



CITY OF HESSTON AGENDA

Monday, September 14, 2020

Council Chamber/Municipal Court Building

110 E. Smith Street

Present

David Kauffman, Mayor _____
Brad Unruh, City Council _____
Jason Jones, City Council _____
Larry Fuqua, City Council _____
Clare Moore, City Council _____
Susan Swartzendruber, 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

[F.](#) Constituency Comments

5. Proclamations and Awards

[G.](#) Employee Service Awards

6. Public Hearing

7. Ordinances & Resolutions

[H.](#) Ordinance No. 020-2020-176 (2020 UPOC)

[I.](#) Ordinance No. 020-2020-177 (2020 STO)

[J.](#) Ordinance No. 010-2020-220: Brush Pit Policy

8. Old Business

9. New Business

[K.](#) Police Department Copier Agreement

[L.](#) ExecuTime Time & Attendance – Incode Accounting Software

[M.](#) Crosswinds Request

[N.](#) Appoint Voting Delegates – League of Kansas Municipalities

10. Other Business

[O.](#) Coronavirus Relief Fund (CRF) - Direct Aid Program

[P.](#) Pipeline Safety for Public Officials

11. Executive Session

12. Adjourn Meeting

[Q.](#) Adjourn Meeting

Note: Hearing impaired persons may request an interpreter.

**CITY OF HESSTON
CITY COUNCIL MEETING**

MINUTES of August 10, 2020**Council Meeting No. 12**

The regular meeting of the Hesston City Council was held on Monday, August 10, 2020 at 6:00 p.m. via online video meeting software. The Council Chambers / Municipal Court Building located at 110 E. Smith Street was open to the public to view and/or participate in the meeting.

PRESENT

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

OTHERS PRESENT

Jason Gish with MKEC Engineering, Hesston Chamber Director Megan Smith, Chamber Board Members Roxana Koch and Derek Yoder, Grocery Store Committee Member Luke Logan, Hesston Residents Larry Koch and Ken Schwanke, and Jackie Nelson with the Hesston Record.

CONSENT AGENDA

Larry Fuqua moved to approve the consent agenda as presented. Clare Moore seconded. Motion carried 5-0.

CONSTITUENCY COMMENTS

Mayor Kauffman opened the floor for constituency comments.

Hearing no comments, Mayor Kauffman proceeded to the next item of business.

PUBLIC HEARING**2021 BUDGET HEARING**

At 6:04 p.m. Mayor Kauffman asked for a motion to open the public hearing to discuss the 2021 City Budget.

Jason Jones made the motion to open the 2021 Budget Public Hearing. Clare Moore seconded. Motion carried 5-0.

Mayor Kauffman asked for public comment and received no response.

At 6:06 p.m. Mayor Kauffman asked for a motion to close the public hearing.

Jason Jones made a motion to close the 2021 Budget Public Hearing. Clare Moore seconded. Motion carries 5-0.

Susan Swartzendruber moved to approve the 2021 Budget as presented. Larry Fuqua seconded. Motion carried 5-0.

At 6:07 p.m. Clare Moore made a motion to recess the meeting of the Hesston City Council and convene a meeting of the Hesston Land Bank. Jason Jones seconded. Motion carried 5-0.

At 6:11 p.m. Clare Moore made a motion to adjourn the meeting of the Hesston Land Bank and reconvene a meeting of the Hesston City Council. Jason Jones seconded. Motion carried 5-0.

ORDINANCES AND RESOLUTIONS**RESOLUTION NO. 1154 – SILVERSTONE OPTION TO PURCHASE**

Clare Moore made a motion to adopt Resolution No. 1154 which authorizes Silverstone to exercise an option to purchase equipment and property financed by IRB's. Jason Jones seconded. Motion carried 5-0.

OLD BUSINESS**DOLLAR STORE PROPOSALS – SET DATE AND TIME FOR INTERVIEWS**

Larry Fuqua moved to authorize the City Administrator to contact the Dollar General and Family Dollar Store Development companies to set up interviews in 45 days to discuss their proposals for the Ridge Pointe location. The Grocery Store Committee's prospect would also be able to submit a proposal within the 45-day timeframe. Susan Swartzendruber seconded. Motion carried 4-1.

MKEC PROPOSAL – RIDGE POINTE ENGINEERING SERVICES

Clare Moore moved to approve the MKEC Proposal for Ridge Pointe Engineering Services in the amount of \$35,500 with the funds coming from Fund 27 – Construction: Ridge Pointe Development. Larry Fuqua seconded. Motion carried 5-0.

NEW BUSINESS**SCHOOL RESOURCE OFFICER AGREEMENT**

Jason Jones moved to approve the School Resource Officer Agreement between the City and USD460. Brad Unruh seconded. Motion carried 5-0.

EXECUTIVE SESSION**EXECUTIVE SESSION #1**

At 7:15 p.m. Jason Jones moved to enter into an executive session for 15 minutes pursuant to the exemption related to attorney client privilege (K.S.A. 75-4319(b)(2)) for the purpose of discussing a contract dispute. The open meeting would resume via Zoom internet meeting software at 7:30 p.m. with those present in the executive session being the Mayor, City Council, City Administrator, and City Attorney. Clare Moore seconded. Motion carried 5-0.

At 7:30 p.m. the regular session resumed with no binding action taken during the session.

OTHER BUSINESS**RESTAURANT LEASE-PURCHASE AGREEMENT**

Larry Fuqua moved to approve the Amended and Restated Lease-Purchase Agreement for Restaurant with Panda Kitchen. Jason Jones seconded. Motion carried 5-0.

ADJOURN MEETING

At 7:31 p.m. Brad Unruh moved to adjourn the meeting. Jason Jones seconded. Motion carried 5-0.

Recorded by
Jason Thrasher
City Clerk

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	8/14/2020			063896		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	1 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	
TOTAL ERRORS:	0			

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	0.00	0.00	0.00
BANK: *		TOTALS:	1	0.00	0.00	0.00

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00685	DIVISION SALES & EXCISE TAXES							
I-08212020	JULY 2020 SALES TAX	D	8/21/2020	5,611.45		000236		5,611.45
07470	ACUSHNET COMPANY							
I-909288689	GOLF BALLS (4 DZ)	R	8/07/2020	116.78		063817		
I-909324466	GOLF BAG (1)	R	8/07/2020	169.84		063817		286.62
07170	AG SPRAY EQUIPMENT							
I-287787	HYDRO 4 ROLLER PUMP W/PORTS	R	8/07/2020	332.70		063818		332.70
04275	AMERICAN FUN FOOD CO.							
I-2015042-0	CANDY (2 BOXES)	R	8/07/2020	87.84		063819		87.84
08480	CORE & MAIN LP							
I-M733557	CTS PE TUBING (300 FT)	R	8/07/2020	102.00		063820		102.00
04330	COX COMMUNICATIONS							
I-CITY HALL 8/2020	AUGUST INTERNET/TV:CITY HALL	R	8/07/2020	165.47		063821		
I-GOLF 8/2020	AUG INTERNET/TV/PHONE:GOLF CRS	R	8/07/2020	362.54		063821		528.01
06480	CUMMINS CENTRAL POWER, LLC							
I-J1-42972	ANL GENERATOR MAINTENANCE	R	8/07/2020	581.20		063822		581.20
09225	DREIER'S LAWN IRRIGATION, LLC							
I-23521	10 VANS/5000 HEADS:IRRIGATION	R	8/07/2020	130.06		063823		130.06
07480	EVCO WHOLESALE FOOD CORP.							
I-491015	CLEANERS/SOAP/LINERS/TOWELS	R	8/07/2020	775.71		063824		775.71
01660	EVERGY							
I-GROUP BILL 8/2020	GROUP BILL SERVICE THRU 7/24	R	8/07/2020	14,607.49		063825		
I-ST LGT 8/2020	STREET LGT SERVICE THRU 7/28	R	8/07/2020	3,987.49		063825		18,594.98
00885	GOERING HARDWARE CORPORATION							
I-248376	SLOWED A/C BLOWER SPEED:CITY	R	8/07/2020	266.60		063826		
I-248415	A/C FROZE UP: ADD FREON	R	8/07/2020	192.00		063826		
I-249324	REPLACE A/C FILTERS:GOLF CRSE	R	8/07/2020	97.98		063826		
I-249325	SUMP PUMP: BEER CAN JAMMED	R	8/07/2020	162.00		063826		
I-249440	REPLACED A/C EVAP COIL	R	8/07/2020	995.30		063826		1,713.88
09175	HARRELL'S LLC							
I-INV01395726	GAMEON HERBICIDE (2)	R	8/07/2020	249.76		063827		249.76

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09165 I-2437	HART GOLF GOLF DIVOT TOOLS (EVENT)	R	8/07/2020	840.00		063828		840.00
01070 I-08072020	HARVEY COUNTY SOLID WASTE JULY LANDFILL/SLUDGE FEE	R	8/07/2020	4,903.07		063829		4,903.07
07370 I-08072020	HESSTON CHAMBER CVB JUL 2020 TRANSIENT GUEST TAX	R	8/07/2020	3,014.30		063830		3,014.30
01225 I-16544	HESSTON MACHINE/WELD INC LATHE WORK: PARKS	R	8/07/2020	170.00		063831		170.00
01245 I-28653 I-28655	HESSTON PRESTIGE PRINTING UPS CHG: UTILITIES PADDED ENVELOPES/COLOR PAPER	R R	8/07/2020 8/07/2020	13.76 127.50		063832 063832		141.26
01210 I-08072020 I-GAS 8072020	HESSTON TRUE VALUE JULY SUPPLIES JULY GAS SUPPLIES	R R	8/07/2020 8/07/2020	830.12 79.89		063833 063833		910.01
01275 I-58126	HESSTON VETERINARY CLINIC BENAZEPRIL: ATLAS	R	8/07/2020	12.00		063834		12.00
04745 I-123492	IMAGE TREND, INC RESCUE BRIDGE:SOFTWR MAINT.	R	8/07/2020	3,037.19		063835		3,037.19
03290 I-025-304066	INCODE UTILITY HH MTR SYNC FILE MAINT	R	8/07/2020	636.70		063836		636.70
01590 I-2021000582	KANSAS CORPORATION COMMISSION ANL SAFETY INSPECTION:PIPELINE	R	8/07/2020	1,284.00		063837		1,284.00
01690 I-70282	KANSAS ONE-CALL SYSTEM INC LOCATES (33)	R	8/07/2020	39.60		063838		39.60
00530 I-27144 I-27148 I-27183 I-27272 I-27329 I-27389 I-27421	MARTIN AUTO PARTS, INC. FUEL FILTER (1) RELAY MDL 60 PACK-UP LP (1) DIA MARKER/SHOP TOWELS STT RED LAMP (1) OIL FILTER (2) BLUE DEFROSTER (1)	R R R R R R R	8/07/2020 8/07/2020 8/07/2020 8/07/2020 8/07/2020 8/07/2020 8/07/2020	16.99 14.99 11.99 12.92 6.49 16.98 16.99		063839 063839 063839 063839 063839 063839 063839		97.35

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06440 I-840668-00	MURDOCK COMPANIES, INC BASIC DR.MOTOR:AERATIN GEAR BX	R	8/07/2020	3,603.35		063840		3,603.35
07770 I-204218	NISLY BROTHERS TRASH SERVICE, JUL REFUSE/RECYCLE/SLUDGE	R	8/07/2020	14,381.50		063841		14,381.50
05900 I-2060110994	PACE ANALYTICAL SERVICES, INC. TEST:EFFLUENT SENT TO GOLF CRS	R	8/07/2020	86.25		063842		86.25
08940 I-11458699	PETROCHOICE OIL: GEAR BOXES	R	8/07/2020	211.45		063843		211.45
04130 I-3311700099	PITNEY BOWES GLOBAL FINANCIAL METER/INSERTER FEE	R	8/07/2020	462.90		063844		462.90
07125 I-08072020	PLAZA TRUCK WASH VEHICLE WASHES (2)	R	8/07/2020	14.22		063845		14.22
02505 I-CD2471359 I-CD2471531	R & R PRODUCTS ECHO SPEED-FEED 400 HEAD (4) CARSON TWIST-LOCK LID (10)	R R	8/07/2020 8/07/2020	149.67 75.41		063846 063846		225.08
02625 I-83716703	SAFETY-KLEEN SYSTEMS, INC WASHER SERVICE SOLVENT (1)	R	8/07/2020	270.84		063847		270.84
02640 I-S100174873.001	SALINA SUPPLY COMPOSITE WATER MTR LIDS (10)	R	8/07/2020	323.96		063848		323.96
02745 I-15544 I-15550 I-15556 I-15568 I-15582 I-15587	SKEET'S SERVICE INC '19 DODGE:OIL CHG/FIX TIRE '15 TAHOE: MT/BAL 4 TIRES #Q56:CONTINENTAL BATTERIES (2) '16 TAHOE:FUEL PUMP MODULE #55:PWR STEERING LINES-COOLER TIRE REPAIR	R R R R R R	8/07/2020 8/07/2020 8/07/2020 8/07/2020 8/07/2020 8/07/2020	96.96 112.56 496.80 642.36 131.04 18.00		063849 063849 063849 063849 063849 063849		1,497.72
07560 I-7809	SOARING EAGLE DESIGNS GLASS PLAQUES: TOURNEY (2)	R	8/07/2020	58.48		063850		58.48
02995 I-307043	USA BLUE BOOK 18 VOLT BATTERY (2)	R	8/07/2020	228.18		063851		228.18
09250 I-08072020	JIM VAN SCHAICK HONORARIUM:HAZMAT TRAINING	R	8/07/2020	400.00		063852		400.00

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03115 I-5222124	WHITE STAR MACHINERY HOSE/HYDRAULIC OIL:MOWER	R	8/07/2020	366.46		063853		366.46
07145 I-68998215	360 DOCUMENT SOLUTIONS POLICE COPY SERVICE	R	8/14/2020	175.59		063865		175.59
00105 I-08142020	ADVANCE INSURANCE COMPANY SEPT LIFE INSURANCE PREMIUM	R	8/14/2020	607.28		063866		607.28
04275 I-2015042-1	AMERICAN FUN FOOD CO. CANDY (2 BX)	R	8/14/2020	45.06		063867		45.06
02310 I-08152020	BLACK HILLS ENERGY TRANSPORT GAS THRU 7/31	R	8/14/2020	733.38		063868		733.38
07165 I-10610993	BLUE CROSS & BLUE SHIELD OF KA SEPT HEALTH CARE PREMIUM	R	8/14/2020	37,238.32		063869		37,238.32
00485 I-AUG2020-MONTHLY	CITIZENS STATE BANK AUG 2020 GOLF CARTS LEASE PUR	R	8/14/2020	4,293.85		063870		4,293.85
00285 C-U02428 I-544546 I-545398	CONRAD FIRE EQUIPMENT CREDIT: CITY SHARE OF GRANT FIREPRO GOGGLES(2) (CITY SHARE) TURBOJET NOZZLE (GRANT)	R R R	8/14/2020 8/14/2020 8/14/2020	37.00CR 124.28 708.95		063871 063871 063871		796.23
08480 I-M730492	CORE & MAIN LP CTS PE TUBING (300 FT)	R	8/14/2020	102.00		063872		102.00
04330 I-COUNCIL 8/2020 I-POLICE 8/2020	COX COMMUNICATIONS AUG INTERNET SERV:COUNCIL RM AUG INTERNET SERVICE:POLICE	R R	8/14/2020 8/14/2020	134.41 129.00		063873 063873		263.41
1 I-BINKLEY 8/2020	DEB BINKLEY DEB BINKLEY:	R	8/14/2020	60.00		063874		60.00
03315 I-7795	DOGPOOPBAGS.COM DOG WASTE BAGS (8 ROLLS)	R	8/14/2020	113.60		063875		113.60
1 I-WIGGERS 8/2020	ELDO WIGGERS ELDO WIGGERS:	R	8/14/2020	35.00		063876		35.00
08075 I-25059	FLINT HILLS MATERIALS PAVING: HOT ASPHALT (48.48 TN)	R	8/14/2020	2,617.92		063877		2,617.92

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06585 I-33849	HALE'S SALES & SERVICE FUEL FILTER (1) (EXCEL MOWER)	R	8/14/2020	18.33		063878		18.33
01245 I-28694 I-28712	HESSTON PRESTIGE PRINTING THERMAL CREDIT CARD ROLLS (BX) UPS CHG:UTILITIES; FEDEX:ADMIN	R R	8/14/2020 8/14/2020	25.80 58.82		063879 063879		84.62
1 I-WELTY 8/2020	IVAN WELTY IVAN WELTY:	R	8/14/2020	35.00		063880		35.00
03165 I-20-01917	J.L. UNRUH, LLC FILL SAND	R	8/14/2020	452.21		063881		452.21
01485 I-8199260	JCI INDUSTRIES INC WARRICK RELAY:HICKORY LIFT STN	R	8/14/2020	528.00		063882		528.00
01780 I-KMGA-HE-2020-06	KMGA-GAS SUPPLY OPERATING AUG NOM/JUNE ACT'L NAT'L GAS	R	8/14/2020	18,762.10		063883		18,762.10
03770 I-1024551	LIFE-ASSIST, INC LUER LOCK/COLD PK/GLOVES	R	8/14/2020	106.33		063884		106.33
03310 I-5461-4	MARK LOEFFLER GOLF CART RENTAL (3)	R	8/14/2020	84.00		063885		84.00
05120 I-50858 I-MOU101347734	MID-KANSAS COOPERATIVE JULY DIESEL/GASOLINE CORNERSTONE 5 PLUS (5)	R R	8/14/2020 8/14/2020	2,002.78 99.50		063886 063886		2,102.28
06440 I-1083109-00	MURDOCK COMPANIES, INC AERATION BASIN MOTOR BELT	R	8/14/2020	1,770.43		063887		1,770.43
07885 I-IG24842-IN	OFFICE ALLY JULY CLAIMS SERVICE: EMS	R	8/14/2020	35.00		063888		35.00
09255 I-1344 I-1345	PLAYSCAPE RECREATION, LLC WTRPLAY TOOL KIT/NOZZLE (EMC) 60 DEGREE CARRONADE (EMC)	R R	8/14/2020 8/14/2020	205.42 269.70		063889 063889		475.12
02820 I-R1200901108443	STATE TREASURER PRIN/INTER:BOND#162070114093	R	8/14/2020	208,006.25		063890		208,006.25
07610 I-25899	UCI UTILITY CONSULTANTS, INC DRUG TEST (1 EMPLOYEE)	R	8/14/2020	80.00		063891		80.00

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08780	UNIVERSITY OF KANSAS - KU EDWA							
I-1880A15B	7/18 FF 1 WKSP: 5 EMPLOYEES	R	8/14/2020	100.00		063892		100.00
04093	VISA #1205 - CITIZEN'S STATE B							
I-VISA #1 8/2020	WATER/GATORADE/PASTRIES	R	8/14/2020	148.38		063893		
I-VISA #2 8/2020	NIGHT GOLF SUPPLIES	R	8/14/2020	1,800.00		063893		
I-VISA #3 8/2020	SHIELD CART DIVIDERS (COVID)	R	8/14/2020	1,953.67		063893		
I-VISA #4 8/2020	GATORADE/HONEY BUNS	R	8/14/2020	100.50		063893		
I-VISA #5 8/2020	TANK CLEANER/WEED KILLER/OIL	R	8/14/2020	214.86		063893		
I-VISA #6 8/2020	GATORADE/TEA	R	8/14/2020	71.70		063893		4,289.11
04101	VISA #2450 - CITIZEN'S STATE B							
I-VISA #1 8/2020	REFLECTIVE STRIPE (100) (CARES)	R	8/14/2020	317.14		063894		
I-VISA #10 8/2020	HAND SANITIZER (6 BOTTLES)	R	8/14/2020	59.28		063894		
I-VISA #11 8/2020	NAME TAPES (4) (COVID)	R	8/14/2020	20.50		063894		
I-VISA #12 8/2020	#54: WEATHERPROOF COVER (1)	R	8/14/2020	49.00		063894		
I-VISA #2 8/2020	EARLOOP SURGICAL MASKS (CARES)	R	8/14/2020	360.00		063894		
I-VISA #3 8/2020	NAME TAPES (2)	R	8/14/2020	12.50		063894		
I-VISA #4 8/2020	POSICHEK CALIBRATION:SCBA TEST	R	8/14/2020	772.00		063894		
I-VISA #5 8/2020	VISIBILITY COVERALL(1) (CARES)	R	8/14/2020	108.97		063894		
I-VISA #6 8/2020	EARLOOP SURGICAL MASK (COVID)	R	8/14/2020	1,411.28		063894		
I-VISA #9 8/2020	CLASSWARD SUBSCRIPTION	R	8/14/2020	99.99		063894		3,210.66
04098	VISA #2567 - CITIZEN'S STATE B							
I-VISA #1 8/2020	FACE MASKS (5 PACKS) (COVID)	R	8/14/2020	364.69		063895		
I-VISA #10 8/2020	ADS:BUDGET/QTRLY CASH REPORT	R	8/14/2020	202.40		063895		
I-VISA #11 8/2020	BINDER DIVIDERS (SET OF 12)	R	8/14/2020	14.76		063895		
I-VISA #12 8/2020	MECHANICS TOOL SET (2) (EMC)	R	8/14/2020	1,127.58		063895		
I-VISA #13 8/2020	SOCKET SETS (3)	R	8/14/2020	110.90		063895		
I-VISA #14 8/2020	WRENCH/SOCKET/HMR DRILL (EMC)	R	8/14/2020	1,186.76		063895		
I-VISA #15 8/2020	EXTENSION BAR SET (2)	R	8/14/2020	39.52		063895		
I-VISA #16 8/2020	BREAKER BAR (2) (EMC)	R	8/14/2020	69.90		063895		
I-VISA #2 8/2020	BANDANA FACE MASKS (COVID)	R	8/14/2020	170.89		063895		
I-VISA #3 8/2020	FACE MASKS (5 PACKS) (COVID)	R	8/14/2020	287.76		063895		
I-VISA #4 8/2020	VISIBILITY COVERALL (2) (COVID)	R	8/14/2020	102.02		063895		
I-VISA #5 8/2020	IPHONE BELT CASE/HOLDER	R	8/14/2020	23.98		063895		
I-VISA #6 8/2020	WRENCH HOLDER ORGANIZER (2)	R	8/14/2020	21.90		063895		
I-VISA #7 8/2020	LITHIUM-ION BATTERY (1)	R	8/14/2020	139.99		063895		
I-VISA #8 8/2020	AIR FILTER (12 PACK)	R	8/14/2020	59.88		063895		
I-VISA #9 8/2020	CAMERA SYSTEM: CITY SHOP	R	8/14/2020	399.95		063895		4,322.88
04502	VISA #2625 CITIZEN'S STATE BAN							
I-VISA #1 8/2020	MASKS (5 PACKS)	R	8/14/2020	199.95		063897		
I-VISA #2 8/2020	BANDANA FACE MASKS (2 PACKS)	R	8/14/2020	59.98		063897		
I-VISA #3 8/2020	HAND SANITIZER (36 - 1 OZ)	R	8/14/2020	25.30		063897		
I-VISA #4 8/2020	HAND SANITIZER (12 PACK)	R	8/14/2020	98.49		063897		
I-VISA #5 8/2020	DOG FOOD: ATLAS	R	8/14/2020	101.00		063897		
I-VISA #6 8/2020	POSTAGE: EVIDENCE	R	8/14/2020	8.25		063897		

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-VISA #7 8/2020	ETHERNET ADAPTER (1)	R	8/14/2020	27.55		063897		
I-VISA #8 8/2020	VACUUM SEALER/PHONR CORD CABLE	R	8/14/2020	57.98		063897		
I-VISA #9 8/2020	7/25 WORKSHOP: GAS	R	8/14/2020	41.36		063897		619.86
04160	XEROX FINANCIAL SERVICES							
I-2208675	AUGUST COPY SERVICE	R	8/14/2020	482.85		063898		482.85
07115	360 DOCUMENT SOLUTIONS LLC							
I-IN12915	QTRLY OVERAGE COPY FEE:POLICE	R	8/21/2020	176.72		063899		176.72
04275	AMERICAN FUN FOOD CO.							
I-2015329-0	CANDY (6 BX)	R	8/21/2020	174.21		063900		174.21
09080	AT&T MOBILITY							
I-08192020	7/12-8/11 MOBILE SERVICE: EMS	R	8/21/2020	150.15		063901		150.15
05380	CASEY'S BUSINESS MASTERCARD							
I-08212020	JULY GASOLINE	R	8/21/2020	2,451.87		063902		2,451.87
09260	DCF - LIEAP							
I-08212020	RETURN LIEAP:A.ELLIS/D.MAYES	R	8/21/2020	102.82		063903		102.82
09225	DREIER'S LAWN IRRIGATION, LLC							
I-23577	SPRINKLER HEADS (4)	R	8/21/2020	67.27		063904		67.27
09125	DUTTON-LAINSON COMPANY							
I-S15591-1	AMR BACKUP COLLECTOR	R	8/21/2020	4,532.65		063905		4,532.65
07480	EVCO WHOLESALE FOOD CORP.							
I-494025	MEAT/NAPKIN/CUPS/RELISH/CREAMR	R	8/21/2020	627.62		063906		627.62
05870	FARMER BROTHERS COFFEE							
I-70212373	COFFEE (1 CS)	R	8/21/2020	128.55		063907		128.55
06515	FASTSIGNS							
I-179-59559	NEW BURNSITE SIGN	R	8/21/2020	190.00		063908		190.00
08075	FLINT HILLS MATERIALS							
I-25068	ASPHALT: STREETER & PINE	R	8/21/2020	4,323.78		063909		4,323.78
01005	HACH COMPANY							
I-12075551	FLUORIDE (10)	R	8/21/2020	496.44		063910		496.44

