

**MEETING NOTICE  
MAIZE CITY COUNCIL  
REGULAR MEETING  
PUBLIC BUILDING COMMISSION MEETING**

**TIME: 7:00 P.M.**  
**DATE: MONDAY, April 18, 2016**  
**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 –City Council Regular Meeting of March 21 , 2016
  - b) Receive and file minutes from the Planning Commission of March 3, 2016.
  - c) Cash Disbursements from February 1, 2016 thru February 29, 2016 in the amount of \$757,251.43 (Check # 62046 thru #62188)
  - d) Plat Extension 10501 W 45<sup>th</sup> Street (SW Corner 45<sup>th</sup> and Maize)
- 7) Old Business
  - A. Approving Ordinance for PBC Refunding Bonds, Series A 2016
- 8) New Business
  - A. 2015 City Audit
  - B. Apac Construction Contract (61<sup>st</sup> St N and Tyler Road)
  - C. Gould Evans Comprehensive Plan Review

\* Recess City Council Meeting and Convene Maize Public Building Commission Meeting:

**MAIZE PUBLIC BUILDING COMMISSION  
AGENDA  
PRESIDENT CLAIR DONNELLY PRESIDING**

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the Agenda
- 4) Approval of Minutes – Meeting of March 21, 2016
- 5) New Business
  - A. 2016A Bonds Sale
  - B. Receive and File the 2015 Financial Information Summary
- 6) Adjournment

\* Reconvene the City Council Meeting

**MAIZE CITY COUNCIL  
REGULAR MEETING  
AGENDA  
(continued)**

- 9) Reports
  - Police
  - Public Works
  - City Engineer
  - Planning & Zoning
  - City Clerk
  - Legal
  - Operations
  - Mayor’s Report
  - Council Member’s Reports
- 10) Executive Session
- 11) Adjournment

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, March 21, 2016**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **March 21, 2016** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Pat Stivers, Karen Fitzmier, Donna Clasen, Alex McCreath** and **Kevin Reid**.

Also present were: **Richard LaMunyon**, City Administrator, **Rebecca Bouska**, Deputy City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, **Tom Powell**, City Attorney, **Larry Kleeman**, Financial Advisor.

**APPROVAL OF AGENDA:**

The Agenda was submitted for approval.

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

**PUBLIC COMMENTS:**

**Kenneth Hultman**, 404 Jones, addressed the Council regarding the 30 mph speed limit on Jones. He feels that speed is too fast for the 700-1000 vehicles per day that travel that street.

**CONSENT AGENDA:**

The Consent Agenda was submitted for approval including:

- a) Approval of minutes – Regular Council Meeting of February 15, 2016 and Special Meeting of February 24, 2016
- b) Receive and file minutes of the Planning Commission meeting of January 7, 2016.
- c) Cash Disbursements from February 1, 2016 through February 29, 2016 in the amount of \$608,513.37 (Check #61903 through #62045).
- d) Receive and file the Biennial Bridge Inspection Report 2016

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

**WENINGER MAIZE COMMERCIAL ADDITION FINAL PLAT:**

A one-step final plat for Weninger Maize Commercial Addition was submitted for Council approval.

**MOTION:** **Clasen** moved to approve the Weninger Maize Commercial Addition final plat, with plat to be filed with the County Register of Deeds.  
**Reid** seconded. Motion declared carried.

**FIRE CODE ORDINANCE AND INTERGOVERNMENTAL SERVICE AGREEMENT:**

An ordinance adopting the Sedgwick County Fire Code, 2012 Edition with amendments by the Fire District and the City of Maize was submitted for Council approval. In addition to the ordinance, an intergovernmental services agreement allowing for county enforcement, fines and prosecution in the City was Maize was also submitted for Council approval.

**MOTION:** **Reid** moved to adopt the International Fire Code 2012 according to the Sedgwick County Fire Code, 2012 Edition and amendments to Section 7-101 from the City of Maize, Kansas, and to approve the Government Services agreement between Sedgwick County Fire District No. 1 and the City of Maize and authorize the Mayor to sign.  
**McCreath** seconded. Motion declared carried.

**City Clerk assigned Ordinance #912.**

**UTILITY COLLECTIONS:**

An agreement with Account Recovery Specialists for utility debt recovery services was submitted for Council approval.

**MOTION:** *Clasen* moved to approve the Account Recovery Specialists, Inc. agreement and authorize the Mayor to sign.  
*Stivers* seconded. Motion declared carried.

**WDM ARCHITECTS AGREEMENT:**

An agreement with WDM Architects to design new restrooms for the City park was submitted for Council approval.

**MOTION:** *Fitzmier* moved to approve the WDM agreement in an amount not to exceed \$7,565, subject to the City Attorney's review and authorize the Mayor to sign.  
*Stivers* seconded. Motion declared carried.

**RESOLUTION REQUESTING REFUNDING OF PBC REVENUE BONDS, SERIES A 2011:**

A resolution requesting that the Maize Public Building Commission refund the Series A, 2011 PBC Revenue Bonds was submitted for Council approval.

**MOTION:** *Clasen* moved to approve the resolution requesting that the PBC proceed with refunding the 2011 PBC Series A 2011 Bonds.  
*Fitzmier* seconded. Motion declared carried.

*City Clerk assigned Resolution #580-16.*

*Mayor Donnelly* recessed the City Council meeting at 7:43 pm.

**MAIZE PUBLIC BUILDING COMMISSION MEETING:**

The Maize Public Building Commission (MPBC) special meeting was called to order at 7:43 p.m. Members present were: *Clair Donnelly*, President, *Kevin Reid*, *Alex McCreath*, *Donna Clasen*, *Pat Stivers*, *Karen Fitzmier* and *Gary Kemnitz*. *Andy Schlapp* was absent.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Commission approval.

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

**APPROVAL OF MINUTES:**

The minutes from the September 21, 2015 MPBC meeting were submitted for approval.

**MOTION:** *Fitzmier* moved to approve the minutes of the September 21, 2015 MPBC meeting.  
*Reid* seconded. Motion declared carried.

**AUTHORIZING BOND SALE AND RESOLUTION FOR SERIES 2016A REFUNDING BONDS:**

A resolution authorizing the sales of PBC Refunding Bonds Series 2016A was submitted for Commission approval.

**MOTION:** *Clasen* moved to approve the resolution to authorize the sale of the 2016A Refunding Bonds.  
*McCreath* seconded. Motion declared carried.

*City Clerk assigned Resolution # MPBC 15-16.*

**ADJOURNMENT:**

With no further business before the MPBC,

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

*Mayor Donnelly* reconvened the City Council meeting at 7:51 pm.

**ADJOURNMENT:**

With no further business before the Council,

**MOTION:**     *Clasen* moved to adjourn.  
                  *Fitzmier* 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, MARCH 3, 2016**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, March 3, 2016, for a Regular Meeting with **Gary Kirk** presiding. The following Planning Commission members were present: **Mike Burks, Bryant Wilks, Andy Sciolaro, Gary Kirk, Bryan Aubuchon** and **Jennifer Herington**. Not present was **Dennis Downes**. Also present were **Sue Villarreal**, Recording Secretary; **Kim Edgington**, Planning Administrator; **Bill McKinley**, City Engineer; **Tim Austin**, Kaw Valley Engineering and **Scott Servis**, Kaw Valley Engineering.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**MOTION:** **Sciolaro** moved to approve the January 7, 2016 minutes as presented.  
**Aubuchon** seconded the motion.  
Motion carried unanimously.

**NEW BUSINESS – PLANNING COMMISSION**

**S/D 01-016 – One-step final plat for approximately 12.4 acres on the south side of 53<sup>rd</sup> Street, ¼ mile east of K-96 – Weninger Maize Commercial Addition**

**Austin** and **Servis** were present to answer questions from the commissioners.

**MOTION:** **Sciolaro** moved to approve S/D 01-016 one-step final plat for Weninger Maize Commercial Addition – subject to the following conditions:

- A. City water and sewer services are currently not available to serve the site.
- B. Access control except for two openings shall extend along the entire frontage of the property on 53<sup>rd</sup> Street.
- C. Minimum pad elevations shall be listed on the plat or on the approved final drainage plan.
- D. If improvements are guaranteed by petition, a notarized certificate listing the petitions, with cost estimates shall be submitted to the City of Maize for recording.
- E. **City Engineering** needs to comment on the status of the applicant's final drainage plan.
- F. This property is in Area C on the FEMA flood map, not in the floodplain.
- G. The Applicant is reminded that a platting binder is required with the final plat. Approval of this plat will be subject to submittal of this binder and any relevant conditions found by such a review.
- H. The applicant shall install or guarantee the installation of all utilities and facilities which are applicable (water service and fire hydrants required for fire protection shall

be as per the direction and approval of the Chief of the Sedgwick County Fire Department.)

- I. To receive mail delivery without delay, and to avoid unnecessary expense, the applicant is advised of the necessity to meet with the U.S. Postal Service Growth Management Coordinator (Phone 316-946-4556) prior to development of the plat so that the type of delivery, and the tentative mailbox locations can be determined.
- J. The applicant is advised that various State and Federal requirements (specifically but not limited to the Army Corps of Engineers, Kanopolis Project Office, Rt. 1, Box 317, Valley Center, KS 67147) for the control of soil and wind erosion and the protection of wetlands may impact how this site can be developed. It is the applicant's responsibility to contact all appropriate agencies to determine any such requirements.
- K. The owner of the subdivision should note that any construction that results in earthwork activities that will disturb one (1) acre or more of ground cover requires a Federal/State NPDES Storm Water Discharge Permit from the Kansas Department of Health and Environment in Topeka. Also, for projects located within the City of Maize, erosion and sediment control devices must be used on ALL projects.
- L. Perimeter closure computations shall be submitted with the final plat tracing.
- M. Recording of the plat within thirty (30) days after approval by the City Council.
- N. The applicant is reminded that a compact disk (CD) shall be submitted with the final plat tracing to the City of Maize detailing this plat in digital format in AutoCAD, or sent via e-mail to [dlemon@cityofmaize.org](mailto:dlemon@cityofmaize.org). This will be used by the County GIS Department.

and subject the additional conditions as listed:

- 1) Show point of access to be paved 100 feet back from 53<sup>rd</sup> street.
- 2) Subject to approval of drainage plan by City Engineer and Sedgwick County before Council approval.
- 3) Define reserve.

*Wilks* seconded the motion.

*Kirk* requested a roll call vote to approve S/D 01-016 as presented with the following results:

*Burks* – yes

*Wilks* - yes

*Sciolaro* - yes

*Kirk* – yes

*Aubuchon*- yes

*Herington* – yes

Motion carried unanimously.

**ADJOURNMENT:**

**MOTION:**

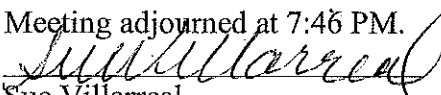
With no further business before the Planning Commission,

*Aubuchon* moved to adjourn.

*Wilks* seconded the motion.

Motion carried unanimously.

Meeting adjourned at 7:46 PM.

  
Sue Villarreal  
Recording Secretary

  
\_\_\_\_\_  
Gary Kirk  
Chairman

**CITY OF MAIZE**  
**Cash and Budget Position**  
**Thru March 31, 2016**

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	\$ 931,178.76	\$ 181,553.52	\$ 231,933.82	\$ 880,798.46	\$ 3,369,786.00	\$ 1,310,219.05	\$ 818,610.68	\$ 2,551,175.32	75.71%
02	Street Fund	148,524.21	23,814.91	29,591.56	142,747.56	294,100.00	75,597.07	83,839.22	210,260.78	71.49%
04	Capital Improvements Fund	322,907.89	40,947.80	116,135.56	247,720.13	665,000.00	147,779.45	252,510.60	412,489.40	62.03%
05	Long-Term Projects	(462,623.53)	-	162,862.24	(625,485.77)	-	-	343,860.43	-	-
10	Equipment Reserve	60,576.96	19,191.21	17,926.50	61,841.67	230,000.00	75,168.05	127,889.49	102,110.51	44.40%
11	Police Training Fund	739.99	384.00	787.50	336.49	2,000.00	840.00	1,772.50	227.50	11.38%
12	Municipal Court Fund	16,290.41	3,102.54	300.00	19,092.95	-	6,242.54	4,308.68	-	-
16	Bond & Interest Fund	790,425.95	86,458.02	194,400.48	682,483.49	2,552,350.00	924,514.88	469,726.30	2,082,623.70	81.60%
19	Wastewater Reserve Fund	139,385.94	3,000.00	-	142,385.94	-	9,000.00	-	-	-
20	Wastewater Treatment Fund	598,982.52	78,196.05	57,016.55	620,162.02	714,000.00	211,667.47	190,053.88	523,946.12	73.38%
21	Water Fund	431,216.07	63,328.42	66,795.59	427,748.90	769,500.00	189,737.61	195,516.05	573,983.95	74.59%
22	Water Reserve Fund	119,148.81	3,000.00	-	122,148.81	-	9,000.00	-	-	-
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	5,957.52	893.22	1,080.47	5,770.27	-	4,019.49	3,528.93	-	-
98	Maize Cemetery	167,090.63	1,659.99	3,017.03	165,733.59	161,706.00	13,390.96	4,903.22	156,802.78	96.97%
<b>Report Totals</b>		<b>\$ 3,688,006.79</b>	<b>\$ 505,529.68</b>	<b>\$ 881,847.30</b>	<b>\$ 3,311,689.17</b>	<b>\$ 8,758,442.00</b>	<b>\$ 2,977,176.57</b>	<b>\$ 2,496,519.98</b>	<b>\$ 6,613,620.06</b>	<b>75.51%</b>





**CITY OF MAIZE**  
**Bank Reconciliation Report**  
**For March 2016**

**Fund Balances**

FUND	NAME	BEGIN			END	
		PERIOD	RECEIPTS	DISBURSEMENTS	PERIOD	
01	General Fund	\$ 931,178.76	\$ 181,553.52	\$ 231,933.82	\$	880,798.46
02	Street Fund	148,524.21	23,814.91	29,591.56		142,747.56
04	Capital Improvements Fund	322,907.89	40,947.80	116,135.56		247,720.13
05	Long-Term Projects	(462,623.53)	-	162,862.24		(625,485.77)
10	Equipment Reserve Fund	60,576.96	19,191.21	17,926.50		61,841.67
11	Police Training Fund	739.99	384.00	787.50		336.49
12	Municipal Court Fund	16,290.41	3,102.54	300.00		19,092.95
16	Bond & Interest Fund	790,425.95	86,458.02	194,400.48		682,483.49
19	Wastewater Reserve Fund	139,385.94	3,000.00	-		142,385.94
20	Wastewater Treatment Fund	598,982.52	78,196.05	57,016.55		620,162.02
21	Water Fund	431,216.07	63,328.42	66,795.59		427,748.90
22	Water Reserve Fund	119,148.81	3,000.00	-		122,148.81
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	5,957.52	893.22	1,080.47		5,770.27
98	Maize Cemetery	167,090.63	1,659.99	3,017.03		165,733.59
<b>Totals All Fund</b>		<b>\$ 3,688,006.79</b>	<b>\$ 505,529.68</b>	<b>\$ 881,847.30</b>	<b>\$</b>	<b>3,311,689.17</b>

**Bank Accounts and Adjustments**

Halstead Checking Account	\$ 348,428.42	\$ 384,838.38	\$ 670,981.36	\$	62,285.44
Outstanding Items				\$	(316,615.59)
Halstead Bank Money Market Account	3,399,368.71	917.02	-		3,400,285.73
Maize Cemetery CD 85071	90,979.58	-	-		90,979.58
Maize Cemetery Operations	76,111.05	1,659.99	3,017.03		74,754.01
<b>Totals All Banks</b>	<b>\$ 3,914,887.76</b>	<b>\$ 387,415.39</b>	<b>\$ 673,998.39</b>	<b>\$</b>	<b>3,311,689.17</b>

City Of Maize  
Maize, Kansas

March 21, 2016

Ref.: Extension Request

Dear Sir

We are the owners of the property on the corner of Maize Rd and 45<sup>th</sup> N. The former address when we first did business was 10501 W. 45<sup>th</sup> St. North. It was zoned Limited Light Commercial and had a house and 3.12 acres. The house has been moved since, and the property address changed to 4575 N. Maize Rd.

We are requesting an extension on the rezoning of our property. We would like a two year extension.

