

**MEETING NOTICE
MAIZE CITY COUNCIL
REGULAR MEETING**

TIME: 7:00 P.M.
DATE: MONDAY, MAY 18, 2015
PLACE: MAIZE CITY HALL
10100 W. GRADY AVENUE

AGENDA

MAYOR CLAIR DONNELLY PRESIDING

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance/Moment of Silence
- 4) Approval of Agenda
- 5) Public Comments
- 6) Consent Agenda
 - a. Approval of Minutes – Regular Council Meeting of April 20, 2015.
 - b. Receive and file minutes from the Planning Commission meeting of April 2, 2015
 - c. Receive and file minutes from the Park and Tree Board meeting of April 14, 2015.
 - d. Cash Disbursements from April 1, 2015 thru April 30, 2015 in the amount of \$454,168.60 (Check #60300 thru #60461).
- 7) Old Business
 - A. Property Maintenance Code Ordinance
 - B. Animal Code Ordinance
- 8) New Business
 - A. 37th Street Paving Agreement
 - B. School Resource Officer Agreement
 - C. SRO Organizational Chart Amendment and Job Description
- 9) Reports
 - Police
 - Public Works
 - City Engineer
 - Planning & Zoning

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, MAY 18, 2015**

- City Clerk
- Legal
- Operations
- Mayor's Report
 - Park and Tree Board – Jennifer Herington, Nancy Scarpelli, Hugh Nicks
 - Planning Commission –Dennis Downes and Gary Kirk
- Council Member's Reports

10) Executive Session

11) Adjournment

**MINUTES-REGULAR MEETING
MAIZE CITY COUNCIL
Monday, April 20, 2015**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **April 20, 2015** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Pat Stivers, Karen Fitzmier, Donna Clasen, Kevin Reid** and **Alex McCreath**.

Also present were: **Richard LaMunyon**, City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer,

APPROVAL OF AGENDA:

The Agenda was submitted for Council approval.

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

CONSENT AGENDA:

The Consent Agenda was submitted for approval including:

- a) Council Meeting Minutes of March 16, 2015
- b) Planning Commission minutes from the March 5, 2015 meeting for receipt and file
- c) Park & Tree Board minutes of March 10, 2015 for receipt and file
- d) Cash Disbursement Report from March 1, 2015 through March 31, 2015 in the amount of \$422,503.26 (Check #60157 through #60299)

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

RUGGLES & BOHM FLOODPLAIN MAPPING REPORT:

Chris Bohm presented a report on the revised FEMA flood maps that will impact areas and residences in Maize.

MOTION: **Clasen** moved to receive and file the Ruggles & Bohm Floodplain Report
Fitzmier seconded. Motion declared carried.

HAZARDOUS WASTE COLLECTION AGREEMENT:

An agreement with Sedgwick County to collect household hazardous waste on May 2, 2015 at the City's public works facility was submitted for Council approval.

MOTION: **Stivers** moved to approve the Household Hazardous Waste One-Day Collection Site Use Agreement.
Reid seconded. Motion declared carried.

ANNEXATION ORDINANCE:

An ordinance annexing 40 acres located at the southwest corner of 37th Street North and 119th Street West was submitted for Council approval.

MOTION: **Reid** moved to adopt the ordinance annexing 40 acres located at the southwest corner of 37th st n and 119th st w.
McCreath seconded. Motion declared carried.

City Clerk assigned Ordinance #899.

EXECUTIVE SESSION:

Mayor Donnelly requested 20-minute executive session to discuss personnel.

MOTION: *Clasen* moved to enter executive session for 20 minutes to discuss personnel.
 Stivers seconded. Motion declared carried.

Council entered executive session at 8:25 pm and reconvened the regular meeting at 8:45 pm. No action was taken.

ADJOURNMENT:

With no further business before the Council,

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

Respectfully submitted by:

Jocelyn Reid, City Clerk

**MINUTES-REGULAR MEETING
MAIZE CITY PLANNING COMMISSION AND
BOARD OF ZONING APPEALS
THURSDAY, APRIL 2, 2015**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, April 2, 2015, for a Regular Meeting with *Gary Kirk* presiding. The following Planning Commission members were present: *Mike Burks, Bryant Wilks, Andy Sciolaro, Gary Kirk, Gerald Woodard,* and *Jennifer Herington*. Planning Commissioner not present was *Bryan Aubuchon*.

Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator; *Richard LaMunyon*, City Administrator; *Bill McKinley*, City Engineer; *Diane Taylor*, Resident; *Steve Simon*, Applicant and *Kris Nicholson*, Applicant.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOTION: *Herington* moved to approve the March 5, 2015 minutes as presented:
Burks seconded the motion.
Motion carried unanimously.

NEW BUSINESS – PLANNING COMMISSION

Z-01-015 Zone change request for approximately 2.56 acres at 9100 W 61st Street North from SF-5 Single-Family Residential to LC Limited Commercial with Conditional Use for Outdoor Entertainment (to allow horse boarding stables).

Edgington explained that this property is appropriate for Neighborhood development. Boarding stables require commercial zoning and a Protective Overlay would be necessary to restrict the use of the property to only horse stables with a maximum capacity of 10 horses or uses allowed in SF-5 Single Family Residential zoning.

Taylor expressed that she was opposed to the zoning change.

Edgington told commissioners that they could add a protective overlay which would limit uses to just boarding.

MOTION: *Sciolaro* moved to defer Z-01-015 Zone change request for approximately 2.56 acres at 9100 W 61st Street North from SF-5 Single-Family Residential to LC Limited Commercial with Conditional Use for Outdoor Entertainment (to allow horse boarding stables) until the applicant is present.
Burks seconded the motion.

Kirk requested a roll call vote to defer Z-01-015 Zone change request.

Burks – yes
Wilks – yes
Sciolaro - yes
Kirk – yes
Herington - yes
Motion carried unanimously.

CU-01-015 – request for expansion of existing Conditional Use for sand extraction operations at 6049 N Ridge Road.

Woodard enters – 7:14 p.m.

Edgington – Explained that the applicant is requesting the previously approved 3.7 acre sandpit on the lot immediately north of this property be expanded by approximately 6.3 acres for a total of 10 acres. The city of Maize Zoning Code allows sand mining and quarrying operations as a Conditional Use within the SF-5 zoning district subject to Code restrictions as listed in the staff report. Additional restrictions may be set by the Planning Commission.

Simon and *Nicholson* told the commissioners that their intent for the future development, is to have a small lake with two individual home sites as indicated in the maps provided.

MOTION: *Sciolaro* moved to approve CU-01-015 request for expansion of existing Conditional Use CU-01-013 for sand extraction operations at 6049 N Ridge Road following the same conditions as set forth for CU-01-013 with extension of same hours of operation and subject to the following condition:

- (1) To be completed June 30, 2018

Wilks seconded the motion.

Kirk requested a roll call vote to approve CU-01-015.

Burks – yes
Wilks – yes
Sciolaro - yes
Kirk – yes
Woodard - yes
Herington - yes


Motion carried unanimously.

ADJOURNMENT:

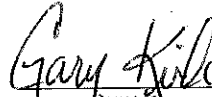
MOTION:

With no further business before the Planning Commission,
Burks moved to adjourn.
Wilks seconded the motion.
Motion carried unanimously.