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01500 I-2013-1068	HARVEY COUNTY EDC, INC JULY ECONOMIC DEV. CONTRIB.	R	8/21/2020	3,000.00		063911		3,000.00
01500 I-2013-1077	HARVEY COUNTY EDC, INC AUG ECONOMIC DEV. CONTRIB.	R	8/21/2020	3,000.00		063912		3,000.00
01045 I-08212020	HARVEY COUNTY SHERIFF OFFICE CITY PRISONERS HOUSED IN JULY	R	8/21/2020	105.00		063913		105.00
01125 I-1068304	HEATH CONSULTANTS INC ANNUAL CALIBRATION: ODERMETER	R	8/21/2020	408.64		063914		408.64
01245 I-28725	HESSTON PRESTIGE PRINTING PIN CLINGS/GRAPH PAPER/ENVELOP	R	8/21/2020	165.99		063915		165.99
01325 I-57387	HUTCHINSON COMMUNITY COLLEGE 8/18 CPR TRAINING	R	8/21/2020	219.00		063916		219.00
1 I-ALBERTSON 8/2020	JOHN ALBERTSON JOHN ALBERTSON:	R	8/21/2020	35.00		063917		35.00
05750 I-01-229130	KANSAS GOLF & TURF, INC. REPAIR: 3 RENTAL GOLF CARTS	R	8/21/2020	1,598.99		063918		1,598.99
04526 I-08212020	KDHE- BUREAU OF WATER WASTEWTR PLANT RENOVATIONS	R	8/21/2020	92,676.90		063919		92,676.90
03770 I-1027204 I-1027304	LIFE-ASSIST, INC ENDOTRACHEAL TUBE/STYLETTE TRAUMA PACK PLUS BAG (2)	R R	8/21/2020 8/21/2020	12.67 287.40		063920 063920		300.07
00625 I-IN-194294	NATIONAL SIGN COMPANY INC STREET SIGNS (4)	R	8/21/2020	186.13		063921		186.13
07430 I-K21-000033	OTR WHEEL ENGINEERING, INC GRASSMASTER MOWER BLADE	R	8/21/2020	43.19		063922		43.19
02295 I-3369396	PAUL'S, INC. PVC 1" BUSHING/1/4" TEE	R	8/21/2020	2.65		063923		2.65
02820 I-08212020	STATE TREASURER JULY COURT FEES	R	8/21/2020	141.00		063924		141.00

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
08560 I-08212020	VERONCIA MOSQUEDA-BARGDILL AUG PROBATION SERVICE (15 CS)	R	8/21/2020	375.00		063925		375.00
04615 I-08212020	WAL-MART CREDIT CARD COFFEE/WATER/NESQUIK CHOF	R	8/21/2020	164.92		063926		164.92
00100 I-14601 I-14602 I-14603 I-14604	ABC TERMITE & PEST CONTROL AUG PEST CONTROL: CITY HALL AUG PEST CONTROL: SHELTERS AUG PEST CONTROL: POLICE BLDG AUG PEST CONTROL: GOLF CLBHS	R R R R	8/28/2020 8/28/2020 8/28/2020 8/28/2020	45.00 35.00 25.00 16.28		063940 063940 063940 063940		121.28
07470 I-909424443	ACUSHNET COMPANY GOLF BALLS (12 DZ)	R	8/28/2020	450.00		063941		450.00
09080 I-8192020	AT&T MOBILITY 7/12-8/11 MOBILE SERVICE:POLIC	R	8/28/2020	314.22		063942		314.22
05150 I-IN-238081	BARCO MUNICIPAL PRODUCTS NO PARKING SIGNS (4)	R	8/28/2020	139.63		063943		139.63
02575 I-1062426	BERRY TRACTOR & EQUIPMENT CO. RENT:ROLLER-STREET PATCHING	R	8/28/2020	2,500.00		063944		2,500.00
03810 I-33660	BUD & STEVE AUTO SERVICE, INC #51: TIRES (6) & MT/BALANCE	R	8/28/2020	1,407.72		063945		1,407.72
00595 I-36517	C.W. NEILSEN MFG CORP CI BADGE (2)	R	8/28/2020	238.80		063946		238.80
05135 I-08282020 I-3272691 8/2020	CENTURYLINK LOCAL/LONG DIS/DSL THRU 9/17 UNRUH LIFT STN SERV THRU 9/17	R R	8/28/2020 8/28/2020	913.57 62.29		063947 063947		975.86
00485 I-AUG2020-MOWERS	CITIZENS STATE BANK SEPT GOLF MOWER LEASE/PURCHASE	R	8/28/2020	1,332.00		063948		1,332.00
00645 I-24596	D C & B SUPPLY, INC YELLOW MARKING PAINT (3)	R	8/28/2020	244.72		063949		244.72
04085 I-1003003202009	DELTA DENTAL OF KANSAS SEPTEMBER DENTAL PREMIUM	R	8/28/2020	2,269.22		063950		2,269.22

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
09225	DREIER'S LAWN IRRIGATION, LLC							
I-23593	REPAIR:VALVE @BASEBALL FIELD	R	8/28/2020	893.73		063951		893.73
09125	DUTTON-LAINSON COMPANY							
I-825169-1	ERT CABLES (10)	R	8/28/2020	120.00		063952		120.00
01660	EVERGY							
I-110 SMITH 9/2020	110 SMITH B SERVICE THRU 8/19	R	8/28/2020	181.08		063953		
I-110 SMITH A 9/2020	110 SMITH B SERVICE THRU 8/19	R	8/28/2020	113.64		063953		
I-COMMERCE 9/2020	COMMERCE SIREN SERV THRU 8/18	R	8/28/2020	33.69		063953		
I-GOLF CLHS 9/2020	GOLF CLUBHOUSE SERV THRU 8/18	R	8/28/2020	550.96		063953		
I-GOLF FOUNT 9/2020	GOLF FOUNTAIN SERV THRU 8/19	R	8/28/2020	25.88		063953		
I-GOLF PUMP 9/2020	GOLF PUMP SERVICE THRU 8/18	R	8/28/2020	2,174.24		063953		
I-GOLF RD 9/2020	GOLF ROAD SERVICE THRU 8/18	R	8/28/2020	77.07		063953		
I-GOLF STRGE 9/2020	GOLF STORGE SERV THRU 8/18	R	8/28/2020	637.14		063953		
I-SKATE PK 9/2020	SKATE PK SERVICE THRU 8/19	R	8/28/2020	25.04		063953		3,818.74
08075	FLINT HILLS MATERIALS							
I-25079	ASPHALT:STREETER & PINE	R	8/28/2020	6,032.88		063954		6,032.88
07525	FRITO-LAY							
I-87038150	NUTS/CHIPS	R	8/28/2020	190.24		063955		190.24
01475	FUQUA INSURANCE GROUP							
I-2530	ENTRANCE SIGNS/BOBCAT	R	8/28/2020	105.00		063956		105.00
07195	HUB INTERNATIONAL MID-AMERICA							
I-1840503	SEPT BENEFIT BROKER FEE	R	8/28/2020	500.00		063957		500.00
07260	IMAGE QUEST							
I-IN369247	CITY HALL/SHOP COPY SERVICE	R	8/28/2020	54.55		063958		54.55
03290	INCODE							
I-025-306741	RECEIPT PRINTER MAINTENANCE	R	8/28/2020	326.93		063959		326.93
04920	KANSAS ELECTRIC, INC							
I-14323	HOOVER LIFT STN GENERATOR	R	8/28/2020	37,940.00		063960		
I-20383	REPAIR:BASEBALL FIELD LIGHTING	R	8/28/2020	191.71		063960		
I-20393	REPAIR:HICKORY LIFT STATION	R	8/28/2020	460.24		063960		38,591.95
01810	KROPF LUMBER CO							
I-08282020	AUGUST SUPPLIES	R	8/28/2020	1,685.60		063961		1,685.60

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05330	LLAMAS LAW OFFICES							
I-AUG2020-MONTHLY	AUG 2020 PROSECUTOR FEE	R	8/28/2020	750.00		063962		750.00
00530	MARTIN AUTO PARTS, INC.							
I-27539	OIL FILTER (4)	R	8/28/2020	63.96		063963		
I-27588	Q56:MOTOR CLNR/SILICONE/DEXR	R	8/28/2020	15.77		063963		79.73
04125	MIDWEST TRUCK EQUIPMENT							
I-9182	WHELEN STROBE (2)	R	8/28/2020	188.80		063964		188.80
02150	NAVRAT'S							
I-173888-001	EXPANDING FILE FOLDERS (2 PK)	R	8/28/2020	37.98		063965		37.98
02835	OFFICE PLUS OF KANSAS							
I-4033878-0	PAPER TOWELS (1 CT)	R	8/28/2020	55.99		063966		
I-4033918-0	RED 2 FSTNR FOLDERS (1 BX)	R	8/28/2020	46.99		063966		
I-4034010-0	CORRECTION TAPE (3 PK)	R	8/28/2020	15.27		063966		
I-4034184-0	WTR/COFFEE/ENVEL/BOWLS/PLATES	R	8/28/2020	229.10		063966		
I-4034383-0	PRINTER TONER (1)	R	8/28/2020	101.99		063966		
I-4034608-0	LINERS/TOWELS/TP: PARKS	R	8/28/2020	291.01		063966		740.35
05900	PACE ANALYTICAL SERVICES, INC.							
I-2060112670	SWR SAMPLE ANALYSIS 8/5	R	8/28/2020	436.50		063967		436.50
03245	RANDALL J. PANKRATZ							
I-AUG2020-MONTHLY	AUGUST 2020 COURT FEE	R	8/28/2020	1,083.33		063968		1,083.33
08600	POLYDYNE, INC							
I-1474888	CLARIFLOC: SLUDGE PRESS (4)	R	8/28/2020	2,324.07		063969		2,324.07
00215	PRAIRIELAND PARTNERS, INC							
I-10327667	IGNITION MODULE:CONCRETE SAW	R	8/28/2020	201.71		063970		201.71
02765	SOUTHERN CROSS CORP.							
I-95394	CALIBRATION GAS:GAS DETECTOR	R	8/28/2020	162.53		063971		162.53
02800	SPRINT PCS							
I-519277819-153	TABLET SERVICE THRU 8/20 (2)	R	8/28/2020	60.00		063972		60.00
02820	STATE TREASURER							
I-R1201001108999	BOND PRIN/INTER#162012616677	R	8/28/2020	105,025.00		063973		105,025.00
07960	TOPEKA SOD FARM							
I-2020-053	ZOYSIA/BERMUDA SOD:PRACTICE AR	R	8/28/2020	4,950.00		063974		4,950.00

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03010	U S POST OFFICE							
I-08282020	BULK MAILING POSTAGE ACCT	R	8/28/2020	1,800.00		063975		1,800.00
03100	UNIFIRST CORPORATION							
I-2400959086	UNIFORM CLEANING/GOUGH CHG	R	8/28/2020	82.26		063976		
I-2400960425	BAGGED WIPERS (3)	R	8/28/2020	42.25		063976		
I-2400960533	UNIFORM CLEANING 8/7	R	8/28/2020	79.67		063976		
I-2400961958	UNIFORM CLEANING/DAMAGED SHIRT	R	8/28/2020	198.17		063976		
I-2400963439	UNIFORM CLEANING 8/21	R	8/28/2020	79.67		063976		482.02
02995	USA BLUE BOOK							
I-324564	COMPACT STROBE:EXCEL MDV (1)	R	8/28/2020	190.21		063977		
I-324854	DPD 1: CHOLRINE TESTING (2)	R	8/28/2020	52.85		063977		
I-328991	FLOATSWITCH:HICKORY LIFT STN	R	8/28/2020	77.66		063977		320.72
00145	VAN WALL EQUIPMENT							
I-10189407	'16 JD: SOLENOID 0-RING/OIL LK	R	8/28/2020	341.33		063978		
I-10195714	'14 JD: HYDRAULIC OIL LEAK	R	8/28/2020	177.56		063978		
I-10195900	HY-GARD (1 GALLON)	R	8/28/2020	30.54		063978		549.43
07160	VSP VISION							
I-810174596	SEPTEMBER VISION PREMIUM	R	8/28/2020	451.38		063979		451.38
03115	WHITE STAR MACHINERY							
I-5223668	LEAVE BLOWER: THEFT (EMC)	R	8/28/2020	239.99		063980		239.99
06720	WITMER PUBLIC SAFETY GROUP							
I-E1990562	UNIFORM LEATHER DECAL (1)	R	8/28/2020	53.98		063981		53.98

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	140	651,340.45	0.00	651,340.45
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	5,611.45	0.00	5,611.45
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	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: 99	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			141	656,951.90	0.00	656,951.90
BANK: 99		TOTALS:	141	656,951.90	0.00	656,951.90

VENDOR SET: 01 City of Hesston

BANK: PR Payroll Accounts Payable

DATE RANGE: 8/01/2020 THRU 8/31/2020

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00485	CITIZENS STATE BANK							
I-T1 08092020	FEDERAL WITHHOLDING TAX	D	8/14/2020	6,751.27		000230		6,751.27
00485	CITIZENS STATE BANK							
I-T3 08092020	FICA W/H TAX	D	8/14/2020	10,004.96		000231		10,004.96
00485	CITIZENS STATE BANK							
I-T4 08092020	MEDICARE W/H TAX	D	8/14/2020	2,339.90		000232		2,339.90
01355	I.C.M.A.							
I-37 08092020	EMPLOYEE RETIREMENT	D	8/14/2020	1,705.00		000233		
I-37108092020	EMPLOYEE RETIREMENT	D	8/14/2020	321.42		000233		
I-37208092020	ICMA - 2.5% CONT	D	8/14/2020	209.27		000233		
I-37308092020	ICMA - 3%	D	8/14/2020	1,046.71		000233		3,282.40
01620	KANSAS WITHHOLDING TAX							
I-T2 08092020	KANSAS STATE W/H TAX	D	8/14/2020	3,053.94		000234		3,053.94
01615	KPERS							
I-31 08092020	KPERS	D	8/14/2020	6,147.59		000235		
I-31208092020	KPERS-TR2	D	8/14/2020	1,649.42		000235		
I-31308092020	KPERS-TR3	D	8/14/2020	2,317.89		000235		
I-31I08092020	K-INSUR.MORATORIUM	D	8/14/2020	692.36		000235		
I-31L08092020	KPERS OPTIONAL LIFE INS	D	8/14/2020	278.00		000235		11,085.26
00485	CITIZENS STATE BANK							
I-T1 08232020	FEDERAL WITHHOLDING TAX	D	8/28/2020	5,930.43		000237		5,930.43
00485	CITIZENS STATE BANK							
I-T3 08232020	FICA W/H TAX	D	8/28/2020	9,094.56		000238		9,094.56
00485	CITIZENS STATE BANK							
I-T4 08232020	MEDICARE W/H TAX	D	8/28/2020	2,126.90		000239		2,126.90
01355	I.C.M.A.							
I-37 08232020	EMPLOYEE RETIREMENT	D	8/28/2020	1,705.00		000240		
I-37108232020	EMPLOYEE RETIREMENT	D	8/28/2020	316.21		000240		
I-37208232020	ICMA - 2.5% CONT	D	8/28/2020	305.77		000240		
I-37308232020	ICMA - 3%	D	8/28/2020	1,044.91		000240		3,371.89
01620	KANSAS WITHHOLDING TAX							
I-T2 08232020	KANSAS STATE W/H TAX	D	8/28/2020	2,743.56		000241		2,743.56

Item B.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01615	KPERS							
I-31 08232020	KPERS	D	8/28/2020	6,111.72		000242		
I-31208232020	KPERS-TR2	D	8/28/2020	1,600.73		000242		
I-31308232020	KPERS-TR3	D	8/28/2020	2,268.65		000242		
I-31I08232020	K-INSUR.MORATORIUM	D	8/28/2020	683.21		000242		10,664.31
05605	AFLAC							
I-40 08092020	AFLAC	R	8/28/2020	112.55		063936		
I-40 08232020	AFLAC	R	8/28/2020	112.55		063936		
I-41 08092020	AFLAC	R	8/28/2020	26.07		063936		
I-41 08232020	AFLAC	R	8/28/2020	26.07		063936		
I-41208092020	AFLAC EMPLOYER PAID	R	8/28/2020	28.56		063936		
I-41208232020	AFLAC EMPLOYER PAID	R	8/28/2020	28.56		063936		334.36

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	334.36	0.00	334.36
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	12	70,449.38	0.00	70,449.38
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
			13	70,783.74	0.00	70,783.74
BANK: PR	TOTALS:		13	70,783.74	0.00	70,783.74
REPORT TOTALS:			154	727,735.64	0.00	727,735.64

SELECTION CRITERIA

Item B.

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

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 8/01/2020 THRU 8/31/2020
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 Eighth Month Ended
August 31, 2020**

**Monthly Financial Statement
For the Eight Month Ended August 31, 2020**

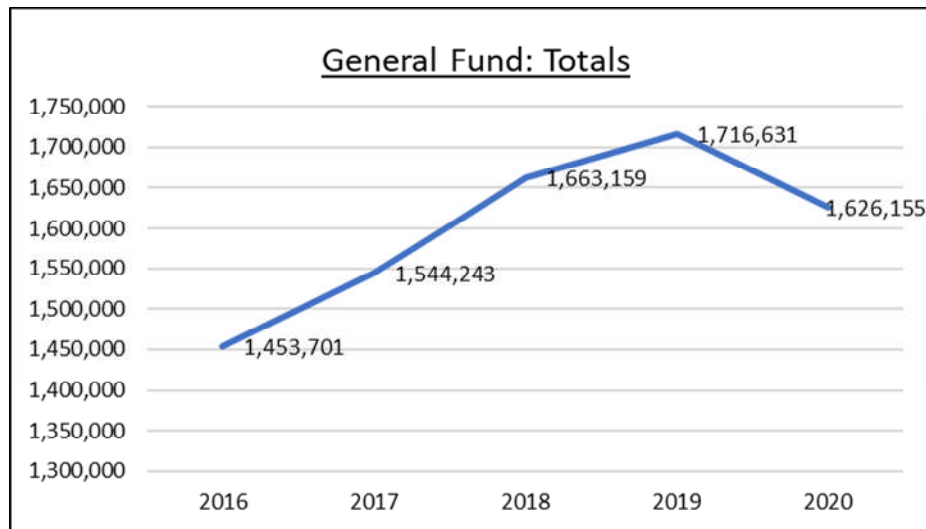
EXECUTIVE SUMMARY

Pooled Cash and Debt (Exhibit I) – The City's total pooled cash position is approximately \$10.5 million. The City's debt of \$12.4 million is made up of four G.O. Bonds that are paid primarily through special assessments, two PBC Bonds for the library building and the recreation project, the golf cart lease-purchase, two golf cart grounds equipment lease-purchases and a revolving loan for the wastewater treatment plant upgrades.

Operating Expenses to Budget (Exhibit I) – All funds are within budget for the first eight months of the year.

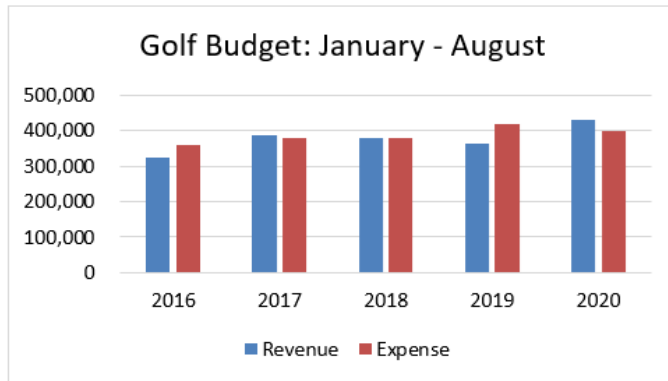
The General Fund (Exhibit II) – The following is a General Fund analysis of certain revenue categories from Jan – August for years 2016-2020. The change in revenue is primarily the result of lower interest rate of return on cash balances.

General Fund	2016	2017	2018	2019	2020
Property Tax	687,691	760,025	808,769	819,983	840,611
16/20 Vehicle Tax	255	171	214	125	194
Delinquent Tax	3,870	4,283	3,819	2,546	2,257
RV Vehicle Tax	735	678	338	372	374
Motor Vehicle Tax	45,353	41,085	44,465	49,263	46,845
Local Sales Tax	407,402	409,593	406,759	429,597	437,211
Franchise Taxes	278,743	268,930	280,744	252,834	256,604
Building Permits	6,030	6,605	3,465	6,117	3,460
Shelter House Fees	6,228	6,605	6,945	6,800	2,490
Interest on Investments	17,395	46,268	107,641	148,994	36,110
Total	1,453,701	1,544,243	1,663,159	1,716,631	1,626,155

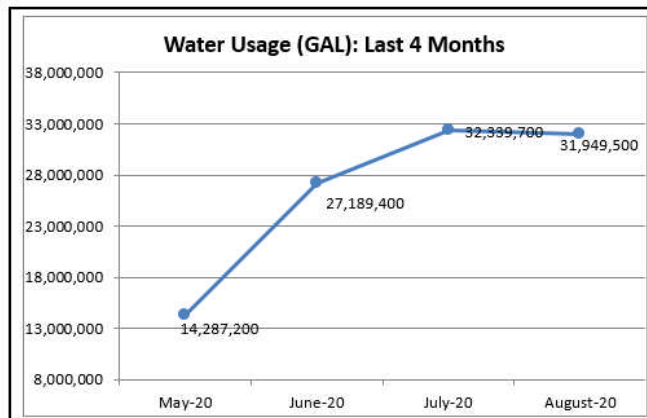
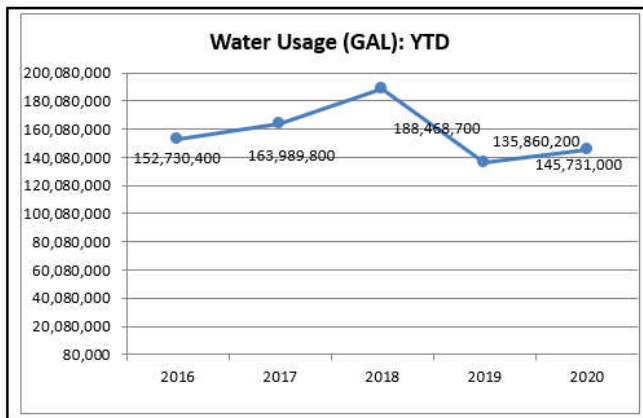
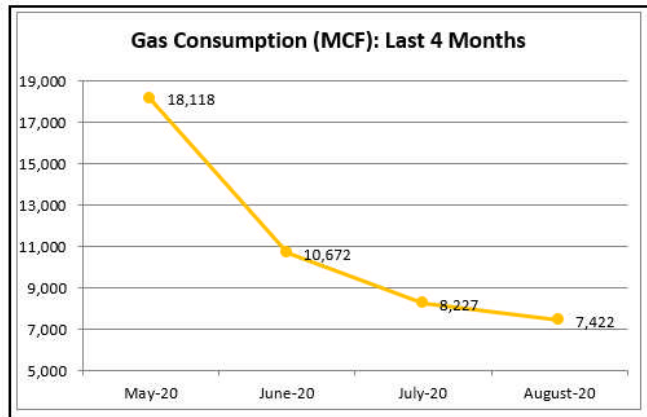
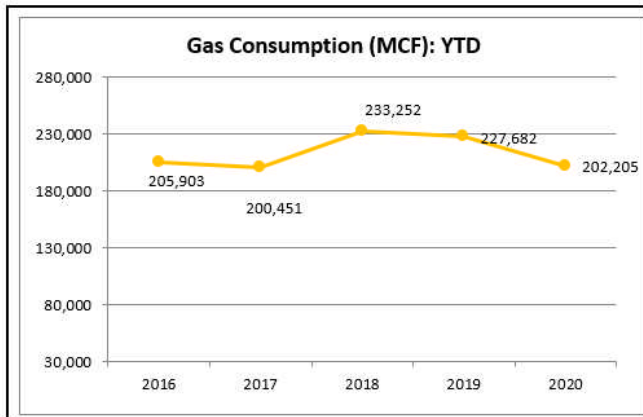


Golf Fund (Exhibit III) – The following is a 5-year comparison of Golf Course activity:

Golf Course Current Month - YTD Comparison			
Year	Revenue	Expense	Rev. vs. Exp
2016	325,877	360,502	(34,625)
2017	386,817	379,240	7,577
2018	380,128	378,285	1,843
2019	364,302	418,633	(54,331)
2020	430,399	397,678	32,721



Utility Operations (Exhibit IV - IX) – The following graphs shows comparisons of gas and water usage year-to-date over the last 5 years. It also shows gas and water usage over the last 4 months.



Economic Development & Revolving Loan (Exhibit IX) – The Revolving Loan fund has a balance of \$186,080 available for new loans. There is currently a moratorium on this program.

Transient Guest Tax (Exhibit XI) – No comments.

PBC, Land Bank, Business Utility Grants (Exhibit XII) – The Business Utility Grant Fund was added to this section of the financial statements. In April the \$5K City portion of the grant was added to the fund as revenue. In May the \$5K Community Foundation grant was received. Business Utility Grant Assistance was provided in the amount of \$8,070 that went to 9 Hesston businesses.

