

**MEETING NOTICE
MAIZE CITY COUNCIL
REGULAR MEETING**

TIME: 7:00 P.M.
DATE: MONDAY, January 16, 2017
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 Meeting of December 19, 2016.
 - b) Receive and file minutes from the Planning Commission Meeting of October 6, 2016
 - c) Receive and file minutes from the Park and Tree Board meetings of December 13, 2016.
 - d) Cash Disbursements from December 1, 2016 thru December 31, 2016 in the amount of \$498,402.18(Check #63586 thru #63708)
 - e) Adopt the GAAP Waiver Resolution for 2016 in accordance with K.S.A. 75-1120a (a).
 - f) Approval of Halstead Bank as the City’s Official Depository for 2017 and selection of The Clarion as the City’s Official Newspaper for 2017.
- 7) Old Business
 - A. None
- 8) New Business
 - A. Tyler Road Speed Limit
 - B. Presentation of the 2017 Master Park Plan as Prepared by the Park and Tree Board

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, January 16, 2017**

- 2 -

- 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, December 19, 2016**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **December 19, 2016** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Clair Donnelly** presiding. Council members present were **Karen Fitzmier, Donna Clasen, Alex McCreath** and **Kevin Reid**. **Pat Stivers** was absent.

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.

APPROVAL OF AGENDA:

The Agenda was submitted for approval.

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

CONSENT AGENDA:

The Consent Agenda was submitted for approval including:

- a) Approval of minutes – Regular Council Meeting of November 21, 2016 and the Special Meeting of November 30, 2016.
- b) Receive and file the Park Board minutes of July 12, 2016.
- c) Receive and file the Planning Commission minutes of October 6, 2016.
- d) Cash Disbursements from November 1, 2016 through November 30, 2016 in the amount of \$385,413.18 (Check #63453 through #63585).
- e) Approval of Cereal Malt Beverage applications from January 1, 2017 through December 31, 2017 for Maize Pizza Hut North, Maize Pizza Hut Italian Bistro, Kwik Shop, and Kansas International Dragway.

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

AGRI ENVIRONMENTAL SERVICES SLUDGE REMOVAL AGREEMENT:

A contract to remove sludge from the wastewater treatment plant at a rate of \$0.035/gallon was submitted for Council approval.

MOTION: **Reid** moved to approve the agreement with with Agri Environmental Services, LLC and authorize the Mayor to sign.
McCreath seconded. Motion declared carried.

AEROMOD, INC. AGREEMENT:

An agreement with AeroMod, Inc. for equipment and design of the wastewater plant expansion was submitted for Council approval.

MOTION: **Clasen** moved to approve the agreement with AeroMod, Inc. to equip, design and provide options for the wastewater plant expansion in an amount not to exceed \$1,137,000 subject to endorsement by KDHE and authorize the Mayor to sign.
Fitzmier seconded. Motion declared carried.

ADJOURNMENT:

With no further business before the Council,

MOTION: **Fitzmier** moved to adjourn.
Reid 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, OCTOBER 6, 2016**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, October 6, 2016, for a Regular Meeting with *Bryan Aubuchon*, presiding. The following Planning Commission members were present: *Mike Burks, Bryant Wilks, Andy Sciolaro, Dennis Downes, Bryan Aubuchon* and *Jennifer Herington*. Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator; *Richard LaMunyon*, City Administrator; *Chad Mohr*, Applicant.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOTION: *Sciolaro* moved to approve the September 1, 2016 minutes with the addition of: “displayed on plat” to item E. of Z-03-016 conditions.
Downes seconded the motion.
Motion carried unanimously.

NEW BUSINESS – PLANNING COMMISSION

**Z-04-016-ZONE CHANGE REQUEST FOR – APPROXIMATELY 0.42 ACRES
FROM LI LIMITED INDUSTRIAL TO MF-18 MULTI-FAMILY RESIDENTIAL
AT 404 W IRMA**

Edgington explained that the property is currently zoned as Limited Industrial. The current Zoning Code does not allow any type of residential structures within LI zoning making the current structure a legal non-conforming use. The property owner would like to rezone to MF-18 multi-family residential to accommodate the existing use and to allow the addition of a du-plex or tri-plex.

MOTION: *Wilks* moved to approve Z-04-016 zone change for approximately 0.42 acres from LI Limited Industrial to MF-18 Multi-family residential subject to the following findings:

1. The zoning, uses and character of the neighborhood: This property is located within an area that is currently residential in character, with small-scale mixed commercial and multi-family uses nearby. The type of proposed use could be compatible with existing development in the area.
2. The suitability of the subject property for the uses to which it has been restricted: The property is zoned for industrial but has remained undeveloped for many years under its current zoning.

3. Extent to which removal of the restrictions will detrimentally affect nearby property: There are no expected negative effects on nearby properties.
4. Conformance of the requested change to the adopted or recognized Comprehensive Plan and Policies: The City of Maize Comprehensive Plan contemplates that this property is appropriate for urban residential development.
5. Impact of the proposed development on community facilities:
The requested zone change would introduce an appropriate land use to this area. The City's municipal service systems have been designed to adequately support this type of development.
Municipal water and sewer service are available at this location.

And subject to the following protective overlay set forth by commissioners:

1. Property will be limited to a maximum of 6 units.

Wilks seconded the motion.

Motion carried unanimously.

ADJOURNMENT:

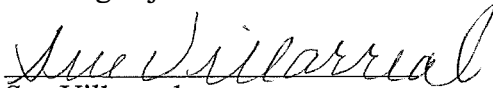
MOTION: With no further business before the Planning Commission,

Downes moved to adjourn.

Wilks seconded the motion

Motion carried unanimously.

Meeting adjourned at 7:40 PM.



Sue Villarreal
Recording Secretary



Bryan Aubuchon
Chairman

**MINUTES – REGULAR MEETING
MAIZE PARK AND TREE BOARD
Tuesday, December 13th, 2016**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, December 13th, 2016 with *Chair Jennifer Herington* presiding. Board members present were *Vice-Chair Dennis Wardell, Secretary Marina Fulton, Nancy Scarpelli, Patrick Atchison* and *Joshua Belcher*. *Hugh Nicks* was absent.

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

APPROVAL OF AGENDA:

The Agenda was submitted for Board approval.

MOTION: *Scarpelli* moved to approve the agenda.
Atchison seconded. Motion declared carried.

APPROVAL OF THE JULY 12TH, 2016 MINUTES:

The Park and Tree Board Meeting Minutes of July 12th, 2016 were submitted for approval.

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

2017 MASTER PARK PLAN

After three months of intensive workshop sessions, the Park and Tree Board's goal to update the Park Master Plan was completed. Discussion was held regarding the addition of pictures and revision of several attachments to the completed plan.

MOTION: *Wardell* moved for the approval of the 2017 Master Park Plan with direction to staff for the addition of photos and several attachments before being submitted to Council for their consideration.
Belcher seconded. Motion declared carried.

PARK MAPS UPDATE

Foster Design Associates, LLC, designers of the 2009-2015 Master Park Plan, submitted a quote for \$2900 for updated maps for the parks service area. Staff recommended taking no action and working in conjunction with the Planning Commission to incorporate the 2017 Master Park Plan mapping into the comprehensive study the Council has already contracted with Gould Evans.

MOTION: *Belcher* moved to decline the quote from Foster Design Associates, LLC.
Wardell seconded. Motion declared carried.

