

CITY OF VALLEY CENTER

FINAL AGENDA

May 10, 2012

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.

May 15, 2012

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION: MINISTERIAL ALLIANCE**
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF AGENDA** p 3
6. **CLERK'S AGENDA** p 4
 - A. Minutes p 4
 - May 1, 2012 Council Meeting p 5
 - B. Appropriation Ordinance p 9
 - C. Treasurer's Report – April 2012 p 18
7. **PRESENTATIONS / PROCLAMATIONS** p 21
8. **PUBLIC FORUM** (*Citizen input and requests*) p 21
9. **APPOINTMENTS** p 21
10. **COMMITTEES, COMMISSIONS** p 21
 - A. Items for Council review p 5
11. **OLD BUSINESS** p 22
12. **NEW BUSINESS** p 22
 - A. Consideration of Resolution 598-12: Determining the City has complied with provisions of its Annexation Service Plan serving properties annexed under Ordinance 1145-07. p 23
 - B. 2013 Budget Schedule p 36
 - C. Establish June 5, 2012 for Public Meeting regarding N. Meridian Improvement Project. p 38
13. **CONSENT AGENDA** p 39
 - A. Revenue / Expense Summaries – April 2012. p 40
 - B. Bad Debt Report – April 2012 p 54
 - C. Adoption of Cold Weather Policy p 59
 - D. Purchase Card Account Resolution: Changing Authorized Parties p 64
14. **STAFF REPORTS** p 66
15. **GOVERNING BODY REPORTS** p 72
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.

CLERK'S AGENDA

A. MINUTES:

Attached are the Minutes from the meeting of May 1, 2012 Regular Council Meeting as prepared by the Assistant City Clerk.

RECOMMENDED ACTION:

Staff recommends motion to approve the May 1, 2012 Regular Council Meeting Minutes as presented / amended

REGULAR COUNCIL MEETING
MAY 01, 2012
CITY HALL
121 S. MERIDIAN

Mayor McNown called the meeting to order at 7:00 p.m. with the following members present: Judith Leftoff, Dan Smith, Harrison Gerling, Marci Maschino, Lionel Jackson, Kate Jackson, and Al Hobson.

Member Absent: Lou Cicirello

Staff Present: Joel Pile, City Administrator
Kristine Polian, City Clerk
Jose Santiago, Assistant City Clerk
Mark Hephner, Police Chief
Richard Dunn, City Superintendent
Neal Owings, Parks and Public Buildings Superintendent
Robert Tormey, Fire Captain
Warren Utecht, Community Development Director
Mike Kelsey, City Engineer
Barry Arbuckle, City Attorney

Press Present: The Ark Valley News

APPROVAL OF THE AGENDA

Agenda amended as follows: add on **7. PRESENTATIONS/PROCLAMATIONS p 18** the B. Citizenship Award p 20

Maschino moved, seconded by L. Jackson, to approve the agenda as amended. Vote yea: unanimous. Motion carried.

CLERK'S AGENDA

MINUTES – APRIL 17, 2012 REGULAR COUNCIL MEETING

L. Jackson moved, second by Gerling, to approve the Minutes from the April 17, 2012 Regular Council Meeting as presented. Vote yea: unanimous. Motion carried.

APPROPRIATION ORDINANCE – MAY 01, 2012

Gerling moved, second by Hobson, to approve Appropriation Ordinance No. 05/01/2012 as presented. Vote yea: unanimous. Motion carried.

PRESENTATIONS/PROCLAMATIONS

2012 LAW ENFORCEMENT MEMORIAL DAY

Mayor McNown proclaims May 13th through 19th, 2012 as Police Week; and May 15th, 2012 as Peace Officers Memorial day in the city of Valley Center.

THE CITIZENSHIP AWARD

Mayor McNown presented the Citizenship Award which recognized Nathan Collins and Steven Jones in honor of preserving parks.

PUBLIC FORUM

APPOINTMENTS

COMMITTEES, COMMISSIONS

ITEMS FOR COUNCIL REVIEW

- Planning Commission, April 24, 2012 Minutes.
- Economic Development Task Force, April 19, 2012 Minutes.

OLD BUSINESS

REVIEW OF WAYFINDING SIGNS

K. Jackson moved, second by Gerling, to approve proposed language and location of Wayfinding Signage Plan as recommended by Economic Development Task Force. Vote yea: unanimous. Motion carried.

NEW BUSINESS

PRESENTATION OF SALARY & BENEFIT SURVEY; BECKY CROWDER, The Austin Peters Group, Inc.

Maschino asked about consideration for poverty level. Leftoff asked if benefits were included with the survey. Crowder will add this additional information to the memo she will put together for the council.

L. Jackson moved, second by Smith, to receive and file report as presented. Vote yea: unanimous. Motion carried.

UPDATE RE: 7000 N CHAPARRAL:

Auction still scheduled June 9th at 1:30 p.m. Smith asked, what about if property does not sell? Utecht stated that there are interested parties. Utecht and neighborhood will meet with interested parties and present to them the property history. If property does not sell then the bank will take over since Mr. Swinson, the owner, has filed bankruptcy. Arbuckle stated The City is not involved in sale of property and new tenant is subject to City ordinances.

DISCUSSION RE: DEVELOPER INCENTIVES

Smith moved, second by L. Jackson to refer the Review and Consideration of New Home Incentives to the Economic Development Task Force with an amount not to exceed \$60,000.00. Vote yea: Leftoff, Smith, Gerling, L. Jackson, and Hobson. Opposed: K. Jackson and Maschino. Motion carried.

DISCUSSION & CONSIDERATION OF BIDS ON NORTH MERIDIAN PAVING PROJECT

L. Jackson moved, second by Maschino, to award North Meridian Paving Project including ALT No. 1 and ALT No. 2 to Cornejo for an amount not to exceed \$473,227.50. Vote yea: unanimous. Motion carried.

CONSENT AGENDA

STAFF REPORTS

CITY CLERK POLIAN

Audit reminder: to answer questions received from the auditors, and to mail in the self-stamp envelopes their answers directly to the auditors.

CHIEF OF POLICE HEPHNER

Thanked Mayor McNown for the 2012 Law Enforcement Memorial Day proclamation.

COMMUNITY DEVELOPMENT DIRECTOR UTECHT

Utecht mentioned that the public opinion survey regarding City investments was posted on the City's web site and went out with the utility billing. Also, there were drop boxes throughout the city. Utecht stated surveys went out last week and we had a good turnout.

PARK & PUBLIC BUILDINGS SUPERINTENDENT OWINGS

Thanked Mayor McNown for adding to the **PRESENTATIONS/PROCLAMATIONS p 18** the Citizenship Award which recognized Nathan Collins and Steven Jones. Nathan and Steven received free passes to the pool in honor of preserving parks. Owings stated Nathan and Steven were found performing community service (cleaning the park area). Owings added that there is more vandalism in the park (restrooms targeted), Custodial staff is working more hours which could harm their current budget, and suggested that they may have to close them early permanently.

CITY ADMINISTRATOR PILE

Pile stated that the blue keys found today in front of the council members are so they can pick up their mail at their corresponding mail box located at the City Hall instead of getting their mail at the Public Safety building.

GOVERNING BODY REPORTS

MAYOR MCNOWN – NO REPORT

COUNCILMEMBER LEFTOFF – NO REPORT

COUNCILMEMBER CICIRELLO – ABSENT

COUNCILMEMBER SMITH – NO REPORT

COUNCILMEMBER GERLING – NO REPORT

COUNCILMEMBER MASCHINO – NO REPORT

COUNCILMEMBER L. JACKSON

L. Jackson stated he has received numerous compliments on our clean up. Workers are very courteous. In Cindy Dunn's memory there is an event scheduled on May 7, 2012. In her memory a gathering at 5:30 p.m., then plant a tree; and right after that at Golf field # 2 dedicating it to Cindy Dunn in her memory.

COUNCILMEMBER K. JACKSON – NO REPORT

COUNCILMEMBER HOBSON

Hobson thanked Staff for the clean-up day.

Hobson moved, second by Maschino, to adjourn the meeting. Vote yea: unanimous. Motion carried.

Meeting adjourned at 8:50 p.m.

Jose A. Santiago, Assistant City Clerk

CLERK'S AGENDA**B. APPROPRIATION ORDINANCE:**

Below is the proposed Appropriation Ordinance for May 15, 2012 as prepared by City Staff.

May 15, 2012 Appropriation

Packet # 1	\$ 127,783.77
Packet # 2	<u>1,834.84</u>
Total	\$ 129,618.61

RECOMMENDED ACTION:

Staff recommends motion to approve the May 15, 2012 Appropriation Ordinance as presented / amended.