Meeting adjourned at 7:43 PM:



Sue Villarreal
Recording Secretary



Gary Kirk
Chairman

**MINUTES – REGULAR MEETING
MAIZE PARK AND TREE BOARD
Tuesday, April 14, 2015**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, April 14, 2015 with *Chair Jennifer Herington* presiding. Board members present were *Vice-Chair Dennis Wardell, Secretary Mike Burks, Marina Fulton, Patrick Atchison, and Nancy Scarpelli. Betty Pew was absent.*

Also present were: *Richard LaMunyon*, City Administrator and *Jolene Graham Allmond*, Recording Secretary.

APPROVAL OF AGENDA:

The Agenda was submitted for Board approval.

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

APPROVAL OF THE MARCH 10, 2015 MINUTES:

The Park and Tree Board Meeting Minutes of March 10, 2015 were submitted for approval.

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

RESTROOM DESIGN AND BID

Since the last Park and Tree board meeting, only one of the three additional contractors who had been approached by City staff submitted a turnkey bid for building a permanent public restroom in City Park. The pros and cons of each bid were discussed.

MOTION: *Burks* moved to recommend the bid submitted by Chris Farber construction in the amount of \$74,565 for Council consideration.
Atchison seconded. Motion declared carried.

ARBOR DAY 2015

Board and staff discussed the progression of the Arbor Day 2015 celebration plans for Friday, April 24th, 2015. The invitations to celebrate the opening of the City's first Arboretum north of City Hall were sent out. Donations for all twenty tree signs had been received.

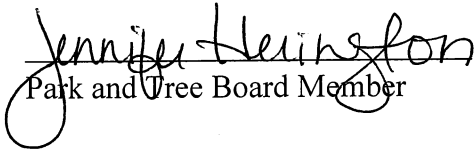
ADJOURNMENT:

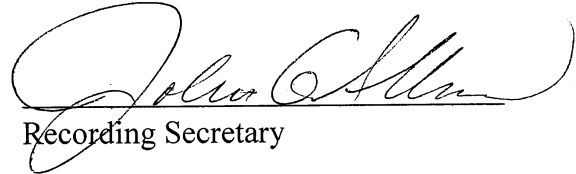
With no further business before the Board:

MOTION: *Burks* motioned to adjourn.
Scarpelli seconded. Motion declared carried.

Meeting adjourned at 6:13 pm

Approved by the Park and Tree Board on May 12 2015.


Park and Tree Board Member


Recording Secretary

CITY OF MAIZE

Cash and Budget Position

Thru April 30, 2015

FUND	NAME	BEGINNING	MONTH	MONTH	END MONTH	ANNUAL	YTD	YTD	REMAINING	REMAINING
		CASH BALANCE	RECEIPTS	DISBURSEMENTS	CASH BALANCE	EXPENSE BUDGET	REVENUE	EXPENSE	EXPENSE BUDGET	BUDGET PERCENTAGE
01	General Fund	\$ 1,201,763.92	\$ 106,590.24	\$ 360,864.30	\$ 947,489.86	\$ 3,406,860.00	\$ 1,308,766.98	\$ 1,240,007.68	\$ 2,166,852.32	63.60%
02	Street Fund	127,131.98	37,387.38	21,606.73	142,912.63	280,300.00	113,584.31	96,645.07	183,654.93	65.52%
04	Capital Improvements Fund	198,774.86	64,789.21	15,377.64	248,186.43	1,216,000.00	259,237.54	393,604.63	822,395.37	67.63%
5	Long-Term Projects	(816,765.41)	-	41,630.79	(858,396.20)	-	167,017.67	715,909.73	-	-
10	Equipment Reserve	33,785.23	22,767.97	53,142.00	3,411.20	255,000.00	86,578.93	183,661.43	71,338.57	27.98%
11	Police Training Fund	1,812.44	276.00	825.00	1,263.44	7,500.00	948.00	1,790.00	5,710.00	76.13%
12	Municipal Court Fund	10,549.00	1,837.55	2,893.46	9,493.09	-	6,273.88	4,629.14	-	-
16	Bond & Interest Fund	986,341.25	109,215.26	-	1,095,556.51	2,356,834.00	1,017,247.26	420,457.65	1,936,376.35	82.16%
19	Wastewater Reserve Fund	166,452.48	3,000.00	4,451.50	165,000.98	-	81,789.37	40,184.41	-	-
20	Wastewater Treatment Fund	540,205.17	79,128.91	65,323.14	554,010.94	701,000.00	287,093.31	249,766.97	451,233.03	64.37%
21	Water Fund	420,710.40	60,022.27	62,159.73	418,572.94	754,500.00	270,760.29	246,352.30	508,147.70	67.35%
22	Water Reserve Fund	86,148.81	3,000.00	-	89,148.81	-	12,000.00	-	-	-
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00	-	-	-	-	-
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09	-	-	-	-	-
32	Drug Tax Distribution Fund	2,404.57	-	-	2,404.57	-	-	-	-	-
38	Cafeteria Plan	2,361.97	1,230.18	1,944.00	1,648.15	-	5,535.81	5,861.54	-	-
40	Carlson Assessments Fund	18,515.21	-	-	18,515.21	-	-	-	-	-
47	53rd & Maize Road Expansion	13,113.02	-	-	13,113.02	-	-	-	-	-
61	Carriage Crossing VI	-	-	-	-	-	-	114,403.53	-	-
71	Fiddlers Cove 3rd	(342.00)	-	-	(342.00)	-	-	-	-	-
73	Hampton Lakes Commercial	9,201.41	-	33.48	9,167.93	-	166,544.67	170,444.74	-	-
74	Hampton Lakes 2nd Addition	33,525.32	-	33.48	33,491.84	-	17,044.67	30,348.20	-	-
76	Series 2013B Refunding Bonds	463.25	-	-	463.25	-	-	-	-	-
98	Maize Cemetery	174,348.86	462.13	1,082.74	173,728.25	139,901.00	10,617.43	2,887.84	137,013.16	97.94%
Report Totals		\$ 3,626,301.83	\$ 489,707.10	\$ 631,367.99	\$ 3,484,640.94	\$ 9,117,895.00	\$ 3,811,040.12	\$ 3,916,954.86	\$ 6,282,721.43	68.91%