Sincerely,

Joyce K. Kreutziger  
Joyce K. Kreutziger  
13314 NW 72 St.  
Moundridge, KS 67107  
620-345-2801

Janet M. Moon  
Janet M. Moon  
3316 N Lakecrest Cir  
Wichita, KS 67208

Judith Greep Allen  
Judith Greep Allen  
6121 N Bells Rd  
Wichita, KS 67204

**MAIZE CITY COUNCIL  
REGULAR MEETING**

**MONDAY, APRIL 18, 2016**

**AGENDA ITEM #7A**

**ITEM: City Approving Ordinance (PBC Refunding)**

**BACKGROUND**

See previous agenda item of the PBC.

The PBC is issuing refunding bonds with a lower interest to reduce the annual debt service required. The city is responsible for making the “lease payments” used to pay off the PBC’s Series 2016A Bonds. The city further subleases the facility to the recreation commission.

**FINANCIAL CONSIDERATIONS:**

Because these are “revenue bonds” of the PBC, and the facility is leased to the City, the debt would not count against the City’s “general obligation” debt limit. However, the city is obligated to make lease payments in the amount needed for debt service on the PBC bonds.

**LEGAL CONSIDERATIONS:**

Bond Counsel has prepared the ordinance and related documents for the PBC lease to the City.

**RECOMMENDATION:**

**MOTION:** Approve Ordinance No. \_\_ authorizing the lease and related documents.

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, April 18, 2016**

**AGENDA ITEM #8A**

**ITEM:        2015 Independent Auditors' Report**

**BACKGROUND:**

Busby, Ford & Reimer, LLC, Certified Public Accountant/Consultants have completed the outside single independent audit for the budget year of 2015. Randy Ford, City Auditor, will make a presentation to the Council.

Electronic copies of the 2015 Financial Statements are included in the Council packets. Hard copies will be available at Monday's meeting.

**FINANCIAL CONSIDERATIONS:**

None.

**LEGAL CONSIDERATIONS:**

The audit satisfies the budgeting requirements for the City.

**RECOMMENDATION/ACTION:**

Receive and file the 2015 Independent Auditor's Report.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY, KANSAS**

**FINANCIAL STATEMENT  
DECEMBER 31, 2015**

*BFR*

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**BUSBY FORD & REIMER, LLC**

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CERTIFIED PUBLIC ACCOUNTANTS

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
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DECEMBER 31, 2015**

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# BUSBY FORD & REIMER, LLC

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CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITORS' REPORT

### **Mayor and City Council City of Maize, Kansas**

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances of the **City of Maize Financial Reporting Entity, Kansas**, as of and for the year ended **December 31, 2015**, and the related notes to the financial statement.

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

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

#### *Auditors' Responsibility*

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

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

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



**Mayor and City Council  
City of Maize, Kansas**

*Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America*

As described in Note 1 of the financial statement, the financial statement is prepared by the **City of Maize Financial Reporting Entity, Kansas**, to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

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

*Adverse Opinion on Accounting Principles Generally Accepted in the United States of America*

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the **City of Maize Financial Reporting Entity, Kansas**, as of **December 31, 2015**, or changes in financial position and cash flows thereof for the year then ended.

*Opinion on Regulatory Basis of Accounting*

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the **City of Maize Financial Reporting Entity, Kansas**, as of **December 31, 2015**, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

*Report on Supplementary Information*

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual, schedule of cash receipts and expenditures-capital projects and summary of regulatory basis receipts and disbursements-agency funds (Regulatory-Required Supplementary Information as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement, however are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statement as a whole, on the basis of accounting described in Note 1.

**Mayor and City Council  
City of Maize, Kansas**

The 2014 Actual column presented in the individual fund schedules of regulatory basis receipts and expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and schedule of cash receipts and expenditures-capital projects (as listed in the table of contents) is also presented for comparative analysis and is not a required part of the 2014 basic financial statement upon which we rendered an unmodified opinion dated March 9, 2015. The 2014 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link: <http://da.ks.gov/ar/muniserv/>. Such 2014 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2014 basic financial statement. The 2014 comparative information was subjected to the auditing procedures applied in the audit of the 2014 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2014 basic financial statement or to the 2014 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2014 comparative information is fairly stated in all material respects in relation to the 2014 basic financial statement as a whole, on the basis of accounting described in Note 1.

*Busby Ford & Reimer, LLC*

Busby Ford & Reimer, LLC  
April, 11, 2016

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SUMMARY OF CASH RECEIPTS, EXPENDITURES,  
AND UNENCUMBERED CASH  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

Fund	Beginning Unencumbered Cash Balance	Prior Year Canceled Encumbrances	Cash Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
Governmental							
General	\$ 886,309	\$ 0	\$ 2,914,333	\$ 3,411,730	\$ 388,912	\$ 281	\$ 389,193
Special Purpose Funds							
Consolidated Street	127,984	0	303,287	280,293	150,978	12	150,990
Capital Improvement	382,621	0	648,344	801,257	229,708	122,743	352,451
Maize Park Cemetery District	166,084	0	36,834	45,672	157,246	0	157,246
Equipment Reserve	49,803	0	255,219	190,459	114,563	0	114,563
Law Enforcement Training	2,105	0	2,796	3,632	1,269	0	1,269
Wastewater Reserve	123,437	0	105,789	95,840	133,386	0	133,386
Water Reserve	77,149	0	36,000	0	113,149	0	113,149
Water Bond Reserve	268,000	0	0	0	268,000	0	268,000
Wastewater Bond Reserve	147,800	0	0	0	147,800	0	147,800
Drug Tax	2,405	0	0	0	2,405	0	2,405
Carlson Assessments	18,515	0	0	18,515	0	0	0
Maize Public Building Commission	18,724	0	306,913	306,902	18,735	0	18,735
Bond and Interest	498,767	0	1,980,656	2,251,728	227,695	0	227,695
Capital Projects	(398,899)	0	1,442,187	1,725,613	(682,325)	400,700	(281,625)
Business							
Wastewater Treatment	518,697	0	798,475	719,076	598,096	452	598,548
Water	395,719	0	812,987	775,608	433,098	429	433,527
	<u>\$ 3,285,220</u>	<u>\$ 0</u>	<u>\$ 9,643,820</u>	<u>\$ 10,626,325</u>	<u>\$ 2,302,715</u>	<u>\$ 524,617</u>	<u>\$ 2,827,332</u>

Composition of Cash:

Checking	\$ 242,150
Money Market	2,497,862
Certificate of Deposit	91,024
Investments	18,735
	<u>2,849,771</u>
Agency Funds	(22,439)
	<u>\$ 2,827,332</u>

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

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 1 - Summary of Significant Accounting Policies:**

Financial Reporting Entity

The City of Maize is a municipal corporation governed by an elected Mayor and five member City Council. This regulatory financial statement presents the City of Maize and its related municipal entity. The related municipal entity is included in the City's reporting entity because it was established to benefit the city and/or its constituents.

Maize Public Building Commission

The Maize Public Building Commission performs functions related to the issuance and repayment of debt for the City. The governing body of the component unit is appointed by the governing body of the City. During the year ended December 31, 2015, the City of Maize made payments totaling \$167,435 to the Maize Public Building Commission for the purpose of debt service.

The Maize Public Building Commission is presented as a Special Purpose Fund. Separate audited financial statements are not prepared by the Maize Public Building Commission.

Basis of Presentation – Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City has created several types of funds and a number of discrete funds within each fund type. Each fund is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, receipts and expenditures. The individual funds account for the governmental resources allocated to them for the purpose of carrying on specific activities in accordance with laws, regulations or other restrictions.

**KMAAG Regulatory Basis of Presentation Fund Definitions:**

**Governmental Funds**

General Fund-the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Funds-used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Projects and tax levies for long-term debt) that are intended for specified purposes.

Bond & Interest Fund-used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Projects Fund-used to account for the debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

Business Fund-funds financed in whole or in part by fees charged to users of the goods or services (i.e. enterprise and internal service fund, etc.)

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

Agency Fund-funds used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing fund, county treasurer tax collection accounts, etc.)

**Regulatory Basis of Accounting and Departure from Accounting Principles Generally accepted in the United States of America**

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

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

**Budget and Tax Cycle**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), the bond and interest fund and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

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

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

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which revenue are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budget expenditure authority lapses at year-end.

A legal operating budget is not required for capital projects funds, trust funds and the following special purpose funds:

Equipment Reserve Fund	Law Enforcement Training Fund
Wastewater Reserve Fund	Water Reserve Fund
Water Bond Reserve Fund	Wastewater Bond Reserve Fund
Drug Tax Fund	Carlson Assessments Fund
Maize Public Building Commission Fund	

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

**Special Assessments**

Projects financed in part by special assessments are financed through the issuance of general obligation bonds which are secured in full by the City and are retired from the City's bond and interest fund. Further, state statutes permit the levying of additional general ad valorem property taxes in the City's bond and interest fund to finance delinquent special assessments. Special assessment taxes are levied over a ten- or fifteen-year period and the annual installments are due and payable with annual ad valorem property taxes. The City may foreclose liens against property benefited by special assessments when delinquent assessments are two years in arrears.

**Note 2 - Deferred Compensation Plan:**

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan is available to all City employees and permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or beneficiary) the property and rights of the plan (without being restricted to the provision of benefits under the plan), subject only to the claims of the plan's general creditors. Participants' rights under the plan are equal to those of general creditors of the plan in an amount equal to the fair market value of the deferred account for each participant.

**Note 3 - Subsequent Events:**

The City has evaluated subsequent events through April 11, 2016, the date which the financial statement was available to be issued.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 4 - Deposits and Investments:**

As of December 31, 2015, the City had the following investments and maturities:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Rating U.S.</u>
Treasury Notes (Less than One Year)	\$ 18,735	N/A

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

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

*Concentration of credit risk.* State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The City's allocation of investments as of December 31, 2015, is as follows:

<u>Investments</u>	<u>Percentage of Investments</u>
Treasury Notes	100%

*Custodial credit risk – deposits.* Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. All deposits were legally secured at December 31, 2015.

At December 31, 2015, the City's carrying amount of deposits was \$2,831,036 and the bank balance was \$2,898,836. The bank balance is held by one bank. Of the bank balance, \$250,000 was covered by depository insurance, and the remaining \$2,648,836 was collateralized with a Federal Home Loan Bank Letter of Credit securities held in the City's name.

*Custodial credit risk – investments.* For an investment this is the risk that, in the event of the failure of the issuer or counterparty, the Municipality will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. State statutes require investments to be adequately secured.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 5 - Interfund Transactions:**

Operating transfers were as follows:

Transfer from:		Transfer to:						Total
		Consolidated Street	Capital Improvement	Bond & Interest	Equipment Reserve	Wastewater Reserve	Water Reserve	
General	K.S.A. 12-1,119	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
General	K.S.A. 12-1,118	0	645,833	0	0	0	0	645,833
General	K.S.A. 12-1,117	0	0	0	255,000	0	0	255,000
Wastewater Treatment	K.S.A. 12-825d	0	0	239,547	0	36,000	0	275,547
Water	K.S.A. 12-825d	0	0	402,154	0	0	36,000	438,154
		<u>\$ 150,000</u>	<u>\$ 645,833</u>	<u>\$ 641,701</u>	<u>\$ 255,000</u>	<u>\$ 36,000</u>	<u>\$ 36,000</u>	<u>\$ 1,764,534</u>

**Note 6 - Contingencies:**

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City carries commercial insurance for all risks of loss. Settled claims resulting from these risks have not materially exceeded commercial insurance coverage in any of the past three years.

Grant Programs

The City participates in various federal and state grant programs. These grant programs are often subject to additional audits by agents of the granting agency, the purpose of which is to ensure compliance with the specific conditions of the grant. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

**Note 7 - Postemployment Benefits:**

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

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the government makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured. There is no cost to the government under this program.

The City did not provide any significant postemployment benefits for former employees at December 31, 2015.



**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 8 - Defined Benefit Pension Plan:**

Plan Description

The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing, multiple-employer defined benefit pension plan as provided by Kansas law. KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS (611 S Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

Funding Policy

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. Effective July 1, 2009, KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law establishes the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provided that the employer contribution rates for KPERS 1, KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increase in the employer contribution rates. The actuarially determined employer contribution rate (not including the 0.85% contribution rate for Death and Disability Program) and the statutory contribution rate was 9.48% for the fiscal year ended December 31, 2015. Contributions to the pension plan from the City were \$132,993 for the year ended December 31, 2015.

Net Pension Liability

At December 31, 2015, the City's proportionate share of the collective net pension liability reported by KPERS was \$937,185. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2014, which was rolled forward to June 30, 2015. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

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

**Note 9 - Compensated Absences:**

All permanent full-time employees are eligible for vacation and/or sick leave benefits in varying annual amounts depending on position and length of service.

It is the policy of the City to record vacation and sick leave benefits as expenditures when paid.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 10 - Reimbursed Expenses:**

Reimbursed expenses are defined as repayments of amounts remitted on behalf of another party. All reimbursed expenses shown in the financial statement meet the following criteria:

1) the related disbursement was made in the current year on behalf of the payee, 2) the item paid for was directly identifiable as having been used by or provided to the payee, and 3) the amount of the reimbursed expense was directly tied to the amount of the original cash disbursement.

**Note 11 - Sublease Agreement:**

The City has entered into a sublease agreement with the Maize Recreation Commission for use of a portion of the City Hall building. Terms of the sublease agreement provide for payments by the Maize Recreation Commission based on the debt service schedule related to the Maize Public Building Commission Improvement Bonds. Future minimum payments under this agreement are as follows:

<u>Year ending December 31,</u>	
2016	\$ 146,928
2017	150,135
2018	152,995
2019	157,534
2020	161,657
Thereafter	<u>1,753,824</u>
	<u>\$ 2,523,073</u>

**Note 12 - Capital Projects:**

At year-end, capital project authorizations compared with expenditures from inception are as follows:

	<u>Project Authorization</u>	<u>Expenditures to Date</u>
Public Works Building	<u>\$ 818,500</u>	<u>\$ 818,500</u>
Eagles Nest Paving	<u>\$ 105,149</u>	<u>\$ 105,149</u>
Industrial Park Water and Sewer	<u>\$ 100,909</u>	<u>\$ 100,909</u>

**Note 13 - Maize Public Building Commission:**

As described in Note 1, the Maize Public Building Commission (MPBC) is a component unit of the City. As of December 31, 2015, all funds of the MPBC were held in trust by Southwest National Bank of Wichita and are invested in US Treasuries. All funds are received by Southwest National Bank and disbursed as appropriate in accordance with a Trust Agreement between the MPBC and Southwest National Bank.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 14 - Revenue Bond Reserve Requirements:**

The City issued revenue bonds for the purpose of constructing a water distribution system and a wastewater treatment system.

Provisions of the bond ordinance make the following requirement for the Wastewater Treatment and Water Funds to assure profitable operation and timely repayment of debt by the establishment of rates that will produce revenues sufficient to:

- (a) Pay the cost of the operation and maintenance of the System.
- (b) Pay the principal of and interest on the revenue bonds as and when the same become due.
- (c) Enable the City to have in each fiscal year net revenues in an amount that will be not less than 110% of the debt service requirements required to be paid by the City for the current fiscal year on all Wastewater Fund and Water Fund revenue bonds at the time outstanding. For 2015, 110% of the debt service payments for the current fiscal year were \$432,319 for the water system and \$228,236 for the wastewater treatment system, while net revenues as calculated per the covenant were \$475,533 and \$354,947 respectively.
- (d) Provide reasonable and adequate reserves for the payment of the bonds and the interest thereon.

**Note 15 - Compliance with Revenue Bond Ordinance:**

The financial statement, together with the description of the revenue bond requirements in Note 14, indicate the Water Fund and the Wastewater Treatment Fund did meet all requirements for reserves and debt service, and the current rate structure does appear to have been adequate in 2015, to meet the requirements of K.S.A. 12-866 and K.S.A. 10-1208, as applicable.

**Note 16 - Conduit Debt:**

From time to time, the City has issued Industrial Revenue Bonds to provide financial assistance to private-sector and other entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying debt. Upon repayment of the bonds, ownership of the acquired facilities transfers to the entities served by the bond issuance. The City is not obligated in any manner for the repayment of the bonds. Accordingly, the bonds are not reported in the accompanying financial statement.

As of December 31, 2015, there were five series of Industrial Revenue Bonds outstanding with an aggregate principal at the time of issuance of \$16,935,576 and an aggregate principal balance outstanding as of December 31, 2015, of \$12,485,576.

