

CITY OF VALLEY CENTER

FINAL AGENDA

DECEMBER 11, 2014

THE CITY COUNCIL SHALL HOLD ITS REGULAR MEETINGS IN THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN, BEGINNING AT 7:00 P.M.

DECEMBER 16, 2014

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION: MINISTERIAL ALLIANCE**
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF AGENDA p 3**
6. **ADMINISTRATION AGENDA p 4**
 - A. Minutes p 4
 - December 2, 2014 Regular Council Meeting p 5
 - B. Appropriation Ordinance p 10
 - C. Treasurers Report – November 2014 p 17
7. **PRESENTATIONS / PROCLAMATIONS p 20**
8. **PUBLIC FORUM (Citizen input and requests) p 20**
9. **APPOINTMENTS p 20**
10. **COMMITTEES, COMMISSIONS p 20**
 - A. Items for Council Review p 21
11. **OLD BUSINESS p 22**
12. **NEW BUSINESS p 22**
 - A. Resolution 637-14; 2015 G.A.A.P. Waiver p 23
 - B. Holiday Pay Proposal p 25
 - C. Valley Creek Estates 3rd Engineering Service Agreement p 29
 - D. Consideration of Public Works and Parks Vehicle Replacement Program p 48
13. **CONSENT AGENDA p 71**
 - A. Revenue and Expense Summaries - November 2014 p 72
 - B. Delinquent Accounts for Collection p 87
 - C. Check Reconciliation – November 2014 p 92
 - D. Cereal Malt Beverage Licenses p 98
 - E. 2015 Senior Coordinator Agreement p 99
14. **STAFF REPORTS p 103**
15. **GOVERNING BODY REPORTS p 113**
16. **ADJOURN**

All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.

At anytime during the regular City Council meeting, the City Council may meet in executive session for consultation concerning several matters (real estate, litigation, non-elected personnel and security).

This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Clerk in a timely manner, at cityclerk@valleycenter-ks.gov or by phone at (316)755-7310.

For additional information on any item on the agenda, please visit www.valleycenter-ks.gov or call (316) 755-7310.

APPROVAL OF AGENDA

RECOMMENDED ACTION:

Staff recommends motion to approve the agenda as presented / amended.

ADMINISTRATION AGENDA

A. MINUTES:

Attached are the Minutes from the December 2, 2014 Regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING
DECEMBER 02, 2014
CITY HALL
121 S. MERIDIAN

Mayor McNown called the meeting to order at 7:00 p.m. with the following members present: Judith Leftoff, Lou Cicirello, Terry Ishman, Laurie Dove, Marci Maschino, Lionel Jackson, Benjamin Anderson, and Al Hobson.

Members Absent: None

Staff Present: Joel Pile, City Administrator
Kristine Polian, Finance and Administration Director
Jose Santiago, City Clerk
Mark Hephner, Police Chief
Robert Tormey, Fire Captain
Warren Utecht, Community Development Director
Brenton Holper, City Superintendent
Joshua Golka, (represented Mike Kelsey, City Engineer)
Barry Arbuckle, City Attorney

Press present: The Ark Valley News

APPROVAL OF THE AGENDA

Cicirello moved, second by Hobson, to approve the Agenda as presented. Vote Yea: Unanimous. Motion carried.

CLERK'S AGENDA

A. MINUTES – NOVEMBER 18, 2014 REGULAR CITY COUNCIL MEETING

Cicirello moved, seconded by Ishman, to approve the Minutes of the November 18, 2014 Regular City Council Meeting Minutes as presented. Vote Yea: Unanimous. Motion carried.

B. APPROPRIATION ORDINANCE – 12/02/2014

Anderson moved, seconded by Cicirello, to approve the December 02, 2014 Appropriation Ordinance as presented. Vote Yea: Unanimous. Motion carried.

PRESENTATIONS/PROCLAMATIONS

A. PRESENTATION BY SEDGWICK COUNTY EMERGENCY COMMUNICATIONS

Ms. Laura Meyers is working with the Sedgwick County 911 project "Don't Play Around and Lock It Down"; She advises people on ways to minimize the 911 calls not intended. Meyers is doing presentations all over the County about how can we prevent making the 911 calls that are intended for non-emergency purposes. Meyers said the Sedgwick County 911 received 650,000 during the year; and in 2013, Sedgwick County 911 received 80,517 misdialed phone calls.

CLERK'S AGENDA (CONTINUED)

Councilmember Cicirello suggested the creation of a 3 digit number (e.g. 311) as an idea to consider to alleviate the situation.

PUBLIC FORUM - None

APPOINTMENTS - None

COMMITTEES, COMMISSIONS – No Comments

- Valley Center Public Library
 - ❖ October 13, 2014 Board Meeting Minutes
 - ❖ November 2014 Financial Report
 - ❖ 2014 Financial Summary

OLD BUSINESS**A. PUBLIC HEARING TO AMEND 2014 BUDGET**

Open Public Hearing for the purpose of hearing and answering objections from taxpayers relating to the proposed amended 2014 Budget.

Mayor McNown opened the Public Hearing at 7:08PM.

No comments or questions.

Mayor McNown closed the Public Hearing at 7:09PM.

Maschino moved, seconded by Cicirello, to approve amendments to the 2014 City Budget as presented. Vote Yea: Unanimous. Motion carried.

NEW BUSINESS**A. PETITION FOR PAVING AND INCIDENTAL DRAINAGE IMPROVEMENT, VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD**

Anderson moved, seconded by Dove, to approve Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd Paving and Incidental Drainage Improvement Petition as presented. Vote Yea: Unanimous. Motion carried.

B. PETITION FOR SANITARY SEWER IMPROVEMENT; VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD

Maschino moved, seconded by Jackson, to approve Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd Sanitary Sewer Improvement Petition as presented. Vote Yea: Unanimous. Motion carried.

NEW BUSINESS (CONTINUED)**C. PETITION FOR WATERLINE IMPROVEMENT; VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD**

Anderson moved, seconded by Jackson, to approve Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd Waterline Improvement Petition as presented. Vote Yea: Unanimous. Motion carried.

D. RESOLUTION 634-14; AUTHORIZING PAVING AND INCIDENTAL DRAINAGES IMPROVEMENTS; VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD

Maschino moved, seconded by Dove, to adopt Resolution 634.14, authorizing Paving and Incidental Drainage Improvements for Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd. Vote Yea: Unanimous. Motion carried.

E. RESOLUTION 635-14; AUTHORIZING SANITARY SEWER IMPROVEMENTS; VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD

Anderson moved, seconded by Jackson, to adopt Resolution 635.14, authorizing Sanitary Sewer Improvements for Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd. Vote Yea: Unanimous. Motion carried.

F. RESOLUTION 636-14; AUTHORIZING WATERLINE IMPROVEMENTS; VALLEY CREEK ESTATES-PHASE 4 AND VALLEY CREEK ESTATES 3RD

Ishman moved, seconded by Anderson, to adopt Resolution 636.14, authorizing Waterline Improvements for Valley Creek Estates-Phase 4 and Valley Creek Estates 3rd. Vote Yea: Unanimous. Motion carried.

G. PROJECT SCHEDULE UPDATE RE: FORD STREET & MERIDIAN PAVING AND STORM WATER IMPROVEMENTS

Golka presented Council and Staff with the project schedule. Golka stated the construction will start around mid March, and will take approximately 220 calendar days to complete. Golka said the start date has been held up due to work to identify and relocate utilities. Golka said the City Review meeting date 01/14/2015 and the approximate start date 03/16/2015 have not changed. Hobson asked if the project schedule will be made public. Golka said, it will be publicized as soon as contracts (dictating construction dates) are signed.

Cicirello asked if there are still any other pipelines out there besides Jayhawks ones that need to come out. Golka said the ones own by MV Purchasing, LLC.

CONSENT AGENDA**A. AUTHORITY TO AWARD CONTRACT FOR MCLAUGHLIN BIKE/PEDESTRIAN PATH**

Cicirello moved, second by Anderson, to approve the Consent Agenda as presented. Vote yea: unanimous. Motion carried.

STAFF REPORTS**CITY ADMINISTRATOR PILE**

Pile asked the Mayor and Councilmembers to sign the budget amendment so it can be sent to the Sedgwick County next week.

GOVERNING BODY REPORTS**COUNCILMEMBER CICIRELLO**

Cicirello asked Utecht if the pipelines (oil tanks) that owes MV Purchasing are scheduled to be removed. Utecht said those pipelines have not been removed and they are not scheduled. Cicirello asked Mr. Holper if they have scheduled a date to trench the ditch out there on Goff to Fieldstone – Holper stated no.

Hobson moved, seconded by Maschino, to adjourn the meeting at 7:30 pm. Vote Yea: Unanimous. Motion carried.

Meeting adjourned at 7:30 PM.

Jose A. Santiago, City Clerk

ADMINISTRATION AGENDA
RECOMMENDED ACTION

A. MINUTES:

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the December 2, 2014 Regular Council Meeting Minutes as presented / amended.

ADMINISTRATION AGENDA

B. APPROPRIATION ORDINANCE:

Below is the proposed Appropriation Ordinance for December 16, 2014 as prepared by City Staff.

December 16, 2014 Appropriation

Total	\$ 115,650.38
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12/09/2014 2:15 PM

A/P HISTORY CHECK REPORT

PAGE: 1

VENDOR SET: 02 City of Valley Center

BANK: APBK INTRUST CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0032	AFLAC							
	C-AFLAC NOV'14 ADJ							
	I-AF 201411115643	R	12/05/2014	111.64		045108		
	I-AF 201411255646	R	12/05/2014	111.64		045108		
	I-AFC201411115643	R	12/05/2014	104.56		045108		
	I-AFC201411255646	R	12/05/2014	104.56		045108		
	I-AFD201411115643	R	12/05/2014	107.27		045108		
	I-AFD201411255646	R	12/05/2014	107.27		045108		
	I-AFO201411115643	R	12/05/2014	21.58		045108		
	I-AFO201411255646	R	12/05/2014	21.58		045108		690.05
0035	BARRY ARBUCKLE							
	I-DECKRUN-ATTORNEY	R	12/05/2014	800.00		045109		800.00
0059	CITY OF WICHITA							
	I-AR444086	R	12/05/2014	5,670.00		045110		5,670.00
0198	P S I							
	I-0007918	R	12/05/2014	606.50		045111		
	I-1411063-IN	R	12/05/2014	2,396.25		045111		3,002.75
0254	CITY OF WICHITA							
	I-273174 -162006	R	12/05/2014	32,700.81		045112		32,700.81
0259	CRAIN CHEMICAL COMPANY							
	I-M472745	R	12/05/2014	101.22		045113		101.22
0315	WASTE MANAGEMENT OF WICHITA							
	I-6312762-2738-8	R	12/05/2014	29,377.23		045114		29,377.23
0354	LOYAL AMERICAN LIFE INSURANCE							
	I-ACC201411115643	R	12/05/2014	6.35		045115		
	I-ACC201411255646	R	12/05/2014	6.35		045115		
	I-CNC201411115643	R	12/05/2014	13.97		045115		
	I-CNC201411255646	R	12/05/2014	13.97		045115		40.64
0370	ALPHA LAND SURVEYS, INC.							
	I-BOUNDARY SURVEY	R	12/05/2014	1,430.00		045116		1,430.00
0445	DELTA DENTAL OF KANSAS, INC.							
	D-DUNN DEC 2014 ADJ							
	I-DDS201411115643	R	12/05/2014	142.65		045117		
	I-DDS201411255646	R	12/05/2014	142.65		045117		
	I-DEC201411115643	R	12/05/2014	123.68		045117		
	I-DEC201411255646	R	12/05/2014	123.68		045117		
	I-DES201411115643	R	12/05/2014	156.85		045117		
	I-DES201411255646	R	12/05/2014	156.85		045117		
	I-DFM201411115643	R	12/05/2014	1,051.20		045117		
	I-DFM201411255646	R	12/05/2014	1,051.20		045117		2,980.12

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A/P HISTORY CHECK REPORT

PAGE: 2

VENDOR SET: 02 City of Valley Center

BANK: APBK INTRUST CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0511	COVENTRY HEALTH CARE, INC.							
	C-CREDIT ISSUED COVENTRY HEALTH CARE, INC.	R	12/05/2014	888.44CR		045118		
	C-GROUP# 3700756003 COVENTRY HEALTH CARE, INC.	R	12/05/2014	888.44CR		045118		
	I-60381951 COVENTRY DEC'14 COVERAGE	R	12/05/2014	31,627.61		045118		
	I-M1F201411115643 MEDICAL INSURANCE- EMP COST	R	12/05/2014	331.20		045118		
	I-M1F201411255646 MEDICAL INSURANCE- EMP COST	R	12/05/2014	331.20		045118		
	I-M1S201411115643 MEDICAL INSURANCE- EMP COST	R	12/05/2014	113.02		045118		
	I-M1S201411255646 MEDICAL INSURANCE- EMP COST	R	12/05/2014	113.02		045118		30,739.17
0516	HERBST/WINTER CONSTRUCTION LLC							
	I-332442 325 N. SHERIDAN	R	12/05/2014	1,430.00		045119		
	I-332443 115 S EMPORIA	R	12/05/2014	1,451.00		045119		
	I-332449 531 INDUSTRIAL	R	12/05/2014	1,685.00		045119		4,566.00
0566	SURENCY LIFE AND HEALTH							
	C-HILL FAM SURENCY SURENCY LIFE AND HEALTH	R	12/05/2014	0.10CR		045120		
	I-VEC201411115643 VISION INSURANCE	R	12/05/2014	30.36		045120		
	I-VEC201411255646 VISION INSURANCE	R	12/05/2014	30.36		045120		
	I-VES201411115643 VISION INSURANCE	R	12/05/2014	44.20		045120		
	I-VES201411255646 VISION INSURANCE	R	12/05/2014	44.20		045120		
	I-VFM201411115643 VISION INSURANCE	R	12/05/2014	117.92		045120		
	I-VFM201411255646 VISION INSURANCE	R	12/05/2014	117.92		045120		
	I-VSS201411115643 VISION INSURANCE	R	12/05/2014	25.32		045120		
	I-VSS201411255646 VISION INSURANCE	R	12/05/2014	25.32		045120		435.50
0601	JOY K. WILLIAMS, ATTORNEY AT L							
	I-NOV'14DEFENDERCONT NOV'14DEFENDER CONTRACT	R	12/05/2014	1,000.00		045121		1,000.00
0622	ALYSSA COOK CATERING							
	I-DEC'14 XMAS DINNER X-MAS CATERING - DINNER	R	12/08/2014	350.00		045124		350.00
0085	LAURIE B WILLIAMS							
	I-REB201412095647 CASE # 13-12943	R	12/12/2014	200.00		045125		200.00
0210	SECURITY BENEFIT							
	I-SCB201412095647 DEFERRED COMPENSATION	R	12/12/2014	63.00		045126		63.00
0313	VANTAGEPOINT TRANS AGENTS							
	I-ICM201412095647 PLAN NUMBER 302196 457 D.C.	R	12/12/2014	15.00		045127		15.00
0372	U S DEPT OF EDUCATION							
	I-JED201412095647 ACCT # 1002461211	R	12/12/2014	175.37		045128		175.37

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A/P HISTORY CHECK REPORT

PAGE: 3

VENDOR SET: 02 City of Valley Center

BANK: APBK INTRUST CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0421	FAMILY SUPPORT PAYMENT CENTER							
I-JHC201412095647	CASE # 11LWAD00059	R	12/12/2014	67.00		045129		67.00

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	20	114,403.86	0.00	114,403.86
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 02 BANK: APBK TOTALS:	20	114,403.86	0.00	114,403.86

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A/P HISTORY CHECK REPORT

PAGE: 4

VENDOR SET: 03 City of Valley Center

BANK: APBK INTRUST CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0003	CATHERINE A. SEXTON							
	I-DEC'14SRCNTRCOORDI DEC'14SR CNTRCOORDINATOR	R	12/05/2014	1,125.00		045122		1,125.00
0014	JOEL D PILE							
	I-NOV'14MILEREIMBURS NOV'14MILEAGEREIMBURSED	R	12/05/2014	121.52		045123		121.52

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	1,246.52	0.00	1,246.52
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 03 BANK: APBK TOTALS:	2	1,246.52	0.00	1,246.52
BANK: APBK TOTALS:	22	115,650.38	0.00	115,650.38
REPORT TOTALS:	22	115,650.38	0.00	115,650.38

12/09/2014 2:15 PM

A/P HISTORY CHECK REPORT

PAGE: 5

SELECTION CRITERIA

VENDOR SET: * - All
 VENDOR: ALL
 BANK CODES: All
 FUNDS: All

CHECK SELECTION

CHECK RANGE: 045108 THRU 045129
 DATE RANGE: 0/00/0000 THRU 99/99/9999
 CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
 INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

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

ADMINISTRATION AGENDA
RECOMMENDED ACTION

B. APPROPRIATION ORDINANCE:

RECOMMENDED ACTION:

Staff recommends motion to approve the December 16, 2014 Appropriation Ordinance as presented / amended.

