		1,291.84
07815 I-988645000	NIKE USA, INC NIKE FLAT FRONT PANT (2)	R	6/28/2016	52.66		054541		52.66
02835 I-443289-1	OFFICE PLUS OF KANSAS MOP/DUST MOP/MOP SUPPLIES	R	6/28/2016	114.76		054542		114.76
02295 I-333887	PAUL'S, INC. PLEATED FILTER (1)	R	6/28/2016	8.38		054543		8.38
07595 I-72346811	PEPSI-COLA POP (21 CS)	R	6/28/2016	300.00		054544		300.00



7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: 99 CITIZENS STATE BANK  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 16

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
07830	U.S. KIDS GOLF, LLC							
I-IN1154502	GOLF CLUB (1)	R	6/28/2016	142.83		054545		142.83
07940	UTILITY SAFETY AND DESIGN INC							
I-IN20161979	WEAVER: LOWER 2" GAS MAIN	R	6/28/2016	2,372.56		054546		2,372.56
03055	VISION COMPUTER INC.							
I-M8940	UPS FOR SERVER RM SWITCH	R	6/28/2016	132.18		054547		
I-M8945	CREDIT CARD MACHINE SWITCH	R	6/28/2016	50.52		054547		182.70

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	182	324,662.30	0.00	324,662.30
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	4,206.06	0.00	4,206.06
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
VOID DEBITS		0.00		
VOID CREDITS		0.00		

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: 99 TOTALS:	183	328,868.36	0.00	328,868.36
BANK: 99 TOTALS:	183	328,868.36	0.00	328,868.36

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: PR Payroll Accounts Payable  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 17

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00485	CITIZENS STATE BANK							
I-T1 06052016	FEDERAL WITHHOLDING TAX	D	6/10/2016	7,133.50		000000		
I-T3 06052016	FICA W/H TAX	D	6/10/2016	9,563.78		000000		
I-T4 06052016	MEDICARE W/H TAX	D	6/10/2016	2,236.80		000000		18,934.08
00485	CITIZENS STATE BANK							
I-T1 06192016	FEDERAL WITHHOLDING TAX	D	6/24/2016	6,416.57		000000		
I-T3 06192016	FICA W/H TAX	D	6/24/2016	9,193.18		000000		
I-T4 06192016	MEDICARE W/H TAX	D	6/24/2016	2,150.04		000000		17,759.79
01355	I.C.M.A.							
I-37 06052016	EMPLOYEE RETIREMENT	D	6/10/2016	1,455.00		000000		
I-37106052016	EMPLOYEE RETIREMENT	D	6/10/2016	266.14		000000		
I-37206052016	ICMA - 2.5% CONT	D	6/10/2016	180.52		000000		
I-37306052016	ICMA - 3%	D	6/10/2016	826.50		000000		2,728.16
01355	I.C.M.A.							
I-37 06192016	EMPLOYEE RETIREMENT	D	6/24/2016	1,455.00		000000		
I-37106192016	EMPLOYEE RETIREMENT	D	6/24/2016	260.17		000000		
I-37206192016	ICMA - 2.5% CONT	D	6/24/2016	177.02		000000		
I-37306192016	ICMA - 3%	D	6/24/2016	824.70		000000		2,716.89
01615	KPERS							
I-31 06052016	KPERS	D	6/10/2016	6,664.04		000000		
I-31206052016	KPERS-TR2	D	6/10/2016	2,215.82		000000		
I-31306052016	KPERS-TR3	D	6/10/2016	1,055.49		000000		9,935.35
01615	KPERS							
I-31 06192016	KPERS	D	6/24/2016	6,475.13		000000		
I-31206192016	KPERS-TR2	D	6/24/2016	2,092.19		000000		
I-31306192016	KPERS-TR3	D	6/24/2016	1,057.62		000000		
I-31L06052016	KPERS OPTIONAL LIFE INS	D	6/24/2016	248.90		000000		9,873.84
01620	KANSAS WITHHOLDING TAX							
I-T2 06052016	KANSAS STATE W/H TAX	D	6/10/2016	2,522.77		000000		2,522.77
01620	KANSAS WITHHOLDING TAX							
I-T2 06192016	KANSAS STATE W/H TAX	D	6/24/2016	2,328.96		000000		2,328.96
05605	AFLAC							
I-40 06052016	AFLAC	R	6/24/2016	164.45		054483		
I-40 06192016	AFLAC	R	6/24/2016	164.45		054483		
I-41 06052016	AFLAC	R	6/24/2016	64.06		054483		
I-41 06192016	AFLAC	R	6/24/2016	64.06		054483		
I-41206052016	AFLAC EMPLOYER PAID	R	6/24/2016	28.56		054483		
I-41206192016	AFLAC EMPLOYER PAID	R	6/24/2016	28.56		054483		514.14

7/06/2016 8:52 AM  
 VENDOR SET: 01 City of Hesston  
 BANK: PR Payroll Accounts Payable  
 DATE RANGE: 6/01/2016 THRU 6/30/2016

A/P HISTORY CHECK REPORT

PAGE: 18

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00525	COLONIAL LIFE							
I-33 06052016	COLONIAL LIFE INSURANCE	R	6/24/2016	17.63		054484		
I-33 06192016	COLONIAL LIFE INSURANCE	R	6/24/2016	17.63		054484		35.26
07185	LEGALSHIELD							
I-41306052016	LEGALSHIELD	R	6/24/2016	26.68		054485		
I-41306192016	LEGALSHIELD	R	6/24/2016	26.68		054485		53.36

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	3	602.76	0.00	602.76
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	8	66,799.84	0.00	66,799.84
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: PR	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			11	67,402.60	0.00	67,402.60
BANK: PR		TOTALS:	11	67,402.60	0.00	67,402.60
REPORT TOTALS:			11	67,402.60	0.00	396,270.96

## SELECTION CRITERIA

VENDOR SET: 01-CITY OF HESSTON  
VENDOR: ALL  
BANK CODES: All  
FUNDS: All

## CHECK SELECTION

CHECK RANGE: 000000 THRU 999999  
DATE RANGE: 6/01/2016 THRU 6/30/2016  
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99  
INCLUDE ALL VOIDS: YES

## PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES  
PRINT G/L: NO  
UNPOSTED ONLY: NO  
EXCLUDE UNPOSTED: NO  
MANUAL ONLY: NO  
STUB COMMENTS: NO  
REPORT FOOTER: NO  
CHECK STATUS: NO  
PRINT STATUS: \* - All

# CITY OF HESSTON



## MONTHLY FINANCIAL STATEMENT

**For the Sixth Month Ended  
June 30, 2016**

# CITY OF HESSTON

## Monthly Financial Statement For the Sixth Month Ended June 30, 2016

### EXECUTIVE SUMMARY

These Financial Statements do not reflect the journal entries for the end of June due to an illness in the admin department. An updated Financial Statement will be provided to the Council when the journal entries are completed.

**Pooled Cash and Debt (Exhibit I)** – The City's total pooled cash position is approximately \$10.4 million. The City's debt of \$10.6 million is made up of four G.O. Bonds that are paid primarily through special assessments, one PBC Bond for the library building, the 26 acre land purchase, the golf cart lease-purchase, and a revolving loan for the Wastewater Treatment Plant Improvement Project.

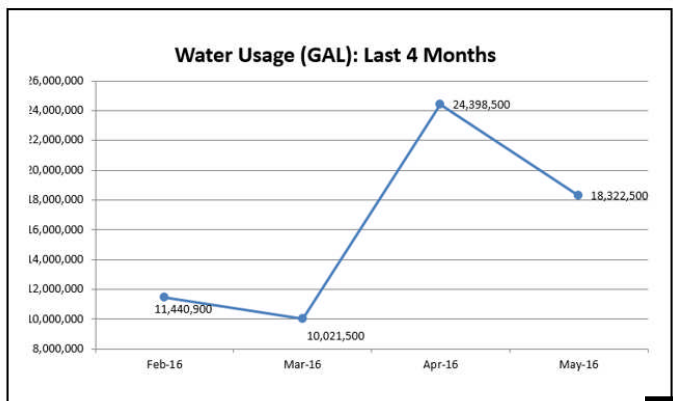
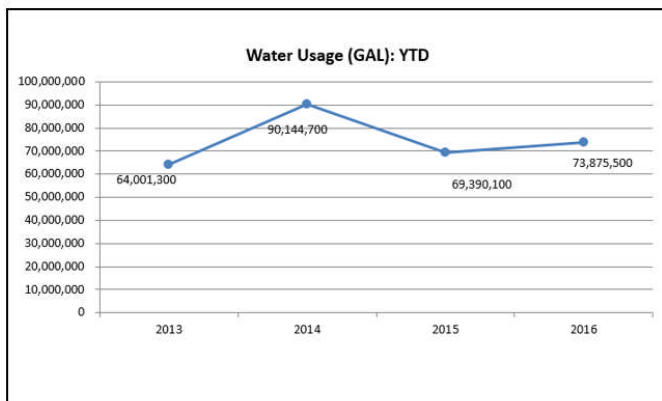
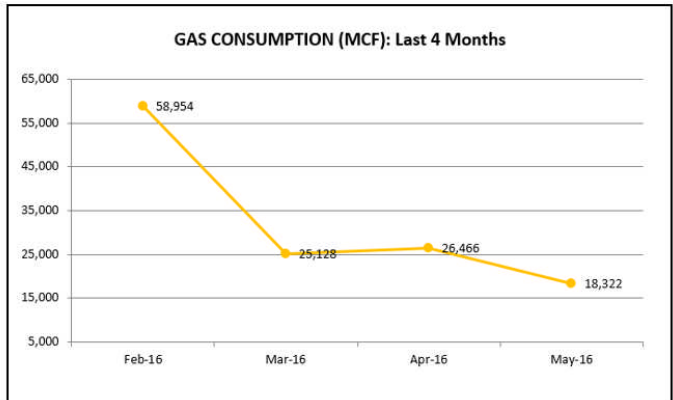
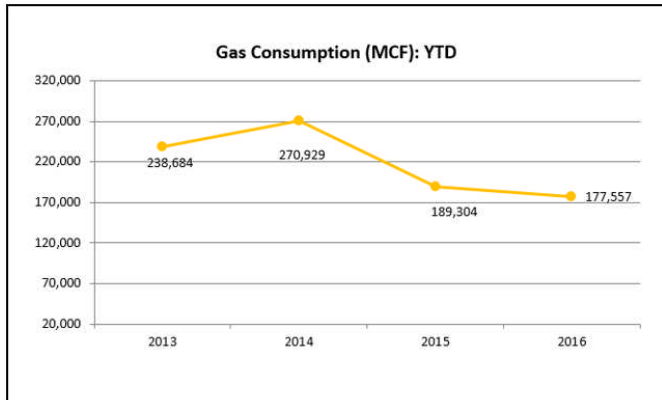
General Obligation Bonds	6,695,000
PBC Bonds	715,000
Temporary Notes	-
Lease Purchase Agreements	364,103
WWTP Loan	2,814,405
<b>TOTAL INDEBTEDNESS</b>	<b>10,588,508</b>

**Operating Expenses to Budget (Exhibit I)** – All funds are within budget as of June 2016. Golf is slightly over budget, but it was expected that a budget amendment may be necessary as we complete our first year in control of the course.

**General Fund (Exhibit II)** – Revenue is slightly ahead of budget and expenses are within budget.

**Golf Fund (Exhibit III)** – The Golf Course recorded \$63,328 in revenue and \$72,379 in expense for the month of June 2016.

**Utility Operations (Exhibit V - VIII)** – Gas and water consumption January to June – 4 year comparison.



**Revolving Loan (Exhibit IX)** – The City has five active revolving loans. The fund has a balance of \$81,572 available for new loans.

**CITY OF HESSTON  
POOLED CASH  
As of June 30, 2016**

<b>FUND</b>	<b>BEGINNING BALANCE</b>	<b>CURRENT ACTIVITY</b>	<b>CURRENT BALANCE</b>
01 - General	1,080,960	209,523	1,290,482.36
02 - Library	2,238	63,644	65,882.31
03 - Library Maintenance	22,779	(22)	22,756.64
04 - Special Street & Highway	349,925	(614)	349,311.21
06 - Golf	52,549	(9,051)	43,498.03
07 - Ambulance (EMS)	113,858	(18,323)	95,535.22
08 - Community Service Program	50,442	7,912	58,353.66
09 - Bond & Interest	387,869	120,408	508,277.01
12 - Utility	3,418,519	(2,415)	3,416,104.73
13 - Utility Maintenance Reserve	1,223,662	(18,493)	1,205,169.53
27 - Construction	1,105,891	(64,574)	1,041,317.13
30 - Capital Improvement	1,166,606	0	1,166,605.52
31 - Transient Guest Tax	0	0	0.00
33 - Economic Development	52,473	(300)	52,172.69
34 - Golf Maintenance Reserve	72,495	0	72,494.99
38 - Special Law Enforcement	461	3,568	4,028.58
42 - Fire Equipment Tax	264,608	17,948	282,556.24
45 - Equipment Reserve	604,396	(2,295)	602,101.78
46 - Special Parks	1,332	0	1,332.46
47 - Utility Deposits	62,871	40	62,911.16
48 - Gift Certificates (Golf)	4,335	331	4,665.40
50 - Revolving Loan Fund	80,375	1,197	81,572.26
55 - PBC	65,203	0	65,203.00
<b>TOTAL CLAIM ON CASH</b>	<u>10,183,848</u>	<u>308,484</u>	<u>10,492,332</u>

**EXPENSE COMPARISON OF ACTUAL TO BUDGET  
For the Sixth Month Ended June 30, 2016**

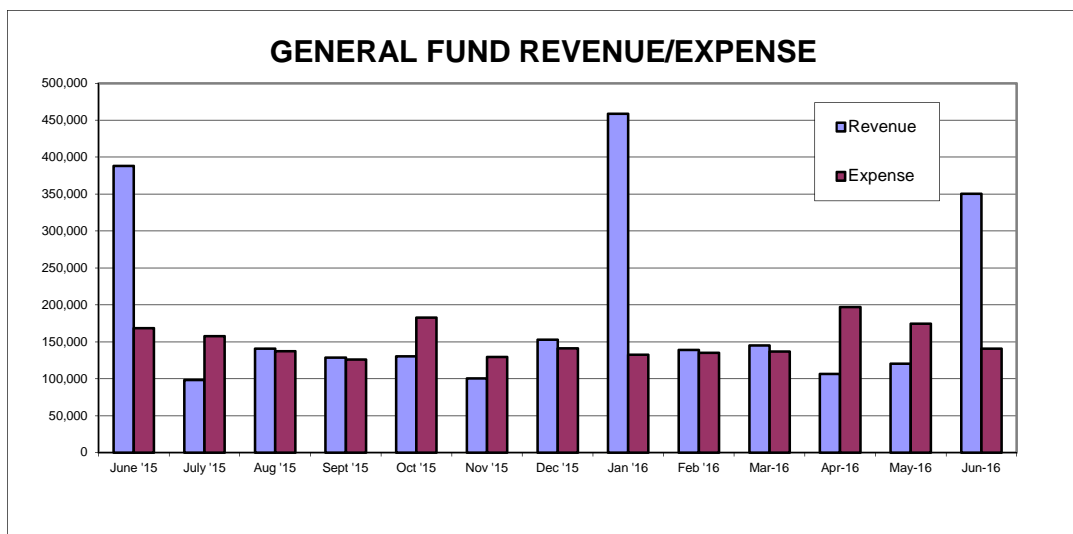
<b>FUND</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
01 - General	2,048,341	140,965	917,158	44.8%	1,131,183
02 - Library	203,518	0	110,477	54.3%	93,041
03 - Library Maintenance		22	22		
04 - Special Street & Highway	193,000	614	4,533	2.3%	188,467
06 - Golf	517,262	72,379	266,082	51.4%	251,180
07 - Ambulance (EMS)	410,941	27,616	186,989	45.5%	223,952
08 - Community Service Program	20,000	100	2,793	14.0%	17,207
09 - Bond & Interest	511,405	0	151,129	29.6%	360,276
12 - Utility	4,513,591	142,347	1,289,387	28.6%	3,224,204
13 - Utility Maintenance Reserve		18,493	500,877		
27 - Construction		64,574	1,705,514		
30 - Capital Improvement		0	619,490		
31 - Transient Guest Tax	42,500	0	20,847		21,653
33 - Economic Development	21,550	300	5,432	25.2%	16,118
34 - Golf Maintenance Reserve		0	271,057		
38 - Special Law Enforcement		17,670	17,670		
42 - Fire Equipment Tax	140,662	0	0	0.0%	140,662
45 - Equipment Reserve		2,295	74,071		
46 - Special Parks	486	0	0	0.0%	486
50 - Revolving Loan Fund		0	0		
55 - PBC (Library Bldg. Payment)	65,203	0	0	0.0%	65,203
<b>TOTAL EXPENSES</b>	<u>8,688,459</u>	<u>487,374</u>	<u>6,143,527</u>	<u>33.8%</u>	<u>5,733,633</u>
			<u>Standard</u>	<u>50.0%</u>	

**INDEBTEDNESS  
As of June 30, 2016**

General Obligation Bonds	6,695,000
PBC Bonds	715,000
Temporary Notes	-
Lease Purchase Agreements	364,103
WWTP Loan	2,814,405
<b>TOTAL INDEBTEDNESS</b>	<u>10,588,508</u>

**CITY OF HESSTON**  
**GENERAL FUND COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

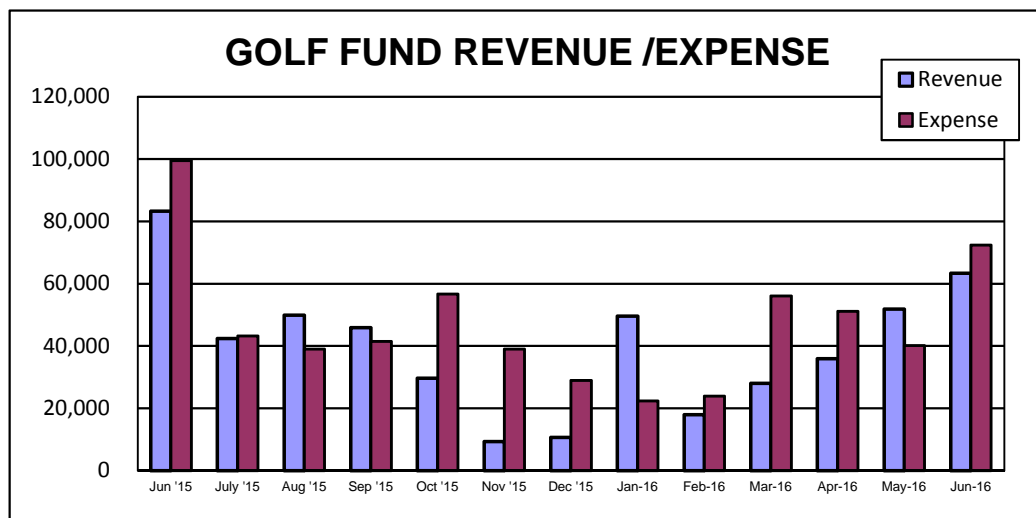
<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Property Tax	709,330	270,704	691,561	97.5%	17,769
Motor Vehicle Taxes	99,044	28,543	46,343	46.8%	52,701
Local Sales Tax	650,000	23,393	268,232	41.3%	381,768
Franchise Taxes	425,000	10,225	175,131	41.2%	249,869
Court Fees & Costs	39,050	6,199	25,956	66.5%	13,094
Interest on Investments	3,000	0	10,749	358.3%	(7,749)
Lease Revenue	53,250	4,250	25,500	47.9%	27,750
Fees	30,250	1,808	9,881	32.7%	20,370
Miscellaneous Income	18,575	648	19,364	104.2%	(789)
Reimbursements	84,500	4,760	48,039	56.9%	36,461
Intra Fund Transfers	50,000	0	0	0.0%	50,000
<b>TOTAL REVENUE</b>	<b>2,161,999</b>	<b>350,529</b>	<b>1,320,756</b>	<b>61.1%</b>	<b>841,243</b>
<b>EXPENDITURES:</b>					
Administration	133,748	10,226	74,181	55.5%	59,567
Police	706,544	52,661	346,243	49.0%	360,301
Street	348,401	24,488	180,129	51.7%	168,272
Fire	162,205	15,905	82,442	50.8%	79,763
Parks	234,215	16,799	109,324	46.7%	124,891
Municipal Court	38,900	3,970	23,667	60.8%	15,233
Lease Purchase	25,500	0	10,254	40.2%	15,246
Transfers	165,203	0	0	0.0%	165,203
Other Expenses	233,625	16,916	90,918	38.9%	142,707
<b>TOTAL EXPENSES</b>	<b>2,048,341</b>	<b>140,965</b>	<b>917,158</b>	<b>44.8%</b>	<b>1,131,183</b>
<b>NET GAIN/(LOSS)</b>	<b>113,658</b>	<b>209,564</b>	<b>403,598</b>		<b>(289,940)</b>