CITY OF MAIZE

Bank Reconciliation Report

For April 2015

Fund Balances

FUND	NAME	BEGIN PERIOD	RECEIPTS	DISBURSEMENTS	END PERIOD
01	General Fund	\$ 1,201,763.92	\$ 106,590.24	\$ 360,864.30	\$ 947,489.86
02	Street Fund	127,131.98	37,387.38	21,606.73	142,912.63
04	Capital Improvements Fund	198,774.86	64,789.21	15,377.64	248,186.43
05	Long-Term Projects	(816,765.41)	-	41,630.79	(858,396.20)
10	Equipment Reserve Fund	33,785.23	22,767.97	53,142.00	3,411.20
11	Police Training Fund	1,812.44	276.00	825.00	1,263.44
12	Municipal Court Fund	10,549.00	1,837.55	2,893.46	9,493.09
16	Bond & Interest Fund	986,341.25	109,215.26	-	1,095,556.51
19	Wastewater Reserve Fund	166,452.48	3,000.00	4,451.50	165,000.98
20	Wastewater Treatment Fund	540,205.17	79,128.91	65,323.14	554,010.94
21	Water Fund	420,710.40	60,022.27	62,159.73	418,572.94
22	Water Reserve Fund	86,148.81	3,000.00	-	89,148.81
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09
32	Drug Tax Distribution Fund	2,404.57	-	-	2,404.57
38	Cafeteria Plan	2,361.97	1,230.18	1,944.00	1,648.15
40	Carlson Assessments Fund	18,515.21	-	-	18,515.21
47	53rd & Maize Road Expansion	13,113.02	-	-	13,113.02
61	Carriage Crossing VI	-	-	-	-
71	Fiddlers Cove 3rd	(342.00)	-	-	(342.00)
73	Hampton Lakes Commercial	9,201.41	-	33.48	9,167.93
74	Hampton Lakes 2nd Addition	33,525.32	-	33.48	33,491.84
76	Series 2013 B Refunding Bonds	463.25	-	-	463.25
98	Maize Cemetery	174,348.86	462.13	1,082.74	173,728.25
Totals All Fund		\$ 3,626,301.83	\$ 489,707.10	\$ 631,367.99	\$ 3,484,640.94

Bank Accounts and Adjustments

Halstead Checking Account	\$ 164,754.08	\$ 536,194.10	\$ 432,999.94	\$ 267,948.24
Outstanding Items	-	-	-	\$ (118,176.12)
Halstead Bank Money Market Account	3,360,489.72	650.85	200,000.00	3,161,140.57
Maize Cemetery CD 85071	90,796.38	45.14	-	90,841.52
Maize Cemetery Operations	83,638.14	416.99	1,168.40	82,886.73
Totals All Banks	\$ 3,699,678.32	\$ 537,307.08	\$ 634,168.34	\$ 3,484,640.94

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

AGENDA ITEM # 7A

ITEM: Property Maintenance Code Ordinance

BACKGROUND:

Staff is proposing that the City of Maize adopt the 2012 International Property Maintenance Code with modifications. The code will allow our Code Enforcement Officers guidelines and authority to deal with both existing residential and commercial properties that are not properly maintained and could cause potential safety hazards. The state statute for demolition will be used in cases where a building cannot be reasonably fixed.

Currently, our code does not deal with commercial property nor does it provide an appeal Process. The first appeal will go through the City Administrator. Failing satisfaction at that level, the City Council would receive the appeal.

As with most building ordinances, this places a focus on safety, which is the reason staff recommends Council adopt this ordinance.

FINANCIAL CONSIDERATIONS:

Printing of books for citizens, minimal.

LEGAL CONSIDERATIONS:

The City attorney has prepared the ordinance for your review and has approved as to form.

RECOMMENDATION/ACTION:

Adopt the 2012 International Property Maintenance Code Ordinance.

[A Summary of this Ordinance published in the *Clarion*
on the ____ day of _____, 2015.]

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MAIZE, KANSAS, CREATING ARTICLE 6 OF CHAPTER 4 OF THE CODE OF THE CITY OF MAIZE, KANSAS, RELATING TO THE ADOPTION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE 2012 BY REFERENCE AND RELATING TO AMENDING CERTAIN SECTIONS OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE 2012.

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

SECTION 1. Article 6 of Chapter 4 of the Code Created. Article 6 of Chapter 4 of the Code of the City of Maize, Kansas, is hereby created and will read as follows:

Article 6. International Property Maintenance Code.

4-601. **ADOPTION OF 2012 INTERNATIONAL PROPERTY MAINTENANCE CODE.** The International Property Maintenance Code, 2012 edition, hereafter referred to as the "IPM Code" is adopted in its entirety by the governing body of the City of Maize, Kansas (the "City"), as the code of the City for purposes of regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use. At least one copy of the IPM Code shall be marked or stamped "Official Copy as Incorporated by Ordinance No. _____," with all sections or portions thereof intended to be omitted clearly marked to show any such omission or to show the section, article, chapter, parts or portions that are incorporated, as the case may be, and to which shall be attached a copy of the incorporating ordinance, and filed with the city clerk to be open to inspection and available to the public at all reasonable business hours. The police department, municipal court judge and all administrative departments of the City charged with enforcement of the IPM Code will be supplied, at the cost of the City, such number of official copies of the IPM Code as may be deemed expedient.

4-602. **CHANGES TO THE IPM CODE.** (a) Section 103 of the IPM Code is omitted and the following language is inserted in its place:

"The City Administrator or other City employee as designated by the City Administrator shall serve as the "Code Official" of the IPM Code."

(b) Section 202 General Definitions is changed by adding to the General Definitions the following definitions:

"CITY ADMINISTRATOR. The City Administrator for the City.
CITY. The City of Maize, Kansas.
BOARD OF APPEAL. The governing body of the City."

(c) Section 108 Unsafe Structures and Equipment is omitted and the following language is inserted in its place:

“108.1 General. When a structure is found by the Code Official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of Article 5 of Chapter 4 of the Code of the City and/or by powers granted by K.S.A. 12-1750 through 12-1756 as may be amended from time to time.”

(d) Section 111.3 Notice of Meeting is omitted and the following language is inserted in its place:

“111.3 Notice of Meeting. The Board of Appeal shall meet within sixty (60) days of the filing of an appeal.”

(e) Section 111.6.1 Records and Copies is omitted and the following language is inserted in its place:

“111.6.1 Board Records. The Board shall modify or reverse the decision of the Code Official only by a concurring vote of a majority of the City Council present at the meeting. A majority of a quorum of City Council members must be present for a hearing to be conducted. The Mayor shall cast the deciding vote in case of a tie vote by the City Council.

4-603. OMITTED SECTIONS OF THE IPM CODE. The following sections of the IPM Code are omitted:

- Section 111.2
- Section 111.2.1
- Section 111.2.2
- Section 111.2.3
- Section 111.2.4
- Section 111.2.5
- Section 111.4
- Section 111.4.1
- Section 111.5.

SECTION 2. Effective Date. This ordinance shall take effect upon the publication of the summary of the ordinance in the official city newspaper.

PASSED by the City Council and APPROVED by the Mayor on this _____ day of _____, 2015.

CLAIR DONNELLY, Mayor

ATTEST:

JOCELYN REID, City Clerk

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

AGENDA ITEM # 7B

ITEM: **Animal Code Ordinance**

BACKGROUND:

Staff has received multiple requests from citizens to house chickens and rabbits in their backyards. The Planning Administrator has allowed chickens and rabbits with the intent that the Code would be modified to reflect the decision. This change in the code via ordinance would allow 12 rabbits and 8 fowl (no roosters) on lots less than 1 acre. The rest of the code remains basically unchanged.

FINANCIAL CONSIDERATIONS:

None.

LEGAL CONSIDERATIONS:

The City attorney has approved as to form.

RECOMMENDATION/ACTION:

Adopt the revision to Section 2-401 of the City Code of Maize Kansas.

(A summary of this Ordinance was published
Once in *The Clarion* on _____, 2015.)