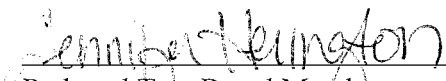
ADJOURNMENT:

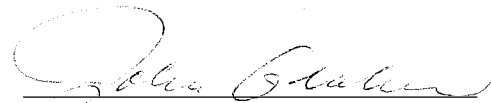
With no further business before the Board:

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

Meeting adjourned at 6:50 pm

Approved by the Park and Tree Board on January 10 2017.


Park and Tree Board Member


Recording Secretary

CITY OF MAIZE
Bank Reconciliation Report
For December 2016

Fund Balances

FUND	NAME	BEGIN			END	
		PERIOD	RECEIPTS	DISBURSEMENTS	PERIOD	
01	General Fund	\$ 346,721.16	\$ 139,394.18	\$ 259,833.45	\$ 226,281.89	
02	Street Fund	169,455.27	2,596.00	18,305.96	153,745.31	
04	Capital Improvements Fund	117,728.99	40,989.57	70,469.15	88,249.41	
05	Long-Term Projects	(48,733.73)	-	19,792.97	(68,526.70)	
10	Equipment Reserve Fund	123,599.58	19,194.86	46,455.15	96,339.29	
11	Police Training Fund	3,107.34	439.50	-	3,546.84	
12	Municipal Court Fund	25,640.95	2,775.20	-	28,416.15	
16	Bond & Interest Fund	59,185.00	58,961.83	-	118,146.83	
19	Wastewater Reserve Fund	142,998.26	-	-		
20	Wastewater Treatment Fund	720,952.59	67,781.80	42,167.48	746,566.91	
21	Water Fund	553,566.26	75,659.62	70,674.98	558,550.90	
22	Water Reserve Fund	146,148.81	-	-	146,148.81	
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	1,386.37	-	2,316.91	(930.54)	
76	Bond Refundings	(40,881.37)	-	17,010.00	(57,891.37)	
98	Maize Cemetery	148,662.67	688.76	1,994.72	147,356.71	
Totals All Fund		\$ 2,887,742.81	\$ 408,481.32	\$ 549,020.77	\$ 2,747,203.36	

Bank Accounts and Adjustments

Halstead Checking Account	\$ 587,065.50	\$ 328,742.20	\$ 369,789.72	\$ 546,017.98
Outstanding Items				\$ (102,563.69)
Halstead Bank Money Market Account	2,155,485.69	906.67	-	2,156,392.36
Maize Cemetery CD 85071	91,302.69	-	-	91,302.69
Maize Cemetery Operations	68,359.98	688.76	12,994.72	56,054.02
Totals All Banks	\$ 2,902,213.86	\$ 330,337.63	\$ 382,784.44	\$ 2,747,203.36

CITY OF MAIZE
Cash and Budget Position
Thru December 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	\$ 346,721.16	\$ 139,394.18	\$ 259,833.45	\$ 226,281.89	\$ 3,534,297.00	\$ 3,371,288.76	\$ 3,534,197.00	\$ 100.00	0.00%
02	Street Fund	169,455.27	2,596.00	18,305.96	153,745.31	302,000.00	303,441.28	300,685.68	1,314.32	0.44%
04	Capital Improvements Fund	117,728.99	40,989.57	70,469.15	88,249.41	665,000.00	491,025.31	755,227.18	32,516.22	4.89%
05	Long-Term Projects	(48,733.73)	-	19,792.97	(68,526.70)	-	929,426.30	716,327.66		
10	Equipment Reserve	123,599.58	19,194.86	46,455.15	96,339.29	230,000.00	230,257.31	248,481.13	4,528.87	1.97%
11	Police Training Fund	3,107.34	439.50	-	3,546.84	2,000.00	4,050.35	1,772.50	227.50	11.38%
12	Municipal Court Fund	25,640.95	2,775.20	-	28,416.15	-	26,804.65	15,547.59		
16	Bond & Interest Fund	59,185.00	58,961.83	-	118,146.83	2,552,350.00	2,274,484.61	2,384,032.69	168,317.31	6.59%
19	Wastewater Reserve Fund	142,998.26	-	-	142,998.26	-	33,000.00	23,387.68		
20	Wastewater Treatment Fund	720,952.29	67,781.80	42,167.48	746,566.61	763,200.00	911,186.53	763,168.05	31.95	0.00%
21	Water Fund	553,566.26	75,659.62	70,674.98	558,550.90	837,540.00	933,161.32	808,137.76	29,402.24	3.51%
22	Water Reserve Fund	146,148.81	-	-	146,148.81	-	33,000.00	-	-	
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	1,386.37	-	2,316.91	(930.54)	-	12,474.90	18,685.15		
76	Bond Refundings	(40,881.37)	-	17,010.00	(57,891.37)			57,891.37		
98	Maize Cemetery	148,662.67	688.76	1,994.72	147,356.71	161,706.00	38,626.50	48,515.64	113,190.36	70.00%
Report Totals		\$ 2,887,742.51	\$ 408,481.32	\$ 549,020.77	\$ 2,747,203.06	\$ 9,048,093.00	\$ 9,592,227.82	\$ 9,676,057.08	\$ 349,628.77	3.86%

						City of Maize			
						Disbursement Report Totals			
						Dates Covered: 11/01/2016 - 11/30/2016			
Accounts Payable:									
Voucher	Voucher	Check	Check	Check Numbers					
Date	Amt	Date	Amount	Begin	End				
1-Dec	\$ 1,936.92	1-Dec	\$ 1,936.92	63598	63607				Utilities
2-Dec	569.07	2-Dec	\$ 569.07	63608	63608				Postage
2-Dec	91,689.35	2-Dec	91,689.35	63609	63653				
8-Dec	15,627.70	8-Dec	15,627.70	63654	63659				Utilities
9-Dec	1,649.40	9-Dec	1,649.40	63660	63660				Catering-Christmas Party
16-Dec	123,899.39	16-Dec	123,899.39	63667	63692				
20-Dec	2,395.80	20-Dec	2,395.80	63693	63696				Utilities
28-Dec	412.14	28-Dec	412.14	ACH	ACH				Sales Tax-Water
AP Total	\$ 238,179.77		\$ 238,179.77						
Payroll:									
Run	Earning	Check	Check	Check Numbers					
Date	History	Date	Amount	Begin	End				
10-Jan	\$ 200,184.63	1-Dec	\$ 78,755.20	63586	63597				
		15-Dec	67,324.76	63661	63666				
		29-Dec	\$ 114,142.45	63697	63708				
KPERS Employer Portion	16,180.31								
FICA Employer Portion	14,595.55								
Health/Dental Insurance (Employer Portion)	29,261.92								
PR Total	\$ 260,222.41		\$ 260,222.41						
	AP		\$ 238,179.77						
	PR		260,222.41						
	Total Disbursements		\$ 498,402.18						
Check Numbers used this period:									
#63586 thru #63708									

Expenditure Report Reconciliation-011017
 1/10/2017
 J Reid
 Council Regular Meeting Jan 16, 2017

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, January 16, 2017**

CONSENT AGENDA ITEM 6e

ITEM: GAAP (Generally Accepted Accounting Principles) WAIVER

BACKGROUND: KSA 75-1120a(a) requires municipalities to use (GAAP) generally accepted accounting principles in the preparation of their financial statements and reports. Except for community colleges, the governing body of any municipality may waive this statutory GAAP requirement.

If a municipality waives the GAAP requirement, KSA 75-1120a c(1) requires that the municipality present financial statements and reports prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of Kansas. The City of Maize historically has prepared their financial statements on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of the state under the GAAP Waiver.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATIONS: Passing the GAAP Waiver Resolution will put us in compliance with KSA 75-1120a (a).