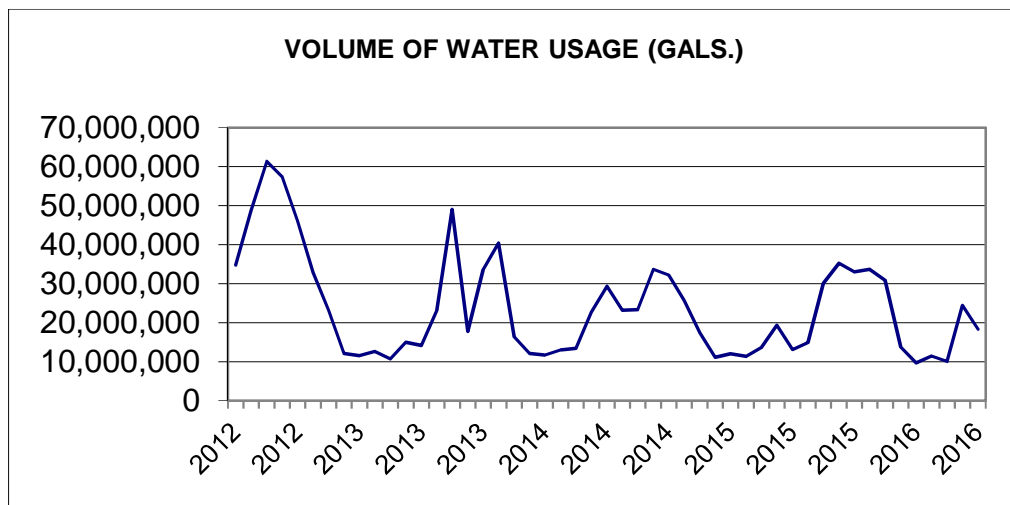
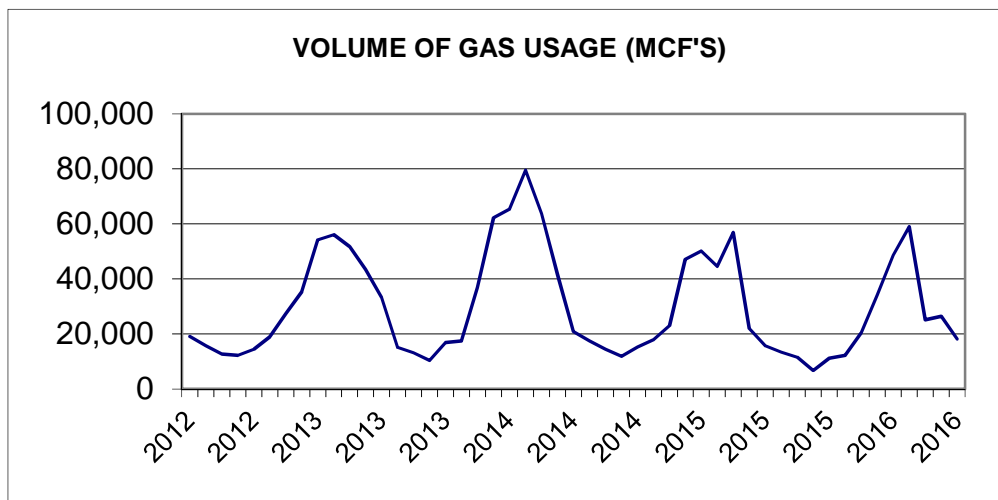
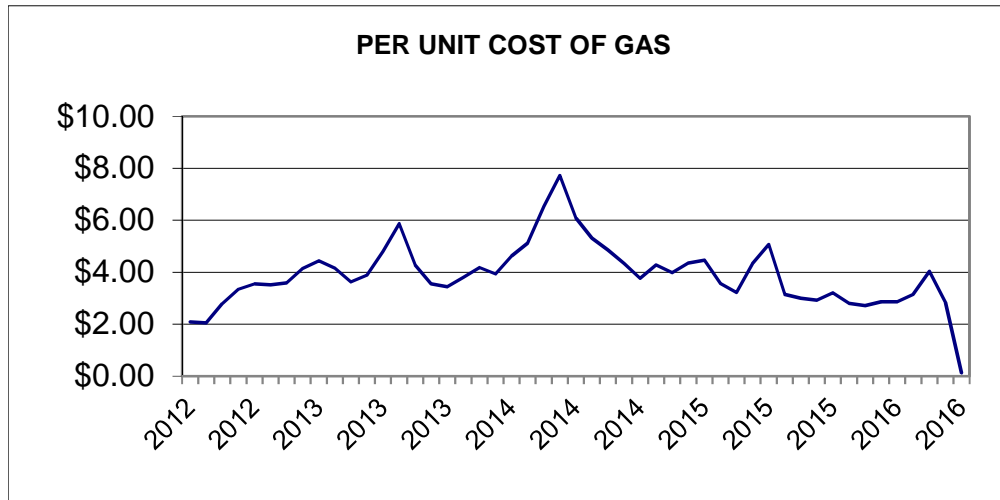
**CITY OF HESSTON**  
**GOLF FUND COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Payment on Account	0	0	0	0.0%	0
Green Fees	141,441	14,958	51,942	36.7%	89,499
Golf Cart Fee	74,924	15,624	58,941	78.7%	15,983
Practice Facility	6,098	2,061	9,381	153.8%	(3,283)
Miscellaneous	774	713	2,736	353.5%	(1,962)
Tournament Fees	80,238	11,766	27,827	34.7%	52,411
Membership Fees	60,000	1,973	45,360	75.6%	14,640
Concessions	48,400	9,976	26,257	54.3%	22,143
Golf Shop Sales	65,512	6,002	23,234	35.5%	42,278
Reimbursements	0	255	1,106	0.0%	(1,106)
<b>TOTAL REVENUE</b>	<b>477,387</b>	<b>63,328</b>	<b>246,784</b>	<b>51.7%</b>	<b>230,603</b>
<b>EXPENDITURES:</b>					
Personnel	268,678	26,051	116,782	43.5%	151,896
Contractual Services	99,425	3,264	48,092	48.4%	51,333
Commodities	149,159	38,521	82,478	55.3%	66,681
Capital Outlay	0	4,543	18,164	0.0%	(18,164)
Reimbursement	0	0	566	0.0%	(566)
<b>TOTAL EXPENDITURES</b>	<b>517,262</b>	<b>72,379</b>	<b>266,082</b>	<b>51.4%</b>	<b>251,180</b>
<b>Net Bef. Franchise Fees</b>	<b>(39,875)</b>	<b>(9,051)</b>	<b>(19,298)</b>		<b>(20,577)</b>
Add: Franchise Fees	40,000	0	0		40,000
<b>NET GAIN/(LOSS)</b>	<b>125</b>	<b>(9,051)</b>	<b>(19,298)</b>	<b>0.0%</b>	<b>19,423</b>



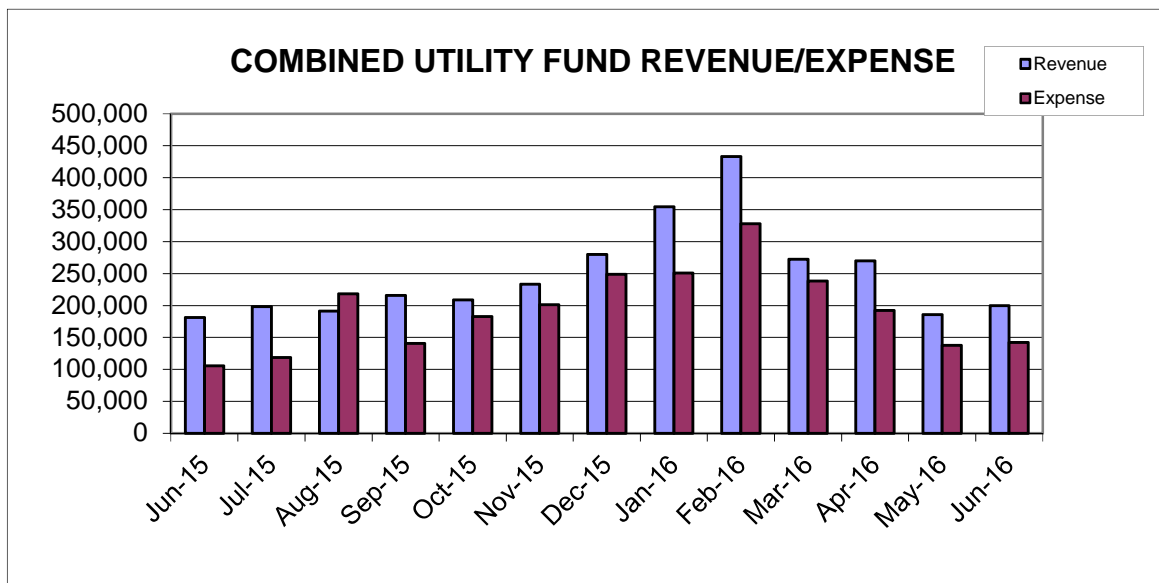
**HISTORICAL UTILITY INFORMATION**

As of June 30, 2016



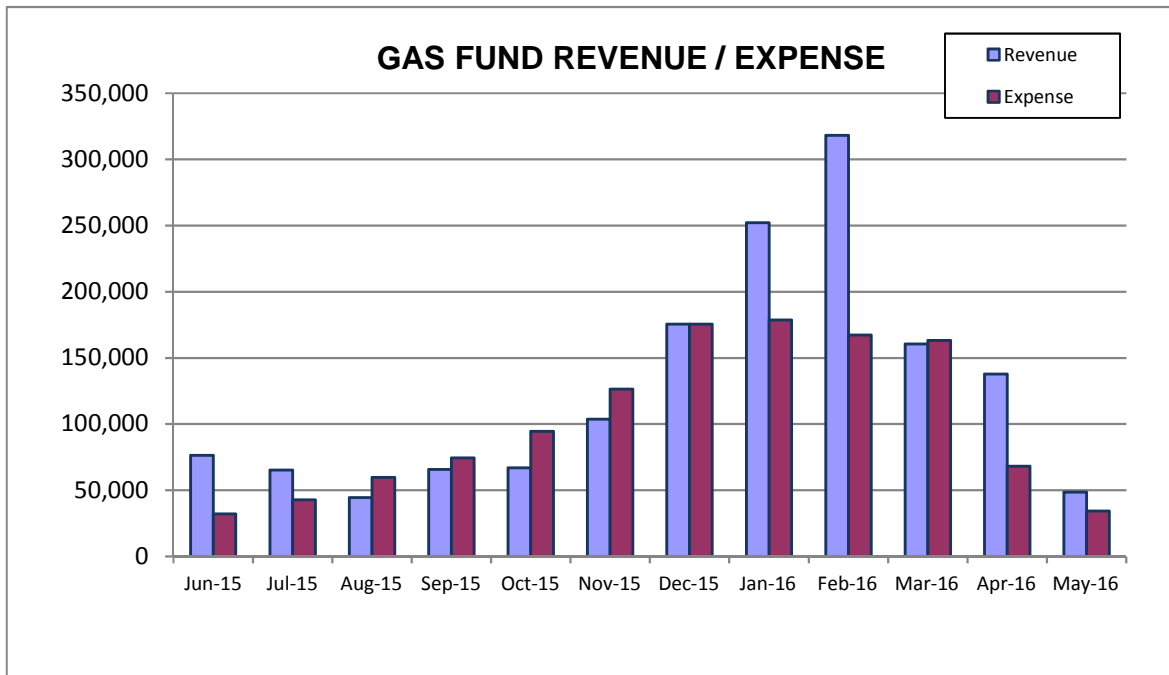
**CITY OF HESSTON**  
**COMBINED UTILITY FUND COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b><u>GAS</u></b>					
Revenue	2,512,000	66,629	983,729	39.2%	1,528,271
Expenditures	2,674,299	66,315	678,383	25.4%	1,995,916
<b>NET GAIN/(LOSS)</b>	<b>(162,299)</b>	<b>314</b>	<b>305,346</b>	<b>-188.1%</b>	<b>(467,645)</b>
<b><u>WATER</u></b>					
Revenue	736,795	54,359	250,488	34.0%	486,307
Expenditures	917,517	38,203	249,962	27.2%	667,555
<b>NET GAIN/(LOSS)</b>	<b>(180,722)</b>	<b>16,155</b>	<b>526</b>	<b>-0.3%</b>	<b>(181,248)</b>
<b><u>SEWER</u></b>					
Revenue	742,533	62,539	384,196	51.7%	358,337
Expenditures	733,560	22,323	271,795	37.1%	461,765
<b>NET GAIN/(LOSS)</b>	<b>8,973</b>	<b>40,215</b>	<b>112,401</b>	<b>1252.7%</b>	<b>(103,428)</b>
<b><u>REFUSE</u></b>					
Revenue	199,063	16,245	97,148	48.8%	101,915
Expenditures	188,215	15,505	89,247	47.4%	98,968
<b>NET GAIN/(LOSS)</b>	<b>10,848</b>	<b>741</b>	<b>7,902</b>	<b>72.8%</b>	<b>2,946</b>
<b><u>COMBINED FUND</u></b>					
Revenue	4,190,391	199,772	1,715,561	40.9%	2,474,830
Expenditures	4,513,591	142,347	1,289,387	28.6%	3,224,204
<b>NET GAIN/(LOSS)</b>	<b>(323,200)</b>	<b>57,425</b>	<b>426,175</b>	<b>-131.9%</b>	<b>(749,375)</b>



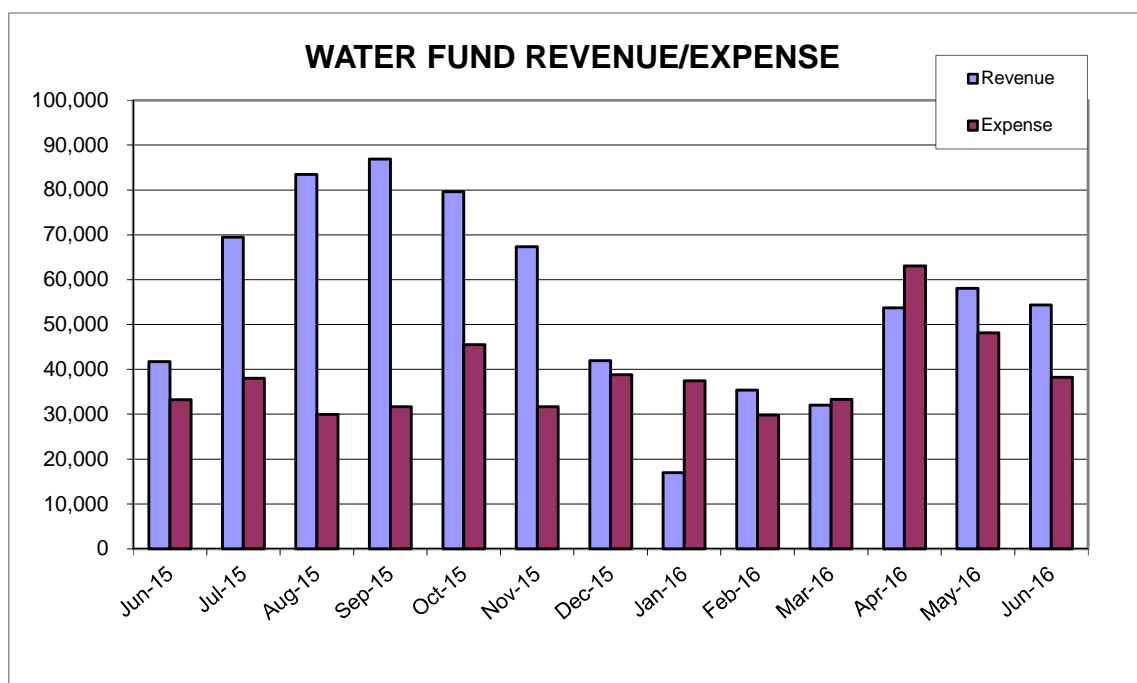
**CITY OF HESSTON**  
**GAS COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Gas Fees & Sales	2,512,000	66,629	983,729	39.2%	1,528,271
Less: Gas Purchases	1,700,000	24,598	479,110	28.2%	1,220,890
<b>NET GAS MARGIN</b>	<b>812,000</b>	<b>42,031</b>	<b>504,619</b>	<b>62.1%</b>	<b>307,381</b>
<b>EXPENDITURES:</b>					
Personnel	289,749	23,163	147,451	50.9%	142,298
Contractual	42,050	8,121	30,160	71.7%	11,890
Commodities	30,500	1,348	8,525	28.0%	21,975
Capital Outlay	17,000	9,086	13,137	77.3%	3,863
Reimbursements	0	0	0	0.0%	0
Transfers	595,000	0	0	0.0%	595,000
<b>TOTAL EXPENDITURES</b>	<b>974,299</b>	<b>41,718</b>	<b>199,273</b>	<b>20.5%</b>	<b>775,026</b>
<b>NET GAIN/(LOSS)</b>	<b>(162,299)</b>	<b>314</b>	<b>305,346</b>	<b>-53.2%</b>	<b>(467,645)</b>



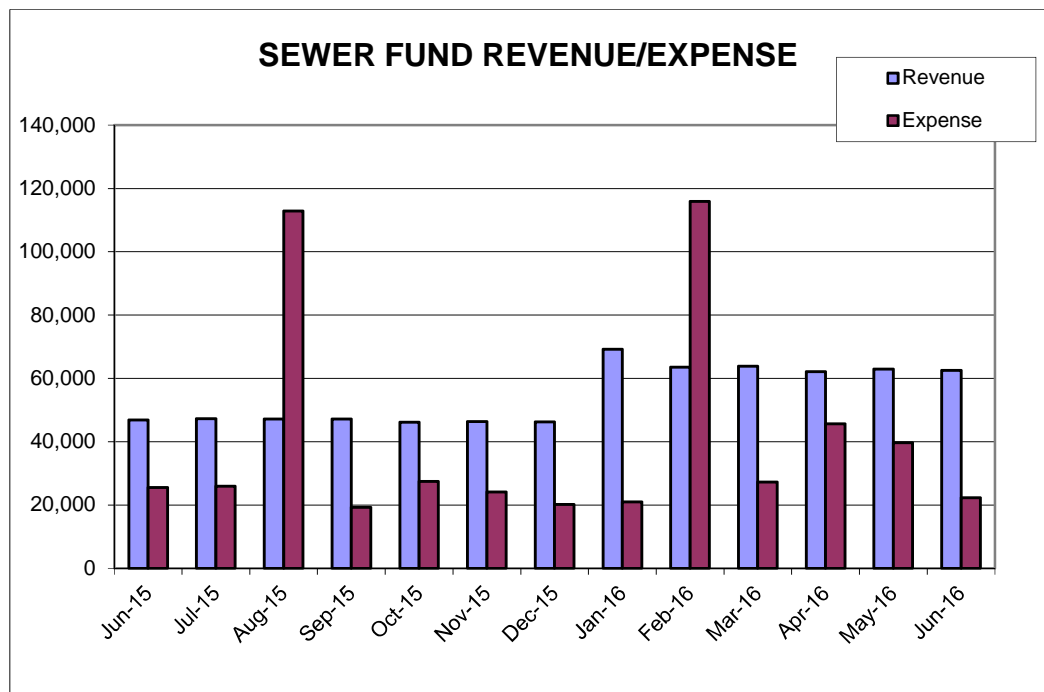
**CITY OF HESSTON**  
**WATER COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Water Fees & Sales	736,795	54,359	250,488	34.0%	486,307
<b>EXPENDITURES:</b>					
Personnel	291,482	23,103	147,993	50.8%	143,489
Contractual	115,300	11,376	66,161	57.4%	49,139
Commodities	52,250	3,725	20,383	39.0%	31,867
Capital Outlay	20,000	0	702	3.5%	19,298
Reimbursements	0	0	14,723	0.0%	(14,723)
Transfers	438,485	0	0	0.0%	438,485
<b>TOTAL EXPENDITURES</b>	<b>917,517</b>	<b>38,203</b>	<b>249,962</b>	<b>27.2%</b>	<b>667,555</b>
<b>NET GAIN/(LOSS)</b>	<b>(180,722)</b>	<b>16,155</b>	<b>526</b>	<b>-34356.5%</b>	<b>(181,248)</b>