05-08-2012 12:48 AM

COUNCIL MTG PACKET # 1, May 15, 2012

PAGE: 1

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
A T & T KANSAS	04/09 THRU 05/08/2012	GENERAL FUND	ADMINISTRATION	290.87	
	04/09 THRU 05/08/2012	GENERAL FUND	LEGAL & MUNICIPAL COUR	34.49	
	04/09 THRU 05/08/2012	GENERAL FUND	POLICE	211.93	
	04/09 THRU 05/08/2012	GENERAL FUND	FIRE	34.95	
	04/09 THRU 05/08/2012	GENERAL FUND	EMERGENCY COMMUNICATIO	188.47	
	04/09 THRU 05/08/2012	GENERAL FUND	PARKS AND PUBLIC GROUN	54.27	
	04/09 THRU 05/08/2012	WATER OPERATING	NON-DEPARTMENTAL	138.26	
	04/09 THRU 05/08/2012	SEWER OPERATING	NON-DEPARTMENTAL	191.63	
	DES SUBSTATION	SEWER OPERATING	NON-DEPARTMENTAL	43.23	
	VALLEY CREEK PUMP STATION	SEWER OPERATING	NON-DEPARTMENTAL	<u>42.23</u>	
	TOTAL:			1,230.33	
AVERY AUTOMOTIVE REPAIR & TOWING	3/25/2012 TOWING	GENERAL FUND	POLICE	<u>325.00</u>	
			TOTAL:	325.00	
CITY OF WICHITA	3-16 THRU 4-17-2012 STATE	WATER OPERATING	NON-DEPARTMENTAL	<u>22,943.24</u>	
			TOTAL:	22,943.24	
CIVIC PLUS	5/2012 WEBSITE FEE	GENERAL FUND	ADMINISTRATION	85.71	
	5/2012 WEBSITE FEE	GENERAL FUND	LEGAL & MUNICIPAL COUR	10.71	
	5/2012 WEBSITE FEE	GENERAL FUND	COMMUNITY DEVELOPMENT	10.71	
	5/2012 WEBSITE FEE	GENERAL FUND	POLICE	96.43	
	5/2012 WEBSITE FEE	GENERAL FUND	FIRE	16.07	
	5/2012 WEBSITE FEE	GENERAL FUND	EMERGENCY COMMUNICATIO	42.86	
	5/2012 WEBSITE FEE	GENERAL FUND	PARKS AND PUBLIC GROUN	32.14	
	5/2012 WEBSITE FEE	GENERAL FUND	ENVIRONMENTAL SERVICES	5.37	
	5/2012 WEBSITE FEE	SPECIAL HIGHWAY	SPECIAL HIGHWAY	26.79	
	5/2012 WEBSITE FEE	WATER OPERATING	NON-DEPARTMENTAL	37.50	
	5/2012 WEBSITE FEE	SEWER OPERATING	NON-DEPARTMENTAL	<u>10.71</u>	
		TOTAL:			375.00
	FAMILY SUPPORT PAYMENT CENTER	FAMILY SUPPORT PAYMENT CEN	SPECIAL HIGHWAY	NON-DEPARTMENTAL	83.75
FAMILY SUPPORT PAYMENT CEN		SPECIAL HIGHWAY	NON-DEPARTMENTAL	83.75	
CASE # 11LWAD00059		SPECIAL HIGHWAY	NON-DEPARTMENTAL	<u>83.75</u>	
	TOTAL:			251.25	
GISEDGE INC	FUNDAMENTAL	GENERAL FUND	COMMUNITY DEVELOPMENT	700.00	
	INTERMEDIATE	GENERAL FUND	COMMUNITY DEVELOPMENT	<u>700.00</u>	
			TOTAL:	1,400.00	
H & H ADMINISTRATORS	APRIL 2012	GENERAL FUND	ADMINISTRATION	16.50	
	APRIL 2012	GENERAL FUND	ADMINISTRATION	38.00	
	APRIL 2012	GENERAL FUND	ADMINISTRATION	5.50	
	APRIL 2012	GENERAL FUND	LEGAL & MUNICIPAL COUR	5.50	
	APRIL 2012	GENERAL FUND	COMMUNITY DEVELOPMENT	5.50	
	APRIL 2012	GENERAL FUND	POLICE	33.00	
	APRIL 2012	GENERAL FUND	EMERGENCY COMMUNICATIO	11.00	
	APRIL 2012	GENERAL FUND	PARKS AND PUBLIC GROUN	22.00	
	APRIL 2012	GENERAL FUND	ENVIRONMENTAL SERVICES	5.50	
	APRIL 2012	SPECIAL HIGHWAY	SPECIAL HIGHWAY	16.50	
	APRIL 2012	WATER OPERATING	NON-DEPARTMENTAL	22.00	
	APRIL 2012	SEWER OPERATING	NON-DEPARTMENTAL	<u>11.00</u>	
		TOTAL:			192.00
HCSB	5/2012 LEASE PYMT # 16	GENERAL FUND	COMMUNITY DEVELOPMENT	<u>789.67</u>	
			TOTAL:	789.67	

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COUNCIL MTG PACKET # 1, May 15, 2012

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ING LIFE INSURANCE & ANNUITY	457 DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	887.00
	457 DEFERRED COMP	SPECIAL HIGHWAY	NON-DEPARTMENTAL	25.00
	457 DEFERRED COMP	WATER OPERATING	NON-DEPARTMENTAL	<u>212.50</u>
			TOTAL:	1,124.50
INTRUST BANK NA	FEDL WITHHOLDING TAX	GENERAL FUND	NON-DEPARTMENTAL	161.71
	FEDL WITHHOLDING TAX	GENERAL FUND	NON-DEPARTMENTAL	5,425.77
	FICA TAX	GENERAL FUND	NON-DEPARTMENTAL	148.63
	FICA TAX	GENERAL FUND	NON-DEPARTMENTAL	2,193.77
	MEDICARE	GENERAL FUND	NON-DEPARTMENTAL	51.36
	MEDICARE	GENERAL FUND	NON-DEPARTMENTAL	757.37
	FICA TAX	GENERAL FUND	ADMINISTRATION	32.55
	FICA TAX	GENERAL FUND	ADMINISTRATION	646.38
	MEDICARE	GENERAL FUND	ADMINISTRATION	7.65
	MEDICARE	GENERAL FUND	ADMINISTRATION	151.16
	FICA TAX	GENERAL FUND	LEGAL & MUNICIPAL COUR	140.81
	FICA TAX	GENERAL FUND	LEGAL & MUNICIPAL COUR	111.70
	MEDICARE	GENERAL FUND	LEGAL & MUNICIPAL COUR	32.94
	MEDICARE	GENERAL FUND	LEGAL & MUNICIPAL COUR	26.12
	FICA TAX	GENERAL FUND	COMMUNITY DEVELOPMENT	177.19
	MEDICARE	GENERAL FUND	COMMUNITY DEVELOPMENT	41.44
	FICA TAX	GENERAL FUND	POLICE	1,230.15
	MEDICARE	GENERAL FUND	POLICE	287.69
	FICA TAX	GENERAL FUND	FIRE	46.04
	FICA TAX	GENERAL FUND	FIRE	207.81
	MEDICARE	GENERAL FUND	FIRE	10.77
	MEDICARE	GENERAL FUND	FIRE	48.61
	FICA TAX	GENERAL FUND	EMERGENCY COMMUNICATIO	365.72
	MEDICARE	GENERAL FUND	EMERGENCY COMMUNICATIO	85.53
	FICA TAX	GENERAL FUND	PARKS AND PUBLIC GROUN	415.02
	MEDICARE	GENERAL FUND	PARKS AND PUBLIC GROUN	97.06
	FICA TAX	GENERAL FUND	ENVIRONMENTAL SERVICES	84.50
	MEDICARE	GENERAL FUND	ENVIRONMENTAL SERVICES	19.76
	FEDL WITHHOLDING TAX	SPECIAL HIGHWAY	NON-DEPARTMENTAL	434.96
	FICA TAX	SPECIAL HIGHWAY	NON-DEPARTMENTAL	232.12
	MEDICARE	SPECIAL HIGHWAY	NON-DEPARTMENTAL	80.14
	FICA TAX	SPECIAL HIGHWAY	SPECIAL HIGHWAY	342.69
	MEDICARE	SPECIAL HIGHWAY	SPECIAL HIGHWAY	80.14
	FEDL WITHHOLDING TAX	WATER OPERATING	NON-DEPARTMENTAL	906.64
	FICA TAX	WATER OPERATING	NON-DEPARTMENTAL	402.07
	MEDICARE	WATER OPERATING	NON-DEPARTMENTAL	138.80
	FICA TAX	WATER OPERATING	NON-DEPARTMENTAL	593.55
	MEDICARE	WATER OPERATING	NON-DEPARTMENTAL	138.80
	FEDL WITHHOLDING TAX	SEWER OPERATING	NON-DEPARTMENTAL	276.53
	FICA TAX	SEWER OPERATING	NON-DEPARTMENTAL	127.35
MEDICARE	SEWER OPERATING	NON-DEPARTMENTAL	43.97	
FICA TAX	SEWER OPERATING	NON-DEPARTMENTAL	187.99	
MEDICARE	SEWER OPERATING	NON-DEPARTMENTAL	<u>43.97</u>	
		TOTAL:	17,034.93	
KANSAS ASSOC-CHIEFS OF POLICE	TRAING 5/9-5/11/2012	GENERAL FUND	POLICE	<u>30.00</u>
			TOTAL:	30.00
KANSAS DEPT OF REVENUE	STATE WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	45.55
	STATE WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	2,227.37
	STATE WITHHOLDING	SPECIAL HIGHWAY	NON-DEPARTMENTAL	184.75