**CITY OF HESSTON
POOLED CASH
As of August 31, 2020**

	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
01 - General	1,659,455	(46,670)	1,612,786
Unreconciled Claim on Cash	0	0	0
02 - Library	(14,880)	7,786	(7,094)
03 - Library Maintenance	22,470	0	22,470
04 - Special Street & Highway	380,927	(10,357)	370,570
06 - Golf	103,562	34,702	138,264
07 - Ambulance (EMS)	95,098	27,758	122,856
08 - Community Service Program	85,411	0	85,411
09 - Bond & Interest	380,383	(313,031)	67,352
12 - Utility	3,519,639	(27,647)	3,491,992
13 - Utility Maintenance Reserve	1,119,939	(46,076)	1,073,863
27 - Construction	566,066	0	566,066
30 - Capital Improvement	1,189,682	(39)	1,189,643
31 - Transient Guest Tax	0	0	0
33 - Economic Development	45,402	0	45,402
34 - Golf Maintenance Reserve	33,512	0	33,512
38 - Special Law Enforcement	0	0	0
42 - Fire Equipment Tax	572,702	0	572,702
45 - Equipment Reserve	895,317	7,341	902,657
46 - Special Parks	2,209	0	2,209
47 - Utility Deposits	57,410	(100)	57,310
48 - Gift Certificates (Golf)	9,616	(455)	9,161
50 - Revolving Loan Fund	186,080	0	186,080
55 - PBC	16,661	0	16,661
56 - HLB	20,619	0	20,619
65 - Business Utility Support	1,930	0	1,930
66 - COVID Direct Aid	0	(4,754)	(4,754)
TOTAL CLAIM ON CASH	10,949,210	(371,542)	10,577,669

**EXPENSE COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020**

FUND	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
01 - General	2,231,377	136,100	1,238,538	55.5%	992,839
02 - Library (Appropriations)	236,679	0	206,383	87.2%	30,296
03 - Library Maintenance		0	0		
04 - Special Street & Highway	225,000	10,357	113,805	50.6%	111,195
06 - Golf	623,854	55,546	397,678	63.7%	226,176
07 - Ambulance (EMS)	400,826	26,793	236,703	59.1%	164,123
08 - Community Service Program	25,000	0	8,554	34.2%	16,446
09 - Bond & Interest	1,929,814	313,031	1,696,170	87.9%	233,644
12 - Utility	3,109,122	229,087	1,645,890	52.9%	1,463,232
13 - Utility Maintenance Reserve		46,076	62,993		
27 - Construction		0	52,686		
30 - Capital Improvement		39	392,591		
31 - Transient Guest Tax	35,000	3,014	16,200	46.3%	18,800
33 - Economic Development	8,500	0	5,720	67.3%	2,780
34 - Golf Maintenance Reserve		0	47,037		
38 - Special Law Enforcement		0	0		
42 - Fire Equipment Tax	0	0	0	0.0%	0
45 - Equipment Reserve		0	252,245		
46 - Special Parks	1,189	0	0	0.0%	1,189
50 - Revolving Loan Fund		0	0		
55 - PBC (Library Bldg. Payment)	694,959	0	613,216	88.2%	81,743
56 - Hesston Land Bank	18,885	0	2,093	11.1%	16,792
65 - Business Utility Grant	0	0	8,070	0.0%	(8,070)
66 - Covid Direct Aid	0	4,754	4,754	0.0%	(4,754)
TOTAL EXPENSES	9,540,205	824,798	7,001,326	64.6%	3,351,184

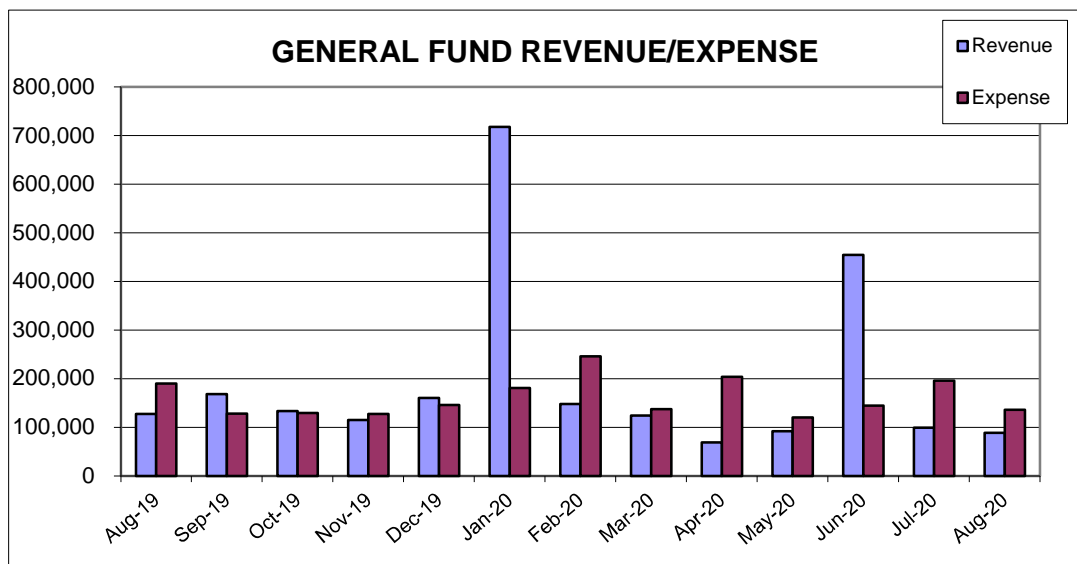
Standard 66.7%

**INDEBTEDNESS
As of August 31, 2020**

General Obligation Bonds	4,545,000
PBC Bonds - Library Building	560,000
PBC Bonds - Rec. Project	4,940,000
Temporary Notes	-
Lease Purchase Agreements	154,662
WWTP Loan	2,229,038
TOTAL INDEBTEDNESS	12,428,700

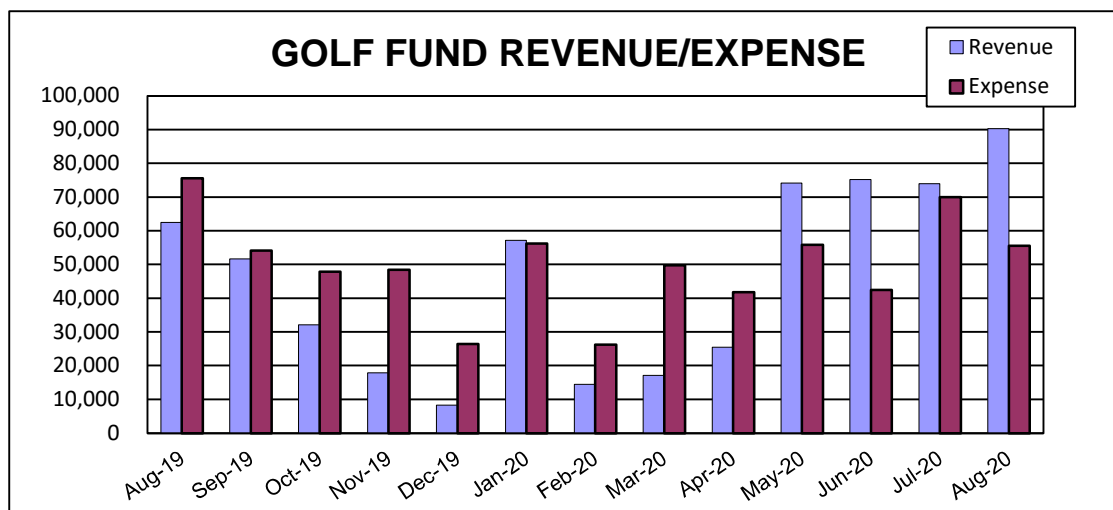
CITY OF HESSTON
GENERAL FUND COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Property Tax	902,822	0	842,867	93.4%	59,955
Motor Vehicle Taxes	111,828	0	47,413	42.4%	64,415
Local Sales Tax	650,000	36,622	437,211	67.3%	212,789
Franchise Taxes	415,000	43,105	256,604	61.8%	158,396
Court Fees & Costs	43,400	2,109	19,968	46.0%	23,432
Interest on Investments	200,000	880	36,110	18.1%	163,890
Lease Revenue	37,057	393	11,167	30.1%	25,890
Fees	24,100	1,095	8,770	36.4%	15,330
Miscellaneous Income	24,312	485	8,632	35.5%	15,680
Reimbursements	50,000	4,246	28,901	57.8%	21,099
Intra Fund Transfers	0	0	0	0.0%	0
TOTAL REVENUE	2,458,519	88,935	1,697,643	69.1%	760,876
EXPENDITURES:					
Administration	153,730	10,355	117,760	76.6%	35,970
Police	818,548	56,702	545,242	66.6%	273,306
Street	259,579	24,122	185,928	71.6%	73,651
Fire	179,245	12,176	104,194	58.1%	75,051
Parks	246,075	19,548	154,510	62.8%	91,565
Municipal Court	46,300	2,454	28,311	61.1%	17,989
Lease Purchase	25,509	0	0	0.0%	25,509
Transfers	295,083	0	0	0.0%	295,083
Other Expenses	207,308	10,744	102,593	49.5%	104,715
TOTAL EXPENSES	2,231,377	136,100	1,238,538	55.5%	992,839
NET GAIN/(LOSS)	227,142	(47,165)	459,105		(231,963)

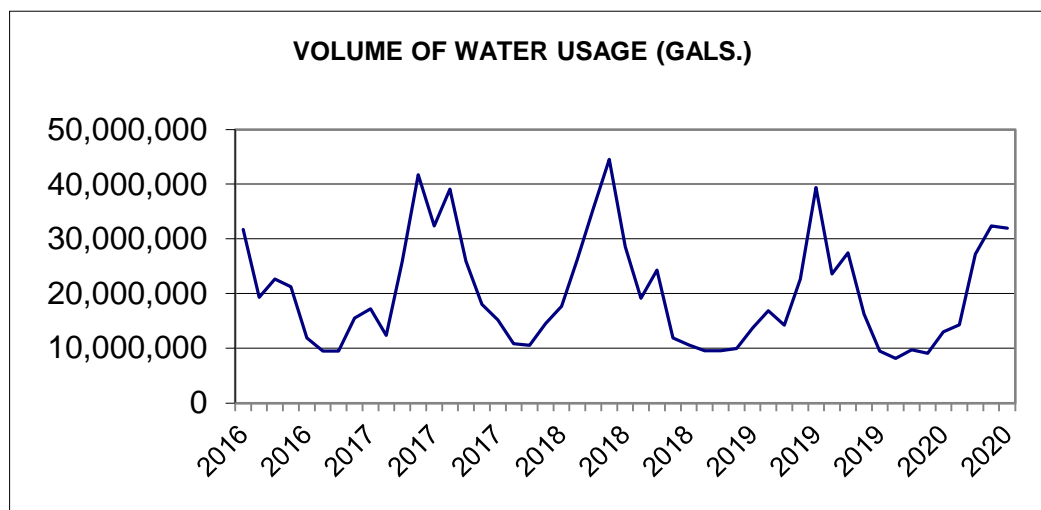


CITY OF HESSTON
GOLF FUND COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Green Fees	120,000	31,748	139,777	116.5%	(19,777)
Golf Cart Fee	116,000	23,204	113,161	97.6%	2,839
Commission Golf Lessons	0	40	710	0.0%	(710)
Practice Facility	11,000	1,003	8,903	80.9%	2,097
Banquet Room Rental	0	0	0	0.0%	0
Miscellaneous	4,000	169	3,234	80.9%	766
Tournament Fees	50,000	4,910	20,303	40.6%	29,697
Membership Fees	65,000	2,295	66,887	102.9%	(1,887)
Concessions	85,000	13,406	43,853	51.6%	41,147
Golf Shop Sales	46,000	7,762	24,587	53.4%	21,413
Advertisement Proceeds	0	2,935	5,145	0.0%	(5,145)
Reimbursements	0	2,775	3,840	0.0%	(3,840)
TOTAL REVENUE	497,000	90,248	430,399	86.6%	66,601
EXPENDITURES:					
Personnel	267,486	24,661	175,702	65.7%	91,784
Contractual Services	87,500	7,734	66,595	76.1%	20,905
Commodities	180,750	17,526	94,850	52.5%	85,900
Capital Outlay	88,118	5,626	59,169	67.1%	28,949
Reimbursement	0	0	1,362	0.0%	(1,362)
TOTAL EXPENDITURES	623,854	55,546	397,678	63.7%	226,176
Net Bef. Franchise Fees	(126,854)	34,702	32,721	0	(159,575)
Add: Transfer	127,000	0	0		127,000
NET GAIN/(LOSS)	146	34,702	32,721	0.0%	(32,575)

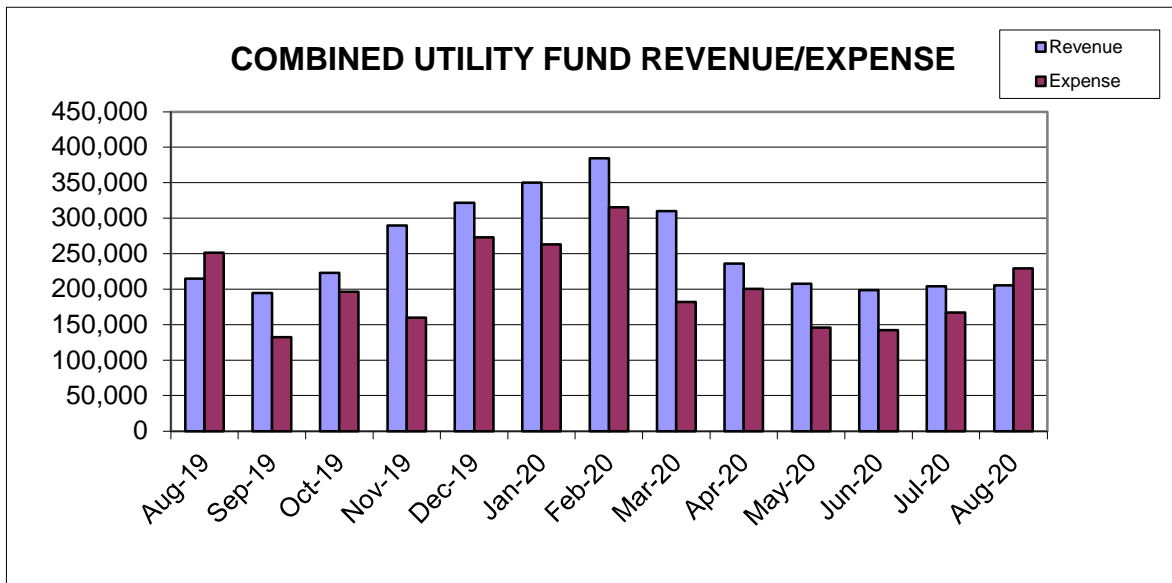


As of August 31, 2020



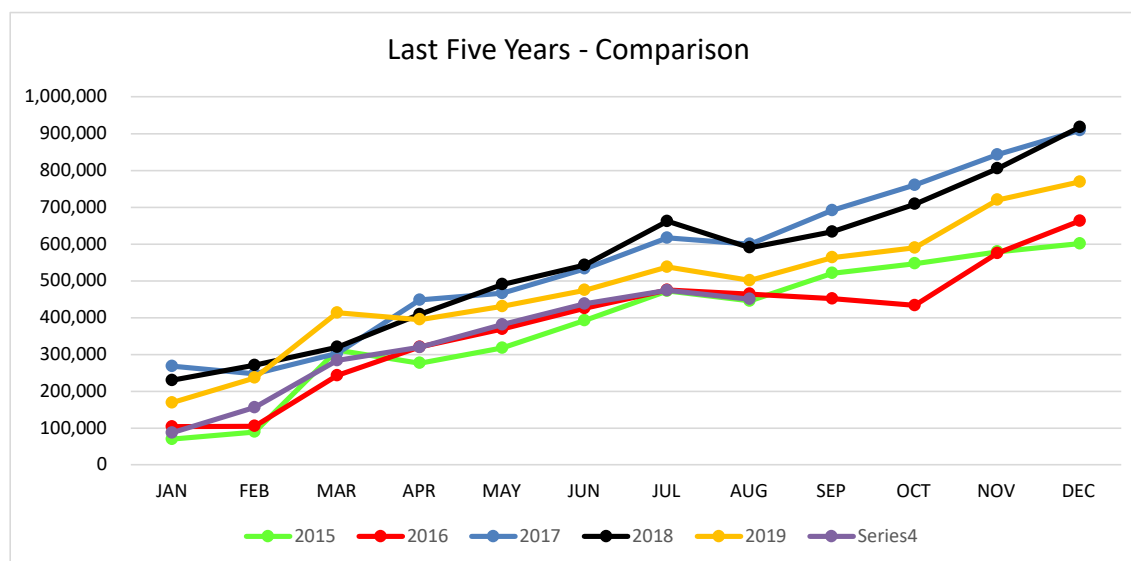
CITY OF HESSTON
COMBINED UTILITY FUND COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
<u>GAS</u>					
Revenue	1,739,000	39,879	1,068,804	61.5%	670,196
Expenditures	1,633,556	49,440	752,083	46.0%	881,473
NET GAIN/(LOSS)	105,444	(9,561)	316,721	300.4%	(211,277)
<u>WATER</u>					
Revenue	639,000	83,258	385,284	60.3%	253,716
Expenditures	636,104	35,670	323,658	50.9%	312,446
NET GAIN/(LOSS)	2,896	47,588	61,627	2128.0%	(58,731)
<u>SEWER</u>					
Revenue	764,000	65,372	508,481	66.6%	255,519
Expenditures	649,312	126,807	453,813	69.9%	195,499
NET GAIN/(LOSS)	114,688	(61,434)	54,668	47.7%	60,020
<u>REFUSE</u>					
Revenue	196,000	16,845	133,479	68.1%	62,521
Expenditures	190,150	17,171	116,337	61.2%	73,813
NET GAIN/(LOSS)	5,850	(326)	17,143	293.0%	(11,293)
<u>COMBINED FUND</u>					
Revenue	3,338,000	205,354	2,096,048	62.8%	1,241,952
Expenditures	3,109,122	229,087	1,645,890	52.9%	1,463,232
NET GAIN/(LOSS)	228,878	(23,733)	450,158	196.7%	(221,280)



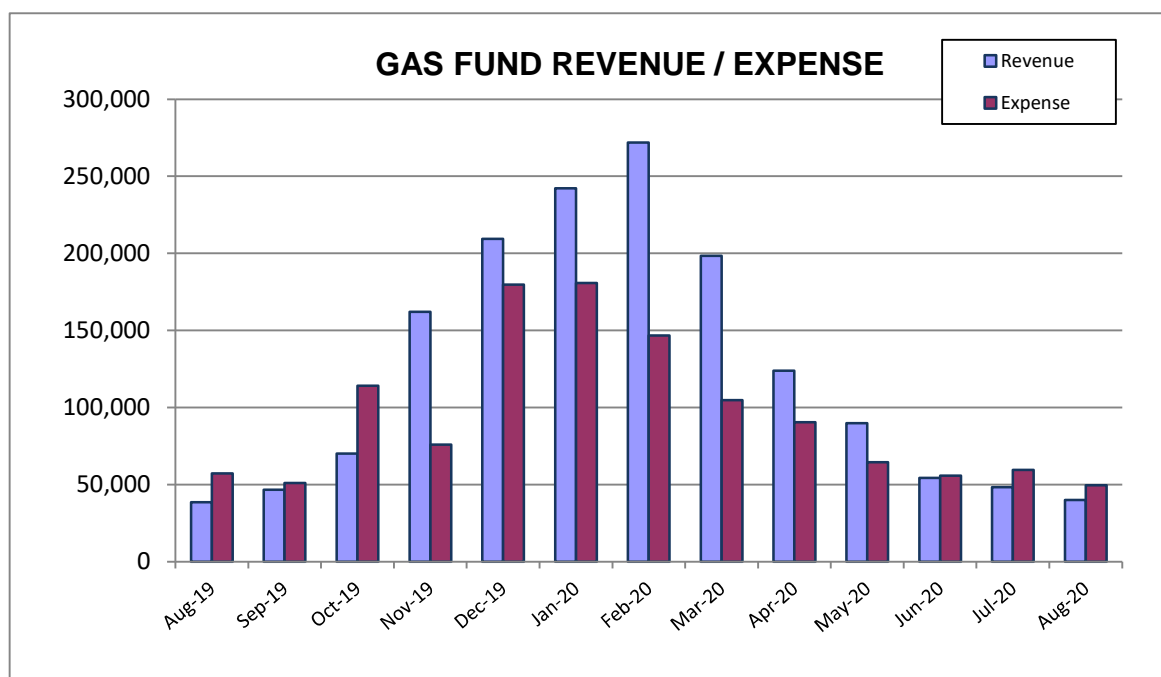
Utilities: Revenue over / (under) Expense

	2014	2015	2016	2017	2018	2019	2020
JAN	287,054	69,479	103,588	268,310	229,858	169,068	87,092
FEB	523,370	89,260	105,170	246,697	270,632	236,442	156,022
MAR	744,597	311,446	242,869	303,165	319,855	413,590	283,871
APR	816,747	276,496	320,438	448,385	408,811	394,638	319,556
MAY	747,068	317,442	368,749	466,463	490,443	430,999	381,414
JUN	822,929	392,735	425,627	532,825	542,898	474,762	437,570
JUL	900,779	472,495	475,320	617,006	662,021	537,517	474,255
AUG	986,012	445,584	464,355	599,973	590,399	501,057	450,158
SEP	1,073,394	520,844	451,480	691,684	633,244	563,220	0
OCT	1,105,724	546,762	433,275	760,301	708,449	589,865	0
NOV	1,120,085	578,976	575,301	842,849	805,091	719,774	0
DEC	1,155,029	600,932	662,867	908,409	917,580	768,607	0



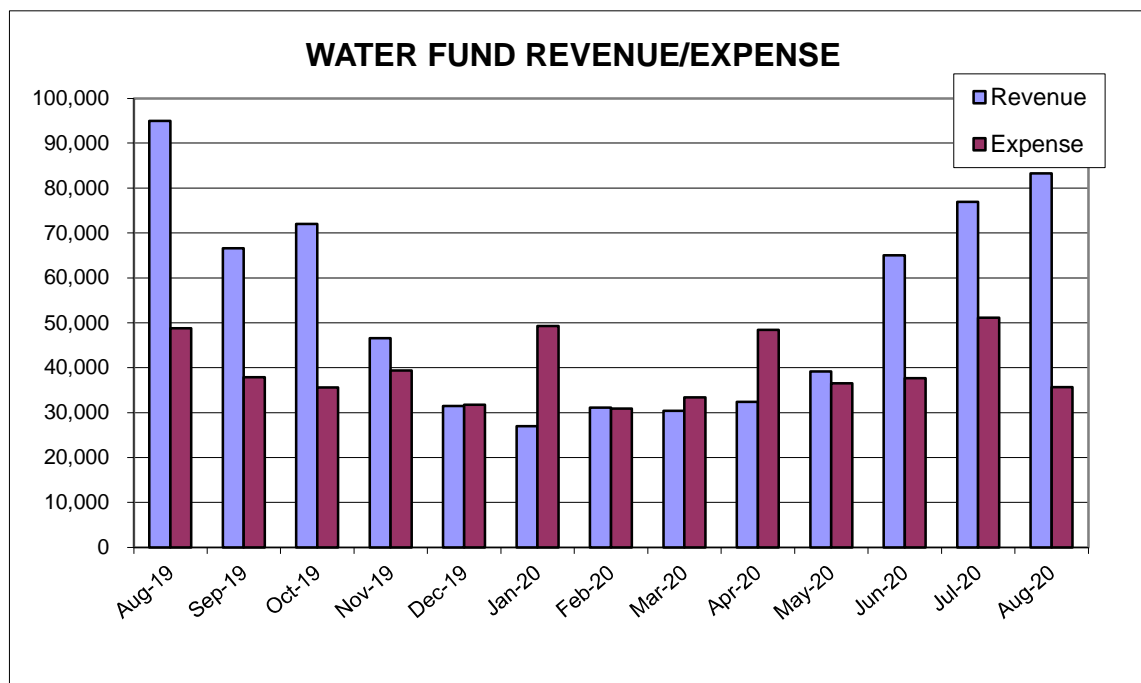
CITY OF HESSTON
GAS COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Gas Fees & Sales	1,739,000	39,879	1,068,804	61.5%	670,196
Less: Gas Purchases	1,000,000	19,495	476,995	47.7%	523,005
NET GAS MARGIN	739,000	20,384	591,809	80.1%	147,191
EXPENDITURES:					
Personnel	338,556	22,974	207,548	61.3%	131,008
Contractual	52,500	3,509	45,760	87.2%	6,740
Commodities	23,000	2,112	12,808	55.7%	10,192
Capital Outlay	11,000	524	8,064	73.3%	2,936
Reimbursements	0	824	908	0.0%	(908)
Transfers	208,500	0	0	0.0%	208,500
TOTAL EXPENDITURES	633,556	29,944	275,088	43.4%	358,468
NET GAIN/(LOSS)	105,444	(9,561)	316,721	33.3%	(211,277)