RECOMMENDATION/ACTION: Approve the GAAP Waiver Resolution.

RESOLUTION NO.

A RESOLUTION OF THE CITY OF MAIZE DECLARING A WAIVER TO THE GAAP REQUIREMENT IN PREPARATION OF THE CITY OF MAIZE FINANCIAL STATEMENTS AND FINANCIAL REPORTS FOR YEAR ENDED DECEMBER 31, 2016.

WHEREAS the City of Maize, Kansas has determined that the financial statements and financial reports for year ended December 31, 2016 to be prepared in conformity with requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state are of no significant value to the Maize City Council or the members of the general public of the City of Maize and

WHEREAS there are no revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with KSA 75-1120a(a) for the year ended 2016.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Maize, Kansas, in regular meeting duly assembled this 16th day of January 2017 that the Maize City Council waives the requirements of KSA 75-1120A(A) as they apply to the City of Maize for the year ended 2016.

BE IT FURTHER RESOLVED that the Maize City Council shall cause the financial statements and financial reports of the City of Maize to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

(SEAL)

Clair Donnelly, Mayor

Jocelyn Reid, City Clerk

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, January 16, 2017**

AGENDA ITEM # 8A

ITEM: Tyler Road Speed Limit

BACKGROUND:

The City is faced with an ever-increasing amount of daily vehicular traffic on city streets. Many of the major roadways were never designed or engineered to handle the volume of traffic that currently drives on them.

As a result of this issue the City has taken several steps to improve driving safety:

- Several streets have been redesigned and upgraded.
- Modification of speed limits, street markings, enhanced signage and stepped up traffic enforcement in high traffic risk areas is an ongoing process.

The intersection of 45th Street & Tyler Road remains a concern for serious traffic accidents. Several steps are underway to assist in the driving safety and in reducing the severity of accidents and injuries at this location:

- Street markings have been enhanced and no-passing lines at the intersections have been completed.
- Flashing lighted stop signs have been installed on 45th Street.
- Flashing caution lights are on order and will be installed on Tyler Road for North & South bound traffic.
- Traffic enforcement has also been increased in an effort to slow traffic down.

During the calendar years of 2016 & 2017, Maize PD worked fourteen accidents at the 45th & Tyler intersection. All were major damage accidents, six were injury accidents and half of those injuries were serious to critical in nature.

Currently the Tyler Road speed limit is 55mph. It's recommend this be reduced to 45mph in an additions effort to reduce the severity of accidents along the roadway.

FINANCIAL CONSIDERATIONS:

None

LEGAL CONSIDERATIONS:

City attorney is drafting the legal instrument to reduce the speed limit to 45mph. It will be provided to you via e-mail when received.

RECOMMENDATION/ACTION:

Adopt the ordinance that amends the City Code 14-102 reducing the speed limit on Tyler Road from Candlewood Street on the south to 53rd Street on the North.

**MAIZE CITY COUNCIL
REGULAR MEETING
MONDAY, January 16, 2017**

AGENDA ITEM # 8B

ITEM: 2017 Master Park Plan

BACKGROUND:

The 2009 Master Park plan was scheduled for review and updating beginning in 2016.

The Park and Tree board has spent their monthly meetings from August through October 2016 in developing the 2017 Master Park Plan for Council consideration.

During the process, the entire 2009 master plan was reviewed resulting in modifications in several areas. The process was rich with research and discussion.

On December 13, 2016 the Park & Tree Board approved the plan and recommended the 2017 Master Park Plan to be presented to the City Council for their approval and implementation.

Each Council member has received a copy of the recommended plan for review.

This item is for discussion during the Council meeting; however, no official action is anticipated.

Jolene will provide an overview of the process and conclusions for the development of the plan.

Members of the Park & Tree Board will be in attendance to respond to Council members.

If there are any agreed upon modifications at the conclusion of this meeting, they will be included in a future Council item.

FINANCIAL CONSIDERATIONS:

None

LEGAL CONSIDERATIONS:

None

RECOMMENDATION/ACTION:

This items is tentatively scheduled as a Council action item on February 20, 2017

January 2017



Monthly Council Report

Department Highlights

- Overall Department activities are functioning normal.
- We are finishing up year end and closeout tasks such as case and call totals, case/charging reconciliation and year end stats.
- The department hosted the South Central Kansas Investigators Association monthly meeting in January. Investigators from over 15 local and state agencies attended.
- Officers took over 1000 police reports and responded to over 5,900 calls for service in 2016. Cases increased 16% and calls for service increased over 25% from 2015.
- Sergeant Herr and Sergeant Stitt have transitioned into their new positions. This change has provided an immediate relief in supervisory duties and is enabling us to be more efficient in balancing our many and varied duties.

Budget status: 100/100

**Major purchases:
None**

Current Staff Levels.

11 Full-time
2 Part-time
2 Reserve
2 Reserve -Vacant

Monthly Activities

December Police Reports - 1051
December calls for service - 474

Community Policing:

ATTENTION: Chief Jensby (through channels)

SUBJECT: 2016 4th Quarter Investigations Report (January – December)

Below is a summary overview of crimes defined by the Uniform Crime Reporting (UCR) program reported to the Maize Police Department in 2016 as compared to 2015.

The UCR Program has been the starting place for law enforcement executives, students of criminal justice, researchers, members of the media, and the public at large seeking information on crime in the nation. The program was conceived in 1929 by the International Association of Chiefs of Police to meet the need for reliable uniform crime statistics for the nation.

In general, Maize saw an overall increase in the number of Part 1 offenses reported in 2016. This can be contributed to both the growth of the city as well as a full year of policing and reporting of crimes occurring on USD 266 campuses.

DEPARTMENT STATISTICS:

UCR Part 1 Offenses

	Reported		% Change	2016 Cleared**
	2015	2016		
Homicide / Murder*	0	0	--	--
Rape*	3	7	133%	6
Robbery	0	1	100%	1
Aggravated Assault / Battery*	6	8	33%	6
Burglary	15	11	-27%	3
Larceny / Theft	56	59	5%	16
Auto Theft	2	6	200%	2
Arson	0	0	--	--

* For reporting purposes, crimes against persons are counted by number of victims.

**For *department* reporting purposes, clearance rates are calculated by arrest and/or when charges are filed and a warrant is drawn. This differs from the UCR clearance definition.

Burglaries Reported:

- 8 residential Burglaries
- 3 non-residential Burglaries

Thefts Reported: *The number of reported thefts increased by 5% in 2016.*

- 1 Theft of Auto Accessories
- 10 Thefts from Auto
- 3 Theft/Shoplift
- 19 Thefts all Other *(These include thefts fenced enclosures, boats, goods left outside a business after closing, rental property not returned etc.)*
- 22 Theft from Building
- 1 Theft of Motor Fuel *(Gas Drive Off)*
- 1 Theft from Forgery
- 2 Theft of Services

UCR Part 2 Offenses

	Reported		% Change	2016Cleared**
	2015	2016		
Simple Assault / Battery*	41	40	-2%	23
Forgery / Counterfeiting	3	9	200%	2
Fraud	44	21	-52%	2
Embezzlement	4	9	125%	5
Stolen Property; buying, receiving, possessing	1	1	0%	1
Vandalism	38	36	-5%	8
Weapons Violations	3	1	-66%	0
Prostitution / Vice	0	0	--	--
Sex Offenses	3	3	0%	3
Drugs	61	42***	-31%	32
Gambling	0	0	--	--
Offenses Against Family / Children	1	5	400%	5
DUI	36	11	-69%	11
Liquor Law Violations	18	3	-83%	2
Drunkness	0	0	--	--
Disorderly Conduct	20	20	0%	11
Vagrancy	0	0	--	--
Curfew / Loitering	2	0	-100%	--
Runaways	3	4	33%	4

* For reporting purposes, crimes against persons are counted by number of victims.