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	STATE WITHHOLDING	WATER OPERATING	NON-DEPARTMENTAL	469.34
	MARCH 2012 SALES TAX	WATER OPERATING	NON-DEPARTMENTAL	453.42
	STATE WITHHOLDING	SEWER OPERATING	NON-DEPARTMENTAL	<u>104.15</u>
			TOTAL:	3,484.58
KANSAS GAS SERVICE	03/5 THRU 04/03/2012 SERV	GENERAL FUND	ADMINISTRATION	138.78
	03/5 THRU 04/03/2012 SERV	GENERAL FUND	POLICE	19.48
	03/5 THRU 04/03/2012 SERV	GENERAL FUND	FIRE	9.73
	03/5 THRU 04/03/2012 SERV	GENERAL FUND	EMERGENCY COMMUNICATIO	19.48
	03/5 THRU 04/03/2012 SERV	WATER OPERATING	NON-DEPARTMENTAL	86.69
	03/5 THRU 04/03/2012 SERV	SEWER OPERATING	NON-DEPARTMENTAL	<u>726.78</u>
			TOTAL:	1,000.94
KANSAS OFFICE OF THE TREASURER	LAW ENFORCEMENT TRNG	GENERAL FUND	NON-DEPARTMENTAL	540.00
	JUDICIAL BRANCH FEES	GENERAL FUND	NON-DEPARTMENTAL	13.50
	REINSTATEMENT FEES	GENERAL FUND	NON-DEPARTMENTAL	<u>81.00</u>
			TOTAL:	634.50
KANSAS ONE-CALL SYSTEM IN	APRIL 2012 LOCATES	WATER OPERATING	NON-DEPARTMENTAL	<u>60.20</u>
			TOTAL:	60.20
KANSAS PAYMENT CENTER	CASE # SG 06DM000961	GENERAL FUND	NON-DEPARTMENTAL	150.00
	CASE # SG98D*002573	GENERAL FUND	NON-DEPARTMENTAL	110.31
	CASE # SG 06DM00734	GENERAL FUND	NON-DEPARTMENTAL	224.00
	CASE # SG 07DM00222	GENERAL FUND	NON-DEPARTMENTAL	247.00
	CASE # SG 07DM00222 ADDL C	GENERAL FUND	NON-DEPARTMENTAL	68.00
	CASE # SG 05DM06422	WATER OPERATING	NON-DEPARTMENTAL	<u>204.50</u>
			TOTAL:	1,003.81
KDHE	CLASS 4 RENEWAL EKSTROM	SEWER OPERATING	NON-DEPARTMENTAL	<u>20.00</u>
			TOTAL:	20.00
KDHE-DIV OF H & E LABOR	JAN-MAR 2012 COLIFORM SCR	WATER OPERATING	NON-DEPARTMENTAL	<u>160.00</u>
			TOTAL:	160.00
KPERS	KPERS OPTIONAL GROUP LIFE	GENERAL FUND	NON-DEPARTMENTAL	53.10
	KPERS TIER 2	GENERAL FUND	NON-DEPARTMENTAL	672.46
	KPERS TIER 1	GENERAL FUND	NON-DEPARTMENTAL	1,564.59
	KPERS TIER 2	EMPLOYEE BENEFITS	NON-DEPARTMENTAL	1,214.71
	KPERS TIER 1	EMPLOYEE BENEFITS	NON-DEPARTMENTAL	3,816.77
	KPERS OPTIONAL GROUP LIFE	SPECIAL HIGHWAY	NON-DEPARTMENTAL	12.85
	KPERS TIER 2	SPECIAL HIGHWAY	NON-DEPARTMENTAL	122.08
	KPERS TIER 1	SPECIAL HIGHWAY	NON-DEPARTMENTAL	130.14
	KPERS OPTIONAL GROUP LIFE	WATER OPERATING	NON-DEPARTMENTAL	5.70
	KPERS TIER 2	WATER OPERATING	NON-DEPARTMENTAL	141.45
	KPERS TIER 1	WATER OPERATING	NON-DEPARTMENTAL	295.58
	KPERS TIER 2	SEWER OPERATING	NON-DEPARTMENTAL	56.97
	KPERS TIER 1	SEWER OPERATING	NON-DEPARTMENTAL	<u>89.68</u>
			TOTAL:	8,176.08
Laurie B Williams	Laurie B Williams	GENERAL FUND	NON-DEPARTMENTAL	55.00
	Laurie B Williams	GENERAL FUND	NON-DEPARTMENTAL	172.00
	CASE # 09-14039	GENERAL FUND	NON-DEPARTMENTAL	55.00
	CASE # 09-14039	GENERAL FUND	NON-DEPARTMENTAL	55.00
	CASE # 11-13654	GENERAL FUND	NON-DEPARTMENTAL	172.00
	CASE # 11-13654	GENERAL FUND	NON-DEPARTMENTAL	172.00

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COUNCIL MTG PACKET # 1, May 15, 2012

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	Laurie B Williams	Water Operating	NON-DEPARTMENTAL	84.00
	CASE # 08-10028-13	Water Operating	NON-DEPARTMENTAL	84.00
	CASE # 08-10028-13	Water Operating	NON-DEPARTMENTAL	<u>84.00</u>
			TOTAL:	933.00
LEEKERS	RESTITUTION WORHLESS CHEC	GENERAL FUND	NON-DEPARTMENTAL	<u>209.38</u>
			TOTAL:	209.38
LOYAL AMERICAN LIFE INSURANCE CO	LY0053573L C SEXTON	GENERAL FUND	NON-DEPARTMENTAL	27.94
	LY0054783L C SEXTON	GENERAL FUND	NON-DEPARTMENTAL	<u>12.70</u>
			TOTAL:	40.64
MARK E SHEPHERD	5TH ST BRIDGE PROJECT	CAPITAL PROJECTS F	5th ST BRIDGE REPLACEM	<u>1,250.00</u>
			TOTAL:	1,250.00
PETTY CASH	3/1/12 COURT TOLLS K	GENERAL FUND	POLICE	6.00
	#9 CAR WASH 4/18/12	GENERAL FUND	POLICE	5.00
	#4 CAR WASH 4/17/12	GENERAL FUND	POLICE	5.00
	#8 CAR WASH 4/16/12	GENERAL FUND	POLICE	8.00
	#2 CAR WASH 4/16/12	GENERAL FUND	POLICE	5.00
	#8 CAR WASH 4/2/12	GENERAL FUND	POLICE	4.00
	#4 CAR WASH 3/27/12	GENERAL FUND	POLICE	5.00
	#9 CAR WASH 3/15/12	GENERAL FUND	POLICE	5.00
	#9 CAR WASH 3/12/12	GENERAL FUND	POLICE	5.00
	#3, 8, 9 & 11 PANTS	GENERAL FUND	POLICE	<u>60.00</u>
			TOTAL:	108.00
PREFERRED HEALTH SYSTEMS	MAY 2011 INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	2,573.48
	MAY 2011 INSURANCE	EMPLOYEE BENEFITS	NON-DEPARTMENTAL	28,757.64
	MAY 2011 INSURANCE	SPECIAL HIGHWAY	SPECIAL HIGHWAY	2,981.97
	MAY 2011 INSURANCE	WATER OPERATING	NON-DEPARTMENTAL	2,981.97
	MAY 2011 INSURANCE	SEWER OPERATING	NON-DEPARTMENTAL	<u>2,981.97</u>
			TOTAL:	40,277.03
REYNOLDS INLINER LLC	SANITARY SEWER SYSTEM	CAPITAL PROJECTS F	SEWER REHAB-2010 CIP	<u>22,050.58</u>
			TOTAL:	22,050.58
SECURITY BENEFIT	SECURITY BENEFIT	GENERAL FUND	NON-DEPARTMENTAL	50.00
	SECURITY BENEFIT	GENERAL FUND	NON-DEPARTMENTAL	50.00
	DEFERRED COMPENSATION	GENERAL FUND	NON-DEPARTMENTAL	<u>50.00</u>
			TOTAL:	150.00
SEDGWICK COUNTY	RECORDING FEE	CAPITAL PROJECTS F	MERIDIAN AVE PAVING	<u>48.00</u>
			TOTAL:	48.00
TFM COMM INC	HIGH BAND RADIO	EMERGENCY EQUIPMEN	INVALID DEPARTMENT	<u>1,685.00</u>
			TOTAL:	1,685.00
U S DEPT OF EDUCATION	U S DEPT OF EDUCATION	GENERAL FUND	NON-DEPARTMENTAL	175.37
	U S DEPT OF EDUCATION	GENERAL FUND	NON-DEPARTMENTAL	175.37
	CASE #- S447705160	GENERAL FUND	NON-DEPARTMENTAL	<u>175.37</u>
			TOTAL:	526.11
VANTAGEPOINT TRANS AGENTS	VANTAGEPOINT TRANS AGENTS	GENERAL FUND	NON-DEPARTMENTAL	90.00
	VANTAGEPOINT TRANS AGENTS	GENERAL FUND	NON-DEPARTMENTAL	90.00
	RETIREMENT	GENERAL FUND	NON-DEPARTMENTAL	<u>90.00</u>
			TOTAL:	270.00