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

**Note 17 - Long-Term Debt:**

Principal payments are due annually and interest payments are due semi-annually on bond issues. Principal and interest payments are due annually for lease purchase payments.

Terms for long-term liabilities for the City for the year ended December 31, 2015 were as follows:

Issue	Interest Rate	Date of Issue	Amount of Issue	Date of Final Maturity
<b>General Obligation Bonds</b>				
2004 Series	3.75 - 4.90	7/15/04	\$ 405,000	9/1/19
2007 Series A	3.75 - 5.00	4/15/07	\$ 1,162,741	10/1/22
2007 Series B	3.75 - 5.00	9/15/07	\$ 4,941,983	9/1/28
2010 Series	1.00 - 3.20	11/30/10	\$ 515,000	9/1/17
2011 Series A	1.55 - 4.20	9/29/11	\$ 4,630,000	10/1/32
2013 Series A	2.00 - 4.00	3/28/13	\$ 3,840,000	9/1/33
2013 Series B	1.75 - 4.00	8/29/13	\$ 2,115,000	9/1/28
2014 Series A	2.00 - 4.25	11/26/14	\$ 2,795,000	10/1/34
2015 Series A	2.00 - 3.25	2/19/15	\$ 3,415,000	10/1/33
2015 Series B	1.00 - 2.00	8/31/15	\$ 740,000	10/1/22
<b>Revenue Bonds</b>				
Water System Series 2006	4.00 - 5.50	1/15/06	\$ 5,335,000	8/1/31
Wastewater System Refunding Series 2012A	0.50 - 1.25	8/30/12	\$ 1,135,000	9/1/18
Water System Series 2014A	2.50 - 4.00	10/29/14	\$ 285,000	10/1/38
Wastewater System Series 2014A	2.50 - 4.00	10/29/14	\$ 995,000	10/1/38
<b>CDBG Loan</b>				
Carlson Products	2.00	6/1/05	\$ 365,335	6/1/15
<b>Maize Public Building Commission</b>				
2011 Revenue Refunding Bonds	1.00 - 5.20	4/28/11	\$ 4,280,000	5/31/31
2012A Improvement Revenue Bonds	1.00 - 2.00	10/30/12	\$ 300,000	11/1/22
2015A Improvement Revenue Bonds	1.00 - 2.125	10/1/15	\$ 1,050,000	10/1/25
<b>Temporary Notes</b>				
Series 2013A	1.00	3/28/13	\$ 4,020,000	3/1/15
Series 2013B	0.65	9/26/13	\$ 1,090,000	3/1/15
<b>Lease Purchase Agreements</b>				
Street Sweeper	3.30	9/15/14	\$ 164,371	1/15/19
Water Meters	3.591	5/30/14	\$ 113,400	5/30/19

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

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

Issue	Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
<b>General Obligation Bonds</b>					
2004 Series	\$ 165,000	\$ 0	\$ 165,000	\$ 0	\$ 4,560
2007 Series A	730,000	0	730,000	0	29,355
2007 Series B	4,035,000	0	210,000	3,825,000	167,692
2010 Series	135,000	0	135,000	0	3,890
2011 Series A	4,235,000	0	200,000	4,035,000	127,645
2013 Series A	3,715,000	0	165,000	3,550,000	116,200
2013 Series B	2,115,000	0	175,000	1,940,000	57,845
2014 Series A	2,795,000	0	45,000	2,750,000	84,369
2015 Series A	0	3,415,000	0	3,415,000	57,065
2015 Series B	0	740,000	0	740,000	0
	<u>17,925,000</u>	<u>4,155,000</u>	<u>1,825,000</u>	<u>20,255,000</u>	<u>648,621</u>
<b>Revenue Bonds</b>					
Water System Series 2006	4,345,000	0	165,000	4,180,000	228,017
Wastewater System Refunding Series 2012 A	725,000	0	200,000	525,000	7,488
Water System Series 2014A	285,000	0	0	285,000	9,015
Wastewater System Series 2014A	995,000	0	0	995,000	29,580
	<u>6,350,000</u>	<u>0</u>	<u>365,000</u>	<u>5,985,000</u>	<u>274,100</u>
<b>CDBG Loan</b>					
Carlson Products	20,036	0	20,036	0	200
<b>Maize Public Building Commission</b>					
2011 Revenue Refunding Bonds	4,090,000	0	85,000	4,005,000	187,651
2012A Improvement Revenue Bonds	240,000	0	30,000	210,000	4,200
2015A Improvement Revenue Bonds	0	1,050,000	0	1,050,000	0
	<u>4,330,000</u>	<u>1,050,000</u>	<u>115,000</u>	<u>5,265,000</u>	<u>191,851</u>
<b>Temporary Notes</b>					
Series 2013A	2,970,000	0	2,970,000	0	57,153
Series 2013B	1,090,000	0	1,090,000	0	10,135
	<u>4,060,000</u>	<u>0</u>	<u>4,060,000</u>	<u>0</u>	<u>67,288</u>
<b>Lease Purchase Agreements</b>					
Street Sweeper	164,371	0	33,596	130,775	1,838
Water Meters	113,400	0	21,108	92,292	4,072
	<u>277,771</u>	<u>0</u>	<u>54,704</u>	<u>223,067</u>	<u>5,910</u>
	<u>\$ 32,962,807</u>	<u>\$ 5,205,000</u>	<u>\$ 6,439,740</u>	<u>\$ 31,728,067</u>	<u>\$ 1,187,970</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
NOTES TO FINANCIAL STATEMENT  
DECEMBER 31, 2015**

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

	Principal					Interest					Total Principal and Interest
	General Obligation Bonds	Revenue Bonds	Maize Public Building Commission	Lease Purchase Agreements	Total Principal	General Obligation Bonds	Revenue Bonds	Maize Public Building Commission	Lease Purchase Agreements	Total Interest	
2016	\$ 1,100,000	\$ 375,000	\$ 230,000	\$ 52,986	\$ 1,757,986	\$ 653,230	\$ 267,100	\$ 208,576	\$ 7,630	\$ 1,136,536	\$ 2,894,522
2017	1,085,000	405,000	245,000	54,798	1,789,798	625,252	256,788	204,101	5,817	1,091,958	2,881,756
2018	1,105,000	300,000	255,000	56,672	1,716,672	598,985	245,062	198,852	3,943	1,046,842	2,763,514
2019	1,140,000	250,000	270,000	58,611	1,718,611	571,315	234,000	191,946	2,005	999,266	2,717,877
2020	2,880,000	260,000	295,000	0	3,435,000	543,920	222,950	184,086	0	950,956	4,385,956
2021 - 2025	5,480,000	1,485,000	1,700,000	0	8,665,000	1,967,138	926,962	758,557	0	3,652,657	12,317,657
2026 - 2030	4,615,000	1,920,000	1,800,000	0	8,335,000	1,048,100	525,200	372,610	0	1,945,910	10,280,910
2031 - 2035	2,850,000	730,000	470,000	0	4,050,000	240,972	114,913	12,220	0	368,105	4,418,105
2036 - 2038	0	260,000	0	0	260,000	0	21,000	0	0	21,000	281,000
	<u>\$ 20,255,000</u>	<u>\$ 5,985,000</u>	<u>\$ 5,265,000</u>	<u>\$ 223,067</u>	<u>\$ 31,728,067</u>	<u>\$ 6,248,912</u>	<u>\$ 2,813,975</u>	<u>\$ 2,130,948</u>	<u>\$ 19,395</u>	<u>\$ 11,213,230</u>	<u>\$ 42,941,297</u>

**REGULATORY REQUIRED  
SUPPLEMENTARY INFORMATION**

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

Fund	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance - Over (Under)
<b>Governmental</b>					
General	\$ 3,466,860	\$ 0	\$ 3,466,860	\$ 3,411,730	\$ (55,130)
Special Purpose Funds					
Consolidated Street	280,300	0	280,300	280,293	(7)
Capital Improvement	1,216,000	0	1,216,000	801,257	(414,743)
Maize Park Cemetery District	139,901	0	139,901	45,672	(94,229)
Equipment Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	190,459	XXXXXXXXXX
Law Enforcement Training	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	3,632	XXXXXXXXXX
Wastewater Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	95,840	XXXXXXXXXX
Water Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	XXXXXXXXXX
Water Bond Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	XXXXXXXXXX
Wastewater Bond Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	XXXXXXXXXX
Drug Tax	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	XXXXXXXXXX
Carlson Assessments	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	18,515	XXXXXXXXXX
Maize Public Building Commission	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	306,902	XXXXXXXXXX
Bond and Interest	2,356,834	0	2,356,834	2,251,728	(105,106)
Capital Projects	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	1,725,613	XXXXXXXXXX
<b>Business</b>					
Wastewater Treatment	719,158	0	719,158	719,076	(82)
Water	775,684	0	775,684	775,608	(76)
	<u>\$ 8,954,737</u>	<u>\$ 0</u>	<u>\$ 8,954,737</u>	<u>\$ 10,626,325</u>	<u>\$ (669,373)</u>



**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>General Fund</u>	<u>Current Year</u>			Variance - Over (Under)
	Prior Year			
	Actual	Actual	Budget	
<b>Cash Receipts</b>				
Ad valorem tax	\$ 1,244,860	\$ 1,241,832	\$ 1,252,500	\$ (10,668)
Delinquent tax	50,808	45,831	45,831	0
Motor vehicle tax	182,351	213,227	205,000	8,227
Sales tax	610,191	668,381	650,000	18,381
Transient guest tax	85,918	124,817	124,817	0
Liquor Tax	302	1,602	1,533	69
Franchise tax	357,125	373,191	372,245	946
Municipal court	69,624	64,884	59,877	5,007
Permits and licenses	134,585	153,865	149,329	4,536
Interest	1,648	1,994	2,000	(6)
Other	24,086	24,709	23,282	1,427
	<u>2,761,498</u>	<u>2,914,333</u>	<u>\$ 2,886,414</u>	<u>\$ 27,919</u>
<b>Expenditures</b>				
City council	18,103	17,431	\$ 17,201	\$ 230
Administration	308,187	340,151	324,474	15,677
Police department	533,981	602,408	561,890	40,518
Municipal court	77,358	89,207	84,290	4,917
Community facilities	66,612	59,725	59,390	335
<b>Non-Departmental</b>				
Employee benefits	453,060	552,795	523,298	29,497
Utilities	23,276	20,940	20,000	940
Community services	9,923	14,191	12,500	1,691
Building inspections	48,822	67,538	65,000	2,538
Planning & zoning	53,190	98,248	95,204	3,044
Audit	15,000	15,350	15,350	0
Economic development	30,057	9,758	12,000	(2,242)
Park & tree board	13,092	11,210	10,000	1,210
Senior services	877	547	0	547
City Hall lease payment	159,241	167,435	167,435	0
Transfers	475,000	1,050,833	1,180,000	(129,167)
Transient guest tax rebate	85,918	124,817	124,817	0
Housing grant	97,692	156,400	170,315	(13,915)
Commercial incentive	11,907	12,431	12,431	0
Miscellaneous	290	315	11,265	(10,950)
	<u>2,481,586</u>	<u>3,411,730</u>	<u>\$ 3,466,860</u>	<u>\$ (55,130)</u>
Receipts Over (Under) Expenditures	279,912	(497,397)		
Unencumbered Cash, Beginning	606,397	886,309		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 886,309</u>	<u>\$ 388,912</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Consolidated Street Fund</u>	<u>Current Year</u>		Variance - Over (Under)
	Prior Year Actual	Actual      Budget	
Cash Receipts			
County gas tax	\$ 42,401	\$ 44,268    \$ 44,190	\$ 78
State gas tax	97,501	103,799    95,360	8,439
Transfers	150,000	150,000    150,000	0
Other	325	5,220      0	5,220
	<u>290,227</u>	<u>303,287</u> <u>\$ 289,550</u>	<u>\$ 13,737</u>
 Expenditures			
Operating expenditures	<u>267,601</u>	<u>280,293</u> <u>\$ 280,300</u>	<u>\$ (7)</u>
	<u>267,601</u>	<u>280,293</u> <u>\$ 280,300</u>	<u>\$ (7)</u>
 Receipts Over (Under) Expenditures	22,626	22,994	
 Unencumbered Cash, Beginning	105,358	127,984	
 Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>	
 Unencumbered Cash, Ending	<u>\$ 127,984</u>	<u>\$ 150,978</u>	

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS**

**FOR THE YEAR ENDED DECEMBER 31, 2015**

**(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

	<u>Capital Improvement Fund</u>			
	Prior Year	<u>Current Year</u>		Variance -
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Over (Under)</u>
Cash Receipts				
Delinquent tax	\$ 47	\$ 2	\$ 250	\$ (248)
Transfers	175,000	645,833	775,000	(129,167)
Interest	2,091	2,509	500	2,009
	<u>177,138</u>	<u>648,344</u>	<u>\$ 775,750</u>	<u>\$ (127,406)</u>
Expenditures				
Capital outlay	213,235	801,257	\$ 1,216,000	\$ (414,743)
	<u>213,235</u>	<u>801,257</u>	<u>\$ 1,216,000</u>	<u>\$ (414,743)</u>
Receipts Over (Under) Expenditures	(36,097)	(152,913)		
Unencumbered Cash, Beginning	418,718	382,621		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 382,621</u>	<u>\$ 229,708</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Maize Park Cemetery District Fund</u>	<u>Current Year</u>			Variance - Over (Under)
	Prior Year Actual	Actual	Budget	
<b>Cash Receipts</b>				
Ad valorem tax	\$ 6,553	\$ 7,120	\$ 7,435	\$ (315)
Delinquent tax	227	237	0	237
Motor vehicle tax	980	1,093	832	261
Lot sales	22,700	15,425	5,000	10,425
Internments	8,600	10,500	4,000	6,500
Interest	344	372	200	172
Other	1,050	2,087	500	1,587
	<u>40,454</u>	<u>36,834</u>	<u>\$ 17,967</u>	<u>\$ 18,867</u>
<b>Expenditures</b>				
Operating expenditures	<u>36,248</u>	<u>45,672</u>	<u>\$ 139,901</u>	<u>\$ (94,229)</u>
	<u>36,248</u>	<u>45,672</u>	<u>\$ 139,901</u>	<u>\$ (94,229)</u>
Receipts Over (Under) Expenditures	4,206	(8,838)		
Unencumbered Cash, Beginning	161,878	166,084		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 166,084</u>	<u>\$ 157,246</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Bond and Interest Fund</u>	Prior Year	Current Year		Variance - Over (Under)
	Actual	Actual	Budget	
<b>Cash Receipts</b>				
Ad valorem tax	\$ 34,065	\$ 163,468	\$ 161,920	\$ 1,548
Delinquent tax	575	879	500	379
Motor vehicle tax	3,294	5,740	4,368	1,372
Special assessments	1,257,413	1,131,598	1,200,000	(68,402)
Transfers	599,309	641,701	641,701	0
Interest	485	582	300	282
Bond proceeds	0	15,682	0	15,682
Other	0	21,006	0	21,006
	<u>1,895,141</u>	<u>1,980,656</u>	<u>\$ 2,008,789</u>	<u>\$ (28,133)</u>
<b>Expenditures</b>				
Principal	1,045,000	1,306,722	\$ 1,325,000	\$ (18,278)
Interest	817,566	913,413	881,834	31,579
Costs of issuance	0	31,593	0	31,593
Cash basis reserve	0	0	150,000	(150,000)
	<u>1,862,566</u>	<u>2,251,728</u>	<u>\$ 2,356,834</u>	<u>\$ (105,106)</u>
Receipts Over (Under) Expenditures	32,575	(271,072)		
Unencumbered Cash, Beginning	466,192	498,767		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 498,767</u>	<u>\$ 227,695</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Wastewater Treatment Fund</u>	Prior Year	<u>Current Year</u>		Variance - Over (Under)
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	
Cash Receipts				
User fees	\$ 672,877	\$ 703,792	\$ 651,917	\$ 51,875
Installation fees	171,200	92,000	81,500	10,500
Interest	2,236	2,683	2,500	183
	<u>846,313</u>	<u>798,475</u>	<u>\$ 735,917</u>	<u>\$ 62,558</u>
Expenditures				
Operating expenses	443,804	443,529	\$ 443,611	\$ (82)
Transfers	251,000	275,547	275,547	0
	<u>694,804</u>	<u>719,076</u>	<u>\$ 719,158</u>	<u>\$ (82)</u>
Receipts Over (Under) Expenditures	151,509	79,399		
Unencumbered Cash, Beginning	367,188	518,697		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 518,697</u>	<u>\$ 598,096</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES -  
ACTUAL AND BUDGET  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Water Fund</u>	Prior Year	Current Year		Variance - Over (Under)
	Actual	Actual	Budget	
Cash Receipts				
User fees	\$ 577,891	\$ 620,031	\$ 621,593	\$ (1,562)
Hook on fees	178,450	99,400	88,900	10,500
Turn on fees	24,173	15,405	17,000	(1,595)
Interest	628	753	700	53
Other revenue	28,160	77,398	77,346	52
	<u>809,302</u>	<u>812,987</u>	<u>\$ 805,539</u>	<u>\$ 7,448</u>
Expenditures				
Operating expenses	305,656	337,454	\$ 337,530	\$ (76)
Transfers	431,456	438,154	438,154	0
	<u>737,112</u>	<u>775,608</u>	<u>\$ 775,684</u>	<u>\$ (76)</u>
Receipts Over (Under) Expenditures	72,190	37,379		
Unencumbered Cash, Beginning	323,529	395,719		
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>		
Unencumbered Cash, Ending	<u>\$ 395,719</u>	<u>\$ 433,098</u>		