**For *department* reporting purposes, clearance rates are calculated by arrest and/or when charges are filed and a warrant is drawn. This differs from the UCR clearance definition.

***The number of drug offenses is lower than previous years due to a change in the way the number of charges are reported in the new RMS system. For purposes of this report, we are only tracking the highest crime classification v. all included offenses. For example, under the previous reporting method used in 2015, we would count a possession of marijuana and possession of paraphernalia on one case as two counts, whereas we are now just reporting possession of marijuana. The new number reflects the total number of drug cases v the number of drug charges. This method differs from UCR reporting which counts by offense. Using the method reported previous years, the number of drug charges was approximately 72 in 2016.

SCHOOL STATISTICS:

In 2016, the Maize Police Department made a total of 117 cases at the various USD 266 schools. This is an increase of 55% increase over the 52 cases made in 2015 when the Maize Police Department assumed full responsibility for the policing of USD 266 schools on July 1, 2015. Below is a summary of the number of cases by school.

- District Office/School Support Center: 1
- Maize High School: 58
- Maize South High School: 26
- Complete High School Maize: 2
- Maize Middle School: 5
- Maize South Middle School: 14
- Maize Elementary: 3
- Maize South Elementary: 2
- Vermillion Elementary: 1
- Pray-Woodman Elementary: 1
- Maize Central Elementary: 3
- Early Childhood Center: 1

INVESTIGATIONS SECTION SUMMARY FOR 2016:

CASES ASSIGNED/REVIEWED/ASSISTING YTD: 121

201600048, 201600053, 201600070, 201600084, 201600087, 201600089, 201600103, 201600104, 201600155, 201600160, 201600170, 201600183, 201600228, 201600234, 201600235, 201600247, 201600282, 201600300, 201600304, 201600306, 201600307, 201600309, 201600315, 201600324, 201600328, 201600329, 201600331, 201600332, 201600335, 201600338, 201600342, 201600348, 201600351, 201600355, 201600363, 201600366, 201600375, 201600377, 201600405, 201600407, 201600417, 201600430, 201600449, 201600459, 201600461, 201600468, 201600474, 201600479, 201600481, 201600482, 201600495, 201600498, 201600526, 201600529, 201600551, 201600559, 201600562, 201600567, 201600569, 201600573, 201600574, 201600585, 201600590, 201600597, 201600598, 201600600, 201600606, 201600609, 201600628, 201600633, 201600637, 201600657, 201600660, 201600663, 201600668, 201600673, 201600680, 201600686, 201600706, 201600724, 201600727, 201600729, 201600748, 201600765, 201600779, 201600796, 201600797, 201600798, 201600799, 201600813, 201600824, 201600837, 201600841, 201600843, 201600847, 201600875, 201600876, 201600878, 201600883, 201600888, 201600890, 201600891, 201600892, 201600893, 201600918, 201600928, 201600980, 201600969, 201600989, 201600991, 201600993, 201601012, 201601013, 201601034, 201601036, 201601037, 201601038, 201601039, 201601041, 201601043

OPEN/PENDING CASES: 15

201500857, 201600529, 201600847, 201600890, 201600893, 201600969, 201600989, 201600991, 201601013, 201601034, 201601036, 201601038, 201601039, 201601037, 201601043

CASES CLEARED 2016: 70

- **Arrest / Charge: 54**

- **Felony: 25**

201500191, 201500547, 201500702, 201500777, 201500849, 201500874, 201500886, 201600103, 201600170, 201600228, 201600235, 201600351, 201600407, 201600459, 201600468, 201600474, 201600562, 201600569, 201600724, 201600727, 201600765, 201600796, 201600798, 201600799, 201600875

- **Misdemeanor: 29**

201500779, 201500887, 201500894, 201500895, 201600070, 201600084, 201600087, 201600089, 201600104, 201600304, 201600324, 201600348, 201600355, 201600449, 201600482, 201600526, 201600559, 201600585, 201600590, 201600597, 201600598, 201600628, 201600657, 201600680, 201600706, 201600876, 201600888, 201600928, 201601036

- **Other: 16**

- **LOP: 10**

201600048, 201600155, 201600315, 201600332, 201600338, 201600405, 201600551, 201600574, 201600748, 201600797

- **Reclassified: 0**

0

- **Exceptional Clearance: 6**

201600329, 201600495, 201600637, 201600878, 201600686, 201600841

CASES CLOSED 2016: 51

201500828, 201500886, 201500887, 201500894, 201600053, 201600160, 201600183, 201600234, 201600247, 201600282, 201600300, 201600306, 201600307, 201600309, 201600328, 201600331, 201600335, 201600342, 201600363, 201600366, 201600375, 201600377, 201600417, 201600430, 201600461, 201600479, 201600481, 201600498, 201600567, 201600573, 201600600, 201600606, 201600609, 201600633, 201600660, 201600663, 201600668, 201600673, 201600729, 201600779, 201600813, 201600824, 201600837, 201600843, 201600883, 201600891, 201600892, 201600980, 201600993, 201601012, 201601041

MAJOR DEPARTMENT ACCOMPLISHMENTS:

The MZPD successfully implemented a new Records Management System in February 2016. The product, known as Enterpol, was purchased from Huber and Associates who provides the same RMS to several other agencies in the state of Kansas. One huge advantage of the system is the ability to share data between participating agencies as well as the ability to better track cases, crime trends, and crime mapping through RAID online.

Respectfully Submitted,



Detective Grover J. Piper MZ087
01/02/2017 1336 hrs.

PUBLIC WORKS REPORT 1-10-2017

Regular Work

- Graded 61st and north Tyler Road. Pick up and burn brush.
- Pick up and help Sue distribute commodities.
- We do locates, check the water and lift stations every day. Matt has had some new water line maps made for KDHE and for us so that we can locate and sample water over a more diverse range of the city. KDHE wants this so that our water samples are a better example of the whole city.
- Sweep streets, install water meters, inspect sewer lines and work with the many contractors that are building in our city.
- Will install the new signage along Tyler Road when we get the new signs. Think it will be a lot safer driving Tyler Road through 45th St when they are installed.

Special Projects

- We continue to work with MKEC on new equipment for the new phase of the WWTP. We will work to get the best screen, pumps, and other pieces that make up Phase 1 that we can. We are looking at versatility, maintenance, cost, and longevity.
- We have cleaned up the detention pond behind Kwik Shop. A lot of small trees and grass that we were not able to get to all summer because of the amount of rain we had. I am working with the State of Kansas to get the trees along the fence either cut down or trimmed up. We will see how that goes.
- Graber Excavation has gotten most of the back 5 acres of the Cemetery leveled up. Some of the area was so wet that it has to dry out before they can do final grading. Then, we hope to get everything laid out to be able to install fences, corner markers for the blocks, and perhaps sidewalks.
- Graber excavating will be working on the pond east of City Hall this summer so we can better utilize the pond area. We may have a walkway, park/resting area there as well.
- The bathroom at the park is getting closer to completion. When it is done we will install sidewalks, and benches.
- The walkway along 45th from Derringer to Maize Road is about to begin. Should go pretty quick once the work begins. Had a walk through with the contractor yesterday to lay everything out.