ADMINISTRATION AGENDA

C. TREASURER'S REPORT for NOVEMBER 2014:

12-11-2014 11:15 AM

CITY OF VALLEY CENTER

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MTD TREASURERS REPORT

AS OF: NOVEMBER 30TH, 2014

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
010-GENERAL FUND	409,426.26	107,988.01	230,953.61	286,460.66	0.00	9,903.63	296,364.29
020-SPECIAL PARKS AND REC	26,552.38	0.00	0.00	26,552.38	0.00	0.00	26,552.38
030-SPECIAL ALCOHOL AND DRUGS	28,990.35	0.00	0.00	28,990.35	0.00	0.00	28,990.35
110-EMPLOYEE BENEFITS	585,612.40	0.00	(551.00)	586,163.40	0.00	(1,102.00)	585,061.40
111-FLEXIBLE SPENDING ACCT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
125-FIRE VEHICLE REPLACEMENT	640.30	0.00	0.00	640.30	0.00	0.00	640.30
126-BUILDING EQUIP RESERVE	111,177.90	0.00	0.00	111,177.90	0.00	0.00	111,177.90
127-EQUIPMENT RESERVE	187,042.88	0.00	0.00	187,042.88	0.00	0.00	187,042.88
128-PUBLIC WORKS BUILDING	8,627.24	0.00	0.00	8,627.24	0.00	0.00	8,627.24
140-LIBRARY	19,708.44	0.00	3,250.46	16,457.98	0.00	0.00	16,457.98
150-SPECIAL HIGHWAY	475,864.35	46,857.99	27,712.64	495,009.70	0.00	1,337.86	496,347.56
160-EMERGENCY EQUIPMENT	142,215.93	0.00	0.00	142,215.93	0.00	0.00	142,215.93
210-PAYROLL CLEARING	37.62	0.00	0.00	37.62	0.00	0.00	37.62
220-ACTIVE AGING	903.18	0.00	1,125.00	(221.82)	0.00	0.00	(221.82)
225-PARK BEAUTIFICATION FUND	3,186.56	0.00	0.00	3,186.56	0.00	0.00	3,186.56
230-BUSINESS IMPROVEMENT DIST	1,143.50	0.00	0.00	1,143.50	0.00	0.00	1,143.50
240-D.A.R.E.	5,392.42	(1,322.96)	0.00	4,069.46	0.00	0.00	4,069.46
245-VETERANS FLAG REWARD FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250-DRUG TAX DISTRIBUTION	5,346.73	0.00	0.00	5,346.73	0.00	0.00	5,346.73
260-LAW ENFORCE BLOCK GRANT	2,500.00	0.00	0.00	2,500.00	0.00	0.00	2,500.00
280-ADSAP	3,159.80	0.00	0.00	3,159.80	0.00	0.00	3,159.80
340-CAPITAL IMPROVEMENT FUND	3,354.07	0.00	0.00	3,354.07	0.00	0.00	3,354.07
350-CAPITAL PROJECTS FUND	5,481,379.54	0.00	72,249.50	5,409,130.04	0.00	0.00	5,409,130.04
410-BOND & INTEREST	2,408,871.59	0.00	1,959,608.90	449,262.69	0.00	0.00	449,262.69
610-WATER OPERATING	1,026,474.27	130,612.34	34,878.83	1,122,207.78	(3,089.28)	3,648.44	1,128,945.50
611-METER DEPOSIT	87.60	0.00	0.00	87.60	0.00	0.00	87.60
612-STORMWATER UTILITY FUND	249,583.82	15,470.00	1,289.79	263,764.03	273.65	0.00	263,490.38
613-SOLID WASTE UTILITY	166,045.73	33,068.25	30,620.19	168,493.79	1,099.88	0.00	167,393.91
614-WATER MAINTENANCE RESERVE	7,780.37	0.00	0.00	7,780.37	0.00	0.00	7,780.37
615-WATER IMPROVEMENT FUND	146,497.48	0.00	0.00	146,497.48	0.00	0.00	146,497.48
616-WATER LOAN PRIN & INT	162,580.88	0.00	0.00	162,580.88	0.00	0.00	162,580.88
617-07 WATER LOAN P & I	43,864.54	0.00	0.00	43,864.54	0.00	0.00	43,864.54
619-WATER SURPLUS RESERVE	455,846.91	0.00	0.00	455,846.91	0.00	0.00	455,846.91
620-SEWER OPERATING	435,326.95	88,658.63	32,933.42	491,052.16	2,639.36	1,445.40	489,858.20
621-SEWER OPERATION & MAINT	14,795.22	0.00	0.00	14,795.22	0.00	0.00	14,795.22
623-07 SEWER LOAN P & I	50,763.88	0.00	0.00	50,763.88	0.00	0.00	50,763.88
625-1993 SEWER BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
626-1993 SEWER BOND P & I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
627-1993 SEWER DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
628-SEWER SURPLUS RESERVE	178,051.54	0.00	0.00	178,051.54	0.00	0.00	178,051.54
629-1997 SEWER BOND P & I	1,837.50	0.00	0.00	1,837.50	0.00	0.00	1,837.50
630-1997 SW BOND DEPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
631-1997 SW BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
633-2001 SW BOND P & I	138,753.31	0.00	0.00	138,753.31	0.00	0.00	138,753.31
634-2001 SW REV BOND DEPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
635-2001 SW BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	12,989,423.44	421,332.26	2,394,071.34	11,016,684.36	923.61	15,233.33	11,030,994.08
	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

ADMINISTRATION AGENDA
RECOMMENDED ACTION

C. TREASURER'S REPORT for NOVEMBER 2014:

RECOMMENDED ACTION:

Staff recommends motion to receive and file the November 2014 Treasurer's Report.

PRESENTATIONS / PROCLAMATIONS

PUBLIC FORUM

APPOINTMENTS

COMMITTEES, COMMISSIONS

A. ITEMS FOR COUNCIL REVIEW:

- Valley Center Community Center Committee
 - December 4, 2014 Minutes

COMMUNITY CENTER MINUTES
7:00 P.M., Thursday, December 4, 2014
Valley Center City Hall at 121 S. Meridian Avenue

CALL TO ORDER: Marci Maschino (appointed by the Mayor as chairperson) called the meeting to order at 7:00 p.m. with the following members present: Amy Stamm, Nancy Anderson, Laurie Dove, Terry Wiechman, Carson Dove, Linda Adwell

Staff Present: Warren Utecht, Fernetta Phillips

NOMINATION OF OFFICERS: A Motion was made by Chairperson Marci Maschino to nominate Nancy Anderson for Vice-Chairperson. The motion was seconded by Linda Adwell. Motion passed unanimously.

A motion was made by Lauri Dove to nominate the Community Development Director or his designee to be the Secretary. Motion was seconded by Linda Adwell. Motion passed unanimously.

REVIEW THE RESOLUTION DIRECTING THE COMMITTEE'S RESPONSIBILITIES AND "NEXT STEPS"

At the next meeting, staff will prepare a "Request for Proposal" (RFP) for the committee to review. Prior to the January meeting, staff will send out to committee members three recommended architectural companies (one being the company used in the past by the Library Board). If there are other companies anyone would like to recommend, please contact the planning staff so we can check references. The RFP will require consultants to present their qualifications, background and approach to meet RFP criteria.

OTHER BUSINESS

The Committee determined the third Thursday of every month at 7:00 p.m. as their meeting date. It was generally agreed to meet no longer than one hour, other than the meeting when architects are interviewed.

Motion made by Amy Stamm and seconded by Laurie Dove to adjourn. Motion passed unanimously.

Time of Adjournment: 7:30 p.m.

Respectfully submitted,

Warren Utecht

Warren Utecht,
Planning Commission Secretary

Minutes to be reviewed and approved by the Community Center Committee at the next meeting.

/Marci Maschino/
Marci Maschino, Chairperson

OLD BUSINESS**NONE****NEW BUSINESS****A. RESOLUTION 637-14; 2015 G.A.A.P WAIVER:**

A Resolution finding that Financial Statements and Reports prepared in conformity to Generally Accepted Accounting Principles are not relevant to the requirements of the cash basis and budget laws of the state and are of no significant value to the Governing Body or members of the General Public of The City of Valley Center

- Resolution 637-14

RESOLUTION 637-14

A RESOLUTION FINDING THAT FINANCIAL STATEMENTS AND REPORTS PREPARED IN CONFORMITY TO GENERALLY ACCEPTED ACCOUNTING PRINCIPLES ARE NOT RELEVANT TO THE REQUIREMENTS OF THE CASH BASIS AND BUDGET LAWS OF THE STATE AND ARE OF NO SIGNIFICANT VALUE TO THE GOVERNING BODY OR MEMBERS OF THE GENERAL PUBLIC OF THE CITY OF VALLEY CENTER.

WHEREAS the Governing Body of the City of Valley Center, Kansas, has determined that the financial statements and financial reports for the year ended 2015 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Governing Body or the members of the general public of the City of Valley Center 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. K.S.A. 75-1120a(a) for the year ended 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER:

SECTION 1. That the Governing Body waives the requirements of K.S.A. 75-1120a(a) as they apply to the City of Valley Center for the year ended 2015.

SECTION 2. That the Governing Body shall cause the financial statements and financial reports of the City of Valley Center 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.

ADOPTED AND APPROVED by the governing body of the City of Valley Center, Kansas this 16th day of December, 2014.

{SEAL}

Michael McNown, Mayor

ATTEST:

Jose A. Santiago, City Clerk

NEW BUSINESS

RECOMMENDED ACTION

A. RESOLUTION 637-14; 2015 G.A.A.P WAIVER:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Resolution 637-14; finding that Financial Statements and Reports prepared in conformity to General Accepted Accounting Principles are not relevant to the requirements of the cash basis and budget laws of the state and are of no significant value to the Governing Body or members of the General Public of The City of Valley Center.

NEW BUSINESS

B. HOLIDAY PAY PROPOSAL:

- Finance & Administration Director Memo



MEMO

To: Honorable Mayor McNown & Valley Center City Council

FROM: Kristine Polian, Finance and Administration Director

DATE: December 4, 2014

RE: *Proposed changes to the Valley Center Personnel Policy holiday pay*

BACKGROUND

Currently, employees working holiday shifts are expected to take off an alternative day in lieu of the holiday. The Valley Center Personnel Policy section E-3 (c) states "Employees required to work on a city observed holiday shall be granted an alternative day off. The alternative day off must be taken within the same pay period as the observed holiday".

A few areas of concern exist with the current policy: 1) Lack of competitiveness- Valley Center is one of the few employers in the region not offering holiday pay in some fashion.; 2) scheduling difficulties- often it is difficult for personnel to schedule the in-lieu-of holiday within the pay period, and often end up taking straight pay instead; and 3) Police Officers work 10-hour shifts while holiday is paid in 8-hour increments, thus requiring a makeup of 2 hours per holiday taken

PROPOSED POLICY CHANGE

Given the existing concerns, combined with a comparison of other communities' holiday pay policies, Staff would like to propose a change in the City's policy on holiday pay. Effective January 1, 2015, Staff recommends all full-time employees be paid 8 hours for every City observed holiday, whether they work or not; if an employee does work a holiday, they will be paid their regular wage for those hours worked. This structure of compensation affectively pays employees double-time for hours worked on holidays. It

should be noted holiday pay will not result in overtime, as the City will only pay overtime for physical hours worked.

FINANCIAL IMPACT

Currently the City essentially has no additional pay going to employees that work on holidays, so there will be a financial impact to the 2015 Budget if the policy change is implemented. Historically, the employees working on holidays include the public safety and utility departments, so those funds affected by this change will be General and Employee Benefits Funds (Police and Fire employees and additional taxes) and Water and Sewer Funds. The combined total of the impact would be approximately \$9,000, with the majority coming from the General Fund (Police Department).

No additional benefits will be included in this change.

Recommended Action:

Staff recommends motion to amend the Valley Center Personnel Policy section E-3 (c) amending the holiday pay policy, providing all full-time employees with 8 hours holiday pay at regular wage in addition to regular salary for any hours physically worked on the observed City holiday.

NEW BUSINESS
RECOMMENDED ACTION

B. HOLIDAY PAY PROPOSAL:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to amend the Valley Center Personnel Policy section E-3 (c) amending the holiday pay policy, providing all full-time employees with 8 hours holiday pay at regular wage in addition to regular salary for any hours physically worked on the observed City holiday.

NEW BUSINESS

C. VALLEY CREEK ESTATES 3RD ENGINEERING SERVICE AGREEMENT:

- P.E.C. Agreement

AGREEMENT
for
ENGINEERING SERVICES
between
CITY OF VALLEY CENTER
and
PROFESSIONAL ENGINEERING CONSULTANTS, P.A.
303 S. TOPEKA, WICHITA, KANSAS

This Agreement, made this _____ day of _____, 2014, by and between the City of Valley Center, hereinafter called the "OWNER", and Professional Engineering Consultants, P.A., Wichita, Sedgwick County, Kansas, hereinafter called the "ENGINEER".

WITNESSETH: That whereas the OWNER intends to construct Paving, Drainage, Sanitary Sewer and Waterline Improvements along Valley Creek Drive, Valley Creek Court and Driftwood Court, hereinafter called the PROJECT, and

WHEREAS it is the desire of both parties that the ENGINEER furnish engineering and technical services in conjunction with the PROJECT; the improvements being more specifically described as Paving and Drainage Improvements, Sanitary Sewer Improvements and Waterline Improvements along Valley Creek Drive, Valley Creek Court and Driftwood Court, and

WHEREAS all of the aforesaid is located within the corporate limits of the City of Valley Center, Sedgwick County, Kansas, and

WHEREAS the OWNER is authorized by law to retain a consulting engineer to assist in the preparation of plans, specifications, and provide construction administration for the PROJECT, as well as such other tasks as may be requested by the OWNER;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein set forth for the completion of the PROJECT, the parties hereto do mutually agree as follows:

ARTICLE I. SCOPE OF SERVICES.

The Scope of Services to be performed by the ENGINEER shall be as set forth in EXHIBIT A as attached.

ARTICLE II. THE ENGINEER AGREES.

- A. To provide the various technical and professional services, equipment, material, and transportation to perform the tasks as outlined in the Scope of Services.
- B. To make available during regular office hours at ENGINEER's Wichita office all calculations, sketches, and drawings such as the OWNER may wish to examine periodically during performance of the Agreement.
- C. Where payment is based on other than a lump sum amount, to maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such material available at ENGINEER's office at reasonable times during the contract period and for three years from the date of final payment under the contract for inspection by the OWNER or OWNER'S authorized representatives.
- D. To comply with and/or to the following additional provisions with respect to ENGINEER's performance and obligation under this agreement:
 - 1. The ENGINEER shall observe the provisions of the Kansas Act Against Discrimination, the Kansas Age Discrimination in Employment Act and the applicable provisions of the American with Disabilities Act, and shall not discriminate against any person in the performance of work under the present Agreement because of race, religion, color, sex, physical handicap unrelated to such person's ability to engage in the particular work, national origin, or ancestry.
 - 2. In all solicitations or advertisements for employees, the ENGINEER shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Kansas Commission on Civil Rights.

- E. To accept compensation for the services herein described in such amounts and at such periods as hereinafter provided and that such compensation shall be satisfactory and sufficient payment for all work performed, equipment or materials used and services rendered in conjunction with the PROJECT.
- F. To complete the services to be performed by ENGINEER within the time allotted for the PROJECT in accordance with paragraph C, Exhibit A; except that the ENGINEER shall not be responsible or held liable for delays occasioned by the actions or inactions of the OWNER or others, or for other unavoidable delays beyond the control of the ENGINEER.
- G. To indemnify and hold harmless the OWNER, its employees and agents from and against claims, damages, losses, and expenses arising out of or resulting from the performance of the services of ENGINEER, but only to the extent such claims, damages, losses, or expenses are caused by the negligent act, error, or omission of ENGINEER or any person or organization for whom ENGINEER is legally liable. Unless otherwise stated herein, in the event such claims, damages, losses, or expenses are caused by the joint or concurrent negligence of the OWNER and ENGINEER and/or others, such liability shall be borne by each party in proportion to its own negligence.
- H. ENGINEER shall procure and maintain such insurance as will protect the ENGINEER from damages resulting from negligent errors, omissions and acts of the ENGINEER, its agents, officers, employees and subcontractors in the performance of the professional services rendered under this Agreement and for which the ENGINEER is legally liable. Such policy of insurance shall be in an amount not less than \$500,000 subject to deductible. In addition, a Worker's Compensation and Employer's Liability Policy shall be procured and maintained. This policy shall include an "all state" endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees arising out of and in the course of their employment, which, for any reason, may not fall within the

provisions of the Worker's Compensation Law. The liability limit shall not be less than:

Worker's Compensation - Statutory
 Employer's Liability - \$500,000.00 each accident
 \$500,000.00 disease, each employee
 \$500,000.00 disease, policy limit

Further, a commercial general liability policy shall be procured and maintained by the ENGINEER that shall be written in a comprehensive form and shall protect ENGINEER against all claims arising from injuries to persons (other than ENGINEER's employees) or damage to property of the OWNER or others arising out of any negligent act or omission of ENGINEER, its agents, officers, employees or subcontractors in the performance of ENGINEER services under this Agreement. The liability limit shall not be less than \$500,000 per occurrence for bodily injury, death and property damage.

Satisfactory Certificates of Insurance shall be filed with the OWNER within fourteen (14) days of written request by the OWNER. The ENGINEER shall furnish the OWNER certificates of insurance that relate to the insurance policies that must be maintained hereunder. In addition, insurance policies applicable hereto shall contain a provision that provides that the OWNER shall be given thirty (30) days written notice by the Insurance Company before such policy is substantially changed or canceled.

- I. To deliver to the OWNER tracings of the completed plans, and copies of electronic data files as may be requested, and other pertinent drawings and documents for the PROJECT, all such documents to become the property of the OWNER, PROVIDED, however, that all documents designated to become property of the OWNER shall be understood to be instruments of service in respect to this PROJECT and ENGINEER shall retain an ownership and property interest therein (including the right of reuse at the discretion of the ENGINEER whether or not

the PROJECT is completed). Use of these documents for any other purpose without written authorization and consent of PEC is prohibited.