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Equipment Reserve Fund

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Cash Receipts		
Transfers	\$ 150,000	\$ 255,000
Interest	182	219
	<u>150,182</u>	<u>255,219</u>
Expenditures		
Equipment	<u>197,329</u>	<u>190,459</u>
	<u>197,329</u>	<u>190,459</u>
Receipts Over (Under) Expenditures	(47,147)	64,760
Unencumbered Cash, Beginning	96,950	49,803
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>
Unencumbered Cash, Ending	<u>\$ 49,803</u>	<u>\$ 114,563</u>



**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Law Enforcement Training Fund

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Cash Receipts		
Training funds	\$ 2,548	\$ 2,796
	<u>2,548</u>	<u>2,796</u>
Expenditures		
Training	<u>6,439</u>	<u>3,632</u>
	<u>6,439</u>	<u>3,632</u>
Receipts Over (Under) Expenditures	(3,891)	(836)
Unencumbered Cash, Beginning	5,996	2,105
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>
Unencumbered Cash, Ending	<u>\$ 2,105</u>	<u>\$ 1,269</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Wastewater Reserve Fund

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Cash Receipts		
Transfers	\$ 47,147	\$ 36,000
Other	0	69,789
	<u>47,147</u>	<u>105,789</u>
Expenditures		
Equipment	<u>54,725</u>	<u>95,840</u>
	<u>54,725</u>	<u>95,840</u>
Receipts Over (Under) Expenditures	(7,578)	9,949
Unencumbered Cash, Beginning	131,015	123,437
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>
Unencumbered Cash, Ending	<u>\$ 123,437</u>	<u>\$ 133,386</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Water Reserve Fund</u>	Prior Year Actual	Current Year Actual
	Actual	Actual
Cash Receipts		
Transfers	\$ 36,000	\$ 36,000
	36,000	36,000
 Expenditures		
Equipment	49,415	0
	49,415	0
 Receipts Over (Under) Expenditures	 (13,415)	 36,000
Unencumbered Cash, Beginning	90,564	77,149
Prior Year Canceled Encumbrances	0	0
Unencumbered Cash, Ending	\$ 77,149	\$ 113,149

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Water Bond Reserve Fund

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Cash Receipts		
Transfers	\$ 0	\$ 0
	<u>0</u>	<u>0</u>
 Expenditures	 0	 0
	<u>0</u>	<u>0</u>
 Receipts Over (Under) Expenditures	 0	 0
 Unencumbered Cash, Beginning	 268,000	 268,000
 Prior Year Canceled Encumbrances	 <u>0</u>	 <u>0</u>
 Unencumbered Cash, Ending	 <u>\$ 268,000</u>	 <u>\$ 268,000</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
 SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
 REGULATORY BASIS  
 FOR THE YEAR ENDED DECEMBER 31, 2015  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Wastewater Bond Reserve Fund

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>
Cash Receipts		
Transfers	\$ 0	\$ 0
	<u>0</u>	<u>0</u>
 Expenditures	 <u>0</u>	 <u>0</u>
	<u>0</u>	<u>0</u>
Receipts Over (Under) Expenditures	0	0
Unencumbered Cash, Beginning	147,800	147,800
Prior Year Canceled Encumbrances	<u>0</u>	<u>0</u>
Unencumbered Cash, Ending	<u>\$ 147,800</u>	<u>\$ 147,800</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

<u>Drug Tax Fund</u>	Prior Year Actual	Current Year Actual
	Actual	Actual
Cash Receipts		
Other	\$ 3,500	\$ 0
	3,500	0
 Expenditures		
Equipment and commodities	5,699	0
	5,699	0
Receipts Over (Under) Expenditures	(2,199)	0
Unencumbered Cash, Beginning	4,604	2,405
Prior Year Canceled Encumbrances	0	0
Unencumbered Cash, Ending	\$ 2,405	\$ 2,405

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Carlson Assessments Fund

	Prior Year Actual	Current Year Actual
Cash Receipts		
Other revenue	\$ 0	\$ 0
	0	0
Expenditures		
Principal	39,516	18,315
Interest	994	200
	40,510	18,515
Receipts Over (Under) Expenditures	(40,510)	(18,515)
Unencumbered Cash, Beginning	59,025	18,515
Prior Year Canceled Encumbrances	0	0
Unencumbered Cash, Ending	\$ 18,515	\$ 0

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

Maize Public Building Commission Fund

	Prior Year Actual	Current Year Actual
Cash Receipts		
Investment earnings	\$ 67	\$ 62
Other revenue	293,808	306,851
	293,875	306,913
 Expenditures		
Fees	47	51
Principal	100,000	115,000
Interest	193,807	191,851
	293,854	306,902
 Receipts Over (Under) Expenditures	 21	 11
 Unencumbered Cash, Beginning	 18,703	 18,724
 Prior Year Canceled Encumbrances	 0	 0
 Unencumbered Cash, Ending	 \$ 18,724	 \$ 18,735



**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL  
CAPITAL PROJECTS  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2014)**

	Prior Year Actual	Current Year Actual
<b>Cash Receipts</b>		
Bond proceeds	\$ 83,640	\$ 1,198,932
Temporary note proceeds	20,356	0
Other revenue	0	243,255
	<u>103,996</u>	<u>1,442,187</u>
<b>Expenditures</b>		
Construction/engineering costs	650,234	1,078,458
Other costs	50,600	87,319
Principal and interest	91,677	559,836
	<u>792,511</u>	<u>1,725,613</u>
Receipts Over (Under) Expenditures	(688,515)	(283,426)
Unencumbered Cash, Beginning	289,616	(398,899)
Prior Year Canceled Encumbrances	0	0
Unencumbered Cash, Ending	<u>\$ (398,899)</u>	<u>\$ (682,325)</u>

**CITY OF MAIZE FINANCIAL REPORTING ENTITY  
SCHEDULE OF CASH RECEIPTS AND CASH DISBURSEMENTS - ACTUAL  
AGENCY FUNDS  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

Fund	Beginning Cash Balance	Cash Receipts	Cash Disbursements	Ending Cash Balance
Municipal Court	\$ 7,848	\$ 21,072	\$ 11,761	\$ 17,159
Cafeteria Plan	1,974	13,751	10,445	5,280
	<u>\$ 9,822</u>	<u>\$ 34,823</u>	<u>\$ 22,206</u>	<u>\$ 22,439</u>

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

**AGENDA ITEM # 8B**

**ITEM:        APAC Paving Contract**

**BACKGROUND:**

Tyler Road from 53rd to 61<sup>st</sup> St N and 61st St N from Tyler Road to Ridge Road are schedule in the 2016 road maintenance plan for upgrading.

Both streets will receive any required base stabilization and 1 ½” of asphalt overlay. Striping is included.

Three bids were received for these road improvements:

1.	Cornejo	
	61 <sup>st</sup>	\$159,540
	Tyler Road	<u>107,550</u>
	Total -	<u>\$267,090</u>
2.	Kansas Paving	
	61 <sup>st</sup>	\$121,785
	Tyler Road	<u>114,365</u>
	Total -	<u>\$236,150</u>
3.	Apac	
	61 <sup>st</sup>	\$129,752.00
	Tyler Road	<u>99,710.44</u>
	Total -	<u>\$229,462.44</u>

APAC is transferring the contract to the form requested by our City Attorney. As soon as it is received it will be provided to the Council.

**FINANCIAL CONSIDERATIONS:**

There is \$375,000.00 available in the 2016 street maintenance budget.

**LEGAL CONSIDERATIONS:**

Legal to review and approve the contract as to form.

**RECOMMENDATION/ACTION:**

Subject to City Attorney's form approval:

**MOTION:** Accept the APAC Kansas Inc. bid and approve the APAC Kansas Inc. contract in an amount not to exceed \$229,462.44 and authorize the Mayor to sign.

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, APRIL 18, 2016**

**AGENDA ITEM 8C**

**ITEM:** Gould Evans Associates Comprehensive Plan Contract

**BACKGROUND:** Gould Evans Associates was the consulting firm that prepared the City of Maize Comprehensive Plan which was adopted in November 2006. Kansas State Statutes require that comprehensive plans be re-written every 10 years. Staff has met with Gould Evans to have them prepare a Scope of Services Agreement and Contract.

Gould Evans contemplates using a group of interested and involved stakeholders to focus on the goals of our updated plan along with input from the community at-large through open house meetings and on-line surveys.

The Scope of Services agreement and Contract are attached for your review.

**FINANCIAL CONSIDERATIONS:** None

**LEGAL CONSIDERATIONS:** City Attorney will approve contract as to form

**RECOMMENDATION/ACTION:** Approve the contract for Comprehensive Planning Services with Gould Evans Associates.

## **COMPREHENSIVE PLAN UPDATE**

City Of Maize, KS

### **SCOPE OF SERVICES – DRAFT**

**11 April 2016**

#### **Task 1: Community Understanding**

- Data Analysis – Gould Evans will develop a data request checklist to go over with City staff and identify key information needed for the plan update. Gould Evans will review the updated data prepared by the City staff for the Background Information section of the revised plan.
- Advisory Committee Meeting - Gould Evans will facilitate an Advisory Committee work session to identify and confirm issues and opportunities facing Maize today and anticipated in the future.
- Issues and Opportunities – based on the review of information and the Advisory Committee outcomes, a list and descriptions of the primary issues and opportunities facing Maize will be compiled and mapped, where applicable.
- Community Survey - The issues and opportunities identified will provide the basis for the creation of a community survey, non-scientific, to be electronically distributed to the community. The results of the survey will be compiled by Gould Evans.

#### **Task 2: Vision**

- Vision and Goals – Gould Evans will prepare a Draft Vision Statement and Community Goals, based on the information topics identified in Task 1. The vision will provide the desired future of the community, and the goals will provide the targets that the community will aim for as they evolve as a community, and work towards the implementation of the vision.
- Advisory Committee – The Advisory Committee will review, edit and confirm the Vision and Goals for Maize.

#### **Task 3: City Frameworks**

- Principles and Policies – The vision and goals will provide the direction to address the broader issues and opportunities identified in Task 1 through the crafting of principles and policies for the City of Maize. The principles and policies will also be used as decision-making criteria for future issues and opportunities that arise.
- Survey – The community will have the opportunity to review the community vision, goals and draft frameworks through the distribution of a second survey.
- Public Open House – A community open house will be held to allow residents to participate in the process. The focus of the Open House will be the review of the

information prepared to date, including the background information, vision and goals and principles and policies.

#### **Task 4: Implementation**

- Task 4 will focus on the application of the principles and polices to specific issues and opportunity areas identified in Task 1, by creating recommendations and strategies for change within the City.
- Advisory Committee Meeting – The Advisory Committee will review and edit a completed draft of the plan document, including the implementation section.

#### **Task 5: Adoption**

- Public Hearing Process – Gould Evans will assist with the adoption process at the Planning Commission and City Council.
- Final Plan – based upon the feedback received from the public hearing process a final plan will be prepared, both hardcopy and electronic.

#### *City Responsibilities:*

The City will take responsibilities for the following activities during the planning process.

- Create a project Advisory Committee, potentially made-up of City Council members, planning commissioners and board of zoning members and other community stakeholders.
- Provide meeting space for Advisory Committee meetings and public forums, if necessary.
- Compile and provide, or provide access to, necessary information as requested by Gould Evans, including mapping information.
- Staff will review and comment on draft plans.



**FEE ESTIMATE:**

Task 1: Community Understanding	\$6,130
Task 2: Vision	\$3,750
Task 3: City Frameworks	\$9,620
Task 4: Implementation	\$7,270
Task 5: Adoption	\$2,470
<hr/>	
FEE:	\$30,540
EXPENSES*:	\$3,100
<hr/>	
TOTAL FEE:	\$33,640

\* Expenses identified are a not-to-exceed amount for the planning process.

**Additional Services:** (At the request of the City of Maize)

Task4: Implementation, as written, includes the application of the policies and principles identified in Task 3: City Frameworks, to a set of identified issues within Maize. The City Staff and Advisory Committee will have the opportunity to review and discuss the implementation recommendations as part of the draft plan review during Task 4. If additional workshops or meetings with the Advisory Committee or public are necessary to inform the implementation recommendations, those services will be scoped and billed at an agreed up on amount between the City and Gould Evans.

THIS AGREEMENT made this \_\_\_\_ day of April, 2016 by and between the City of Maize, Kansas (“Client”) and Gould Evans, P.C., a Missouri Professional Corporation (“Consultant”).

**WITNESSETH**

**WHEREAS**, the Client desires to engage the Consultant to render certain agreed upon professional planning services for preparation of a Comprehensive Plan Update, and the Consultant is willing to provide such services, all upon the terms set forth below.

**NOW THEREFORE**, in consideration of these premises, the parties hereto agree as follows:

1. **Scope of Services:** The Consultant will undertake work assigned by Client relating to *Attachment A: Scope of Services*.
2. **Time and Performance:** The Consultant’s services shall commence upon execution of this Agreement by both parties. Once approved by the Client, the Consultant shall complete the tasks described in the Scope of Services within 12 months from the date of execution of this Agreement, unless delayed by circumstances beyond Consultant’s control.

The Consultant will exercise reasonable skill, care and diligence in the performance of its services, and will carry out its responsibilities in accordance with the customarily accepted planning practices in Consultant’s community. The Client shall be responsible for the timely delivery of data and support information requested by the Consultant in a manner that will allow the Consultant the ability to perform its services within the time frame noted above.

**Compensation:** The Consultant shall be compensated, a fixed fee not-to-exceed **\$33,640.00 (Thirty-Three Thousand Six Hundred Forty Dollars)**, including reimbursable expenses. Consultant will bill based upon the percentage of work complete by Task, up to the maximum fees stated above. Consultant will not exceed the maximum fees stated above without written authorization from the Client.

3. **Payment:** The Client shall pay the amount due within 30 days after receipt of Consultant’s invoice. If the invoice is not paid within 30 days, the Consultant may suspend services upon written notice to the Client. If a portion of the Consultant’s statement is disputed, the Client shall pay the undisputed portion by the due date. Interests on amounts due and unpaid shall accrue at the rate of 1.5% per month from date due until paid. In any action to recover payment due, Consultant shall be entitled to recover its attorney’s fees costs. The Client shall advise the Consultant in writing of the basis for any disputed portions of the statement within 7 days of receipt of invoice. Undisputed portions of the invoice shall be timely paid by Client notwithstanding such disputed portions.
4. **Time and Expense Records:** The Consultant shall keep and maintain time and expense records relating to the scope of services described above, together with supporting receipts, vouchers, and appropriate documentation. As necessary, these records and other appropriate documentation may be required to support invoices submitted to the Client. The Client shall have the right to examine such records as it deems necessary upon reasonable notice to the Consultant at Consultant’s place of business during normal business hours.
5. **Authorization of Changes:** Any changes or additional tasks required for the performance of this Agreement and any compensation due for the provision of additional services shall only be authorized by the Client in writing, and the Consultant shall first request such changes in writing. The

Consultant shall be compensated for any additional tasks so approved and authorized, based upon a fee determined by the Consultant and Client for such additional professional services.