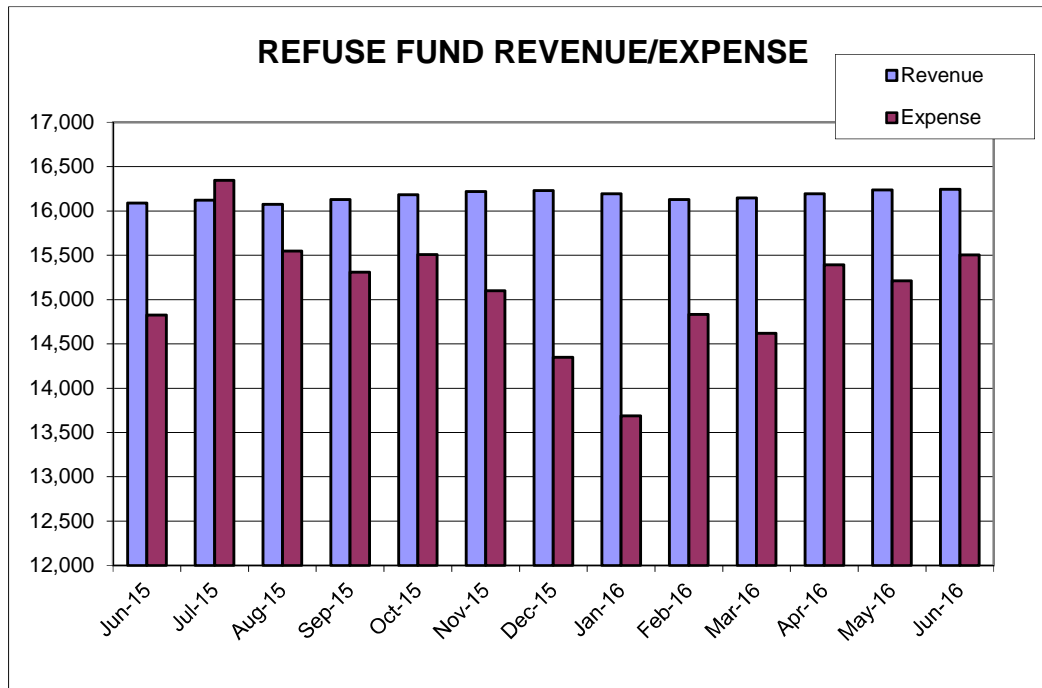
**CITY OF HESSTON**  
**SEWER COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Sewer Fees & Sales	742,533	62,539	384,196	51.7%	358,337
<b>EXPENDITURES:</b>					
Personnel	187,823	15,186	93,880	50.0%	93,943
Contractual	113,700	6,415	77,588	68.2%	36,112
Commodities	21,250	722	7,650	36.0%	13,600
Capital Outlay	210,787	0	92,677	44.0%	118,110
Reimbursements	0	0	0	0.0%	0
Transfers	200,000	0	0	0.0%	200,000
<b>TOAL EXPENDITURES</b>	<b>733,560</b>	<b>22,323</b>	<b>271,795</b>	<b>37.1%</b>	<b>461,765</b>
<b>NET GAIN/(LOSS)</b>	<b>8,973</b>	<b>40,215</b>	<b>112,401</b>	<b>1252.7%</b>	<b>(103,428)</b>



**CITY OF HESSTON**  
**REFUSE COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD ACTUAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Refuse Fees & Sales	199,063	16,245	97,148	48.8%	101,915
<b>EXPENDITURES:</b>					
Contractual	188,215	15,505	89,247	47.4%	98,968
Transfers	0	0	0	0.0%	0
<b>TOAL EXPENDITURES</b>	<b>188,215</b>	<b>15,505</b>	<b>89,247</b>	<b>47.4%</b>	<b>98,968</b>
<b>NET GAIN/(LOSS)</b>	<b>10,848</b>	<b>741</b>	<b>7,902</b>	<b>72.8%</b>	<b>2,946</b>



**CITY OF HESSTON**  
**ECONOMIC DEVELOPMENT COMPARISON OF ACTUAL TO BUDGET**  
**For the Sixth Month Ended June 30, 2016**

<b>ACCOUNT</b>	<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH</b>	<b>YTD TOTAL</b>	<b>% OF BUDGET</b>	<b>AVAILABLE BUDGET</b>
<b>REVENUE:</b>					
Transfer From Utilities	25,000	0	0	0.0%	25,000
<b>TOTAL REVENUE</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>25,000</b>
<b>EXPENDITURES:</b>					
Contractual Services*	19,800	0	4,452	22.5%	15,348
Commodities (33-501-315)	1,750	300	980	56.0%	770
Capital Outlay (33-501-401)	0	0	0	0.0%	0
Transfer to Transient Guest Tax (33-501-600)	0	0	0	0.0%	0
<b>TOTAL EXPENDITURES</b>	<b>21,550</b>	<b>300</b>	<b>5,432</b>	<b>25.2%</b>	<b>16,118</b>
<b>NET GAIN / (DEFICIT)</b>	<b>3,450</b>	<b>(300)</b>	<b>(5,432)</b>		<b>8,882</b>

\* The housing incentive expenditure is included in the Economic Development Contractual Services line item. This line includes:  
(33-501-205), (33-501-207), (33-501-219), (33-501-228)

<b>HOUSING INCENTIVE PROGRAM (33-501-220)</b>	<b>15,000</b>	<b>0</b>	<b>2,000</b>	<b>13.3%</b>	<b>13,000</b>
---	---------------	----------	--------------	--------------	---------------

**Note:** Housing Incentive Program activity includes incentives paid as well as those committed, but unpaid.

**REVOLVING LOAN PROGRAM**  
**As of June 30, 2016**

<b>ACCOUNT</b>	<b>BALANCE 1/1/16</b>	<b>CURRENT MONTH</b>	<b>YTD TOTAL</b>	<b>BALANCE YTD</b>
Panda Kitchen	7,097	281	1,665	5,431
Ledford Hospitality	160,487	0	2,356	158,131
Skoops	38,372	458	2,732	35,640
Hesston Hospitality '12	24,729	295	1,759	22,970
Weaver Grocers	108,668	898	5,356	103,312
<b>TOTAL</b>	<b>339,353</b>	<b>1,932</b>	<b>13,868</b>	<b>325,485</b>
<b>Available Funds</b>	<b>81,572</b>			



## **BOARD OF DIRECTORS MEETING**

### **MINUTES**

*Wednesday, May 18, 2016, 3:30 p.m.*

*500 N. Main Street, Newton, KS 67114*

#### **In Attendance:**

Ray Penner (5-0), Jaci Reimer (5-0), Marge Roberson (5-0), Rodney Eggleston (5-0), Jim Goering (4-1), Chris Thrasher (4-1) Pam Stevens (5-0), Jason Jones (5-0), Byron Warta (4-1), Dr. Perry White (4-1), Rod Nicholson (4-1), Bill Ewert (3-2) Mindy Budde (4-1) Bob Myers (1-0), Ron Lang (3-2), Josh Durner (1-0), and Karl Matlock (1-0)

#### **Absent:**

Stephanie Ashby (0-5), Tony Wheeler (1-4), John Torline (1-4), JR Hatfield (0-5), Jeremy Ashby (0-5) Gary Emry (1-4), Racquel Thiesen (1-4) Larry Williams (3-2), John Waltner (3-2) Karl Harris (0-2)

### **I. CALL TO ORDER & OPENING REMARKS**

Jaci called the meeting to order. Jaci Reimer welcomed new board members Josh Durner and Karl Matlack of Burrton. The board members then introduced themselves to the new board members. Jaci added two additions to the agenda. The first addition was under New Business D. Executive session for 15 minutes. The second was under Old Business, letter a. Ice House training update from Dr. White.

### **II. MINUTES OF PREVIOUS MEETINGS**

The minutes of the April 20, 2016 meeting were presented for review. Byron Warta moved to approve the April minutes, Marge seconded the motion. Motion approved unanimously.

### **III. APRIL 2016 TREASURER'S REPORT**

The Statement of Revenues and Expenses and the Balance Sheet for the period ending April 30, 2016 were presented.

Rodney Eggleston motioned to accept the April 2016 Financial Statements as presented. Jason Jones seconded the motion. Approved unanimously.

### **IV. ORGANIZATIONAL ISSUES**

#### **a. New / Amended bylaws.**

The group went over the revised bylaws. Jim made a motion to approve the revised bylaws. Byron seconded. Motion carried.

#### **b. A revised contract form was presented to the group. Discussion by the group. Marge questioned the six month severance clause, is that common practice? Jaci said it was a range from 3-12 months in the area. There was discussion on section 8 and 9 from the group.**

Byron made a motion to accept the contract as presented but to omit 7 d and do more diligence on 8 & 9. Jason seconded. Motion carried.

#### **c. The nominating committee presented the slate of officers as follows; Jaci Reimer, President, Ray Penner Past President, Ron Lang in-coming president, Dr. White treasurer, Marge Roberson secretary, Chris Thrasher at-large member, and Mindy Budde as at-large member. A motion was made by Jason Jones to accept approve the Slate of Officer presented. Seconded by Rodney Eggleston. Motion carried.**

## **V. STAFF REPORT**

- a. Beth Shelton
  - i. Beth gave a report on the *prospect and lead* update and handed out the report.
  - ii. Beth gave an update on the KLP certified site. Beth said now is the time to send information to site selectors before BNSF adds more sites to their list. She has sent several and will continue to send the information to site selectors.
  - iii Beth provided a list of recruitment opportunities that would be good for HCEDC to participate in.
  - iv. Organization / meeting updates. Beth gave a report of the local meetings she has been attending.
- b. Jennifer Mueller
  - i. Jennifer gave a Heartland recap on the economic development educational training she received while attending the ED training in April in KC metro. She also received a certificate of completion from the course. There was a written report that was sent in the board pack.
  - ii. Jennifer reported that Knudsen and Monroe were in the audit process for the organization. She provided a list of items that the auditor wanted to begin the audit. This process should take several weeks.
- C. Tucky Allen
  - i. Tucky reported on the benefit survey that he gave to Harvey County employers. He was surprised that the lack of some benefits with low pay. Benefits mean a lot when you aren't the highest paying in your nics code.  
Tucky is looking at a workfroce event in Newton with a large space. It will bring better participation if is in Newton. He is looking to work with Craig Bay with BREG partnership.
  - ii. Tucky reported that there were no rapid response's in Harvey County currently. He stated that the Ag sector is down. Typically there are no layoffs in May with Ag. Major layoffs are coming in the state but not in this area. Ag market is down right now but will come back with a vengeance. Farmers are ready to update their equipment in which will help our local economy. Warren with Workforce 1 has new on the job training workers at GVL Poly in Hesston.
- C. Upcoming HCEDC Events
  - i. Beth will be attending the International Economic Development Council Jun 12-14 in Tulsa.
  - ii. Jennifer and Beth will be attending the Select USA Team Kansas event in Washington D.C. June 19-21. Additional information was provided in the board packet.

## **VI. New Business**

- a. The EDC team will be evaluating thee different eco devo software systems to assist in ED work and reporting. This will take some time to evaluate and process the information.
- b. Jaci reminded everyone that the Annual Meeting and Diner was May 26 at Bethel College. Kenneth Kriz will be the presenter.
- c. Jaci asked the group to move the next board meeting to 3 p.m. to make room for the board training at the next EDC board meeting.
- d. Rodney made a motion to enter into executive session for 15 minutes to discuss employee issues. Marge seconded. Motion carried.

## **VI. OLD**

- a. Ice House Training. Dr. White said that they still have one available spot from the EDC. The Newton City Commission wasn't able to fide one available. Gary Schoeniger will be here and facility the training. May 31 will tour. Dinner hours are avail be for special meetings if anyone would like to host them. Beth can get with perry to utilize the evenings. Outside the specific. June 1 and 2 . Joanie Webber, manager what entrepreneurial looks like in the 21<sup>st</sup> century.

**VII. DISMISSED**

Respectfully submitted,

A handwritten signature in blue ink that reads "Jennifer Mueller". The signature is written in a cursive, flowing style.

Jennifer Mueller,  
Assistant Director

**Regular Meeting - HPL Board of Trustees**  
**Thursday May 19, 2016 at 5:30 pm**  
**Hesston Public Library, 300 N. Main**

## **MINUTES**

**Library trustees:** Erik Lange, Kevin Wilder, Nova Latta, Ruth Hartzler  
Libby Albers, Director

**Absent:** Juan Gomez, Sriram Jagannathan

### **Meeting called to order at 5:30pm**

**1. May Minutes:** Motion to approve the minutes by Ruth, Nova seconded, all approve.

### **2. Treasurer's Report**

- a. Monthly Financial Report
- b. Grant Updates - Final solar payment received from Westar
- c. Budget Updates - Budget approved by City Council on Monday, May 23 at 4 PM

**3. Vacant Lot update** - Kevin and Libby met with MDS regarding the alleyway between our two properties. Cleo was unable to attend, however the MDS has concerns about their access since the construction of the library. The space also is an existing easement with large overhead power lines.

- could we work with the city to change it to a grass easement? Libby will talk the city.
- Libby will follow up on the easement status as a separate parcel

**4. #HesstonStrong Archive** - additional materials have been provided by Excel. Could some of the smaller, physical elements be put together into a larger art piece?

### **5. Librarian's Report**

- a. **Calendar:**
  - June 11-17:** Used Book Sale
  - June 13:** SCKLS to install 2 new computers
  - June 16:** Board Meeting
  - June 17:** Hanneke's last BLaST training
  - July 4 (Monday)** - Closed for holiday
  - July 8:** Libby off
  - July 13-17:** Hanneke on vacation
  - July 21:** Board meeting
- b. **Programs:** (first 2 weeks of SRP - 297 attendees)
  - June 21-23:** Week 3 of SRP
  - June 28 - 30:** Week 4 of SRP
  - June 30:** Teen Advisory Group @ 7:30 PM
  - Week of July 4th** - no summer programming
  - July 12-14:** Week 5 of SRP
  - July 19-21:** Week 6 of SRP
  - July 22:** Magic Show

**July 26-28: Week 7 (FINAL!!!) of SRP**

**6. Board of Trustees:** Rebecca (Becky) Herron has agreed to be on the Board. Libby will submit the paperwork to the City Council for approval in July. Kevin will talk to Howard about coming on in 2017.

**7. Other Items**

- a. **KLA conference in Wichita - October 19-21 (wed-fri):** Emily, Grant and Sarah have submitted a proposal on the archive projects
- b. **Update on Strategic Goals:**
  - 1. **Adult Education report** (Kevin) - we don't have data on middle adults and why they don't come. Could we create a survey and see what would attract middle adults? Host the survey at a ballgame and the Perk? qr code to a survey monkey? offer some small prizes? Libby will look at some national data.
    - a. **Ted talks** - there is a curriculum for the schools and a layout for libraries to host Ted talks.
  - 2. **Marketing**
    - a. **Meeting space** - send out post cards to local businesses and put a link on the website. Send something with chamber announcements.
  - 3. **Staffing** - review staff organization after a year or two of solar data/cost savings. Able to hire a book keeper after July 1, 2016
- c. **Adjust July board mtg** - Libby will send out a doodle poll about dates

**Next meeting: 5:30 PM, date TBA**

**Adjourn 6:19pm**

## 2016 Year to Date Building Permit Totals

<u>Type of Permit</u>	<u>YTD Total # Permits</u>	<u>YTD Total Val.</u>
New Residential	4	660,000
Remodel Residential	6	105,523
New Institutional	0	0
Remodel Institutional	0	0
New Business	0	0
Remodel Business	0	0
Addition to Business	1	290,000
Demolish	0	0
Move In	0	0
Residential Garage	1	71,000
Other	24	145,912
Total	36	\$1,272,435

BUILDING PERMITS ISSUED BY MONTH								
HESSTON 2016								
Type of Permit	Jan-16 # Permits	Jan-16 Total Val.	Feb-16 # Permits	Feb-16 Total Val.	Mar-16 # Permits	Mar-16 Total Val.	Apr-16 # Permits	Apr-16 Total Val.
New Residential	1	120,000					2	380,000
Remodel Residential	2	25,000	1	18,523	1	20,000	1	30,000
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Additon to Business								
Demolish								
Move In								
Residential Garage								
Other	3	53,250	4	30,650	2	2,463	4	25,000
Total	6	198,250	5	49,173	3	22,463	7	435,000
Type of Permit	May-16 # Permits	May-16 Total Val.	Jun-16 # Permits	Jun-16 Total Val.	Jul-16 # Permits	Jul-16 Total Val.	Aug-16 # Permits	Aug-16 Total Val.
New Residential			1	160,000				
Remodel Residential	1	12,000						
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Addition to Business			1	290,000				
Demolish								
Move In								
Residential Garage			1	71,000				
Other	6	14,749	4	19,000	1	800		
Total	7	26,749	7	540,000	1	800	0	0
Type of Permit	Sep-16 # Permits	Sep-16 Total Val.	Oct-16 # Permits	Oct-16 Total Val.	Nov-16 # Permits	Nov-16 Total Val.	Dec-16 # Permits	Dec-16 Total Val.
New Residential								
Remodel Residential								
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Addition to Business								
Demolish								
Move In								
Residential Garage								
Other								
Total	0	0	0	0	0	0	0	0

**HESSTON  
BUILDING PERMITS  
2016**

DATE	ADDRESS	OWNER	CONTRACTOR	RESIDENT COST	BUSINESS COST	PERMIT #
01/04/2016	300 N. MAIN SOLAR ELEC. SYSTEM	HESSTON PUBLIC LIBRAI Other	HUFF ELECTRIC		3,250	16-2680
01/04/2016	81 HWY / MAIN SIGN	CITIZENS STATE BANK Other	MIRACLE SIGNS		40,000	16-2681
01/04/2016	425 N. WEAVER BASEMENT REMODEL	P. HOLMAN Remodel Residential	SELF	10,000		16-2682
01/18/2016	216 E. KNOTT BASEMENT REPAIR, RE	M. HASTINGS Remodel Residential	SELF	15,000		16-2683
01/29/2016	617 RANDOM RD. REROOF	B. CORRELL Other	ROOFING SERVICES	10,000		16-2684
01/29/2016	1312 WESTOVER LANE SPEC. HOUSE	MENNONITE HOUSING New Residential	SELF	120,000		16-2685
02/04/2016	1202 E. HICKORY REMODEL	C. RALEIGH Remodel Residential	HERITAGE HOME WOR	18,523		16-2686
02/10/2016	233 S. WEAVER REROOF	R. PENNER Other	EDGAR AGUILAR	4,500		16-2687
02/12/2016	405 CHARLES REROOF	K. REDDING Other	ROOFING SERVICES	11,000		16-2688
02/16/2016	429 N. WEAVER FENCE	J. ECKER Other	SELF	150		16-2689
02/19/2016	10 IRONWOOD DECK	A. PREHEIM Other	BARTEL CONSTRUCTIC	15,000		16-2690
03/02/2016	412 S. MAIN AWNING	M. GOOD Other	SELF	463		16-2691
03/07/2016	229 S. MAIN SHED	M. BROWNE Other	SELF	2,000		16-2692
03/22/2016	213 S. LANCASTER RENOVATION	A. GILMORE Remodel Residential	SELF	20,000		16-2693
04/05/2016	210 S. HESS FENCE	P. CHRISTOPHEL Other	PRO FENCING	2,500		16-2694
04/05/2016	405 WEDGEWOOD DECK	R. SCHROCK Other	LITWILLER CONSTRUC	14,000		16-2695
04/11/2016	422 N. MAIN FENCE	D. BIRDSELL Other	SELF	1,000		16-2696
04/18/2016	10 PARK VIEW RD. BEDROOM/EGRESS WI	J. VAN BERGEIJK Other	PREFERRED BUILDERS	7,500		16-2697
04/19/2016	112 EMBER WAY SPEC HOUSE	WHEAT RIDGE PARTNER New Residential	JH CONSTRUCTION	200,000		16-2698
04/19/2016	108 EMBER WAY SPEC HOUSE	WHEAT RIDGE PARTNER New Residential	JH CONSTRUCTION	180,000		16-2699
04/28/2016	760 RANDOM CT. ADDITION	M. KRATKY Remodel Residential	PREFERRED BUILDERS	30,000		16-2700
05/09/2016	717 LEWIS DR. NEW METER CAN/CON	R. DRIER Other	ROBINSON ELECTRIC	1,500		16-2701
05/11/2016	116 E. REUSSER SHED	C. O'HALLORAN Other	SELF	1,200		16-2702
05/17/2016	230 S. WEAVER REMODEL ACCESSOR	S.MARTIN Remodel Residential	BRAD SCHWEITZER	12,000		16-2703
05/18/2016	229 S. MAIN REROOF	M. BROWN Other	ROOFING SERVICES	1,000		16-2704
05/18/2016	322 E. PINE REROOF	T. SWARTZENDRUBER Other	ROOFING SERVICES	5,000		16-2705
05/20/2016	505 ROSEWOOD FENCE	R. REEVES Other	SELF	1,049		16-2706
05/24/2016	757 LEWIS DR. REROOF	B. SELZER Other	ROOFING SERVICES	5,000		16-2707
06/02/2016	236 S. WEAVER REROOF	N. GOERTZEN Other	ROOFING SERVICES	2,000		16-2708



**HESSTON  
BUILDING PERMITS  
2016**

06/02/2016	520 N. WEAVER SHED	J. FENTON Other	SELF	1,500	16-2709
06/03/2016	413 ROSEWOOD WINDOW WELL	J. MURRAY Other	PREFERRED BUILDERS	4,500	16-2710
06/13/2016	129 KINGSWAY REROOF	L. FUQUA Other	ROOFING SERVICES	11,000	16-2711
06/14/2016	200 S. RIDGE ROAD ADDITION	EXCEL INDUSTRIES Addition to Business	CONCO, INC.	290,000	16-2712
06/16/2016	113 EMBER WAY SPEC. HOME	WHEAT RIDGE PARTNER New Residential	JH CONSTRUCTION	160,000	16-2713
06/20/2016	12 PARK VIEW RD. GARAGE ADDITION	J. GRIFFIN Residential Garage	PREFERRED BUILDERS	71,000	16-2714
07/01/2016	301 ROSEWOOD FENCE	K. BARBER Other	SELF	800	16-2715



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Police Department 2017 Budget - Additional Officer

**Recommendation:** Consider the Request

---

### **Background Information:**

**Briefed by:** Police Chief Doug Schroeder

**Summary:** The attached information was requested at the last meeting to help the council determine if an additional police officer is justified.