- J. To attend meetings with the OWNER and other local, state and federal agencies as necessitated by the PROJECT.
- K. To designate a Project Manager for the coordination of the work that this Agreement requires to be performed and to advise the OWNER in writing of the person(s) so designated.
- L. The ENGINEER hereby certifies that:
 - 1. It has not employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above ENGINEER) to solicit or secure this Agreement.
 - 2. It has not agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement.
 - 3. It has not paid or agreed to pay to any firm, organization, or person (other than a bona fide employee working solely for the above ENGINEER) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

ARTICLE III. THE OWNER AGREES.

- A. To furnish the ENGINEER any information currently available relative to existing and proposed improvements in the PROJECT area which may be pertinent to the PROJECT. Such information may include, soil borings and geotechnical reports about subsurface conditions, hazardous conditions and/or history of site contamination, underground utilities, etc.

- B. To provide right of entry for the ENGINEER's personnel in performing field surveys and inspections.
- C. To promptly review all preliminary study reports, drawings, recommendations, contract documents and other data submitted by the ENGINEER and to advise the ENGINEER of any desired corrections, modifications or additions thereto.
- D. To pay the ENGINEER for its services in accordance with the requirements of this Agreement.

Payment will be credited first to any interest owed to ENGINEER and then to principal. If OWNER fails to make any payment due ENGINEER for services and expenses within 60 days after receipt of ENGINEER's invoice and funds are available for the PROJECT, then amounts due ENGINEER will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said sixtieth day.

ENGINEER may, after giving seven days written notice to OWNER, suspend services under this Agreement until OWNER has paid in full all amounts due for services, expenses, and other related charges. OWNER waives any and all claims against ENGINEER for any such suspension.

If OWNER contests an invoice, OWNER may withhold only that portion so contested, and must pay the undisputed portion.

If after the Effective Date of the Agreement any governmental entity takes a legislative action that imposes taxes, fees, or charges on ENGINEER's services or compensation under this Agreement, then the ENGINEER may invoice such new taxes, fees, or charges as a Reimbursable Expense to which a factor of 1.0 shall be applied. OWNER shall pay such invoiced new taxes, fees, and charges; such payment shall be in addition to the compensation to which ENGINEER is entitled under the terms of Exhibit C.

- E. To pay the ENGINEER for authorized additional work.

ARTICLE IV. PAYMENT PROVISIONS.

A. The fee for engineering services for performance of the specified services shall be based on a lump sum fee amounts as specified below:

Paving and Drainage Improvements Design	\$25,000
Sanitary Sewer Improvements Design	\$ 8,200
Waterline Improvements Design	\$ 9,500

In the event the PROJECTS or any portion thereof are not constructed or awarded within one (1) year after the completion of the final plans, the fees will become due.

B. Contract Administration and Construction Inspection Services during construction of the PROJECT will be charged on a direct payroll cost (hourly basis) times a factor of 2.95 and at direct costs for reimbursable expenses such as compaction tests, concrete cylinders, and asphalt testing, travel and lodging. Construction Inspection Services will be provided only if authorized in writing by the City. The fee for Administration and Project Representation Services and shall not exceed the aggregate total of the amounts as specified below:

1. Construction Administration:

Paving and Drainage Improvements	\$ 4,500
Sanitary Sewer Improvements	\$ 1,000
Waterline Improvements	\$ 1,000

2. Construction Inspection:

Paving and Drainage Improvements (based on 50 Calendar days)	\$23,500
Sanitary Sewer Improvements (based on 15 Calendar days)	\$ 7,500
Waterline Improvements (based on 15 Calendar days)	\$ 7,500

- C. Billings will be made and become due as follows for services outlined above:
 Delivery of Final Plans ----- 100%

- D. Fees for Project Representation services and Contract Administration Services during the Construction Phase will be billed and become due on monthly periods.

ARTICLE V. IT IS FURTHER MUTUALLY AGREED BY THE OWNER AND THE ENGINEER.

- A. That the right is reserved to the OWNER to terminate this Agreement at any time, upon written notice, in the event the PROJECT is to be abandoned or indefinitely postponed, or because of the ENGINEER's inability to proceed with the work, or because the services of the ENGINEER breach Article V, paragraph I.; PROVIDED, however, that in any case the ENGINEER shall be paid the reasonable value of the services rendered up to the time of termination on the basis of the provisions of this Agreement, but in no case shall payment be more than the ENGINEER's actual costs plus a reasonable sum for profit.

- B. That the pertinent drawings and documents pertaining to the PROJECT shall become the property of the OWNER upon completion or termination of the ENGINEER's service in accordance with this Agreement. ENGINEER shall be permitted to reuse standard details, designs and specifications without further consent of OWNER.

OWNER shall indemnify ENGINEER from all claims, damages, or costs relating to reuse, completion or modification of such documents by OWNER, including allegations of ENGINEER's own negligence. ENGINEER's seal and name shall not be reproduced on such documents if reused by OWNER for any purpose. ENGINEER shall have no liability for documents which are incomplete due to a termination or suspension of services.

If 'deliverables' include electronic data and there is a conflict between the sealed hard copy drawings and the electronic files, the sealed drawings will govern.

Electronic drawings shall be delivered to the OWNER in the CAD file format, drafting standards and layering conventions used by the ENGINEER to produce the contract drawings.

Further, once delivered, the ENGINEER shall no longer be responsible for the contents of electronic files, their compatibility with the OWNER's CAD system or the length of life of a file. The OWNER will have an acceptance period of 45 days following delivery of electronic data within which to review and accept the files. During this period the ENGINEER will correct any deficiencies as a part of this Agreement. 'Deficiency' shall not apply to the development of software of any kind as a corrective measure.

- C. That the services to be performed by the ENGINEER under the terms of this Agreement are personal and cannot be assigned, sublet or transferred by either party without prior written consent of the other party.
- D. That in the event of unavoidable delays in the progress of the work contemplated by this Agreement, reasonable extensions in the time allotted for the work will be granted by the OWNER, provided, however, that the ENGINEER shall request such extensions in writing giving the reasons therefore.
- E. That neither party shall hold the other responsible for damages or for delays in performance caused by acts of God or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. For this purpose, such acts or circumstances shall include, but not be limited to, unusual weather affecting performance, floods, epidemics, war, riots, strikes, lockouts, or other industrial disturbances, protest demonstrations, unanticipated site conditions, and inability, with reasonable diligence, to supply personnel, equipment, or material for the services. Should such acts or

circumstances occur, both parties shall use their best efforts to overcome the difficulties arising and to resume as soon as reasonably possible the normal pursuit of the services.

- F. That this Agreement and all contracts entered into under the provisions of the Agreement shall be binding upon the Parties hereto and their successors and assigns.
- G. That the rights and remedies of the OWNER and ENGINEER provided for under this Agreement are in addition to any other rights and remedies provided by law.
- H. That it is not intended by any of the provisions of any part of this Agreement to create the public or any contractor, subcontractor or surety a third-party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
- I. That services performed by the ENGINEER under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the engineering profession currently practicing in the same locality under similar conditions. No other representations, expressed or implied, and no warranty or guarantee is included in this Agreement, or in any report, opinion, document, certification or otherwise.
- J. Any action or claims arising out of or related to this Agreement or the PROJECT that is the subject of this Agreement shall be governed by Kansas law. Good faith negotiation and mediation are express conditions precedent to the filing of any legal action. Mediation shall be conducted in accordance with the latest edition of the Construction Mediation Rules of the American Arbitration Association.
- K. That should the OWNER at any time be unable to appropriate sufficient funds for the work covered by this Agreement, for whatever reason, the ENGINEER shall

reserve the right to cease work on the PROJECT until sufficient monies are available, without liability for delay.

- L. That authorization for any appropriate Extra Work under the terms of this Agreement shall be evidenced by the OWNER in writing. No extra work shall be compensated without written consent from the OWNER.

At the discretion of the OWNER, and in accordance with the terms of this Agreement, Extra Work will usually be of limited extent and may consist of, but is not necessarily limited to:

1. The introduction of new items of work beyond the stated scope of the Agreement.
2. Redesign and/or detailing based on changes in law, or changes of concept after prior approval and authorization to proceed, and causing appreciable loss of work accomplished.

- M. That since the ENGINEER has no control over the cost of labor, material or equipment, or over Contractor's methods of determining prices, or over competitive bidding or market conditions, the estimates of construction costs provided for herein are to be made on the basis of ENGINEER's experience and qualifications and represent ENGINEER's judgment as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that the bids or the project construction costs will not vary from the cost estimates prepared by ENGINEER.

- N. That hazardous materials may exist where there is no reason to believe they could or should be present. In this event, the ENGINEER agrees to notify the OWNER as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The OWNER waives any claim against the ENGINEER and agrees to indemnify, defend and hold the ENGINEER harmless from

any claim or liability for injury or loss arising from unanticipated hazardous materials or suspected hazardous materials. The OWNER also agrees to compensate the ENGINEER for any time spent and expenses incurred by the ENGINEER in defense of any such claim, with such compensation to be based upon the ENGINEER's prevailing fee schedule and expense reimbursement policy.

- O. The conditions at the site are the property of the OWNER regardless of whether or not they could be identified by an investigation or exploration conducted according to the professional standard of care. A "Differing Site Condition" is a subsurface, hidden, latent, or physical condition at a project site/building not revealed by the site exploration, site investigation, or other information provided to the OWNER and which cannot be reasonably anticipated. Special risks occur whenever engineering is applied to identifying site/building conditions. Even a comprehensive investigation according to the professional standard of care may not detect all subsurface or site/building conditions. PEC shall not be liable for site/building conditions which could not be identified by such an investigation or exploration. Accordingly, the OWNER agrees to indemnify, including all costs and attorney fees, and hold PEC harmless from all claims for Differing Site Conditions, provided PEC performs the services specified in the Contract in a manner reasonably conforming to the terms of the Contract and to the Standard of Care.
- P. This Agreement is solely for the benefit of PEC and OWNER. Nothing herein is intended in any way to benefit any third party or otherwise create any duty or obligation on behalf of PEC or OWNER in favor of such third parties.

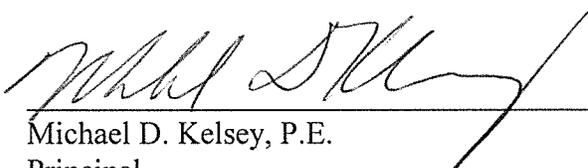
IN WITNESS WHEREOF, the OWNER and the ENGINEER have executed this Agreement as of the date first written above.

SEAL

CITY OF VALLEY CENTER, KANSAS

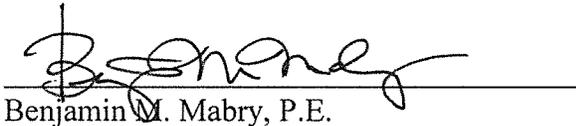
ATTEST:

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.



Michael D. Kelsey, P.E.
Principal

ATTEST:


Benjamin M. Mabry, P.E.

SCOPE OF SERVICES

The ENGINEER agrees to furnish and perform the various engineering and technical services for the PROJECT in accordance with the following provisions and the requirements of the City of Valley Center, Kansas.

A. PHASE I – DESIGN PHASE SERVICES:

1. Prepare petitions, petition estimates and mapping for the PROJECT.
2. Obtain and provide field survey for the PROJECT site as required for the development of plans and legal descriptions of property acquisitions.
3. Prepare design plans and update City Standard specifications in accordance with the current design criteria of the City of Valley Center for the PROJECT.
4. Prepare easement, right-of-way and property descriptions as required for the construction of the PROJECT.
5. Develop storm water pollution prevention plan (SWPPP) and complete Notice of Intent (NOI) form to meet the requirements of KDHE, if required.
6. Advise OWNER of any utility conflicts and construction permits that may be required.
7. Attend the necessary meetings with the OWNER and City Staff. Assist the OWNER in the conduct of these meetings as required.
8. Propose a construction sequence when required for orderly construction of the PROJECT.
9. Provide preliminary plans with construction cost estimate to the OWNER for review, comment and approval. ENGINEER shall revise the plans and specifications in accordance with office review and comments received.

EXHIBIT A

Page 2 of 4

10. Provide final plans and contract documents for letting the PROJECT. Provide final construction cost estimate with final plans. Provide electronic design plans for the PROJECT, which will be prepared in electronic CAD format.
11. Assist the OWNER in advertising or notification of prospective bidders, taking of bids and awarding of the work in the PROJECT.

B. PHASE II - CONSTRUCTION PHASE SERVICES.

1. During the construction phase the ENGINEER shall provide administration services for the PROJECT when requested by the OWNER. The scope of services will be as follows:
 - (a) Review Contractor's shop drawings and material test certifications for compliance with plans and specifications.
 - (b) Make periodic visits to the PROJECT site to determine Contractor's progress and general character of the work.
 - (c) Consult with the Resident Inspector regarding interpretations or clarifications of the plans and specifications.
 - (d) Provide decisions in accordance with the Contract Documents on questions regarding this work.
 - (e) Review materials test reports as submitted by the Resident Inspector.
 - (f) Prepare Change Orders covering modifications or revisions necessitated by field conditions.
 - (g) Meet with the OWNER as requested during construction to review progress on each part of the PROJECT.
 - (h) Issue Certificate of Substantial Completion when each separate part of the PROJECT has been completed.
 - (i) Conduct final inspection of the work.

EXHIBIT A

Page 3 of 4

2. During the construction phase the ENGINEER shall provide resident engineering services when authorized by the OWNER. The ENGINEER shall provide personnel acceptable to the OWNER to perform technical observation of construction on the various parts of the PROJECT by a part-time Project Representative. Through these on-site observations of the work in progress and field checks of materials and equipment by the Project Representative, the ENGINEER will endeavor to provide further protection for the OWNER against defects and deficiencies in the work, but the furnishing of such project representative shall not make the ENGINEER responsible for the Contractor's failure to perform the construction work in accordance with the Contract Documents. Engineering services for Project Representation shall consist of the following items:
 - (a) Re-establishment of benchmarks, baselines and other control points as requested by the Contractor, and approved by the OWNER.
 - (b) Supervise testing and inspection; arrange for, conduct, or witness field, laboratory, or shop tests of construction materials as required by the plans and specifications; determine the suitability of materials on the site and brought to the site to be used in the construction; assist in interpreting the contract plans and specifications; check the construction activities to determine compliance with the intent of the design; measure, compute, or check quantities of work performed and quantities of materials in-place for partial and final payments to the Contractor.
 - (c) Prepare elementary and supplementary sketches required and preliminary negotiations necessary to resolve actual field conditions encountered.
 - (d) Review and prepare recommendations for all construction schedules, material certifications and detailed construction shop and erection drawing as submitted by the Contractor.
 - (e) Review requests for monthly and final payments to the Contractor and forward same with recommendations for approval.

EXHIBIT A
Page 4 of 4

- (f) Prepare initial drafts of, and conduct preliminary negotiation for, all Change Orders or Supplemental Agreements covering work on the PROJECT.
- (g) Submit final project record drawings to document the work.

C. TIME OF PERFORMANCE.

The ENGINEER shall commence work on Phase 1 of the PROJECT within seven (7) days following authorization by the OWNER to proceed and shall deliver final office check plans to the OWNER within a mutually agreeable schedule for all portions of the projects; except that the ENGINEER shall not be responsible or held liable for delays occasioned by the action or inaction of the OWNER or other agencies.

Time of performance for Phase II will be by mutual agreement with the OWNER, and will be based on construction timing of the PROJECT.

NEW BUSINESS

RECOMMENDED ACTION

C. VALLEY CREEK ESTATES 3RD ENGINEERING SERVICE AGREEMENT:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to approve the Engineering Service Agreement with P.E.C. for Valley Creek Estates 3rd and authorize Mayor to sign.

NEW BUSINESS

D. CONSIDERATION OF PUBLIC WORKS AND PARKS VEHICLE REPLACEMENT PROGRAM:

- Public Works Director Memo
- Vehicle & Equipment Replacement Program

December 11, 2014

To: Joel Pile, City Administrator

From: Brenton Holper, Public Works Director

Subject: Vehicle & Equipment Replacement Program

RECOMMENDATION

The Public Works Department recommends that the City Council authorizes City Staff to implement the Vehicle and Equipment Replacement Program for the Departments of Public Works (VCPW) and Parks & Public Buildings (PK & PB).

BACKGROUND

The VCPW currently (as of January 1, 2015) operates a fleet of 14 vehicles (9 trucks, 3 dump trucks, & 1 sludge truck) and 13 heavy & mid-weight equipment items, while the Parks & Public Buildings (PK & PB) Department has a fleet of 4 vehicles (3 trucks & 1 van) and 3 mid-weight equipment items. With a fleet of this size, appropriate timing of replacements should be considered in order to maximize: value, safety, and available funds.

In order to effectively plan for future replacement of vehicles and equipment, the Vehicle and Equipment Replacement Program was developed. Historically, this type of program has not been followed to provide assistance in identifying when replacements and additions should occur. Vehicle and equipment purchases were brought to the City Council on an as needed basis, and were often needed well before they were requested.

This program establishes a set of criteria to assist in identifying replacement schedules, vehicle and equipment demands, and provide budgeting assistance. Overall concepts identified in this program are consistent with the 2014 – 2023 Valley Center Comprehensive Plan.