6. **Liability:** The Consultant agrees to indemnify and hold harmless the Client, its employees, officials, agents and representatives, from any and all losses of whatever kind to the extent caused by Consultant's negligent acts of failure to act in performance of this Agreement. The Client agrees to indemnify and hold harmless the Consultant, its staff and employees and affiliates from any and all losses of whatever kind to the extent caused by Client's negligent acts or failure to act in performance of this Agreement.
7. **Disputes/Termination:** Each party may terminate this Agreement with ten (10) days' written notice to the other party. In the event of such termination, provided the consultant is not then in default under this Agreement, the Client shall pay the Consultant its compensation and expenses to and through the actual date of termination, upon documentation of those costs by written invoice to the Client.
8. **Ownership of Documents:** Upon receipt of final payment by Consultant, all original final documents, studies or graphic materials, drawings, plans and digital files prepared by the Consultant shall be deemed property of the Client except as to confidential matters or trade secrets of the Consultant (if identified as such in writing by the Consultant), but only after the final payment by the Client for the same. The Consultant shall be permitted to retain copies, including reproducible copies, of the Consultant's drawings, specifications and other documents. The Client's right of ownership in all such documents shall not prohibit the Consultant from future utilization of design or planning drawings or concepts in the ordinary course of Consultant's business and the Client hereby grants the unrestricted permission to use all such data contained in the Consultant's drawings, text and other documents.

The Client shall prohibit any Contractor and its subcontractors or suppliers from utilizing the Consultant's drawings or other documents on other projects not authorized by the Client. In the case of any future reuse of the documents by the Client without Consultant's direct professional involvement, the Consultant's and Consultant's consultants' names shall be removed from all such documents and the Consultant shall not be liable to the Client in any manner whatsoever for their reuse. Due to the potential exposure to liability when reused, the Client agrees to indemnify and hold harmless the Consultant, Consultant's consultants, their agents, and employees, from and against any claims, damages, losses and expenses including, but not limited to, attorney's fees, arising out of or resulting from the Client's reuse of any such drawings or documents other than for use in this Project with Consultant's direct involvement, including any claims brought by any third-parties, and including any claims relating to the Consultant's or its consultants' negligent preparation of any such drawings or other documents. The Client's obligations under this paragraph shall survive any termination of this Agreement and shall be binding upon the Client's successors and assigns.

9. **Confidentiality of Findings:** Any reports, information, data or intellectual property whatsoever given or prepared as assembled by the Consultant under this Agreement shall not be made available to any individual or organization by the Consultant without the prior written approval of the Client, except for those uses specified in Item 10, Public Relations.
10. **Public Relations:** Consultant shall have the right to retain and utilize copies of all work it produces on the Project for citation and dissemination in the Consultant's resume, brochures and other generally recognized forms of professional public relations.

- 11. Extent of Agreement:** This Agreement represents the entire and integrated agreement between the Client and Consultant and supersedes all prior negotiations, representations or agreement, either written or oral. This Agreement may be amended only by written instrument signed by both the Client and Consultant.
- 12. Severability:** Should any of the provisions of this Agreement be determined to violate any state law or City ordinance, that shall not affect the validity of the other terms of this Agreement and there shall be added to this Agreement a legal, valid or enforceable term or provision as similar as possible to the stricken provision.
- 13. Applicable Law:** Parties agree that Missouri law is controlling in interpreting this Agreement.
- 14. Insurance:** Consultant shall maintain, at its own expense, the following insurance with insurance companies reasonably acceptable to Client:
- (a) Professional Liability Insurance in the amount of five hundred thousand Dollars (\$500,000.00) (per claim and aggregate, with all coverage retroactive to the earlier of the date of this Agreement and the commencement of Consultant's services under this Agreement) covering personal injury, bodily injury and property damages to the extent caused by consultant's negligent acts, errors or omissions, which coverage shall be maintained for a period of three (3) years after the date of final payment under this Agreement.
  - (b) Commercial General Liability Insurance, occurrence form, (including completed operations and broad-form contractual liability) in the amount of five hundred thousand Dollars (\$500,000.00) combined single limit per occurrence and aggregate covering personal injury, bodily injury and property damage, which insurance shall name the Client as an additional insured.
  - (c) Commercial Automobile Liability Insurance, including owned, hired and non-owned vehicles, if any, in the amount five hundred thousand Dollars (\$500,000.00) covering bodily injury and property damage, which insurance shall name the Client as an additional insured.
  - (d) Worker's Compensation Insurance, which shall fully comply with applicable law, and employer's liability insurance with limits of not less than one hundred thousand Dollars (\$100,000.00) per accident / \$1 Million disease policy limit / \$1 Million disease each employee. Consultant shall provide a valid waiver executed by its workers compensation and employer's liability insurance carrier of any right of subrogation against Client or its employees for any injury to a covered employee working on Client's premises.

Upon execution of this Agreement, Consultant shall provide to Client Certificates of Insurance reflecting the required coverages at their request. The certificates shall specify the date when such insurance expires. Each policy and each Certificates of Insurance shall provide that Client shall be given not less than thirty (30) days' written notice before cancellation, non-renewal of coverage of such insurance except for non-payment. A renewal certificate shall be furnished to Client prior to the expiration date of any coverage, and Consultant shall give Client written notice of any reduction or other material modification in such insurance no later than thirty (30) days prior to such change.

- 15. Assignment:** Consultant shall not assign this Agreement or any part hereof, or the right to any payments to be received hereunder, without prior written consent of Client. However, Consultant may subcontract portions of the services the subconsultants without violating this provision.

**16. Mediation:** In the event that a dispute shall arise between the parties to this Agreement, then as a condition precedent to an arbitration or legal action by either party, the parties agree to participate in at least four hours of mediation, as needed, in an effort to resolve the dispute. The parties agree to split the mediator's fees equally. The mediation shall be administered by a mutually agreeable mediation service and shall be held in Kansas City, Missouri, unless another location of mutually agreed upon.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first written above,

FOR:  
**CITY OF MAIZE, KANSAS**

FOR:  
**GOULD EVANS.**

Name:

Name: Dennis Strait, AIA, ASLA

Signature:

Signature:

Title:

Title: Principal

Date:

Date:

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, March 21, 2016**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **March 21, 2016** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Pat Stivers, Karen Fitzmier, Donna Clasen, Alex McCreath** and **Kevin Reid**.

Also present were: **Richard LaMunyon**, City Administrator, **Rebecca Bouska**, Deputy City Administrator, **Jocelyn Reid**, City Clerk, **Matt Jensby**, Police Chief, **Ron Smothers**, Public Works Director, **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, **Tom Powell**, City Attorney, **Larry Kleeman**, Financial Advisor.

**APPROVAL OF AGENDA:**

The Agenda was submitted for approval.

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

**PUBLIC COMMENTS:**

**Kenneth Hultman**, 404 Jones, addressed the Council regarding the 30 mph speed limit on Jones. He feels that speed is too fast for the 700-1000 vehicles per day that travel that street.

**CONSENT AGENDA:**

The Consent Agenda was submitted for approval including:

- a) Approval of minutes – Regular Council Meeting of February 15, 2016 and Special Meeting of February 24, 2016
- b) Receive and file minutes of the Planning Commission meeting of January 7, 2016.
- c) Cash Disbursements from February 1, 2016 through February 29, 2016 in the amount of \$608,513.37 (Check #61903 through #62045).
- d) Receive and file the Biennial Bridge Inspection Report 2016

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

**WENINGER MAIZE COMMERCIAL ADDITION FINAL PLAT:**

A one-step final plat for Weninger Maize Commercial Addition was submitted for Council approval.

**MOTION:** **Clasen** moved to approve the Weninger Maize Commercial Addition final plat, with plat to be filed with the County Register of Deeds.  
**Reid** seconded. Motion declared carried.

**FIRE CODE ORDINANCE AND INTERGOVERNMENTAL SERVICE AGREEMENT:**

An ordinance adopting the Sedgwick County Fire Code, 2012 Edition with amendments by the Fire District and the City of Maize was submitted for Council approval. In addition to the ordinance, an intergovernmental services agreement allowing for county enforcement, fines and prosecution in the City was Maize was also submitted for Council approval.

**MOTION:** **Reid** moved to adopt the International Fire Code 2012 according to the Sedgwick County Fire Code, 2012 Edition and amendments to Section 7-101 from the City of Maize, Kansas, and to approve the Government Services agreement between Sedgwick County Fire District No. 1 and the City of Maize and authorize the Mayor to sign.  
**McCreath** seconded. Motion declared carried.

**City Clerk assigned Ordinance #912.**

**UTILITY COLLECTIONS:**

An agreement with Account Recovery Specialists for utility debt recovery services was submitted for Council approval.

**MOTION:** *Clasen* moved to approve the Account Recovery Specialists, Inc. agreement and authorize the Mayor to sign.  
*Stivers* seconded. Motion declared carried.

**WDM ARCHITECTS AGREEMENT:**

An agreement with WDM Architects to design new restrooms for the City park was submitted for Council approval.

**MOTION:** *Fitzmier* moved to approve the WDM agreement in an amount not to exceed \$7,565, subject to the City Attorney's review and authorize the Mayor to sign.  
*Stivers* seconded. Motion declared carried.

**RESOLUTION REQUESTING REFUNDING OF PBC REVENUE BONDS, SERIES A 2011:**

A resolution requesting that the Maize Public Building Commission refund the Series A, 2011 PBC Revenue Bonds was submitted for Council approval.

**MOTION:** *Clasen* moved to approve the resolution requesting that the PBC proceed with refunding the 2011 PBC Series A 2011 Bonds.  
*Fitzmier* seconded. Motion declared carried.

*City Clerk assigned Resolution #580-16.*

*Mayor Donnelly* recessed the City Council meeting at 7:43 pm.

**MAIZE PUBLIC BUILDING COMMISSION MEETING:**

The Maize Public Building Commission (MPBC) special meeting was called to order at 7:43 p.m. Members present were: *Clair Donnelly*, President, *Kevin Reid*, *Alex McCreath*, *Donna Clasen*, *Pat Stivers*, *Karen Fitzmier* and *Gary Kemnitz*. *Andy Schlapp* was absent.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Commission approval.

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

**APPROVAL OF MINUTES:**

The minutes from the September 21, 2015 MPBC meeting were submitted for approval.

**MOTION:** *Fitzmier* moved to approve the minutes of the September 21, 2015 MPBC meeting.  
*Reid* seconded. Motion declared carried.

**AUTHORIZING BOND SALE AND RESOLUTION FOR SERIES 2016A REFUNDING BONDS:**

A resolution authorizing the sales of PBC Refunding Bonds Series 2016A was submitted for Commission approval.

**MOTION:** *Clasen* moved to approve the resolution to authorize the sale of the 2016A Refunding Bonds.  
*McCreath* seconded. Motion declared carried.

*City Clerk assigned Resolution # MPBC 15-16.*

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MINUTES REGULAR COUNCIL MEETING

MONDAY, March 21, 2016

**ADJOURNMENT:**

With no further business before the MPBC,

**MOTION:**

*Stivers* moved to adjourn.

*Clasen* seconded. Motion declared carried.

Meeting adjourned.

*Mayor Donnelly* reconvened the City Council meeting at 7:51 pm.

**ADJOURNMENT:**

With no further business before the Council,

**MOTION:**

*Clasen* moved to adjourn.

*Fitzmier* seconded. Motion declared carried.

Meeting adjourned.

**Respectfully submitted by:**

Jocelyn Reid, City Clerk



**MAIZE PUBLIC BUILDING COMMISSION  
MEETING  
MONDAY, APRIL 18, 2016**

**AGENDA ITEM #5A**

**ITEM:        PBC Refunding Bonds**

**BACKGROUND**

On March 21, the Maize Public Building Commission (PBC) authorized bids to be taken to refund the PBC's Revenue Bonds, Series A, 2011. Lower interest rates are anticipated which would reduce the annual debt service requirements of the bonds.

The PBC issued these revenue bonds to finance the city hall facility which is then leased to the city. The city is responsible for making the "lease payments" used to pay off the bonds. The city also subleases a part of the facility to the recreation commission.

**FINANCIAL CONSIDERATIONS:**

To provide "credit enhancement" (i.e., to attract more and better bids), the PBC bonds have been rated by S&P. The rating was re-affirmed as: "AA-" with a "stable outlook". This is the same rating given to the City's 2015A G.O. Bonds and the PBC's 2015A Revenue Bonds.

The City's Financial Advisor (Larry Kleeman) is soliciting bids for \$4,015,000 in PBC revenue bonds – with bids due by 11 AM, April 18. A bid sheet summarizing the bids received (and the resulting savings) will be distributed at the meeting on Monday.

**LEGAL CONSIDERATIONS:**

Bond Counsel (Kim Bell) has prepared a bond resolution by which the PBC authorizes the issuance of the Series 2016A Bonds and approves related documents.

**RECOMMENDATION:**

MOTION: Move to accept the low bid from \_\_\_\_\_.

MOTION: Move to approve the "bond resolution" authorizing the Series 2016A Bonds and related documents.

**RESOLUTION NO. MPBC [\_\_\_\_\_]**

**OF THE  
CITY OF MAIZE, KANSAS PUBLIC BUILDING COMMISSION**

**AUTHORIZING THE ISSUANCE OF  
REFUNDING REVENUE BONDS  
SERIES 2016A  
(CITY GOVERNMENT COMPLEX)**

## RESOLUTION NO. MPBC [\_\_\_\_]

A RESOLUTION AUTHORIZING THE CITY OF MAIZE, KANSAS PUBLIC BUILDING COMMISSION TO ISSUE ITS REFUNDING REVENUE BONDS, SERIES 2016A (CITY GOVERNMENT COMPLEX) IN THE AGGREGATE PRINCIPAL AMOUNT OF \$4,015,000\* FOR THE PURPOSES OF REFUNDING CERTAIN OF THE PBC'S OUTSTANDING REVENUE BONDS; AUTHORIZING EXECUTION OF SUPPLEMENTAL TRUST INDENTURE NO. 3 BETWEEN THE PBC AND SECURITY BANK OF KANSAS CITY, KANSAS CITY, KANSAS, AS SUCCESSOR TRUSTEE; AUTHORIZING THE PBC TO LEASE BOND-FINANCED IMPROVEMENTS TO THE CITY OF MAIZE, KANSAS; AUTHORIZING EXECUTION OF SUPPLEMENTAL LEASE AGREEMENT NO. 3 BETWEEN THE PBC AND THE CITY; AND AUTHORIZING EXECUTION OF A TAX COMPLIANCE AGREEMENT BETWEEN THE PBC, THE CITY AND THE TRUSTEE.

**WHEREAS**, pursuant to K.S.A. 12-1757 *et seq.* and K.S.A. 10-116a (the "Act"), the City of Maize, Kansas Public Building Commission (the "PBC") has the authority to issue revenue bonds for the purpose of providing funds to acquire land and facilities of a revenue producing character, to lease such facilities to the City of Maize, Kansas (the "City"), and to issue its refunding revenue bonds to refund any previously issued PBC revenue bonds; and

**WHEREAS**, pursuant to the Act, Resolution No. MPBC 04-06 adopted April 24, 2006 and a Trust Indenture dated as of May 15, 2006 (the "Original Indenture") between the PBC and Security National Bank, Wichita, Kansas, as successor trustee to Southwest National Bank (the "Trustee"), the PBC has previously issued its Improvement Revenue Bonds, Series A, 2006 (City Government Complex) in the original principal amount of \$4,200,000 (the "Series 2006 Bonds") to pay the costs of acquiring land and constructing a city government complex in the City of Maize, Kansas; and

**WHEREAS**, pursuant to the Act, Resolution No. MPBC 08-11 adopted April 18, 2011, and the Original Indenture, as supplemented and amended by Supplemental Trust Indenture No. 1, dated as of April 1, 2011, the PBC has previously issued its Refunding Revenue Bonds, Series A, 2011 (City Government Complex) (the "Series 2011 Bonds") for the purpose of refunding the Series 2006 Bonds; and

**WHEREAS**, pursuant to the Act, Resolution No. MPBC 11-12 and the Original Indenture, as supplemented and amended by Supplemental Trust Indenture No. 1, as supplemented and amended by Supplemental Trust Indenture No. 2, dated as of October 1, 2012, the PBC has previously issued its Improvement Revenue Bonds, Series 2012A (Recreation Facility Addition) in original principal amount of \$300,000 (the "Series 2012 Bonds") for the purpose of constructing and equipping a recreational facility addition to the Maize Government Center (such recreational facility addition and the Maize Government Center collectively referred to as the "Project"); and

**WHEREAS**, the Project is leased by the PBC to the City pursuant to a Lease Agreement dated as of May 15, 2006, as supplemented and amended by Supplemental Lease Agreement No. 1, dated as of April 1, 2011, as supplemented and amended by Supplemental Lease Agreement No. 2, dated as of October 1, 2012; and

**WHEREAS**, in order to gain certain financial advantages presently available, the City desires that the PBC issue its Refunding Revenue Bonds, Series 2016A (City Government Complex) in the aggregate principal amount of \$4,015,000\* (the "Series 2016A Bonds") for the purpose of providing funds to refund in advance of their stated maturities the Series 2011 Bonds maturing in the years 2017 – 2031 (the "Refunded Bonds") as more fully provided in the Supplemental Indenture hereinafter authorized; and

**WHEREAS**, the PBC further finds and determines that it is necessary and desirable in connection with the issuance of the Series 2016A Bonds to execute and deliver a Supplemental Trust Indenture No. 3 dated as of April 1, 2016 (the “Third Supplemental Indenture”) with the Trustee, further supplementing the Original Indenture (the Original Indenture as supplemented and amended referred to herein as the “Indenture”), for the purpose of issuing and securing the Series 2016A Bonds as provided in the Indenture, and to enter into Supplemental Lease Agreement No. 3 dated as of April 1, 2016 (the “Third Supplemental Lease”) with the City (the Original Lease as supplemented and amended referred to herein as the “Lease”), pursuant to which the PBC shall cause the Project to be leased to the City in consideration of payments of Basic Rent, Additional Rent and other charges as provided in the Lease.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MAIZE, KANSAS PUBLIC BUILDING COMMISSION AS FOLLOWS:**

Section 1. **Definition of Terms.** All terms and phrases not otherwise defined herein shall have the respective meanings set forth in the Indenture and the Lease.