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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===== FUND TOTALS =====

010	GENERAL FUND	28,437.32		
110	EMPLOYEE BENEFITS	33,789.12		
150	SPECIAL HIGHWAY	4,921.38		
160	EMERGENCY EQUIPMENT	1,685.00		
350	CAPITAL PROJECTS FUND	23,348.58		
610	WATER OPERATING	30,644.21		
620	SEWER OPERATING	4,958.16		

 GRAND TOTAL: 127,783.77

TOTAL PAGES: 5

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COUNCIL MTG PACKET # 1, May 15, 2012

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SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 02-CVC - VENDOR ACCOUNTS
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 4/22/2012 THRU 5/05/2012
ITEM AMOUNT: 9,999,999.00CR THRU 9,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Vendor Name
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL MTG PACKET # 1, May 15, 2012
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

05-08-2012 12:56 AM

COUNCIL MTG PACKET # 2, May 15, 2012

PAGE: 1

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CATHY SEXTON	5/2012 SR COORDINATOR CON	ACTIVE AGING	NON-DEPARTMENTAL	<u>1,125.00</u>
			TOTAL:	1,125.00
DEBY TAYLOR	SURVEY BOXES	GENERAL FUND	COMMUNITY DEVELOPMENT	<u>20.39</u>
			TOTAL:	20.39
DUANE SCHRAG	PERDIEM 5/8-5/11/2012	GENERAL FUND	POLICE	<u>140.00</u>
			TOTAL:	140.00
JOEL D PILE	MARCH 2012 MILEAGE	GENERAL FUND	ADMINISTRATION	112.66
	APRIL 2012 MILEAGE REIMBU	GENERAL FUND	ADMINISTRATION	<u>220.33</u>
			TOTAL:	332.99
KRISTINE POLIAN	LKM MILEAGE	GENERAL FUND	ADMINISTRATION	157.62
	TURNPIKE TOLLS	GENERAL FUND	ADMINISTRATION	10.00
	4-20 THRU 5-1-2012 MILEAG	GENERAL FUND	ADMINISTRATION	<u>48.84</u>
			TOTAL:	216.46

===== FUND TOTALS =====

010 GENERAL FUND	709.84
220 ACTIVE AGING	1,125.00

GRAND TOTAL:	1,834.84

TOTAL PAGES: 1

05-08-2012 12:56 AM

COUNCIL MTG PACKET # 2, May 15, 2012

PAGE: 2

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 03-CVC - EMPLOYEE A/P ACCOUN
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 4/22/2012 THRU 5/05/2012
ITEM AMOUNT: 9,999,999.00CR THRU 9,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Vendor Name
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL MTG PACKET # 2, May 15, 2012
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

CLERK'S AGENDA

C. TREASURER'S REPORT for APRIL 2012:

RECOMMENDED ACTION:

Staff recommends motion to receive and file the April 2012 Treasurer's Report.

5-02-2012 10:35 AM

CITY OF VALLEY CENTER
MONTHLY TREASURERS REPORT
AS OF: APRIL 30TH, 2012

PAGE: 1

FUND	BEGINNING CASH BALANCE	MONTH TO DATE REVENUES	MONTH TO DATE EXPENDITURES	PENDING PAYABLES	ENDING CASH BALANCE
010-GENERAL FUND	612,560.70	81,552.13	170,591.70	17,257.73	540,778.86
020-SPECIAL PARKS AND REC	15,526.48	0.00	0.00	0.00	15,526.48
030-SPECIAL ALCOHOL AND DRUGS	15,526.44	0.00	0.00	0.00	15,526.44
110-EMPLOYEE BENEFITS	284,097.25	157.82	38,199.83	0.00	246,055.24
111-FLEXIBLE SPENDING ACCT	0.00	0.00	0.00	0.00	0.00
125-FIRE VEHICLE REPLACEMENT	640.30	0.00	0.00	0.00	640.30
126-BUILDING EQUIP RESERVE	111,177.90	0.00	0.00	0.00	111,177.90
127-EQUIPMENT RESERVE	235,086.47	0.00	1,826.82	0.00	233,259.65
128-PUBLIC WORKS BUILDING	8,627.24	0.00	0.00	0.00	8,627.24
140-LIBRARY	22,735.35	0.00	0.00	0.00	22,735.35
150-SPECIAL HIGHWAY	470,820.45	80,364.99	26,656.19	203.08	524,732.33
160-EMERGENCY EQUIPMENT	95,219.86	0.00	9,759.74	0.00	85,460.12
210-PAYROLL CLEARING	37.62	0.00	0.00	0.00	37.62
220-ACTIVE AGING	1,625.00	0.00	1,125.00	0.00	500.00
225-PARK BEAUTIFICATION FUND	3,152.23	0.00	0.00	0.00	3,152.23
230-BUSINESS IMPROVEMENT DIST	1,143.50	0.00	0.00	0.00	1,143.50
240-D.A.R.E.	3,567.21	0.00	0.00	0.00	3,567.21
245-VETERANS FLAG REWARD FUND	0.00	0.00	0.00	0.00	0.00
250-DRUG TAX DISTRIBUTION	5,346.73	0.00	0.00	0.00	5,346.73
260-LAW ENFORCE BLOCK GRANT	2,500.00	0.00	0.00	0.00	2,500.00
280-ADSAP	2,559.80	0.00	0.00	0.00	2,559.80
340-CAPITAL IMPROVEMENT FUND	3,354.07	0.00	0.00	0.00	3,354.07
350-CAPITAL PROJECTS FUND	335,028.94	0.00	2,675.00	0.00	332,353.94
410-BOND & INTEREST	1,193,039.38	0.00	0.00	0.00	1,193,039.38
610-WATER OPERATING	347,451.09	108,301.53	53,309.89	1,555.26	403,997.99
611-METER DEPOSIT	0.00	0.00	0.00	0.00	0.00
612-STORMWATER UTILITY FUND	32,534.34	2,965.00	647.86	0.00	34,851.48
613-SOLID WASTE UTILITY	53,127.19	31,396.07	27,815.02	0.00	56,708.24
614-WATER MAINTENANCE RESERVE	7,780.37	0.00	0.00	0.00	7,780.37
615-WATER IMPROVEMENT FUND	146,497.48	0.00	0.00	0.00	146,497.48
616-WATER LOAN PRIN & INT	162,580.88	0.00	0.00	0.00	162,580.88
617-07 WATER LOAN P & I	43,864.54	0.00	0.00	0.00	43,864.54
619-WATER SURPLUS RESERVE	536,919.19	0.00	0.00	0.00	536,919.19
620-SEWER OPERATING	86,393.78	91,377.42	23,973.02	197.50	153,995.68
621-SEWER OPERATION & MAINT	14,795.22	0.00	0.00	0.00	14,795.22
623-07 SEWER LOAN P & I	38,131.70	0.00	0.00	0.00	38,131.70
625-1993 SEWER BOND RESERVE	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
627-1993 SEWER DEPRECIATION	0.00	0.00	0.00	0.00	0.00
628-SEWER SURPLUS RESERVE	202,432.38	0.00	0.00	0.00	202,432.38
629-1997 SEWER BOND P & I	0.00	0.00	0.00	0.00	0.00
630-1997 SW BOND DEPR	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
633-2001 SW BOND P & I	138,753.31	0.00	0.00	0.00	138,753.31
634-2001 SW REV BOND DEPR	0.00	0.00	0.00	0.00	0.00