FINANCIAL CONSIDERATION

There are no immediate financial considerations at this time. However, this program does provide a recommendation for departments (VCPW and PB & PB) to follow during the development of future budgets in order to set-a-side funds in order to pay for vehicle and equipment replacements. This approach spreads costs of vehicle and equipment replacements/additions over multiple years and provides consistency when developing future budgets.

VEHICLE & EQUIPMENT REPLACEMENT PROGRAM

For: Valley Center Public Works (VCPW) Department
Parks & Public Buildings (PK & PB) Department

DRAFT

December 11, 2014

Introduction

The Valley Center Public Works (VCPW) Department currently (as of January 1, 2015) operates a fleet of 14 vehicles (9 trucks, 3 dump trucks, & 1 sludge truck) and 13 heavy equipment items. In addition, the Parks and Public Buildings (PK & PB) Department operates a fleet of 4 vehicles and 3 equipment items that all exceed a replacement cost of \$12,000. Light equipment such as lawn mowers, trailers, pressure washers, etc. are not addressed in this program due to the life expectancy of these items vary significantly and are often don't exceed a cost of \$12,000 to replace. These items are ideal for end of the year replacements when VCPW revenues are exceeding projections and/or the department (VCPW or PK & PB) is able to make this purchase while remaining within its budget authority.

Many municipal governments react to the need for vehicle and equipment replacements either based on available funding or when no other choice exists. For example, when ample funds are available, vehicles get replaced. Or, if a crisis exists such as a blown engine or a vehicle is wrecked beyond repair, a case for immediate replacement can be made. However, best practices require vehicles and equipment be replaced according to sound principals and in accordance with a formal replacement schedule. Additionally, the age of the fleet and its condition have a significant impact on a City's image and the morale of its employees.

In order to effectively plan for future replacement of these vehicles, the Vehicle and Equipment Replacement Program was developed. This program establishes a set of criteria to assist in identifying replacement schedules, vehicle and equipment demands, and provide budgeting assistance. Overall concepts identified in this program are consistent with the 2014 - 2023 Valley Center Comprehensive Plan. It is VCPW and PK & PB Departments intention to follow this program when feasible, however, it is acknowledged that circumstances may arise which call for unexpected replacements, additions, or subtractions to the overall fleet may need to occur.

Objectives

The objectives of this program are as follows:

- Provide a tool in which funding for vehicle replacements is available, in advance of the need, through the establishment of a Replacement Fund.
- Provide a central point of control for better accountability of all fleet/vehicle related issues, maintenance, acquisition, specification control, utilization, and assignment.
- Provide decision makers with the assurance that the proper vehicle and equipment is provided, at a higher level of safety and reliability to meet their specified job functions.
- Provide for the timely acquisition and disposal of vehicles and equipment, therefore maximizing the financial resources available for meeting the needs of a fleet.
- Right sizing the VCPW fleet. Ensure the City has the ideal number and type of vehicles and equipment to assure that fleet growth is planned and controlled.
- Improve utilization by reassignment or elimination of underutilized vehicles and equipment.
- Smooth the outflow of capital funding and the rotation of incoming and outgoing vehicles year to year to prevent the spikes in cash asset lows from one year to the next.
- Reduce per unit maintenance costs by eliminating old, expensive to maintain vehicles and equipment.

Current Fleet Status

Historically, VCPW and the PK & PB Departments have not followed such a program for vehicle and equipment replacement. Maintenance of vehicles and equipment were also inadequately documented, with preventative maintenance occurring on a non-routine basis. This has resulted in a high average age of the VCPW fleet (as of January 1, 2015 - 11.9 years for trucks, 27 years for dump trucks/sludge truck, and 13.6 years for heavy equipment), minimal maintenance documentation, and higher costs for repairs. Although a smaller fleet, the VC PK & PB Department also has experienced a high average age (15.5 years for trucks/van and 6.67 years for equipment).

Efforts have been made in 2014 to improve the VCPW fleet with the replacement of truck #20 budgeted for 2015 (in the Water Department) and the addition of a truck for the VCPW administration. In July of 2014, VCPW was given authorization to purchase the 2014 Elgin Pelican Street Sweeper. This street sweeper replaced the Tennant Street Sweeper that is still addressed in the fleet. The Tennant Sweeper (#45) and truck #20 are expected to be sold on auction in early 2015.

Shown below is a summary of the VCPW and PK & PB fleets and the overall conditions. Due to the current condition of the fleets, it is expected to take multiple years to make significant headway in upgrades to the overall conditions.

Figure 1: VCPW - Vehicles

Administrative					
Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Mileage (as of 12/11/14)	Condition to Date
24	Chevrolet Silverado 1500 2wd, Reg. Cab	2007	8	97,658	Fair condition, issues with door pins, leaking fluids, & tires.
Sewer					
Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Mileage (as of 12/11/14)	Condition to Date
26	Chevrolet Silverado 1500 2wd Reg. Cab	2002	13	76,316	Poor condition. Engine problems, interior damage, front end damaged, door pins, leaks fluids, ball joints need to be replaced.
34	Chevrolet Silverado 1500 2wd Reg. Cab	2006	9	26,072	Fair condition. Tire shakes, interior damage.
31	1980 Ford 8000	1980	35	41,892	Fair condition. Leaks fluids (oil & power steering), battery won't hold charge.

Streets					
Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Mileage (as of 12/11/14)	Condition to Date
23	Ford F-250 4wd, Reg. Cab	2011	4	40,285	Fair condition. Tailgate damaged.
28	Ford F-150 2wd, Reg. Cab	2000	15	130,770	Poor condition. Shifts rough, ABS/Brake light on, rust around wheels, interior damage.
29	Ford F-550 4wd, Reg. Cab	2001	14	26,417	Good condition.
35	Ford F-550 4wd, Reg. Cab	2008	7	28,466	Fair condition. Electrical repairs needed for safe use w/trailer.
30	International Dump Truck, Reg. Cab	1974	41	184,075	Poor condition. Runs rough, body & suspension rattles, rust accumulation significant, needs engine work on valves.
36	International Dump Truck 4900, Reg. Cab	1996	19	107,488	Poor condition. Transmission is going bad, interior damage, leaking fluids (oil).
37	International Dump Truck 4700, Reg. Cab	2002	13	74,198	Poor condition. Door panels broken, roof leaks, leaking fluids (oil), electrical issues.

Water					
Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Mileage (as of 12/11/14)	Condition to Date
20	Ford F-250 2wd, Reg. Cab	1994	21	115,528	Out of service, vehicle was in accident and replacement costs not justified due to age and condition. Expected to be sold on auction in early 2015.
21	Ford F-250 2wd, Reg. Cab	1996	19	132,960	Poor condition. Interior damage, fluid leaks (oil), door pins worn out.
27	Chevrolet Silverado 1500 2wd, Reg. Cab	2006	9	58,989	Good condition. Interior damage.

Figure 2: VCPW - Equipment

Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Hours (as of 10/20/14)	Condition to Date
42	Case Loader 1.5 yd bucket	2001	14	4,601	Fair condition.
50	Case Backhoe	1998	17	2,802	Fair condition. Control valves not working properly.
51	Case Skid Loader	1998	17	1,817	Fair condition. Brakes replacement.
57	John Deere Trackhoe	2008	7	563	Good condition.
41	John Deere Grader	2007	8	2,154	Good condition. 2,682.7 miles.
45	Tennant Sweeper	2003	12	10,263	Out of service, expected to be sold on auction early 2015.
56	Vacuum Excavator - Ditchwitch	2008	7	303	Good condition.
47	Kohler Portable Generator	1981	34	511	Fair condition.
48	Hino Portable Generator	1991	24	368	Fair condition.
49	Steel Wheel Packer	2003	12	890	Poor condition. Hydraulics leak, seat & seatbelt replacement, weather checked.
45	Elgin Pelican Sweeper	2014	1	193	New, replaced Tennant Sweeper.
44	Case Tractor	2001	14	797	Fair condition. Weathered.
40	New Holland Tractor	2005	10	1,250	Fair condition. Leaks fluids (hydraulics & oil).

Figure 3: Parks & Public Buildings - Vehicles

Parks & Public Buildings					
Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Mileage (as of 12/10/14)	Condition to Date
22	Chevrolet Silverado 1500 2wd Reg. Cab	2000	15	57,131	Fair condition. Rust on body, hood latch repairs, interior damage.
68	GMC 3500 HD	1999	16	81,615	Poor condition. Needs fuel pump, cyclinder not firing up, brakes squeal, door hinges need repair, hazard lights dont work, interior & exterior damage.
69	Chevrolet Silverado 2500 2wd Crew Cab	2004	11	61,925	Fair condition. Driver's door leaks air, exhaust system repairs.
66	Ford Econoline 150	1995	20	110,182	Fair condition. Steering wheel free play, water damage on door panels, interior damage.

Figure 4: Parks & Public Buildings - Equipment

Vehicle ID	Make/Model	Year	Age (as of 1/1/2015)	Hours (as of 12/10/14)	Condition to Date
67	Kioti Tractor	2009	6	2,120	Fair condition. Fluid leaks (oil), needs new thermostat for coolant.
62	Bobcat UTV	2009	6	2,039	Good condition. Needs new brake pads and general maintenance.
64	Kubota UTV	2007	8	534	Good condition.

Funding

Each department of VCPW and the PK & PB Department shall have a Vehicle Replacement Fund and an Equipment Replacement Fund which is replenished from intra-departmental monthly or annual charges. All vehicles and equipment are assigned a fixed service life, expressed in months, based on the vehicle or equipment classification. The monthly charge is calculated by dividing the vehicle replacement cost by the assigned service life of each unit in months. If units are retained past their designated service life, the replacement charge is reduced to 10% of this amount until that vehicle/equipment is replaced. The assigned service life of future replacements are shown in *Figure 5*. Replacement costs will be re-evaluated during the development of every even fiscal year budget (2016, 2018, etc.). If the replacement costs increase, adjustments will be made to the monthly/annual intra-departmental charge for the remaining service life for the vehicle or equipment during the next budget cycle. Anticipated service life for all vehicles is consistent with standards established by the American Public Works Association (APWA), while service life for equipment was developed with consideration of APWA standards and frequency of use of equipment.

Figure 5: Fixed Values & Replacement Costs Spreadsheet

Vehicle/Equipment	Service Life		Replacement Cost	Estimated Trade In Value	Replacement Cost (after 20% red. for trade)	Monthly Set-aside	Yearly Set-aside
	Year	Month					
½ ton Pick-up Truck, 2wd, Reg. Cab	7	84	\$15,000	\$3,750	\$11,250	\$133.93	\$1,607.14
¾ ton Pick-up Truck, 2wd, Reg. Cab	7	84	\$15,000	\$3,750	\$11,250	\$133.93	\$1,607.14
½ ton Pick-up Truck, 4wd, Reg. Cab	7	84	\$22,000	\$5,500	\$16,500	\$196.43	\$2,357.14
¾ ton Pick-up Truck, 4wd, Reg. Cab	7	84	\$25,000	\$6,250	\$18,750	\$223.21	\$2,678.57
½ ton Pick-up Truck, 2wd, Crew Cab	7	84	\$25,000	\$6,250	\$18,750	\$223.21	\$2,678.57
½ ton Pick-up Truck, 4wd, Crew Cab	7	84	\$30,000	\$7,500	\$22,500	\$267.86	\$3,214.29
1 ton Pick-up Truck, 2wd, diesel, Reg. Cab	7	84	\$35,000	\$8,750	\$26,250	\$312.50	\$3,750.00
1 ½ ton Pick-up Truck, 2wd, diesel, Reg. Cab	10	120	\$40,000	\$10,000	\$30,000	\$250.00	\$3,000.00
Single-rear axle dump truck, diesel, Reg. Cab	15	180	\$100,000	\$25,000	\$75,000	\$416.67	\$5,000.00
Front End Loader *	15	180	\$100,000	\$25,000	\$75,000	\$416.67	\$5,000.00
Backhoe *	20	240	\$50,000	\$12,500	\$37,500	\$156.25	\$1,875.00
Trackhoe *	15	180	\$45,000	\$11,250	\$33,750	\$187.50	\$2,250.00
Skid Loader *	20	240	\$30,000	\$7,500	\$22,500	\$93.75	\$1,125.00
Steel Wheel Packer *	20	240	\$75,000	\$18,750	\$56,250	\$234.38	\$2,812.50
Grader *	20	240	\$115,000	\$28,750	\$86,250	\$359.38	\$4,312.50
Street Sweeper *	20	240	\$190,000	\$47,500	\$142,500	\$593.75	\$7,125.00
75 hp Tractor *	20	240	\$40,000	\$10,000	\$30,000	\$125.00	\$1,500.00
115 hp Tractor *	20	240	\$70,000	\$17,500	\$52,500	\$218.75	\$2,625.00
55 hp Tractor *	20	240	\$28,000	\$7,000	\$21,000	\$87.50	\$1,050.00
UTV *	10	120	\$22,000	\$5,500	\$16,500	\$137.50	\$1,650.00

Equipment identified in *Figure 5* with an asterisk (*) could be feasible options for a new equipment replacement program which would target the replacement of equipment once its trade in value is equal to the purchase price. This would provide VCPW and PK & PB with the ability to leverage the purchase of new equipment at minimal costs, while also keeping a warranty on the equipment and repair costs to a minimum. This is becoming a trend in other communities due to the demand of slightly used equipment by contractors. With discounts that are offered typically to government entities, the difference between the purchase price and the appraised value after three to five years can be minimal and present a feasible option to consider replacement of equipment after that time period. An example illustrating this is shown in *Figure 6*.

Figure 6: Equipment Trade In Demonstration



Shown in *Figure 7* is a table that identifies future breakouts of expenses for shared equipment between each VCPW division. When shared equipment is purchased, each division of VCPW will be responsible in covering their portion of the replacements costs from their equipment replacement program fund.

Figure 7: Equipment Replacement Splits between VCPW Divisions

Vehicle ID	Make/Model	Year	Street	Sewer	Water	Stormwater
42	Case Front End Loader	2001	50%	25%	25%	X
50	Case Backhoe	1998	25%	25%	50%	X
51	Case Skid Loader	1998	75%	X	25%	X
57	John Deere Trackhoe	2008	25%	X	75%	X
41	John Deere Grader	2007	100%	X	X	X
40	New Holland Tractor	2005	100%	X	X	X
44	Case Tractor	2001	100%	X	X	X
49	Steel Wheel Packer	2003	100%	X	X	X
45	Elgin Pelican Sweeper	2014	50%	25%	X	25%
56	Vacuum Excavator - Ditchwitch	2008	25%	X	75%	X
47	Kohler Portable Generator	1981	25%	25%	50%	X
48	Hino Portable Generator	1991	25%	25%	50%	X

In order to effectively fund the vehicle and equipment replacement funds, a significant commitment during the budgeting processes must be made and followed on a consistent basis. *Figure 8* identifies the funding amounts per department in order to successfully implement the vehicle and equipment replacement program. It is proposed that VCPW begins this program in full for vehicles in 2016. The equipment replacement fund should begin with a 50% funding commitment until the Elgin Pelican Street Sweeper is paid in full (payoff will be in 2018). For the Parks & Public Buildings Department, funds should be committed in full for both the vehicle and equipment replacement program, beginning in 2016. If additional revenues other than budgeted are available in 2015, some funds could be put towards beginning an initial balance in the vehicle and equipment replacement funds.

Figure 8: Vehicle & Equipment Replacement Fund Contributions

	Streets	Sewer	Water	Stormwater	Parks
Trucks	\$ 14,571.43	\$ 4,328.57	\$ 11,421.43	\$ -	\$9,107.14
Dump Trucks	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
Equipment	\$ 19,187.50	\$ 3,500.00	\$ 4,156.25	\$ 1,781.25	\$4,350.00
Total	\$ 48,758.93	\$ 7,828.57	\$ 15,577.68	\$ 1,781.25	\$ 13,457.14

Replacement Criteria

When a vehicle is within the last three years of its scheduled life for vehicles and five years for equipment, it becomes a candidate for annual Replacement Scoring. If the replacement criteria score exceeds the identified threshold, the vehicle or equipment can be scheduled for replacement in an upcoming budget year. If funding is not available for replacement, it will be scheduled at the earliest feasible moment. If it scores below the criteria, it is retained and scored again each year until it exceeds the replacement criteria score, even if it exceeds its assigned replacement age.

Scoring Model

A total of six categories has been identified as criteria for replacement of equipment. This criteria is reflective of performance and costs associated with maintenance.

Category	Points Breakout	Points
Age	One point for each twelve months of service-life.	
Usage	<ul style="list-style-type: none"> • Odometer-based vehicle: one point for each 10,000 miles; • Hour meter-based large trucks/equipment: one point for each 750 hours. 	
Type of Service	1 to 5 points based on severity of service (applicable after vehicle has reached 80% of its useful life): <ul style="list-style-type: none"> • 1 point for administrative vehicles; • 3 points for sewer vehicles; • 5 points for streets and water vehicles, heavy equipment. 	
Reliability	Calculated as the ratio of the number of "normal" repair occurrences over the Last Twelve Months (LTM) of service divided by the number of "normal" repair occurrences in the vehicle's Second Twelve Months (STM) of life. For example, if the LTM is 6 and the STM is 2, the Reliability Score would be 3 (6/2). "Normal occurrences" exclude planned maintenance (PMs) and all "non-normal" repairs, i.e. accidents, flats, Acts of God, driver related, warranty, etc.	
Condition	1 to 5 points based on an inspection of the body, underbody, and structural members, rust, interior condition, a review of accident and repair history, any operational problems and anticipated major repairs within the next budget year. A score of 5 would be very poor condition with high expectations for significant future expenses. Condition Assessment Forms will be used to assist in this evaluation)	
Repair Costs	1 to 5 points are assigned based on total life-to-date (LTD) repair costs (excluding "non-normal" repairs) and the original purchase price of the vehicle. A 5 is scored for a vehicle whose LTD repair costs exceed the original purchase price. A score of 1 is given to a vehicle whose LTD repair costs are 20% of less of the original purchase price; a 2 for 40%, 3 for 60%, and 4 for 80%.	