**Financial Impact:** 1.7 mills – \$52,876

**Attachment:** Police Department Budget to Call Volume Comparison



THE CITY OF  
**HESSTON**

**Police Department / Doug Schroeder**

444 N. Lancaster / P.O. Box 100 / Hesston, KS 67062  
620-327-2020 / fax 620-327-2236

June 22, 2016

Police Department Budget to Call Volume Comparison.

Category	Budget 2013	Actual 2013	Budget 2014	Actual 2014	Budget 2015	Actual 2015	Budget 2016
Personnel	547,936	542,399	564,123	549,967	590,050	552,140	572,844
Contractual Service	53,625	44,595	55,579	47,919	59,100	47,079	63,500
Commodities	35,000	32,614	32,500	28,389	33,300	36,297	37,700
Capital Outlay	16,700	23,108	39,400	38,479	30,800	44,287	32,500
Reimbursements	-	175	-	3,002	-	1,910	-
<b>Total</b>	<b>653,261</b>	<b>642,891</b>	<b>691,602</b>	<b>667,755</b>	<b>713,250</b>	<b>681,714</b>	<b>706,544</b>

<b>Calls per year</b>	<b>2711</b>	<b>2557</b>	<b>3248</b>	<b>3380 proj.</b>
-----------------------	-------------	-------------	-------------	-------------------

A three year comparison of budget to call volume was compiled to address questions brought up at the June meeting. The following observations can be made:

- During the past three years call volume has increased by 19.8% and the police budget has increased 7.5% during the same time period.
- Personnel costs account for approximately 81% of the total budget. The personnel costs reflect salary, overtime, medical, retirement and other benefits.
- Contractual services, commodities and capital outlay have shown only a modest gain, while the three areas only account for approximately 19% of the budget.

-Chief Schroeder

**"To Protect & Serve"**



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** 2017 Budget

**Recommendation:** Approve the budget for publication and set public hearing date and time for August 8<sup>th</sup> at 6:00pm in City Hall

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry

**Summary:** The State of Kansas requires publication of the “Notice of Budget Hearing/Budget Summary” prior to adopting the 2017 budget. This form serves as the actual public notice for the hearing and contains a summary of the proposed expenditures and revenues for the 2017 budget. After publication the Ad Valorem Tax listed will be the maximum that may be levied for the budget year. It should be noted that after publication the expenditures may be lowered but not increased over the published amounts.

The public hearing and budget adoption will be on August 8<sup>th</sup>. As part of the budget process K.S.A. 79-2925b requires (1) publication of a notice of vote in the county newspaper to inform the public of any increase in tax revenues over the previous year adjusted by the 2015 CPI and (2) the passage of a resolution expressing the property taxation policy of the City of Hesston. The resolution will be passed before the budget is adopted in August. The notice of public vote will occur after the budget has been adopted.

Two budgets are included in the agenda packet. One budget levies 33.852 mills and maintains the current headcount at the police department. The other budget levies 35.552 mills and allows for the funding of an additional police officer.

**Attachment:** 2017 Budget & 2017 Budget (Additional Officer)

# NOTICE OF BUDGET HEARING

The governing body of

**Hesston**

will meet on August 8, 2016 at 6:00 PM at City Council Chambers of the Hesston Municipal Building 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 Hesston City Hall and will be available at this hearing.

## BUDGET SUMMARY

Proposed Budget 2017 Expenditures and Amount of 2016 Ad Valorem Tax establish the maximum limits of the 2017 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2015		Current Year Estimate for 2016		Proposed Budget for 2017		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2016 Ad Valorem Tax	Estimate Tax Rate *
General	2,508,614	23.714	2,048,341	23.792	3,226,316	739,375	23.792
Debt Service	547,043	1.998	511,405	2.004	954,460	62,272	2.004
Library	194,207	5.972	203,518	5.992	214,955	186,224	5.992
Fire Equipment Tax	421,987	1.422	140,662	1.427	282,270	44,340	1.427
Community Service Program	16,339	0.635	20,000	0.637	65,725	19,800	0.637
Special Highway	146,991		193,000		307,669		
Special Parks			486		1,930		
Economic Development	8,688		21,550		111,535		
Transient Guest Tax	78,120		42,500		42,500		
Golf	377,279		517,262		688,534		
EMS	342,220		410,941		489,698		
Utility	4,632,037		4,513,591		6,326,024		
Non-Budgeted Funds-A	1,260,684						
Non-Budgeted Funds-B	66,747						
Totals	10,600,956	33.741	8,623,256	33.852	12,711,616	1,052,011	33.852
Less: Transfers	2,799,143		1,438,688		1,077,638		
Net Expenditure	7,801,813		7,184,568		11,633,978		
Total Tax Levied	953,490		1,002,156		xxxxxxxxxxxxxxxxxx		
Assessed Valuation	28,259,720		29,698,386		31,076,895		
Outstanding Indebtedness, January 1,	2014		2015		2016		
G.O. Bonds	5,655,000		2,280,000		5,015,000		
Revenue Bonds	0		0		0		
Other	785,000		2,103,000		3,591,020		
Lease Purchase Principal	99,786		179,521		385,421		
Total	6,539,786		4,562,521		8,991,441		

\*Tax rates are expressed in mills

**Jason Thrasher**

City Official Title: City Clerk

# NOTICE OF BUDGET HEARING

The governing body of

**Hesston**

will meet on August 8, 2016 at 6:00 PM at City Council Chambers of the Hesston Municipal Building 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 Hesston City Hall and will be available at this hearing.

## BUDGET SUMMARY

Proposed Budget 2017 Expenditures and Amount of 2016 Ad Valorem Tax establish the maximum limits of the 2017 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2015		Current Year Estimate for 2016		Proposed Budget for 2017		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2016 Ad Valorem Tax	Estimate Tax Rate *
General	2,508,614	23.714	2,048,341	23.792	3,279,017	792,213	25.492
Debt Service	547,043	1.998	511,405	2.004	954,460	62,272	2.004
Library	194,207	5.972	203,518	5.992	214,955	186,224	5.992
Fire Equipment Tax	421,987	1.422	140,662	1.427	282,270	44,340	1.427
Community Service Progra	16,339	0.635	20,000	0.637	65,725	19,800	0.637
Special Highway	146,991		193,000		307,669		
Special Parks			486		1,930		
Economic Development	8,688		21,550		111,535		
Transient Guest Tax	78,120		42,500		42,500		
Golf	377,279		517,262		688,534		
EMS	342,220		410,941		489,698		
Utility	4,632,037		4,513,591		6,326,024		
Non-Budgeted Funds-A	1,260,684						
Non-Budgeted Funds-B	66,747						
Totals	10,600,956	33.741	8,623,256	33.852	12,764,317	1,104,849	35.552
Less: Transfers	2,799,143		1,438,688		1,077,638		
Net Expenditure	7,801,813		7,184,568		11,686,679		
Total Tax Levied	953,490		1,002,156		xxxxxxxxxxxxxxxxxxxx		
Assessed							
Valuation	28,259,720		29,698,386		31,076,895		
Outstanding Indebtedness,							
January 1,	2014		2015		2016		
G.O. Bonds	5,655,000		2,280,000		5,015,000		
Revenue Bonds	0		0		0		
Other	785,000		2,103,000		3,591,020		
Lease Purchase Principal	99,786		179,521		385,421		
Total	6,539,786		4,562,521		8,991,441		

\*Tax rates are expressed in mills

**Jason Thrasher**

City Official Title: City Clerk



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Approve 2017-2021 Capital Improvement Plan

**Recommendation:** Approve the Capital Improvement Plan

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry

**Summary:** Annually, the City Council adopts the Capital Improvement Plan (CIP). Drafts of the CIP were reviewed at the departmental meetings and budget work session. The equipment and projects listed in 2017 have been included in the 2017 budget. Items and equipment in the years 2018-2021 are for planning purposes. Equipment and projects expenditures listed in the CIP are brought before the Council for final approval.

**Financial Impact:**

**Attachment:** 2017-2021 CIP and Summary of Changes to Reserves

**CITY OF HESSTON**  
**CAPITAL IMPROVEMENT PLAN**  
For the Five Years Ended December 31, 2021

<b>ADMINISTRATION DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Uses of Funds:</b>						
Set funds aside for City Hall relocation	35,000	35,000	35,000	-	-	105,000
Website Design	15,000	-	-	-	-	15,000
replace 2014 File Server	-	8,500	-	-	-	8,500
<b>Total Uses of Funds</b>	<b>50,000</b>	<b>43,500</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>128,500</b>

<b>Sources of Funds:</b>						
Equipment Reserve	50,000	43,500	35,000	-	-	128,500
<b>Total Source of Funds</b>	<b>50,000</b>	<b>43,500</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>128,500</b>

<b>STREET DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Uses of Funds:</b>						
Paving Materials	15,000	15,000	15,000	15,000	15,000	75,000
Sidewalk Materials	12,000	12,000	12,000	12,000	12,000	60,000
Weaver Payments	25,000	25,000	25,000	25,000	25,000	125,000
Resurface Ridge Road	150,000	-	-	-	-	150,000
Lincoln Sidewalk - Crescent to AGCO	13,000	-	-	-	-	13,000
Skid Steer (shared w/ Golf)	12,500	-	-	-	-	12,500
Replace Steel Roller	-	20,000	-	-	-	20,000
Mill and Overlay Randall	-	-	70,000	-	-	70,000
Replace Wheel Loader	-	-	100,000	-	-	100,000
Replace Service Truck	-	-	-	45,000	-	45,000
Mill and Overlay Random Road	-	-	-	-	120,000	120,000
Replace Road Grader	-	-	-	-	85,000	85,000
<b>Total Uses of Funds</b>	<b>227,500</b>	<b>72,000</b>	<b>222,000</b>	<b>97,000</b>	<b>257,000</b>	<b>875,500</b>

<b>Sources of Funds:</b>						
Special Street & Highway	215,000	52,000	52,000	52,000	52,000	423,000
Operating Budget	-	-	-	-	-	-
Equipment Reserve	12,500	20,000	170,000	45,000	205,000	452,500
<b>Total Sources of Funds</b>	<b>227,500</b>	<b>72,000</b>	<b>222,000</b>	<b>97,000</b>	<b>257,000</b>	<b>875,500</b>



<b>PARKS DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b><i>Uses of Funds:</i></b>						
Seasonal Shade Structures	9,000	-	-	-	-	9,000
Replace Hustler Z Mower - Side Discharge Deck	14,000	-	-	-	-	14,000
Purchase Kawasaki Mule or Compact Work Truck	-	20,000	-	-	-	20,000
Reroof King Shelter House	-	18,000	-	-	-	18,000
Handicap Accessible Glider - King Park	-	18,000	-	-	-	18,000
Add additional play and park equipment as needed	-	-	8,000	8,000	-	16,000
Replace NE Open Shelter of King Park	-	-	6,000	-	-	6,000
Replace Hustler Super Z, Kawasaki engine, rear discharge	-	-	-	13,000	-	13,000
Handicap Accessible Glider - Childrens Park	-	-	-	-	18,000	18,000
Repalce AGCO 2002 Compact Tractor	-	-	-	-	19,000	19,000
<b><i>Total Uses of Funds</i></b>	<b>23,000</b>	<b>56,000</b>	<b>14,000</b>	<b>21,000</b>	<b>37,000</b>	<b>151,000</b>
<b><i>Sources of Funds:</i></b>						
Equipment Reserve	14,000	56,000	-	13,000	37,000	120,000
Operating Budget	9,000	-	14,000	8,000	-	31,000
<b><i>Total Sources of Funds</i></b>	<b>23,000</b>	<b>56,000</b>	<b>14,000</b>	<b>21,000</b>	<b>37,000</b>	<b>151,000</b>

<b>POLICE DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b><i>Uses of Funds:</i></b>						
Computer Upgrades/ Latest version of Incode	9,000	-	-	-	-	9,000
Replace Special Use Vehicle (Truck)	31,000	-	-	31,000	-	62,000
Replace Patrol Car	-	31,000	31,000	-	-	62,000
Canine Program	-	14,000	-	-	-	14,000
Replace / Upgrade 2014 File Server	-	-	9,500	-	-	9,500
Additional Handheld Radios	-	-	-	11,500	-	11,500
Replace Fire Arms	-	-	-	-	4,000	4,000
Building Upgrades	-	-	-	-	13,000	13,000
<b><i>Total Uses of Funds</i></b>	<b>40,000</b>	<b>45,000</b>	<b>40,500</b>	<b>42,500</b>	<b>17,000</b>	<b>185,000</b>
<b><i>Sources of Funds:</i></b>						
Operating Budget	40,000	45,000	40,500	42,500	17,000	185,000
Equipment Reserve	-	-	-	-	-	-
<b><i>Total Sources of Funds</i></b>	<b>40,000</b>	<b>45,000</b>	<b>40,500</b>	<b>42,500</b>	<b>17,000</b>	<b>185,000</b>

<b>FIRE DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Uses of Funds:</b>						
						-
Communications System Maintenance	-	10,000	-	10,000		20,000
Replacement Fire Hose	7,500	7,500	7,500	5,000	5,000	32,500
Bunker Gear Replacement	10,000	10,000	10,000	10,000	10,000	50,000
Replacement tires on Engine #53	7,000	-	-			7,000
Training Facilities	40,000	20,000	-			60,000
Thermal Imager			-		10,000	10,000
Replacement of Self Contained Breathing Apparatus (SCBA's)	-	-	140,000			140,000
Fire/EMS Station Office Modification	-	-	-	20,000		20,000
Replace Staff Vehicle	-	-	-	20,000		20,000
Replace Aerial/Pumper					550,000	550,000
<b>Total Uses of Funds</b>	<b>64,500</b>	<b>47,500</b>	<b>157,500</b>	<b>65,000</b>	<b>575,000</b>	<b>909,500</b>
<b>Sources of Funds:</b>						
Operating Budget	-	-	-	-	-	-
Equipment Reserve	64,500	47,500	17,500	65,000	25,000	219,500
Fire Tax Reserve	-	-	70,000	-	550,000	620,000
Fund Raising/Grants	-	-	70,000	-	-	70,000
						-
<b>Total Sources of Funds</b>	<b>64,500</b>	<b>47,500</b>	<b>157,500</b>	<b>65,000</b>	<b>575,000</b>	<b>909,500</b>
<b>AMBULANCE (EMS) DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b>Uses of Funds:</b>						
Communications System Maintenance	8,000	-	8,000	-	8,000	24,000
Replacement Ambulance	-	-	225,000	-	-	225,000
Replacement EKG Monitor/Defibrillators	-	30,000	30,000	-	-	60,000
Power Cot	16,000	16,000	-	-	-	32,000
Power Cot Lift Station	-	20,000	-	-	-	20,000
Fire/EMS Station Office Modification	-	-	-	20,000	-	20,000
Replace Staff Vehicle	-	-	-	20,000	-	20,000
<b>Total Uses of Funds</b>	<b>24,000</b>	<b>66,000</b>	<b>263,000</b>	<b>40,000</b>	<b>8,000</b>	<b>401,000</b>
<b>Sources of Funds</b>						
Equipment Reserve	24,000	66,000	263,000	20,000	8,000	381,000
Operating Budget	-	-	-	-	-	-
Fund Raising/Grants	-	-	-	20,000	-	20,000
<b>Total Sources of Funds</b>	<b>24,000</b>	<b>66,000</b>	<b>263,000</b>	<b>40,000</b>	<b>8,000</b>	<b>401,000</b>

<b>UTILITY DEPARTMENT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>Total</b>
<b><i>Uses of Funds:</i></b>						
Water Tower Reservoir Inspection	4,400	-	-	-	-	4,400
Backup Generator for Hickory Lift Station	32,000	-	-	-	-	32,000
Replace Sludge Press at WWTP	250,000	-	-	-	-	250,000
Study to Add Production Line from Children's Park to Reservoir	-	50,000	-	-	-	50,000
Replace Utility Pickup	-	30,000	-	-	25,000	55,000
Replace UV System at WWTP	-	141,000	-	-	-	141,000
1994 Backhoe Replacement	-	-	100,000	-	-	100,000
Backup Generator for Hoover Lift Station	-	-	30,000	-	-	30,000
Rehab Well No. 10	-	-	-	25,000	-	25,000
Replace Plaza Lift Station	-	-	-	100,000	-	100,000
<b><i>Total Uses of Funds</i></b>	<b>286,400</b>	<b>221,000</b>	<b>130,000</b>	<b>125,000</b>	<b>25,000</b>	<b>787,400</b>
<b><i>Sources of Funds:</i></b>						
Utility Maintenance Reserve	286,400	221,000	130,000	125,000	25,000	787,400
Operating Budget	-	-	-	-	-	-
<b><i>Total Sources of Funds</i></b>	<b>286,400</b>	<b>221,000</b>	<b>130,000</b>	<b>125,000</b>	<b>25,000</b>	<b>787,400</b>
<b>GRAND TOTAL ALL DEPARTMENTS</b>	<b>715,400</b>	<b>551,000</b>	<b>862,000</b>	<b>390,500</b>	<b>919,000</b>	<b>3,437,900</b>

**CITY OF HESSTON**  
**SUMMARY OF CHANGES TO RESERVES**  
For the Five Years Ended December 31, 2021

<b>EQUIPMENT RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b><i>Source of Funds:</i></b>					
Beginning Unencumbered Cash	723,773	758,773	715,773	492,273	529,273
Transfer from Utility Fund	-	50,000	50,000	50,000	50,000
Transfer from EMS Fund	40,000	40,000	50,000	50,000	50,000
Transfer from General Fund	160,000	100,000	100,000	100,000	100,000
<b><i>Total Source of Funds</i></b>	<b>923,773</b>	<b>948,773</b>	<b>915,773</b>	<b>692,273</b>	<b>729,273</b>
<b><i>Use of Funds:</i></b>					
<b><u>Admin</u></b>					
City Hall Relocation	35,000	35,000	35,000	-	-
Website Design	15,000	-	-	-	-
Replace / Upgrade 2014 File Server	-	8,500	-	-	-
<b><u>Street</u></b>					
Skid Steer (Shared with Golf)	12,500	-	-	-	-
Replace Steel Roller	-	20,000	-	-	-
Replace Wheel Loader	-	-	100,000	-	-
Replace Service Truck	-	-	-	45,000	-
Replace Road Grader	-	-	-	-	85,000
<b><u>Fire</u></b>					
Bunker Gear Replacement	10,000	10,000	10,000	10,000	10,000
Replacement Fire Hose	7,500	7,500	7,500	5,000	5,000
Replace Tires - Engine 53	7,000	-	-	-	-
Training Facilities	40,000	20,000	-	-	-
Communications System Maintenance	-	10,000	-	10,000	-
Replace SCBA's	-	-	-	-	-
Fire/EMS Station Remodel	-	-	-	20,000	-
Replace Staff Vehicle	-	-	-	20,000	-
Thermal Imager	-	-	-	-	10,000