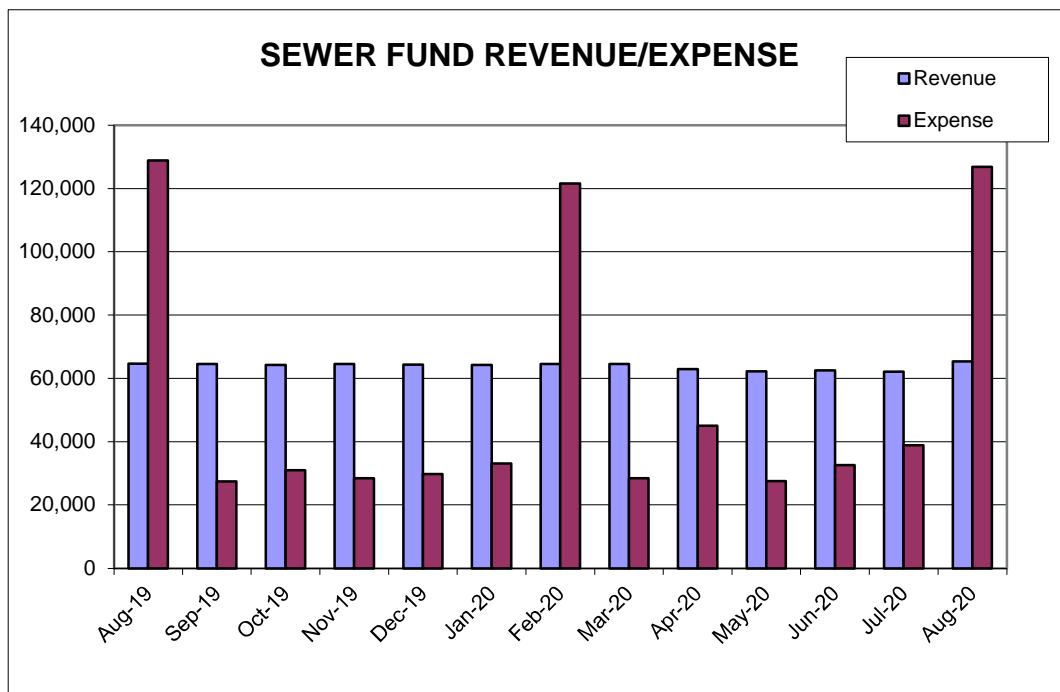
CITY OF HESSTON
WATER COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Water Fees & Sales	639,000	83,258	385,284	60.3%	253,716
EXPENDITURES:					
Personnel	339,669	22,856	207,601	61.1%	132,068
Contractual	124,450	8,817	87,863	70.6%	36,587
Commodities	43,500	2,802	21,827	50.2%	21,673
Capital Outlay	10,000	391	5,563	55.6%	4,437
Reimbursements	0	804	804	0.0%	(804)
Transfers	118,485	0	0	0.0%	118,485
TOTAL EXPENDITURES	636,104	35,670	323,658	50.9%	312,446
NET GAIN/(LOSS)	2,896	47,588	61,627	4.7%	(58,731)



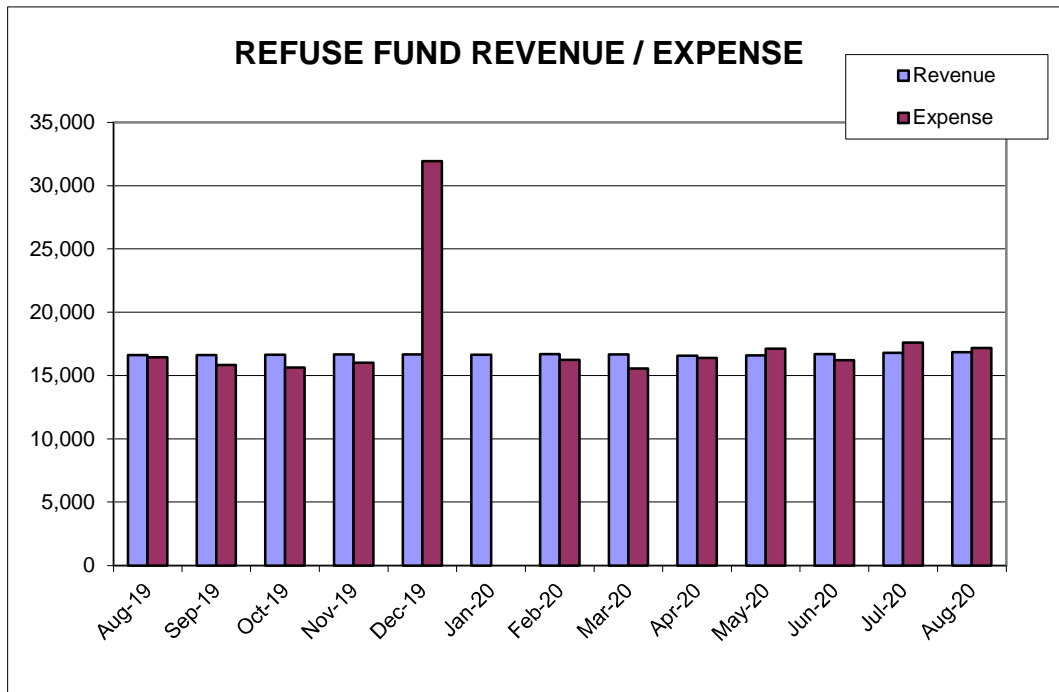
CITY OF HESSTON
SEWER COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Sewer Fees & Sales	764,000	65,372	508,481	66.6%	255,519
EXPENDITURES:					
Personnel	234,828	18,765	162,697	69.3%	72,131
Contractual	142,650	10,029	88,885	62.3%	53,765
Commodities	22,980	4,973	12,917	56.2%	10,063
Capital Outlay	185,354	92,677	185,354	100.0%	0
Reimbursements	0	363	3,960	0.0%	(3,960)
Transfers	63,500	0	0	0.0%	63,500
TOAL EXPENDITURES	649,312	126,807	453,813	69.9%	195,499
NET GAIN/(LOSS)	114,688	(61,434)	54,668	47.7%	60,020



CITY OF HESSTON
REFUSE COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD ACTUAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Refuse Fees & Sales	196,000	16,845	133,479	68.1%	62,521
EXPENDITURES:					
Contractual	190,150	17,171	116,337	61.2%	73,813
Transfers	0	0	0	0.0%	0
TOAL EXPENDITURES	190,150	17,171	116,337	61.2%	73,813
NET GAIN/(LOSS)	5,850	(326)	17,143	293.0%	(11,293)



CITY OF HESSTON
ECONOMIC DEVELOPMENT COMPARISON OF ACTUAL TO BUDGET
For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Transfer From Utilities	20,000	0	0	0.0%	20,000
TOTAL REVENUE	20,000	0	0	0.0%	20,000
EXPENDITURES:					
Contractual Services*	7,500	0	4,597	61.3%	2,903
Commodities (33-501-315)	1,000	0	1,123	112.3%	(123)
Capital Outlay (33-501-401)	0	0	0	0.0%	0
Reimbursements	0	0	0	0.0%	0
Transfer to Transient Guest Tax (33-501-600)	0	0	0	0.0%	0
TOTAL EXPENDITURES	8,500	0	5,720	67.3%	2,780
NET GAIN / (DEFICIT)	11,500	0	(5,720)		17,220

* 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)

HOUSING INCENTIVE PROGRAM (33-501-220)	5,000	0	3,000	60.0%	2,000
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Note: Housing Incentive Program activity includes incentives paid as well as those committed, but unpaid.

REVOLVING LOAN PROGRAM
As of August 31, 2020

ACCOUNT	BALANCE 1/1/19	CURRENT MONTH	YTD TOTAL	BALANCE YTD
Weaver Grocers	75,296	0	0	75,296
TOTAL	75,296	0	0	75,296
Available Funds	186,080			

CITY OF HESSTON

TRANSIENT GUEST TAX COMPARISON OF ACTUAL TO BUDGET

For the Eighth Month Ended August 31, 2020

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Transient Guest Tax	35,000	3,014	16,200	46.3%	18,800
Transfer From Eco Devo	0	0	0	0.0%	0
TOTAL REVENUE	35,000	3,014	16,200	0.0%	18,800
EXPENDITURES:					
Contractual Services					
Transfer to Chamber/CVB	35,000	3,014	16,200	46.3%	18,800
Transfer to Eco. Devo	0	0	0	0.0%	0
TOTAL EXPENDITURES	35,000	3,014	16,200	46.3%	18,800
NET GAIN / (DEFICIT)	0	0	0		0

CITY OF HESSTON
PUBLIC BUILDING COMMISSION FUND #55

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Transfer from General Fund	65,083	0	0	0.0%	65,083
Bond Refinance Revenue	0	0	560,913	0.0%	0
TOTAL REVENUE	65,083	0	560,913	861.8%	65,083
EXPENDITURES:					
Library Bond Payment - Principal	40,000	0	565,000	1412.5%	(525,000)
Library Bond Payment - Interest	25,083	0	25,083	100.0%	1
Library Project - Cost of Issuance	0	0	23,134		
TOTAL EXPENDITURES	65,083	0	613,216	15	(525,000)
NET GAIN / (DEFICIT)	0	0	(52,303)		590,083

CITY OF HESSTON
HESSTON LAND BANK FUND #56

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Transfer from General	15,000	0	0	0.0%	0.0%
Land Sales	0	0	0	0.0%	0.0%
TOTAL REVENUE	15,000	0	0	0.0%	0.0%
EXPENDITURES:					
Legal Fees	5,000	0	0	0.0%	5,000
Utilities	2,500	0	0	0.0%	2,500
Taxes	4,500	0	0	0.0%	4,500
Specials	0	0	2,063	0.0%	(2,063)
Insurance	0	0	30	0.0%	(30)
Marketing	5,000	0	0	0.0%	5,000
Misc. Expense	1,885	0	0	0.0%	1,885
TOTAL EXPENDITURES	18,885	0	2,093	11.1%	16,792
NET GAIN / (DEFICIT)	(3,885)	0	(2,093)		(16,792)

CITY OF HESSTON
BUSINESS UTILITY GRANT FUND #65

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Transfer from Community Service	5,000	0	5,000	0.0%	0.0%
Grant from Community Foundation	5,000	0	5,000	0.0%	0.0%
TOTAL REVENUE	10,000	0	10,000	0.0%	0.0%
EXPENDITURES:					
Business Utility Grants	10,000	0	8,070	0.0%	1,930
TOTAL EXPENDITURES	10,000	0	8,070	0.0%	1,930
NET GAIN / (DEFICIT)	0	0	1,930		(1,930)

CITY OF HESSTON
COVID DIRECT AID FUND #66

ACCOUNT	ANNUAL BUDGET	CURRENT MONTH	YTD TOTAL	% OF BUDGET	AVAILABLE BUDGET
REVENUE:					
Federal AID	0	0	0	0.0%	0.0%
TOTAL REVENUE	0	0	0	#DIV/0!	0.0%
EXPENDITURES:					
Direct Aid Expense	0	4,754	4,754	#DIV/0!	(4,754)
TOTAL EXPENDITURES	0	4,754	4,754	#DIV/0!	(4,754)
NET GAIN / (DEFICIT)	0	(4,754)	(4,754)		4,754

Minutes

Library trustees present: Debra Voth, Jen Person, Becky Herron, Joel Kauffman, and Emma Gunden.

Absent: Rachel Bucklin and Frank Brenneman

Melissa Carlson, Director

1. July Minutes/August Agenda- Motion to approve by Emma Gunden and seconded by Jen Person. All Approved.

2. Circulation/Programs/Librarian's Report-

- a. Circulation and Programs Reports-Summer Reading Overview-
Discussion of circulation numbers that are starting to make a rebound after shutdown. We are almost back up to circulation numbers that we were seeing in January and February. Also discussed how we count the numbers of people coming in the door and the number we are counting for curbside. Those are the only two attendance numbers we are currently tracking. We are not currently tracking how many people are placing holds online and are coming in to just pick up at the front desk without browsing.

I forgot to show the board the comparison reports for last year compared to this year. I will include it as an attachment to the board documents.

b. Calendar:

August 6th- Pajama story time
August 13th- Pajama story time
August 17-21- Emily on vacation
August 27th- Pajama story time

c. Programs:

September- DIY Craft night, Outdoor story time, Virtual Creation Club, Hesston Hidden Talent. **Discussed enrollment numbers on these programs and that Hesston's Hidden Talent may drop off if we don't have anyone sign up.**

3. Financial/Budget Report-

- a. Fund Report -
- b. Budget – Talked about the county reimbursement and hope to help the budget for the janitorial supplies. This will help the bottom line.

4. Other:

- a. Applications for Open Position- Will start interviews the week of the 23rd. We have approximately 10 application come in and will interview 4 or 5 of those submitted.
- b. Insignia Update- Discussion around frustration in the update, but how we think we are making progress. It has been a long struggle, but we like a lot about how the system works.
- c. Phase 4 Discussion/ Saturday Hours- When we move back to Phase 3 from our current quarantine curbside phase. Talk to staff about having closed hours during the week, so that we can provide some Saturday hours.

D. COVID update- Melissa is currently in quarantine, but working from home as much as possible. Move back to phase 2 curbside because we don't have enough staff to open the building and still provide safety and

HESSTON PUBLIC LIBRARY GOALS (EST. 2019)

Goals...

- Hesston Public Library, in collaboration with Board and Staff, will offer a variety of resources for community members to experience economic benefits and well-being.
- Hesston Public Library, in collaboration with Board and Staff, will engage in and promote projects that have a collective impact on the community.
- Hesston Public Library, in collaboration with Board and Staff, will provide technology and resources to support the diverse needs of community members of all ages and digital abilities.

services. We will wait to move back to opening the building until we have everyone off quarantine and feel staffing levels can support reopening the building. Board suggested waiting a week or two after Melissa returns to make sure we are ready to reopen after schools start. Board would rather be cautious and move slowly then have to revert back previous phases.

Next meeting: September 21st, 2020

Month	Physical 19	Physical 20	Physical % Change	Digital 19	Digital 20	Digital % Change	ILL 19	ILL 20	ILL % Change	Total 19	Total 20	Total % Change
January	6249	5153	-17.54%	986	1,206	22.31%	108	205	89.81%	7343	6564	-10.61%
February	6320	5446	-13.83%	822	1,074	30.66%	86	355	312.79%	7228	6875	-4.88%
March	5675	3911	-31.08%	816	1,230	50.74%	80	58	-27.50%	6571	5199	-20.88%
April	5115	36	-99.30%	897	1,682	87.51%	108	0	-100.00%	6120	1718	-71.93%
May	6420	1514	-76.42%	1017	1,794	76.40%	100	10	-90.00%	7537	3318	-55.98%
June	5868	3611	-38.46%	929	1,528	64.48%	105	117	11.43%	6902	5256	-23.85%
July	7839	5090	-35.07%	1179	1,366	15.86%	121	194	60.33%	9139	6650	-27.23%
August												
September												
October												
November												
December												

Hesston Recreation Board Agenda

Date: 8.17.20

Time: 11:30 am

Location: Hesston City Council Chambers

Present: Kris White, Chad Fuqua, Rebecca Tozier, Derek Roth, Blake Buhrman, Skylar Hill

1. Action: Kris White called the meeting to order at 11:35 am

2. Action Items:

- a. Adopt Agenda: Rebecca Tozier moved to adopt the agenda, Chad Fuqua 2nd, motion passed 5-0
- b. Approve (Date) Minutes: Chad Fuqua moved to accept the minutes from July 20 and July 21 meetings, Derek Roth 2nd, motion passed 5-0
- c. Approve Check register: Chad Fuqua moved to approve the check register, Blake Buhrman 2nd, motion passed 5-0
- d. Knudson Monroe Audit - Derek Roth moved to accept the 2019/2020 audited papers, Chad Fuqua 2nd, motion passed 5-0
- e. Recommendations: Derek Roth moved to accept the recommendations as listed, Chad Fuqua 2nd, motion passed 5-0
 - i. Harvey County Now designated newspaper
 - ii. Citizens State Bank as HRCE Depository
 - iii. Approve dates and times for the 2020/2021 Board Meetings
 - iv. USD 460 Kay Linton as Adhoc Treasurer
 - v. Randy Pankratz as HRCE Attorney
 - vi. Knudson Monroe Auditor

3. Employee Reports:

Susan Lambe reported on fall classes and COVID procedures. She also reported on Home Sweet Hesston, she is working with the Chamber on this but currently plans are up in the air due to COVID.

Kelsey Unruh reported on the shortened pool hours, community feedback has been positive, pool parties have been booked and enjoyed, scheduled winterization, use of added lawn games and plans to expand some extra activity areas in 2021 - possibly a sand volleyball pit.

4. Board Discussion: None

5. Report Items:

- a. USD 460 Activities Plans - Skylar continues to follow and communicate with USD 460 for fall activities plans. Currently the CKL is leaving each school the authority to decide if fans will be allowed to attend the games. No decision has been made by USD 460 to date.
- b. Newton Soccer League - HRCE fall soccer will participate with the Newton league, waiting details of that so that teams can start playing.
- c. McPherson Flag Football Update - HRCE will participate with the McPherson flag football league. There will be two games per week for 3 weeks, one on each Saturday and one another day of the work week. In the past our league has had 6 weeks of games on Saturday only.
- d. Knudson & Monroe Audit - see action items

- e. Employee Manual - Skylar is sending board members a copy of the proposed employee manual for review and comment at the September meeting, with changes to be made and it to be voted on for adoption at the October meeting.

6. Public Comment: None

7. Executive Session: None

8. Future Agenda Items:

Adjournment: Kris White adjourned at 12:20 pm

BUILDING PERMITS ISSUED BY MONTH								
HESSTON 2020								
Type of Permit	Jan-20 # Permits	Jan-20 Total Val.	Feb-20 # Permits	Feb-20 Total Val.	Mar-20 # Permits	Mar-20 Total Val.	Apr-20 # Permits	Apr-20 Total Val.
New Residential	1	418,000			1	219,000		
Remodel Residential			1	35,000	1	20,000	2	42,315
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Addition to Business								
Demolish								
Move In								
Residential Garage								
Other	4	29,000	1	3,800	2	9,000	9	66,926
Total	5	447,000	2	38,800	4	248,000	11	109,241
Type of Permit	May-20 # Permits	May-20 Total Val.	Jun-20 # Permits	Jun-20 Total Val.	Jul-20 # Permits	Jul-20 Total Val.	Aug-20 # Permits	Aug-20 Total Val.
New Residential								
Remodel Residential								
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Addition to Business								
Demolish								
Move In								
Residential Garage			1	29,000			1	15,000
Other	7	19,960	11	122,945	9	39,932	11	53,886
Total	7	19,960	12	151,945	9	39,932	12	68,886
Type of Permit	Sep-20 # Permits	Sep-20 Total Val.	Oct-20 # Permits	Oct-20 Total Val.	Nov-20 # Permits	Nov-20 Total Val.	Dec-20 # Permits	Dec-20 Total Val.
New Residential	1	180,000						
Remodel Residential								
New Institutional								
Remodel Institutional								
New Business								
Remodel Business								
Addition to Business								
Demolish								
Move In								
Residential Garage								
Other								
Total	1	180,000	0	0	0	0	0	0

2020 Year to Date Building Permit Totals

<u>Type of Permit</u>	<u>YTD Total # Permits</u>	<u>YTD Total Val.</u>
New Residential	3	817,000
Remodel Residential	4	97,315
New Institutional	0	0
Remodel Institutional	0	0
New Business	0	0
Remodel Business	0	0
Addition to Business	0	0
Demolish	0	0
Move In	0	0
Residential Garage	2	44,000
Other	54	345,449
Total	63	\$1,303,764

DATE	ADDRESS	OWNER	CONTRACTOR	RESIDENT COST	BUSINESS COST	PERMIT #
1/3/2020	23 PARK VIEW RD. REROOF	L. DECKER Other	ROOFING SERVICES	14,000		20-3008
1/14/2020	15 SUNSET DR. REROOF	J. JONES Other	ROOFING SERVICES	4,000		20-3009
1/15/2020	719 RANDOM RD. REROOF	M. HOLMES Other	ROOFING SERVICES	6,000		20-3010
1/16/2020	9201 EMMA CREEK RD METAL SHED	AG SERVICE, INC. Other	SELF		5,000	20-3011
1/22/2020	407 S. HOOVER RD. CUSTOM HOME	D. KLASSEN New Residential	HERITAGE HOME WOR	418,000		20-3012
2/18/2020	101 N . HESS ADDITION	E. BROWN Remodel Residential	PREFERRED BUILDERS	35,000		20-3013
2/25/2020	330 E. KNOTT FENCE	M. KING Other	LOWES	3,800		20-3014
3/3/2020	16 PARK VIEW RD. REMODEL BATHROOM	G. EMRY Remodel Residential	SELF	20,000		20-3015
3/5/2020	726 / 728 SOUTH MEAD DUPLEX	D. WOODWARD New Residential	PREFERRED BUILDERS	219,000		20-3016
3/25/2020	101 WILLOW LANE FENCE	K. TUCKER Other	SELF	2,000		20-3017
3/27/2020	104 WILLOW LANE REROOF	J. GARVER Other	ROOFING SERVICES	7,000		20-3018
4/1/2020	440 S. MAIN SWIMMING POOL	E. HABEGGER Other	EBELING POOLS, INC.	30,000		20-3019
4/8/2020	405 MORNING DEW FENCE	T. LOWE Other	FENCE DOCTORS, LLC	5,000		20-3020
4/9/2020	715 RANDOM RD. REROOF	G. VOTH Other	ROOFING SERVICES	7,000		20-3021
4/20/2020	600 PLAZA BLVD. REMODEL DECK	C. FLAMING Remodel Residential	SELF	7,500		20-3022
4/24/2020	112 W. RANDALL REROOF	M. BROWN Other	SHIELD ROOFING	6,646		20-3023
4/24/2020	409 S. WEAVER REROOF	C. MASON Other	ROOFING SERVICES	6,700		20-3024
4/24/2020	712 RANDOM RD. NEW ELECTRIC SERVICE	J. GRILLIOT Other	KRAFT ELECTRIC, INC.	2,480		20-3025
4/24/2020	314 PARK RD. FENCE	J. HADAWAY Other	SELF	1,100		20-3026
4/24/2020	344 S. WEAVER SHED	D. HASTINGS Other	SELF	1,000		20-3027
4/24/2020	100 N HESS BATH REMODEL	J. MATZ Remodel Residential	HERITAGE HOME WOR	34,815		20-3028
4/24/2020	613 CLOVER LANE GARAGE ADDITION	C. STOPPEL Other	SELF	7,000		20-3029
5/4/2020	47 PARK VIEW RD. SHED	M. DILLER Other	SELF	3,000		20-3030
5/12/2020	34 PARK VIEW RD. FENCE	R. STAUFFER Other	WICHITA FENCE	4,000		20-3031
5/12/2020	302 WEDGEWOOD FENCE	D. GALYON Other	SELF	15		20-3032
5/19/2020	317 E. AMOS REROOF	C. NELSON Other	ROOFING SERVICES	6,000		20-3033
5/19/2020	500 S. STREETER SHED	K. SMITH Other	SELF	2,300		20-3034
5/19/2020	100 W. LINCOLN BLVD. FENCE	M. ANDERSON Other	SELF	1,850		20-3035

5/21/2020	305 ROSEWOOD SHED	J. THRASHER Other	SELF	2,795	20-3036
6/2/2020	455 S. HWY 81 SIGN	OAK LEAF PROPERTIES Other	PREFERRED BUILDERS		250 20-3037
6/2/2020	16 PARK VIEW RD. POOL EQUIPMENT SHED	G. EMRY Other	SELF	750	20-3038
6/8/2020	517 N. STREETER EGRESS WINDOWS	D. KLUVER Other	JOHN EDWARDS	6,000	20-3039
6/9/2020	624 CRESCENT DR. REROOF	M. YOUNG Other	ROOFING SERVICES	6,500	20-3040
6/9/2020	210 S. ROUPP REROOF	A. GAMBLE Other	FLORY ROOFING	8,544	20-3041
6/10/2020	714 CLOVER LANE GARAGE ADDITION	J. KOCHER Residential Garage	PREFERRED BUILDERS	29,000	20-3042
6/12/2020	208 S. ROUPP REROOF	J. TURNER Other	ROOFING SERVICES	4,000	20-3043
6/18/2020	212 WILLOW LANE SOLAR INSTALLATION	J. BRANDEWIEDE Other	SUNPRO SOLAR	40,000	20-3044
6/18/2020	402 S HOOVER RD. REROOF	M. SWEIGART Other	ROOFING SERVICES	12,000	20-3045
6/19/2020	404 N. MAIN DECK	L. BENDER Other	TONY GIESEL CONST.	25,900	20-3046
6/23/2020	123 KINGSWAY REROOF	C. CRUMM Other	RAY DAVIS ROOFING	17,000	20-3047
6/23/2020	13 SUNSET DR. DECK	R. HARPLEY Other	SELF	2,001	20-3048
7/1/2020	10 BENTGRASS DR. SHED	D. WIEBE Other	SELF	4,200	20-3049
7/1/2020	609 RANDOM CT. DECK	W. THOMPSON Other	SELF	2,500	20-3050
7/8/2020	217 E. KNOTT FENCE	C. WALLS Other	SELF	632	20-3051
7/10/2020	121 S. ROUPP DECK	R. WEAVER Other	MILLER CONSTRUCTIC	8,000	20-3052
7/10/2020	766 RANDOM CT. EGRESS WINDOW	L. SCHRAG Other	PREFERRED BUILDERS	5,500	20-3053
7/13/2020	204 S. ERB REROOF	C. NELSON Other	ROOFING SERVICES	7,000	20-3054
7/14/2020	10 BLUEGRASS CT. REROOF	M. KLASSEN Other	EATON ROOFING	11,500	20-3055
7/14/2020	500 S. STREETER FENCE	K. SMITH Other	SELF	100	20-3056
7/16/2020	114 COMMERCE DR. ELECTRICAL OUTLETS	B. NEBEL Other	SELF	500	20-3057
8/6/2020	209 ACADEMY FENCE	A. SCHEEF Other	SELF	3,500	20-3058
8/7/2020	500 S. STREETER BASEMENT STAIRS CC	K. SMITH Other	SELF	1,000	20-3059
8/12/2020	405 ROSEWOOD SHED	K. OBERLECHNER Other	STURDI-BILT	2,600	20-3060
8/17/2020	209 S. COLLEGE DR. FENCE	J. BRUNING Other	SELF	4,000	20-3061
8/17/2020	110 S. ROUPP FENCE	M. LINSCHIED Other	PRO FENCING	5,500	20-3062
8/18/2020	505 SOUTH MEADOWS FENCE	C. STAUFFER Other	SELF	4,000	20-3063
8/18/2020	116 EMBER WAY FENCE	T. GONZALEZ Other	FENCE DOCTORS, LLC	8,486	20-3064
8/20/2020	101 EMBER WAY DETACHED GARAGE	M. LARSON Residential Garage	SELF	15,000	20-3065

8/20/2020	720 E. LINCOLN WATER LINE	PIZZA HUT Other	MR. ROOTER PLUMBING	7,200	20-3066
8/26/2020	217 SPRUCE SOLAR INSTALLATION	J. JANZEN Other	CORNERSTONE ELECT	9,600	20-3067
8/27/2020	505 SOUTH MEADOWS SHED	C. STAUFFER Other	SELF	5,000	20-3068
8/27/2020	459 S. RIDGE RD. FENCE	J. LAMBERT Other	SELF	3,000	20-3069
9/2/2020	437 HARVEST RD. CUSTOM HOME	L. MARTIN New Residential	LITWILLER CONSTRUC	180,000	20-3070



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Constituency Comments

Recommendation: Mayor Kauffman opens the floor to constituency comments.