Replacement qualification scores are 21 points for all vehicles and 30 for heavy-duty vehicles and off-road equipment whose gross vehicle weight rating (GVWR) exceeds 10,500 lbs. For all vehicles and equipment purchases prior to January 1, 2014, the repair costs and reliability scoring factors will be determined by estimating costs due to limited amounts of data available on these vehicles to accurately determine these factors.

Vehicle Condition Assessment Form

The following form will be used when evaluating a vehicles overall condition and is consistent with assessment dealerships would use to evaluate a vehicles condition. These evaluations will occur on an annual basis once a vehicle is within three years of its service life and thereafter.

Year/Make/Model: _____
 Color: _____
 Mileage: _____
 Vehicle #: _____
 VIN #: _____

1. Vehicle History

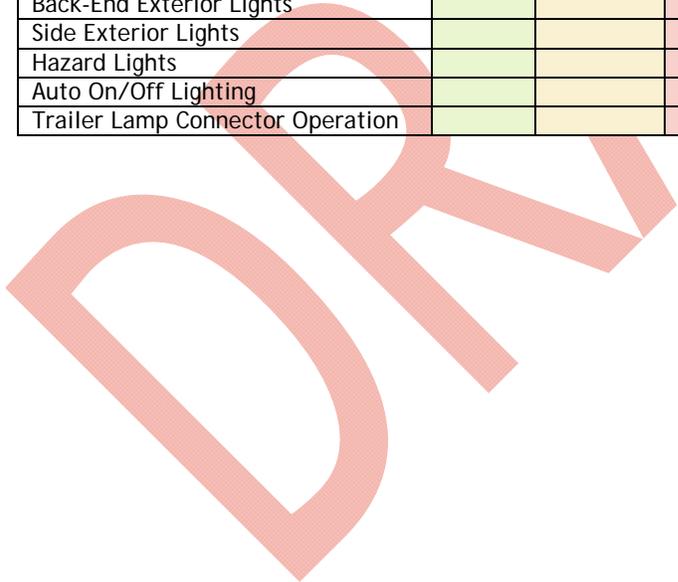
	Passed	Repaired	Replaced	N/A	Comments
VIN Inspection					
Service Recalls Performed					
Scheduled Maintenance Performed					

2. Road Test

	Passed	Repaired	Replaced	N/A	Comments
Engine Starts & Idles Properly					
Engine Accelerates and Cruises Properly/Smoothly					
Engine Noise Normal (cold/hot & high/low speeds)					
Auto/Manual Transmission/Transaxle Operation Cold and Hot Shift Quality					
Auto/Manual Transmission/Transaxle Noise Normal - Cold & Hot					
Shift Interlock Operates Properly					
Drive Axle/Transfer Case Operation Noise Normal					
Clutch Operates Properly					
Steers Normally (response, centering, and free play)					
Body & Suspension Squeaks & Rattles					
Struts/Shocks Operate Properly					
Brakes/ABS Operate Properly					
Cruise Control					
Gauges Operate Properly					
No Abnormal Wind Noise					

3. Vehicle Exterior

3A: Body Panels and Bumpers	Passed	Repaired	Replaced	N/A	Comments
No Evidence of Flood, fire, Major or Hail Damage					
Body Panel Inspection					
Bumper Inspection					
3B: Doors, Hood, Decklid, Tailgate					
Doors, Hood, Decklid/Tailgate & Roof Inspection					
Doors, Hood, Decklid/Tailgate Alignment					
Automatic/Manual Release Mechanisms, Hinges, Prop Rod/Gas Struts Operate Properly					
3C: Grille, Trim, & Roofrack					
Grille, Trim & Roof Rack Inspection					
Deployable Running Boards					
3D: Glass & Outside Mirrors					
Windshield, Side & Rear-Window Glass Inspection					
Wiper Blade Replacement					
Outside Mirror Inspection					
3E: Exterior Lights					
Front-End Exterior Lights					
Back-End Exterior Lights					
Side Exterior Lights					
Hazard Lights					
Auto On/Off Lighting					
Trailer Lamp Connector Operation					



4. Vehicle Interior

	Passed	Repaired	Replaced	N/A	Comments
4A: Airbag & Safety belts					
Airbags					
Safety Belts					
4B: Heat/Vent/AC/Defog/Defrost					
Air Conditioning System					
Heating System					
Defog/Defrost					
4C: Interior Amenities					
Clock					
Tilt/Telescoping Steering Wheel					
Steering Column Lock					
Steering Wheel Controls					
Horn					
Warning Chimes					
Instrument Panel & Warning lights					
Wipers					
Washers					
Interior Courtesy Dome & Map Lights					
Manual Outside Rear View Mirrors, Power Outside Rearview Mirrors, & Auto Dimming Rearview Mirror					
4D: Interior Amenities					
Power Outlets and Lighter					
Glove Box & Center Armrest/Console					
Sun Visor					
Adjustable Pedals (if equipped)					
4E: Carpet, Trim & Mats					
Interior Odor-free					
Carpet					
Floor Mats					
Door Trim & Door Panels					
Headliner					
4F: Seats					
Seat Upholstery					
Seat & Head Restraint Adjustment					
Folding Seats					
4G: Windows & Door Locks					
Door Handles & Release Mechanisms					
Door Locks					
Window Controls					
4H: Misc. Interior					
Vehicle Jack & Tool Kit					
Spare Tire Size/Type and Sidewall Inspection					
Spare Tire Tread Depth/air Pressure Inspection					

5. Underhood

	Passed	Repaired	Replaced	N/A	Comments
5A: Fluids					
Engine Oil/Filter Change and Chassis Lube					
Coolant					
Brake Fluid					
Automatic Transaxle/Transmission Fluid					
Transfer Case Fluid					
Drive Axle Fluid					
Power Steering Fluid					
Manual Transaxle/Transmission Hydraulic Clutch Fluid					
Washer Fluid					
Air Conditioning System Charge					
5B: Engine					
Fluid Leaks					
Hoses, Lines & Fittings					
Belts					
Wiring					
Oil in Air Cleaner Housing					
Water, Sludge or Engine Coolant in Oil					
Oil Pressure					
Relative Cylinder Compression Test/Power Balance Readings (check if necessary)					
Timing Belt					
Engine Mounts					
5C: Cooling System					
Radiator					
Pressure - Test Radiator Cap & Radiator					
Cooling Fans, Clutches, & Motors					
Water Pump					
Coolant Recovery Tank					
Cabin Air Filter					
5D: Fuel System					
Fuel Pump Noise Normal					
Fuel Pump Pressure					
Fuel Filter					
Engine Air Filter					
5E: Electrical System					
Starter Operation					
Ignition System					
Battery					
Alternator Output					
Diesel Glow Plug System					

6. Underbody

	Passed	Repaired	Replaced	N/A	Comments
6A: Frame					
Frame Damage					
Fuel Supply System					
6B: Exhaust System					
Exhaust System Condition					
Emissions Control Test					
6C: Transmission, Transaxle, Differential & Transfer Case					
Automatic Transmission/Transaxle					
Manual Transmission/Transaxle, Differential & Transfer Case					
4x4 Hub Operation					
Universal Joints, CV Joints & CV Joint Boots					
Transmission Mounts (not cracked, broken or oil soaked)					
6D: Tires & Wheels					
Tires & Wheels Match and are Correct Size					
Tire Tread Depth					
Normal Tire Wear					
Tire Pressure					
Tire Pressure Monitoring System					
Wheels					
Wheel Covers and Center Caps					
Rack & Pinion, Linkage & Boots					
Control Arms, Bushings & Ball Joints					
Tie Rods & Idler Arm					
Sway Bars, Links & Bushings					
Springs					
Struts & Shocks					
Wheel Alignment (check if necessary)					
Power Steering Pump					
6E: Brakes					
Calipers and Wheel Cylinder Brake Pads & Shoes					
Rotors & Drums					
Brake Lines, Hoses & Fittings					
Parking Brake					
Master Cylinder & Booster					

Heavy Equipment Condition Assessment Form

The following form will be used when evaluating the overall condition of equipment and is consistent with assessment dealerships would use to evaluate the condition of equipment. These evaluations will occur on an annual basis once the equipment is within five years of its useful life and thereafter.

DRAFT



EQUIPMENT EVALUATION FORM

Stock Number	Make	Model	Serial No.	Year	Hours

MACHINE OPTIONS (Check all areas that apply.)

<input type="checkbox"/> ROPS	<input type="checkbox"/> Aux. Hyds.	Dipper Stick: → <input type="checkbox"/> Standard	<input type="checkbox"/> Extendable	<input type="checkbox"/> Long	<input type="checkbox"/> Short
<input type="checkbox"/> Cab	<input type="checkbox"/> Ripper	Track Type: → <input type="checkbox"/> Standard	<input type="checkbox"/> Long Track	<input type="checkbox"/> Wide Track	<input type="checkbox"/> LGP
<input type="checkbox"/> Air Conditioner	<input type="checkbox"/> Scarifier	Forklift: → <input type="checkbox"/> Mast Size _____	Capacity _____		
<input type="checkbox"/> All Wheel Drive	<input type="checkbox"/> Winch	Other _____			
<input type="checkbox"/> Quick Coupler	<input type="checkbox"/> Limb Risers	_____			

(Please Specify Other Options)

ATTACHMENTS / EQUIPMENT

Item	Make	Type	Size	Serial Number
Engine				
Loader Bucket				
Backhoe Bucket				
Blade				
Tires				
Attachments				
Other				

MACHINE STORAGE LOCATION

Company Name:	Dealer Number:
Street:	Contact:
City/State/Zip Code:	Phone:

EVALUATION (Complete balance of evaluation before this section) SUMMARY						COMMENTS	Estimated Cost
	Excellent	Very Good	Good	Average	Poor		
1. General Appearance							
2. Instruments / Controls							
3. Cooling System							
4. Engine							
5. Transmission							
6. Differentials							
7. Hydraulics							
8. Chassis and Frame							
9. Tires / Undercarriage							
10. Ground Eng. Tools / Elevator							
Overall Machine							

COMMENTS / SUMMARY **TOTAL ESTIMATED REPAIR COST \$**

Evaluator's Name: _____ Did Evaluator operate machine? Yes () No ()

EQUIPMENT EVALUATION FORM								
SEE LAST PAGE FOR GENERAL CONDITION DESCRIPTIONS								
1. GENERAL/APPEARANCE	OK	Reluctant	Reluctant	N/A	COMMENTS: Note all deficiencies and or variances from normal condition		Estimated Cost (Optional)	
Sheet Metal								
Paint								
Seat / Seat Belt					▲			
Glass / Doors / Latches / Panels					▲			
Lights					▲			
Mirrors					▲			
Periodic Maintenance Up - to - Date?								
All Mechanical PIPs Completed?								
All Safety PIPs Completed?					▲			
Parking Brake, Linkage and Lock / Adjustment					▲			
Decals (Safety and Periodic)					▲			
Operators Manual - With Machine					▲			
Pilot Shut Off / Neutral Lock					▲			
PTO / Drive Shaft Shield(s)					▲			
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor							GROUP 1. TOTAL	
2. GAUGES/INDICATORS/CONTROL CHECKS								
Hour Meter: Operating? Y() N() Original? Y() N()								
Charging System								
Engine Oil Pressure Gauge								
Engine Temperature Gauge								
Transmission Temperature Gauge								
Hydraulic Temperature Gauge								
Switches (Key, MFWD, Propel, Mode, Park Brake, Auto Idle, Attachments, etc.)					▲			
Neutral Start Circuit and Starter By Pass					▲			
Alarms (Travel, Backup)					▲			
Monitor and Indicator Circuits								
Air Restriction Indicator								
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor							GROUP 2. TOTAL	
3. COOLING SYSTEM CHECKS								
Coolant Level and Quality								
Coolant Operating Temperature								
Coolant Leaks								
Head Gasket Leakage?								
Water Pump Check								
Fan Blades, Pulleys and Shrouds								
Fan Guard					▲			
Belts, Hoses and Clamps								
Radiator / Oil Cooler Condition								
Radiator Mounts								
Air Conditioning System Check								
GENERALCONDITION(See last page for description) Excellent Very Good Good Average Poor							GROUP 3. TOTAL	

EQUIPMENT EVALUATION FORM						
SEE LAST PAGE FOR GENERAL CONDITION DESCRIPTIONS						
4. ENGINE CHECKS Reference Technical Manual Section 9010	OK	Re- pair	Re- place	N/A	COMMENTS: Note all deficiencies and or variances from normal condition	Estimated Cost (Optional)
Oil Level and Quality						
Oil Scanned? Yes () No ()						
Air Intake System Check						
Engine Start up						
Engine Idle (Slow)						
Fuel Leaks						
Fuel Filter, Supply Pump and Injection Pump						
Oil Leaks						
Exhaust System						
Does Engine Fast Idle						
Does Engine Miss						
Does Engine Smoke Excessively (Fuel, Oil or Coolant)						
Is Power Adequate (Performance Evaluation)						
Oil Pressure at Idle and Full Throttle						
Speed Control Check / Linkage						
Abnormal Engine Noise?						
TurboCharger Check						
BlowBy Check						
Compression Check (if Required)						
Loose or Worn Engine Parts						
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor						GROUP 4. TOTAL
5. TRANSMISSION CHECKS Reference Technical Manual Section 9020						
Oil Level and Quality						
Oil Scanned? Yes () No ()						
Oil Leaks						
Flywheel Clutch and Dampners						
Torque Converter Stall and Lock Up						
Splitter Box						
Transmission Oil Pressure (Control / Engagement)						
Gear Mesh all Ranges (Manual Transmission)						
Directional Reverser Operation						
Rate of Shift Modulation						
Shifting Linkage Adjustments (Neutral Band, Detents, Sequence) ▲						
Clutch/Brake Slippage and Drag, all Ranges, Both Directions (Power Shift)						
Tracking, Pump and Motor Phase (Hydrostatic)						
High / Low Shifting Performance						
Inching Pedal						
Engine Pull Down (Hydrostatic and 4WD Ldrs)						
PTO						
Abnormal Transmission Noise						
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor						GROUP 5. TOTAL

EQUIPMENT EVALUATION FORM							
SEE LAST PAGE FOR GENERAL CONDITION DESCRIPTIONS							
6. DIFFERENTIAL, BRAKES and FINAL DRIVE CHECKS Reference Technical Manual Section 9020	OK	Re- p- a- i- r	Re- p- a- i- r	N / A	COMMENTS: Note all deficiencies and or variances from normal condition	Estimated Cost (Optional)	
Oil Level and Quality							
Oil Scanned? Yes () No ()							
Oil Leaks							
Drive Lines / U-Joints							
Axle Oscillation Joints							
Mounting Hardware							
Differential Gear Noise							
Differential Lock and Limited Slip Check							
Service Brake Operation / Leakage ▲							
Steering Clutch / Brake Operation							
Final Drives							
Front Wheel Drive Operation							
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor						GROUP 6. TOTAL	
7. HYDRAULIC SYSTEM CHECKS Reference Section 9025							
Oil Level and Quality							
Oil Scanned? Yes () No ()							
Oil Leaks							
Oil Operating Temperature							
Hydraulic Pump Performance / Cycle Times (all Functions)							
Abnormal Pump Noise							
System Check and Related Cylinders and Pivot Joints							
Return to Dig							
Hoses and Lines							
Swing / Rotate Motor							
Propel							
Axle Suspension / Accumulator							
Winch							
Auxiliary Hydraulics / Valve / 3 Point Hitch							
Control Valves / Relief Valves							
Steering Operational Check ▲							
Steering Priority Valve Operational Check ▲							
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor						GROUP 7. TOTAL	
8. CHASSIS and FRAME CHECKS							
Main Frame							
Equipment / Engine Frame							
Axles / Tie Rods ▲							
Circle Frame							
CAB / ROPS Frame ▲							
Swing Frame							
Frame Articulation Joints							
Boom - Loader / Backhoe / Excavator							
Dipperstick / Bucket Links							
Dozer Frame							
Grapple Frame Single () Dual Function ()							
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor						GROUP 8. TOTAL	

EQUIPMENT EVALUATION FORM										
SEE LAST PAGE FOR GENERAL CONDITION DESCRIPTIONS										
9. TIRES / GROUND ENGAGING TOOLS / Reference Technical Manual Section 9020				RIMS				COMMENTS: Note all deficiencies and or variances from normal condition		Estimated Cost (Optional)
A. TIRES / RIMS	Size	Ply	% Tread Remaining	OK	1	2	3	N/A		
1. Front: Right										
Left										
2. Drive: Right										
Left										
3. Trailer: Right										
Left										
									GROUP A. TOTAL	
B. UNDERCARRIAGE										
1. Track Frames and Guards										
2. Front Crossbar										
3. Rear Crossbar										
4. Track Adjusters										
5. Rock Guards										
									GROUP B. TOTAL	
C. UNDERCARRIAGE MEASUREMENTS			Measurement	% Remaining*	*Calculate % remaining as 100 - % worn. Reference Undercarriage Appraisal Manual SP526					
1. Grousers - Shoes		Right			Width:					
		Left			Type:					
2. Track Pitch		Right								
		Left								
3. Track Bushings		Right			Have pins/bushings been turned? Yes () No ()					
		Left			Chain sealed and lubricated? Yes () No ()					
4. Track Links		Right								
		Left								
5. Idlers		Right								
		Left								
6. Carrier Rollers		Right								
		Left								
7. Track Rollers		Right								
		Left								
8. Sprockets		Right								
		Left								
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor									GROUP C. TOTAL	
10. GROUND ENGAGING TOOLS / ELEVATOR				% Remaining						
1. Buckets										
2. Blades										
3. Ripper										
4. Teeth / Tips										
5. End Bits										
6. Cutting Edge										
7. Elevator / Flights										
8. Elevator Chain / Sprockets										
GENERAL CONDITION (See last page for description) Excellent Very Good Good Average Poor									GROUP 10. TOTAL	

NEW BUSINESS

RECOMMENDED ACTION

D. CONSIDERATION OF PUBLIC WORKS AND PARKS VEHICLE REPLACEMENT PROGRAM:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to authorize City Staff to implement the Vehicle and Equipment Replacement Program for the Departments of Public Works (VCPW) and Parks and Public Buildings (PK & PB).