5-02-2012 10:35 AM

CITY OF VALLEY CENTER
 MONTHLY TREASURERS REPORT
 AS OF: APRIL 30TH, 2012

PAGE: 2

FUND	BEGINNING CASH BALANCE	MONTH TO DATE REVENUES	MONTH TO DATE EXPENDITURES	PENDING PAYABLES	ENDING CASH BALANCE
635-2001 SW BOND RESERVE	0.00	0.00	0.00	0.00	0.00
BALANCES	5,234,634.39	396,114.96	356,580.07	19,213.57	5,293,382.85
	=====	=====	=====	=====	=====

*** END OF REPORT ***

PRESENTATIONS / PROCLAMATIONS

PUBLIC FORUM

APPOINTMENTS

COMMITTEES, COMMISSIONS

NO ITEMS FOR COUNCIL REVIEW:

OLD BUSINESS**NONE****NEW BUSINESS****A. CONSIDERATION OF RESOLUTION 598-12:**

Determining the City has complied with provisions of its Annexation Service Plan serving properties annexed under Ordinance 1145-07.

- Ordinance 1145-07
- 1145-07 Maps
- Staff Report

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Resolution 598-12; determining The City of Valley Center has complied with provisions of the Annexation Service Plan serving properties annexed into The City under Ordinance 1145-07.

RESOLUTION NO. 598-12

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALLEY CENTER, KANSAS DETERMINING THE CITY OF VALLEY CENTER HAS COMPLIED WITH PROVISIONS OF THE ANNEXATION SERVICE PLAN SERVING PROPERTIES ANNEXED INTO THE CITY UNDER VALLEY CENTER ORDINANCE NO. 1145-07 AND ENCOURAGING THE SEDGWICK COUNTY COMMISSION TO FIND THE CITY HAS PROVIDED SERVICES IN ACCORDANCE WITH THE SERVICE EXTENSION PLAN WHICH BECAME EFFECTIVE UPON PUBLICATION OF ORDINANCE NO. 1145-07.

WHEREAS, On June 5, 2007, in accordance with K.S.A 12-520, the Governing Body of Valley Center, KS passed and approved Ordinance No. 1145-07, and;

WHEREAS, Ordinance No. 1145-07 annexed and made a part of the City of Valley Center, KS approx. twenty four (24) tracts of property, and;

WHEREAS, Upon publication of Ordinance No. 1145-07 a Service Extension Plan for the area annexed became effective, and;

WHEREAS, The Service Extension Plan outlines specific services which the City shall provide to annexed tracts of land, and;

WHEREAS, K.S.A. 12-531 sets forth a procedure where Board of County Commissioners must hold a hearing after an annexation for which a city was required to provide a service extension plan, and;

WHEREAS, The Board of County Commissioners of Sedgwick County plans to hold a hearing at 9:00 o'clock a.m. on the 27th day of June, 2012 to hear testimony from the City of Valley Center and annexed property owners regarding whether or not the City has provided services to the area annexed by Ordinance No. 1145-07, and;

WHEREAS, The City Council of Valley Center, Kansas, has reviewed the service plan covering the approx. twenty four (24) tracts annexed into the City by Ordinance No. 1145-07 and considered supporting evidence demonstrating services have been provided as detailed in the service plan prepared for annexation, and;

WHEREAS, The City Council of Valley Center, Kansas, by majority vote, has determined the provisions of the Service Plan which became effective with Ordinance No. 1145-07 have been provided to the annexed area.

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

Section 1: The City Council of Valley Center, Kansas, respectfully requests the Sedgwick County Commission consider this Resolution as the official position of the City when considering testimony from the City and annexed residents during the hearing on June 27, 2012.

Section 2: The City Council of Valley Center, Kansas, also encourages the Sedgwick County Commission to determine that the City has provided services in accordance with the service extension plan in the annexation which became effective upon publication of Ordinance No. 1145-07.

PASSED AND APPROVED by the Governing Body of the City of Valley Center, Kansas, this ____ day of _____ 2012.

{SEAL}

Michael McNown, Mayor

ATTEST:

Kristine A. Polian, City Clerk

ORDINANCE NO. 1145-07

AN ORDINANCE ANNEXING LAND TO THE CITY OF
VALLEY CENTER, KANSAS (Phase VII).

WHEREAS, the following described land is located in Sedgwick County, Kansas; and

WHEREAS, the following described land meets one or more of the conditions prescribed by K.S.A. 12-520(a)(1)-(6); and

WHEREAS, the governing body of the City of Valley Center, Kansas, finds it advisable to annex such land.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER, KANSAS:

Section 1. That the following described land, meeting the conditions for annexation prescribed in K.S.A. 12-520, is hereby annexed and made a part of the City of Valley Center, Kansas:

Tract 1:

Meadowlake Acres Addition (Lots 1, 2, 3, 4, 5, 6, 7 & 8)

Tract 2: GT-00131-0004 3.27 acres

Beginning 629.22 feet North of the Southwest Corner of the Southwest Quarter of Section 20, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence North 300 feet; thence East 500 feet; thence South 300 feet; thence West 500 feet to beginning.

Tract 3: GT-00200-0012 3.75 acres

The North 600 feet of the East 374.75 feet of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; except that part taken for roads on the north and east.

Tract 4: GT-00200-0009 4.72 acres

Beginning 600 feet South of the Northeast Corner of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 327.5 feet; thence West 665.72 feet; thence North 327.5 feet; thence East 665.72 feet to beginning except for the East 30 feet for road.

Tract 5: GT-00200-0013 7.03 acres

Beginning 927.5 feet South of the Northeast Corner of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence West 665.72 feet; thence North 327.5 feet; thence West 803.28 feet; thence South 175 feet; thence East 69 feet; thence South 192.5 feet; thence East 1400 feet; thence North 40 feet to beginning except East 30 feet for road.

Tract 6: GT-00200-0010 6.72 acres

Beginning 967.5 feet South of the Northeast Corner of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 40 feet; thence West 660.80 feet; thence South 330 feet; thence West 739.20 feet; thence North 370 feet; thence East 1400 feet to beginning except the East 50.05 feet for road.

Tract 7: GT-00200-0005 4.62 acres

Beginning 1007.5 feet South of the Northeast Corner of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence West 660.8 feet; thence South 330 feet; thence East 660.8 feet; thence North 330 feet to beginning except the East 50 feet for road.

Tract 8: GT-00200-0011 4.59 acres

Beginning 1337.5 feet South of the Northeast Corner of the Northeast Quarter of Section 30, Township 25 South, Range 1 East of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 292 feet; thence West 746.7 feet; thence North 292 feet; thence East 746.7 feet to beginning except for the East 50.05 feet for road.

Tract 9:

Lots 1 & 2, Block A, Eighty-Nine Addition

Tract 10: VC-00189-0006 4.07 acres

Beginning 800 feet South of the Northeast Corner of the West Half of Southwest Quarter of Section 25, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 254.57 feet; thence West 720 feet; thence North 254.57 feet; thence East to beginning except for the east 30 feet for road.

Tract 11: VC-00250-0005 5.02 acres

Beginning 330.34 feet South of the Northeast Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 330.40 feet; thence West 660.48 feet; thence North 330.40 feet; thence East 660.58 feet to beginning.

Tract 12: VC-00250 5.01 acres

Beginning 330.34 feet South of the Northwest Corner of the Northeast Quarter of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence East 660.59 feet; thence South 330.4 feet; thence West 660.48 feet; thence North 330.45 feet to beginning.

Tract 13: VC-00250-0030 5.03 acres

Beginning 1321.38 feet East and 330.34 feet South of the Northwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 330.4 feet; thence West 660.48 feet; thence North 330.4 feet; thence East 660.59 feet to beginning.