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MAIZE, KANSAS,
AMENDING SECTION 2-401 OF THE CODE OF THE CITY
OF MAIZE, KANSAS, THAT RELATES TO OTHER
ANIMALS/DANGEROUS ANIMALS/ DOMESTIC
ANIMALS, AND REPEALING THE ORIGINAL SECTION
2-401 OF THE CODE OF THE CITY OF MAIZE, KANSAS.**

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

SECTION 1. Section 2-401 Amended. Section 2-401 of the Code of the City of Maize, Kansas, is amended to read as follows:

2-401. UNLAWFUL KEEPING OF ANIMALS. It shall be unlawful for any person to keep, harbor, own or in any way possess within the corporate limits of the city:

(a) on premises of less than one (1) acre of contiguous land area: any horse, donkey, mule or other equine; sheep; goat; swine; cow, ox or other bovine; or large ratite;

(1) not more than one of the animals listed at Section 2-401(a) may be kept, harbored, owned or in any way possessed on premises that are between one acre of contiguous gross land area and less than two (2) acres of contiguous land area;

(2) one (1) additional animal per acre, above the number allowed in Section 2-401(a)(1) of the animals listed Section 2-401(a), may be kept, harbored, owned or possessed on premises that consist of contiguous land area that is two (2) acres or larger; i.e., two of the above listed animals on two acres or more, three on three acres or more, four on four acres or more, etc.

(b) Roosters (male chickens), guinea cocks, peacocks or other birds that by nature exhibit loud calls;

(c) More than two (12) rabbits or more than three (8) fowl on any one (1) premises;

(d) Any warm-blooded, carnivorous or omnivorous, wild or exotic animal (including but not limited to non-human primates such as apes, chimpanzees, gibbons, gorillas, orangutans, siamangs, and baboons, as well as bears, bison, bobcats, cheetahs, crocodilians, constrictor snakes, coyotes, deer, white-tailed deer, elk, antelope, moose, elephants, game cocks or other fighting birds, hippopotami, hyenas, jaguars, leopards, lions, lynxes, monkeys, ostriches, pumas, cougars, mountain lions, panthers, raccoons, rhinoceroses, skunks, tigers, foxes and wolves; but excluding ferrets and small rodents of varieties used for laboratory purposes).

(e) Any mammal, amphibian, fish, reptile or fowl which is of a species which, due to size, vicious nature or other characteristics would constitute a danger to human life, physical well-being, or property, including but not limited to snakes which are venomous or otherwise present a risk of serious physical harm or death to human beings as a result of their nature or physical makeup including, but not limited to, boa constrictors, Madagascar ground boas, green and yellow anacondas, Cuban boas, Indian pythons, reticulated pythons, African rock pythons, Amethystine pythons, Boelens pythons and all members of the family *pythonidae* that exceed six (6) feet in length.

(f) Any dog or cat having a disposition or propensity to attack or bite any person or animal without provocation is hereby defined as a dangerous animal. For the

purposes of this chapter, where the official records of animal control and/or the police department indicate a dog or cat has bitten any person or persons, it shall be prima facie evidence that the dog or cat is a dangerous animal.

(g) Any animal having poisonous bites including rear-fang snakes.

(h) Any pit bull dog; provided, that pit bull dogs registered with the city on the date of publication of this article may be kept within the city subject to the standards and requirements set forth in section 2-403 immediately hereafter. Pit bull dog is defined to mean:

- (1) The Staffordshire bull terrier breed of dog;
- (2) The American pit bull terrier breed of dog;
- (3) The American Staffordshire terrier breed of dog;
- (4) Any dog which has the appearance and characteristics of being

predominantly of the breeds of Staffordshire bull terrier, American pit bull terrier, American Staffordshire terrier; or a combination of any of these breeds.

The registration of a dog at any time in any jurisdiction as a pit bull or any of the dogs listed above shall constitute *prima facie* evidence the animal is prohibited by this section.

(i) Any domesticated dog that has in its known genetic history and/or formal pedigree crossbreeding with the wolf species to include, but not be limited to, animals referred to as wolf-hybrids or wolf-mix breeds or the breed known as Tundra Shepherd. The registration of an animal at any time in any jurisdiction as a wolf-hybrid, wolf-mix or Tundra Shepherd shall constitute *prima facie* evidence the animal is prohibited by this section. For the purposes of this section all references to animals described herein shall be to wolf-hybrids.

SECTION 2. Repeal. The existing Section 2-401 of the Code of the City of Maize, Kansas, is hereby repealed.

SECTION 3. Effective Date. This ordinance shall take effect and be in full force and effect from and after its passage, approval and publication of a summary one time in the official City newspaper.

PASSED by the Governing Body, and APPROVED and SIGNED by the Mayor of the City of Maize, Kansas, on this ____ day of _____, 2015.

(SEAL)

Clair Donnelly, Mayor

ATTEST:

Jocelyn Reid, City Clerk

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, May 18, 2015**

AGENDA ITEM #8A

ITEM: 37th Street Paving Agreement

BACKGROUND:

Street improvements for 37th Street between Maize Rd & 119th have been in discussion for several years now. The street is currently, in part, under the jurisdiction of Maize, Wichita and Sedgwick County. An agreement has been reached to improve the roadway by all three entities that will share in the cost.

Sedgwick County will coordinate the improvement project. It is anticipated it will be completed by the end of August.

Once the road is improved, Maize will assume all maintenance responsibilities beginning 275' west of the centerline of Maize Rd. The intersection of Maize Rd & 37th street will remain Wichita's responsibility, as will 37th Street east to Ridge Road.

FINANCIAL CONSIDERATIONS:

Maize's cost is estimated at \$75,000. However, this figure could increase depending the final figures for the project. There are sufficient funds available in the 2015 CIP fund to cover any anticipated costs.

LEGAL CONSIDERATIONS:

Legal has approved the 37th Street Paving Agreement as to form

RECOMMENDED ACTION:

Approve the three party agreement between Maize, Wichita & Sedgwick County and authorize the Mayor to sign.

AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 2015, by and between Sedgwick County, Kansas, hereinafter referred to as “County”, the City of Maize, Kansas, hereinafter referred to as “Maize” and the City of Wichita, Kansas, hereinafter referred to as “Wichita”.

WITNESSETH:

WHEREAS, County, Maize and Wichita are authorized to enter into an agreement pursuant to K.S.A. 12-2908, as amended; and

WHEREAS, the parties desire to make certain improvements to 37th St. North between Maize Road and 119th Street West; and

WHEREAS, Maize and Wichita desire that County construct the portions of said improvements that lie within the corporate limits of Maize and Wichita; and

NOW, THEREFORE, for and in consideration of the parties’ mutual promises and covenants, it is agreed as follows:

1. The purpose of this Agreement is to provide for the construction, financing and maintenance of super slurry base stabilization, a chip seal surface, high density mineral bond seal and painted traffic markings on the unpaved portions of 37th St. North between Maize Road and 119th St. West, a portion of which is inside of the corporate limits of Maize and Wichita.
2. County will contract for super slurry base stabilization, high density mineral bond overlay and painted traffic markings and will construct a chip seal surface with county forces and materials. County shall have final authority in regard to the completion of the improvements and County shall be responsible for all legal and engineering matters concerning the completion of the Improvements.
3. Costs of the project shall be paid as follows based on actual costs: Maize and Wichita shall share the cost of the super slurry base stabilization equally; County shall pay all direct and indirect costs for the chip seal, high density mineral bond, painted traffic markings and signage. Maize’s share is estimated to be \$75,000.00, Wichita’s share is estimated to be \$75,000.00 and County’s share is estimated to be \$75,000.
4. Upon completion of construction, Maize agrees to maintain 37th St. North from a point 275 feet west of the east line of Section 30, T26S, R1W (where the section line is the approximate location of the center of Maize Road) to 119th St. West.
5. Upon completion of construction, Wichita agrees to maintain the immediate intersection of 37th St. North and Maize Road beginning at a point 275 feet west of the east line of Section 30, T26S, R1W.