Background Information:

Members of the audience may address the City Council on any item not listed on the agenda. Please limit your comments to 5 minutes.

If your comment pertains to an item listed on the agenda the Mayor will solicit public comments specific to that issue when the agenda item is taken up by the Council.



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Years of Service Recognition City Staff / Council

Recommendation: Recognize Years of Service

Background Information:

Briefed by: City Administrator Gary Emry

Summary: The City traditionally recognizes employees and council for their years of service to our municipality. Employees are recognized at 10, 15, 20, 25, 30, 35, and 40 years of service.

2020 - Service Awards

Name	Years of Service
Warren Schmidt	15
Chris Purvis	15
Chris Eilert	20
Chris Carter	25
Delvin Wohlgemuth	25



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Ordinance No. 020-2020-176 (2020 UPOC)

Recommendation: Adopt the Ordinance

Background Information:

Briefed by: Chief of Police Doug Schroeder and the City Attorney

Summary: Annually, the Kansas League of Municipalities publishes an updated version of the Uniform Public Offense Code in book form that may be adopted by Kansas Municipalities by reference. The update incorporates all changes made by last year's Kansas legislature, except it (i) specifically allows bow & arrows at the Archery Range, (ii) retains the City curfew, (iii) retains the City's specific law against window peeping, and (iv) makes it illegal for a train to block a railroad crossing for more than 5 minutes. Official copies are kept in City Hall. The Code serves as the basis for law enforcement within the City limits by our Police Officers and in Municipal Court.

A summary of the changes to the 2020 UPOC are as follows:

- Definition of Explosives will be added;
- Section 5.7 - Selling, Giving or Furnishing Cigarettes or Tobacco Products to a Minor (age raised to 21 to match federal law);
- Section 6.24 - Typo Corrected; and
- Section 10.1 - Changes to the Weapons Code (conforming to K.S.A. 12-16,124 which prohibits cities from governing the carrying of firearms).

The Chief or City Attorney can answer any questions.

Attachment: Ordinance No. 020-2020-176

(Ordinance Summary published in The Hesston Record on September ____, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

ORDINANCE NO. 020-2020-176

AN ORDINANCE AMENDING SECTION 11-101 OF CHAPTER XI, ARTICLE 1 OF THE CODE OF THE CITY OF HESSTON, KANSAS TO INCORPORATE BY REFERENCE THE PUBLIC OFFENSE CODE FOR KANSAS CITIES, 2020 EDITION AND AMENDING SECTIONS 11-201 THROUGH 11-204.

BE IT ORDAINED by the Governing Body of the City of Hesston, Kansas:

SECTION 1. Section 11-101 of the Code of the City of Hesston, Kansas (the “Code”) is hereby deleted and amended to read as follows:

11-101. **INCORPORATING UNIFORM PUBLIC OFFENSE CODE.** There is hereby incorporated by reference the “Uniform Public Offense Code for Kansas Cities”, Edition of 2020, revised, prepared and published by the League of Kansas Municipalities (the “Uniform Public Offense Code”). No fewer than three copies of said uniform code shall be marked or stamped “Official Copy as adopted by the Code of the City Hesston”, with any sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change shall be filed in the City Clerk’s office and open for public inspection at all reasonable office hours.

SECTION 2. Section 11-201 of the Code is hereby deleted and amended to read as follows:

11-201. **AMENDING ARTICLE 10 OF UNIFORM PUBLIC OFFENSE CODE.** Section 10.6 of the Uniform Public Offense Code is hereby amended to read as follows:

AIR GUN, AIR RIFLE, BOW AND ARROW, COMPOUND BOW, CROSSBOW, BLOWGUN, SLINGSHOT, BB GUN, OR PAINT BALL GUN. The unlawful operation of an air gun, air rifle, bow and arrow, compound bow, crossbow, blowgun, slingshot, bb gun, or paint ball gun is the shooting, discharging or operating of any air gun, air rifle, bow and arrow, compound bow, crossbow, blowgun, slingshot, bb gun, or paint ball gun, within the city, except (i) within the confines of a building or other structure from which the projectiles cannot escape, or (ii) on City-owned property, with the prior approval of the City Council at locations when designated, and when supervised by persons greater than eighteen years of age.

Unlawful operation of an air gun, air rifle, bow and arrow, compound bow, crossbow, blowgun, slingshot, bb gun, or paint ball gun is a Class C violation.

SECTION 3. Except as expressly amended or supplemented with the additional offenses outlined in the Code, including, but not limited to, Sections 11-201 through 11-204 (regarding Air Guns, Window Peeping, Curfew, and Train/Street Blockages), other ordinances or portions thereof in conflict with Section 11-101 are hereby repealed.

SECTION 4. This Ordinance shall take effect and be in full force from and after its adoption by the governing body of the City, approval by the Mayor and either (a) publication once in the official newspaper of the City, or (b) publication of a summary hereof certified as legally accurate and sufficient by the City Attorney.

PASSED AND ADOPTED by the Governing Body of the City of Hesston, Kansas this 14th day of September, 2020.

CITY OF HESSTON, KANSAS

[seal]

David K. Kauffman, Mayor

ATTEST:

Jason Thrasher, City Clerk

(Ordinance Summary published in The Hesston Record on September ___, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

Ordinance No. 020-2020-176 Summary

On September 14, 2020, the City of Hesston, Kansas adopted Ordinance No. 020-2020-176 adopting and incorporating the Uniform Public Offense Code, 2020 Edition into the Code of the City of Hesston, Kansas and amending said Code to be in conformance therewith. A complete copy of this ordinance may be obtained or viewed free of charge at the Office of the City Clerk at City Hall, 115 E. Smith or at www.hesstonks.org. This summary is certified legally accurate and sufficient by the Hesston City Attorney pursuant to K.S.A. 12-3001, et seq.

SUMMARY CERTIFIED:

City Attorney



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Ordinance No. 020-2020-177 (2020 STO)

Recommendation: Adopt the Ordinance

Background Information:

Briefed by: Chief of Police Doug Schroeder and the City Attorney

Summary: Annually, the Kansas League of Municipalities publishes an updated version of the Standard Traffic Ordinance in book form to be adopted by reference. The update incorporates all changes made by last year's Kansas legislature. Official copies are kept in City Hall. The Code serves as the basis for law enforcement within the City limits by our Police Officers and in Municipal Court.

There are no real substantive changes between the 2019 and 2020 STO primarily due to the Kansas Legislature session being cut short by COVID-19 restrictions. The Chief or City Attorney can answer any questions.

Attachment: Ordinance No. 020-2020-177

(Ordinance Summary published in The Hesston Record on September ___, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

ORDINANCE NO. 020-2020-177

AN ORDINANCE AMENDING SECTION 14-101 OF CHAPTER XIV, ARTICLE I OF THE CODE OF THE CITY OF HESSTON, KANSAS TO INCORPORATE BY REFERENCE THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, EDITION OF 2020.

BE IT ORDAINED, by the Governing Body of the City of Hesston, Kansas:

SECTION 1. Section 14-101 of the Code of the City of Hesston, Kansas (the “Code”) is hereby deleted and amended to read as follows:

14-101. INCORPORATING STANDARD TRAFFIC ORDINANCE. There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Hesston, Kansas, that certain standard traffic ordinance known as the “Standard Traffic Ordinance for Kansas Cities”, Edition of 2020 prepared and published in book form by the League of Kansas Municipalities, save and except such article, sections, parts or portions as are hereafter omitted, deleted, modified or changed, such incorporation being authorized by K.S.A. 12-3009 through 12-3012, inclusive, as amended. No fewer than three (3) copies of the Standard Traffic Ordinance shall be marked or stamped “Official Copy as adopted by Ordinance No. 020-2020-_____” with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this section, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours.

SECTION 2. Other ordinances or portions thereof in conflict herewith are hereby repealed.

SECTION 3. This Ordinance shall take effect and be in full force from and after its adoption by the governing body of the City, approval by the Mayor and either (a) publication once in the official newspaper of the City, or (b) publication of a summary hereof certified as legally accurate and sufficient by the City Attorney.

PASSED AND ADOPTED by the Governing Body of the City of Hesston, Kansas this
14th day of September, 2020.

CITY OF HESSTON, KANSAS

[seal]

David K. Kauffman, Mayor

ATTEST:

Jason Thrasher, City Clerk

(Ordinance Summary published in The Hesston Record on September ____, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

Ordinance No. 020-2020-177 Summary

On September 14, 2020, the City of Hesston, Kansas adopted Ordinance No. **020-2020-177** adopting and incorporating the Standard Traffic Ordinance for Kansas Cities, 2020 Edition into the Code of the City of Hesston, Kansas and amending said Code to be in conformance therewith. A complete copy of this ordinance may be obtained or viewed free of charge at the Office of the City Clerk at City Hall, 115 E. Smith or at www.hesstonks.org. This summary is certified legally accurate and sufficient by the Hesston City Attorney pursuant to K.S.A. 12-3001, *et seq.*

SUMMARY CERTIFIED:

City Attorney



Agenda Item Summary

Meeting date: September 14, 2020

Summary: Ordinance 010-2020-220: Brush Pit Policy

Background Information:

Briefed by: City Administrator Gary Emry

Summary: This facility is intended for the free use of the residents of Hesston and city staff. In recent months there has been a noticeable increase in the use of the facility by individuals and businesses that reside outside the city limits of Hesston.

The ordinance is recommended to be approved to establish authority to enforce the unauthorized use of the facility by non-residents. If approved, a new sign will be constructed and placed at the entrance outlining the permitted use of the facility.

Chief Schroeder would like to see a fine put into the ordinance rather than make it a “must appear in court”. This way an officer can issue a notice to appear and if the violator does not want to contest it, they can mail in the fine and not take up court time. The same procedure as a traffic ticket.

RECOMMENDATION: Approve the ordinance with the following considerations:

- Assess a \$100 fine for each non-resident violation.
- Assess a \$250 fine for each non-resident contractor/business violation.
- Determine an annual disposal fee for resident contractors and “for profit” businesses.

(Ordinance Summary published in The Hesston Record on September ____, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

ORDINANCE NO. 010-2020-220

AN ORDINANCE ESTABLISHING CHAPTER XII, ARTICLE 6 OF THE CODE OF THE CITY OF HESSTON REGARDING THE BRUSH PIT OWNED AND OPERATED BY THE CITY; REGULATING THE USE AND ESTABLISHING PROHIBITIONS IN RELATION TO THE SAME; AND ESTABLISHING PENALTIES FOR VIOLATIONS OF SUCH PROHIBITIONS.

WHEREAS, the Kansas Department of Health and Environment (“KDHE”) licenses and regulates sites for the open burning of trees and brush; and

WHEREAS, the City of Hesston, Kansas (the “City”) owns and operates a brush pit licensed by KDHE for the open burning of trees and brush for the use of the citizens of the City; and

WHEREAS, the City desires to regulate the use of, and establish certain restrictions and prohibitions in connection with, the brush pit.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Hesston, Kansas:

SECTION 1. The following is hereby adopted as Chapter XII, Article 6 of the Code of the City of Hesston, Kansas (the “Code”):

ARTICLE 6. BRUSH PIT

12-601. **CITY LAWS EXTEND TO BRUSH PIT.** The laws of the City shall extend to and be in full force and effect upon the property containing the City’s brush pit.

12-602. **REGULATION; POLICE JURISDICTION.** The City may establish rules and regulations from time to time governing the use of the brush pit and the chief of police and law enforcement officers of the City shall have full power to enforce all laws, rules, and regulations governing the brush pit and shall maintain order therein.

12-603. **USES AND PROHIBITIONS.**

- (a) **Hours.** The City may from time to time establish hours of operation of the brush pit. Except for authorized City staff performing City functions, it shall be unlawful for any person may be present at the brush pit or deposit any materials at the brush pit at any time outside such hours of operation.

- (b) City Residents Only. Access to and use of the City's brush pit is limited exclusively to City staff, residents of the City, and contractors hired by the City or a City resident. Except as otherwise required by law, it shall be unlawful for any other person to be present at the brush pit or deposit any materials at the brush pit at any time.
- (c) Allowed Materials. The brush pit is solely for the deposit of trees and brush generated from land clearing activities and grasses or other agricultural waste. It shall be unlawful to deposit any residential, commercial, institutional, or industrial solid waste, or any other materials prohibited by Federal, State, or local rules and regulations, at the brush pit.

12-604. VIOLATIONS AND PENALTIES. Violation of any of the provisions of this Article shall be punishable as set forth in Section 1-116 of the Code and, in addition to any such penalty, any person violating any provision of this Article may be immediately ordered, directed, or forcibly removed from the City's property.

SECTION 2. SEVERABILITY. If any provision, clause, sentence or paragraph of this Ordinance, or the application thereof to any person or circumstances, shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect and be in full force from and after its adoption by the governing body of the City, approval by the Mayor and either (a) publication once in the official newspaper of the City, or (b) publication of a summary of this Ordinance certified as legally accurate and sufficient by the City Attorney.

PASSED AND ADOPTED by the Governing Body of the City of Hesston, Kansas this 14th day of September, 2020.

CITY OF HESSTON, KANSAS

[seal]

David K. Kauffman, Mayor

ATTEST:

Jason Thrasher, City Clerk

(Ordinance Summary published in The Hesston Record on September ____, 2020 and the full text of the Ordinance made available at www.hesstonks.org for a minimum of one (1) week from the date of publication.)

Ordinance No. 010-2020-____ Summary

On September 14, 2020, the City of Hesston, Kansas adopted Ordinance No. 010-2020-____ adopting Chapter XII, Article 6 of the Code of the City of Hesston, Kansas regulating the use of, and establishing prohibitions regarding, the City's brush pit. A complete copy of this ordinance may be obtained or viewed free of charge at the Office of the City Clerk at City Hall, 115 E. Smith or at www.hesstonks.org. This summary is certified legally accurate and sufficient by the Hesston City Attorney pursuant to K.S.A. 12-3001, *et seq.*

SUMMARY CERTIFIED:

City Attorney



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Police Department Copier Agreement

Recommendation: Approve the Agreement

Background Information:

Briefed by: Police Chief Doug Schroeder

Summary: The Police Department has completed year 3 of a 5-year lease/service agreement with 360 Documents for a Kyocera copier. The company is offering a new copier with additional features at the current monthly rate of \$219.95 (current base rate + overages) if the agreement is extended for an additional 63 months.

Financial Impact: No change.

Attachment: 360 Document Solutions Copier Lease Agreement & Non-Appropriation Addendum

LESSEE	Full Legal Name City of Hesston, Kansas - Police Department				Purchase Order Requisition Number		Phone Number (620) 327-2020	
	Billing Address 444 N Lancaster		City Hesston	State Ks	Zip 67062	County Harvey	Send Invoice to Attention of:	
EQUIPMENT	Make Kyocera	Model Number 3253ci	Serial Number	Quantity 1	Description (Attach Separate Schedule A If Necessary) Color Copier MFP System			
PAYMENT INFORMATION	Number of Lease Payments 63	Lease Payment* \$219.95	Plus Applicable Taxes *		Term of Lease in Months 63	Payment Frequency: <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Other		
			Plus Applicable Taxes			End of Lease Option: <input type="checkbox"/> FMV <input checked="" type="checkbox"/> 10% <input type="checkbox"/> \$1 <input type="checkbox"/> Other		
			Plus Applicable Taxes			End of Lease Purchase Option shall be FMV unless another option is selected.		
	Payment includes service/supplies				Security Deposit \$0.00	(PLUS)	First Period Payment \$0.00	(PLUS)
								Total Payment Enclosed \$0.00

* Lease payment may be adjusted for up front sales tax.

TERMS AND CONDITIONS

1. Lease: You (the "Lessee") agree to lease from us (the "Lessor") the Equipment listed above and on any attached schedule (the "Lease"). You authorize us to adjust the Lease payments by up to 15% if the cost of the Equipment or taxes differs from the supplier's estimate. This Lease is effective on the date that it is accepted and signed by us, and the term of this Lease begins on that date or any later date that we designate (the "Commencement Date") and continues thereafter for the number of months indicated above. Lease payments are due as invoiced by us. As you will have possession of the Equipment from the date of its delivery, if we accept and sign this Lease you will pay us interim rent for the period from the date the Equipment is delivered to you until the Commencement Date as reasonably calculated by us based on the Lease payment, the number of days in that period, and a month of 30 days. **Your Lease obligations are absolute, unconditional, and are not subject to cancellation, reduction, setoff or counterclaim.** You agree to pay us a fee of \$75.00 to reimburse our expenses for preparing financing statements, other documentation costs and all ongoing administration costs during the term of this Lease. We may increase the Lease Payment on an annual basis, in an amount not to exceed ten percent (10%) of the Lease Payment in effect at the end of the prior annual period. Security deposits are non-interest-bearing and may be applied to cure a Lease default. If you are not in default, we will return the deposit to you when the Lease is terminated. If a payment is not made when due, you will pay us a late charge of 5% of the payment or \$10.00, whichever is greater. We will charge you a fee of \$25.00 for any check that is returned. **ONLY WE ARE AUTHORIZED TO WAIVE OR CHANGE ANY TERM, PROVISION OR CONDITION OF THE LEASE.**

2. Title: Unless you have a \$1.00 purchase option, we will have title to the Equipment. If you have a \$1.00 purchase option and/or the Lease is deemed to be a security agreement, you grant us a security interest in the Equipment and all proceeds thereof. You authorize us to file Uniform Commercial Code ("UCC") financing statements on the Equipment.

3. Equipment Use, Maintenance and Warranties: We are leasing the Equipment to you "AS-IS" and MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. We transfer to you any manufacturer warranties. You are required at your cost to keep the Equipment in good working condition and to pay for all supplies and repairs. **The Lease payments set forth above include the cost of maintenance and/or service, which is provided pursuant to the agreement you entered into with the maintenance and/or service provider. You agree that we are not responsible for providing such maintenance and/or service for the Equipment and you will make all claims related to maintenance and/or service to such service provider. No service provider may alter the terms of this Lease or make any promises or arrangements that alter our rights or your obligations under this Lease. You agree that you are expressly assuming any risks arising from such service provider's inability to deliver such maintenance and/or service, under any circumstance, including, without limitation, such service provider's financial condition or its inability to repair or service the Equipment. You agree that any claims related to maintenance or service will not impact your obligation to pay all Lease payments when due.**

4. Assignment: You agree not to transfer, sell, sublease, assign, pledge or encumber either the Equipment or any rights under this Lease without our prior written consent. You agree that we may sell, assign, or transfer the Lease and the new owner will have the same rights and benefits we now have and will not have to perform any of our obligations and the rights of the new owner will not be subject to any claims, defenses, or setoffs that you may have against us or any supplier.

5. Risk of Loss and Insurance: You are responsible for risks of loss or damage to the Equipment and if any loss occurs you are required to satisfy all of your Lease obligations. You will keep the Equipment insured against all risks of loss or damage for an amount equal to its replacement cost. You will list us as the sole loss payee for the insurance and give us written proof of the insurance. If you do not provide such insurance, you agree that we have the right, but not the obligation,

to obtain insurance against theft and physical damage, and add an insurance fee to the amount due from you, on which we may make a profit. We are not responsible for any losses or injuries caused by the Equipment and you will reimburse us and defend us against any such claims. This indemnity will continue after the termination of this Lease. You will obtain and maintain comprehensive public liability insurance naming us as an additional insured with coverages and amounts acceptable to us.

6. Taxes: You agree to pay when due, either directly or as reimbursement to us, all sales, use and personal property taxes and charges in connection with ownership and use of the Equipment. We may charge you a processing fee for administering property tax filings. You will indemnify us on an after-tax basis against the loss of any tax benefits anticipated at the Commencement Date arising out of your acts or omissions.

7. End of Lease: You will give us at least 60 days but not more than 120 days written notice (to our address below) before the expiration of the initial lease term (or any renewal term) of your intention to purchase or return the Equipment. With proper notice you may: a) purchase all the Equipment as indicated above under "End of Lease Option" (fair market value purchase option amounts will be determined by us based on the Equipment's in place value); or b) return all the Equipment in good working condition at your cost in a timely manner, and to a location we designate. If you fail to notify us, or if you do not (i) purchase or (ii) return the Equipment as provided herein, this Lease will automatically renew at the same payment amount for consecutive 60-day periods.

8. Default and Remedies: You are in default on this Lease if: a) you fail to pay a Lease payment or any other amount when due; or b) you breach any other obligation under the Lease or any other Lease with us. If you are in default on the Lease we may: (i) declare the entire balance of unpaid Lease payments for the full Lease term immediately due and payable to us; (ii) sue you for and receive the total amount due on the Lease plus the Equipment's anticipated end of Lease fair market value or fixed price purchase option (the "Residual") with future Lease payments and the Residual discounted to the date of default at the lesser of (A) a per annum interest rate equivalent to that of a U.S. Treasury constant maturity obligation (as reported by the U.S. Treasury Department) that would have a repayment term equal to the remaining Lease term, all as reasonably determined by Lessor, or (B) 3% per annum, plus reasonable collection and legal costs; (iii) charge you interest on all monies due at the rate of 18% per year or the highest rate permitted by law from the date of default; and (iv) require that you immediately return the Equipment to us or we may peaceably repossess it. Any return or repossession will not be considered a termination or cancellation of the Lease. If the Equipment is returned or repossessed we will sell or re-rent the Equipment at terms we determine, at one or more public or private sales, with or without notice to you, and apply the net proceeds (after deducting any related expenses) to your obligations. You remain liable for any deficiency with any excess being retained by us.

9. Miscellaneous: You agree the Lease is a Finance Lease as defined in Article 2A of the UCC. You acknowledge we have given you the name of the Equipment supplier and that you may have rights under the contract with the supplier and may contact the supplier for a description of these rights. If requested, you will sign a separate Equipment acceptance certificate. **This Lease was made in Kansas ("KS"), is to be performed in KS and shall be governed and construed in accordance with the laws of KS. You consent to jurisdiction, personal or otherwise, in any state or federal court in KS and irrevocably waive a trial by jury. You agree to waive any and all rights and remedies granted to you under Sections 2A-508 through 2A-522 of the UCC.** You agree that the Equipment will only be used for business purposes and not for personal, family or household use, and will not be moved from the above location without our consent. You agree that a facsimile copy of the Lease with facsimile signatures may be treated as an original and will be admissible as evidence of the Lease. We may inspect the Equipment during the Lease term.

LESSEE SIGNATURE	You agree that this is a non-cancelable lease. The Equipment is: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED	
	Signature 	Date
ACCEPTANCE	The Equipment has been received, put in use, is in good working order and is satisfactory and acceptable.	
	Signature 	Date
GUARANTY	I unconditionally guaranty prompt payment of all the Lessee's obligations under the Lease. The Lessor is not required to proceed against the Lessee or the Equipment or enforce other remedies before proceeding against me. I waive notice of acceptance and all other notices or demands of any kind to which I may be entitled. I consent to any extensions or modification granted to the Lessee and the release and/or compromise of any obligations of the Lessee or any other guarantors without releasing me from my obligations. This is a continuing guaranty and will remain in effect in the event of my death and may be enforced by or for the benefit of any assignee or successor of the Lessor. This guaranty is governed by and constituted in accordance with the laws of Kansas and I consent to non-exclusive jurisdiction of any state or federal court in Kansas and waive trial by jury.	
	Signature n/a	Date n/a

LESSOR	360 Document Solutions	
	Lease Processing Center, 8201 E 34th St N. #901 Wichita, KS 67226	
	PHONE: (855) 360-8324	
	Commencement Date	Lease Number
	Accepted By:	

EQUIPMENT SERVICE & SUPPLY AGREEMENT

Bill To

Name	Hesston Police Department		
Address	444 N Lancaster		
City	Hesston	St	Ks ZIP 67062
Phone	620-327-2020		
Contact	Doug Schroeder		

Ship To

Name _____
Address _____
City _____ St _____ Ks _____ ZIP _____
Phone _____

Federal Tax ID 48-6004090

Email address of Billing Contact

Billing Contact

[illegible]

Items Included

Service	x
Parts	x
Labor	x
Black Toner	x
Color Toner	x
Waste Toner Bottle	x





Color Fuser Kits	x
Color Drum Kits	x
Black & White Fuser Kits	x
Black & White Drum Kits	x

Excluded Items

Paper & Media	x
Staples	x
Network Support	x
V 4-17-2019	

[illegible]

Customer Approval

Signature		Date	
Print Name		Title	
Legal Name of Company	City of Hesston, Kansas - Police Department		

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS LISTED ON THE REVERSE SIDE

FISCAL FUNDING ADDENDUM

Item K.