CONSENT AGENDA

A. REVENUE / EXPENSE SUMMARIES for NOVEMBER 2014

B. DELINQUENT ACCOUNTS for COLLECTION

C. CHECK RECONCILIATION REPORT for NOVEMBER 2014

D. CEREAL MALT BEVERAGE LICENSES

E. APPROVAL 2015 SENIOR COORDINATOR AGREEMENT

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

CONSENT AGENDA

A. REVENUE / EXPENSE SUMMARIES - NOVEMBER 2014:

- *GENERAL FUND*
- *EMPLOYEE BENEFITS FUND*
- *LIBRARY*
- *SPECIAL HIGHWAY*
- *EMERGENCY EQUIPMENT RESERVE*
- *BOND AND INTEREST*
- *WATER OPERATING*
- *STORMWATER UTILITY FUND*
- *SOLID WASTE UTILITY*
- *SEWER OPERATING*

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CITY OF VALLEY CENTER
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010-GENERAL FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	919,430.00	0.00	0.00	890,174.27	0.00	29,255.73	96.82
INTERGOVERNMENTAL	472,000.00	46,858.00	0.00	513,218.87	0.00 (41,218.87)	108.73
LICENSES & PERMITS	535,900.00	52,369.59	0.00	552,144.64	0.00 (16,244.64)	103.03
CHARGES FOR SERVICES	6,600.00	500.00	0.00	6,046.34	0.00	553.66	91.61
FINES & FORFEITURES	89,600.00	6,679.08	0.00	137,558.55	0.00 (47,958.55)	153.53
USE OF MONEY & PROPERTY	7,500.00	710.00	0.00	9,581.09	0.00 (2,081.09)	127.75
OTHER REVENUES	75,200.00	739.52	0.00	47,080.72	0.00	28,119.28	62.61
MISCELLANEOUS	129,000.00	131.82	0.00	3,800.71	0.00	125,199.29	2.95
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,235,230.00	107,988.01	0.00	2,159,605.19	0.00	75,624.81	96.62
<u>EXPENDITURE SUMMARY</u>							
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	275,500.00	26,683.88	0.00	295,951.20	0.00 (20,451.20)	107.42
CONTRACTUAL SERVICES	145,500.00	7,951.45	0.00	149,638.69	56.54 (4,195.23)	102.88
COMMODITIES	10,000.00	21.96	0.00	6,087.53	0.00	3,912.47	60.88
CAPITAL OUTLAY	12,500.00	0.00	0.00	9,921.31	0.00	2,578.69	79.37
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	138,000.00	50.40	0.00	1,184.28	0.00	136,815.72	0.86
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	581,500.00	34,707.69	0.00	462,783.01	56.54	118,660.45	79.59
<u>LEGAL & MUNICIPAL COURT</u>							
PERSONNEL SERV. & BENEF.	84,150.00	4,308.70	0.00	61,306.22	0.00	22,843.78	72.85
CONTRACTUAL SERVICES	31,000.00	7,608.67	0.00	46,234.58	55.97 (15,290.55)	149.32
COMMODITIES	730.00	26.65	0.00	1,058.82	0.00 (328.82)	145.04
CAPITAL OUTLAY	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	20,000.00	1,579.50	0.00	9,542.52	0.00	10,457.48	47.71
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL LEGAL & MUNICIPAL COURT	136,880.00	13,523.52	0.00	118,142.14	55.97	18,681.89	86.35

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CITY OF VALLEY CENTER
 REVENUE & EXPENSE REPORT (UNAUDITED)
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010-GENERAL FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
OFFSET	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ENVIRONMENTAL SERVICES	59,700.00	4,079.19	0.00	63,674.10	463.15 (4,437.25)	107.43
<u>PUBLIC WKS STORAGE BLDG</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PUBLIC WKS STORAGE BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>TOTAL EXPENDITURES</u>							
	2,280,480.00	230,953.61	0.00	2,201,903.92	2,082.61	76,493.47	96.65
** REVENUE OVER(UNDER) EXPENDITURES *(45,250.00)	(122,965.60)	0.00	(42,298.73)	(2,082.61)	(868.66)	98.08
OTHER FINANCING (USES)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OTHER SOURCES/(USES)	0.00		0.00	0.00	0.00	0.00	0.00
<u>REVENUE & OTHER SOURCES OVER/</u>							
(UNDER) EXPENDITURES & OTHER (USES)	(45,250.00)	(122,965.60)	0.00	(42,298.73)	(2,082.61)	(868.66)	98.08

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CITY OF VALLEY CENTER
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110-EMPLOYEE BENEFITS
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	695,160.00	0.00	0.00	672,638.24	0.00	22,521.76	96.76
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUES	3,500.00	0.00	0.00	6,912.00	0.00	(3,412.00)	197.49
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	698,660.00	0.00	0.00	679,550.24	0.00	19,109.76	97.26
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	688,000.00	(551.00)	0.00	346,336.84	0.00	341,663.16	50.34
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	16,500.00	0.00	0.00	0.00	0.00	16,500.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	704,500.00	(551.00)	0.00	346,336.84	0.00	358,163.16	49.16
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	704,500.00	(551.00)	0.00	346,336.84	0.00	358,163.16	49.16
** REVENUE OVER(UNDER) EXPENDITURES *(5,840.00)	551.00	0.00	333,213.40	0.00	(339,053.40)	5,705.71-
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00

REVENUE & OTHER SOURCES OVER/
 (UNDER) EXPENDITURES & OTHER (USES) (5,840.00) 551.00 0.00 333,213.40 0.00 (339,053.40) 5,705.71-

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140-LIBRARY
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	226,380.00	0.00	0.00	220,298.01	0.00	6,081.99	97.31
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	226,380.00	0.00	0.00	220,298.01	0.00	6,081.99	97.31
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
OTHER COSTS/MISC.	230,000.00	3,250.46	0.00	220,297.51	0.00	9,702.49	95.78
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	230,000.00	3,250.46	0.00	220,297.51	0.00	9,702.49	95.78
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	230,000.00	3,250.46	0.00	220,297.51	0.00	9,702.49	95.78
** REVENUE OVER(UNDER) EXPENDITURES *(3,620.00)	(3,250.46)	0.00	0.50	0.00	(3,620.50)	0.01-
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00		0.00	0.00	0.00	0.00	0.00
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	(3,620.00)	(3,250.46)	0.00	0.50	0.00	(3,620.50)	0.01-

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150-SPECIAL HIGHWAY
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	734,540.00	46,857.99	0.00	772,787.66	0.00 (38,247.66)	105.21
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUES	0.00	0.00	0.00	4,251.49	0.00 (4,251.49)	0.00
MISCELLANEOUS	101,000.00	0.00	0.00	0.00	0.00	101,000.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	835,540.00	46,857.99	0.00	777,039.15	0.00	58,500.85	93.00
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	233,800.00	14,956.05	0.00	221,361.22	0.00	12,438.78	94.68
CONTRACTUAL SERVICES	76,200.00	4,868.98	0.00	52,837.76	70.52	23,291.72	69.43
COMMODITIES	79,300.00	7,323.96	0.00	52,072.25	1,355.96	25,871.79	67.37
CAPITAL OUTLAY	418,500.00	563.65	0.00	454,871.74	0.00 (36,371.74)	108.69
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	6,000.00	0.00	0.00	315.84	0.00	5,684.16	5.26
DEBT SERVICE	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	833,800.00	27,712.64	0.00	781,458.81	1,426.48	50,914.71	93.89
TOTAL EXPENDITURES	833,800.00	27,712.64	0.00	781,458.81	1,426.48	50,914.71	93.89
** REVENUE OVER(UNDER) EXPENDITURES **	1,740.00	19,145.35	0.00 (4,419.66)(1,426.48)	7,586.14	335.99-
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	1,740.00	19,145.35	0.00 (4,419.66)(1,426.48)	7,586.14	335.99-

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160-EMERGENCY EQUIPMENT
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	50,100.00	0.00	0.00	48,956.97	0.00	1,143.03	97.72
OTHER REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	50,100.00	0.00	0.00	48,956.97	0.00	1,143.03	97.72
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
CAPITAL OUTLAY	49,500.00	0.00	0.00	32,760.70	268.03	16,471.27	66.72
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	49,500.00	0.00	0.00	32,760.70	268.03	16,471.27	66.72
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	49,500.00	0.00	0.00	32,760.70	268.03	16,471.27	66.72
** REVENUE OVER(UNDER) EXPENDITURES **	600.00	0.00	0.00	16,196.27 (268.03) (15,328.24)	2,654.71
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	600.00	0.00	0.00	16,196.27 (268.03) (15,328.24)	2,654.71

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CITY OF VALLEY CENTER
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410-BOND & INTEREST
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	(159,140.00)	(1,959,608.90)	0.00	(502,996.30)	0.00	343,856.30	316.07

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CITY OF VALLEY CENTER
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610-WATER OPERATING
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES	1,387,000.00	130,612.34	0.00	1,491,681.99	0.00 (104,681.99)	107.55
USE OF MONEY & PROPERTY	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
OTHER REVENUES	0.00	0.00	0.00	7,085.49	0.00 (7,085.49)	0.00
MISCELLANEOUS	0.00	0.00	0.00	2,600.35	0.00 (2,600.35)	0.00
MISCELLANEOUS	0.00	0.00	0.00 (405.86)	0.00	405.86	0.00
TOTAL REVENUES	1,388,000.00	130,612.34	0.00	1,500,961.97	0.00 (112,961.97)	108.14
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	339,000.00	24,393.38	0.00	357,855.46	0.00 (18,855.46)	105.56
CONTRACTUAL SERVICES	664,000.00	6,824.04	0.00	523,513.28	32,751.35	107,735.37	83.77
COMMODITIES	38,500.00	3,661.41	0.00	32,180.93	0.00	6,319.07	83.59
CAPITAL OUTLAY	67,000.00	0.00	0.00	20,460.39	0.00	46,539.61	30.54
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	279,500.00	0.00	0.00	0.00	0.00	279,500.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00 (885.12)	0.00	885.12	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,388,000.00	34,878.83	0.00	933,124.94	32,751.35	422,123.71	69.59
<u>ADMINISTRATION</u>							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,388,000.00	34,878.83	0.00	933,124.94	32,751.35	422,123.71	69.59
** REVENUE OVER(UNDER) EXPENDITURES **	0.00	95,733.51	0.00	567,837.03 (32,751.35) (535,085.68)	0.00
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	0.00	95,733.51	0.00	567,837.03 (32,751.35) (535,085.68)	0.00

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612-STORMWATER UTILITY FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUES	82,000.00	15,470.00	0.00	174,498.50	0.00 (92,498.50)	212.80
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	82,000.00	15,470.00	0.00	174,498.50	0.00 (92,498.50)	212.80
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	15,150.00	1,289.79	0.00	7,193.52	50.54	7,905.94	47.82
COMMODITIES	2,200.00	0.00	0.00	775.18	0.00	1,424.82	35.24
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	62,000.00	0.00	0.00	0.00	0.00	62,000.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL NON-DEPARTMENTAL	79,350.00	1,289.79	0.00	7,968.70	50.54	71,330.76	10.11
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	79,350.00	1,289.79	0.00	7,968.70	50.54	71,330.76	10.11
** REVENUE OVER(UNDER) EXPENDITURES **	2,650.00	14,180.21	0.00	166,529.80 (50.54) (163,829.26)	6,282.24
OTHER FINANCING (USES)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OTHER SOURCES/(USES)	0.00		0.00	0.00	0.00	0.00	0.00
<u>REVENUE & OTHER SOURCES OVER/</u>							
(UNDER) EXPENDITURES & OTHER (USES)	2,650.00	14,180.21	0.00	166,529.80 (50.54) (163,829.26)	6,282.24

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613-SOLID WASTE UTILITY
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
CHARGES FOR SERVICES	376,500.00	32,948.25	0.00	361,517.71	0.00	14,982.29	96.02
OTHER REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	500.00	120.00	0.00	1,364.00	0.00	(864.00)	272.80
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	377,000.00	33,068.25	0.00	362,881.71	0.00	14,118.29	96.26
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	371,000.00	30,620.19	0.00	330,414.98	50.55	40,534.47	89.07
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	376,000.00	30,620.19	0.00	330,414.98	50.55	45,534.47	87.89
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	376,000.00	30,620.19	0.00	330,414.98	50.55	45,534.47	87.89
** REVENUE OVER(UNDER) EXPENDITURES **	1,000.00	2,448.06	0.00	32,466.73	(50.55)	(31,416.18)	3,241.62
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>REVENUE & OTHER SOURCES OVER/</u>							
(UNDER) EXPENDITURES & OTHER (USES)	1,000.00	2,448.06	0.00	32,466.73	(50.55)	(31,416.18)	3,241.62

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620-SEWER OPERATING
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES	980,000.00	88,558.63	0.00	960,423.45	0.00	19,576.55	98.00
USE OF MONEY & PROPERTY	200.00	0.00	0.00	0.00	0.00	200.00	0.00
OTHER REVENUES	4,800.00	100.00	0.00	8,489.16	0.00 (3,689.16)	176.86
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	9.34	0.00 (9.34)	0.00
TOTAL REVENUES	985,000.00	88,658.63	0.00	968,921.95	0.00	16,078.05	98.37
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	224,000.00	11,019.65	0.00	174,630.09	0.00	49,369.91	77.96
CONTRACTUAL SERVICES	312,750.00	21,315.61	0.00	216,964.13	134.55	95,651.32	69.42
COMMODITIES	29,200.00	598.16	0.00	13,195.20	0.00	16,004.80	45.19
CAPITAL OUTLAY	36,500.00	0.00	0.00	40,151.84	0.00 (3,651.84)	110.01
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	421,900.00	0.00	0.00	210,000.00	0.00	211,900.00	49.77
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,024,350.00	32,933.42	0.00	654,941.26	134.55	369,274.19	63.95
<u>ADMINISTRATION</u>							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,024,350.00	32,933.42	0.00	654,941.26	134.55	369,274.19	63.95
** REVENUE OVER(UNDER) EXPENDITURES *(39,350.00)	55,725.21	0.00	313,980.69 (134.55) (353,196.14)	797.58-
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	0.00		0.00	0.00	0.00	0.00	0.00

REVENUE & OTHER SOURCES OVER/
 (UNDER) EXPENDITURES & OTHER (USES) (39,350.00) 55,725.21 0.00 313,980.69 (134.55) (353,196.14) 797.58-

CONSENT AGENDA

B. BAD DEBT / DELINQUENT ACCOUNTS REPORT:

- AUGUST 31, 2014 – SEPTEMBER 30, 2014 REPORT

12/09/2014 2:20 PM

A C C O U N T A G I N G R E P O R T

PAGE: 1

ZONE: ALL

CONTRACTS: NO

STAT: All

START DATES: 0/00/0000 THRU 99/99/9999

LAST BILL DATES: 0/00/0000 THRU 99/99/9999

FINAL DATES: 8/31/2014 THRU 9/30/2014

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
**** BOOK # :0001	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0003	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0004	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
05-0068-00	BARKER, IDA MAE	10/15/2014	F			35.25			35.25
**** BOOK # :0005	TOTAL ACCOUNTS:	1		0.00	0.00	35.25	0.00	0.00	35.25
**** BOOK # :0006	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
07-0143-93	EDEN, PAUL	9/23/2014	F			99.99			99.99
**** BOOK # :0007	TOTAL ACCOUNTS:	1		0.00	0.00	99.99	0.00	0.00	99.99
**** BOOK # :0009	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0010	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0011	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
12-0042-01	LOVE, KIM	9/10/2014	F			163.09			163.09

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A C C O U N T A G I N G R E P O R T

PAGE: 2

ZONE: ALL

CONTRACTS: NO

STAT: All

START DATES: 0/00/0000 THRU 99/99/9999

LAST BILL DATES: 0/00/0000 THRU 99/99/9999

FINAL DATES: 8/31/2014 THRU 9/30/2014

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
=====									
**** BOOK # :0012	TOTAL ACCOUNTS:	1		0.00	0.00	163.09	0.00	0.00	163.09
=====									
**** BOOK # :0013									
TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====									
14-0045-02	HART, JOHN	7/14/2014	F			76.12	118.78	107.31	302.21
=====									
**** BOOK # :0014	TOTAL ACCOUNTS:	1		0.00	0.00	76.12	118.78	107.31	302.21
=====									
**** BOOK # :0017									
TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====									
**** BOOK # :0018									
TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====									
**** BOOK # :0080									
TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====									
REPORT TOTALS	TOTAL ACCOUNTS:	4		0.00	0.00	374.45	118.78	107.31	600.54
=====									