6. Maize and Wichita agree to complete annexation of 37th Street North between Maize Road and 119th Street at such time as they are legally eligible to complete annexation.
7. County shall notify Maize and Wichita when construction of the high density mineral bond and pavement markings have been completed at which time Maize and Wichita shall accept the improvements and shall thereafter assume all liability for maintenance and repair. The agreement of Maize and Wichita for maintenance and repair of the improvements shall survive the termination of this Agreement.
8. The duration of this Agreement is until the date that notice of completion of the improvements has been provided by County to Maize and Wichita.

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

BOARD OF COUNTY COMMISSIONERS
OF SEDGWICK COUNTY, KANSAS

THE CITY OF MAIZE, KANSAS

RICHARD RAZAU,
Chairman, Fourth District

CLAIRE DONNELLY
Mayor

ATTEST:

ATTEST:

KELLY B. ARNOLD,
County Clerk

City Clerk

THE CITY OF WICHITA, KANSAS

JEFF LONGWELL,
Mayor

ATTEST:

City Clerk

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, May 18, 2015**

AGENDA ITEM #8B

ITEM: City/BOE Memorandum of Understanding

BACKGROUND:

The school district desires to dissolve their police department and has requested the City of Maize assume policing responsibilities for the district schools.

The parties desire that the City of Maize (“City”) hire two (2) additional law enforcement officers whose primary responsibilities will be those of a School Resource Officer (“SROS”) assigned to Maize High School and Maize South High School.

The benefits of this program run not only to the general safety of the students and BOE employees in the selected school buildings, but also specifically contribute to greater efficiency and effectiveness in the BOE’s and the City’s desired educational and proactive law enforcement outcomes; and

The City and BOE acknowledge that the SROS promotes and enhances the general safety of the persons of all ages while at their assigned schools.

FINANCIAL CONSIDERATIONS:

Salary, payroll and benefit expenses paid by the City for the SROS shall be divided one-fourth (25%) by the city and three-fourths (75%) by the BOE.

BOE will pay all expenses related to the 2015 SRO police officers.

LEGAL CONSIDERATIONS:

Legal has approved the Memorandum of Understanding as to form

RECOMMENDED ACTION:

Approve USD 266 / City of Maize memorandum of understanding.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into this ____ day of _____, 2015, between the City of Maize, Kansas, a municipal corporation (the “City”), and Unified School District No. 266, Sedgwick County, Kansas, a political subdivision (“BOE”).

RECITALS

The parties desire that the City of Maize (“City”) hire two (2) additional law enforcement officers whose primary responsibilities will be those of a School Resource Officer (“SROS”) assigned to Maize High School and Maize South High School.

The benefits of this program run not only to the general safety of the students and BOE employees in the selected school buildings, but also specifically contribute to greater efficiency and effectiveness in the BOE’s and the City’s desired educational and proactive law enforcement outcomes; and

The City and BOE acknowledge that the SROS promotes and enhances the general safety of the persons of all ages while at their assigned schools.

TERMS AND CONDITIONS

THE parties agree as follows:

1. **COMPENSATION.** SROS shall be at all times an employee of the City for purposes of payroll, taxes, benefits, and liability. SROS is not an employee of the BOE but is recognized as an integral member of SROS’ assigned school’s administrative team. It is recognized that the City’s fiscal year begins on January 1st and concludes on December 31st of each year. Salary, payroll and benefit expenses paid by the City for the SROS shall be 100% commencing July 1st, 2015 through December 31, 2015, thereafter, commencing January 1st, 2016 divided one-fourth (25%) by the city and three-fourths (75%) by the BOE. The City shall invoice the BOE a monthly basis for the BOE share of salary, payroll and benefit expenses of the SROS. Each monthly billing shall include salary, payroll and benefits expenses of the previous month. The BOE shall pay each monthly invoice within 15 days of receiving the invoice from the City. The one forth three forth allocation is based upon the expectations of both parties that the officers will be devoting approximately 75% of their time to school related activities and 25% of their time to matters totally related to affairs of the city.
2. **SROS RESPONSIBILITIES.** The primary responsibilities of the SROS will consist of law-related, proactive, prevention-oriented activities and law enforcement functions at or near SROS’ assigned school. The SROS will at all times be governed by the Policies and Regulations of the Maize Police Department (“MPD”) and subject to the direct supervision of the MPD’s command staff. SROS police training regarding the use of force and equipment will be the responsibility of the MPD. In order to allow the SROS the capacity to respond to incidents as trained by the City, the SROS shall not be constrained in the use of any official police technique, equipment or in any other manner by BOE policies, rules or regulations. The City will keep the BOE administration informed about school-related police policies and regulations. This will include policies and regulations regarding SROS equipment and training; use of force; police contact with students; and other similar policies and regulations related to police officers at schools. The City will provide these policies and regulations

as an attachment to this MOU. The City will provide the BOE with updates to these policies and regulations, if any, when they are revised. In addition, the SROS is authorized by the BOE, when the SROS is on school property: to enforce local, state and federal laws; to refer to appropriate authorities matters relating to enforcement of laws against individuals or organizations; and to maintain the physical security and safety of the school.

SROS may also provide:

- a. additional surveillance, investigation, crime prevention and proactive efforts related to the safety of the school based on SROS' duties/obligations as police officers. For purposes of this paragraph, the SROS will be authorized to consider requests and authorizations from the school's principal, assistant principal and the District Superintendent;
- b. training for school staff members in matters related to promoting school safety.

It is specifically understood and agreed that the SROS is not a school disciplinarian and will not function as a monitor or supervisor of students in routine fashion. Specifically, the SROS will not serve as a hall monitor, lunchroom supervisor or parking lot supervisor. However, maintaining a physical presence and interacting with students and staff in and around the school are expected responsibilities. Except as provided otherwise in this Section 2, while on duty at a BOE school, SROS shall follow BOE policies and regulations.

3. SROS ASSIGNMENT.

- (a) The City will select and assign two officers to act as the SROS. One will be assigned to Maize High school and one will be assigned to Maize South High School. These officers may also provide services to all BOE buildings upon request. The selection process will be conducted in accordance with City and MPD policies. SROSs will be commissioned officers, whose obligation is to uphold and enforce the laws of the State of Kansas and the City of Maize.
- (b) In the event the principal of the school to which the SRO is assigned feels that the particular SRO is not effectively performing his or her duties and responsibilities, the principal may recommend to the District Superintendent that the SRO be removed from the program. The Chief of Police and Superintendent shall jointly determine if need exists for reassignment of the officer. If a determination is jointly made that the SRO should be removed, the Chief of Police may dismiss or reassign the SRO based on Department Rules, Regulations and/or General Orders and when it is in the best interest of the City. The City and Chief of Police retain the right to make independent decisions concerning SROS assignment and employment.
- (c) In the event of a resignation, dismissal or reassignment of an SRO, or in the case of long term absences by an SRO, the Chief of Police shall provide a temporary replacement for the SRO within one (1) school day of receiving notice of such absence, dismissal, resignation or reassignment. As soon as practicable, the Selection Panel shall convene and recommend a permanent replacement for the SRO position.
- (d) An SRO may transfer to another school within the District when a vacancy occurs, provided:
 1. The principals of each high school agree to the transfer;
 2. The transfer is approved by the Chief of Police.