Tract 14: VC-00250-0029 5.02 acres

Beginning 1321.38 feet East and 660.74 feet South of the Northwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 330.45 feet; thence West 660.38 feet; thence North 330.45 feet; thence East 660.48 feet to beginning.

Tract 15: VC-00250-0027 5 acres

Beginning 1321.38 feet East and 991.19 feet South of the Northwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 331.10 feet;

thence West 660.27 feet; thence North 331.50 feet; thence East 660.38 feet to beginning.

Tract 16: VC-00250-0028 5.02 acres

Beginning 1321.38 feet East and 1322.29 feet South of the Northwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 330.57 feet; thence West 660.17 feet; thence North 330.67 feet; thence East 660.27 feet to beginning.

Tract #17: VC-00250-0026 5.01 acres

Commencing 992.31 feet North of the Southwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence East 660.17 feet to point of beginning; thence East 660.17 feet; thence South 330.57 feet; thence West 660.06 feet; thence North 330.67 feet to beginning.

Tract #18: VC-00250-0016 5.02 acres

Beginning 661.54 feet North and 660.06 feet East of the Southwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence East 660.06 feet; thence South 330.57 feet; thence West 659.96 feet; thence North 330.67 feet to beginning.

Tract #19: VC-00250-0007 4.29 acres

Beginning 330.77 feet North and 659.96 feet East of the Southwest Corner of the Southwest Quarter of Section 35, Township 25 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence East 659.96 feet; thence South 330.57 feet; thence West 659.85 feet; thence North 330.67 feet to beginning except South 50 feet for road.

Tract #20: PK-00011-0003 5.24 acres

Beginning 1149.18 feet East of the Northwest Corner of the Northwest Quarter of Section 2, Township 26 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 628.565 feet; thence East 375.72 feet; thence North 629.365 feet to North line; thence West 375.72 feet to beginning.

Tract #21: PK-00011-0004 2.48 acres

Beginning 1524.9 feet East of the Northwest Corner of the Northwest Quarter of Section 2, Township 26 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 629.365 feet; thence East 375.24 feet; thence North 630.165 feet; thence West to beginning except the South Half thereof and except North 50 feet for road.

Tract #22: PK-00011-0005 2.82 acres

South Half of Tract beginning 1524.9 feet East of the Northwest Corner of the Northwest Quarter of Section 2, Township 26 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 629.365 feet; thence East 375.24 feet; thence North 630.165 feet; thence West to beginning.

Tract #23: PK-00011-0009 3.02 acres

Beginning 1524.9 feet East and 629.365 feet South of the Northwest Corner of the Northwest Quarter of Section 2, Township 26 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 347.365 feet;

thence East 238.24 feet; thence Northeasterly 144.21 feet; thence North 303.16 feet; thence West 375 feet to beginning.

Tract #24: PK-00011-009A 2.55 acres
Beginning 1524.9 feet East and 976.73 feet South of the Northwest Corner of the Northwest Quarter of Section 2, Township 26 South, Range 1 West of the Sixth Principal Meridian, Sedgwick County, Kansas; thence South 282 feet; thence East 375.24 feet; thence North 327 feet; thence Southwesterly 144.21 feet; thence West 238.24 feet to beginning.

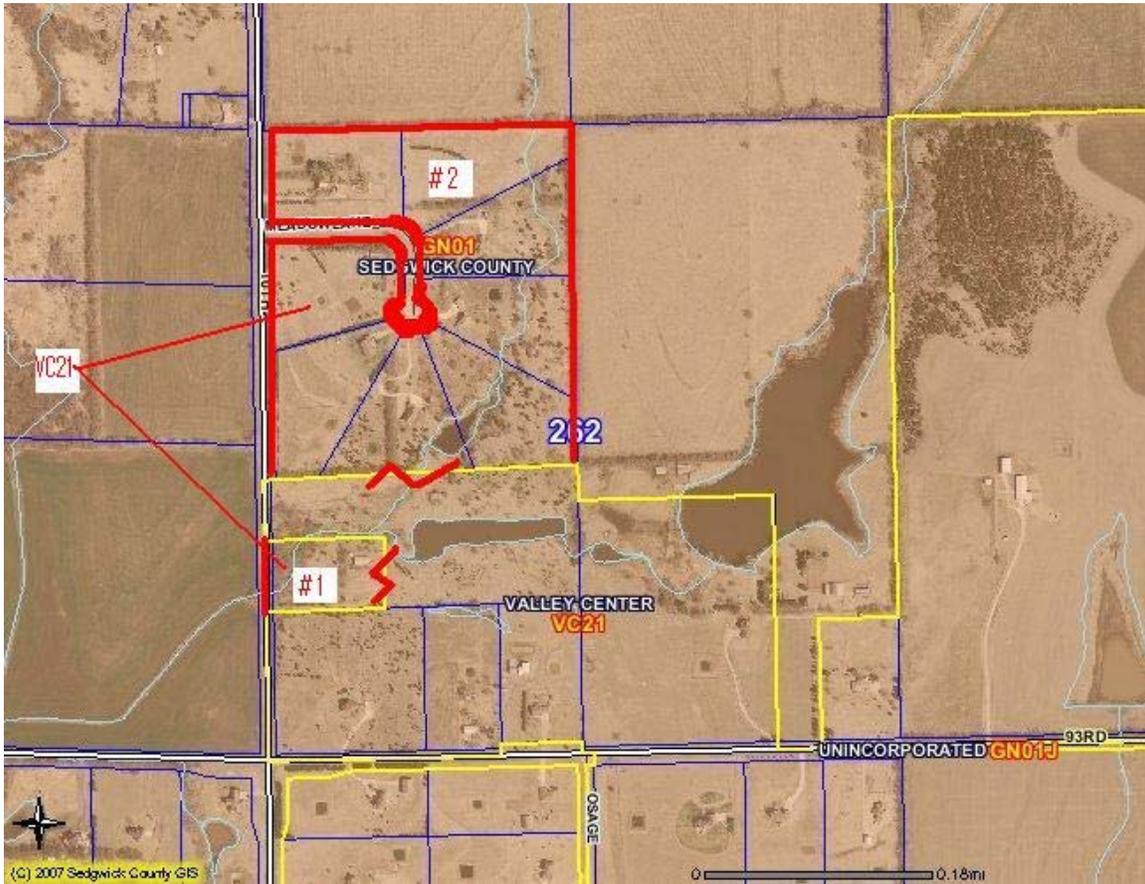
Section 2. That this ordinance shall be effective from and after its passage, approval, and publication in the official city newspaper.

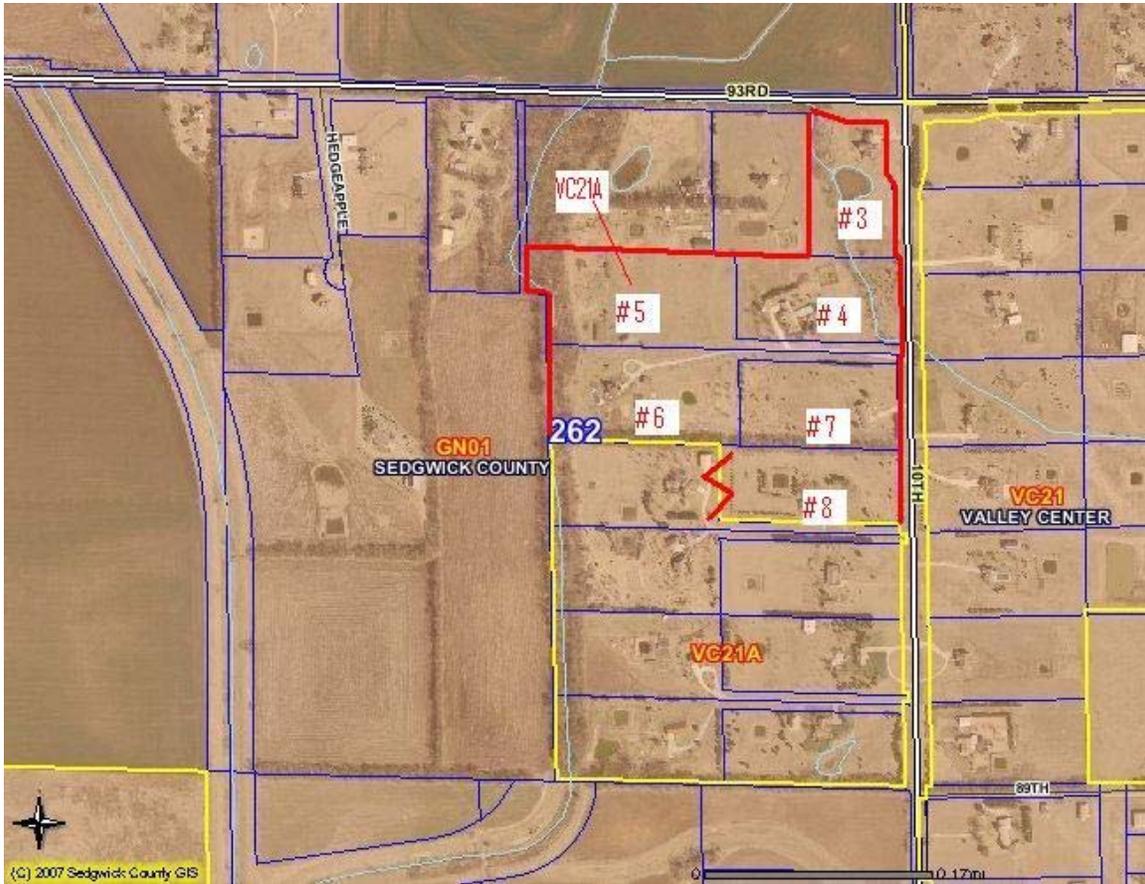
PASSED AND APPROVED by the Governing Body of the City of Valley Center, Kansas, this 5th day of June, 2007.