Section 2. **Authorization of and Security for the Bonds.** The Series 2016A Bonds are hereby authorized and directed to be issued. They shall be designated “City of Maize, Kansas Public Building Commission Refunding Revenue Bonds, Series 2016A (City Government Complex)” and shall be issued in the aggregate principal amount of \$4,015,000\* for the purpose of providing funds to pay the costs of refunding the Refunded Bonds and to pay the costs of the costs of issuing the Series 2016A Bonds. The Series 2016A Bonds shall be dated and bear interest, shall mature and be payable at such times, shall be in such forms, shall be subject to redemption and payment prior to the maturity thereof, and shall be issued in the manner prescribed and subject to the provisions, covenants and agreements set forth in the Indenture. The Series 2016A Bonds shall be secured on a parity with the Series 2011 Bonds, the Series 2012 Bonds and shall be special limited obligations of the PBC payable solely from the Trust Estate under the Indenture. The Series 2016A Bonds shall not be general obligations of or constitute a pledge of the faith and credit of the PBC or the City within the meaning of any constitutional or statutory provision and shall not be payable in any manner from tax revenues.

Section 3. **Authorization of Third Supplemental Indenture.** The PBC is hereby authorized to enter into the Third Supplemental Indenture with the Trustee, under which the PBC shall pledge and assign to the Trustee, for the benefit of the owners of the Series 2011 Bonds, the Series 2012A Bonds, the Series 2016A Bonds and any other Bonds issued and secured as provided in the Indenture, the Trust Estate, all upon the terms and conditions set forth in the Indenture. The PBC hereby approves the appointment of Security Bank of Kansas City, as successor Trustee.

Section 4. **Authorization of Third Supplemental Lease.** The PBC is authorized to enter into the Third Supplemental Lease with the City, pursuant to which the PBC shall cause the Project to be leased to the City in consideration of payments of Basic Rent, Additional Rent and other charges as provided in the Lease.

Section 5. **Authorization of the Tax Compliance Agreement.** The PBC is authorized to enter into the Tax Compliance Agreement dated as of the Issue Date of the Series 2016A Bonds (the “Tax Compliance Agreement”) by and among the PBC, the City and the Trustee.

Section 6. **Pledge of the Lease Rentals.** The PBC hereby pledges the rentals received from the Lease to the payment of the Series 2016A Bonds; and the lien created by such pledge shall be discharged only when all of the Series 2016A Bonds shall be deemed to have been paid within the meaning of the Indenture.

Section 7. **Preliminary and Final Official Statement.** The Preliminary Official Statement dated April [ ], 2016 is hereby ratified and approved. The Official Statement is hereby authorized to be prepared by supplementing, amending and completing the Preliminary Official Statement, with such changes and additions thereto as are necessary to conform to and describe the transaction. The President of the PBC is hereby authorized to execute the Official Statement as so supplemented, amended and completed, and the use and public distribution of the Official Statement by the purchaser of the Series 2016A Bonds (the "Purchaser") in connection with the reoffering of the Series 2016A Bonds is hereby authorized. The PBC agrees to provide to the Purchaser within seven business days of the date of the sale of Bonds sufficient copies of the Official Statement to enable the Purchaser to comply with the requirements of SEC Rule 15c2-12 and Rule G-32 of the Municipal Securities Rulemaking Board.

Section 8. **Execution of Bonds and Agreements.** The President of the PBC or such other person authorized by the PBC to act for the President in the President's absence is hereby authorized and directed to execute the Series 2016A Bonds and deliver same to the Trustee for authentication for and on behalf of and as the act and deed of the PBC in the manner provided in the Indenture. The President or other authorized signatory is hereby further authorized and directed to execute and deliver the Third Supplemental Indenture, the Third Supplemental Lease and the Tax Compliance Agreement for and on behalf of and as the act and deed of the PBC in substantially the forms presented today, with such minor corrections or amendments thereto as the President or other authorized signatory shall approve, which approval shall be evidenced by his or her execution thereof, and such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the purposes and intent of this Resolution. The Secretary of the PBC is hereby authorized and directed to attest the execution of the Series 2016A Bonds, the Third Supplemental Indenture, the Third Supplemental Lease and the Tax Compliance Agreement and such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 9. **Further Authority.** The PBC shall, and the officers, agents and employees of the PBC are hereby authorized and directed to take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the provisions of this Resolution and to carry out, comply with and perform the duties of the PBC with respect to the Series 2016A Bonds, the Indenture and the Lease, as necessary to carry out and effect the issuance of the Series 2016A Bonds.

Section 10. **Effective Date.** This Resolution shall take effect and be in full force from and after its adoption by the governing body and signature by the President.

[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]

**ADOPTED** by the governing body of the City of Maize, Kansas Public Building Commission this 18<sup>th</sup> day of April, 2016.

**CITY OF MAIZE, KANSAS PUBLIC  
BUILDING COMMISSION**

By: \_\_\_\_\_  
President

(Seal)

Attest:

\_\_\_\_\_  
Secretary

\* \* \* \* \*

**CERTIFICATE OF COPY**

I hereby certify that the attached copy is a true and correct copy of Resolution No. MPBC [\_\_\_\_\_] of the City of Maize, Kansas Public Building Commission duly passed by the governing body and signed by the President, and that the signed original of such Resolution is on file in my office.

(Seal)

\_\_\_\_\_

Secretary

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF MAIZE, KANSAS PUBLIC BUILDING COMMISSION  
HELD ON APRIL 18, 2016**

The governing body of the City of Maize, Kansas Public Building Commission, met in special session at the usual meeting place in the City, at [ ]:00 p.m., the following members being present and participating, to-wit:

Absent:

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

\* \* \* \* \*

(Other Proceedings)

The Secretary reported that pursuant to the Notice of Bond Sale heretofore duly given, bids for the purchase of Refunding Revenue Bonds, Series 2016A (City Government Complex), dated April 28, 2016, of the City of Maize, Kansas Public Building Commission had been received. A tabulation of said bids is set forth as **EXHIBIT A** hereto.

Thereupon, the governing body reviewed and considered the bids and it was found and determined that the bid of [PURCHASER], [CITY, STATE], was the best bid for the Bonds, a copy of which is attached hereto as **EXHIBIT B**.

Commissioner \_\_\_\_\_ moved that said bid be accepted and that the President and Secretary be authorized and directed to execute the bid form selling the Bonds to the best bidder on the basis of said bid and the terms specified in the Notice of Bond Sale. The motion was seconded by Commissioner \_\_\_\_\_. Said motion was carried by a vote of the governing body with the vote being as follows:

Thereupon, there was presented a Resolution entitled:

A RESOLUTION AUTHORIZING THE CITY OF MAIZE, KANSAS PUBLIC BUILDING COMMISSION TO ISSUE ITS REFUNDING REVENUE BONDS, SERIES 2016A (CITY GOVERNMENT COMPLEX) IN THE AGGREGATE PRINCIPAL AMOUNT OF \$4,015,000\* FOR THE PURPOSES OF REFUNDING CERTAIN OF THE PBC'S OUTSTANDING REVENUE BONDS; AUTHORIZING EXECUTION OF SUPPLEMENTAL TRUST INDENTURE NO. 3 BETWEEN THE PBC AND SECURITY BANK OF KANSAS CITY, KANSAS CITY, KANSAS, AS SUCCESSOR TRUSTEE; AUTHORIZING THE PBC TO LEASE BOND-FINANCED IMPROVEMENTS TO THE CITY OF MAIZE, KANSAS; AUTHORIZING EXECUTION OF SUPPLEMENTAL LEASE AGREEMENT NO. 3 BETWEEN THE PBC AND THE CITY; AND AUTHORIZING EXECUTION OF A TAX COMPLIANCE AGREEMENT BETWEEN THE PBC, THE CITY AND THE TRUSTEE.

Thereupon, Commissioner \_\_\_\_\_ moved that said Resolution be adopted. The motion was seconded by Commissioner \_\_\_\_\_. Said Resolution was duly read and

KAB\MAIZE PBC\602038.70008\BOND RESOLUTION (04-07-16)



considered, and upon being put, the motion for the adoption of such Resolution was carried by the vote of the governing body, the vote being as follows:

Aye:

Nay:

Thereupon, the President declared such Resolution duly adopted and the Resolution was then duly numbered Resolution No. MPBC [ ] and was directed to be signed by the President and attested by the Secretary.

\* \* \* \* \*

(Other Proceedings)

\* \* \* \* \*

CERTIFICATE

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

(Seal)

\_\_\_\_\_

Secretary

**MAIZE PUBLIC BUILDING COMMISSION  
MEETING  
MONDAY, April 18, 2016**

**AGENDA ITEM #5B**

**ITEM:**       **Summary Financial Information – January 1, 2005 through  
December 31, 2015**

**BACKGROUND:**

Randy Ford of Busby, Ford and Reimer, LLC has prepared the Maize Public Building Commission Summary Financial Information report for the period January 1, 2005 through December 31, 2015. This report is done in conjunction with annual City audit.

**FINANCIAL CONSIDERATIONS:**

None.

**LEGAL CONSIDERATIONS:**

None.

**RECOMMENDATION/ACTION:**

Receive and file the Maize Public Building Commission Summary Financial Information through December 31, 2015.

**CITY OF MAIZE, KANSAS**  
**MAIZE PUBLIC BUILDING COMMISSION**  
**SUMMARY FINANCIAL INFORMATION**  
**FOR THE PERIOD JANUARY 1, 2005 – DECEMBER 31, 2015**

*BFR*

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**BUSBY FORD & REIMER, LLC**

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CERTIFIED PUBLIC ACCOUNTANTS

**CITY OF MAIZE, KANSAS  
MAIZE PUBLIC BUILDING COMMISSION  
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*BFR*

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BUSBY FORD & REIMER, LLC

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CERTIFIED PUBLIC ACCOUNTANTS  
INDEPENDENT AUDITORS' REPORT

Mayor and City Council  
City of Maize, Kansas

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statement of the **City of Maize, Kansas**, as of and for the years ended **December 31, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006 and 2005** (not presented herein), which collectively comprise the City's financial statement and have issued our reports thereon dated April 11, 2016, March 9, 2015, March 10, 2014, March 7, 2013, March 12, 2012, April 11, 2011, March 3, 2010, February 26, 2009, May 7, 2008, March 5, 2007 and March 8, 2006 respectively.

As explained in Note 1, the accompanying summary financial information of the **City of Maize, Kansas** for the period **January 1, 2005 – December 31, 2015**, as listed in the table of contents is not a presentation in conformity with accounting principles generally accepted in the United States of America. In our opinion, the accompanying summary financial information is fairly stated, in all material respects, in relation to the portion of the financial statement from which it has been derived.

*Busby Ford & Reimer, LLC*

Busby Ford & Reimer, LLC  
April 11, 2016

**CITY OF MAIZE, KANSAS**  
**MAIZE PUBLIC BUILDING COMMISSION**  
**SUMMARY FINANCIAL INFORMATION**  
**STATEMENT OF CASH RECEIPTS AND EXPENDITURES**  
**FOR THE PERIOD JANUARY 1, 2005 – DECEMBER 31, 2015**

**Receipts**

Bond Proceeds	\$ 4,605,000
Temporary Note Proceeds	235,000
Investment Earnings	240,841
Reimbursements	<u>2,513,925</u>
	<u>7,594,766</u>

**Expenditures**

Construction	4,747,247
Legal, Underwriting & Fiduciary Fees	258,427
Principal	595,000
Interest	<u>1,975,357</u>
	<u>7,576,031</u>

Unencumbered Cash, Ending	<u><u>\$ 18,735</u></u>
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The notes to the summary financial information are an integral part of this statement.

**CITY OF MAIZE, KANSAS  
MAIZE PUBLIC BUILDING COMMISSION  
SUMMARY FINANCIAL INFORMATION  
STATEMENT OF CHANGES IN LONG-TERM DEBT  
FOR THE PERIOD JANUARY 1, 2005 - DECEMBER 31, 2015**

Issue	Interest Rate	Date of Issue	Amount of Issue	Date of Final Maturity	Beginning Balance	Additions	Reductions/ Payments	Ending Balance	Interest
Improvement Revenue Bonds	3.00	12/1/05	\$ 235,000	6/1/06	\$ 0	\$ 235,000	\$ 235,000	\$ 0	\$ 3,526
Improvement Revenue Bonds	4.40 - 5.50	5/15/06	\$ 4,200,000	5/1/31	0	4,200,000	4,200,000	0	1,107,058
Refunding Revenue Bonds	1.00 - 5.20	4/28/11	\$ 4,280,000	5/31/31	0	4,280,000	275,000	4,005,000	856,073
Series 2012A Improvement Revenue Bonds	1.00 - 2.00	10/30/12	\$ 300,000	11/1/22	0	300,000	90,000	210,000	13,513
Series 2015A Improvement Revenue Bonds	1.00 - 2.125	10/1/15	\$ 1,050,000	10/1/25	0	1,050,000	0	1,050,000	0
					<u>\$ 0</u>	<u>\$ 10,065,000</u>	<u>\$ 4,800,000</u>	<u>\$ 5,265,000</u>	<u>\$ 1,980,170</u>

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



**CITY OF MAIZE, KANSAS**  
**MAIZE PUBLIC BUILDING COMMISSION**  
**SUMMARY FINANCIAL INFORMATION**  
**SCHEDULE OF MATURITY OF LONG-TERM DEBT**  
**FOR THE PERIOD JANUARY 1, 2005 - DECEMBER 31, 2015**

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021 - 2025</u>	<u>2026 - 2030</u>	<u>2031</u>	<u>Total</u>
Principal	\$ 230,000	\$ 245,000	\$ 255,000	\$ 270,000	\$ 295,000	\$ 1,700,000	\$ 1,800,000	\$ 470,000	\$ 5,265,000
Interest	<u>208,576</u>	<u>204,101</u>	<u>198,852</u>	<u>191,946</u>	<u>184,086</u>	<u>758,557</u>	<u>372,610</u>	<u>12,220</u>	<u>2,130,948</u>
Total Principal and Interest	<u>\$ 438,576</u>	<u>\$ 449,101</u>	<u>\$ 453,852</u>	<u>\$ 461,946</u>	<u>\$ 479,086</u>	<u>\$ 2,458,557</u>	<u>\$ 2,172,610</u>	<u>\$ 482,220</u>	<u>\$ 7,395,948</u>

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

**CITY OF MAIZE, KANSAS  
MAIZE PUBLIC BUILDING COMMISSION  
NOTES TO THE SUMMARY FINANCIAL INFORMATION  
FOR THE PERIOD JANUARY 1, 2005 – DECEMBER 31, 2015**

**Note 1 - Summary of Significant Accounting Policies:**

Reporting Entity

The City of Maize is a municipal corporation governed by an elected Mayor and City Council. The accompanying summary financial information is for the Maize Public Building Commission which is a component unit of the City of Maize. All funds of the Maize Public Building Commission were held in trust by Southwest National Bank of Wichita and are invested in US Treasuries. All funds are received by Southwest National Bank and disbursed as appropriate in accordance with a Trust Agreement between the MPBC and Southwest National Bank.