<b><u>EMS</u></b>					
Power Cot	16,000	16,000	-	-	-
Communications System Maintenance	8,000	-	8,000	-	8,000
Replacement EKG Monitor/Defibrillators	-	30,000	-	-	-
Power Cot Lift System	-	20,000	-	-	-
Replacement Ambulance	-	-	225,000	-	-
Replacement EKG Monitor/Defibrillators	-	-	30,000	-	-
Fire/EMS Station Remodel	-	-	-	20,000	-
Replace Staff Vehicle	-	-	-	20,000	-
<b><u>Police</u></b>					
None	-	-	-	-	-
<b><u>Parks</u></b>					
Replace Hustler Z Mower - Side Discharge Deck	14,000	-	-	-	-
Purchase Kawasaki Mule or Compact Work Truck	-	20,000	-	-	-
Reroof King Shelter House	-	18,000	-	-	-
Handicap Accessible Glider Swing	-	18,000	-	-	18,000
Add additional play and park equipment as needed	-	-	8,000	-	-
Replace Hustler Super Z, Kawasaki engine, rear discharge	-	-	-	13,000	-
Replace AGCO Compact Tractor					19,000
<b>Total Use of Funds</b>	<b>165,000</b>	<b>233,000</b>	<b>423,500</b>	<b>163,000</b>	<b>155,000</b>
<b>Ending Unencumbered Cash</b>	<b>758,773</b>	<b>715,773</b>	<b>492,273</b>	<b>529,273</b>	<b>574,273</b>

<b>SPECIAL STREET &amp; HIGHWAY FUND</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b><i>Source of Funds:</i></b>					
Beginning Unencumbered Cash	209,790	91,700	138,548	117,373	168,215
State Payments	96,910	98,848	100,825	102,842	104,899
<b><i>Total Source of Funds</i></b>	<b>306,700</b>	<b>190,548</b>	<b>239,373</b>	<b>220,215</b>	<b>273,114</b>
<b><i>Use of Funds:</i></b>					
Paving Materials	15,000	15,000	15,000	15,000	15,000
Sidewalk Materials	12,000	12,000	12,000	12,000	12,000
Weaver Payments	25,000	25,000	25,000	25,000	25,000
Street Improvements	163,000	-	70,000	-	120,000
<b><i>Total Use of Funds</i></b>	<b>215,000</b>	<b>52,000</b>	<b>122,000</b>	<b>52,000</b>	<b>172,000</b>
<b>Ending Unencumbered Cash</b>	<b>91,700</b>	<b>138,548</b>	<b>117,373</b>	<b>168,215</b>	<b>101,114</b>

<b>UTILITY MAINTENANCE RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Source of Funds:</b>					
Beginning Unencumbered Cash	2,016,047	2,008,447	2,037,447	2,157,447	2,282,447
Transfer from Utility Fund	250,000	250,000	250,000	250,000	250,000
<b>Total Source of Funds</b>	<b>2,266,047</b>	<b>2,258,447</b>	<b>2,287,447</b>	<b>2,407,447</b>	<b>2,532,447</b>
<b>Use of Funds:</b>					
Water Tower and Reservoir Inspection	4,400	-	-	-	-
Backup Generator for Hickory Lift Station	3,200	-	-	-	-
Replace Sludge Press at Sewer Lift Station	250,000	-	-	-	-
Add production line from Children's Park	-	50,000	-	-	-
Replace Utility Pickup	-	30,000	-	-	-
Replace UV System at WWTP	-	141,000	-	-	-
1994 Backhoe Replacement	-	-	100,000	-	-
Backup Generator for Hoover Lift Station	-	-	30,000	-	-
Rehab Well # 10	-	-	-	25,000	-
Replace Plaza Lift Station	-	-	-	100,000	-
Replace Utility Pickup	-	-	-	-	25,000
<b>Total Use of Funds</b>	<b>257,600</b>	<b>221,000</b>	<b>130,000</b>	<b>125,000</b>	<b>25,000</b>
<b>Ending Unencumbered Cash</b>	<b>2,008,447</b>	<b>2,037,447</b>	<b>2,157,447</b>	<b>2,282,447</b>	<b>2,507,447</b>



<b>FIRE EQUIPMENT TAX RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Source of Funds:</b>					
Beginning Unencumbered Cash	174,143	286,458	401,019	377,872	497,061
Property Tax	44,362	45,249	46,154	47,077	48,019
Motor Vehicle Taxes	6,523	6,653	6,787	6,922	7,061
Service Agreements	61,430	62,659	63,912	65,190	66,494
<b>Total Source of Funds</b>	<b>286,458</b>	<b>401,019</b>	<b>517,872</b>	<b>497,061</b>	<b>618,635</b>
<b>Use of Funds:</b>					
Replacement of Self Contained Breathing Apparatus (SCBA's)	-	-	140,000	-	-
Replace Aerial / Pumper	-	-	-	-	550,000
<b>Total Use of Funds</b>	<b>-</b>	<b>-</b>	<b>140,000</b>	<b>-</b>	<b>550,000</b>
<b>Ending Unencumbered Cash</b>	<b>286,458</b>	<b>401,019</b>	<b>377,872</b>	<b>497,061</b>	<b>68,635</b>

<b>CAPITAL IMPROVEMENT RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Source of Funds:</b>					
Beginning Unencumbered Cash	943,450	1,093,450	1,218,450	1,218,450	1,343,450
Transfer from General Fund	50,000	25,000	-	25,000	-
Transfer from Utility Fund	100,000	100,000	100,000	100,000	100,000
<b>Total Source of Funds</b>	<b>1,093,450</b>	<b>1,218,450</b>	<b>1,318,450</b>	<b>1,343,450</b>	<b>1,443,450</b>
<b>Use of Funds:</b>					
Relocate City Hall to Rental Bldg.	-	-	100,000	-	-
<b>Total Use of Funds</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>Ending Unencumbered Cash</b>	<b>1,093,450</b>	<b>1,218,450</b>	<b>1,218,450</b>	<b>1,343,450</b>	<b>1,443,450</b>

<b>GOLF MAINTENANCE RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Source of Funds:</b>					
Beginning Unencumbered Cash	108,797	108,797	108,797	108,797	158,797
Transfer from Utility Fund	50,000	50,000	50,000	50,000	50,000
<b>Total Source of Funds</b>	<b>158,797</b>	<b>158,797</b>	<b>158,797</b>	<b>158,797</b>	<b>208,797</b>
<b>Use of Funds:</b>					
Skid Steer (Shared with Streets)	12,500	-	-	-	-
One Triplex	15,000	-	-	-	-
New Carpet & Paint - Clubhouse	8,000	-	-	-	-
Entry Gate	2,000	-	-	-	-
Additional Rough Irrigation	12,500	-	-	-	-
Fairway Mower x 2	-	50,000	-	-	-
Triplex Mower x 2	-	-	30,000	-	-
Upgrade Outside of Clubhouse	-	-	20,000	-	-
<b>Total Use of Funds</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>
<b>Ending Unencumbered Cash</b>	<b>108,797</b>	<b>108,797</b>	<b>108,797</b>	<b>158,797</b>	<b>208,797</b>

<b>LIBRARY MAINTENANCE RESERVE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>Source of Funds:</b>					
Beginning Unencumbered Cash	22,779	22,779	22,779	22,779	22,779
Transfer from Utility Fund	-	-	-	-	-
<b>Total Source of Funds</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>
<b>Use of Funds:</b>					
Building Maintenance	-	-	-	-	-
<b>Total Use of Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Unencumbered Cash</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>	<b>22,779</b>



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** 2015 Audit Presentation

**Recommendation:** Accept the 2015 Audit Report

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry

**Summary:** Randy Hofmeier, on behalf of our auditing firm, Lindburg Vogel Pierce Faris, will present the financial statement and audit report and summarize findings of the audit. Municipalities in Kansas are required to have an annual audit made of their financial records. A copy of the audit and management statement will be distributed at the council meeting with official copies available to the public at City Hall. The audit was performed in a timely fashion with minimum disruption of our offices.

**Financial Impact:** N/A

**Attachment:** 2015 Audit Documents

CITY OF HESSTON, KANSAS

DECEMBER 31, 2015

SAS 114 – BOARD OF GOVERNANCE LETTER

Michael E. Evans, CPA

Roger W. Field, CPA

Gregory D. Daughetee, CPA

Clark R. Cowl, CPA

Todd V. Pflughoeft, CPA

Steven R. Stoecklein, CPA

Kenneth D. Hamby, CPA

Michael R. Meisenheimer, CPA

Nick L. Muetting, CPA

Billy J. Klug, CPA

Randall R. Hofmeier, CPA

Brent L. Knoche, CPA

Brian W. Mapel, CPA

Jeffrey D. Reece, CPA

Benjamin M. Walker, CPA

Mayor and City Council  
City of Hesston, Kansas

We have audited the financial statement of City of Hesston, Kansas (the City), for the year ended December 31, 2015, and have issued our report thereon dated June 15, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 8, 2016. Professional standards also require that we communicate to you the following information related to our audit:

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during 2015. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statement in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statement prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statement and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statement was the allocated net pension liability for KPERS. We evaluated the key factors and assumptions used to develop this accounting estimate in determining that it is reasonable in relation to the financial statement taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing the audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statement. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statement taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statement taken as a whole.



*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated June 15, 2016.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statement or a determination of the type of auditor's opinion that may be expressed on this statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

*Supplemental Information*

With respect to the supplementary information accompanying the financial statement, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with KMAAG, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statement. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statement or to the financial statement itself.

This information is intended solely for the use of the Mayor, City Council, and management of the City of Hesston, Kansas and is not intended to be, and should not be, used by anyone other than these specified parties.

*Lindburg Vogel Pierce Faris*

Certified Public Accountants

Hutchinson, Kansas  
June 15, 2016

City of Hesston  
Unadjusted audit differences  
December 31, 2015

	Over (Under) Stated				
	Assets	Liabilities	Fund Balance	Revenues	Expenditures
Accounts payable - timing differences	\$ -	\$ (9,104)	\$ 9,104	\$ -	\$ (9,104)
Accounts payable not recorded - Hesston Public Library	-	(1,956)	1,956	-	(1,956)
Prior year accounts payable - timing differences	-	-	-	-	9,104
	<u>\$ -</u>	<u>\$ (11,060)</u>	<u>\$ 11,060</u>	<u>\$ -</u>	<u>\$ (1,956)</u>
Financial statement captions	<u>\$ 9,443,679</u>	<u>\$ 115,570</u>	<u>\$ 9,328,109</u>	<u>\$ 10,586,859</u>	<u>\$ 11,020,962</u>
	<u>0.00%</u>	<u>-9.57%</u>	<u>0.12%</u>	<u>0.00%</u>	<u>-0.02%</u>

CITY OF HESSTON, KANSAS

DECEMBER 31, 2015



CITY OF HESSTON, KANSAS

TABLE OF CONTENTS  
December 31, 2015

INDEPENDENT AUDITORS' REPORT.....	1-2
FINANCIAL STATEMENT	
Summary Statement of Receipts, Expenditures, and Unencumbered Cash - Regulatory Basis.....	3-4
NOTES TO THE FINANCIAL STATEMENT.....	5-12
SCHEDULE 1	
Summary of Expenditures - Regulatory Basis (Actual and Budget).....	13
SCHEDULE 2	
Schedule of Receipts and Expenditures - Regulatory Basis (Actual and Budget)	
General Fund.....	14-15
Library Fund.....	16
Special Highway Fund.....	17
Emergency Services Fund.....	18
Fire Equipment Fund.....	19
Community Service Program Fund.....	20
Economic Development Fund.....	21
Special Parks Fund.....	22
Transient Guest Tax Fund.....	23
Bond and Interest Fund.....	24
Utilities Fund.....	25
Golf Course Fund.....	26
Schedule of Receipts and Expenditures - Regulatory Basis	
Special Purpose Nonbudgeted Funds.....	27
Capital Projects Nonbudgeted Funds.....	28
Business Nonbudgeted Funds.....	29
SCHEDULE 3	
Schedule of Receipts and Expenditures - Regulatory Basis	
Hesston Public Library - Related Municipal Entity.....	30

## INDEPENDENT AUDITORS' REPORT

### Mayor and City Council City of Hesston, Kansas

We have audited the accompanying regulatory basis summary statement of receipts, expenditures, and unencumbered cash of City of Hesston, Kansas (the City) as of and for the year ended December 31, 2015, and the related notes to the financial statement.

#### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of the financial statement in accordance with the regulatory basis of accounting reporting provisions permitted in the Kansas Municipal Audit and Accounting Guide (KMAAG), as described in Note 1, to meet the financial reporting requirements of the State of Kansas; this includes determining that the regulatory basis of accounting is an acceptable basis for preparing the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation of the financial statement that is free from material misstatement, whether due to fraud or error.

#### Auditors' Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and KMAAG. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our audit opinion.

### Basis for Adverse Opinion on U. S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the City on the basis of the financial reporting provisions permitted in KMAAG, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### Adverse Opinion on U. S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matters discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly in accordance with accounting principles generally accepted in the United States of America, the financial position of the City as of December 31, 2015, or the respective changes in financial position or where applicable, its changes in cash flows for the year then ended.

### Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to in the first paragraph presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City, as of December 31, 2015, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions permitted in KMAAG described in Note 1.

### Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of receipts, expenditures, and unencumbered cash – regulatory basis (basic financial statement) as a whole. The summary of expenditures – regulatory basis – actual and budget, the individual fund schedules of receipts and expenditures – regulatory basis – actual and budget, and the schedule of receipts and expenditures – related municipal entity (Schedules 1 through 3, as listed in the table of contents) are presented for additional analysis and are not a required part of the basic financial statement; however, they are required to be presented under the provisions in KMAAG. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects, in relation to the basic financial statement as a whole on the basis of accounting described in Note 1.

*Lindburg Vogel Pierce Jarvis*

Certified Public Accountants

Hutchinson, Kansas  
June 15, 2016

## CITY OF HESSTON, KANSAS

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES, AND UNENCUMBERED CASH -  
REGULATORY BASIS  
For Year Ended December 31, 2015

Page 1 of 2

Funds	Beginning Unencumbered Cash Balance	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Outstanding Encumbrances and Accounts Payable	Ending Cash Balance
GENERAL FUND	\$ 1,304,893	\$ 2,088,186	\$ 2,508,613	\$ 884,466	\$ 5,293	\$ 889,759
SPECIAL PURPOSE FUND						
Library	1,354	332,596	331,854	2,096	-	2,096
Special Highway	342,166	110,615	173,466	279,315	26,475	305,790
Emergency Services	115,848	326,937	343,702	99,083	1,634	100,717
Fire Equipment	529,531	101,492	421,987	209,036	-	209,036
Community Service Program	37,017	20,712	16,339	41,390	-	41,390
Economic Development	66,773	-	9,168	57,605	80	57,685
Special Parks	836	397	-	1,233	-	1,233
Transient Guest Tax	37,866	40,254	78,120	-	-	-
Special Law Enforcement	5,886	805	6,230	461	-	461
Revolving Loan	21,889	43,204	-	65,093	-	65,093
Public Building Commission	67,313	64,143	66,253	65,203	-	65,203
Library Maintenance	23,272	-	493	22,779	-	22,779
Capital Improvement	283,623	1,500,000	174	1,783,449	-	1,783,449
Equipment Reserve	783,118	218,871	325,817	676,172	-	676,172
BOND AND INTEREST FUND						
Bond and Interest	247,377	549,395	547,043	249,729	-	249,729
CAPITAL PROJECTS	89,859	365,159	338,867	116,151	-	116,151
BUSINESS FUNDS						
Utilities	4,132,992	3,323,787	4,632,043	2,824,736	12,272	2,837,008
Utility Deposits	-	-	-	-	61,381	61,381
Utility Maintenance Reserve	1,451,349	750,000	495,303	1,706,046	-	1,706,046
Golf Course	52,456	387,618	377,279	62,795	3,990	66,785
Golf Course Maintenance Reserve	104,874	100,000	100,523	104,351	4,445	108,796
TOTAL PRIMARY GOVERNMENT	9,700,292	10,324,171	10,773,274	9,251,189	115,570	9,366,759
RELATED MUNICIPAL ENTITY						
Hesston Public Library	61,920	262,688	247,688	76,920	-	76,920
TOTAL REPORTING ENTITY	<u>\$ 9,762,212</u>	<u>\$ 10,586,859</u>	<u>\$ 11,020,962</u>	<u>\$ 9,328,109</u>	<u>\$ 115,570</u>	<u>\$ 9,443,679</u>

The notes to the financial statement are an integral part of this statement.

## CITY OF HESSTON, KANSAS

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES, AND UNENCUMBERED CASH -  
REGULATORY BASIS

For Year Ended December 31, 2015

Page 2 of 2

## COMPOSITION OF CASH

Checking accounts

Citizen State Bank, Hesston, Kansas

\$ 9,366,049

Petty cash

710

Related municipal entity

Hesston Public Library

76,920

## TOTAL COMPOSITION OF CASH

\$ 9,443,679

The notes to the financial statement are an integral part of this statement.



CITY OF HESSTON, KANSAS  
NOTES TO THE FINANCIAL STATEMENT  
December 31, 2015

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The City of Hesston, Kansas (the City), is a municipal corporation governed by an elected mayor and five-member council. This financial statement presents the City of Hesston (the municipality) and its related municipal entity, the Hesston Public Library. The related municipal entity discussed below is included in the City's reporting entity because of its operational or financial relationship with the City.

Related Municipal Entity

The Hesston Public Library is governed by a board, all appointees of which are approved by the City Mayor. The library is not a separate taxing entity under Kansas statutes, and the City levies taxes for the library operation, which represents a significant portion of its total revenues.

Fund Accounting

A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Kansas Municipal Audit and Accounting Guide Regulatory Basis of Presentation Fund Definitions

The following types of funds comprise the financial activities of the City for the year of 2015:

General Fund – to account for all unrestricted resources except those required to be accounted for in another fund.

Special Purpose Funds – to account for the proceeds of specific revenue sources (other than special assessments or major capital projects) that are restricted by law or administrative action to expenditure for specified purposes.

Capital Project Funds – to account for the financial resources segregated for the acquisition or construction of major capital facilities and improvements.

Bond and Interest Funds – to account for the accumulation of resources for and the payment of, interest and principal on general long-term debt.

Business Funds – to account for operations that are financed and operated in a manner similar to private business enterprises – where the stated intent is that the costs (expenses) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges – or where periodic determination of revenues earned, expenses incurred, and/or net income is deemed appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

### Regulatory Basis of Accounting and Departures from Generally Accepted Accounting Principles

The regulatory basis of accounting as prescribed in the Kansas Municipal Audit and Accounting Guide (KMAAG) involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and reporting the changes in unencumbered cash and investments of a fund resulting from the regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities, or deferred inflows or outflows other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles, and allowing the municipality to use the regulatory basis of accounting.

### Interest Income

Unless otherwise designated, all investment income is credited to the General Fund.

### Use of Estimates

The process of preparing the financial statement requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Such estimates relate primarily to unsettled transactions and events as of the date of the financial statement. Accordingly, upon settlement, actual results may differ from estimated amounts.

### Reimbursed Expenditures

The City records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as revenue to the fund. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements.

### Related Party Transactions

A Council member is an owner of an insurance agency that provides insurance to the City for property, liability, and workers' compensation. Premiums for this insurance coverage are on terms equivalent to those that prevail in arm's-length transactions.

### Budgets

Kansas statutes require that an annual operating budget be legally adopted for all funds (including Bond and Interest and Business Funds) unless exempted by specific statute. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1 of each year.
2. Publication in local newspaper on or before August 5 of the proposed budget and notice of public hearing on the budget.
3. Public hearing on or before August 15, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in regulatory receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. An amended budget was prepared for the Golf Fund for the year ended December 31, 2015.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which regulatory receipts are recognized when cash is received. Expenditures include disbursements, accounts payable, and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for Equipment Reserve Fund, Capital Improvement Fund, Building and Maintenance Reserve Funds, Revolving Loan Fund, Special Law Enforcement Fund, Public Building Commission Fund, and Capital Projects Funds.

Spending in funds, which are not subject to the legal annual operating budget requirement, is maintained by the review and internal appropriation process established by management.

Taxes levied to finance the budget become a lien against all property November 1. Taxpayers have the option of paying in full or in two installments. The delinquency dates are December 20 and May 10. These taxes are made available to the City after January 1 and are distributed by the County Treasurer generally in the months of January and June. Delinquent tax collections are distributed throughout the year.

## NOTE 2—DEPOSITS AND INVESTMENTS

The City maintains a cash and investment pool that is used by all funds. Each fund's portion of this pool is displayed on the summary statement of receipts, expenditures, and unencumbered cash. The cash balances of certain funds are restricted as to their use.