Ron Smothers

Public Works Director

City Engineer's Report

1/16/2016

Maize Middle School

The exterior work on the "Cafetorium" is continuing at a rapid pace and looks great.

Baxter Dental

Completed and moved-in.

Heartland Credit Union

Building is completely enclosed and crews are continuing interior and exterior work.

Aero-Tech

Building is enclosed and crews are working on the interior.

Watercress Villas

Additional concrete slabs are currently being poured for the apartment complexes and the garages. Underground utilities are being installed.

Restrooms

Fixtures are completely installed and the painting will be done by the end of week. The heat pump is installed. Security cameras are installed and are ready for connection to our security monitoring system. Exterior lighting on north side has been installed and is operational.

**PLANNING ADMINISTRATOR'S
REPORT**

DATE: **January 16, 2017**

TO: **Maize City Council Members**

FROM: **Kim Edgington, Planning Administrator**

RE: **Regular January Council Meeting**

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

1. Watercress Apartment development – Infrastructure construction continues with an anticipated opening date of late spring/early summer 2017.
2. Comprehensive Plan Update – Gould Evans attended the December 1st Planning Commission meeting for a stakeholders meeting with the Commissioners. Gould Evans presented their findings to-date and brainstormed with the Commission about the next phase of public involvement in the Comprehensive Planning process. The consultants have prepared a draft web-based community survey that will begin to be distributed the 3rd week of January.
3. 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
January 16, 2017**

Year to date status (Through 12/31/16):

General Fund –			
	Budget	YTD	
Rev.	\$3,313,469	\$3,371,289	101.74%
Exp.	\$3,534,297	\$3,534,297	100.00%
Streets –			
Rev.	\$303,518	\$ 303,441	99.97%
Exp.	\$302,000	\$ 300,686	99.56%
Wastewater Fund-			
Rev.	\$847,000	\$ 911,187	107.53%
Exp.	\$763,200	\$ 763,168	100.00%
Water Fund-			
Rev.	\$870,488	\$ 933,161	107.20%
Exp.	\$837,540	\$ 808,138	96.49%

Health & Dental Benefits

Per Council's request, here are the 2016 numbers (through 12/31/2016) 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:	\$323,443.33	\$ 80,821.40	\$404,264.73
Dental:	21,126.63	5,280.98	26,407.61
Life:	<u>9,444.99</u>	<u>0</u>	<u>9,444.99</u>
	\$354,014.95	\$ 86,102.38	\$440,117.33

Year End Reports/Audit:

I am busy preparing the year-end reports for Council and preparing for the 2016 audit. I expect to complete all reports to send to the auditor by the end of January and expect Randy Ford to start work on the audit by mid-February. The audit schedule should be similar to previous years with the presentation to Council at the March meeting.

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 12/31/16	Total Expenditures	Resolution Authorization Less Expenditures	
Eagles Nest Phase 2A Water	05	556-14	\$ 104,000.00	\$ 100,801.81	\$ 2,505.38	\$ 103,307.19	\$ 692.81	Included in 2016A GO Bonds
Eagles Nest Phase 2A Paving	05	555-14	\$ 515,000.00	\$ 440,221.49	\$ 8,079.20	\$ 448,300.69	\$ 66,699.31	Included in 2016A GO Bonds
Eagles Nest Phase 2 Sanitary Sewer	05	547-14	\$ 240,000.00	\$ 168,429.73	\$ 4,736.65	\$ 173,166.38	\$ 66,833.62	Included in 2016A GO Bonds
Maize Ind Park Water	05	565-14	\$ 63,700.00	\$ 61,484.69	\$ 2,100.60	\$ 63,585.29	\$ 114.71	Included in 2016A GO Bonds
Maize Ind Park Sanitary Sewer	05	566-14	\$ 97,600.00	\$ 66,099.75	\$ 3,106.05	\$ 69,205.80	\$ 28,394.20	Included in 2016A GO Bonds
Eagles Nest Phase 2B Water	05	585-16	\$ 123,000.00	\$ -	\$ 13,593.65	\$ 13,593.65	\$ 109,406.35	
Eagles Nest Phase 2B Paving	05	586-16	\$ 422,000.00	\$ -	\$ 24,757.63	\$ 24,757.63	\$ 397,242.37	
Totals			\$ 1,565,300.00	\$ 837,037.47	\$ 58,879.16	\$ 895,916.63	\$ 669,383.37	

MPBC Project	Fund	Resolution	Total Resolution Amount	Expenditures thru 12/31/15	Expenditures 1/1/16 thru 12/31/16	Total Expenditures	Resolution Authorization Less Expenditures
Public Works Building	05	MPBC 14-15	\$ 1,056,893.00	\$ 404,930.41	\$ 647,292.59	\$ 1,052,223.00	\$ 4,670.00

KDHE Project	Fund	Ordinance	Total Resolution Amount	Expenditures thru 12/31/15	Expenditures 1/1/16 thru 12/31/16	Total Expenditures	Resolution Authorization Less Expenditures
WWTP Expansion	05	923	\$ 6,100,000.00	\$ -	\$ 10,155.91	\$ 10,155.91	\$ 6,089,844.09

Grand Total **\$1,241,967.88 \$716,327.66 \$1,948,139.63 \$674,053.37**

CIP 2016 (As of 12/31/2016)

<u>Detail</u>	<u>Reason</u>	<u>December Revenue</u>	<u>December 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	322.93		1,500.00	3,025.30
Maize Rec	Splash Park Contribution	-			-
Transfers	From General Fund	40,666.64		488,000.00	488,000.01
Total Revenues		<u>40,989.57</u>		<u>489,600.00</u>	<u>491,025.31</u>
Total Resources					<u><u>843,476.59</u></u>
Street Improvements			-	375,000.00	385,967.23 **
Sidewalk/Bike Paths			-	75,000.00	9,809.74
Park Improvements			55,617.55	215,000.00	288,136.41
Other Capital Costs	Material Bins @ Public Works		14,851.60	-	71,313.80
Total Expenditures			<u>-</u>	<u>665,000.00</u>	<u>755,227.18</u>
Cash Balance - 12/31/16					<u><u>\$ 88,249.41</u></u>

**\$122,743.40 Encumbered in 2015 Budget

CITY OF MAIZE/REC COMMISSION
 SHARED COSTS FOR CITY HALL COMPLEX
 THRU 12/31/2016

	MONTHLY BILL	CITY PORTION	REC PORTION	YEAR TO DATE COSTS	CITY PORTION YEAR TO DATE	REC PORTION YEAR TO DATE	PERCENT OR FLAT RATE
Phone	\$515.19	\$379.22	\$135.97	\$6,181.56	\$4,549.92	\$1,631.64	Flat - based on number of lines
Internet	1,057.67	951.90	105.77	12,692.04	11,422.80	1,269.24	Flat - \$105.77/month
Gas	803.81	442.90	360.91	3,769.18	2,076.82	1,692.36	44.90%
Electric	1,590.83	876.55	714.28	25,811.18	14,221.96	11,589.22	44.90%
Janitor	2,683.86	1,478.81	1,205.05	31,280.10	17,235.34	14,044.76	44.90%
Water/Sewer	0.00	0.00	0.00	0.00	0.00	0.00	
Trash	72.60	40.00	32.60	871.20	480.03	391.17	44.90%
Insurance (Annual Bill)	0.00	0.00	0.00	10,031.60	5,527.41	4,504.19	44.90%
Pest Control	275.00	255.00	20.00	3,300.00	3,060.00	240.00	Flat - Exterminator breaks rate out
Lawn Service	0.00	0.00	0.00		0.00	0.00	Provided by Public Works
Total	\$6,998.96	\$4,424.38	\$2,574.58	\$93,936.86	\$58,574.28	\$35,362.58	