4. SROS ATTENDANCE. SROS school assignments are intended to be a full-time commitment of the officer's time subject to and in accordance with the following:
 - a. SROS will be on duty at SROS' assigned school on the first Monday of the City's two-week pay period which is closest to August 1st and the first official day of school enrollment. They will remain assigned through the end of the school year. This will include all days when students and teaching staff are present, including school in-service days.
 - b. SROS will routinely work a five-day, eight and one half consecutive hours a day schedule. SROS will report to City Hall to meet with SROS' MPD supervisor and pick up SROS' assigned equipment and marked vehicle prior to the beginning of the work day. The SROS will leave SROS' assigned schools and return to City Hall at the end of SROS' eight-hour shift. The work schedule for each individual SROS will be discussed by and between the SROS, SROS' supervisor, and the school principal, in order to enhance the efficiency and effectiveness of the SROS position for the schools.
 - c. The SROS is not expected to be on duty at the schools on BOE holidays or other scheduled district breaks (i.e. Spring Break, Winter Break, etc.). MPD will schedule the SROS for training or field work when during these breaks.
 - d. SROS will notify police supervisor and school principal about anticipated absences as early as possible. On days when unanticipated absences occur, the SROS will notify SROS' police supervisor and SROS' school principals prior to the beginning of the school day.
 - e. In the absence of the assigned SROS, the City may provide an officer to cover the SROS' shift to provide seamless coverage to the school.
5. SROS SUMMER ASSIGNMENT. Between the end of the school year and the beginning of the next school year, which is roughly June 1 through July 31, SROS will be assigned by the City to the following duties:
 - a. The MPD will continue to utilize SROS during the summer months to assist with various youth initiatives and to assist with special assignments to address crimes that involve youth and impact the quality of life throughout the City. SROS will be assigned to a regular field assignment during this time.
 - b. SROS will provide SROS' assigned schools with summer school law-related educational assistance as requested by SROS' school principal and agreed to by the MPD Chief of Police.
6. EMERGENCY POLICE RESPONSE. At all times, the BOE may call upon MPD for emergency police response in the same fashion as would be the case were this MOU not in effect.
7. BOE LOGISTICAL SUPPORT. BOE will provide all school-related logistical support for the SROS, such as office space, desk, telephone, computer, school portable radio, and school office supplies. SROS' office space should be located near the main hub of the school in order to provide privacy for individual consultations and confidentiality purposes.
8. CITY LOGISTICAL SUPPORT. The City will provide all law enforcement related logistical support for the SROS, such as uniforms, equipment, radios, marked vehicles, fuel and maintenance, and general police supplies. The SROS will have daily access to a marked police vehicle. Any exception must be limited to an emergency event, which must then be communicated to the SROS' supervisor and school principal.
9. AUTHORITY BESTOWED BY BOE. The SROS is authorized to assist school officials regarding matters of the safety and security of its schools/students, staff and visitors.

10. EXISTING EQUIPMENT. The BOE will transfer to the City the vehicles and equipment that are currently being used by the BOE police officers that will not be needed by the BOE once its police department is disbanded. An inventory that lists the excess vehicles and equipment will be provided to the City after this Agreement becomes effective. The City within 10 days of being provided the list will notify the BOE of the vehicles and equipment that it is willing to accept. Thereafter the vehicles and equipment identified by the City, as being acceptable, will be conveyed to the City, at no cost to the City, by appropriate legal instruments.
11. COMMUNICATION AND CONFIDENTIALITY. The SROS will be given access to student records only to the extent that such is allowed under the Federal Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, as amended, and its implementing regulations, 34 C.F.R. § 99.1 *et seq.* (FERPA). 11. For purposes of deciding whether FERPA records will be provided to SROS, SROS are not school officials.
12. FINAL AUTHORITY. The SROS shall accept directives from their City police supervisors and may accept directives from their BOE principal, assistant principal or District Superintendent. In all situations in which safety is an imminent issue or criminal activity has occurred, the SROS may override directives received from school personnel and function solely as a law enforcement officer of the City.
13. INDEMNIFICATION. The City shall hold the BOE harmless from and against any and all claims, demands, liabilities and costs, including attorney fees arising from damages or injury, actual or claimed, of whatsoever kind or character, to property or persons, occurring or allegedly occurring from the performance of the services to be performed under this Agreement. Upon timely written notice from the BOE, the City shall defend the BOE in any action or proceedings brought thereon; provided, however, that nothing contained in this section of this Agreement will be construed as requiring the City to indemnify the BOE for any claims resulting from the negligence or willful misconduct of the BOE.
14. This MOU shall automatically renew for an additional one year term on July 1st of each year. This MOU may be terminated with reason or without reason at any time during the initial term or a renewal term by one party providing to the other party not less than thirty (30) days advance written notice.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

This MEMORANDUM OF UNDERSTANDING is signed by the parties as of the dates shown below.

UNIFIED SCHOOL DISTRICT NO. 266, SEDGWICK
COUNTY, KANSAS

By _____
Wendy White, President of the Board
Date signed: _____

ATTEST:

By _____
Robin Brown, Clerk of the Board
Date signed: _____

CITY OF MAIZE, KANSAS

By _____
Clair Donnelly, Mayor of the City of Maize, Ks.
Date signed: _____

ATTEST:

By _____
Jocelyn Reid, City Clerk
Date signed: _____

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, May 18, 2015**

AGENDA ITEM #8C

ITEM: Authorize Additional police personnel / Amend organizational chart

BACKGROUND:

The Police Department requested in Agenda Item 8B the approval of the School Resource Officer Agreements. That approval requires two additional Council approvals to implement the changes. The first is the addition of 2 School Resource Officers (SRO's) to the organizational chart. The Second is the addition of the SRO Job Description to the Personnel Manual.

In addition, the Police Department is seeking federal grant funding for two (2) additional SRO's for the middle and high schools to enhance the overall safety and security of the staff and students, as well as to supplement and grow our community policing efforts within the city.

FINANCIAL CONSIDERATIONS:

USD-266 will fund all cost associated with the 2015 SRO program.

Beginning in 2016 the City will fund 25% of salary and benefits for two (2) SRO's per the memorandum of understanding. City share equals \$35,000 (salary/benefits) is included in the 2016 working budget.

Beginning in 2016 USD-266 will fund 75% of salary and benefits for two (2) SRO's per the memorandum of understanding.

The two grant-funded positions will remain vacant unless funding has been obtained.

LEGAL CONSIDERATIONS:

Legal has reviewed the Memorandum of Understanding and approved as to form under a separate item.