K.S.A. 9-1401 established the depositories, which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of Federal Deposit Insurance Corporation (FDIC) coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

### Concentration of Credit Risk

State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405.

### Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by FDIC insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at December 31, 2015.



### Deposits

At December 31, 2015, the carrying amount of the City's deposits was \$9,366,049. The bank balance was \$9,410,090. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by FDIC insurance and the remaining \$9,160,090 was collateralized by pledged securities held under joint custody receipts issued by a third-party bank in the City's name.

At December 31, 2015, the carrying amount of the related municipal entity's deposits, including certificates of deposit, was \$76,720. The bank balance was \$93,418, which was covered by FDIC insurance. The bank balance was held by one bank resulting in a concentration of credit risk.

### NOTE 3—LONG-TERM DEBT

Terms for long-term debt for the City at December 31, 2015, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity
General Obligation Bonds and Public Building Commission Revenue Bonds				
Series 2009 Public Building Commission	3.000% to 4.850%	11/15/09	\$ 1,621,000	08/01/30
Series 2010	1.500% to 4.750%	03/01/10	855,000	09/01/30
Series 2013	1.600% to 2.350%	02/15/13	1,875,000	08/01/26
Series 2014A	2.000% to 3.000%	07/01/14	2,180,000	09/01/26
Temporary Investments				
Series 2014	0.550%	02/01/14	1,353,000	02/01/16
Capital Leases				
Land	5.150%	09/01/14	158,000	09/01/24
KDHE Loan				
KWPCRF project #C20 1960 01	2.160%	03/05/13	3,327,705	03/01/34

Principal payments are due annually for General Obligation Bonds on September 1 for series 2009 and 2014A bonds, and the Public Building Commission series 2010 bonds. Principal payments are due semi-annually on February 1 and August 1 for the series 2013 bond. Interest payments are due semi-annually on March 1 and September 1 for the series 2009 and 2014A, and the Public Building Commission series 2010 bonds. Interest payments are due semi-annually on February 1 and August 1 for the Series 2013 bond. Principal and interest payments are due semi-annually on February 1 and August 1 for the Kansas Department of Health and Environment (KDHE) loan.

### Conduit Debt

The City has issued Industrial Revenue Bonds not directly obligated by the City. The total amount outstanding at December 31, 2015, was \$188,490,725 for the Industrial Revenue Bonds. These bonds do not constitute an indebtedness or pledge of the faith and credit of the City.

Changes in long-term debt for the City for the year ended December 31, 2015, were as follows:

Issue	Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
<b>General Obligation and Revenue Bonds</b>					
Series 2009	\$ 1,455,000	\$ -	\$ 60,000	\$ 1,395,000	\$ 64,215
Series 2013	1,645,000	-	175,000	1,470,000	31,878
Series 2014A	2,180,000	-	30,000	2,150,000	51,013
Public Building Commission Series 2010	750,000	-	35,000	715,000	31,252
<b>Temporary Improvement Notes</b>					
Series 2014	1,353,000	-	-	1,353,000	7,442
<b>Capital Leases</b>					
Automatic meter reader	21,521	-	21,521	-	551
Land	158,000	-	11,779	146,221	8,730
<b>KDHE Loan</b>					
KWPCRF project #C20 1960 01	2,671,687	345,264	140,930	2,876,021	54,641
<b>Total Bonded Indebtedness</b>	<b>\$ 10,234,208</b>	<b>\$ 345,264</b>	<b>\$ 474,230</b>	<b>\$ 10,105,242</b>	<b>\$ 249,722</b>

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

	Principal			Interest			Total Principal and Interest
	G.O. and PBC Bonds	Capital Leases	Other Debt	G.O. and PBC Bonds	Capital Leases	Other Debt	
2016	\$ 405,000	\$ 13,127	\$ 1,476,897	\$ 171,608	\$ 7,452	\$ 65,178	\$ 2,139,262
2017	415,000	13,832	126,588	162,021	6,676	58,766	782,883
2018	420,000	14,554	129,337	151,831	5,955	56,017	777,694
2019	440,000	15,313	132,146	141,420	5,196	53,208	787,283
2020	450,000	16,099	135,015	130,213	4,410	50,338	786,075
2021-2025	2,405,000	73,296	720,353	467,656	8,739	206,416	3,881,460
2026-2030	1,195,000	-	802,043	137,275	-	124,726	2,259,044
2031-2034	-	-	706,642	-	-	34,773	741,415
	<u>\$ 5,730,000</u>	<u>\$ 146,221</u>	<u>\$ 4,229,021</u>	<u>\$ 1,362,024</u>	<u>\$ 38,428</u>	<u>\$ 649,422</u>	<u>\$ 12,155,116</u>

Included in other debt above are estimated principal and interest payments on the KDHE loan and the temporary investment note.

## NOTE 4—REVOLVING LOANS

The City has a revolving loan fund to loan money to local businesses. Balances of note receivables at year end are as follows:

Date of Loan	Company	Original Loan Amount	Interest Rate	Original Terms in Years	Balance Due at 12/31/15
2009	Panda Kitchen	\$ 25,000	3.00%	10 Years	\$ 7,097
2013	Weaver Grocers, LLC	120,000	3.00%	10 Years	108,668
2012	Skoops, LLC	56,800	3.00%	10 Years	38,372
2012	Hesston Hospitality, L.L.C.	35,000	3.00%	10 Years	185,216
					<u>\$ 339,353</u>

## NOTE 5—INTERFUND TRANSFERS

Operating transfers were as follows:

From Fund	To Fund	Statutory Authority	Amount
Utilities	Utility Maintenance Reserve	K.S.A. 12-825d	\$ 750,000
Utilities	Capital Improvement	K.S.A. 12-825d	1,000,000
Utilities	Golf	K.S.A. 12-825d	100,000
Utilities	Golf Maintenance Reserve	K.S.A. 12-825d	100,000
Utilities	Bond and Interest	City ordinance	85,000
General	Equipment Reserve	K.S.A. 12-1,117	145,000
General	Capital Improvement	K.S.A. 12-1,118	500,000
General	Public Building Commission	K.S.A. 12-1,118	64,163
Emergency Services	Equipment Reserve	K.S.A. 12-1,117	55,000

## NOTE 6—DEFERRED COMPENSATION PLAN

The City offers its employees two deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans, available to all City employees, permit them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. City contributions to the plan for 2015 were \$18,317.

## NOTE 7—RISK MANAGEMENT

The City is subject to certain risks such as torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from third parties. There have been no significant reductions in insurance coverage from the prior year, and there have been no settled claims in excess of insurance coverage for the prior three years.

## NOTE 8—CONCENTRATIONS

One customer accounts for approximately 32.9% of the City's Utilities Fund revenue.

## NOTE 9—DEFINED BENEFIT PENSION PLAN

### Plan Description

The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing, multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Financial Report which can be found on KPERS website at [www.kpers.org](http://www.kpers.org) or by writing to KPERS (611 South Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

### Funding Policy

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2, or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009; KPERS 2 members were first employed in a covered position on or after July 1, 2009; and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law establishes the KPERS member-employee contribution rate at 6.00% of covered salary for KPERS 1, KPERS 2, or KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

Kansas law provides that employer contribution rates for KPERS 1, KPERS 2, and KPERS 3 be determined annually based on the results of an annual actuarial valuation. The actuarially determined employer contribution rate (excluding the contribution rate for the Death and Disability program) and the statutory contribution rate for KPERS was 9.48% for the year ended December 31, 2015. Contributions to the pension plan from the City for KPERS were \$168,074 for the year ended December 31, 2015.

### Net Pension Liability

The total pension liability for KPERS was determined by an actuarial valuation as of December 31, 2014, which was rolled forward to June 30, 2015. As of June 30, 2015 the net pension liability for KPERS was \$1,313,044,117. KPERS has determined the City's allocated share of the net pension liability for KPERS was \$1,205,847 as of June 30, 2015. The City's share of the allocation is based on the ratio of the City's employer contributions to the total employer contributions for the plan groups the City participates in.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publically available on the website at [www.kpers.org](http://www.kpers.org) or can be obtained as described in the first paragraph above.

## NOTE 10—OTHER LONG-TERM LIABILITIES

### Other Post-Employment Benefits

As provided by K.S.A. 12-5040, the City allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

### Compensated Absences

The City's policies regarding vacation and sick leave permit employees to accumulate a maximum of 20 days vacation and 120 days sick leave. Policies prohibit payment of vacation time in lieu of time off and all accumulated vacation pay is payable upon employment termination. Policy prohibits payment of unused sick pay upon termination by the City.

### Operating Lease

The City entered into an operating lease with GE Capital Solutions for 50 electric golf carts. The lease began on February 20, 2012 for a term of 48 months, with monthly payments of \$3,500.

### NOTE 11—COMMITMENTS

Capital projects in progress at December 31, 2015, consist of the following:

	West Embers IV	Prairie Lakes I
Project authorization	<u>\$ 309,000</u>	<u>\$ 1,044,000</u>
Cost incurred to:		
December 31, 2015	<u>\$ 232,965</u>	<u>\$ 1,022,421</u>

These projects were funded with Temporary Improvement Notes and upon their completion General Obligation Bonds will be issued, which are to be paid with special assessments. See Note 12 to the financial statement.

On April 13, 2015, the City approved the purchase of a new fire truck in the amount of \$584,316. The City made a down payment of \$421,987 with the balance due upon delivery in 2016.

On July 13, 2015, the City approved a project for purchase and installation of a fixed network automated meter reading system with an estimated cost of \$531,594; costs incurred through December 31, 2015 totaled \$402,761 for this project.

### NOTE 12—SUBSEQUENT EVENTS

In January 2016, the City issued \$1,745,000 G.O. bonds for the Weaver Street reconstruction project, and to replace the temporary financing for the infrastructure of West Embers 4<sup>th</sup> addition and Prairie Lakes 1<sup>st</sup> addition.

On February 12, 2016 the City approved a \$239,200 capital lease for 50 golf carts and two utility vehicles.

The City entered into an agreement during 2015 with the City of North Newton to process their waste water; the City will receive annual compensation from North Newton of \$200,000 that is to be paid monthly beginning in January 2016.

On May 9, 2016, the City approved an agreement for the purchase of the Country Village Mobile Home Park for \$440,000 for future development of affordable housing.

On June 13, 2016, the Hesston, Kansas Public Building Commission adopted a resolution authorizing and providing for the underwriting and offering for sale of the Commission's Revenue Bonds, Series 2016-A in the approximate principal amount of \$5,830,000.

## CITY OF HESSTON, KANSAS

SUMMARY OF EXPENDITURES - REGULATORY BASIS (ACTUAL AND BUDGET)  
 (BUDGETED FUNDS ONLY)  
 For Year Ended December 31, 2015

Schedule 1

Funds	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
General	\$ 3,290,332	\$ -	\$ 3,290,332	\$ 2,508,613	\$ (781,719)
Library	194,207	137,771	331,978	331,854	(124)
Special Highway	411,249	-	411,249	173,466	(237,783)
Emergency Services	436,687	-	436,687	343,702	(92,985)
Fire Equipment	584,950	-	584,950	421,987	(162,963)
Community Service Program	54,125	-	54,125	16,339	(37,786)
Economic Development	53,208	-	53,208	9,168	(44,040)
Special Parks	648	-	648	-	(648)
Transient Guest Tax	87,250	-	87,250	78,120	(9,130)
Bond and Interest	830,343	-	830,343	547,043	(283,300)
Utilities	8,318,045	3,154	8,321,199	4,632,043	(3,689,156)
Golf Course	413,154	16,922	430,076	377,279	(52,797)

## CITY OF HESSTON, KANSAS

GENERAL FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
 Page 1 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Taxes			
Ad valorem property tax	\$ 661,548	\$ 670,137	\$ (8,589)
Back tax collections	5,609	5,000	609
Motor vehicle tax	104,869	92,271	12,598
Recreation vehicle tax	817	847	(30)
16/20M vehicle tax	339	1,771	(1,432)
Sales tax	666,937	610,000	56,937
Alcohol tax	397	300	97
Total taxes	<u>1,440,516</u>	<u>1,380,326</u>	<u>60,190</u>
Licenses, fees, and permits			
Utility franchise tax	402,144	375,000	27,144
Miscellaneous permits and licenses	23,178	7,500	15,678
Total licenses, fees, and permits	<u>425,322</u>	<u>382,500</u>	<u>42,822</u>
Other receipts			
Fines, forfeitures, and penalties	36,215	59,750	(23,535)
Lease revenues	48,750	51,000	(2,250)
In lieu of taxes	12,265	12,000	265
Interest on idle funds	3,437	5,000	(1,563)
Reimbursed expenses	113,537	61,000	52,537
Miscellaneous	8,144	9,000	(856)
Operating transfers in	-	50,000	(50,000)
Total other receipts	<u>222,348</u>	<u>247,750</u>	<u>(25,402)</u>
TOTAL RECEIPTS	<u>2,088,186</u>	<u>\$ 2,010,576</u>	<u>\$ 77,610</u>
EXPENDITURES			
General government			
General administration	147,874	\$ 129,889	\$ 17,985
Legal service and engineering	23,684	20,000	3,684
Audit	15,785	16,000	(215)
Total general government	<u>187,343</u>	<u>165,889</u>	<u>21,454</u>
Public safety			
Police	681,714	713,251	(31,537)
Fire	159,640	174,623	(14,983)
Municipal Court	44,217	46,200	(1,983)
Total public safety	<u>885,571</u>	<u>934,074</u>	<u>(48,503)</u>

## CITY OF HESSTON, KANSAS

GENERAL FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
 Page 2 of 16

	2015		Variance Over (Under)
	Actual	Budget	
EXPENDITURES (CONTINUED)			
Highways and streets			
Streets	\$ 328,835	\$ 333,437	\$ (4,602)
Street lighting	56,561	47,000	9,561
Total highways and streets	385,396	380,437	4,959
Culture and recreation			
Park	224,326	227,109	(2,783)
Cemetery	39	1,000	(961)
Tree board	2,446	3,000	(554)
Employee functions	3,822	3,500	322
Total culture and recreation	230,633	234,609	(3,976)
Economic development			
Harvey County EDC	36,000	36,000	-
Community development	352	25,000	(24,648)
Chamber of Commerce	46,513	35,000	11,513
Lease/purchase restaurant building	27,662	25,000	2,662
Total economic development	110,527	121,000	(10,473)
Capital improvements	-	1,333,070	(1,333,070)
Transfers out	709,143	121,253	587,890
TOTAL EXPENDITURES	2,508,613	\$ 3,290,332	\$ (781,719)
RECEIPTS OVER (UNDER) EXPENDITURES	(420,427)		
UNENCUMBERED CASH, BEGINNING	1,304,893		
UNENCUMBERED CASH, ENDING	\$ 884,466		



## CITY OF HESSTON, KANSAS

LIBRARY FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 3 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Ad valorem property tax	\$ 166,654	\$ 168,765	\$ (2,111)
Back tax collections	1,470	1,500	(30)
Motor vehicle tax	26,410	23,238	3,172
Recreation vehicle tax	206	213	(7)
16/20M vehicle tax	85	446	(361)
Reimbursed expenses	137,771	-	137,771
	<u>332,596</u>	<u>\$ 194,162</u>	<u>\$ 138,434</u>
TOTAL RECEIPTS			
EXPENDITURES			
Appropriations to library board	194,207	\$ 194,207	\$ -
Payroll and insurance	137,647	-	137,647
	<u>331,854</u>	<u>194,207</u>	<u>137,647</u>
Adjustment for qualifying budget credit	-	137,771	(137,771)
	<u>331,854</u>	<u>\$ 331,978</u>	<u>\$ (124)</u>
TOTAL EXPENDITURES			
RECEIPTS OVER (UNDER) EXPENDITURES	742		
UNENCUMBERED CASH, BEGINNING	<u>1,354</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 2,096</u>		

## CITY OF HESSTON, KANSAS

SPECIAL HIGHWAY FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 4 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
State payments	\$ 98,115	\$ 96,230	\$ 1,885
Reimbursed expenses	12,500	-	12,500
TOTAL RECEIPTS	110,615	\$ 96,230	\$ 14,385
EXPENDITURES			
Service contracts	21,054	\$ -	\$ 21,054
Paving and materials	22,209	53,000	(30,791)
Street improvements	77,895	343,249	(265,354)
Sidewalk improvements	13,333	15,000	(1,667)
Reimbursed expenses	38,975	-	38,975
TOTAL EXPENDITURES	173,466	\$ 411,249	\$ (237,783)
RECEIPTS OVER (UNDER) EXPENDITURES	(62,851)		
UNENCUMBERED CASH, BEGINNING	342,166		
UNENCUMBERED CASH, ENDING	\$ 279,315		

## CITY OF HESSTON, KANSAS

EMERGENCY SERVICES FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 5 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Intergovernmental	\$ 116,412	\$ 110,000	\$ 6,412
Charges for services	202,424	175,000	27,424
EMC Safety Dividend	4,438	2,462	1,976
Reimbursed expenses	1,438	-	1,438
Miscellaneous	2,225	1,625	600
Operating transfers in	-	50,000	(50,000)
TOTAL RECEIPTS	<u>326,937</u>	<u>\$ 339,087</u>	<u>\$ (12,150)</u>
EXPENDITURES			
Personal services	231,342	\$ 241,698	\$ (10,356)
Contractual services	34,062	43,529	(9,467)
Commodities	22,655	31,600	(8,945)
Capital outlay	493	99,860	(99,367)
Reimbursed expenses	150	-	150
Operating transfers out	55,000	20,000	35,000
TOTAL EXPENDITURES	<u>343,702</u>	<u>\$ 436,687</u>	<u>\$ (92,985)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	(16,765)		
UNENCUMBERED CASH, BEGINNING	<u>115,848</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 99,083</u>		

## CITY OF HESSTON, KANSAS

FIRE EQUIPMENT FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)

For Year Ended December 31, 2015

Schedule 2  
Page 6 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Ad valorem property tax	\$ 39,682	\$ 40,187	\$ (505)
Back tax collections	351	350	1
Motor vehicle tax	6,291	5,533	758
Recreational vehicle tax	49	51	(2)
16/20M vehicle tax	20	106	(86)
Service agreements	55,099	55,098	1
TOTAL RECEIPTS	101,492	\$ 101,325	\$ 167
EXPENDITURES			
Equipment purchases	421,987	\$ 500,000	\$ (78,013)
Capital expenditures	-	84,950	(84,950)
TOTAL EXPENDITURES	421,987	\$ 584,950	\$ (162,963)
RECEIPTS OVER (UNDER) EXPENDITURES	(320,495)		
UNENCUMBERED CASH, BEGINNING	529,531		
UNENCUMBERED CASH, ENDING	\$ 209,036		

## CITY OF HESSTON, KANSAS

COMMUNITY SERVICE PROGRAM FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 7 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Ad valorem property tax	\$ 17,720	\$ 17,932	\$ (212)
Back tax collections	156	150	6
Motor vehicle tax	2,805	2,468	337
Recreational vehicle tax	22	23	(1)
16/20M vehicle tax	9	47	(38)
TOTAL RECEIPTS	<u>20,712</u>	<u>\$ 20,620</u>	<u>\$ 92</u>
EXPENDITURES			
Community service grants	<u>16,339</u>	<u>\$ 54,125</u>	<u>\$ (37,786)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	4,373		
UNENCUMBERED CASH, BEGINNING	<u>37,017</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 41,390</u>		

## CITY OF HESSTON, KANSAS

ECONOMIC DEVELOPMENT FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 8 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Operating transfers in	\$ -	\$ 25,000	\$ (25,000)
EXPENDITURES			
Contractual services	7,808	\$ 20,250	\$ (12,442)
Commodities	1,360	3,000	(1,640)
Capital outlay	-	29,958	(29,958)
TOTAL EXPENDITURES	9,168	\$ 53,208	\$ (44,040)
RECEIPTS OVER (UNDER) EXPENDITURES	(9,168)		
UNENCUMBERED CASH, BEGINNING	66,773		
UNENCUMBERED CASH, ENDING	\$ 57,605		

## CITY OF HESSTON, KANSAS

SPECIAL PARKS FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 9 of 16

	2015		Variance Over (Under)
	<u>Actual</u>	<u>Budget</u>	<u></u>
RECEIPTS			
Alcohol tax	\$ 397	<u>\$ 275</u>	<u>\$ 122</u>
EXPENDITURES			
Capital outlay	<u>-</u>	<u>\$ 648</u>	<u>\$ (648)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	397		
UNENCUMBERED CASH, BEGINNING	<u>836</u>		
UNENCUMBERED CASH, ENDING	<u><u>\$ 1,233</u></u>		