CUSTOMER	Full Legal Name <u>City of Hesston, Kansas - Police Department</u>	DBA Name (If Any) _____
	Billing Address <u>444 N Lancaster</u>	Phone Number <u>620-327-2020</u>
	City <u>Hesston</u> County <u>Harvey</u> State <u>Ks</u>	Zip Code <u>67062</u>
	Agreement Number _____	Agreement Date _____

Customer warrants that it has funds available to pay all rents (the "Payments") payable under the above identified Agreement until the end of Customer's current appropriation period. If Customer's legislative body or other funding authority does not appropriate funds for Payments for any subsequent appropriation period and Customer does not otherwise have funds available to lawfully pay the Payments (a "Non-Appropriation Event"), Customer may, subject to the conditions herein and upon prior written notice to Company (the "Non-Appropriation Notice"), effective sixty (60) days after the later of Company's receipt of same or the end of the Customer's current appropriation period (the "Non-Appropriation Date"), terminate the Agreement and be released of its obligation to make all Payments due Company coming due after the Non-Appropriation Date. As a condition to exercising its rights under this Addendum, Customer shall (1) provide in the Non-Appropriation Notice a certification of a responsible official that a Non-Appropriation Event has occurred, (2) deliver to Company an opinion of Customer's counsel (addressed to Company) verifying that the Non-Appropriation Event as set forth in the Non-Appropriation Notice has occurred, (3) return the equipment/system subject to the Agreement (the "Equipment/System") on or before the Non-Appropriation Date to Company or a location designated by Company, in the condition required by, and in accordance with the return provisions of the Agreement and at Customer's expense, and (4) pay Company all sums payable to Company under the Agreement up to the Non-Appropriation Date.

In the event of any Non-Appropriation Event, Company shall retain all sums paid hereunder or under the Agreement by Customer, including the Security Deposit (if any) specified in the Agreement.

Customer further represents, warrants and covenants for the benefit of Company that:

- (a) Customer is a municipal corporation and political subdivision duly organized and existing under the constitution and laws of the State.
- (b) Customer is authorized under the constitution and laws of the State, and has been duly authorized to enter into the Agreement and the transaction contemplated hereby and to perform all of its obligations thereunder.
- (c) The Agreement constitutes the legal, valid and binding obligation of Customer enforceable in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally.
- (d) Customer has complied with such public bidding requirements as may be applicable to the Agreement.
- (e) The Equipment/System described in the Agreement is essential to the function of Customer or to the service Customer provides to its citizens. Customer has an immediate need for, and expects to make immediate use of, substantially all the Equipment/System, which need is not temporary or expected to diminish in the foreseeable future.
- (f) Customer has never failed to appropriate or otherwise make available funds sufficient to pay rental or other payments coming due under any lease, lease purchase, installment sale or other similar agreement.

CUSTOMER AGREE THAT A FACSIMILE COPY OR OTHER ELECTRONIC TRANSMISSION OF THIS DOCUMENT WITH FACSIMILE AND/OR ELECTRONIC SIGNATURES MAY BE TREATED AS AN ORIGINAL AND WILL BE ADMISSIBLE AS EVIDENCE IN A COURT OF LAW.

CUSTOMER SIGNATURE	Signature X _____ (MUST BE SIGNED BY AUTHORIZED REPRESENTATIVE OR OFFICER OF GOVERNMENT ENTITY)
	Print Name _____
	Title _____ Date _____
	Name of Government Entity <u>City of Hesston, Kansas - Police Dept.</u>

ACCEPTED BY COMPANY	Signature X <u>Steven R. McCune</u>
	Print Name <u>Steven R. McCune</u>
	Title <u>Sales Manager</u> Date <u>9-8-2020</u>
	Name of Corporation or Partnership <u>360 Document Solutions</u>

17ANC016v1



› PRINT › COPY › SCAN › FAX

TASKalfa 3253ci

COLOR MULTIFUNCTIONAL
SYSTEM

Item K.

POWER, VERSATILITY AND SEAMLESS INTEGRATION.



Empowering your workforce with productivity-boosting features and functionality, the TASKalfa 3253ci Color Multifunctional System raises the bar on maximizing workflow. A versatile array of scanning, input and professional finishing options delivers exceptional results in vibrant, high-impact color. Eco-friendly, and expertly engineered to drive your business forward, the TASKalfa 3253ci exceeds the needs of even the most demanding offices.

- › Vivid Color and Black and White Imaging up to 32 Pages per Minute
- › Exceptional Print Quality at up to 1200 dpi
- › Scalable Paper Capacity for Longer Job Runs
- › Flexible Media Support and Paper Sizes up to 12" x 48"
- › Customizable 10.1" Color Touch Screen with Intuitive, Tablet-Like Usability
- › Diverse Portfolio of Business Applications for Enhanced Capabilities, such as Scan Distribution to Back-end Applications and Document Management Systems and Print Management to Control Devices, User Policies, and Output Costs
- › Professional Finishing Options for a Polished Output, Including a Space-Saving 500-Sheet Internal Finisher
- › Optional EFI® Fiery Controller for Complex Color Workflows
- › Standard USB Host Interface for On-the-Go Printing and Scanning
- › Efficient Color Scanning up to 180 ipm
- › Convenient Wireless Printing and Scanning
- › Apple AirPrint®, Google Cloud Print™, Mopria® and KYOCERA Mobile Print Support



Agenda Item Summary

Meeting date: September 14, 2020

Subject: ExecuTime Time & Attendance – Incode Accounting Software

Recommendation: Approve the purchase

Background Information:

Briefed by: City Administrator Gary Emry & City Clerk Jason Thrasher

Summary: The City has approximately 90 – 105 full and part-time employees. This varies depending on part-time Fire/EMS staffing levels and seasonal levels in the Golf & Parks departments. We currently use manual / handwritten timecards that the employees fill out and turn into their supervisor. The supervisor reviews and turns them into payroll for processing. Each timecard is manually entered into our accounting system by doing a manual calculation of time: regular time, overtime, vacation, sick, holiday, call-out, comp. time, etc. This process is very time consuming and complicated. An automatic system would make this process much more efficient and more accurate.

Financial Impact: \$16,698 – One Time Fees: Standard License and Mobile Access License + Implementation / Maintenance. Annual maintenance fees \$1,908.

Attachments:

- Preliminary Quote
- Time & Attendance Flyer
- Incode Integration Flyer
- Referral Questions



Quoted By: Robb Ann Hurst
 Quote Expiration: 1/27/2021
 Quote Name: City of Hesston, KS - ExecuTime
 Quote Number: 2020-114249
 Quote Description: on-Premise(n)

Item L.

Sales Quotation For

City of Hesston
 PO Box 100
 Hesston , KS 67062-0100
 Phone: +1 (620) 327-4412

Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Data Conversion	Module Total	Maintenance
ExecuTime						
ExecuTime Time & Attendance - Up to 100ee	\$7,000	50	\$5,250	\$0	\$12,250	\$1,400
ExecuTime Time & Attendance Mobile Access License	\$2,540	0	\$0	\$0	\$2,540	\$508
<i>Sub-Total:</i>	<i>\$9,540</i>		<i>\$5,250</i>	<i>\$0</i>	<i>\$14,790</i>	<i>\$1,908</i>
TOTAL:	\$9,540	50	\$5,250	\$0	\$14,790	\$1,908

Other Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Import Interface (using ExecuTime)	1	\$0	\$0	\$0
Export Interface (using ExecuTime)	1	\$0	\$0	\$0
TOTAL:			\$0	\$0

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$9,540	\$1,908
Total Tyler Services	\$5,250	\$0
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$14,790	\$1,908
Contract Total	\$16,698	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Client Approval: _____ Date: _____
 Print Name: _____ P.O.#: _____

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
 - Fees for hardware are invoiced upon delivery;
 - Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
 - Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
 - Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite.
 - Expenses associated with onsite services are invoiced as incurred.
- Travel Expenses will be billed as incurred according to Tyler's standard business travel policy.



Time and Attendance

ExecuTime Time & Attendance™ provides small and large organizations with incredible cost savings and increased efficiency. In most local government entities, payroll processing, time tracking and benefits accrual tracking places an unnecessary strain on staff efficiency and limited budgets. ExecuTime™ fixes those issues and keeps them fixed while providing the highest ROI on the market. How do we do that?

- Effortlessly handle complex time tracking rules and pay codes
- Seamless, automated integration and synchronization with your IT environment and payroll software
- Powerful and user-friendly web-based interface for supervisors and staff
- Solid integration with numerous time collecting interfaces (web browsers, time clocks, phone, text messaging, IVR, proximity readers, biometrics and more)
- Dedicated technical and training support

Simplify Complex Time, Attendance and Benefit Tracking

By incorporating complex time tracking procedures that usually exist within public safety, public works and education, ExecuTime makes it easy for managers and staff of every department to enter and track time types, manage time-off requests and apply job costing all while handling multiple pay periods and FLSA guidelines.

Reduce Costly Errors

ExecuTime Time & Attendance drastically reduces errors and oversights by eliminating several of the manual tasks associated with collecting time and entering data into the payroll system.

Electronic capture of employee time offers a more accurate account of actual time worked and automates the process of collecting, calculating and entering employee hours each pay period. You generate precise timesheets for both hourly and salaried personnel and have access to historical data through audit trails and reports to ensure secure and effective management.

Time Efficiency and Cost Effectiveness

ExecuTime Time & Attendance automates the most labor-intensive tasks associated with timekeeping and gives that time back to your staff. Payroll clerks that spend days sorting through timecards will now complete the same duties in a fraction of the time. Many public sector organizations have already discovered that ExecuTime offers the most rapid ROI along with the most critical product features.

“Streamlining our payroll department, providing much better data access and reporting information and improving accuracy. It’s been great. I’d do it all over again.”

- Debbie Mammone, Lincoln City, Oregon

For more information, visit
www.tylertech.com
 or email info@tylertech.com

Supported Solutions

ExecuTime offers budget friendly systems that fit seamlessly into your current infrastructure and will grow with you for years to come. Our project management team will guide you through an implementation plan catered toward your personnel environment, conduct training and support your internal rollout. And you will have added assurance knowing an experienced and responsive technical team is only a phone call or email away.

Automated Attendance Calculation

- Improves accuracy
- Improves timeliness of information
- Configurable overtime policies
- Configurable clock-in/out policies
- Manual time-editing ability
- Accounts for shift differentials and 24x7 operations
- Complete audit log and reporting on changes, additions and edits to employee time

Key Features

- Electronic clock in/out
- Time tracking and exception reporting
- Work order, project and job number tracking
- Employee benefit time request and management
- Time-off scheduling calendar
- Electronic timesheet approvals
- Absolute lowest cost of ownership and free software for upgrades
- Integration with payroll software on any platform

Flexible Reporting Features

- By day, week, month or year
- Real-time employee status
- Daily attendance inquiry
- Multiple file export options

Intuitive Interface

- ExecuTime web-based interface
- “Who Is Here” inquiry screen
- Benefit hours inquiry and management
- Integrates with Interactive Voice Response (IVR) technology
- Supports a range of collection devices: electronic time clocks, biometric, web browser, text messaging and more
- Full integration with your payroll application

And More...

- Multiple pay-period support
- Graphical calendar for time-off scheduling
- User-specific security levels
- Time-zone sensitive time and date stamp records all transactions for auditing purposes
- Eliminates antiquated time clock hardware and hand-written time sheets

The ExecuTime Difference

- Integration with any payroll/HR app on any platform
- Unlimited supervisors
- Unlimited workstations and PCs
- Unlimited technical support
- Configurable notifications and alerts
- Absolute lowest cost of ownership
- Browser, tablet and smart phone supported

ExecuTime Referral Questions / Responses

We reached out to other municipalities that have our accounting software (Incode 9) and the Executime product. Six questionnaires were sent out and four were answered with all of them being positive. The following questions were posed, and you can see the responses from three of the municipalities. We also had a video meeting set up with one of the responders to watch them process a payroll – so we could see the product work within an actual payroll.

- **How long have you had ExecuTime software?**
 - It has been functional since November 2018.
 - We started training people in April 2019 and download June 2019.
 - About 2 years
- **Do you think it is a good product and does it meet your needs?**
 - Yes, it makes payroll so much easier to complete, and stores all employee timesheets electronically.
 - Yes, we are very satisfied with the product.
 - It is a good product many of the employees' like using it and the Payroll personnel like it as well.
- **How was the implementation and training?**
 - Implementation was lengthy, but you tell ExecuTime what you want and how to have it set up and they do it. Training was live and easy to understand, they also record all of the trainings for you to hold onto. I also trained all of our staff in groups or one-on-one, then was on standby for questions with functionality.
 - Implementing took some time. We started implementing in November 2018 and didn't get everyone active until the fall of 2019. There were other things going on so this could go faster if you want it to. Training staff was done in waves so we were not overwhelmed with questions from the employees. Employees have been able to learn quickly and seem to accept the change from paper and pencil.
 - For Executive implementing it was great, we had someone very good at working with us to implement Executive to fit our needs.

- **How long did it take to get set up and running – did your employees have any trouble learning how to use the software?**
 - It took from August – November to set it up, and we actually took a “testing” phase out or it would not have been until December. Employees did not have trouble learning, the system is fairly simple.
 - See above answer.
 - We implemented ExecuTime a couple of departments at a time. So it did take some time to get it implemented but it was much easier than having everyone using and learning at once. The users did have some difficulty but that was mostly because we went from a paper timesheet to electronic.
- **How do your people clock in and out? Do you use timeclocks, mobile devices, computers, or a combination? Any thoughts on what the best system is for this?**
 - Timeclocks or a computer. We did not purchase the mobile module to allow it on phones. Timeclock works best for our field workers, computers work well for office staff. You have a lot of part time staff – not sure if they report to a City buildings for work but if not the mobile might be a good avenue.
 - We use mobile devices and computers.
 - We do not clock in or out. We use mobile devices and computers. All devices have worked for us.
- **How easy or difficult is it to import the recorded timecard entries and vacation requests into Incode 9 each pay period? Can you tell us what that process looks like? This is one of the most important questions we have when considering this product.**
 - It’s very easy. You download an excel file from ExecuTime and import it into Incode. Then in reverse, to update leave balances / update employees, you download an excel from Incode and upload it to ExecuTime.
 - We do payroll once a month with a about 50 full-time and 60 to 80 Part-time employees. The upload is 2 or 3 steps in ExecuTime after reviewing and then one Incode process to bring it in. A report runs to make sure there are no errors and all the information is loaded correctly. After that in Incode it looks like when you key in each employees information to Incode. After payroll is run there is also a file that is imported to ExecuTime to update vacation/sick hours. We are spending less time each month doing payroll and any errors are not the result of keying errors.
 - Very easy. From Incode you will have a program called Executime Export this will export your employee information and accrued benefits. This export creates a file that you will

use to import into executime. This is done after every payroll. In executime, you got to an import screen select the file and click start, and you are done. As for the export you will have to make sure all the timesheets are correct with no problems then you click a button that says process to payroll. It will download a file that you will save to Import into Incode. From Incode you open a program called executime Import. Then you select the files and click ok. Then it will run a test to make sure everything will import correctly to Incode if you have no error then you process and complete the payroll on payroll processing. If there are error they are detailed and you can get them figured out easy. The only time we had errors is when we added a new pay code and forgot to tell incode that.

- **Any other items that you would share that would help us make the decision?**
 - It is a big transition from paper to electronic, but once you get past the implementation and training, it makes the payroll process so much quicker and less paper to hold onto.
 - We like that the entire process is all Tyler Technology. No finger pointing if something is not working correctly.
 - Overall the system is easy to use and has fast to import. Only thing to make sure is that your pay codes match the pay codes in Incode otherwise you will get errors.



Agenda Item Summary

Meeting date: September 14, 2020

Summary: Crosswinds Request

Background Information:

Briefed by: City Administrator Gary Emry

Summary: A Crosswinds representative will be present to ask the governing body to consider placing Crosswinds property into the Neighborhood Revitalization Program. I have provided the state statute regarding the program for your review. The property is approximately 61 acres in total and shown in the yellow outline in the graphic below. This will require more conversation if the governing body wants to explore approving their request and will be a lengthy process.



Kansas Statute:

12-17,115. Same; definitions. As used in this act:

(a) "Dilapidated structure" means a residence or other building which is in deteriorating condition by reason of obsolescence, inadequate provision of ventilation, light, air or structural

integrity or is otherwise in a condition detrimental to the health, safety or welfare of its inhabitants or a residence or other building which is in deteriorating condition and because of age, architecture, history or significance is worthy of preservation.

(b) "Municipality" means any municipality as defined by K.S.A. [10-1101](#), and amendments thereto.

(c) "Neighborhood revitalization area" means:

(1) An area in which there is a predominance of buildings or improvements which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime and which is detrimental to the public health, safety or welfare;

(2) an area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, defective or inadequate streets, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is detrimental to the public health, safety or welfare in its present condition and use; or

(3) an area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use.

(d) "Governing body" means the governing body of any municipality.

(e) "Increment" means, except for any taxes levied by school districts pursuant to K.S.A. [72-8801](#), and amendments thereto, that amount of ad valorem taxes collected from real property located within the neighborhood revitalization area or from dilapidated structures outside the revitalization area that is in excess of the amount which is produced from such property and attributable to the assessed valuation of such property prior to the date the neighborhood revitalization area was established or the structure was declared dilapidated pursuant to this act.

History: L. 1994, ch. 242, § 11; L. 1996, ch. 228, § 8; L. 2017, ch. 95, § 59; July 1.

12-17,116. Same; designation of revitalization area; findings. The governing body of any municipality may designate any area within such municipality as a neighborhood revitalization area if the governing body finds that one or more of the conditions as described in subsection (c) of K.S.A. [12-17,115](#), and amendments thereto, exist and that the rehabilitation, conservation or redevelopment of the area is necessary to protect the public health, safety or welfare of the residents of the municipality. The governing body may declare a building outside of a neighborhood revitalization area to be a dilapidated structure if the structure satisfies the conditions set forth in subsection (a) of K.S.A. [12-17,115](#).

History: L. 1994, ch. 242, § 12; L. 1996, ch. 228, § 9; July 1.

12-17,117. Same; revitalization plan, contents; notice and hearing. (a) Prior to designating an area as a neighborhood revitalization area or a structure to be a dilapidated structure, the governing body shall adopt a plan for the revitalization of such area or designation of a dilapidated structure. Such plan shall include:

(1) A legal description of the real estate forming the boundaries of the proposed area and a map depicting the existing parcels of real estate;

(2) the existing assessed valuation of the real estate in the proposed area, listing the land and building values separately;

(3) a list of names and addresses of the owners of record of real estate within the area;

(4) the existing zoning classifications and district boundaries and the existing and proposed land uses within the area;

(5) any proposals for improving or expanding municipal services within the area including, but not limited to, transportation facilities, water and sewage systems, refuse collection, road and street maintenance, park and recreation facilities and police and fire protection;

(6) a statement specifying what property is eligible for revitalization and whether rehabilitation and additions to existing buildings or new construction or both is eligible for revitalization;

(7) the criteria to be used by the governing body to determine what property is eligible for revitalization;

(8) the contents of an application for a rebate of property tax increments authorized by K.S.A. [12-17,118](#), and amendments thereto;

(9) the procedure for submission of an application for a rebate of property tax increments authorized by K.S.A. [12-17,118](#), and amendments thereto;

(10) the standards or criteria to be used when reviewing and approving applications for a rebate of property tax increments authorized by K.S.A. [12-17,118](#), and amendments thereto;

(11) a statement specifying the maximum amount and years of eligibility for a rebate of property tax increments authorized by K.S.A. [12-17,118](#); and

(12) any other matter deemed necessary by the governing body.

(b) Prior to declaring a building to be a dilapidated structure, the governing body shall do the following:

(1) Obtain a legal description of the property to be declared dilapidated;

(2) determine the assessed value of the property to be declared a dilapidated structure, with separate values established for the land and structure;

(3) determine the owner of record of the structure.

(c) Prior to adopting a plan pursuant to this section, the governing body shall call and hold a hearing on the proposal. Notice of such hearing shall be published at least once each week for two consecutive weeks in a newspaper of general circulation within the municipality.

Following such hearing, or the continuation thereof, the governing body may adopt such plan.

History: L. 1994, ch. 242, § 13; L. 1996, ch. 228, § 10; July 1.

12-17,118. Same; neighborhood revitalization fund; application for tax rebates; impact on state aid to school districts. (a) Following adoption of a plan pursuant to K.S.A. [12-17,117](#) and amendments thereto, the governing body shall create a neighborhood revitalization fund to finance the redevelopment of designated revitalization areas and dilapidated structures and to provide rebates authorized by this section. Moneys may be budgeted and transferred to such fund from any source which may be lawfully utilized for such purposes. Any municipality may expend money from the general fund of such municipality to accomplish the purposes of this act.

(b) Moneys credited to such fund from annually budgeted transfers shall not be subject to the provisions of K.S.A. [79-2925](#) through [79-2937](#), and amendments thereto. In making the budget of the municipality, the amounts credited to, and the amount on hand in, such neighborhood revitalization fund and the amount expended therefrom shall be shown thereon

for the information of taxpayers. Moneys in such fund may be invested in accordance with K.S.A. [10-131](#), and amendments thereto with the interest credited to the fund.

(c) If the governing body determines that money which has been credited to such fund or any part thereof is not needed for the purposes for which so budgeted or transferred, the governing body may transfer such amount not needed to the fund from which it came and such retransfer and expenditure shall be subject to the provisions of K.S.A. [79-2925](#) through [79-2937](#), and amendments thereto.

(d) Any increment in ad valorem property taxes levied by the municipality resulting from improvements by a taxpayer to property in a neighborhood revitalization area or to a dilapidated structure may be credited to the fund for the purpose of returning all or a part of the property increment to the taxpayer in the form of a rebate. Applications for rebates shall be submitted in the manner and subject to the conditions provided by the revitalization plan adopted under K.S.A. [12-17,117](#) and amendments thereto. Upon approval of an application received hereunder the municipality shall rebate all or a part of incremental increases in ad valorem property tax resulting from the improvements. Upon payment of taxes by the taxpayer, the rebate must be made within 30 days after the next distribution date as specified in K.S.A. [12-1678a](#), and amendments thereto.

(e) No later than November 1 of each year the county clerk of each county shall certify to the state commissioner of education the assessed valuation amount of any school district therein for which tax increment rebates have been made by the school district during the previous year in accordance with an interlocal agreement approved by the board of education of such district under the provisions of K.S.A. [12-17,119](#) and amendments thereto. The amount of the assessed valuation shall be determined by dividing the total amount of tax increment rebates paid by the district during the preceding 12 months by the total of the ad valorem tax levy rates levied by or on behalf of the district in the previous year. The commissioner of education shall annually deduct the certified amounts of assessed valuation for such rebates from the total assessed valuation of the district in determining the total and per pupil assessed valuations used in the allocation of state aid payments to school districts.

History: L. 1994, ch. 242, § 14; L. 1996, ch. 228, § 11; L. 1997, ch. 97, § 3; July 1.

Attachment: City of Hersston NRP Brochure

**CROSS WIND
CAMP AND CONFERENCE CENTER**

8036 North Hoover Rd.

Hesston, KS 67062

(620) 327-2700

On behalf of the owner of Cross Wind Conference Center, we hereby request to be placed on the agenda of the City Council on Monday, September 14 for the purposes of requesting an amendment to the Neighborhood Revitalization area to include Cross Wind Conference Center, 8036 N Hoover, Hesston Kansas in the Neighborhood Revitalization Area.

The Crosswind Center includes 61 acres within the city limits of Hesston. The primary building of Cross Wind was built in the early 1980s and is beginning to show decline. The 61 acre facility is in decline due to Covid 19 and loss of business. It is currently listed for sale. Some potential buyers are for-profit entities and would be subject to property taxes but are seeking relief on some of the property taxes if they were to develop housing on the property. Currently the property is tax exempt because of church ownership. Inclusion in the Neighborhood Revitalization Area would enhance the potential for development thus increasing taxable valuation and revenue to the City and County and school system.

Thank you for your consideration.



Steven L. Brecheisen

Executive Director

Cross Wind Camp and Conference Center

NEIGHBORHOOD REVITALIZATION PLAN

HARVEY COUNTY

CITY OF HESSTON

JANUARY 12, 1998
Amended July 12, 2004

PART 1

LEGAL DESCRIPTION OF AREA AND MAP
DEPICTING ELIGIBLE PARCELS OF REAL ESTATE

Legal Description of Neighborhood Revitalization Area

See attached Exhibit 1

Map of Neighborhood Revitalization Area

A map outlining the Neighborhood Revitalization Area for the City of Hesston is attached and made a part of this plan as Exhibit 2.

PART 2
EXISTING ASSESSED VALUATION OF LAND
AND BUILDINGS WITHIN THE NEIGHBORHOOD REVITALIZATION AREA

The existing assessed valuation of the 167 parcels of real estate in the
Neighborhood Revitalization Area is as follows:
\$18,190,454.

PART 3

NAMES AND ADDRESSES OF OWNERS OF RECORD
WITHIN THE NEIGHBORHOOD REVITALIZATION AREA

The names and addresses of owners of record of real estate within the
Neighborhood Revitalization Area are attached hereto as Exhibit 3.

PART 4

EXISTING ZONING CLASSIFICATIONS AND DISTRICTS
AND EXISTING AND PROPOSED LAND USES WITHIN
THE NEIGHBORHOOD REVITALIZATION AREA

A zoning district classification map and list of zoning districts for the
Neighborhood Revitalization Area is attached hereto as Exhibit 4. An existing
land use map is attached hereto Exhibit 5 and a proposed land use map is
attached as Exhibit 6.

PART 5

PROPOSALS FOR IMPROVING OR EXPANDING MUNICIPAL SERVICES WITHIN THE NEIGHBORHOOD REVITALIZATION AREA

No expansion of municipal services is planned within the Neighborhood Revitalization Area. Landscaping improvements such as plantings are planned along N. Main Street within the project area.

PART 6

PROPERTIES ELIGIBLE FOR TAX REBATES UNDER THE NEIGHBORHOOD REVITALIZATION PROGRAM

Rehabilitation, alterations, additions and new construction effecting residential, commercial and industrial property shall be eligible for the NRA tax rebate program. Public utility and railroad properties are ineligible. Personal property is not included.