RECOMMENDED ACTION:

1. Authorize adding two full-time officers to the city's organizational chart to comply with the City/USD 266 BOE Memorandum of Understanding.
2. Authorize two full-time SRO positions be added to the city's organizational chart for the purpose of applying for grant funding with the specific understanding that the authorized position(s) will only be utilized if 100% grand funding for salary and benefits are awarded and approved by Council.
3. Approve the SRO Job Description as presented.



School Resource Officer (SRO) Position Description

Status: Non-Exempt, Full-Time Position

Supervisor Title: Police Sergeant

Department: Police

Responsibilities:

- Provide law enforcement and police services to the school, school grounds and areas adjacent to the school. Investigate Allegations of criminal incidents per police department policies and procedures. Enforce local, state, and federal laws and ordinances. Make appropriate referrals to juvenile authorities or other governmental agencies.
- Work to prevent juvenile delinquency through close contact and positive relationships with students. In addition the SRO shall develop crime prevention programs and conduct security inspections to deter criminal or delinquent activities. The SRO should monitor crime statistics and work with local patrol officers and students together to design crime prevention strategies.
- Establish and maintain a close partnership with school administrators in order to provide for a safe school environment. Assist school officials with their efforts to enforce Board of Education policies and procedures. Ensure school administrator safety by being present during school searches, which may involve weapons, controlled dangerous substances or in such cases that, the student's emotional state may present a risk to the administrator. Assist school administrators in emergency crisis planning and building security matters. Provide a course of training for school personnel in handling crisis situations, which may arise at the school.
- Be visible within the school community. Attend and participate in school functions. Build working relationships with the school's staff as well as with student and parent groups.
- Develop and implement classes in law related education to support the educational efforts of the school. Work closely with teachers in designing and presenting law-related topics and the role of police in our society.
- Work with guidance counselors and other student support staff to assist students and to provide services to students involved in situations where referrals to service agencies are necessary. Assist in conflict resolution efforts.
- Initiate interaction with students in the classroom and general areas of the school building. Promote the profession of police officer and be a positive role model. Increase the visibility and accessibility of police to the school community.

Skills:

- To prevent juvenile delinquency through close contact with students and school personnel.
- To establish liaison with school principals, faculty, and students.
- To inform the students of their rights and responsibilities as lawful citizens.
- To provide liaison between students and social agencies which provide needed services.
- To act as a liaison resource to the principal in investigating criminal law violations occurring in the school or on school property.
- To assist administration and faculty in formulating criminal justice programs.
- To formulate educational crime prevention programs to reduce the opportunity for crimes against persons and property in the schools.
- To participate in campus activities, student organizations, and athletic events when invited and feasible.
- To be aware at all times of the responsibility to improve the image of the uniformed law enforcement officer in the eyes of the students and the community.

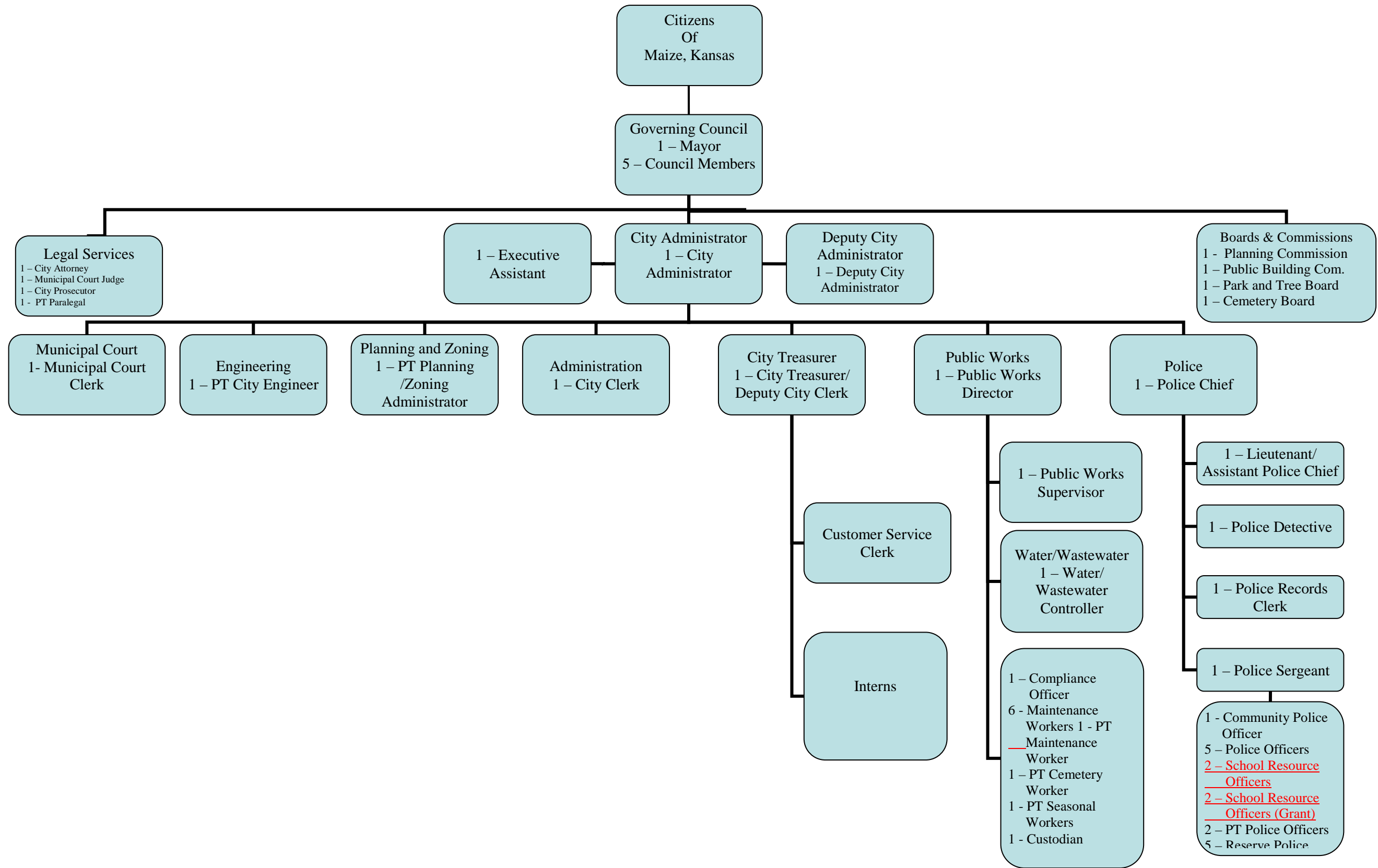
Education:

- High School graduate or equivalent
- Kansas Law Enforcement Academy Certification
- School Resource Officer Training eligible

Experience:

- One (1) year in law enforcement or related field preferred

**SECTION XIV - ORGANIZATIONAL CHART
"CHAIN OF COMMAND"**



~~Adopted October 20, 2014~~ Adopted May 18, 2015

Monthly Council Report

May 2015



Department Highlights

- All departmental operations are functioning normally.
- We have been working with USD 266 administration and attorneys to finalize our Policing Maize Schools initiative. The Memorandum of Understanding between the City and school district will be on the agenda for council approval. Please contact Chief if you have any questions or concerns prior to the meeting.

Patrol Mileage:

309 - 86,900

607 - 114,534

111 - 40,385

512 - 56,517

812 - 38,784

214 - 20,142

314 - 5,325

414 - 4,203

Budget status: 31.13/100%

Major purchases:

Current Staff Levels.