## CITY OF HESSTON, KANSAS

TRANSIENT GUEST TAX FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
Page 10 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Transient guest tax	\$ 40,254	\$ 45,000	\$ (4,746)
EXPENDITURES			
Transient guest tax appropriations	78,120	\$ 43,250	\$ 34,870
Grants	-	25,000	(25,000)
Personal services	-	19,000	(19,000)
TOTAL EXPENDITURES	78,120	\$ 87,250	\$ (9,130)
RECEIPTS OVER (UNDER) EXPENDITURES	(37,866)		
UNENCUMBERED CASH, BEGINNING	37,866		
UNENCUMBERED CASH, ENDING	\$ -		



## CITY OF HESSTON, KANSAS

BOND AND INTEREST FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)

For Year Ended December 31, 2015

Schedule 2  
 Page 11 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Ad valorem property tax	\$ 55,970	\$ 56,469	\$ (499)
Back tax collections	720	2,000	(1,280)
Motor vehicle tax	8,839	7,778	1,061
Recreational vehicle tax	69	71	(2)
16/20M vehicle tax	29	149	(120)
Special assessments	398,765	390,636	8,129
Miscellaneous	3	-	3
Operating transfers in	85,000	118,485	(33,485)
TOTAL RECEIPTS	<u>549,395</u>	<u>\$ 575,588</u>	<u>\$ (26,193)</u>
EXPENDITURES			
Bond principal	395,000	\$ 395,000	\$ -
Interest coupons	152,043	152,043	-
Cash basis reserve	-	283,300	(283,300)
TOTAL EXPENDITURES	<u>547,043</u>	<u>\$ 830,343</u>	<u>\$ (283,300)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	2,352		
UNENCUMBERED CASH, BEGINNING	<u>247,377</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 249,729</u>		

## CITY OF HESSTON, KANSAS

UTILITIES FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
 Page 12 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Charges for service	\$ 3,303,093	\$ 4,163,350	\$ (860,257)
Connection fees	4,393	-	4,393
Reimbursed expenses	3,154	-	3,154
Miscellaneous	13,147	-	13,147
TOTAL RECEIPTS	<u>3,323,787</u>	<u>\$ 4,163,350</u>	<u>\$ (839,563)</u>
EXPENDITURES			
Personal services	743,046	\$ 1,560,451	\$ (817,405)
Contractual services	437,755	-	437,755
Commodities	1,176,168	1,905,000	(728,832)
Capital outlay	233,834	4,259,109	(4,025,275)
Reimbursed expenses	6,240	-	6,240
Operational fund transfers	2,035,000	593,485	1,441,515
	4,632,043	8,318,045	(3,686,002)
Adjustment for qualifying budget credit	-	3,154	(3,154)
TOTAL EXPENDITURES	<u>4,632,043</u>	<u>\$ 8,321,199</u>	<u>\$ (3,689,156)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	(1,308,256)		
UNENCUMBERED CASH, BEGINNING	<u>4,132,992</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 2,824,736</u>		

## CITY OF HESSTON, KANSAS

GOLF COURSE FUND  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 (ACTUAL AND BUDGET)  
 For Year Ended December 31, 2015

Schedule 2  
 Page 13 of 16

	2015		Variance Over (Under)
	Actual	Budget	
RECEIPTS			
Golf fees	\$ 222,202	\$ 210,674	\$ 11,528
Concessions and shop sales	50,270	44,876	5,394
Gas user fee	1,404	-	1,404
Irrigation fee	12,710	14,115	(1,405)
Reimbursed expense	1,032	1,032	-
Transfers from other funds	100,000	90,000	10,000
TOTAL RECEIPTS	<u>387,618</u>	<u>\$ 360,697</u>	<u>\$ 26,921</u>
EXPENDITURES			
Personal services	145,730	\$ 130,840	\$ 14,890
Contractual services	92,632	85,910	6,722
Commodities	130,845	132,416	(1,571)
Capital outlay	7,662	63,578	(55,916)
Reimbursed expenses	410	410	-
	377,279	413,154	(35,875)
Adjustment for qualifying budget credit	-	16,922	(16,922)
TOTAL EXPENDITURES	<u>377,279</u>	<u>\$ 430,076</u>	<u>\$ (52,797)</u>
RECEIPTS OVER (UNDER) EXPENDITURES	10,339		
UNENCUMBERED CASH, BEGINNING	<u>52,456</u>		
UNENCUMBERED CASH, ENDING	<u>\$ 62,795</u>		

CITY OF HESSTON, KANSAS  
 SPECIAL PURPOSE NONBUDGETED FUNDS  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 For Year Ended December 31, 2015

Schedule 2  
 Page 14 of 16

	Special Law Enforcement	Revolving Loan	Public Building Commission	Library Maintenance	Capital Improvement	Equipment Reserve
RECEIPTS						
Miscellaneous	\$ 805	\$ -	\$ -	\$ -	\$ -	\$ 18,871
Loan payments	-	43,204	-	-	-	-
Operating transfers in	-	-	64,143	-	1,500,000	200,000
TOTAL RECEIPTS	805	43,204	64,143	-	1,500,000	218,871
EXPENDITURES						
Capital outlay	6,230	-	-	-	174	325,817
Contractual services	-	-	-	493	-	-
Loan advances	-	-	-	-	-	-
Debt service	-	-	66,253	-	-	-
TOTAL EXPENDITURES	6,230	-	66,253	493	174	325,817
RECEIPTS OVER (UNDER) EXPENDITURES	(5,425)	43,204	(2,110)	(493)	1,499,826	(106,946)
UNENCUMBERED CASH, BEGINNING	5,886	21,889	67,313	23,272	283,623	783,118
UNENCUMBERED CASH, ENDING	<u>\$ 461</u>	<u>\$ 65,093</u>	<u>\$ 65,203</u>	<u>\$ 22,779</u>	<u>\$ 1,783,449</u>	<u>\$ 676,172</u>

## CITY OF HESSTON, KANSAS

CAPITAL PROJECTS NONBUDGETED FUNDS  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 For Year Ended December 31, 2015

Schedule 2  
Page 15 of 16

	WWTP	West Embers IV	Prairie Lakes I	Windover II	Total
RECEIPTS	\$ 345,264	\$ 19,895	\$ -	\$ -	\$ 365,159
EXPENDITURES	<u>304,820</u>	<u>1,583</u>	<u>32,464</u>	<u>-</u>	<u>338,867</u>
RECEIPTS OVER (UNDER) EXPENDITURES	40,444	18,312	(32,464)	-	26,292
UNENCUMBERED CASH, BEGINNING	<u>(40,444)</u>	<u>56,364</u>	<u>75,359</u>	<u>(1,420)</u>	<u>89,859</u>
UNENCUMBERED CASH, ENDING	<u>\$ -</u>	<u>\$ 74,676</u>	<u>\$ 42,895</u>	<u>\$ (1,420)</u>	<u>\$ 116,151</u>

## CITY OF HESSTON, KANSAS

BUSINESS NONBUDGETED FUNDS  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 For Year Ended December 31, 2015

Schedule 2  
Page 16 of 16

	Utility Maintenance Reserve	Golf Course Maintenance Reserve
	<u>          </u>	<u>          </u>
RECEIPTS		
Operational transfers in	\$ 750,000	\$ 100,000
	<u>          </u>	<u>          </u>
EXPENDITURES		
Equipment	18,406	64,156
Supplies	-	11,736
Maintenance	476,897	24,631
	<u>          </u>	<u>          </u>
TOTAL EXPENDITURES	495,303	100,523
	<u>          </u>	<u>          </u>
RECEIPTS OVER (UNDER) EXPENDITURES	254,697	(523)
UNENCUMBERED CASH, BEGINNING	1,451,349	104,874
	<u>          </u>	<u>          </u>
UNENCUMBERED CASH, ENDING	<u>\$ 1,706,046</u>	<u>\$ 104,351</u>

## CITY OF HESSTON, KANSAS

HESSTON PUBLIC LIBRARY - RELATED MUNICIPAL ENTITY  
 SCHEDULE OF RECEIPTS AND EXPENDITURES - REGULATORY BASIS  
 For Year Ended December 31, 2015

	Schedule 3
	<u>Actual</u>
RECEIPTS	
City appropriations	\$ 194,207
Fines and donations	7,515
Grants	55,006
Miscellaneous	5,856
Interest	<u>104</u>
TOTAL RECEIPTS	<u>262,688</u>
EXPENDITURES	
Buildings	41,562
Equipment	39,520
Operations	9,395
Payroll	131,517
Program	9,853
Utilities	12,376
Postage	2,127
Training	700
Miscellaneous	<u>638</u>
TOTAL EXPENDITURES	<u>247,688</u>
RECEIPTS OVER (UNDER) EXPENDITURES	15,000
UNENCUMBERED CASH, BEGINNING	<u>61,920</u>
UNENCUMBERED CASH, ENDING	<u><u>\$ 76,920</u></u>



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Schowalter Villa “A Private Home for Everyone” Project Update

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry

**Summary:** Bluestem Communities CEO James Krehbiel and Chief Philanthropy Officer Yvonne Sieber will be present to provide an update on the Schowalter Villa “A Private Home for Everyone” Project. The briefing may include a request for a contribution of City funds for the project.

**Financial Impact:**

**Attachment:** n/a





## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Mayer Sewer Cleaning Contract

**Recommendation:** Approve the Contract

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry / Utility Superintendent Scott Robertson

**Summary:** Mayer Specialty Services, LLC, has provided the maintenance and cleaning services for the past 10+ years and has done a very credible job. Mayer is located in Goddard, KS which makes them readily available when problems occur. In the first year, their rate is \$.52 per linear foot for cleaning services which is a \$.10 increase over our previous contract.

### **Financial Impact:**

Year	Clean	Televise	Cost p.l.f	Total
2017	35,601	3,560	0.52	18,512.52
2018	35,687	3,569	0.54	19,270.98
2019	41,829	4,183	0.56	23,424.24
2020	31,248	3,125	0.58	18,123.84
	144,365	14,437		79,331.58

**Attachment:** Mayer Sewer Cleaning Contract



Sanitary Sewer Collection System  
Maintenance Program Proposal/Agreement

Prepared for:  
City of Hesston

2017-20

June 30, 2016

Hesston, City of  
Scott Robertson  
115 E. Smith,  
Hesston, KS 67062

Dear Scott,

December 31, 2016 marks the end of your current agreement with us. Many cities have requested their agreements mid-year to assist with budgeting; at this time we would like to offer the opportunity to renew your agreement to continue with your perpetual sewer maintenance program. The new agreement will not be effective until January 1, 2017.

Enclosed is a renewal agreement for the years 2017-20, if this meets with your approval please sign and return a copy of the agreement to our offices. You may keep the original in the booklet for future reference.

We truly appreciate your business in the past, your continued interest in our products and services, and look forward to maintaining our status as one of your preferred providers.

Sincerely,



Melinda Lambert

## Who We Are

As a leader in the sewer utilities service trade since 2001 and a combined 100+ years industry-specific experience, our commitment to our customers is unmatched. We believe our service-oriented business approach is the reason for our continued success. Our team consists of skilled professionals who are focused on delivering quality and value. We are proud of our work and our upfront approach will leave you worry-free.

### Business Philosophy (Our 11 Commandments & pledge to you)

**The CUSTOMER is the most important person in our business.**

**The CUSTOMER is not dependent on us.....we are dependent on him.**

**The CUSTOMER is not an interruption of our work.....he is the purpose of it.**

**The CUSTOMER does us a favor when he calls.....we are not doing him a favor by serving him.**

**The CUSTOMER is a part of our business.....not an outsider.**

**The CUSTOMER is not a cold statistic....he is a flesh and blood human being with feelings and emotions like our own.**

**The CUSTOMER is not someone to argue or match wits with.**

**The CUSTOMER is a person who brings us his wants....it is our job to fill those wants.**

**The CUSTOMER is deserving of the most courteous and attentive treatment we can give him.**

**The CUSTOMER is the fellow that makes it possible to pay our salaries whether you are a field technician, office employee, salesman or manager.**

***The CUSTOMER is the life-blood of our business.***

## Methods & Procedures

### GENERAL:

All normal sanitary sewer maintenance cleaning is performed with a combination jet/vacuum removal truck. These trucks are equipped with high pressure/volume water pumps producing 2,000 psi water pressure and flow a volume of 65 gpm. The cleaning is performed through a 1" hose and various nozzles. The trucks are also equipped with a vacuum generating device that allows us to vacuum debris from the manhole with an 8" diameter vacuum tube. Although not included in the base maintenance cleaning structure, root saws, bucket machines and various other equipment and machinery are available and designed for heavy cleaning.

### SETUP & CLEANING:

- The combination truck is setup over the downstream manhole and the sewer cleaning hose, nozzle attached, is inserted into the upstream line where it enters the manhole. The nozzle/sewer cleaning hose is then jetted upstream to the next manhole.
- A debris catcher is placed in the downstream invert of each set-up manhole and left in place as the cleaning is being performed. If debris is so significant it cannot be caught in the debris catcher it will either be vacuumed from each set-up manhole (access permitting) or at a downstream manhole in the system.
- The proper water pressure is attained and the retraction of the nozzle/hose begins.
- The hose nozzle is retracted at a safe cleaning speed; if necessary, the vacuum generator is activated and debris is vacuumed into the debris tank.
- If a particular line section contains a more-than-normal amount of debris, step-cleaning may be required.

**NOTE:** Normal maintenance cleaning is the cleaning of the flow line of the main in order to maintain flow throughout the collection system. By definition maintenance is to maintain or "keep something in working order." Although our normal maintenance cleaning will remove most roots and grease build-up, it does not include the removal of massive root intrusions, excessive grease build-up or foreign objects introduced into the line. If these conditions exist additional charge heavy cleaning or root removal may be required and will be performed at the direction of the city.

### TELEVISION INSPECTION:

Our sanitary sewer collection system maintenance programs include television inspection of 10% of the footage cleaned each year at no charge. Only lines cleaned in the current district are eligible for this free television inspection; the inspection must be used at the time of scheduled maintenance cleaning and will not be carried over for future use. While on site, cleaning & TV inspection outside the current cleaning district is available at the rates listed on the agreement page.

This free television inspection offers proof that we cleaned the lines as we said we would and more importantly it provides a visual picture of inherent defects in the system that may require immediate attention.

## City Responsibilities

1. Notify the community and affected homeowners of scheduled sewer cleaning.
  - a. MSS will provide bright yellow door hanger notices to the city, at no charge, for distribution in the cleaning area. It is the city's responsibility for the distribution of the door hangers. Please include a phone number (i.e. city hall) that residents can call if they have questions. Time and manpower permitting, we may be able to help with distribution.
  - b. Upon request, we can provide a newspaper notice that you may have published.
  - c. Let us know if there is a particular area in the district that may require additional notification (school, nursing home, etc.)
2. Provide clean water for the jetting process and cleanup. Access to nearest fire hydrants or water source of clean potable water @ 200 gpm minimum.
3. Provide a dumpsite, within reasonable distance, for debris removed from the system.
4. Locate, uncover and exercise all manhole lids within the area to be cleaned, prior to our arrival. This includes removal of any trees, pavement or other obstacles that prohibit access to the manholes. Lines that must be cleaned backwards due to lack of access will have no guarantee.
5. Any excavation, opening, back filling, and/or repair of sewers, and/or streets, required to remove MSS's equipment caught in the sewer pipe due to sewer defects.
6. Notify us AT THE TIME OF SCHEDULING of any additional work, i.e. lift station cleaning, additional cleaning outside of the scheduled district, television inspection beyond the 10%, root control application, heavy cleaning, etc.
7. Be available via telephone and/or in person at the jobsite to answer questions/issues that a homeowner may have during the contract cleaning.
8. Defend, indemnify, and hold harmless Mayer Specialty Services, LLC from (1) all claims, damages, and expenses that arise or are incurred because of improperly vented structures, pre-existing conditions or anything introduced into the system which is not normal sewage, and (2) except to the extent caused by the negligence or willful misconduct of Mayer Specialty Services, LLC, all other claims, damages, and expenses related to the city's sewer system that arise or are incurred during the term of this agreement.

**It is our goal to provide you with the best service available at a reasonable cost.**

**We are only able to do this with the cooperation of the city.**

## Blow-ups and Dry Traps

Mayer Specialty Services, LLC uses industry standard practices and procedures when cleaning sanitary sewers. With the use of industry standard practices and procedures and providing all lateral lines connected to the municipal sewer are properly vented, no “blow-ups” or “dry traps” will occur as the cleaning takes place.

### “Blow-Ups”

When air or sewage enters a residence or place of business through the sanitary sewer system during the sewer cleaning process, it is typically termed a “Blow-Up.” As the cleaning is in progress, air pressure is created in the line behind the cleaning nozzle. This air pressure seeks the path of least resistance and normally not only follows the municipal sewer line but also enters the lateral connections tied to the municipal line. *If these lateral connections are vented properly, the air escapes through the vents.*

- “Blow-Ups” that contain no sewage are an indication that the structure is not vented properly and the air pressure has blown the water out of the P-traps or the bowl of a stool.
- “Blow-Ups” that contain raw sewage are an indication that not only is the structure improperly vented but the lateral service line connecting the structure with the municipal sewer has a problem causing it to hold or pool raw sewage (usually a sag in the line) and the air pressure has pushed that raw sewage into the structure.

### “Dry Traps”

When a residence or place of business experiences an unpleasant odor during or after the sewer cleaning process, the typical cause is a “Dry Trap.” As the cleaning is in progress, along with the pressure created behind the cleaning nozzle, there is a partial vacuum created in front of the nozzle as it passed through the line. If a structure experiences an unpleasant odor during or after the sewer cleaning process, it is an indication that the structure is improperly vented and the partial vacuum has sucked the water out of the drain traps located within that structure. The odor can be eliminated by simply running or pouring water into each drain in the structure and thereby refilling the traps with a water-stop that blocks the odors from entering the structure.

The individual notices that are distributed explain this chance happening and offer suggestions to guard against this possibility. In the rare event that a residence or place of business experiences a blow-up or dry trap during the cleaning process, MSS crews will contact the city immediately.

## Guarantee

All sewer lines that have been cleaned on a sanitary sewer maintenance program will be marked on the cleaning report with a guarantee as follows:

- **THREE-YEAR OPEN TO FLOW GUARANTEE :** Lines cleaned with no evidence or slight evidence of roots and or grease
- **ONE-YEAR OPEN TO FLOW GUARANTEE:** Lines cleaned with more than slight evidence of roots and or grease
- **NO GUARANTEE:** Lines that do not allow for passage of the cleaning nozzle, lines that must be cleaned backwards due to inaccessibility or lines with prior knowledge of inherent defects

Should a blockage occur within a cleaned and guaranteed line, **Mayer Specialty Services, LLC will clear the blockage and re-clean the line at no charge to the city** as follows:

- All our cleaning methods & procedures are in accordance with industry standard. Every attempt is made to ensure each line section is cleaned and open to flow.
- For line sections that are not televised, the condition of the line is determined by the evaluation of the flow coming into the downstream manhole as the cleaning is in progress. Because this line evaluation is not an exact science, conditions that exist at the time of an emergency service on a guaranteed line shall take precedence over the guarantee.
- The customer is always given the benefit of the doubt in our assessment as to what guarantee each line section warrants.

### CONDITIONS THAT VOID THE GUARANTEE

- Anything introduced into the line that is not treatable as sewage
  - EXAMPLES: Rocks, wood, dirt, towels, flushable wipes, grease, etc.
- Inherent defects in the line section
  - EXAMPLES: Cracked pipe, holes, protruding lateral taps, separated joints, etc.
- Severe root infestation in joints, manholes or connecting laterals
- Severe grease build-up
- Lift station equipment failures
- All guarantees are void if maintenance cleaning is not continued year to year with Mayer Specialty Services, LLC

Mayer Specialty Services, LLC must receive the emergency service call and be given the opportunity to clear the blockage.

Guarantee is for municipal lines cleaned by Mayer Specialty Services, LLC only and does not include residential laterals. Mayer Specialty Services, LLC accepts no responsibility for damage that may occur because of improperly vented structures, pre-existing conditions or anything introduced into the system which is not normal sewage. **NOTE: If we are called out and respond to an emergency service and no blockage exists in the city's line, emergency service charges will apply.**



## Emergency Services

All maintenance customers are given preference in emergency service situations. Phones are answered 24 hours a day, 7 days a week. The number to call for an emergency is 316-794-3780.

There is no charge for emergency service calls to clear stoppages in guaranteed lines (see guarantee section.) Emergency service calls to clear stoppages in non-guaranteed lines is charged at the rate of \$150.00 per hour, shop to shop. Emergency service is defined as your request for immediate action from us and includes one sewer cleaner with one operator responding to your immediate request to clear a sewer main stoppage and restore flow.