First Reading: May 15, 2007
Second Reading: June 5, 2007

/s/ Michael D. McNown
MICHAEL D. MCNOWN, MAYOR

ATTEST: /s/ Kristine A. Polian
KRISTINE A. POLIAN, CITY CLERK











City of Valley Center
Post-Annexation Report for Annexation Ordinance No. 1145-07

Extension of Major Municipal Services

A. Public Streets

The local streets were built to meet County standards and consist of asphalt, sand and gravel with open ditch drainage. Since annexation, the City has performed regular maintenance which has included grading, crack sealing (on asphalt), pot-hole repair, material replacement/addition and culvert/ditch cleaning. The properties on W 77th St. N and W 81st St. N are primarily served by extended private drives which are maintained by the adjoining property owners.

B. Street Lights

Street lights have been installed in accordance with City Policy/Standards. Upon request, the City will have additional streetlights installed, to date, no requests for additional streetlights have been receive from the annexed area.

C. Storm Sirens

The annexed area is adequately covered by the siren system of the City/County.

D. Water

Many of the developed properties within the annexation area are currently served with water by RWD # 2. Some of the properties within the annexed area maintain individual private water systems. The resident's of the annexed area have been provided cost estimates for the extension of City water service. To date, the City has received no petitions for the extension of water service into the annexed area.

E. Sewer

The developed properties within the annexation area currently maintain individual private wastewater disposal systems. The resident's of the annexed area have been provided cost estimates for the extension of City sewer service. To date, the City has received no petitions for the extension of sewer service into the annexed area.

F. Fire Protection

Fire protection is currently provided to the area by the City. Since annexation the City has added one additional full-time fire fighter to better respond to the increased area.

G. Police Protection

Police protection is currently provided to the area by the City. Upon review of emergency dispatch records, emergency personnel have received and responded to seven (7) calls from the annexed area since annexation. Since annexation the City has added one additional full-time police officer to increase coverage.

Table 1: Summary of City Services in Annexed Area

Service	Provided to Annexed Area	Timing	Financing
Street Maintenance	Yes	At Annexation	City at large
Local Street Improvements	As Required	Upon Petition	100% by benefiting property
Storm Siren Coverage	Yes	At Annexation	City at large
Ditch Cleaning	Yes	At Annexation	City at large
Culvert Cleaning	Yes	At Annexation	City at large
City Water Service	As Required	Upon Petition	100% by benefiting property
City Sewer Service	As Required	Upon Petition	100% by benefiting property
Fire Protection	Yes	At Annexation	City at large
Police Protection	Yes	At Annexation	City at large
Code Enforcement	Yes	At Annexation	City at large & User fees
Animal Control	Yes	At Annexation	City at large & User fees
Other City Services	Yes	At Annexation	City at large & User fees

Table 2: Summary of Road Grading Frequency

STREET	2007	2008	2009	2010	2011
93 rd (Seneca to Braodway)	43	28	40	40	38
Kanza	17	20	26	28	30
Osage	24	22	25	27	30
W 77 th St N	35	33	24	30	26
W 81 st St N	0*	0*	21	7	27

*- W 81st St N annexed into City 2009

NEW BUSINESS**B. 2013 BUDGET SCHEDULE:**

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to approve the 2013 Budget Schedule.

2013 Budget Process Calendar

Updated May 2012

2012

June 12 th	Council Goal Setting & Outcome Prioritization – Department Heads / City Council / Mayor - 6:00pm
June 20 th	Department Budgets Requests & Outcomes Due to City Administrator (Presentations at Staff Meeting)
June 20 th – June 27 th	Individual Meetings with Departments / City Administrator
June 22 nd	Statement of Bonded Indebtedness Due to County Clerk
June 27 th	Budget Meeting (Review Draft Budget) – Department Heads (Staff Meeting)
July 3 rd	Budget Update (City Administrator Presentation) – Full Council (Council Mtg.)7:00pm
July 17 th	Presentation of Draft Budget & Approve Publication of Notice of Hearing (Council Mtg.) 7:00pm
July 18 th	Budget material to Ark Valley News for official publication. (Notice of Hearing Published 7/19/2012) <i>*10days prior to hearing (K.S.A. 79-2929).</i>
August 7 th	Public Hearing (Council Mtg.) 7:00pm
August 21 st	Approval 2013 Budget (Council Mtg.) 7:00pm
August 24 th	Last Day for Filing Budget (K.S.A. 79-1801, 79-2930)
September 14 th	Budget posted on the web
October 30 th	Budget Submitted to GFOA for review

NEW BUSINESS**C. ESTABLISH JUNE 5, 2012 for PUBLIC MEETING REGARDING
N. MERIDIAN IMPROVEMENT PROJECT:**

- During the May 1, 2012 Council Meeting, Council reviewed the N. Meridian Paving Project. During the review, concerns were raised regarding the restricted parking along portions of the project. The Mayor asked staff to facilitate a public meeting to hear concerns of effected residents.

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to set 6:30 p.m., June 5, 2012 at Valley Center City Hall as the time, date and place to hold a public meeting to review aspects of the N. Meridian Paving Project and receive public input.

CONSENT AGENDA

A. REVENUE / EXPENSE FINANCIAL STATEMENTS for APRIL 2012

B. BAD DEBT / DELINQUENT ACCOUNTS REPORT for APRIL 2012:

C. ADOPTION OF COLD WEATHER POLICY

D. PURCHASE CARD ACCOUNT RESOLUTION

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

CONSENT AGENDA

A. REVENUE and EXPENSE FINANCIAL SUMMARIES for APRIL 2012:

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

5-02-2012 10:39 AM

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2012

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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	841,580.00	0.00	0.00	425,980.67	0.00	415,599.33	50.62
INTERGOVERNMENTAL	464,000.00	37,792.14	0.00	162,409.83	0.00	301,590.17	35.00
LICENSES & PERMITS	495,900.00	37,130.80	0.00	165,619.72	0.00	330,280.28	33.40
CHARGES FOR SERVICES	7,100.00	370.00	0.00	1,980.00	0.00	5,120.00	27.89
FINES & FORFEITURES	65,000.00	4,692.50	0.00	19,588.58	0.00	45,411.42	30.14
USE OF MONEY & PROPERTY	11,200.00	400.00	0.00	2,020.01	0.00	9,179.99	18.04
OTHER REVENUES	100,000.00	870.69	0.00	15,708.60	0.00	84,291.40	15.71
MISCELLANEOUS	145,000.00	296.00	0.00	1,091.50	0.00	143,908.50	0.75
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,129,780.00	81,552.13	0.00	794,398.91	0.00	1,335,381.09	37.30
<u>EXPENDITURE SUMMARY</u>							
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	233,000.00	22,128.09	0.00	82,611.14	0.00	150,388.86	35.46
CONTRACTUAL SERVICES	138,700.00	11,325.12	0.00	34,819.06	6.00	103,874.94	25.11
COMMODITIES	10,000.00	422.84	0.00	2,455.35	0.00	7,544.65	24.55
CAPITAL OUTLAY	12,500.00	345.40	0.00	704.40	0.00	11,795.60	5.64
OTHER COSTS/MISC.	135,000.00	40.19	0.00	118.68	0.00	134,881.32	0.09
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
TOTAL ADMINISTRATION	529,200.00	34,261.64	0.00	120,708.63	6.00	408,485.37	22.81
<u>LEGAL & MUNICIPAL COURT</u>							
PERSONNEL SERV. & BENEF.	95,500.00	5,702.12	0.00	21,608.77	0.00	73,891.23	22.63
CONTRACTUAL SERVICES	26,400.00	1,227.98	0.00	3,302.34	5.43	23,092.23	12.53
COMMODITIES	850.00	194.98	0.00	226.96	0.00	623.04	26.70
CAPITAL OUTLAY	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
OTHER COSTS/MISC.	25,000.00	894.52	0.00	2,217.52	0.00	22,782.48	8.87
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
TOTAL LEGAL & MUNICIPAL COURT	148,750.00	8,019.60	0.00	27,355.59	5.43	121,388.98	18.39
<u>COMMUNITY DEVELOPMENT</u>							
PERSONNEL SERV. & BENEF.	81,500.00	6,347.95	0.00	24,454.98	0.00	57,045.02	30.01
CONTRACTUAL SERVICES	11,500.00	7,404.43	0.00	11,822.91	129.95 (452.86)	103.94
COMMODITIES	1,200.00	795.13	0.00	1,682.99	0.00 (482.99)	140.25
CAPITAL OUTLAY	6,200.00	219.90	0.00	1,258.09	0.00	4,941.91	20.29
OTHER COSTS/MISC.	10,000.00	1,664.53	0.00	6,033.54	0.00	3,966.46	60.34
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
TOTAL COMMUNITY DEVELOPMENT	110,400.00	16,431.94	0.00	45,252.51	129.95	65,017.54	41.11