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A C C O U N T A G I N G R E P O R T

PAGE: 3

===== R E P O R T T O T A L S =====

REVENUE CODE:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
100-WATER	0.00	0.00	209.62	32.17	29.07	270.86
200-SEWER	0.00	0.02	139.66	56.10	50.68	246.46
300-PROT	0.00	0.00	0.64	0.04	0.03	0.71
400-RECONNECT FEE	0.00	0.01CR	6.30	9.83	8.88	25.00
600-STORMWATER UTILITY FEE	0.00	0.01CR	8.78	5.90	5.33	20.00
610-SOLID WASTE	0.00	0.00	6.99	10.91	9.86	27.76
850-PENALTY	0.00	0.00	2.46	3.83	3.46	9.75
TOTALS	0.00	0.00	374.45	118.78	107.31	600.54

TOTAL REVENUE CODES: 600.54
 TOTAL ACCOUNT BALANCE 600.54
 DIFFERENCE: 0.00

ERRORS: 000

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A C C O U N T A G I N G R E P O R T

PAGE: 4

SELECTION CRITERIA

REPORT OPTIONS

ZONE: * - All
ACCOUNT STATUS: ALL
CUSTOMER CLASS: ALL
COMMENT CODES: All

BALANCE SELECTION

SELECTION: ALL
RANGE: 9999999.99CR THRU 9999999.99
AGES TO TEST: ALL
INCLUDE ZERO BALANCES: Include Accts w/Revenue Code balances

DATE SELECTION

CUSTOMER DATES: YES
START DATE: 0/00/0000 THRU 99/99/9999
LAST BILL DATE: 0/00/0000 THRU 99/99/9999
FINAL DATE: 8/31/2014 THRU 9/30/2014

TRANSACTION DETAIL

PRINT TRANSACTION DETAIL: NO
OLDEST TRANSACTION DATE: 99/99/9999

PRINT OPTION

TOTALS ONLY: NO
CONTRACTS: NO
PRINT SEQUENCE: ACCOUNT NUMBER
COMMENT CODES: None
*** END OF REPORT ***

CONSENT AGENDA

C. CHECK RECONCILIATION REGISTER REPORTS:

- NOVEMBER 2014 CHECK REPORT
- NOVEMBER 2014 BANK DRAFT REPORT

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CHECK RECONCILIATION REGISTER

PAGE: 1

COMPANY: 999 - POOLED CASH FUND

CHECK DATE: 11/01/2014 THRU 11/30/2014

ACCOUNT: 1000-001.000 POOLED CASH

CLEAR DATE: 0/00/0000 THRU 99/99/9999

TYPE: CHECK

STATEMENT: 0/00/0000 THRU 99/99/9999

STATUS: All

VOIDED DATE: 0/00/0000 THRU 99/99/9999

FOLIO: ALL

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1000-001.000	11/07/2014	CHECK	044990	HANSON, MARY	19.82CR	OUTSTND	A	0/00/0000
1000-001.000	11/07/2014	CHECK	044991	CARLSON, WILLIAM L	146.59CR	CLEARED	A	11/30/2014
*** 1000-001.000	11/14/2014	CHECK	044993	JOHNSON, SHELLEY R	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044994	PARK, AMANDA D	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044995	PILE, JOEL D	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044996	POLIAN, KRISTINE A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044997	SANTIAGO, JOSE A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044998	SETSER-MAUS, LINDA D	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	044999	WALTON-HOFT, TIFFANY L	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045000	UTECHT, WARREN F	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045001	ADAMS, DAVID A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045002	CRICE, VIRGINIA E	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045003	DELGADO, THOMAS J	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045004	EASLEY, JASON R	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045005	GORDON, MICHAEL G	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045006	GRAYSON, JAMES D	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045007	HEPHNER, MARK V	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045008	KIRK, JEREMIAH C	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045009	LEEKER, ERIC P	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045010	MANNING, JEREMY T	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045011	MCCASLIN, ROBERT S	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045012	MEYER, SHANNON	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045013	NEWMAN II, LLOYD	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045014	SCRIBNER, MARK A	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/14/2014	CHECK	045015	SULLIVAN, THOMAS R	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045016	TEDESCO, PHYLLIS K	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045017	TORMEY, LARRY	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045018	TRELOW, MATTHEW A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045019	VOGT, MATTHEW J	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045020	TENNISSEN, PHILIP A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045021	TORMEY, ROBERT L	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045022	FISHER, BRADLEY L	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045023	HAILEY, JASON K	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/14/2014	CHECK	045024	HOOSER, CALEB C	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045025	HOPPER, SILAS E	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/14/2014	CHECK	045026	HYBSHA, AMY L	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045027	NICHOLS, SAMUEL V	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045028	NORDICK, MATTHEW J	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045029	OWINGS, NEAL	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045030	SEXTON, CATHERINE A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045031	PLANT, CINDY L	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045032	BARTLETT, JASON V	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045033	HILL, JEFFREY W	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045034	ROGERS, DARRELL E	100.00CR	CLEARED	P	11/30/2014

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CHECK RECONCILIATION REGISTER

PAGE: 2

COMPANY: 999 - POOLED CASH FUND

CHECK DATE: 11/01/2014 THRU 11/30/2014

ACCOUNT: 1000-001.000 POOLED CASH

CLEAR DATE: 0/00/0000 THRU 99/99/9999

TYPE: CHECK

STATEMENT: 0/00/0000 THRU 99/99/9999

STATUS: All

VOIDED DATE: 0/00/0000 THRU 99/99/9999

FOLIO: ALL

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1000-001.000	11/14/2014	CHECK	045035	SMITH, HERSHEL R	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045036	BURKHOLDER, SAMUEL G	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045037	EKSTROM, RONALD D	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045038	HOLPER, BRENTON M	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045039	JACKSON, JUNA D	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045040	JACKSON, ROSEMARY F	100.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/14/2014	CHECK	045041	LECHNER, KATHERINE E	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045042	MERTINS, STEVE A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045043	ROBBINS, KYLE A	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045044	FIKE, TIMMY H	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045045	MILLER, GEORGE F	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/14/2014	CHECK	045046	WILLIAMS, SHAWN K	100.00CR	CLEARED	P	11/30/2014
1000-001.000	11/07/2014	CHECK	045047	CATHERINE A. SEXTON	1,125.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/07/2014	CHECK	045048	TIFFANY L. WALTON-HOFT	43.70CR	OUTSTND	A	0/00/0000
1000-001.000	11/14/2014	CHECK	045049	BARRY ARBUCKLE	800.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045050	LAURIE B WILLIAMS	200.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045051	SECURITY BENEFIT	63.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045052	VANTAGEPOINT TRANS AGENTS	15.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045053	U S DEPT OF EDUCATION	175.37CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045054	FAMILY SUPPORT PAYMENT CENTER	67.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045055	DELTA DENTAL OF KANSAS, INC.	2,980.12CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045056	VERIZON WIRELESS SERVICES, LLC	560.14CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045057	BREATHING AIR SERVICES, INC.	160.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045058	MIKE JOHNSON SALES, INC.	72.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045059	KANSAS OFFICE OF THE TREASURER	1,570.45CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045060	KDHE-DIV OF H & E LABORATORIES	530.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/14/2014	CHECK	045061	VALLEY CENTER POSTMASTER	6,000.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045062	HAMPEL OIL DISTRIBUTIONS, INC.	8,558.55CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045063	CIVIC PLUS	1,125.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045064	P S I	3,003.75CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045065	VALLEY CENTER CHAMBER OF COMME	3,500.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/14/2014	CHECK	045066	APAC - KANSAS INC	563.65CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045067	KANSAS EMPLOYMENT SECURITY	770.25CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045068	KDHE -- ATTN: TERESA SCHUYLER	40.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045069	BURWELL CONSTRUCTION & RO	575.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045070	GIANT COMMUNICATIONS	1,521.02CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045071	JOY K. WILLIAMS, ATTORNEY AT L	1,000.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045072	CHILDREN'S SPECIALTIES, INC.	6,217.50CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045073	FLINN CONSTRUCTION, LLC	2,200.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	CHECK	045074	KDHE / EMS	20.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045075	ARNOLD, BRANT J	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/21/2014	CHECK	045076	BANNING, NICHOLAS T	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045077	HUMMON IV, BYRON E	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/21/2014	CHECK	045078	KARLOWSKI, JACOB J	50.00CR	OUTSTND	P	0/00/0000

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CHECK RECONCILIATION REGISTER

PAGE: 3

COMPANY: 999 - POOLED CASH FUND

CHECK DATE: 11/01/2014 THRU 11/30/2014

ACCOUNT: 1000-001.000 POOLED CASH

CLEAR DATE: 0/00/0000 THRU 99/99/9999

TYPE: CHECK

STATEMENT: 0/00/0000 THRU 99/99/9999

STATUS: All

VOIDED DATE: 0/00/0000 THRU 99/99/9999

FOLIO: ALL

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1000-001.000	11/21/2014	CHECK	045079	LUDLUM, LEE A	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045080	RAMIREZ, FELIX R	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045081	SILHAN, LUKE A	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045082	TORMEY, CHAD W	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045083	TORMEY, JOSHUA W	50.00CR	OUTSTND	P	0/00/0000
1000-001.000	11/21/2014	CHECK	045084	TORMEY, LONNIE	50.00CR	CLEARED	P	11/30/2014
1000-001.000	11/21/2014	CHECK	045085	CITY OF WICHITA	9,240.00CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045086	TYLER TECHNOLOGIES INC	875.05CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045087	CCMFOA OF KANSAS	100.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045088	THE ARK VALLEY NEWS	157.20CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045089	BEALL, MITCHELL AND SULLIVAN,	1,500.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045090	KANSAS ONE-CALL SYSTEM, INC	133.20CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045091	A T & T KANSAS	1,070.28CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045092	INTRUST CARD CENTER	47,783.09CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045093	PETTY CASH	49.00CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045094	SEDGWICK COUNTY	1,579.50CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045095	WASTE MANAGEMENT OF WICHITA	29,244.10CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045096	M & M REPAIR, INC.	99.71CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045097	CHRISTOPHER MICHAEL LEE DAVIS,	750.00CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045098	GALLAGHER BENEFIT SERVICES, IN	223.50CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045099	PHILIP L. WEISER, J.D.	150.00CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045100	SEDGWICK COUNTY ASSOCIATION OF	100.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	CHECK	045101	KDOT - BUREAU OF LOCAL PROJECT	63,600.00CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	CHECK	045102	EDNA BUSCHOW	3,250.46CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	CHECK	045103	LAURIE B WILLIAMS	200.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	CHECK	045104	SECURITY BENEFIT	63.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	CHECK	045105	VANTAGEPOINT TRANS AGENTS	15.00CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	CHECK	045106	U S DEPT OF EDUCATION	175.37CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	CHECK	045107	FAMILY SUPPORT PAYMENT CENTER	67.00CR	OUTSTND	A	0/00/0000
*** 1000-001.000	11/07/2014	CHECK	047047	CATHERINE A. SEXTON VOIDED	1,125.00CR	VOIDED	A	11/07/2014
1000-001.000	11/07/2014	CHECK	047048	TIFFANY L. WALTON-HOFT VOIDED	43.70CR	VOIDED	A	11/07/2014

TOTALS FOR ACCOUNT 1000-001	CHECK	TOTAL:	210,517.07CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	0.00

12/11/2014 11:36 AM

CHECK RECONCILIATION REGISTER

PAGE: 4

COMPANY: 999 - POOLED CASH FUND

CHECK DATE: 11/01/2014 THRU 11/30/2014

ACCOUNT: 1000-001.000 POOLED CASH

CLEAR DATE: 0/00/0000 THRU 99/99/9999

TYPE: CHECK

STATEMENT: 0/00/0000 THRU 99/99/9999

STATUS: All

VOIDED DATE: 0/00/0000 THRU 99/99/9999

FOLIO: ALL

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT --DATE-- --TYPE-- NUMBER -----DESCRIPTION----- ---AMOUNT--- STATUS FOLIO CLEAR DATE

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	210,517.07CR
DEPOSIT	TOTAL:	0.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	0.00
SERVICE CHARGE	TOTAL:	0.00
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	0.00

12/11/2014 11:38 AM

CHECK RECONCILIATION REGISTER

PAGE: 1

COMPANY: 999 - POOLED CASH FUND

CHECK DATE: 11/01/2014 THRU 11/30/2014

ACCOUNT: 1000-001.000 POOLED CASH

CLEAR DATE: 0/00/0000 THRU 99/99/9999

TYPE: BANK-DRAFT

STATEMENT: 0/00/0000 THRU 99/99/9999

STATUS: All

VOIDED DATE: 0/00/0000 THRU 99/99/9999

FOLIO: ALL

AMOUNT: 0.00 THRU 999,999,999.99

CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1000-001.000	11/01/2014	BANK-DRAFT	091360	COX COMMUNICATIONS KANSAS LLC	154.95CR	CLEARED	A	11/30/2014
1000-001.000	11/03/2014	BANK-DRAFT	091361	INTRUST BANK, N.A.	9.20CR	CLEARED	A	11/30/2014
1000-001.000	11/04/2014	BANK-DRAFT	091362	KANSAS DEPT OF REVENUE	10.00CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091363	KPERS	9.44CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091364	INTRUST BANK, N.A.	839.72CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091365	KPERS	735.08CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091366	INTRUST BANK, N.A.	8,046.54CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091367	KANSAS DEPT OF REVENUE	532.39CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091368	ING LIFE INSURANCE & ANNUITY C	710.24CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091369	INTRUST BANK, N.A.	17,475.92CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091370	KANSAS DEPT OF REVENUE	2,480.62CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091371	KANSAS PAYMENT CENTER	795.31CR	CLEARED	A	11/30/2014
1000-001.000	11/14/2014	BANK-DRAFT	091372	KPERS	10,895.47CR	CLEARED	A	11/30/2014
1000-001.000	11/16/2014	BANK-DRAFT	091374	COX COMMUNICATIONS KANSAS LLC	59.95CR	CLEARED	A	11/30/2014
1000-001.000	11/16/2014	BANK-DRAFT	091375	COX COMMUNICATIONS KANSAS LLC	81.95CR	CLEARED	A	11/30/2014
1000-001.000	11/16/2014	BANK-DRAFT	091376	COX COMMUNICATIONS KANSAS LLC	129.95CR	CLEARED	A	11/30/2014
1000-001.000	11/16/2014	BANK-DRAFT	091377	COX COMMUNICATIONS KANSAS LLC	79.95CR	CLEARED	A	11/30/2014
1000-001.000	11/16/2014	BANK-DRAFT	091378	COX COMMUNICATIONS KANSAS LLC	34.06CR	CLEARED	A	11/30/2014
1000-001.000	11/20/2014	BANK-DRAFT	091381	KANSAS DEPT OF REVENUE	760.08CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	BANK-DRAFT	091379	WESTAR ENERGY, INC.	16,034.19CR	CLEARED	A	11/30/2014
1000-001.000	11/21/2014	BANK-DRAFT	091380	KANSAS GAS SERVICE	553.05CR	OUTSTND	A	0/00/0000
1000-001.000	11/21/2014	BANK-DRAFT	091382	INTRUST BANK, N.A.	83.00CR	CLEARED	A	11/30/2014
1000-001.000	11/26/2014	BANK-DRAFT	091373	KANSAS OFFICE OF THE TREASURER	1,959,608.90CR	CLEARED	A	11/30/2014
1000-001.000	11/28/2014	BANK-DRAFT	091383	INTRUST BANK, N.A.	443.56CR	CLEARED	A	11/30/2014
1000-001.000	11/28/2014	BANK-DRAFT	091384	KANSAS DEPT OF REVENUE	16.95CR	CLEARED	A	11/30/2014
1000-001.000	11/28/2014	BANK-DRAFT	091385	ING LIFE INSURANCE & ANNUITY C	709.04CR	OUTSTND	A	0/00/0000
1000-001.000	11/28/2014	BANK-DRAFT	091386	INTRUST BANK, N.A.	16,821.66CR	CLEARED	A	11/30/2014
1000-001.000	11/28/2014	BANK-DRAFT	091387	KANSAS DEPT OF REVENUE	2,362.00CR	CLEARED	A	11/30/2014
1000-001.000	11/28/2014	BANK-DRAFT	091388	KANSAS PAYMENT CENTER	795.81CR	CLEARED	A	11/30/2014

TOTALS FOR ACCOUNT 1000-001	CHECK	TOTAL:	0.00
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	2,041,268.98CR

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	0.00
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	2,041,268.98CR

CONSENT AGENDA

D. CEREAL MALT BEVERAGE LICENSES:

The following businesses have made application for a Cereal Malt Beverage License for the year 2015.

Applications were received by the Finance and Administration Director and recommended for approval by the Chief of Police, Mark Hephner.