Shared Costs for City Hall
 Updated 1/10/2017

Equipment Reserve 2016 (As of 12/31/2016)

<u>Detail</u>	<u>Reason</u>	<u>December Revenue</u>	<u>December Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/16					\$ 114,563.11
Interest	From Bank Accounts	28.19		300.00	257.27
Other Revenues	Sale of PD Radios	-			-
Reimbursements	Sale of Fireworks Equipment/PD Van	-		-	-
Transfers	From General Fund	19,166.67		230,000.00	230,000.04
Total Revenues		\$ 19,194.86		\$ 230,300.00	\$ 230,257.31
Total Resources					\$ 344,820.42
Trucks/Heavy Equipment				\$ 100,000.00	\$ 109,411.55
Computers			39,454.00	50,000.00	43,108.00
Computers	Phone Upgrades-2015 Encumbrance				23,010.00
Police Department Expenses			7,001.15	80,000.00	72,951.58
Total Expenditures			\$ 46,455.15	\$ 230,000.00	\$ 248,481.13
Cash Balance - 12/31/2016					\$ 96,339.29

CITY OF MAIZE/USD #266
 SHARED COSTS FOR SCHOOL RESOURCE OFFICERS
 THRU 12/31/2016

	MONTHLY BILL	CITY PORTION	USD #266 PORTION	YEAR TO DATE COSTS	CITY PORTION YEAR TO DATE	USD #266 PORTION YEAR TO DATE
Wages	\$ 12,658.61	\$ 3,164.65	\$ 9,493.96	\$ 74,580.96	\$ 18,645.24	\$ 55,935.72
FICA/Medicare Taxes	930.51	232.63	697.88	5,482.49	1,370.62	4,111.87
KPERS (Employer)	871.55	217.89	653.66	6,735.56	1,683.89	5,051.67
Health/Life/Other Employer Paid Benefits	1,980.76	495.19	1,485.57	10,951.30	2,737.83	8,213.48
Totals	\$ 16,441.43	\$ 4,110.36	\$ 12,331.07	\$ 97,750.31	\$ 24,437.58	\$ 73,312.73



CITY OPERATIONS REPORT

DATE: January 11, 2017

TO: Maize City Council

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

RE: January Report

1) 2017 Outlook

All indicators point to 2017 continuing as another successful year. It's anticipated that growth and development will remain continuous and steady. Our employee workforce is well established and capable. The city's operational equipment, for the most part, is in good shape. During the year there are no plans for additional personal or major equipment purchases. The budgeted and planned road maintenance activities will continue along with other budgeted projects. As in the past there will be some unexpected items and issues that will appear along the way and, as in the past, they will be dealt with accordingly.

2) Industrial Park Development

Staff continues to work with the Industrial Park developer in obtaining another new manufacturing company. There are no additional updates at this writing. Staff is also working with Ruggles & Bohm Engineering for a plan to expand utility services to the park.

3) Court Expansion

Due to the increase in court docket cases an increase in the number of court dates is necessary. Currently there are three-court dockets and one walk-in docket per month. The plan is to eliminate the walk-in docket and move to four-court dockets a month.

4) Miscellaneous Items

- Wastewater Plant Expansion
 - ✓ On Schedule
- 45th Street multipurpose walkway
 - ✓ Construction to begin in February (weather permitting)
- 2017 City Election
 - ✓ By law it is now scheduled for November
- Community Building Rental Fees
 - ✓ Increase being considered

5) Economic Development

- One new single family housing permit for 2017
- Watercress Apartments
 - On schedule
- Baxter Dental Clinic is now open
- Heartland Credit Union to open in April

6) City Meetings

- January 12th - Planning @ 7pm
- January 16th - Council @ 7pm
- February 2nd - Planning @ 7pm
- February 14th - Park & Tree @ 5:30pm
- February 20th - Council @ 7pm

CITY	CAPACITY	RESIDENT RATES	RES DEPOSIT	NON-RES RATES	NON-RES DEPOSIT	ALCOHOL
Kechi	96	\$60.00 for 1/2 day \$120 for full day	\$50.00	\$100 for 1/2 day \$200 for full day	\$100.00	NO
Goddard	149	\$60.00 for 1/2 day \$120 for full day	\$60.00/\$120.00	\$120.00 for 1/2 day \$150.00 for full day	\$120.00/\$150.00	NO
Bel Aire	127	\$40.00/hr	\$150.00	NONE	NONE	NO
Valley Center	65	\$15.00/hr 4 hr minimum \$150.00 all day	\$50.00	\$25.00/hr 4 hr minimum \$250.00 all day	\$50.00	NO
Park city	56	\$50.00 for 6 hrs \$100.00 all day	\$100.00	\$75.00 for 6 hrs \$150.00 all day	\$150.00	NO
Andover	200	\$180.00 12 day \$310.00 full day	\$200.00	\$230.00 1/2 day \$405.00 full day	\$200.00	YES \$50.00 permit required
Haysville	75	\$75.00	\$50.00	\$100.00	\$50.00	NO
Maize	84	\$75.00	\$175.00	\$100.00	\$175.00	NO

	<u># Rentals</u>	<u>Cost Per Rental</u>	<u>Total</u>
Resident	35	\$75.00	\$2,625.00
Non-resident	<u>27</u>	\$100.00	<u>\$2,700.00</u>
TOTAL	62		\$5,375.00

	<u>Proposed Increase</u>
Residents	\$100.00
Non-	\$150.00
Deposit	\$200.00



TO: City Council
FROM: Sue Villarreal
 Deputy City Clerk
DATE: January 11, 2017
RE: Maize Park Cemetery 4th Quarter Memo

(2016 Jan1-December 31)

There were 21 burials
 15 lots had been purchased previously
 6 lots were purchased for burial

REVENUE:

Plot Fees	20010.00
Opening & Closing Fees	6475.00
Stone Sets	1675.00
Deed Transfer Fees	0.00
Reimbursement	750.00
Ad Valorem Taxes	7761.93
Motor Vehicle Taxes	1129.74
Delinquent Taxes	206.88
Interest	<u>617.95</u>
<i>Total</i>	38626.50

Beginning Cash 1/1/2016	157245.85
Revenue	+38626.50
Expenditures	<u>- 48515.64</u>
Ending Cash 12/31/16	147356.21

EXPENDITURES:

Insurance	2320.80
Improvements	5439.20 (Trees - 1356.50, 1875.00, 1192.95, 1014.75)
Wages	19214.54
Operating Expenses	<u>21541.10</u>
<i>Total</i>	48515.64

IMPROVEMENTS: Staff continues to make improvements to the Cemetery.

- Installation of Monarch Butterfly Waystation.
- Drainage improvements around new landscaping
- Stone wall installed by Historical Society
- Various new trees planted throughout

Draft

**MINUTES-REGULAR MEETING
MAIZE CITY PLANNING COMMISSION AND
BOARD OF ZONING APPEALS
THURSDAY, DECEMBER 1, 2016**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, December 1, 2016, for a Regular Meeting with *Bryan Aubuchon*, presiding. The following Planning Commission members were present: *Mike Burks, Bryant Wilks, Andy Sciolaro, Bryan Aubuchon* and *Jennifer Herington*. Not present was *Dennis Downes*. Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator; *Graham Smith*, Gould Evans.