Statutory Basis of Accounting

The statutory basis of accounting, as used in the preparation of the summary financial information, is designed to demonstrate compliance with the cash basis and budget laws of the State of Kansas. Cash receipts are recognized when the cash balance of a fund is increased. Expenditures include disbursements, accounts payable, and encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods and services, and are usually evidenced by a purchase order or written contract.

# April 2016



## Monthly Council Report

### Department Highlights

- Activities within the department are functioning as they should.
- The monthly SRO report is attached to this report.
- Security features to city hall are being completed. Final signage will be installed in the next couple weeks, as well as the creation of a “Safe Exchange Zone”. This will be located in the far southwest part of the front parking lot. The Safe Exchange Zone is designed to provide a monitored area for people exchanging goods purchased via online sites such as Craig’s list, as well as parents doing child custody exchanges. The site will be monitored by video to in an effort to reduce incidents of fraud and crime.
- Jose Rodriguez has accepted our offer to fill the vacant full-time patrol officer position. Rodriguez, currently an Anthony Kansas officer will start mid-month.
- Staff is working on a grant application for a School Resource/Comm. Policing Officer.

**Budget status: 25/100%**

### Major purchases:

None

#### Current Staff Levels.

12 Full-time  
2 Part-time  
2 Reserve  
2 Reserve -Vacant

#### Monthly Activities

February Police Reports - 257  
March calls for service - 444

#### Community Policing:

Update attached to this report.

OFFICER'S REPORT            *March 31, 2016*            Officer Joel Isaacs #MZ148

ATTENTION: Chief Jensby

SUBJECT: SRO Monthly Report – Maize South High School – (*March, 2016*)

**CONTACTS:**

- Youth Mentoring/Counseling Contacts: 11
- Classes Taught and/or Class Lectures or Speaking to Classes: 3

**ENFORCEMENT ACTIVITY SUMMARY:**

*Case Number, Crime Classification, Date*

201600100, 3 counts of misdemeanor theft from Maize South Middle School, On 03/11/2016, signed charges on a MSMS student for 3 counts of theft.

**OTHER NOTEWORTHY INFORMATION:**

-On 03/01/2016, I assisted Chad Christiansen on teaching his class police procedure during traffic stops, then graded them using a checklist to see if they remembered all of the steps including officer safety.

-On 03/01/2016, I was called to MSMS in reference to a special education student being unruly in the special education room. He went home with his mother.

-On 03/03/2016, I assisted Chad Christiansen again on teaching police procedure during traffic stops, then graded students using a checklist to see if they remembered all of the steps including officer safety.

-On 03/07/2016, I transported a Maize Central Elementary School student from the school to his house because he was sent home from school for behavior and his mom was at home with no vehicle.

-On 03/08/2016, I attended a charging appointment with ADA Chelsea Anderson Reference case number 201600100.

-On 03/10/2016, I was called to MSMS in reference to a special needs student who was causing a disturbance. Upon de-escalating the student, his mother arrived and took him home.

-On 03/11/2016, signed charges on a MSMS student for 3 counts of theft. 201600100

-On 03/21/2016, I assisted WPD with a criminal threats case that occurred outside of school on 03/20/2016 that involved two MSMS students. WPD Case: 16C24219

-On 03/22/2016, I assisted KHP with a background check of a graduated MSHS student.

- On 03/23/2016, I attended and attributed to the USD 266 Crisis Team Meeting.
- On 03/24/2016, I gave a presentation with Deanna Gooch on Digital Citizenship and Computer Law.
- On 03/25/2016, I gave a presentation with Deanna Gooch on Digital Citizenship and Computer Law.
- On 03/30/2016, I was requested to attend an all MSHS staff meeting.
- On 03/30/2016, I was requested to attend an all MSHS student presentation.
- On 03/31/2016, I had a meeting with a MMS Assistant Principal reference a possible dangerous subject (the subject will not affect the school district).
- On 04/01/2016, I was called to MSMS reference a special education student that was causing a disturbance.

Respectfully Submitted,

Officer Joel Isaacs MZ148  
Date 04/05/2016 Time 1530

ATTENTION: Chief Jensby (through channels)

SUBJECT: SRO Monthly Report – Maize High School – March 2016

**CONTACTS:**

- Youth Mentoring/Counseling Contacts: 38
- Classes Taught and/or Class Lectures or Speaking to Classes: 1

**ENFORCEMENT ACTIVITY SUMMARY:**

***201600238, Disorderly Conduct, 03-23-2016***

*A female student's Facebook account was hacked by an unknown other student and posted that she was pregnant by her boyfriend. The post included the boyfriend being "tagged" which alerted him. The female student also received a text message from a friend of her stating they "spammed" her. Per request of the student's mother, school administration to investigate.*

***201600241, Mental, 03-24-2016***

*A female student made several comments about wanting her feelings to end and was in a very depressed emotional state. She also made a comment and expressed a plan of harming her foster parent. She was transported to Saint Joseph Hospital for mental health evaluation.*

***201600254, Theft from Building, 03-31-2016***

*A teacher reported a four foot tall propane tank missing since the first day of school. The tank was chained and locked along a wall which was out of view of passing traffic in the parking lot. No suspects and no video as it occurred at least two weeks before being reported.*

**OTHER NOTEWORTHY INFORMATION:**

I put on a Digital Citizenship presentation to a business class which goes over the dangers of social media. I went over not only the criminal law and school policy on social media but I gave them examples of how wrong a "harmless" joke can go. I also told them to let me know if they ever see something inappropriate or a threat on social media site as we can never know if it is a viable threat or not.

Faculty with the Special Education and Structured Learning at Maize High have approached me on making an educational and safety plan for students coming into Maize High School next school year. This is being done to limit the stress upon the students once they come into a new school environment. It also helps faculty and staff in understanding what the plan is if we have a student who is having an outburst and requires additional assistance to ensure their safety as well as others. I also will be meeting with the family and the student to help build a positive experience with them and to explain my role as a school resource officer.

The Peer Helper club at Maize High is putting together a student pantry in the old police station for the school district which is the small building near the front of the school. They already have donations from staff and club members of gently used clothing, food and personal hygiene items which nearly fills two of the rooms. They will be using some of their personal time after school to clean and paint the inside of the building to make the building more inviting to be in. They also have some donated prom dresses and jewelry. One staff member mentioned being worried about having too many donations. A student responded "Isn't that a good problem to deal with?" I assisted the group while they cleaned the front half

of the building to get it ready to paint the next week. The student did not complain once (other than for dead spiders) and were very excited to see their hard work pay off.

Run2Believe 2016 went well with the change of direction for the course. The course went south onto 119<sup>th</sup> from the baseball diamond and east on 45<sup>th</sup>. In past years, the course went north and east on Academy. The 5K run/walk had a good turn out and everybody seemed to enjoy themselves. There were plenty of new participants and many more return runners. Nearly all of the volunteers for the race route were students of Maize High School and were very supportive despite the chilly weather.

Respectfully Submitted,

Officer Jillian Rhodes - Mz110  
03312016 1600 hours

## Matt Jensby

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**From:** Catherine Herr  
**Sent:** Thursday, April 07, 2016 1:21 PM  
**To:** Matt Jensby  
**Subject:** FW: CP Update

Chief,

Just a CP update:

**Drug Take Back Flyers** were delivered to the following businesses:

Woodards (will put on electronic billboard soon)

Casey's

Kwik Shop 37/Maize

Kwik Shop 5/Maize

WSU

Maize Dialysis

In Motion

Dopps

The Villas

The apartments

Ace Hardware

Post Office

**Business Contact Updates:**

I have contacted roughly 90% of the businesses in town, and will finish up next week. With the new RMS system, there is a section for businesses we can use for emergency contacts. My thought was to get out and touch base physically with the businesses and see if anything has come up, and to make sure we have all new information to enter in the new system.

**School Communication Plan**

I am working on a program for all the schools when it comes to DCF calls. Many of the schools assumed when they made a DCF report, that DCF contacted us. After talking to the counselors and Ms. Kerbs at Maize Middle, we've decided to try something different. When the school makes a DCF report, they will also call/email me to let me know, and the same goes for us. For example, we may be dealing with a problem kid outside of school hours and the school dealing with the same problems during school hours. In hoping to open up communication, we could jointly deal with the issues whether it is criminal or not. Such as on 3<sup>rd</sup> shift last night, the officers ran a suicidal call and the person was an 8<sup>th</sup> grader at Maize Middle. I went to the school this morning to talk to his counselor, who had no idea what had occurred the previous night, and they were showing him missing from school with no call in. They can now keep a better on eye this child to look for future attempts or behavior changes, and she shared with me how this child was extremely negative in all his thoughts, good for us to know if we need to share that with Comcare of St. Joe. I think even if it is just sharing information and it doesn't go farther than that, it still will make a difference. I had decided to just start with a few schools to get feedback on the ideas before I touched base with all the schools. Maize Middle and Vermillion were open to trying the process out, and Maize South Elementary was also open to it, but they are going to go through Joel, and Joel and I will communicate regarding if any children have contact with our side. Since the three were open to the idea, I am going to go ahead and touch base with all the schools and see if they are all willing to go this route as well.



**Pizza Hut Tip a Cop** organized, hopefully will plan to do one once a quarter. I am working with Longhorn to see if they want to do one also, but I believe I am going to coordinate with the Sheriff's Office for volunteers so I don't burn out our guys.

Thanks,  
Catherine

## PUBLIC WORKS REPORT 4-12-2016

### Regular Maintenance

- Graded the gravel streets a couple of times so far this month. Training some of our Maintenance Worker II employees to learn to grade gravel roads.
- We have had a lot of responses to the survey that was sent out about the water system and back-flow prevention. More than anything else we want the public to understand the importance of protecting our public water supply from any kind of contamination. We do our best : we check the water quality 365 days a year.
- We have begun mowing everything as well as watering the grass at City Hall. Seems like we just put the mowers away but now it has begun again.

### Special Projects

- Caddo Meeks and Nick Vestering tested and received their Class II Wastewater Certifications. You have to have two years working with wastewater and many hours of study to pass this test. Very proud of both of them.
- Worked with the property owner at 800 Carriage to resolve a standing water problem. We poured a partial concrete flume and curb to his property line then he installed a drain and piping across his back yard to take the water where it should go rather than standing in the street.
- The splash park is coming along. The water and sewer lines have been hooked up at the concrete vault. The forming and pouring of the concrete should take place this week.
- We have planted quite a few trees at the Cemetery this past couple of weeks. The red buds are blooming in the front. Really starting to look nice. We bought several truck loads of mulch to install along the front as well. Getting ready for Arbor Day.
- We are getting bids for the sidewalk along 45<sup>th</sup> St so we can turn them in before the May deadline. Hopefully we get some really competitive bids. So far the two we have talked to seem very positive about doing the work.

Ron Smothers  
Public Works Director

**PLANNING ADMINISTRATOR'S  
REPORT**

**DATE:** April 18, 2016

**TO:** Maize Planning Commission Members

**FROM:** Kim Edgington, Planning Administrator

**RE:** Regular April City Council Meeting

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

1. Watercress Apartment development – The City Council approved the one-step final plat for this property at a special meeting on February 24, 2016. The plat has been taken to the Sedgwick County Register of Deeds for recording.
2. Zone change and Community Unit Plan – for approximately 12.4 acres on the south side of 53<sup>rd</sup> Street, ¼ mile east of K-96 Highway. Zone change to Limited Commercial with a Community Unit Plan (CUP). The Planning Commission and Council approved this request. The one-step final plat was approved by the City Council on March 21<sup>st</sup>.
3. Zone change application and one-step final plat – for 23.76 acres on the west side of Maize Road approximately 1/3 mile south of 45<sup>th</sup> Street. This property is currently zoned LC Limited Commercial and is proposed to be down-zoned to MF-29 Multi-Family Residential for an apartment development. The plat and rezoning request were recommended for approval by the Planning Commission at their April 7<sup>th</sup> meeting. Several conditions of approval must be met before the request will be forwarded to Council.
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  
April 18, 2016**

Year to date status (Through 03/31/16):

<b>General Fund –</b>			
	Budget	YTD	
Rev.	\$3,065,844	\$1,310,219	42.74%
Exp.	\$3,369,786	\$ 818,611	24.29%
<b>Streets –</b>			
Rev.	\$287,420	\$ 75,597	26.30%
Exp.	\$294,100	\$ 83,839	28.51%
<b>Wastewater Fund-</b>			
Rev.	\$714,000	\$ 211,667	29.65%
Exp.	\$714,000	\$ 190,054	26.62%
<b>Water Fund-</b>			
Rev.	\$769,500	\$ 189,738	24.66%
Exp.	\$769,500	\$ 195,516	25.41%

**Health & Dental Benefits**

Per Council's request, here are the 2016 numbers (through 03/31/2016) 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:	\$ 80,906.91	\$ 20,230.93	\$101,137.84
Dental:	5,350.04	1,338.00	6,688.04
Life:	<u>1,513.86</u>	<u>0</u>	<u>1,513.86</u>
	<b>\$ 59,525.73</b>	<b>\$ 14,506.21</b>	<b>\$ 74,031.94</b>

**Dugan Park Funds**

Per Council's request, the following is a breakdown of the Dugan Park funds (as of 03/31/2016)

<b>Starting Balance:</b>	<b>\$304,736.57</b>
<b>Phase II Playground Equipment:</b>	<b>- 18,563.00</b>
<b>Master Park Plan:</b>	<b>- 10,000.00</b>
<b>Park Equipment:</b>	<b>- 8,000.00</b>
<b>Community Building Remodel:</b>	<b>- 36,580.00</b>
<b>Emergency Lighting Upgrade</b>	<b>- 1,057.47</b>
<b>Playground Signs (5-12 year old):</b>	<b>- 120.00</b>
<b>Volunteer Supplies:</b>	<b>- 19.12</b>
<b>Soap/Towel Dispensers:</b>	<b>- 454.56</b>
<b>Epoxy for Picnic Tables:</b>	<b>- 71.33</b>
<b>New Ceiling Registers:</b>	<b>- 123.33</b>
<b>Parts to Install Picnic Tables:</b>	<b>- 44.33</b>
<b>Concrete to Install Benches:</b>	<b>- 13.16</b>
<b>Ceiling Fans, Wall Plates:</b>	<b>- 171.44</b>
<b>Guttering for Comm. Building</b>	<b>- 955.50</b>
<b>New Chairs for Comm. Building</b>	<b>- 558.82</b>
<b>Appliances for Comm. Building</b>	<b>- 1,313.94</b>
<b>Electrical Receptacles at Park</b>	<b>- 1,679.21</b>
<b>Skate Park Equipment</b>	<b>- 7,214.04</b>
<b>Supplies to Install Equipment</b>	<b>- 871.80</b>
<b>Signs for Skate Park</b>	<b>- 340.00</b>
<b>Clean Up/Repair Bathrooms</b>	<b>- 127.49</b>
<b>Park Shelters</b>	<b>- 52,443.10</b>
<b>Skate Park Equipment</b>	<b>- 28,990.38</b>
<b>Removal of Light Poles</b>	<b>- 11,600.00</b>
<b>Skate Park Installation</b>	<b>- 24,478.30</b>
<b><u>Splash Pad/Restroom Project</u></b>	<b><u>- 118,865.37</u></b>
<b>Remaining Balance:</b>	<b>\$ 0</b>

**CAPITAL PROJECTS**

Projects w/o  
Temp Notes

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/15	Expenditures 1/1/16 thru 3/31/16	Total Expenditures	Resolution Authorization Less Expenditures
Eagles Nest Phase 2A Water	05	556-14	\$ 104,000.00	\$ 100,801.81	\$ -	\$ 100,801.81	\$ 3,198.19
Eagles Nest Phase 2A Paving	05	555-14	\$ 515,000.00	\$ 440,221.49	\$ -	\$ 440,221.49	\$ 74,778.51
Eagles Nest Phase 2 Sanitary Sewer	05	547-14	\$ 240,000.00	\$ 168,429.73	\$ -	\$ 168,429.73	\$ 71,570.27
Maize Ind Park Water	05	565-14	\$ 63,700.00	\$ 61,484.69	\$ -	\$ 61,484.69	\$ 2,215.31
Maize Ind Park Sanitary Sewer	05	566-14	\$ 97,600.00	\$ 66,099.75	\$ -	\$ 66,099.75	\$ 31,500.25
<b>Totals</b>			<b>\$ 1,020,300.00</b>	<b>\$ 837,037.47</b>	<b>\$ -</b>	<b>\$ 709,453.03</b>	<b>\$ 149,546.97</b>