7 Full-time

1 Full-time - Vacant

1 Part-time

1 Part-time Vacant

3 Reserve

2 Reserve -Vacant

Monthly Activities

March Police Reports - 280

March calls for service - 388

Community Policing:

Officer Rhodes is working on summer youth activities as well as planning the annual National Night out.

PUBLIC WORKS REPORT 5-12-2015

Regular Maintenance

- Graded all streets a couple of times this past month. This past two weeks we had over two inches of rain. Makes the gravel roads a little soggy but it sure is good to see the moisture.
- We continue to read and install new water meters. The water and wastewater lines have been installed and tested for the industrial park area. We have delivered the water meter and setter for the first new building there. They have one concrete driveway poured there and preparing the other. The building is going quickly now.
- Glad the month of April is finally over. That is one busy month. Garage Sales, Clean-up Day, and Hazard Waste day are all behind us now and we can get back to regular work. We are crack-sealing streets now in preparation for some of them being slurry-sealed, and others just filling the cracks.

Special Projects

- We are still getting costs for the new Maintenance Shop Building. Have two contractors working on that and we should have their proposals soon.
- I am still waiting on one proposal to make the repairs and overlay 45th street. I have gotten one so far. Will try to get those so we can determine when we want to try to schedule the project.
- We have hired Kelly Carrington as the new Wastewater/Water Operator for Maize. He is a Class 4 Wastewater operator and a Class 2 Water operator. He brings ten years of experience with him and seems to be working in well with our Wastewater Treatment Plant and what it needs to be operating better than it has been. He is also working with our two Operator in Training personnel to help them become Class 2 Operators in Water and Wastewater as well. This, along with the upgrades to the Wastewater Treatment Facility coming in the future will insure we have one of the best operating plants in the state.
- We have also installed several more Veterans markers at the Cemetery in anticipation of a beautiful Memorial weekend later this month. Each year we try to make sure we have all of them in place. We have a new map made and place it in the signboard at the Cemetery.

Ron Smothers
Public Works Director

City Engineer's Report
5/18/15

Industrial Park

Siding has been installed for the main shop area. The roof is approximately 50% done.

**PLANNING ADMINISTRATOR'S
REPORT**

DATE: May 18, 2015

TO: Maize City Council Members

FROM: Kim Edgington, Planning Administrator

RE: Regular May Council Meeting

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

1. Commercial development at the northeast corner of 37th & Maize – the corner lot has been purchased for future development as Emprise Bank. The lot immediately north of the corner is also under contract for commercial development. Building plans have been submitted for the lot north of Emprise Bank and staff and I have been working with the developer to address issues of access and cross lot circulation.
2. Zone change request at 9100 W 61st Street – the property owner has submitted a request for a zone change to allow boarding of 10 horses at this location. The Planning Commission recommended approval of this request at their May 7th meeting. The Council will review this case at their June meeting.
3. Conditional Use request – to enlarge an existing sand extraction operation at 6049 N. Ridge Road. The Planning Commission reviewed and approved this case at their April 2nd meeting. No protest petitions were filed with the City Clerk therefore the action of the Planning Commission is final.
4. General planning issues – I continue to meet, both on the phone and in person, with citizens and developer's representatives requesting information on general planning matters, such as what neighboring property owners are planning to do, what they are allowed to do on their property, and what the process is for submitting various applications and materials to the Planning Commission.



**City Clerk Report
REGULAR COUNCIL MEETING
May 18, 2015**

Year to date status (Through 4/30/15):

General Fund –			
	Budget	YTD	
Rev.	\$2,666,831	\$1,308,767	49.08%
Exp.	\$3,030,450	\$1,240,008	36.40%
Streets –			
Rev.	\$289,550	\$ 113,584	39.23%
Exp.	\$280,300	\$ 96,645	34.48%
Wastewater Fund-			
Rev.	\$701,000	\$ 287,093	40.95%
Exp.	\$707,000	\$ 249,767	35.63%
Water Fund-			
Rev.	\$754,500	\$ 270,760	35.89%
Exp.	\$754,500	\$ 246,352	32.65%

Health & Dental Benefits

Per Council's request, here are the 2015 numbers (through 04/30/2015) for employee health, dental, and life (including accidental death and short-term disability).

	<u>City Portion</u>	<u>Employee Portion</u>	<u>Total Paid</u>
Health:	\$ 69,868.88	\$ 17,416.62	\$ 87,285.50
Dental:	5,430.58	1,358.22	6,788.80
Life:	<u>2,614.91</u>	<u>0</u>	<u>2,614.91</u>
	\$ 77,914.37	\$ 18,774.84	\$ 96,689.21

Dugan Park Funds

Per Council's request, the following is a breakdown of the Dugan Park funds (as of 04/30/2015)

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

AG's Opinion on KORA and Private E-Mails:

The AG recently issued an opinion stating that public business discussed through private e-mail is not subject to the Kansas Open Records Act (KORA). If you want to read more:

<http://www.kansascity.com/news/government-politics/article19826079.html>.

Tom Powell will discuss policy options that the Council may want to consider relating to this topic.



CITY OPERATIONS REPORT

DATE: May 18, 2015

TO: Maize City Council

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

RE: May Report

1) Arbor Day Activities

On Friday, April 24th at 5:30 pm the Park and Tree Board held their Arbor Day Celebration. Numerous individual citizens and groups from our community welcomed the Maize Arboretum. Jolene Allmond and the Park and Tree Board coordinated the successful event. Special thanks to Ron and his crew for their tremendous support. Congratulations to all.

2) Salary Survey

All the requested data was returned to the Austin Peter's Group.

3) 2016 Budget

Staff continues preparing the 2016 draft budget for Council discussion and input. An informal discussion of the process will be conducted at Monday's meeting. It will include an update and the below listed items:

- The Transition of officers & equipment for SRO program
- A new part-time Public Works position, to assist with Park activities.
- City Hall Pond improvements.
- Other

4) June 1st Budget Workshop Working Outline*

- Meal @ 5:30pm Meeting @ 6pm
- 2016 Budget discussion
- Approval & funding Public Works Facility
- Approval & funding Splash Park & Park Restrooms
- This could also be the Annual Public Building Commission meeting?

5) Cemetery

Staff has completed all updates to the Cemetery maps and has been busy preparing for Memorial Day. Many trees were damaged in the earlier storm. Many were trimmed and several were also removed. Thanks to Don, Ron and Public Works for all of their hard work.

Staff is preparing a draft of the 2016 budget for Council review with consideration for the expansion of the new addition and the following items:

- Water line for trees along perimeter of new area
- Planting trees in new and old areas
- Marking and staking block and plots in new area

6) Utilities

- Prepared and submitted Annual Water Use Report
- Completed Annual Consumer Confidence Report and posted to website

7) Legislative Update

- Election bill changed local election to the fall of odd years
- Annexation bill did not come out of committee

8) Economic Development

- Aerotech still pending
- Dairy Queen still pending
- 12 new single family housing starts

9) City Meetings

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| • June 1 st | Budget Workshop | @ 6pm |
| • June 4 th | Planning | @ 7pm |
| • June 9 th | Park and Tree | @ 5:30 pm |
| • June 22 nd | Council | @ 7pm |