APPROVAL OF MINUTES

MOTION: *Burks* moved to approve the October 6, 2016 minutes as presented.
Sciolaro seconded the motion.
Motion carried unanimously.

NEW BUSINESS – PLANNING COMMISSION

COMPREHENSIVE PLAN REVIEW

Graham Smith was present to discuss changes and updates to the Comprehensive Plan. Topics included residential and commercial growth, economic and community development, parks and recreation and infrastructure. A survey for Maize residents will be drafted and reviewed at the January 12, 2017 meeting.

ADJOURNMENT:

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

Meeting adjourned at 8:57 PM.

Sue Villarreal
Recording Secretary

Bryan Aubuchon
Chairman

City of Maize, Kansas



Municipal Court
2016 Annual Report
Sara Javier, Municipal Court Clerk

The Details

At a Glance

Citations:

- 492 citations processed in 2016
- 818 violations
- 10 Code Violations

Court Cases:

- 735 Criminal and Traffic charges
- 191 Warrants Issued
- 298 Warrants Cleared
- 42 Cash Bonds

Court Operations: Court was in session over 35 times in 2016. There were 735 criminal and traffic charges disposed during 2016. Municipal Court staff issued 191 warrants and processed 42 cash bonds. There were 298 warrants cleared either by appearance, bond payment or arrest. In 2016, Municipal Court has seen almost double the amount of cases and defendants from 2015.

Citations: The total number of citations issued for the year was 492 with 818 violations. 10 of those violations were issued by Code Enforcement. In 2015 and 2015 the citations totaled 324 and 270 respectively.

Court Services/Probation: As of December 31, 2016, there were 54 defendants on Supervised Probation and Diversion. Monthly supervision by probation triggered 9 motions to revoke resulting from either new charges, or violations of the probation agreement. Diversions are granted by the City Prosecutor on a case by case basis and carry an enhanced fine.

Revenue: While fine amounts remained the same an increase to court costs to \$110 was assessed in July 2016. The annual gross revenue in 2016 was \$116,875.90. The detailed spreadsheet is attached.

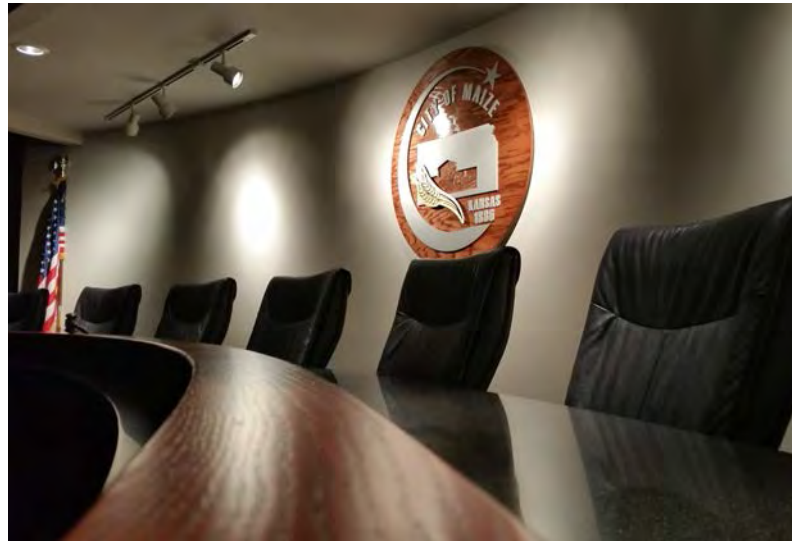
The Maize Municipal Court is dedicated to providing fair and appropriate resolutions of Municipal Code violations in an efficient, knowledgeable and respectful manner.

The Top 3 Traffic Offenses in 2016:

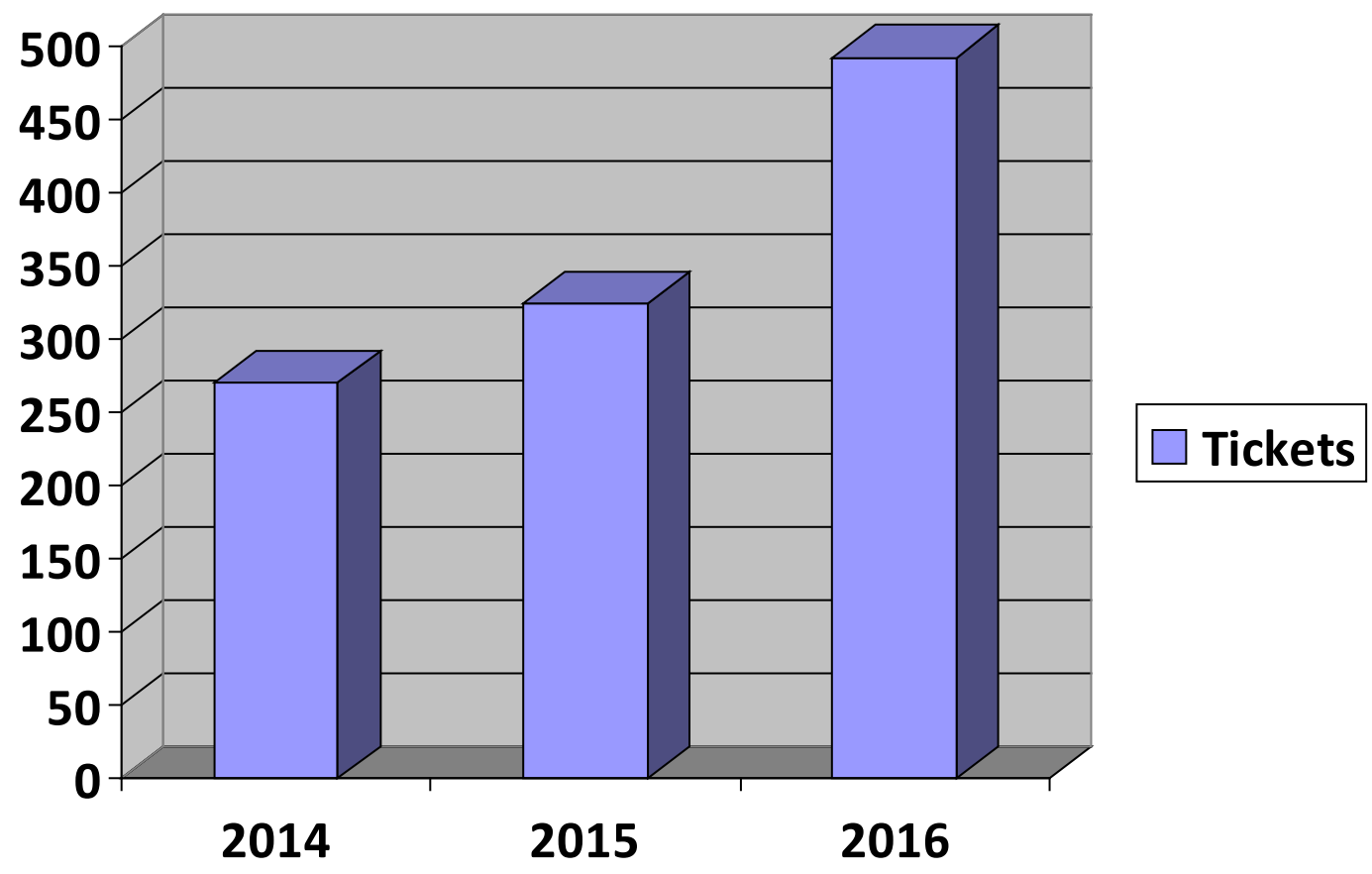
- | | |
|--------------------------|-----|
| 1. Speeding | 168 |
| 2. Tag Violations | 117 |
| 3. No Proof of Insurance | 97 |