PART 7

CRITERIA TO BE USED IN DETERMINING PROPERTIES ELIGIBLE
FOR THE NEIGHBORHOOD REVITALIZATION PROGRAM

The following criteria are to be used to determine properties eligible under the Neighborhood Revitalization Act program. Criteria apply to designated program areas and individual dilapidated structures outside designated areas.

- a. All improvements must conform to zoning, building and other applicable regulations in effect in the Neighborhood Revitalization Act target area at the time the improvements are made and remain in conformance with such regulations for the length of the rebate period;
- b. Construction of improvements must have begun on or after the date of inclusion of the property in the NRA target area;
- c. Improvements must increase the appraised value by at least 15% or \$5,000, whichever is greater.
- d. Properties delinquent in tax payments or special assessments or under appeal or protest are not eligible until such delinquent payments or assessments have been paid;
- e. Properties eligible for tax incentives under any other program shall be eligible to submit applications under only one program at a time;
- f. Only owners are eligible for tax rebates;
- g. Tax rebates transfer with ownership of property;
- h. Tax rebates are based on the increase of appraised value as of January 1 following the year of 100% completion, contingent on final inspection or issuance of certificate of occupancy.

PART 8

CONTENTS OF APPLICATIONS FOR PROPERTY TAX REBATES
UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

Applicants for the Neighborhood Revitalization Act tax rebate program shall complete the application attached hereto as Exhibit 7.

PART 9

PROCEDURE FOR SUBMISSION AND REVIEW OF APPLICATIONS
UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

- a. Obtain an Application for Tax Rebate from appropriate City of Hesston
- b. Complete and sign Part 1 of the application and file the original at the Hesston City office with a building permit application.
- c. Hesston City office will verify the existing appraised value with the Harvey County Appraiser's Office.
- d. City of Hesston will issue building permit and return the rebate application to the owner.
- e. Owner will begin work on the improvements covered in the building permit.
- f. Owner will complete Part 2 of the rebate application upon 100% completion of the project and file at Hesston City office, which will then forward the application to the Appraiser's Office. This step must be completed by December 1 of the year preceding the commencement of the first year of the tax rebate period in order to qualify for the rebate.
- g. In the January following, the Appraiser's Office will conduct an on-site inspection of the construction project to determine the new valuation of the real estate, complete the appraiser's portion of the application and return the application to the Hesston City office, and report the new valuation to the County Clerk by June 1. Tax records on the project will be revised by the County Clerk's office to reflect the change in valuation.
- h. City of Hesston will review the application to determine whether the percentage test for rebate has been met and check to see that taxes and assessments are not delinquent. If all criteria have been met, the City Clerk of Hesston will certify the project for rebate.
- i. Upon payment of the real estate tax for the subject property for the initial and succeeding tax years of the rebate period, Harvey County will make the appropriate rebates to the applicant within 30 days following payment and submittal of a receipt by the applicant to the County. The rebate will be made from the Neighborhood Revitalization Act Fund established in conjunction with other taxing jurisdictions participating in the Interlocal Agreement established for the program. Any increment in property taxes received by the County for a participating city and/or school district shall be credited to the neighborhood revitalization fund.

other taxing jurisdictions participating in the Interlocal Agreement established for the program.

Any increment in property taxes received by the County for a participating city and/or school district shall be credited to the neighborhood revitalization fund.

PART 10

STANDARDS AND CRITERIA FOR REVIEW AND APPROVAL OF PROJECTS
UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

The following criteria are to be used for review and approval of applications under the Neighborhood Revitalization Act program. Criteria apply to designated program areas and individual dilapidated structures outside designated areas.

- a. All improvements must conform to zoning, building and other applicable regulations in effect in the Neighborhood Revitalization Act target area at the time the improvements are made and remain in conformance with such regulations for the length of the rebate period;
- b. Construction of improvements must have begun on or after the date of inclusion of the property in the NRA target area;
- c. Improvements must increase the appraised value by at least 15% or \$5,000, whichever is greater.
- d. Properties delinquent in tax payments or special assessments or under appeal or protest are not eligible until such delinquent payments or assessments have been paid;
- e. Properties eligible for tax incentives under any other program shall be eligible to submit applications under only one program at a time;
- f. Only owners are eligible for tax rebates;
- g. Tax rebates transfer with ownership of property;
- h. Tax rebates are based on the increase of appraised value as of January 1 following the year of 100% completion, contingent on final inspection or issuance of certificate of occupancy.

PART 11

PROGRAM AMOUNTS AND YEARS OF ELIGIBILITY
UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

a. Rebate amount shall be 100% of the increment increase in appraised value for all rehabilitation projects, 50% of the increment increase in appraised value for new residential construction projects.

b. Rebate periods and schedules for various classifications of property shall be as follows:

Residential

Rehabilitation	100% for 5 years
New Construction	50% for 5 years

Commercial & Industrial

10 years	100% year 1, 90% year 2, 80% year 3, 70% year 4, 60% year 5, 50% year 6, 40% year 7, 30% year 8, 20% year 9, 10% year 10
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c. 5% of all rebates shall be retained and deposited in the Neighborhood Revitalization Act Fund for administrative costs, to be divided equally between City of Hesston and the county.

PART 12

ADDITIONAL ISSUES UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

The following issues are additional concerns under the Neighborhood Revitalization Act program:

a. Conditions for rebate termination.

(1) Failure to build or maintain the property to applicable codes, rules and regulations shall cause the rebate application to be terminated.

(2) Failure to timely pay all property taxes and required assessments shall result in removal from the rebate program. Late fees, fines, surcharges and the like are not eligible for rebate.

b. The Harvey County Neighborhood Revitalization Program shall terminate five years following adoption of appropriate interlocal agreements, unless sooner terminated by State action.



PIDNO	NAME1
0352202002001000	KING, MICHAEL S
0352202001004000	MALLARD LANDING INC
0352202001003000	MALLARD LANDING INC
0352202002002000	KING, MICHAEL S

CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
AU		\$250.00	0		SOUTH MEADOWS DR
AU		\$200.00	0		SOUTH MEADOWS DR
AU		\$150.00	0		HICKORY ST
AU		\$200.00	0		CLOVER LN
		\$800.00			

PIDNO	NAME1	CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
0321003002015000	SAV-A-TRIP	CU		\$378,110.00	706 E		LINCOLN BLVD
0321003002017000	PATEL, SHANTABEN I	CU	RU	\$218,250.00	606 E		LINCOLN BLVD
0321003002016000	B E G S	CU		\$226,190.00	720 E		LINCOLN BLVD
0351601012002000	KREHBIEL, DEVERY & VIETTA	CU		\$92,510.00	320 N		MAIN ST
0351601008001000	REIMER, LEROY J; TR	CU		\$60,500.00	317 N		MAIN ST
0351601008006000	BULLER, ERBY; TR; ETAL	CU		\$86,330.00	315 N		MAIN ST
0351601008004000	SUNGLO FEEDS INC	CU		\$124,540.00	0		MAIN ST
0351601012005000	SUNGLO FEEDS INC	CU		\$263,120.00	308		MAIN ST
0351601013006020	MENNONITE CHURCH BLDGS	CU		\$182,310.00	371 N		OLD HWY 81
0351601013006000	PETERS, CAROL L; TR	CU		\$282,390.00	355 N		OLD HWY 81
0351601015002000	SUNGLO FEEDS INC	CU		\$182,890.00	226 N		MAIN ST
0351601015006000	SUNGLO FEEDS INC	CU		\$6,290.00	0		WEAVER ST-REAR
0351601013004000	SWARTZENDRUBER, STANLEY G	CU		\$83,190.00	330 W		KNOTT ST
0351601013006010	ESAU, CONSTANCE WEDEL; TR	CU		\$52,860.00	353 N		OLD HWY 81
0351601013005010	WEBER, MICHAEL J	CU		\$54,090.00	351 N		OLD HWY 81
0351601014002000	ROUPP, ROSELENA; TR; ETAL	CU		\$183,120.00	120 W		KNOTT ST
0351601014003000	HESSTON STATE BANK	CU		\$515,210.00	201 N		MAIN ST
0351601021001000	CENTRAL KS CREDIT UNION	CU		\$300,020.00	140 N		MAIN ST
0351601024001000	JORDAN TOZIER LLC	CU		\$48,390.00	205 N		OLD HWY 81
0351601024002000	GEABHART, KENNETH & CAROL	CU		\$19,920.00	213 N		OLD HWY 81
0351601022010000	HESSTON GENERAL STORE INC	CU		\$26,640.00	141 N		MAIN ST
0351601022009000	HESSTON GENERAL STORE INC	CU		\$73,860.00	137 N		MAIN ST
0351601022008000	TOWNSITE PROPERTIES	CU		\$41,180.00	129 N		MAIN ST
0351601023001000	FUQUA, LARRY E; TR	CU		\$28,670.00	120 W		SMITH ST
0351601022007000	TOWNCENTER ASSOCIATES	CU		\$71,360.00	123 N		MAIN ST
0351601021003000	HAMILTON, STUART A; TR	CU		\$40,280.00	112 N		MAIN ST
0351601023002000	HESSTON CORP WORKERS ASSOC	CU		\$48,550.00	116 W		SMITH ST
0351601022006000	CRITCHFIELD, NORMAN W	CU		\$44,800.00	117 N		MAIN ST
0351601021003010	TYPER, DONALD R & MARJORIE	CU		\$24,500.00	108 N		MAIN ST
0351601022004000	LATTA, ROBERT L & LORETTA	CU		\$25,430.00	105 N		MAIN ST
0351601021004000	GOERTZEN, NELSON L	CU		\$32,740.00	100 N		MAIN ST
0351601030003000	SKEETS REPAIR INC	CU		\$80,730.00	204 S		OLD HWY 81
0351601027001000	HOSKINS, THOMAS & BEVERLY	CU		\$82,530.00	101 S		MAIN ST
0351601027002000	WELSH, KENNETH L & SANDRA	CU		\$34,950.00	111 W		SMITH ST
0351601026001000	MILLER, FLORIS S; TR; ETAL	CU		\$114,190.00	211 W		SMITH ST
0351601027003000	HESSTON FOOD MARKET INC	CU		\$123,190.00	115 W		SMITH ST
0351601030001000	H & H MEATS INC	CU		\$27,990.00	102 S		WEAVER ST
0351601028001000	K & D ENTERPRISES	CU		\$75,530.00	101 N		OLD HWY 81

0351601030002000	SKEETS REPAIR INC	CU	\$28,060.00	104 S	WEAVER ST
0351601028002000	REIMER, LEROY J; TR; ETAL	CU	\$23,300.00	118 S	MAIN ST
0351601028004000	LAWSON ENTERPRISES INC	CU	\$78,500.00	115 S	OLD HWY 81
0351604002001000	TROYER, JAMES W & JUDITH A	CU	\$24,900.00	0 E	RANDALL ST
0351604003003000	STUTZMAN, BARBARA K; TR	CU	\$81,570.00	301 S	OLD HWY 81
0351503002001000	FIRST BANK OF NEWTON	CU	\$15,390.00	246 S	RIDGE RD
0351503002011000	BERMAN, MICHAEL D	CU	\$124,600.00	429 S	OLD HWY 81
0351503005004000	HAMM, RUBY	CU	\$46,390.00	0	COMMERCE DR
0351503002010000	BRUBACHER, DONALD J	CU	\$84,140.00	441 S	OLD HWY 81
0351503002009000	JOSE, GLADWIN D & BARBARA	CU	\$36,090.00	445 S	OLD HWY 81
0351503002007000	OAK LEAF PROPERTIES LLC	CU	\$73,250.00	455 S	OLD HWY 81
0351502002001000	AMERICAS DRIVE-IN CORP	CU	\$230,070.00	707 E	LINCOLN BLVD
0351502002001010	CENTRAL NATIONAL BANK	CU	\$549,190.00	711 E	LINCOLN BLVD
0351501001003020	HESSTON HOSPITALITY LLC	CU	\$1,522,350.00	2	LEONARD CT
0351503001001020	HESSTON, CITY OF	CU	\$729,410.00	705 E	RANDALL ST
0351601013005020	K S WELSH LLC	CU	\$44,510.00	345 N	OLD HWY 81
0351601013005000	PETERS, CAROL L; TR	CU	\$98,470.00	345 N	OLD HWY 81
0352202001001000	STONE CREEK NURSERY LLC	CU	\$233,920.00	501 S	OLD HWY 81
0351601014001000	SUNGLO FEEDS INC	CU	\$283,320.00	0	LANCASTER AVE
0351503001001000	HESSTON, CITY OF	CU	\$2,441,560.00	0	COMMERCE DR
		AU	<u>\$11,106,340.00</u>		

PIDNO	NAME1
0351601012004000	KS MENN DISASTER SRVC INC
0351601016004000	HESSTON CHILD CARE ASSOC
0351601028003000	HESSTON AREA SENIORS INC
0351601021005000	HESSTON, CITY OF
0351601018001000	HESSTON, CITY OF
0351601022002000	HESSTON, CITY OF
0351601022001000	HESSTON, CITY OF
0351601032001000	HESSTON, CITY OF
0351601029001000	HESSTON, CITY OF
0351601029002000	HESSTON, CITY OF
0351601029003000	HESSTON, CITY OF
0351604003002000	HESSTON, CITY OF
0351604003001000	HESSTON, CITY OF
0351503002003000	HESSTON, CITY OF
0351601021002000	CHURCH, GARDEN MENNONITE

CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
EB		\$39,970.00	312 N		MAIN ST
EB		\$139,710.00	224 N		WEAVER ST
EB		\$226,220.00	108 E		RANDALL ST
EL		\$252,990.00	110 E		SMITH ST
EM		\$20,950.00	0		KNOTT ST
EM		\$5,750.00	0		LANCASTER AVE
EM		\$6,090.00	0		MAIN ST
EM		\$20,000.00	0 E		RANDALL ST
EM		\$375,090.00	115 E		SMITH ST
EM		\$6,810.00	0		HWY 81
EM		\$4,850.00	0		SMITH ST
EM		\$2,300.00	0		STREETER ST
EM		\$6,500.00	0		STREETER AVE
EM		\$22,770.00	0		RIDGE RD
ER		\$40,510.00	116 N		MAIN ST
		\$1,170,510.00			

PIDNO	NAME1	CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
0320904005012000	HERSHBERGER,WELDON O & AMY	RU		\$121,000.00	605 N		RIDGE RD
0351601012001000	BACHMAN,WELDON & ARLINE,TR	RU		\$124,300.00	321 N		WEAVER ST
0351601012008000	ROTH, DWIGHT E & LYNETTE	RU		\$111,400.00	309 N		WEAVER ST
0351601012006000	BULLER, ERBY & ESTHER, TR	RU		\$36,670.00	108 E		AMOS ST
0351601012007000	BULLER, THOMAS A & KARLA J	RU		\$89,840.00	116 E		AMOS ST
0351601017001000	NITZSCHE, WILLARD & IRENE	RU		\$80,600.00	325 E		AMOS ST
0351601016001000	BROWN, DENNIS H & JANE Z	RU		\$69,460.00	217 E		AMOS ST
0351601017004000	MARTIN, LUKE Z & DARLA J	RU		\$65,200.00	313 E		AMOS ST
0351601017003000	NELSON, CHRIS V & JULIE R	RU		\$56,020.00	317 E		AMOS ST
0351601016002000	PENNER, RACHEL J; TR	RU		\$69,100.00	213 E		AMOS ST
0351601017006000	TROYER, JERRY J & WILMA A	RU		\$57,500.00	301 E		AMOS ST
0351601017005000	BURGESS, DONALD L	RU		\$56,000.00	309 E		AMOS ST
0351601016003000	STRUBHAR, JOHN A	RU		\$48,210.00	209 E		AMOS ST
0351601015001000	LITWILLER, JOSHUA P & LISA	RU		\$82,600.00	225 N		WEAVER ST
0351601016010000	TOEWS, RICHARD J & RUTH A	RU		\$89,100.00	217 N		STREETER ST
0351601015005000	FRIESEN, SHANNON & CARRIE	RU		\$68,400.00	217 N		WEAVER ST
0351601017011000	KING, CLIFFORD E; TR	RU		\$114,000.00	330 E		KNOTT ST
0351601017010000	OVERTON, DONNA M	RU		\$93,800.00	318 E		KNOTT ST
0351601015004000	KEIM, HOWARD E & TAMRA	RU		\$80,400.00	209 N		WEAVER ST
0351601016005000	HOGSETT, BARBARA Y	RU		\$47,040.00	200 E		KNOTT ST
0351601016006000	MENDOZA, ENOE & CARMEN	RU		\$17,480.00	208 E		KNOTT ST
0351601016007000	MENDOZA, ENOE	RU		\$17,350.00	216 E		KNOTT ST
0351601016008000	GOOD, ROBERT L & TWILA J	RU		\$25,890.00	220 E		KNOTT ST
0351601016009000	ROLAND, DANNY T SR & GAIL	RU		\$44,110.00	224 E		KNOTT ST
0351601017007000	SELTZER, JUSTIN B	RU		\$73,100.00	300 E		KNOTT ST
0351601017008000	EPP, BRYAN W	RU		\$109,500.00	308 E		KNOTT ST
0351601017009000	FINDLEY, PATRICIA E	RU		\$86,770.00	312 E		KNOTT ST
0351601015003000	GEUTHER, DANA & ROBBY	RU		\$90,600.00	116 E		KNOTT ST
0351601018002000	SCHROEDER, L MAY	RU		\$60,220.00	301 E		KNOTT ST
0351601019001000	WOODS, BRIAN W & MICHELLE	RU		\$19,000.00	229 E		KNOTT ST
0351601019002000	KREHBIEL,FAMILY TRUST	RU		\$79,000.00	225 E		KNOTT ST
0351601019003000	WALLS, DAN E & CAROL J	RU		\$58,290.00	217 E		KNOTT ST
0351601019004000	BARGE, WILLARD & MARJORIE	RU		\$45,750.00	209 E		KNOTT ST
0351601024003000	REGIER, VERNON R & HILDA R	RU		\$64,060.00	116 N		HESS AVE
0351601018006000	JONES, DALE E	RU		\$170,600.00	318 E		SMITH ST
0351601018005000	HERTZLER, BYRON LEE & MARY	RU		\$95,810.00	312 E		SMITH ST
0351601019010000	WOODS, BRIAN W & MICHELLE	RU		\$103,800.00	101 N		STREETER ST
0351601018004000	GOOD, ROBERT L JR & SONJA	RU		\$94,200.00	308 E		SMITH ST

PIDNO	NAME1
0352202003011000	KANSAS GAS & ELECTRIC CO
0351601019005000	UNITED TELEPHONE CO OF IA
0351601020001000	UNITED TELEPHONE CO OF IA
0351601019006000	UNITED TELEPHONE CO OF IA

CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
UE		\$0.00	5900 NW	72ND ST	
UT		\$0.00	201 E	KNOTT ST	
UT		\$0.00	0 E	KNOTT ST	
UT		\$0.00	0 E	SMITH ST	
		<u>\$0.00</u>			

PIDNO	NAME1
0321003002014000	SIERRA PROPERTIES INC
0351601008002000	BULLER, ERBY & ESTHER, TR
0351601008003000	SUNGLO FEEDS INC
0351601032003010	TROYER, JAMES W & JUDITH A
0351601032004010	TROYER, JAMES W & JUDITH A
0351601032004000	STUTZMAN, MICHAEL & SUZANNE
0351503005003000	HAMM, RUBY E
0351503002004000	RUEBKE, JOHN H & BEATRICE
0351503002002020	JUST, GLADWIN D & BARBARA
0351501001003030	HRDLICKA, CAROL & RICHARD
0351501001003040	HESSTON, CITY OF
0351501001003000	HRDLICKA, CAROL & RICHARD
0351501001003010	HRDLICKA, CAROL & RICHARD
0352202003001000	MALLARD LANDING INC
0351503001001030	EXCEL INDUSTRIES
0361400001007010	

CURCLS1	CURCLS2	TOTTOT	SITENBR	SITEDIR	SITERD
VU		\$38,600.00	0	LINCOLN BLVD	
VU		\$7,320.00	119 W	REUSSER	
VU		\$4,680.00	300 N	MAIN ST	
VU		\$11,110.00	0 E	SMITH ST	
VU		\$19,620.00	0 E	RANDALL ST	
VU		\$900.00	301 E	RANDALL ST	
VU		\$31,520.00	0	COMMERCE DR	
VU	RU	\$47,100.00	506 E	HICKORY ST	
VU		\$10,000.00	0 E	HICKORY ST	
VU		\$21,750.00	0	LEONARD CT	
VU		\$39,750.00	4	LEONARD CT	
VU		\$61,000.00	0	LEONARD CT	
VU		\$57,000.00	0	LEONARD CT	
VU		\$13,800.00	0	CLOVER LN	
VU		\$81,000.00	0	RANDALL ST	
		<u>\$0.00</u>			
		<u>\$445,150.00</u>			

Total All Classes

\$18,190,454.00

RESOLUTION NO. 980

WHEREAS, the City of Hesston, Kansas, has pursuant to K.S.A. 12-17,114 *et seq.* adopted a plan to assist in the rehabilitation, conservation or redevelopment of any area within the City of Hesston which meets the conditions provided in said law; and

WHEREAS, the City of Hesston seeks to exercise the authority provided in K.S.A. 12-17,114 *et seq.* in order to rehabilitate, conserve or redevelop certain designated areas in the City.

NOW, THEREFORE, BE IT RESOLVED by the council of the City of Hesston, Kansas in accordance with K.S.A. 12-17,114 *et seq.* the following notice is hereby given:

NOTICE

The City Council will consider the expansion of the existing Neighborhood Revitalization Area, pursuant to K.S.A. 12-17,114 *et seq.*, at a public hearing at 6:30 p.m. on July 12, 2004 in the City Council Chambers, Hesston, Kansas.

The Neighborhood Revitalization Plan and a description of the boundaries of the proposed expansion of the Neighborhood Revitalization Area are available for inspection during the hours of 8:00 a.m. to 5:00 p.m. in the office of the City Clerk, City of Hesston, Kansas.

At the conclusion of the hearing, the City Council will consider findings necessary for the expansion of the existing Neighborhood Revitalization Area, all as provided for in K.S.A. 12-17,114 *et seq.*

BE IT FURTHER RESOLVED that the City Clerk shall cause a copy of this resolution to be delivered to the other taxing entities within Harvey County, Kansas.

BE IT FURTHER RESOLVED that the City Clerk shall cause this resolution to be published in the official city newspaper at least once each week for two consecutive weeks prior to the hearing.

ADOPTED and APPROVED by the City Council this 14th day of June, 2004.



John D. Waltner, Mayor

ATTEST:



Dennis D. Nichols, City Clerk

[SEAL]

RESOLUTION 981

A RESOLUTION OF THE CITY OF HESSTON AMENDING THE EXISTING NEIGHBORHOOD REVITALIZATION PLAN AND DESIGNATING AN ADDITIONAL NEIGHBORHOOD REVITALIZATION AREA.

WHEREAS, the Governing Body of the City of Hesston, Kansas, pursuant to the authority provided in K.S.A. 12-17,114 et seq., is desirous of amending the existing plan to assist the revitalization of certain designated areas of the City of Hesston; and

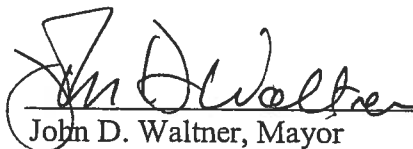
WHEREAS, the Governing Body of the City of Hesston, pursuant to public notice did hold a public hearing on June 14, 2004, to hear and consider public comment on the proposed amendment to the Neighborhood Revitalization Plan;

BE IT RESOLVED by the Governing Body of the City of Hesston, Kansas, as follows:

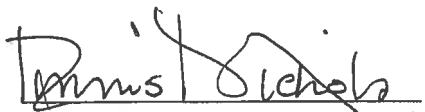
Section 1. Neighborhood Revitalization Plan. The City Council does hereby amend the Neighborhood Revitalization Plan; amendments attached hereto as Exhibit A.

Section 2. Designation of Neighborhood Revitalization Area. The City Council does hereby amend the designation of the real property described in Part 1 of the Neighborhood Revitalization Plan as the Neighborhood Revitalization Areas. The City Council does hereby amend Parts 2 through 4 and Exhibits 1 through 6 of the Neighborhood Revitalization plan to reflect the newly designated areas.

PASSED AND ADOPTED by the Governing Body of the City of Hesston, Kansas, this 12th day of July 2004.


John D. Waltner, Mayor

ATTEST:


Dennis D. Nichols, City Clerk



QUESTIONS & ANSWERS

Q: Can I simply paint my house or do some minor remodeling and be eligible for this program?

A: It is unlikely that minor repairs such as painting will enable a property to qualify for this program. Any improvements must increase appraised value by at least 15% or \$5,000, whichever is greater. In addition, the 15% or \$5,000 increase in appraised value must be a direct result of the improvements.

Q: What is the application process?

A: Obtain an application for the Neighborhood Revitalization Program when applying for a building permit. After reviewing the program criteria, complete the application form and sign the statement that you have read and understand the Neighborhood Revitalization Plan. After final inspection is performed, City staff will forward the application to the County Appraiser's office for review and appraisal of the project. Applicants will receive their tax rebate, minus a 5% administrative charge, after their property taxes are paid in full. Building permits and Neighborhood Revitalization Program applications are available at Hesston City Hall.

Q: What types of property are eligible?

A: Residential or commercial/industrial property within the Neighborhood Revitalization Area is eligible for the Neighborhood Revitalization Program.

MORE Q & A

Q: Are the rebates transferable if I sell my property?