Package Sales:

- Casey's General Store, 222 S. Meridian, Valley Center, KS
- Kwik Shop, 110 E. 5th, Valley Center, KS
- Leeker's Family Foods, 801 S Meridian, Valley Center, KS
- Pizza Hut, 344 S Meridian, Valley Center, KS

CONSENT AGENDA

E. APPROVAL 2015 SENIOR COORDINATOR AGREEMENT:

**CITY OF VALLEY CENTER CONTRACT
AGREEMENT**

THIS AGREEMENT entered into this 1st day of January, 2015 by and between the City of Valley Center, a duly organized municipal corporation, hereinafter referred to as the "City", and Cathy Sexton hereinafter referred to as the "Coordinator"

WHEREAS, the City desires to obtain assistance to organize, plan, coordinate, and operate programs for the elderly; and

WHEREAS, the Coordinator desires to provide the City with such services.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **DESCRIPTION OF SERVICES.** The Coordinator will be responsible for planning, coordinating, and operating programs for the elderly. The Coordinator agrees to do the following:
 - A. Provide training, support services and advocacy for senior issues.
 - B. Coordinate, schedule, and maintain related records and statistics for programs with the VC Senior Club.
 - C. Assists in the organizing of classes, workshops and activities for senior adults engaged in recreation programs.
 - D. Responds to public inquiries about senior adult programs made by telephone, correspondence, or during public meetings.
 - E. Survey leisure interests and needs of senior adults.
 - F. Assists VC Senior Club leadership in selecting appropriate physical activities and special interest leisure and fitness activities.
 - G. Participate in development of regional programs and initiatives with colleagues from neighboring communities.

2. **PAYMENT.** In compensation for the services rendered, the Coordinator shall be paid an amount of \$13,500 paid in equal installments over the course of the agreement.

3. **TERMS OF AGREEMENT.** This agreement is for a period of one year from January 1, 2015 to December 31, 2015 and may be continued by mutual written consent. It may be terminated at any time by mutual written consent.

4. **TAXES.** The Coordinator understands that she is responsible for any tax liability arising from this Agreement specifically, including any tax withholding. The City shall not be responsible for, nor indemnify the Coordinator for any federal, state, or local taxes, which may be imposed or levied upon the subject matter of this Agreement.

5. **RELATIONSHIP OF PARTIES.** It is understood by the parties that for the purpose of this agreement, Cathy Sexton is an independent contractor with respect to the City, and not an employee of the City. The City will not provide fringe benefits, including health

insurance benefits, paid vacation, or any other employee benefit as a result of this agreement.

6. COMPLIANCE WITH LAWS. The Coordinator shall comply with all state and federal laws, city ordinances, rules, regulations, policies, and directives relating to the services to be performed hereunder.

7. NON-DISCRIMINATION. The Coordinator agrees to not unlawfully discriminate against any person because of race, religion, creed, color, age, sex, disability or national origin of ancestry in the execution and fulfillment of this Agreement.

8. INDEMNIFICATION. Neither party will agree to indemnify or hold the other harmless from any claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against the City or the Coordinator that result from the acts or omissions of either party or its employees or agents.

9. ASSIGNMENT. The Coordinator's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the City.

10. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

<p>If for Coordinator: <i>Cathy Sexton</i> <i>4291 Albert</i> <i>Valley Center, KS 67147</i></p>	<p>If for the City of Valley Center: <i>City of Valley Center</i> <i>121 S. Meridian</i> <i>PO BOX 188</i> <i>Valley Center, KS 67147</i></p>
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Such addresses may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

11. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether written or oral. This Agreement supersedes any prior written or oral agreements between the parties.

12. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

13. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and

enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

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

City of Valley Center Kansas

Coordinator

Michael McNown, Mayor

Cathy Sexton

ATTEST:

Jose Santiago, City Clerk

STAFF REPORTS

A. Finance and Administration Director Polian

- Municipal Court November 2014 Report

B. Chief of Police Hephner

- Police Department November 2014 Report
- Customer Service Award – Officer Adams

C. Fire Chief Tormey

- Fire Department November 2014 Report

D. Community Development Director Utecht

E. City Superintendent Holper

- Vehicle Memo from City Superintendent

F. Parks & Public Buildings Superintendent Owings

- Parks & Public Buildings October – November 2014 Report

G. City Engineer Kelsey

H. City Attorney Arbuckle

I. City Administrator Pile

**VALLEY CENTER MUNICIPAL COURT
NOVEMBER 2014 REPORT**

November 1st through November 30, 2014

39 TOTAL CASES
 20 TOTAL PERSONS

 2 CASES WITH NO STATUS CHG.
 14 CONTINUED TO NEW DATE
 5 CONTINUED
 2 DIVERSION
 1 SENTENCING
 4 DISMISSED WITHOUT PREJUDICE
 2 REVIEW HEARING
 2 LATE NOTICE
 3 PAYMENT PLAN
 4 WARRANT ISSUED

Report for fees collected:

11/01/2014 - 11/30/2014

42	2,125.50	CCOST6	COURT COST 2011
2	254.16	DIV	DIVERSION FEE
72	4,299.42	FINE	FINE
1	4.68	JF	JAIL HOUSING FEES
45	21.24	JT	JUDGE TRAINING
45	849.54	LETDV0	LAW ENFORCEMENT TRAINING
3	112.30	REST	RESTITUTION
TOTAL:	7,666.84		

**VALLEY CENTER POLICE DEPARTMENT
NOVEMBER 2014 REPORT**

Officer's Report December 9, 2014 Chief Mark V. Hephner #1

Attention: Joel Pile
 City Administrator
 Valley Center Kansas

Subject: Valley Center Police November Monthly Report

The Police Department answered 498 calls for service during November 2014. Of those calls, 119 generated police cases. Emergency Communications/Records recorded 95 records dissemination requests. Officers wrote 107 citations for a total of 141 violations. The following is a break down of the police department cases:

Calls for Service:

- Alarms-5
- Animal-12
- Assist citizen-1
- Assist EMS-17
- Assist Fire-6
- Assist-outside agency-106
- Auto Theft-3
- Burglary-2
- Business/Residence checks-14
- Check shots-2
- 911 Hangups-48
- Disturbance/DV-21
- DUI-0
- Found/Lost Property-2
- Follow up-38
- Fraud-4
- Lost Juveniles-0
- Misc Calls-54
- Park Check-4
- Runaway-0
- Suspicious Person/Vehicle-32
- Theft-103 *
- Traffic/Road-23
- Traffic Accidents--10-47-10 10-48-1
- Vandalism-4
- Welfare Check-5
- Warrant Service-8

*includes 66 thefts involving Jr. Cheerleading case

The chief had a supervisor meeting on November 12. The chief attended one Lion's Club Meeting during the month. The chief attended an advisory board meeting at WATC on November 5. He met with American Legion officer regarding officer of the year nomination on November 11. He attended a Webinar from Lexipol on November 12. He met with DC Tim Brant of Derby PD regarding SRO grant.

During the month, Detective Sergeant Lloyd Newman II completed the monthly fuel report. He along with Sgt Vogt supervised Municipal Court sessions during the month. He attended a city safety/training meeting during the month. He assisted on a felony theft case. He attended webinars on ADA, Ebola and Dragon software.

Sgt Vogt assisted with court during the month. He entered the departments training hours with C-Post. He attended an Operation Impact meeting. He attended an Operation Lifesaver meeting. He initiated a Customer Service Award for one of his officers. He completed an Internal Investigation on an officer. He arranged for the Radio Shop to come and reprogram all of the department mobile and portable radios.

Sgt Delgado attended the monthly supervisor meeting. He worked with the second and third shift officers regarding work expectations. He assisted Park City PD by sitting on hiring Interview Board. He along with other on duty officers arrested a suspected gang member for outstanding warrants for Criminal Discharge of a firearm, Criminal Possession of a firearm, and for Aggravated Escape custody. This suspect had been involved in a Drive-by shooting in Wichita. He wrote up a customer service award for one of his officers.

Detective Grayson interviewed numerous suspects/witnesses this month. He investigated several caseloads this past month and worked on Affidavits. He spent a great deal of time investigating the Jr. Cheerleading embezzlement case. This case involved 66 victims, he had to interview both suspects and work with the DA's Office, subpoena bank records and track the total loss from all victims. He was also called out once during the month to interview suspects in an auto theft case.

Training: Sgt Delgado attended the weeklong Law Enforcement Leadership Academy put on by KU Continuing Education at KLETC. (also see Attached)

Community Outreach Programs: Sgt Delgado assisted at the city wide luncheon on Thanksgiving Day. Sgt Delgado turned in several families to receive food baskets from the SO. Detective Grayson visited Sunflower Garden and New Hope. He also worked with the Salvation Army and Union Rescue Mission to provide food for Thanksgiving holiday. He assisted giving out over 200 coats and 100 meals to those in need this month. He also visited the Middle School and Abilene for lunch. He also had lunch with the seniors at the Community building.

Miscellaneous items: The department participated in a special enforcement effort sponsored by KDOT, STEP during the month.

Chief Mark Hephner
Valley Center Police Chief
December 9, 2014



CUSTOMER SERVICE AWARD

Employee Being Recognized: Officer Allen Adams

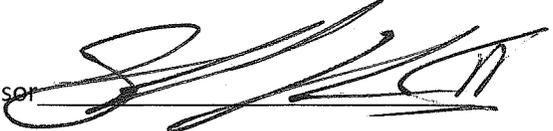
Reason for Recommendation: Officer Adams identified a need of a school staff member that was without a dependable car. Officer Adams coordinated an effort to get a donated new used car for the staff member so that she could have dependable transportation. He also coordinated sponsors to provide gas cards for her. Officer Adams' philanthropic efforts reflected positively on the Valley Center Police Department and helped to establish a positive relationship between the police and the community.

Person Making Recommendation: Officer Michael Gordon

Supervisor Comments: I appreciate you and what you bring to our department. It awesome to have someone such as yourself that is so passionate about your job. You have shown time and time again that you care about your kids and you take pride in your job. Your compassion and actions to help a citizen in need exemplifies what we as a department wish to see from all our officers. Thank You!

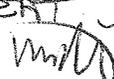
I would also like to recognize Officer Adams' exemplary attitude, efforts and dedication for his unselfish acts to help this young lady. Not only did he coordinate the donation of a newer vehicle, but he also took steps to help her in other ways. He also gave her gas cards and put her name in for a Christmas food basket that will also assist her and her family. Officer Adams addressed a need, put forth the effort and made it happen. Good job Officer Adams, Sgt. T.J. Delgado

Signatures—Employee 

Supervisor 

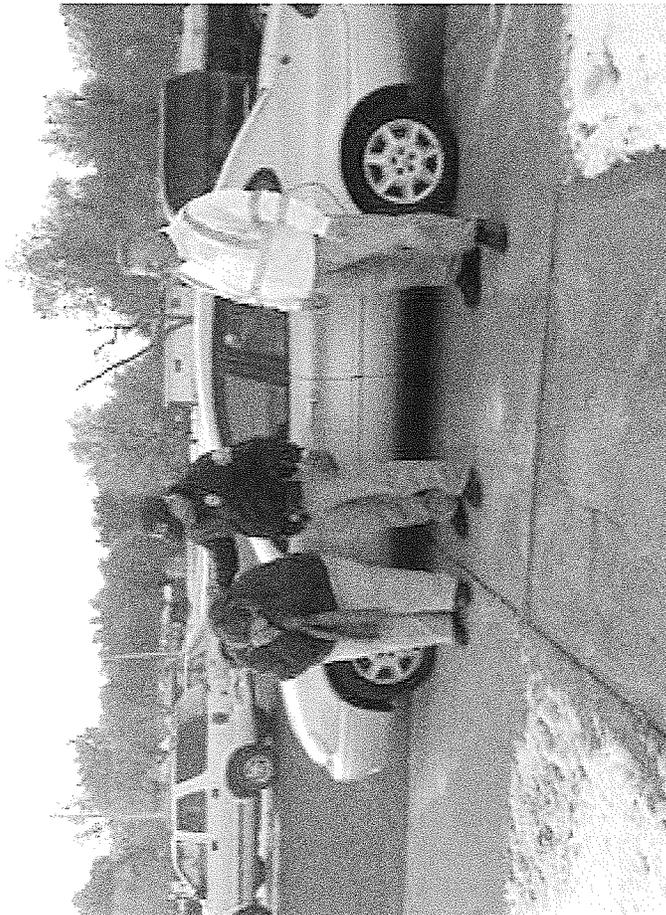
Chief 

Copies to: Employee
Employees' File

GREAT JOB ALLEN!


November 20, 2014: When you donate a car in Kansas, you're helping the communities we live in. Today, we gave a donated 2005 Ford Taurus to a school employee.

A resource officer of the Valley Center Middle School, Allen Adams, of the Valley Center PD, told us of a woman that helps the school children in Valley Center. It was his request that motivated us to help Ashley Ransom of Wichita, Kansas. As you can see in the picture, she was very surprised by the gift.



Car Donations in KC help the community

VALLEY CENTER FIRE DEPARTMENT**November 2014 Activity Report**

The Fire Department responded to 48 calls for service in November; these are broken down as follows.

<u>Calls For Service</u>	<u>City</u>	<u>Townships</u>
Building Fire (Automatic Aid Received SCFD #1)	1	0
Building Fire (Automatic Aid Given SCFD #1 Park City)	0	1
Road Freight or Transport Vehicle Fire	0	1
Grass Fire	0	1
Brush or Brush & Grass Mixture Fire	0	1
Medical Assist, Assist EMS Crew	6	0
EMS Call	5	0
Assist Invalid	2	0
Gasoline or Other Flammable Liquid Spill	1	0
Heating Short Circuit (wiring) Defective/Worn	1	0
Water Problem	1	0
Alarm System Activation, No Fire-Unintentional	1	0
Good Intent Call	2	0
Dispatched & Cancelled En Route (Automatic Aid Given SCFD #1 Park City)	0	1
Dispatched & Cancelled En Route (Mutual Aid Given SCFD #1 Park City)	0	1
Dispatched & Cancelled En Route	9	6
Burn Permit	7	0

19 Firefighters Attended Training in Valley Center Training Consisted of Fire Ground Operation; Advancing a Fire Attack Line (November 3rd 2014).

1 Firefighter Conducted a Blood Pressure Check for a Citizen (November 12th 2014).

1 Firefighter Conducted a Blood Pressure Check for a Citizen (November 13th 2014).

1 Firefighter Conducted a Blood Pressure Check for a Citizen (November 14th 2014).

4 Firefighters Conducted Fire Prevention Activities for 55 students and 4 Adults at the Methodist Church (November 12th 2014).

3 Firefighters Conducted Fire Prevention Activities for 55 Students and 4 Adults at the Methodist Church (November 13th 2014).

12 Firefighters Attended Training in Valley Center Training Consisted of Primary Search and Rescue Training and Technique (November 17th 2014).

1 Firefighter Conducted a Blood Pressure Check for a Citizen (November 20th 2014).

1 Firefighter Conducted a Station Tour for 2 Children and 1 Adult for a Boy Scout Merit Badge (November 20th).

For the Year of 2013 VCFD had 888 Calls for Service. For the Year of 2007 VCFD had 467 Calls for Service Prior to Hiring a 2nd Full-Time Fireman for the Budgeted Year of 2008.

For the month of November 2014 VCFD had 48 Calls for Service and 23 of those Calls for Service Occurred After the Hours of 8:00 A.M. to 5:00 P.M. Monday Thru Friday or During the Weekend Hours.

The Total Number of Calls From January to November 2014 is 710 with 373 of those Calls After Hours.

CHIEF TORMEY

December 11, 2014

To: Joel Pile, City Administrator

From: Brenton Holper, Public Works Director

Subject: Public Works Vehicle Purchase - Streets

RECOMMENDATION

The Public Works Department recommends that the City Council authorizes the purchase of a regular cab truck for an estimated total price of \$28,000. This purchase would be paid in full upon delivery of the vehicle and is currently identified in the proposed FY 2014 Budget Amendment.

BACKGROUND

The Public Works Department currently has a vehicle fleet with an overall average fleet age of that exceeds 12 years. The vehicle being proposed to be replaced is currently 14 years old and has nearly doubled the average useful life (7 years) for similar purposes. With the high age of the vehicle, maintenance cost tend to increase in order to keep the vehicle operational.

It is VCPW's intentions to replace this vehicle (½ ton truck) with a ¾ ton truck. This will provide VCPW with additional capabilities in the future such as increased towing capabilities and snow removal practices.

FINANCIAL CONSIDERATION

VCPW is requesting the approval to use up to \$28,000 for the purchase of a vehicle. This expense would be paid for entirely through the 2014 Streets budget.

Parks & Public Buildings Update

ADMINISTRATIVE

- Staff attended Pesticide Workshop at Extension office (Fisher, Nordick, Nichols & Owings)
- Approval of low bid from Apex Irrigation to install Arrow head Park sprinkler system - work expected to begin in Dec/Jan weather permitting
- Received council approval to purchase new mower
- Implemented a new schedule for weekly Building Inspections in effort to

BUILDINGS

- Moved court records from Public Safety Building to City Hall—approx. 80-90 boxes
- Replaced tile flooring in the front foyer, restrooms and front stairwells at the Public Safety Building
- Troubleshoot & repair HVAC unit on Headworks Building at Waste Treatment Plant
- Winterized all building facilities for the season
- Put up Christmas Lights at City Hall & Historical Building
- Cleaned & treated walks and parking lots for snow and ice

PARKS

- Repaired sump pump at swimming pool
- Installed picnic tables & benches at Arrowhead Park
- Marked property boundaries and installed permanent boundary markers at Arrowhead Park
- Winterized all sprinkler systems
- Final mowing of all properties for the season

FORESTRY

- Planted approximately 30 trees on Emporia Median and at Arrowhead, McLaughlin and Lions Park
- Repaired water trailer pump
- Trimmed trees at Arrowhead Park

New Tile Flooring at Public Safety Building



Tree Planting at McLaughlin Park & Emporia



GOVERNING BODY REPORTS

A. Mayor McNown

B. Councilmember Leftoff

C. Councilmember Cicirello

D. Councilmember Ishman

E. Councilmember Dove

F. Councilmember Maschino

G. Councilmember L. Jackson

H. Councilmember Anderson

I. Councilmember Hobson

ADJOURN