The Top 3 Public Offenses in 2016:

- | | |
|-------------------------------------|----|
| 1. Theft | 88 |
| 2. Possession of Drug Paraphernalia | 19 |
| 3. Possession of Marijuana | 18 |



Maize Tickets Issued 2014-2016



**MUNICIPAL COURT FEE COLLECTIONS
2016**

Fund	FEE TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
GF	Municipal Court Warrants	\$ 50.00	\$ 150.00	\$ 150.00	\$ 200.00	\$ 300.00	\$ 480.00	\$ 789.00	\$ 466.00	\$ 405.00	\$ 446.00	\$ 150.00	\$ 784.00	\$ 4,370.00
GF	Court Fines	\$2,091.00	\$ 5,175.66	\$ 3,494.00	\$ 3,013.27	\$ 3,464.09	\$ 4,159.25	\$ 4,731.00	\$ 3,783.15	\$ 4,064.46	\$2,801.85	\$3,270.43	\$ 2,450.62	\$ 42,498.78
GF	Municipal Court Late Fee	\$ 40.00	\$ 80.00	\$ 60.00	\$ 60.00	\$ 140.13	\$ 185.00	\$ 180.00	\$ 239.87	\$ 180.00	\$ 80.00	\$ 42.50	\$ 180.00	\$ 1,467.50
GF	Municipal Court Costs	\$ 886.00	\$ 1,531.50	\$ 1,869.82	\$ 1,660.50	\$ 2,077.82	\$ 2,649.00	\$ 1,619.54	\$ 2,041.07	\$ 2,142.39	\$1,511.09	\$1,734.50	\$ 2,201.36	\$ 21,924.59
GF	Municipal Police Reports	\$ 288.40	\$ 205.00	\$ 250.00	\$ 396.75	\$ 186.05	\$ 160.60	\$ 156.75	\$ 55.00	\$ 268.00	\$ 251.75	\$ 265.00	\$ 171.40	\$ 2,654.70
GF	Restitution Fees	\$ -	\$ 23.33	\$ -	\$ 445.63	\$ 4.37	\$ 150.00	\$ 148.00	\$ 398.00	\$ 800.58	\$ 360.00	\$ 100.00	\$ 858.77	\$ 3,288.68
GF	Diversion Fees	\$ 589.36	\$ 240.98	\$ 961.38	\$ 757.00	\$ 1,767.00	\$ 1,508.32	\$ -	\$ 851.68	\$ 257.50	\$ -	\$ 251.96	\$ -	\$ 7,185.18
GF	ADSAP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GF	Police Video Fee	\$ 25.00	\$ 25.00	\$ -	\$ 69.40	\$ 50.00	\$ 75.00	\$ 50.00	\$ -	\$ -	\$ 75.00	\$ -	\$ 50.00	\$ 419.40
GF	Jail Housing Fees	\$ 126.00	\$ 130.71	\$ 250.00	\$ 253.04	\$ 219.21	\$ 251.09	\$ 103.61	\$ 129.39	\$ 270.37	\$ 201.54	\$ 127.11	\$ 150.00	\$ 2,212.07
LETF	Local Law Enforcement Training Funds	\$ 168.00	\$ 288.00	\$ 384.00	\$ 304.00	\$ 351.00	\$ 453.00	\$ 293.35	\$ 348.00	\$ 388.50	\$ 265.16	\$ 367.84	\$ 439.50	\$ 4,050.35
MCF	State Court Training	\$ 9.00	\$ 16.00	\$ 24.50	\$ 23.00	\$ 27.00	\$ 30.00	\$ 18.50	\$ 25.00	\$ 25.50	\$ 19.00	\$ 23.00	\$ 29.00	\$ 269.50
MCF	Human Trafficking Fee	\$ 12.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12.00
MCF	State Law Enforcement Training	\$ 266.00	\$ 460.00	\$ 636.00	\$ 497.64	\$ 596.36	\$ 758.00	\$ 471.65	\$ 602.50	\$ 638.72	\$ 463.78	\$ 643.50	\$ 747.50	\$ 6,781.65
MCF	Reinstatement Fees	\$ 106.00	\$ 243.00	\$ 81.00	\$ 162.00	\$ 81.00	\$ 140.00	\$ 243.00	\$ 175.50	\$ 162.00	\$ 85.50	\$ -	\$ 81.00	\$ 1,560.00
MCF	Municipal Court Bond Receipt	\$ (301.00)	\$ 1,031.00	\$ 620.00	\$ (1,651.00)	\$ 876.00	\$ 473.00	\$ (1,199.00)	\$ 751.00	\$ 2,846.00	\$ 75.00	\$ -	\$ 10.00	\$ 3,531.00
MCF	Diversion Fees	\$ 193.00	\$ 468.00	\$ 979.16	\$ 321.63	\$ 664.23	\$ 226.73	\$ 1,538.62	\$ 969.00	\$ 987.23	\$ 819.59	\$ 602.55	\$ 1,555.70	\$ 9,325.44
MCF	Public Defender Fees	\$ 35.00	\$ 60.00	\$ 106.00	\$ 67.50	\$ 191.50	\$ 90.00	\$ 207.50	\$ 386.50	\$ 92.00	\$ 71.50	\$ 87.00	\$ 262.00	\$ 1,656.50
MCF	ADSAP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MCF	DUI Supervisory Fund	\$ 250.00	\$ 292.00	\$ 655.88	\$ 273.00	\$ 770.00	\$ 517.00	\$ 261.66	\$ 548.00	\$ -	\$ 11.02	\$ -	\$ 90.00	\$ 3,668.56
	Total Fee Assessed	\$4,833.76	\$10,420.18	\$10,521.74	\$ 6,853.36	\$11,765.76	\$12,305.99	\$ 9,613.18	\$11,769.66	\$13,528.25	\$7,537.78	\$7,665.39	\$10,060.85	\$116,875.90

CODE ENFORCEMENT

DATE: January 16, 2017
TO: Maize City Council
FROM: Jeff Greep, Code Enforcement Officers
RE: 2016 Fourth 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 47 other violations (most of which have been corrected) for trash, junk cars, etc. this quarter. Additionally, 8 stop work orders, 104 storm water notices of violation were written. If storm water BMPs were not corrected in a timely manner, the City had BMPs installed.

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). I got a group to paint the house on cleanup day 2016.
2. 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) Estate paid part of the back taxes; the tax sale was put off for 2 years.
3. 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 - Becky)
4. 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 - Becky)
5. 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) (Lawsuit with the City)
6. 9035 W 61st N – Citation issued for junk, tall weeds, brush. Dismissed after property was mowed, trash removed and fence installed. The owner passed away. On 5/18/2016 a new notice was sent out and staff determined City will have to clean up. Case referred to Ron and Richard.
7. 304 Liberty – Garage – wrote stop work order. Moved garage and clean-up of property (On going)
8. 320 Jonathan – Citation written for trailer in drive.

9. 9220 W. 53rd – Citation written for business use not allowed in SF5 zoning: a trash service, commercial parking and outdoor storage.
10. 742 Longbranch – Citation written for trailer in driveway.