City to provide access to all areas needed: manholes located, uncovered and exercised. Gates to lagoons/lift stations unlocked, city personnel to direct operator.

Emergency service requests requiring additional/different equipment/manpower shall be charged as follows:

EQUIPMENT REQUESTED	HOURLY RATE PER VEHICLE SHOP TO SHOP	
	Standard Service	Emergency Service
Sewer cleaner (with operator)	\$125.00 per hr	\$150.00 per hr
Combination Jet/Vac truck (with operator)	\$175.00 per hr	\$200.00 per hr
Easement machine with pick-up (includes additional operator)	\$100.00 per hr	\$125.00 per hr
Tank water truck (includes additional operator)	\$100.00 per hr	\$125.00 per hr
TV inspection vehicle or mini-camera (includes additional operator)	\$135.00 per hr	\$160.00 per hr
Confined space entry required (includes additional operator)	\$100.00 per hr	\$125.00 per hr

**E.S. PER HR. CHARGES = WORK SCHEDULED AT YOUR REQUESTED TIME/DAY**  
**STANDARD PER HR. CHARGES = WORK SCHEDULED AT OUR CONVENIENCE**

**NOTE:** If we are called out on an emergency service and no blockage exists in the city's line, emergency service charges will apply.

## Reporting

Our sanitary sewer collection system maintenance programs include detailed reporting of the work completed. All reports are reviewed in-house and suggestions for repairs are included. This is provided to assist you in managing your system; giving you access to your collection system cleaning history and providing important record keeping that helps you stay in compliance with state and federal regulations.

Reports are provided in digital format. Maps, cleaning reports, television inspection videos and inspection reports are uploaded to a website and you will be notified by email that the files are available for download. Files larger than 4GB will be mailed on a DVD or flash drive. The electronic files will include:

- A map showing the line sections cleaned and televised each year
- Detailed cleaning reports
- TV inspection videos formatted for viewing and printing reports

There will be no need to purchase or download any software to receive your reports. Emergency service calls that include television inspection will be delivered in the same manner.

Electronic files allow for easy storage and sharing of data between departments and/or with your city engineer. Paper reports will not be shipped and the recipient will be responsible for download and storage of the reports. Upon request, paper reports can be generated and will be available for an additional \$50.00 per set.

## Unforeseeable Conditions

Maintenance cleaning projects and emergency service requests are conducted by Mayer Specialty Services, LLC (MSS) using industry standard cleaning procedures with trained and experienced crews. Except in the event of negligence on the part of MSS, MSS will not be held responsible for any damages to serviced property caused during, or as a result of, the cleaning process by reason of matters beyond MSS's control which will include, but not be limited to, inherent defects, pre-existing conditions or anything within the system that is not treatable as sewage. The city shall defend, indemnify, and hold harmless Mayer Specialty Services, LLC from (1) all claims, damages, and expenses that arise or are incurred because of improperly vented structures, pre-existing conditions or anything introduced into the system which is not normal sewage, and (2) except to the extent caused by the negligence or willful misconduct of Mayer Specialty Services, LLC, all other claims, damages, and expenses related to the city's sewer system that arise or are incurred during the term of this agreement.

**Sanitary Sewer Maintenance Cleaning/CCTV Inspection Agreement  
City of Hesston, KS**

Mayer Specialty Services, LLC agrees to perform sanitary sewer maintenance line cleaning for the city as follows:

2017	Clean approx.	35,601	If	@	\$ .52	=	\$18,512.52
	Televise approx.	3,560	If	of cleaned lines			included
2018	Clean approx.	35,687	If	@	\$ .54	=	\$19,270.98
	Televise approx.	3,569	If	of cleaned lines			included
2019	Clean approx.	41,829	If	@	\$ .56	=	\$23,424.24
	Televise approx.	4,183	If	of cleaned lines			included
2020	Clean approx.	31,248	If	@	\$ .58	=	\$18,123.84
	Televise approx.	3,125	If	of cleaned lines			included

*Footages are approximations. Actual price will be computed utilizing the actual footage cleaned and the per-foot cleaning price. Per foot cleaning price may increase with rising fuel costs at the rate of 2% for every \$.25 of fuel cost increase above \$4.00 per gallon.*

- Additional footage may be cleaned at the same rate specified above.
- Additional footage may be televised at the price of \$.90 per lineal foot for lines cleaned in the district and \$1.48 per foot for non-cleaned lines if done during the same cleaning trip.
- Line sections noted on the cleaning report as being "guaranteed" shall be guaranteed to remain open to flow (see guarantee section in the proposal.)
- Emergency service is available to maintenance customers with timely dispatch of equipment and personnel (see emergency service & guarantee sections in the proposal.)
- Mayer Specialty Services, LLC accepts no responsibility for damage that may occur because of improperly vented structures, pre-existing conditions or anything introduced into the system which is not normal sewage.

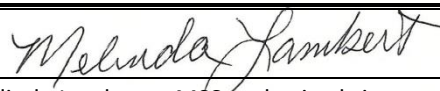
**City responsibilities:**

- Distribute individual notices to addresses in the affected areas.
- Provide clean water for the jetting process and cleanup.
- Locate, uncover & exercise all manhole lids & provide access for our cleaner to all locations within affected areas, prior to our arrival.
- Provide a dumpsite, within reasonable distance, for deposit of debris removed from the system.
- Defend, indemnify, and hold harmless Mayer Specialty Services, LLC from (1) all claims, damages, and expenses that arise or are incurred because of improperly vented structures, pre-existing conditions or anything introduced into the system which is not normal sewage, and (2) except to the extent caused by the negligence or willful misconduct of Mayer Specialty Services, LLC, all other claims, damages, and expenses related to the city's sewer system that arise or are incurred during the term of this Agreement.

**Term:**

The term of this agreement is for one year ending on December 31. This agreement begins January 1, 2017 and renews each January 1 thereafter through 2020 unless terminated as provided below. If approved, work will be performed when we are in the area. **This agreement may be terminated by either party with written notice given 30 days prior to termination.** This Agreement is not intended to violate the Kansas Cash Basis Law (K.S.A. 10-1101 et seq.) or the Kansas Budget Law (K.S.A. 79-2925) and any provision hereof which may violate the Kansas Cash Basis Law or Kansas Budget Law is void. Notwithstanding anything to the contrary herein, the City's obligations under this Agreement are to be construed in a manner that assures the City is at all times in compliance with the Kansas Cash Basis Law and the Kansas Budget Law.

Mayer Specialty Services, LLC



Melinda Lambert – MSS authorized signature 6/30/2016

**ACCEPTANCE OF PROPOSAL & NOTICE TO PROCEED**

Authorized signature, City of Hesston, KS

Printed signature name

Title

Date



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Authorize Disposition of Surplus Radio Equipment

**Recommendation:** Approve the request

---

### **Background Information:**

**Briefed by:** Police Chief Doug Schroeder

**Summary:** Request to dispose of surplus radio and misc. equipment via Purple Wave auction website.

**Financial Impact:** N/A

**Attachment:** Surplus Radio / Misc. Equipment List



THE CITY OF  
**HESSTON**

**Police Department / Doug Schroeder**

444 N. Lancaster / P.O. Box 100 / Hesston, KS 67062  
620-327-2020 / fax 620-327-2236

**Surplus Radio / Equipment List**

**Portables**

<u>Qty</u>	<u>Make / Model</u>
3	Motorola Radius M1225 – one is unknown working condition
2	Motorola CDM 1250
4	Mics
3	Surface mount antennas/cable

**Handhelds**

<u>Qty</u>	<u>Make / Model</u>
4	Motorola HT1000 radio
9	Motorola HT1250 radios

**Accessories**

6 handheld lapel mics  
1 5-slot batter Multi-charger for HT1250  
5 Motorola HT1000 individual chargers  
7 Motorola HT1250 individual chargers  
14 Motorola HT1250 batteries

**Other Items**

Oce 9400 II Plotter

Metal pick-up truck bed tool box

-Chief Schroeder

**“To Protect & Serve”**



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Fire Rescue Tool Purchase

**Recommendation:** To Purchase the Rescue Tools

---

### **Background Information:**

**Briefed by:** Fire/EMS Chief Russ Buller

**Summary:** Our 20 year old hydraulic rescue tools have become less effective in dealing with the new technology found in today's vehicles. Our current tools are no longer supported and their manufacturer is no longer in business. We propose purchasing new battery powered hydraulic tools that both meet the demands of extrication on new vehicles and are also much more portable. In addition we propose purchasing an electric winch to use in rescue and extrication situations.

\$25,000 was approved for new rescue tools in the 2016 Fire CIP.

**Financial Impact:** \$25,072.39

**Attachment:** Quotes for Hydraulic Rescue Tools & Electric Winch

**CONRAD FIRE EQUIPMENT, INC.**

887 N. Jan-Mar Court Olathe, KS 66061  
 www.CONRADFIRE.com  
 (913) 780-5521  
 (800) 779-5521  
 (913) 780-5251 Fax

**QUOTATION**  
**129181**

CUSTOMER NO.  
 1300

**BILL TO:**

CITY OF HESSTON FIRE DEPT.  
 115 E. SMITH ST.  
 HESSTON, KS 67062

**SHIP TO:**

CITY OF HESSTON FIRE DEPT.  
 115 E. SMITH ST.  
 HESSTON, KS 67062

PHONE: 620/327-4412

FAX: 620/327-4595

PAGE 1

DATE		SHIP VIA	F.O.B.	TERMS	
03/08/16		GROUND		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
HOLMATRO TOOLS		03/08/16	137 137		129181
QUANTITY		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
ORDERED	SHIPPED				
1		HOL.158.052.071	GSP 5240 SPREADER TOOL ONLY	6,869.52	6,869.52
1		HOL.158.052.082	GCU 5050I CUTTER TOOL ONLY	6,906.24	6,906.24
1		HOL.158.052.064	GRA 4321 RAM TOOL ONLY	5,151.60	5,151.60
1		HOL.150.182.269	RAM EXTENSION KIT	1,506.24	1,506.24
3		HOL.150.182.286	BCH3 CHARGER GREEN 12/24V DC	287.28	861.84
			12V		
6		HOL.150.006.208	BPA285 BATTERY 28V/5.0AH	416.16	2,496.96
THIS QUOTE IS CONSIDERED FREIGHT FREE					
Product Total		Discount	Freight	Taxable Amount	Tax Misc. Amt. QUOTATION TOTAL
23,792.40		0.00	0.00	23,792.40	0.00 23,792.40
<b>"WE APPRECIATE YOUR BUSINESS"</b>					
RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBER FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.					



Shop by vehicle: Year Make Model Go

Your Garage (0)

Back to search results for "Warn 90360 Zeon 10-S Multi-Mount Kit"



Roll over image to zoom in

## Warn 90340 ZEON 10 Multi-Mount Winch Kit

by [Warn](#)

[38 customer reviews](#)

| [18 answered questions](#)

Price: **\$1,279.99** & FREE Shipping. [Details](#)

**Only 1 left in stock (more on the way).**

Ships from and sold by Amazon.com.

Size: **ZEON 10 Multi-Mount**

ZEON 8-S    ZEON 8-S Multi-Mount    ZEON 8

ZEON 8 Multi-Mount    ZEON 10-S Multi-Mount

ZEON 10    **ZEON 10 Multi-Mount**    ZEON 12-S

ZEON 12

- A choice for full-size rigs and heavier recovery situations
- System is engineered to distribute loads throughout vehicle's frame, minimizing the possibility of changing your alignment
- Laser-cut for exact dimensions, shaped on computer controlled press machine, and robotically welded for consistent results
- Mounting kits are bolt-on; no cutting or fabricating required
- Mounting hardware and instructions included

[See more product details](#)

43 new    1 used from **\$1,387.13**

**amazonbusiness**

It's where you shop. **For work.**

[Create a free account](#)

[Share](#)

Qty: 1

[Add to Cart](#)

[Turn on 1-Click ordering for this browser](#)

Ship to:

ROSEHILL, KS 67133

[Add to List](#)

### Other Sellers on Amazon

**\$1,279.99**

+ Free Shipping

Sold by: Got-Chrome

[Add to Cart](#)

**\$1,279.99**

+ Free Shipping

Sold by: Autoplicity

[Add to Cart](#)

**\$1,279.99**

+ Free Shipping

Sold by: Jarboys Outdoors & Marine Supplies

[Add to Cart](#)

44 used & new

Have one to sell?

[Sell on Amazon](#)

### Frequently Bought Together



Total price: **\$1,474.88**

[Add all three to Cart](#)

[Add all three to List](#)

☒ This item: Warn 90340 ZEON 10 Multi-Mount Winch Kit **\$1,279.99**

☒ WARN 32966 24' Quick Connect Power Cable **\$175.32**

☒ WARN 69847 Quick Connect Plug Dust Covers **\$19.57**

### Customers Who Bought This Item Also Bought





## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Water Refund Agreement

**Recommendation:** Approve the agreement

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry / Utility Superintendent Scott Robertson

**Summary:** An irrigation meter at Schowalter Villa was incorrectly programmed when it was installed resulting in an over charge for water from April 2013 to April 2016. This agreement reimburses those charges.

**Financial Impact:** \$40,183.83 – Utility Maintenance Reserve

**Attachment:** Water Refund Agreement

## **WATER REFUND AGREEMENT**

This Water Refund Agreement (this “Agreement”) is entered into as of July \_\_, 2016, by and between the City of Hesston, Kansas (the “City”) and Mennonite Board of Missions and Charities of Kansas, Inc., a Kansas corporation d/b/a Schowalter Villa (“Schowalter”). The City and Schowalter are each referred to herein individually as a “Party” and collectively as the “Parties.”

### **RECITALS**

- A. The City provides water to Schowalter through its municipal water utility.
- B. It has been determined that water meter reading hardware serving Account #04-2975-00 at the Schowalter Irrigation Water Meter (the “Meter”) incorrectly measured usage causing the City to over-charge Schowalter for water provided (the “Overcharge”).
- C. The Parties desire to settle fully and finally all differences between them arising out of or in connection with the Meter and Overcharge.

### **AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing premises and other good and valuable consideration, the receipt and sufficiency of which is hereby expressly acknowledged, the Parties hereby agree and covenant as follows:

- 1. **Payment.** Upon execution of this Agreement, the City shall refund to Schowalter, by City check, the amount of \$40,183.83.
- 2. **Mutual Release.** For the sole consideration of the covenants, deliveries, and payments set forth herein, each Party hereby completely releases and forever discharges all other Parties and any of each Party’s past or present subsidiaries, parents, or affiliates or the predecessors or successors of any of them, or the affiliates of such predecessors, and its successors or assigns, and further including any past or present governing body member, director, officer, attorney, employee, representative or agent, from the beginning of time to the date of the Parties’ execution of this Agreement of and from any and all past, present, or future claims, demands, obligations, actions, and causes of action, including any and all claims, or potential claims, for any and all past, present or future injuries, damages, losses, expenses, attorney fees, costs, interest, fees, fines, compensation and/or benefits of any nature whatsoever, whether or not known, suspected or claimed, and whether based upon tort, contract, statute, strict liability or any other theory of recovery, and whether for compensatory or punitive damages, which the Parties have or which otherwise were acquired prior to the date of this Agreement on account of or related to the claims the Parties asserted or which could have been asserted relating to the Meter or the Overcharge (the “Released Claims”). This release is specifically intended to be a full and final release of the Released Claims to the fullest extent as would have been appropriate if the claims had been fully and finally tried in a court of law.

**The Parties hereby warrant and represent to those parties being released herein that the undersigned is the sole and lawful owner of all right, title and interest in and to all matters released herein, and that the undersigned has not heretofore assigned or transferred or purported to assign or transfer any released matter, or any part or portion thereof.**

3. **Recitals.** The foregoing Recitals are hereby incorporated into this Agreement and expressly made a part hereof.

4. **No Admissions.** The Parties, and each of them, understand and agree that this Agreement and the consideration paid hereunder is not to be construed as an admission of liability on the part of any party being released herein.

5. **Confidentiality.** The Parties, their attorneys, and each of them, promise and warrant that they will undertake and do their best not to disclose any of the specific terms of this Agreement to any third parties. Further, the Parties and their attorneys agree that they will not issue any press release, media disclosure, flyers, mailers, or other publications intended for circulation among the general public with respect to any of the terms or conditions of this Agreement, including, but not limited to the settlement sum. This confidentiality provision does not prohibit any party or their attorneys from disclosing any of the terms of this Agreement if they are compelled to do so by law, including disclosure pursuant to the terms of Code of Civil Procedure §877.6, or subpoena, the Kansas Open Meetings Act, the Kansas Open Records Act, or disclosure to accountants for tax preparation services, and shall not prevent the City from discussing or considering this Agreement and related facts thereto in a meeting open to the public.

6. **Further Assurance.** The Parties agree to perform such acts and to execute any and all further documents and instruments which may be reasonably necessary or proper to effectuate and carry out the purpose, intent and effect of this Agreement. The Parties shall join in taking such other steps as may be necessary or as may be reasonably requested and otherwise use their best efforts to effectuate this Agreement and the settlement provided for herein.

7. **Participation.** Each Party to this Agreement hereby acknowledges that each Party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made in this Agreement, the same shall not be construed against any Party.

8. **Authority.** With the intent to be legally bound, each of the undersigned hereby covenants and acknowledges that he, she or it (a) has read each of the terms set forth herein, (b) has the authority to execute this Agreement for such person or entity, and (c) expressly consents and agrees that the person or entity upon behalf of which the undersigned is acting shall be bound by all terms and conditions contained herein.

9. **Independent Legal Advice.** The Parties represent, warrant and agree that each party has read and understands the Agreement, and has received independent legal advice from its attorneys, or the opportunity to seek such advice, with respect to the advisability of entering into this Agreement.

10. **Binding Effect.** This Agreement shall be binding upon the Parties including any past or present subsidiary, parent, or affiliate corporation or cooperative, or the predecessors and their successors or assigns.

11. **Entire Agreement.** This Agreement contains the entire agreement and understanding between the parties and supersedes all prior agreements and understandings, oral or written, concerning the matters covered by this Agreement.

12. **Modifications.** This Agreement may not be amended, canceled, revoked or otherwise modified except by written agreement subscribed by all of the parties hereto to be charged with such modification.

13. **Governing Law.** This Agreement and all provisions contained herein shall be construed pursuant to the laws of the State of Kansas, and any questions regarding the validity of any section or paragraph contained herein shall be determined pursuant to the laws of the State of Kansas.

14. **Severability.** The separate paragraphs of this Agreement are severable, and the finding or determination by any court of law that a certain section or paragraph of this Agreement is unenforceable shall not render the entire agreement unenforceable.

15. **Assignment.** This Agreement inures to the benefit of and is binding upon the predecessors, successors, heirs, assigns, representatives, agents, servants, employees and shareholders of the Parties hereto and each of them.

16. **Miscellaneous.** The Parties agree that, in entering into this Agreement, they are relying upon their own judgment, belief and knowledge as to all phases of their claims and further acknowledge that no promise, inducement or agreement or any representations and warranties not expressed herein have been made to procure their agreement hereto. The Parties further acknowledge that this Agreement is contractual and not merely recitals, and that they have read, understand and fully agree to the terms of the Agreement.

17. **Counterparts and Facsimile/E-Mail Signatures.** This Agreement may be executed in one or more counterparts, each counterpart to be considered an original portion of this Agreement. Facsimile and e-mail transmissions of signatures shall be accepted and binding as originals.

*[The remainder of this page intentionally left blank]*

IN WITNESS WHEREOF, the Parties have executed this Agreement the day and year first above written.

CITY OF HESSTON, KANSAS

---

David K. Kauffman, Mayor

Menonite Board of Missions and Charities of  
Kansas, Inc., a Kansas corporation d/b/a  
Schowalter Villa

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** Fill unexpired term on Hesston Public Library Board

**Recommendation:** Mayor Appoints – Council Confirms

---

### **Background Information:**

**Briefed by:** Hesston Public Library Director Libby Albers

**Summary:** Dave Osborne has given notice and will step off the Library Board due to schedule conflicts. Rebecca (Becky) Herron has agreed to fill the unexpired term, which will expire 12/2018.

**Financial Impact:** N/A

**Attachment:**



## **Agenda Item Summary**

**Meeting date:** July 11, 2016

**Subject:** City Owned – 6.049 Acre Parcel

**Recommendation:** Determine disposition of property

---

### **Background Information:**

**Briefed by:** City Administrator Gary Emry

**Summary:** An interested party has contacted staff about the 6 acre parcel west of the City Shop. The City purchased the land in 2013 for \$11,000 per acre for a total cost of \$66,539.

Staff is requesting direction as to the disposition of the property, i.e., (a) hold for economic development / industrial park use (b) entertain an offer to sell the property.