A: Rebates are transferable if a property is sold. The rebate will continue on schedule. If an individual has received two years of the five-year rebate, the party buying the property will receive the last three years of the rebate.

Q: Can I still take advantage of the program if I don't live in the project area?

A: Yes. Properties outside the Neighborhood Revitalization Area may be eligible for the program. However, those structures must meet stricter criteria for approval. For a structure to be eligible, a property owner must either improve a structure in a generally dilapidated condition or a structure with historical significance.

Q: Can this program be used in conjunction with tax abatement programs?

A: No. A criteria of the Neighborhood Revitalization Plan is that no property involved in the program can receive other tax abatement benefits.

For more information or to apply contact:
Hesston City Hall
115 E. Smith
Hesston, KS 67062
620-327-4412

Item M.

City of Hesston

NEIGHBORHOOD REVITALIZATION PROGRAM



THE PLAN

TAX INCENTIVE

Tax incentives are a valuable tool for neighborhood revitalization. New infill construction, as well as rehabilitation of existing housing, commercial and industrial properties, produces benefits not only to the immediate neighborhood, but to the entire community. With the adoption of the Neighborhood Revitalization Program, the City of Hesston, USD 460, and Harvey County have provided a tax incentive program to address the needs of a large portion of Hesston.

The program is designed to give property owners in the Neighborhood Revitalization Program Area (NRPA) the opportunity to receive up to a 10 year tax rebate. This incremental rebate is applied to the additional property taxes incurred as a result of new construction or improvements to existing structures.

If you are building a new structure or making significant improvements to **RESIDENTIAL, COMMERCIAL or INDUSTRIAL** property in the NRPA, your project may be eligible for the tax rebate program.

Tax Rebates are based on the increase in **APPRAISED VALUE** of a property as of the January following completion of the project. The tax rebate is based solely on the improvements, not on any market factors.

The example at the right illustrates which improvements to a \$100,000 home may qualify for the rebate:

THE REBATE

Rate of Tax Rebate on Increase in Appraised Value			
	Commercial & Industrial Rebate	Residential Rehabilitation Rebate	New Residential Rebate
Year 1	100%	100%	50%
Year 2	90%	100%	50%
Year 3	80%	100%	50%
Year 4	70%	100%	50%
Year 5	60%	100%	50%
Year 6	50%	N/A	N/A
Year 7	40%	N/A	N/A
Year 8	30%	N/A	N/A
Year 9	20%	N/A	N/A
Year 10	10%	N/A	N/A

Appraised value before improvements	\$100,000
*Increased value due to improvements	25,000
Increased value due to market forces	5,000
Total appraised value	\$130,000
*Amount eligible for tax rebate	\$25,000

ELIGIBILITY

Item M.

TO BE ELIGIBLE FOR A TAX REBATE . . .

- ◆ Obtain a Building Permit and Tax Rebate application from the City of Hesston.
- ◆ All improvements must conform to zoning, building and any other applicable regulations in effect in the Neighborhood Revitalization Program Area (NRPA).
- ◆ Construction must begin on or after the date of inclusion of the property in the NRPA.
- ◆ Improvements must increase the appraised value of the property by at least 15% or \$5,000, which ever is greater.
- ◆ Properties for which taxes or special assessments are delinquent or under appeal or protest are not eligible until such delinquent payments or appeals have been resolved.
- ◆ Properties eligible for tax incentives under any other program shall be eligible for only one such program at a time.
- ◆ Only owners of property are eligible to receive a tax rebate.
- ◆ Tax rebates transfer with ownership of a property.
- ◆ Rebates are based on the increase in **APPRAISED VALUE** as of January 1 of the year following 100% completion of the improvements, contingent upon final inspection or issuance of a certificate of occupancy.

PROCEDURE FOR SUBMISSION AND REVIEW OF APPLICATIONS UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

- a. Obtain an Application for Tax Rebate from appropriate City of Hesston
- b. Complete and sign Part 1 of the application and file the original at the Hesston City office with a building permit application.
- c. Hesston City office will verify the existing appraised value with the Harvey County Appraiser's Office.
- d. City of Hesston will issue building permit and return the rebate application to the owner.
- e. Owner will begin work on the improvements covered in the building permit.
- f. Owner will complete Part 2 of the rebate application upon 100% completion of the project and file at Hesston City office, which will then forward the application to the Appraiser's Office. This step must be completed by December 1 of the year preceding the commencement of the first year of the tax rebate period in order to qualify for the rebate.
- g. In the January following, the Appraiser's Office will conduct an on-site inspection of the construction project to determine the new valuation of the real estate, complete the appraiser's portion of the application and return the application to the Hesston City office, and report the new valuation to the County Clerk by June 1. Tax records on the project will be revised by the County Clerk's office to reflect the change in valuation.
- h. City of Hesston will review the application to determine whether the percentage test for rebate has been met and check to see that taxes and assessments are not delinquent. If all criteria have been met, the City Clerk of Hesston will certify the project for rebate.
- i. Upon payment of the real estate tax for the subject property for the initial and succeeding tax years of the rebate period, Harvey County will make the appropriate rebates to the applicant within 30 days following payment and submittal of a receipt by the applicant to the County. The rebate will be made from the Neighborhood Revitalization Act Fund established in conjunction with other taxing jurisdictions participating in the Interlocal Agreement established for the program. Any increment in property taxes received by the County for a participating city and/or school district shall be credited to the neighborhood revitalization fund.

PROGRAM AMOUNTS AND YEARS OF ELIGIBILITY UNDER THE NEIGHBORHOOD REVITALIZATION ACT PROGRAM

- a. Rebate amount shall be 100% of the increment increase in appraised value for all rehabilitation projects, 50% of the increment increase in appraised value for new residential

construction projects.

b. Rebate periods and schedules for various classifications of property shall be as follows:

Residential

Rehabilitation	100% for 5 years
New Construction	50% for 5 years

Commercial & Industrial

10 years 100% year 1, 90% year 2, 80% year 3,
70% year 4, 60% year 5, 50% year 6,
40% year 7, 30% year 8, 20% year 9,
10% year 10

c. 5% of all rebates shall be retained and deposited in the Neighborhood Revitalization Act Fund for administrative costs, to be divided equally between City of Hesston and the county.

Q: Can I simply paint my house or do some minor remodeling and be eligible for this program?

A: It is unlikely that minor repairs such as painting will enable a property to qualify for this program. Any improvements must increase appraised value by at least 15% or \$5,000, whichever is greater. In addition, the 15% or \$5,000 increase in appraised value must be a direct result of the improvements.

Q: What is the application process?

A: Obtain an application for the Neighborhood Revitalization Program when applying for a building permit. After reviewing the program criteria, complete the application form and sign the statement that you have read and understand the Neighborhood Revitalization Plan. After final inspection is performed, City staff will forward the application to the County Appraiser's office for review and appraisal of the project. Applicants will receive their tax rebate, minus a 5% administrative charge, after their property taxes are paid in full. Building permits and Neighborhood Revitalization Program applications are available at Hesston City Hall.

Q: What types of property are eligible?

A: Residential or commercial/Industrial property within the Neighborhood Revitalization Area is eligible for the Neighborhood Revitalization Program.

Q: Are the rebates transferable if I sell my property?

A: Rebates are transferable if a property is sold. The rebate will continue on schedule. If an individual has received two years of the five-year rebate, the party buying the property will receive the last three years of the rebate.

Q: Can I still take advantage of the program if I don't live in the project area?

A: Yes. Properties outside the Neighborhood Revitalization Area may be eligible for the program. However, those structures must meet stricter criteria for approval. For a structure to be eligible, a property owner must either improve a structure in a generally dilapidated condition or a structure with historical significance.

Q: Can this program be used in conjunction with tax abatement programs?

A: No. A criteria of the Neighborhood Revitalization Plan is that no property involved in the program can receive other tax abatement benefits.

For more information or to apply contact:

Hesston City Hall
115 E. Smith
Hesston, KS 67062
620-327-4412

City of Hesston

**NEIGHBORHOOD
REVITALIZATION
PROGRAM**



THE PLAN

TAX INCENTIVE

Tax incentives are a valuable tool for neighborhood revitalization. New infill construction, as well as rehabilitation of existing housing, commercial and industrial properties, produces benefits not only to the immediate neighborhood, but to the entire community. With the adoption of the Neighborhood Revitalization Program, the City of Hesston, USD 460, and Harvey County have provided a tax incentive program to address the needs of a large portion of Hesston.

The program is designed to give property owners in the Neighborhood Revitalization Program Area (NRPA) the opportunity to receive up to a 10 year tax rebate. This incremental rebate is applied to the additional property taxes incurred as a result of new construction or improvements to existing structures.

If you are building a new structure or making significant improvements to RESIDENTIAL, COMMERCIAL or INDUSTRIAL property in the NRPA, your project may be eligible for the tax rebate program.

Tax Rebates are based on the increase in APPRAISED VALUE of a property as of the January following completion of the project. The tax rebate is based solely on the improvements, not on any market factors.

For example at the right illustrates which improvements \$100,000 home may qualify for the rebate:

THE REBATE

Rate of Tax Rebate on Increase in Appraised Value			
	Commercial & Industrial Rebate	Residential Rehabilitation Rebate	New Residential Rebate
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Year 3	80%	100%	50%
Year 4	70%	100%	50%
Year 5	60%	100%	50%
Year 6	50%	N/A	N/A
Year 7	40%	N/A	N/A
Year 8	30%	N/A	N/A
Year 9	20%	N/A	N/A
Year 10	10%	N/A	N/A

Appraised value before improvements	\$100,000
*Increased value due to improvements	25,000
Increased value due to market forces	5,000
Total appraised value	\$130,000
*Amount eligible for tax rebate	\$25,000

ELIGIBILITY

TO BE ELIGIBLE FOR A TAX REBATE . . .

- ◆ Obtain a Building Permit and Tax Rebate application from the City of Hesston.
- ◆ All improvements must conform to zoning, building and any other applicable regulations in effect in the Neighborhood Revitalization Program Area (NRPA).
- ◆ Construction must begin on or after the date of inclusion of the property in the NRPA.
- ◆ Improvements must increase the appraised value of the property by at least 15% or \$5,000, whichever ever is greater.
- ◆ Properties for which taxes or special assessments are delinquent or under appeal or protest are not eligible until such delinquent payments or appeals have been resolved.
- ◆ Properties eligible for tax incentives under any other program shall be eligible for only one such program at a time.
- ◆ Only owners of property are eligible to receive a tax rebate.
- ◆ Tax rebates transfer with ownership of a property.
- ◆ Rebates are based on the increase in APPRAISED VALUE as of January 1 of the year following 100% completion of the improvements, contingent upon final inspection or issuance of a certificate of occupancy.

Item M.

APPLICATION
HARVEY COUNTY NEIGHBORHOOD REVITALIZATION PROGRAM

Item M.

City _____

Part 1

(to be completed prior to construction)

Name of Property Owner _____

Owner's Mailing Address _____

Owner's Daytime Phone Number _____

Address of Property _____

Legal Descriptions _____

Appraiser's Parcel I.D. Number _____

Building Permit Number _____

Existing Use of Property _____

Proposed Use of Property _____

Age of Principal Building(s) _____

Proposed Improvements _____

Estimated Cost of Improvements _____

Date of Estimated Start of Construction _____

Date of Completion _____

Owner's Signature _____

(For City of _____ use only)

County appraiser's appraised value of existing improvements _____

Does project conform to program guidelines? _____

Part 2

(to be completed after completion of project)

Status of project as of December 1 _____

Owner's signature _____

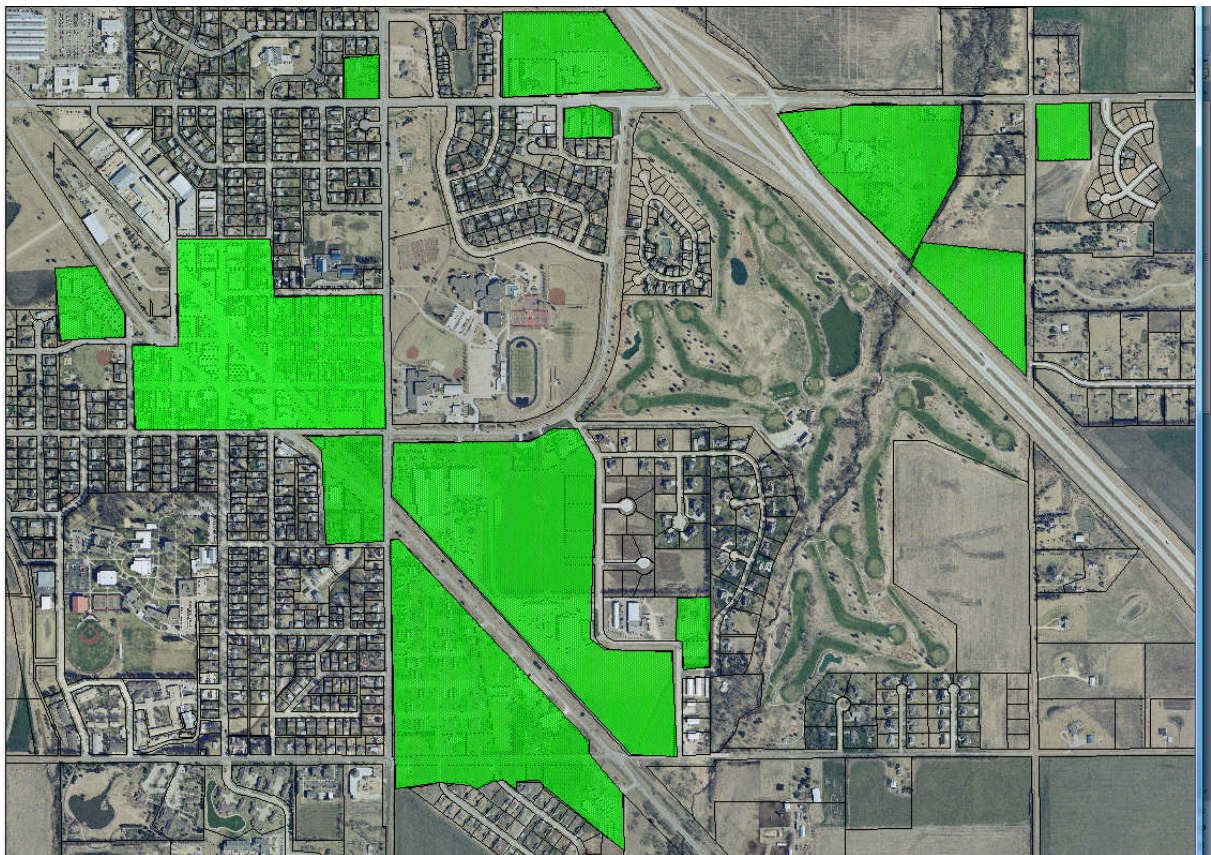
(For City of _____ use only)

County appraiser's appraised value of NRA program improvements _____

Tax status of property according to county clerk _____

NEIGHBORHOOD REVITALIZATION MAP

HIGHLIGHTED AREAS ARE INCLUDED IN THE NEIGHBORHOOD REVITALIZATION MAP AND ARE ELIGIBLE FOR TAX REBATES.





Agenda Item Summary

Meeting date: September 14, 2020

Subject: Appoint Voting Delegates – League of Kansas Municipalities Annual Meeting, Virtual (October 13-16, 2020)

Recommendation: Appoint Jason Jones and another person as voting delegates

Background Information:

Briefed by: City Administrator Gary Emry

Summary: The delegates will be asked to attend the virtual business meeting that will be held at 9:30 am on Friday, October 16th. The City of Hesston may be represented by two voting delegates or alternates. The delegates are asked to vote on elected officers, new board members, and the annual legislative policy statement. Council Member Jason Jones will be in attendance.

Attachment: LKM Voting Registration Instructions

For more information about the Annual Conference, including a schedule of events, see the main conference page

<https://www.lkm.org/page/AnnualConference>

Register Online at: <https://www.lkm.org/event/2020virtual>

Annual Conference Schedule



The 2020 League Annual Conference will take place virtually over the course of 4 days. Content will be a mix of pre-recorded and live sessions, all accessible via our mobile app provider. Sessions will be available for up to one full year, post-conference. Login information will be sent to registered attendees approximately the first week of October.

Thank you for being part of this unique opportunity.

2020 Schedule:

Tuesday, October 13

1:30 p.m. - 2:30 p.m.
Legislative Policy Committee Meeting
3:30 p.m. - 4:30 p.m.
Nominating Committee

Wednesday, October 14

9:00 a.m. - 10:00 a.m.
Governing Body Meeting
11:00 a.m. - 12:30 p.m.
Opening General Session
4:30 p.m. - 5:30 p.m.
Happy Hour with Vendors/Attendees, featuring Broadway performer Jeff Kready

Thursday, October 15

10:00 a.m. - 10:45 a.m.
"Ask an Expert" Session
11:00 a.m. - 11:50 a.m.
Concurrent Workshops Session I
3:30 p.m. - 4:20 p.m.
Concurrent Workshops Session II
4:30 p.m. - 5:30 p.m.
Happy Hour with Vendors/Attendees, featuring comic Nicole Burch

Friday, October 16

9:30 a.m. - 10:30 a.m.
Business Meeting & Convention of Voting Delegates
11:00 a.m. - 11:50 a.m.
Concurrent Workshops III
1:00 p.m. - 2:15 p.m.
Executive Director's Report & Awards Presentation



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Coronavirus Relief Fund (CRF) - Direct Aid Program

Background Information:

Briefed by: City Administrator Gary Emry

Summary: The Federal CARES Act was enacted in March 2020 and provided money through the Coronavirus Relief Fund (CRF) for state and local governments to lessen the impact of the coronavirus on the community. The program is administered by the state through the counties and each municipality was asked to submit a program of expenditures of covid mitigation related equipment and supplies. The municipal areas of focus were related to Health and Connectivity. Those items that were approved will be reimbursed by the state/county. The attached list was submitted by the City of Hesston and was approved at the county and state level.

Financial Impact:

\$65,000 – Reimbursed through Federal/State Funds

Attachment: CRF Direct Aid Program

CITY OF HESSTON - DIRECT AID PLAN

Expenditure Title	Expenditure Description	Estimated Cost	Expenditure Category	Date Expected	Comments
Cleaning / Disinfecting Supplies and Equipment	(4) Electrostatic sprayers and other cleaning supplies for public spaces and city offices.	\$ 10,000.00	Medical expenses	9/1/2020	Disinfectant sprayers and cleaning supplies used to disinfect EMS equipment, high risk city equipment, office space, and public spaces.
PPE	Masks, gloves, eye protection, gowns, and other PPE for city staff / public meetings.	\$ 7,000.00	Medical expenses	9/1/2020	Masks, gloves, eye protection, gowns, and other PPE for city staff - EMS/Fire, Police, Public Works, Library, Parks, Admin. & public spaces and public meetings, etc.
Drop Boxes / Mail Boxes	(1) Drop box for City Hall, (1) Drop box for Library, (1) Mail box for City Hall - to allow for social distancing for delivery of utility bills, book returns, and office mail.	\$ 7,100.00	Public health expenses	10/1/2020	Department Heads and outside staff can pick up mail from pass-through, secure mailboxes without entering the administration office, eliminating exposure of mission critical staff. Library patrons can drop off books and utility customers can drop off payments and maintain social distancing.
VOIP Phone System	Remote Connectivity / Social Distancing	\$ 20,500.00	Technology Costs	10/1/2020	Installation of a communication system that fully integrates in-place and remote operational capability, providing the organization uninterrupted and secure use of conference calling to conduct meetings, significantly reducing face-to-face contact between staff, City Council, and the public, and eliminating exposure risk while enhancing our capability to hold various required public meetings and maintaining full transparency to the public.
Laptops & other remote access equipment	(5) Laptops, (13) portable scanners, (4) web cams for Admin staff & Dept, Heads - Remote Connectivity / Social Distancing	\$ 17,500.00	Technology Costs	10/1/2020	To allow staff to work from home in the event quarantine is necessary.
Golf Cart Dividers	Social Distancing -Barrier Between Passengers	\$ 2,000.00	Public health expenses	8/1/2020	Establishes a physical barrier between patrons to safely use golf carts while separated.
Security Video Cameras	Cell based cameras	\$ 900.00	Security	11/1/2020	Cellular based cameras would allow us to prepare for remote monitoring of locations and telework. Cost includes two cameras and 2 month data plan (Nov. and Dec. 2020).
		\$ 65,000.00			



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Pipeline Safety for Public Officials

Recommendation: Read the information & complete the survey

Background Information:

Briefed by: City Administrator Gary Emry

Summary: Federal pipeline safety regulation establish strict guidelines for how natural gas utilities communicate to various audiences about natural gas and pipeline safety. This communication includes public officials and is required every three years. Please take a few minutes to read through the information and complete the included survey.

Attachments:

Pipeline Safety for Public Officials Information

Pipeline Safety for Public Officials Survey



CITY OF HESSTON PIPELINE SAFETY FOR PUBLIC OFFICIAL 2020

Pipeline purpose and reliability

The United States relies on natural gas for nearly one-fourth of its energy. Natural gas is clean convenient, and efficient, which makes it the country's most popular home heating fuel. Each day, underground pipelines carry natural gas safely and efficiently to millions of homes and businesses across the United States. Natural gas is used to heat homes and businesses, heat water, cook meals, fuels for vehicles electric power generation and for many industrial processes. In our community, underground pipelines provide natural gas service to homes, businesses, schools, and industries. City of Hesston operates a safe and efficient pipeline distribution network of stations, mains, services and meters. Natural gas is purchased by the City of Hesston from major transportation pipeline companies at one of three (3) gate stations where the pressure is regulated then distributed through city mains and service lines to your gas meter and into your home or business where it is regulated again.

Hazards awareness and prevention measures

The City of Hesston is committed to constructing and maintaining a natural gas distribution system that complies with applicable state and federal guidelines, industry standards and safety regulations. Pipelines are monitored in the field through regular patrolling, scheduled maintenance, and management plans are implemented to further protect the City of Hesston. Your knowledge and understanding of underground pipeline facilities, damage prevention, and emergency notification is an important element in ensuring pipeline integrity and enhancing system performance. Our goal is delivering clean and reliable natural gas throughout the community.

Emergency Preparedness

The City of Hesston own employees are highly trained to perform pipeline operations and to handle any emergencies promptly. We work closely with the local fire and police department to ensure they know their role during an emergency.

Communications with the public and others

Besides informing local and state public officials, City of Hesston is required by federal law to communicate with the general public, emergency officials and excavators to improve public awareness of pipeline safety.

The City of Hesston has a public awareness program that is sent twice a year in the utility bills to all residential customers and once a year to all excavators and contractors that do business in Hesston.

Leak recognition and response

Our programs and communications emphasize: SIGHT look for dead vegetation in areas surrounded by green that's unexplained, bubbling in standing water, or dirt blowing in the air; LISTEN for any unusual noise like a roaring, blowing, hissing or whistling near a pipeline or appliance; SMELL a distinctive sulfur or rotten egg odor that is added to make natural gas detectable; LEAVE the area immediately and call 911 and then the City of Hesston at (620) 327-4412. The city utilizes Harvey County 911 for after hours callouts. 911 has a callout list for city employees. The City of Hesston has marked certain crossings and barricades along the pipeline with stick on markers to indicate who to call in an emergency.

One-Call notification requirements

The City of Hesston participates in the Kansas One-Call organization. The City is actively promoting the nationwide 811 One-Call toll free number and the Kansas One-Call number of (1-800-344-7233) by affixing the official 811 logo and adding the Kansas One-Call number on its crossing vents and barricades throughout the city.

Right-of-way encroachment

A key pipeline safety message – which the public may be less aware of – is the requirement not to build, plant or place barriers on pipeline right of way. For public officials, this requirement can involve enacting new zoning ordinances, enforcing building codes and planning new community developments to ensure adequate pipeline buffers.

Construction/maintenance activities

In the last year, the City of Hesston Utility Department had 13 reported gas leaks. 9 were found on the city side, 1 on the homeowner side and there were 2 with no leaks found. There was 1 contractor hit. The department installed 6 new gas services and replaced 4 bad steel line services. 6 bell hole reports were done with no concerns found. The department worked 621 One Call locate tickets.



City of Hesston Public Awareness Program for Public Officials

1. Are you aware there are natural gas pipelines running through the city? Yes ☐ No ☐
2. Have you heard of seen a message regarding natural gas safety in the last 12 months?
Yes ☐ No ☐
3. Do you have the number to call if there was a natural gas incident or you needed more information? Yes ☐ No ☐
4. Do you know the number to call for a natural gas incident after business hours?
Yes ☐ No ☐
5. Do you know what precautions an excavator should take prior to digging to avoid accidentally hitting a natural gas line? Yes ☐ No ☐
6. Are you familiar with the One-Call System and the 811 number? Yes ☐ No ☐
7. How would you rate the adequacy of information you have about natural gas safety?
Good ☐ Adequate ☐ Bad ☐
8. Does the city have an emergency response plan to deal with a natural gas leak regardless of whether it is intentional or accidental? Yes ☐ No ☐
9. Have you reported a natural gas problem in the last 12 months? Yes ☐ No ☐
10. Overall, do you feel the city's natural gas department has an adequate safety awareness program? Yes ☐ No ☐

Signature: _____ Date: _____



Agenda Item Summary

Meeting date: September 14, 2020

Subject: Adjourn Meeting

At the conclusion of the agenda the Mayor can request a motion to adjourn the meeting.

Next Regular Council Meeting: October 12, 2020

Reminder - Proposal Interviews: All three interview dates have been assigned. They are as follows:

- ✓ September 28th 6:00 pm - Family Dollar
- ✓ September 29th 6:00 pm - Dollar General
- ✓ October 5th 6:00 pm - Icon Structures/SPK (Grocery Store)

These interviews will be held via Zoom meeting software. A Special Meeting invite will be sent out prior to the meetings.