MPBC Project	Fund	Resolution	Total Resolution Amount	Expenditures thru 12/31/15	Expenditures 1/1/16 thru 3/31/16	Total Expenditures	Resolution Authorization Less Expenditures
Public Works Building	05	MPBC 14-15	\$ 1,050,000.00	\$ 459,143.49	\$ 343,860.43	\$ 803,003.92	\$ 706,139.57
<b>Grand Total</b>				<b>\$1,296,180.96</b>	<b>\$343,860.43</b>	<b>\$1,512,456.95</b>	<b>\$855,686.54</b>

**CIP 2016 (As of 03/31/2016)**

<u>Detail</u>	<u>Reason</u>	<u>March Revenue</u>	<u>March Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/16					\$ 352,451.28
Ad Valorem	Tax			-	-
Motor Vehicle	Tax			-	-
Delinquent	Tax	-		100.00	-
Interest	From Bank Accounts	281.13		1,500.00	779.44
Maize Rec	Splash Park Contribution	-			25,000.00
Transfers	From General Fund	40,666.67		488,000.00	122,000.01
Total Revenues		<u>40,947.80</u>		<u>489,600.00</u>	<u>147,779.45</u>
<b>Total Resources</b>					<b><u>500,230.73</u></b>
Street Improvements			-	375,000.00	123,309.65 **
Sidewalk/Bike Paths				75,000.00	-
Park Improvements			116,135.56	215,000.00	129,200.95
Other Capital Costs			-	-	-
Total Expenditures			<u>-</u>	<u>665,000.00</u>	<u>252,510.60</u>
Cash Balance - 03/31/16					<b><u>\$ 247,720.13</u></b>

\*\*Encumbered in 2015 Budget

**Equipment Reserve 2016 (As of 3/31/2016)**

<u>Detail</u>	<u>Reason</u>	<u>March Revenue</u>	<u>March Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/16					\$ 114,563.11
Interest	From Bank Accounts	24.54		300.00	68.04
Other Revenues	Sale of PD Radios	-			7,600.00
Reimbursements	<u>Sale of Car #909</u>	-		-	10,000.00
Transfers	From General Fund	19,166.67		230,000.00	57,500.01
Total Revenues		<u>\$ 19,191.21</u>		<u>\$ 230,300.00</u>	<u>\$ 75,168.05</u>
<b>Total Resources</b>					<b><u>\$ 189,731.16</u></b>
Trucks/Heavy Equipment			\$ -	\$ 100,000.00	\$ 74,722.30
Computers			-	50,000.00	3,654.00
Computers	Phone Upgrades-2015 Encumbrance				23,010.00
Police Department Expenses			17,926.50	80,000.00	26,503.19
Total Expenditures			<u>\$ 17,926.50</u>	<u>\$ 230,000.00</u>	<u>\$ 127,889.49</u>
Cash Balance - 03/31/2016					<b><u>\$ 61,841.67</u></b>





## **CITY OPERATIONS REPORT**

**DATE:** April 13, 2016

**TO:** Maize City Council

**FROM:** Richard LaMunyon-Becky Bouska-Sue Villarreal-Jolene Graham

**RE:** April Report

**1) Council Joint Meeting with USD 266 BOE**

Staff is developing possible ideas to help start discussions with the school District.

- Overview/Changes since last year
- Projects
  - Splash pad
  - 45<sup>th</sup> St Sidewalk
  - Baseball fields usage

The purpose is to keep communication open between our two governments.  
Please provide any discussion items for the meeting.  
We will discuss this further at Monday's meeting.

**2) Trailer Parks Law Suit**

Summary Judgement is still in the Judge Magana's hands.

**3) Economic Development**

- Twelve housing starts
- Edward Rose Apartments Pending
- Watercress Villas Apartments

**4) Arbor Day 2016**

The Park and Tree Board voted to celebrate Arbor Day 2016, at Maize Park Cemetery, on Saturday, April 30<sup>th</sup> at 2pm. A reception hosting the families of the City's founders "Maize Pioneers" will be held.

Additionally there will be trees planted in an effort to begin reforesting sections of the cemetery.

## 5) **Public Works Facility**

The facility has received furniture and concrete is being installed as this memo is written. The signs and PC's have arrived but will not be installed until next week when the contractors can drive and not damage the new driveway.

## 6) **Watercress Villas Drainage Issue**

At this writing a verbal agreement of understanding has been reached by all parties. This will be discussed at Monday's meeting.

## 7) **City Meetings**

- **April 25th** - **Joint Workshop (BOE/Council)** @ **6pm**
- May 5<sup>th</sup> - Planning @ 7pm
- May 10<sup>th</sup> - Park and Tree @ 5:30 pm



**TO:** City Council  
**FROM:** Sue Villarreal  
 Deputy City Clerk  
**DATE:** April 13, 2016  
**RE:** Maize Park Cemetery Budget Memo

**(2016 Jan1-Mar 31)**

There were 7 burials  
 5 lots had been purchased previously  
 2 lots were purchased for burial

**REVENUE:**

Plot Fees	4335.00
Opening & Closing Fees	3400.00
Stone Sets	00.00
Deed Transfer Fees	0.00
Reimbursement	750.00
Ad Valorem Taxes	4609.16
Motor Vehicle Taxes	135.12
Delinquent Taxes	57.12
Interest	<u>104.56</u>
<i>Total</i>	13390.96

Beginning Cash 1/1/2016	157245.85
Revenue	+13390.96
Expenditures	- <u>4903.22</u>
Ending Cash 3/31/16	165733.59

**EXPENDITURES:**

Insurance	0.00
Improvements	2371.25
Wages	2104.74
Operating Expenses	<u>427.23</u>
<i>Total</i>	4903.22

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**IMPROVEMENTS:** Staff continues to make improvements at the Cemetery.

- Planted grasses near entrance.
- Preparing NE corner near entrance for Monarch Butterfly Waystation.
- Planting new trees throughout.
- Mulching all newly planted areas.
- Updating and installing new directory map.

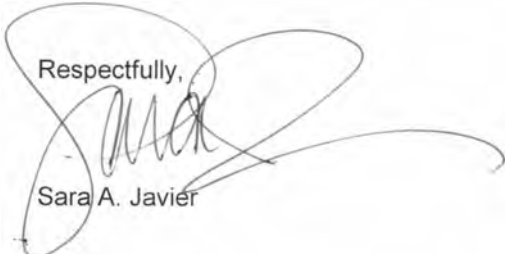


# MUNICIPAL COURT

April 5, 2016

AS OF 3/31/16

<u>1st Quarter Activity</u>	<u>2016</u>	<u>YTD</u>	<u>2015</u>	<u>YTD</u>
DUI	4	4	10	10
Traffic Violations	113	113	87	87
Parking Violations	0	0	0	0
Ordinance Violations	18	18	14	14
Crimes Against Persons	6	6	5	5
Crimes Against Property	94	94	5	5
Zoning Violations	1	1	0	0
<b>Total Violations Filed</b>	<b><u>236</u></b>	<b><u>236</u></b>	<b><u>121</u></b>	<b><u>121</u></b>
<b><u>Case Dispositions</u></b>				
Dismissals	130	130	101	101
Completed Cases	72	72	61	61
<b><u>Warrants</u></b>				
Issued	35	35	38	38
Cleared	41	41	34	34

Respectfully,  
  
 Sara A. Javier

**MUNICIPAL COURT FEE COLLECTIONS  
2016**

<b>Fund</b>	<b><u>FEE TYPE</u></b>	<b><u>JAN</u></b>	<b><u>FEB</u></b>	<b><u>MAR</u></b>	<b><u>APR</u></b>	<b><u>MAY</u></b>	<b><u>JUN</u></b>	<b><u>JUL</u></b>	<b><u>AUG</u></b>	<b><u>SEP</u></b>	<b><u>OCT</u></b>	<b><u>NOV</u></b>	<b><u>DEC</u></b>	<b><u>TOTAL</u></b>
GF	Municipal Court Warrants	\$ 50.00	\$ 150.00	\$ 150.00										\$ 350.00
GF	Court Fines	\$2,091.00	\$ 5,175.66	\$ 3,494.00										\$ 10,760.66
GF	Municipal Court Late Fee	\$ 40.00	\$ 80.00	\$ 60.00										\$ 180.00
GF	Municipal Court Costs	\$ 886.00	\$ 1,531.50	\$ 1,869.82										\$ 4,287.32
GF	Municipal Police Reports	\$ 288.40	\$ 205.00	\$ 250.00										\$ 743.40
GF	Restitution Fees	\$ -	\$ 23.33	\$ -										\$ 23.33
GF	Diversion Fees	\$ 589.36	\$ 240.98	\$ 961.38										\$ 1,791.72
GF	ADSAP	\$ -	\$ -	\$ -										\$ -
GF	Police Video Fee	\$ 25.00	\$ 25.00	\$ -										\$ 50.00
GF	Jail Housing Fees	\$ 126.00	\$ 130.71	\$ 250.00										\$ 506.71
LETF	Local Law Enforcement Training Funds	\$ 168.00	\$ 288.00	\$ 384.00										\$ 840.00
MCF	State Court Training	\$ 9.00	\$ 16.00	\$ 24.50										\$ 49.50
MCF	Human Trafficking Fee	\$ 12.00	\$ -	\$ -										\$ 12.00
MCF	State Law Enforcement Training	\$ 266.00	\$ 460.00	\$ 636.00										\$ 1,362.00
MCF	Reinstatement Fees	\$ 106.00	\$ 243.00	\$ 81.00										\$ 430.00
MCF	Municipal Court Bond Receipt	\$ (301.00)	\$ 1,031.00	\$ 620.00										\$ 1,350.00
MCF	Diversion Fees	\$ 193.00	\$ 468.00	\$ 979.16										\$ 1,640.16
MCF	Public Defender Fees	\$ 35.00	\$ 60.00	\$ 106.00										\$ 201.00
MCF	ADSAP	\$ -	\$ -	\$ -										\$ -
MCF	DUI Supervisory Fund	\$ 250.00	\$ 292.00	\$ 655.88										\$ 1,197.88
	<b>Total Fee Assessed</b>	<b>\$4,833.76</b>	<b>\$10,420.18</b>	<b>\$10,521.74</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$25,775.68</b>

**MINUTES-REGULAR MEETING  
MAIZE CITY PLANNING COMMISSION AND  
BOARD OF ZONING APPEALS  
THURSDAY, APRIL 7, 2016**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, April 7, 2016, for a Regular Meeting with **Gary Kirk** presiding. The following Planning Commission members were present: **Mike Burks, Dennis Downes, Andy Sciolaro, Gary Kirk,** and **Jennifer Herington**. Not present were **Bryant Wilks** and **Bryan Aubuchon**. Also present were **Sue Villarreal**, Recording Secretary; **Kim Edgington**, Planning Administrator; **Bill McKinley**, City Engineer; **Richard LaMunyon**, City Administrator; **Brian Lindebak**, MKEC; **Marvin Schellenberg**, Schellenberg Development Co.; **Jean Woodard**, Citizen.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**MOTION:** **Sciolaro** moved to approve the March 3, 2016 minutes as presented.  
**Herington** seconded the motion.  
Motion carried unanimously.

**NEW BUSINESS – PLANNING COMMISSION**

**S/D 02-016 – One-step final plat for approximately 23.7 acres from Limited Commercial to MF – 29 Multi-Family on the west side of Maize Road approximately 1/3 mile south of 45<sup>th</sup> Street North (associated with Z-01-016)**

**Lindebak** and **Schellenberg** were present to answer questions from the commissioners.

- MOTION:** **Burks** moved to approve S/D 02-016 one-step final plat for approximately 23.7 acres from Limited Commercial to MF – 29 Multi-Family on the west side of Maize Road approximately 1/3 mile south of 45<sup>th</sup> Street North subject to the following conditions:
- A. City water and sewer services are located adjacent to the site. Extension of these services will be at the expense of the property owner unless otherwise agreed upon by the City of Maize.
  - B. Minimum pad elevations shall be listed on the plat or on the approved final drainage plan.
  - C. A signed authorization for the temporary access along KDOT controlled property along Maize Road shall be submitted to the City before the plat will be forwarded to City Council for review.
  - D. A guarantee for the relocation of the temporary, secondary point of access for Lot 1 shall be provided in the event that the original access is required to be closed due to the construction of K-254.
  - E. If improvements are guaranteed by petition, a notarized certificate listing the petitions, with cost estimates shall be submitted to the City of Maize for recording.
  - F. **City Engineering** needs to comment on the status of the applicant’s final drainage plan.

## CODE ENFORCEMENT

**DATE:** April 13, 2016  
**TO:** Maize City Council  
**FROM:** Pat Longwell & Jeff Greep, Code Enforcement Officers  
**RE:** 2016 First Quarter Summary

The following is a summary intended to keep the Council apprised of the status of ongoing code enforcement violations. In addition to the major violations listed below, code enforcement has written approximately 73 other violations (most of which have been corrected) for trash, junk cars, etc. this quarter. Additionally, 113 storm water notices of violation were written.

1. Housing Case #23: 120 W. Academy – House and garage need roof, siding, and window repairs and paint. They have started repairing siding and have done some painting. (On going since 7-21-2014—Owner is elderly and in bad health)
2. Housing Case #24: 9035 W. 61<sup>st</sup> St. N – House and garage need roof, siding and window repairs. They have started siding the garage and the repairs on the house. (On going since 7-21-2014)
3. 109 Khedive – There is an individual who seems to be interested in purchasing the property to refurbish. They were not able to get clear title. They may have to wait until it sells at the Tax Sale next year. Waiting on the Tax Sale.
4. 111 N. King – The owner has been notified that he needs to fix the fence, mow, and remove the mobile from the property. The mobile home has been removed. The grass and brush has also been mowed and cut down. He is currently working on repairing the fencing. Fence is repaired and is working on getting his salvage license. (Ongoing - Pat)
5. 110 N. Park – Has built new storage building to help correct violations on property. The owner is working to remove the salvage materials from the property and is going to store them in the new building. (On going - Pat)
6. 321 E. Academy– Burned garage. Permit has been extended and in process of repair. Garage has been reroofed and they are still working on siding. Siding is almost finished. (On going)
7. 9010 W. 61<sup>st</sup>/6225 N. Tyler – Fined \$2,000 for violations. Court will lower fine if violations are corrected. Have moved out over a dozen old autos. (Closed ticket)
8. 200/300 Block of Albert – Mobile Home Court has mowed and is hauling off limbs and trash to help correct violations on property. (On going)
9. 4885 N. Maize Rd. – Citation issued for tall weeds and brush. Court costs after mowing. Property has now been cleaned up. (Closed Ticket)
10. 9035 W 61<sup>st</sup> N – Citation issued for junk, tall weeds, brush. Dismissed after property was mowed, trash removed, and fence installed. (On going)

11. 4865 N. Maize Rd. – Charged \$50.00 plus costs. (Closed ticket)
12. 9000 W. 61<sup>st</sup> N. – Citation issued for tall grass, weeds, brush, junk. Owner has cut and burned most of brush and weeds. Owner was given more time. (On going)
13. 6205 N. Tyler – Citation issued for tall grass, weeds, brush, junk. Has been cleaned up. (Closed Ticket)
14. 5203 N. Maize Rd. - Citation issued to remove gas station canopy. Canopy and pumps have been removed (Closed ticket)
15. Worked on the new mobile home court ordinance and city wide Clean-up day.
16. 100 Zella – Citation for brush and weeds—has been cleaned up (Closed Ticket)
17. 202 N. Park - Citation to remove trailer and old vehicle (Closed Ticket per Richard)
18. 4865 N. Maize Rd. - Citation for brush and weeds. Owner given more time. (On going)
19. 907 James Ct.—Citation issued for junk dumped over rear fence. (Closed Ticket)
20. 701 James—Citation issued for junk and commercial use not allowed. Got rid of equipment. (Closed Ticket)
21. 322 S. Queen—Junk car in drive. Hauled off.
22. 536 S. Longbranch—Junk car in drive. Repaired and tagged.
23. 4716 Emerald Ct.—Commercial trailer. Has been removed.