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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
<hr/>							
<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
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
TOTAL PUBLIC WKS STORAGE BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
TOTAL EXPENDITURES	2,297,500.00	170,591.70	0.00	597,532.99	7,313.63	1,692,653.38	26.33
** REVENUE OVER (UNDER) EXPENDITURES *	(167,720.00)	(89,039.57)	0.00	196,865.92	(7,313.63)	(357,272.29)	113.02-
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
<hr/>							
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	(167,720.00)	(89,039.57)	0.00	196,865.92	(7,313.63)	(357,272.29)	113.02-

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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	629,830.00	0.00	0.00	318,167.20	0.00	311,662.80	50.52
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUES	15,000.00	157.82	0.00	157.82	0.00	14,842.18	1.05
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	644,830.00	157.82	0.00	318,325.02	0.00	326,504.98	49.37
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	637,000.00	38,199.83	0.00	193,922.96	0.00	443,077.04	30.44
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.	20,000.00	0.00	0.00	0.00	0.00	20,000.00	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
TOTAL NON-DEPARTMENTAL	657,000.00	38,199.83	0.00	193,922.96	0.00	463,077.04	29.52
<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
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	657,000.00	38,199.83	0.00	193,922.96	0.00	463,077.04	29.52
** REVENUE OVER (UNDER) EXPENDITURES *(12,170.00)	(38,042.01)	0.00	124,402.06	0.00	(136,572.06)	1,022.20-
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) (12,170.00)	(38,042.01)	0.00	124,402.06	0.00	(136,572.06)	1,022.20-

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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	229,840.00	0.00	0.00	116,426.33	0.00	113,413.67	50.66
USE OF MONEY & PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	229,840.00	0.00	0.00	116,426.33	0.00	113,413.67	50.66
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
OTHER COSTS/MISC.	229,300.00	0.00	0.00	110,148.46	0.00	119,151.54	48.04
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
TOTAL NON-DEPARTMENTAL	229,300.00	0.00	0.00	110,148.46	0.00	119,151.54	48.04
<u>ADMINISTRATION</u>							
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
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	229,300.00	0.00	0.00	110,148.46	0.00	119,151.54	48.04
** REVENUE OVER (UNDER) EXPENDITURES **	540.00	0.00	0.00	6,277.87	0.00	(5,737.87)	1,162.57
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)	540.00	0.00	0.00	6,277.87	0.00	(5,737.87)	1,162.57

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CITY OF VALLEY CENTER
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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	713,860.00	80,364.99	0.00	268,726.23	0.00	445,133.77	37.64
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	110.00	0.00	(110.00)	0.00
MISCELLANEOUS	101,000.00	0.00	0.00	0.00	0.00	101,000.00	0.00
TOTAL REVENUES	814,860.00	80,364.99	0.00	268,836.23	0.00	546,023.77	32.99
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	221,500.00	14,842.08	0.00	64,524.74	0.00	156,975.26	29.13
CONTRACTUAL SERVICES	45,600.00	4,450.25	0.00	10,408.39	2,468.78	32,722.83	28.24
COMMODITIES	79,800.00	5,214.77	0.00	18,000.67	4,705.40	57,093.93	28.45
CAPITAL OUTLAY	443,500.00	2,149.09	0.00	22,176.09	2,149.09	419,174.82	5.48
OTHER COSTS/MISC.	26,000.00	0.00	0.00	0.00	0.00	26,000.00	0.00
DEBT SERVICE	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	826,400.00	26,656.19	0.00	115,109.89	9,323.27	701,966.84	15.06
TOTAL EXPENDITURES	826,400.00	26,656.19	0.00	115,109.89	9,323.27	701,966.84	15.06
** REVENUE OVER (UNDER) EXPENDITURES *(11,540.00)	53,708.80	0.00	153,726.34	(9,323.27)	(155,943.07)	1,251.33-
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) (11,540.00)	53,708.80	0.00	153,726.34	(9,323.27)	(155,943.07)	1,251.33-

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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	49,580.00	0.00	0.00	25,104.63	0.00	24,475.37	50.63
OTHER REVENUES	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00
TOTAL REVENUES	49,580.00	0.00	0.00	26,104.63	0.00	23,475.37	52.65
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
CAPITAL OUTLAY	72,000.00	9,759.74	0.00	52,389.44	268.03	19,342.53	73.14
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
TOTAL NON-DEPARTMENTAL	72,000.00	9,759.74	0.00	52,389.44	268.03	19,342.53	73.14
TOTAL EXPENDITURES	72,000.00	9,759.74	0.00	52,389.44	268.03	19,342.53	73.14
** REVENUE OVER (UNDER) EXPENDITURES *	(22,420.00)	(9,759.74)	0.00	(26,284.81)	(268.03)	4,132.84	118.43
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)	(22,420.00)	(9,759.74)	0.00	(26,284.81)	(268.03)	4,132.84	118.43

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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
<u>REVENUE SUMMARY</u>							
TAXES	839,390.00	0.00	0.00	437,335.69	0.00	402,054.31	52.10
USE OF MONEY & PROPERTY	2,500.00	0.00	0.00	135.18	0.00	2,364.82	5.41
OTHER REVENUES	796,000.00	0.00	0.00	446,390.64	0.00	349,609.36	56.08
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
MISC TRANSFERS	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
MISC TRANSFERS	180,500.00	0.00	0.00	0.00	0.00	180,500.00	0.00
TOTAL REVENUES	1,848,390.00	0.00	0.00	883,861.51	0.00	964,528.49	47.82
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
CONTRACTUAL SERVICES	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	111,300.00	0.00	0.00	0.00	0.00	111,300.00	0.00
OTHER COSTS/MISC.	60,000.00	0.00	0.00	0.00	0.00	60,000.00	0.00
DEBT SERVICE	1,655,300.00	0.00	0.00	0.00	0.00	1,655,300.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,831,600.00	0.00	0.00	0.00	0.00	1,831,600.00	0.00
<u>ADMINISTRATION</u>							
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
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,831,600.00	0.00	0.00	0.00	0.00	1,831,600.00	0.00
** REVENUE OVER (UNDER) EXPENDITURES **	16,790.00	0.00	0.00	883,861.51	0.00	(867,071.51)	5,264.21
OTHER FINANCING SOURCES	180,500.00	0.00	0.00	0.00	0.00	180,500.00	0.00
OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES/(USES)	180,500.00		0.00	0.00	0.00	180,500.00	0.00
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	197,290.00	0.00	0.00	883,861.51	0.00	(686,571.51)	448.00

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610-WATER OPERATING
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	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	1,100,000.00	107,670.25	0.00	413,016.42	0.00	686,983.58	37.55
USE OF MONEY & PROPERTY	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
OTHER REVENUES	0.00	631.28	0.00	28,067.03	0.00	(28,067.03)	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,101,000.00	108,301.53	0.00	441,083.45	0.00	659,916.55	40.06
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	298,700.00	22,874.59	0.00	102,942.89	0.00	195,757.11	34.46
CONTRACTUAL SERVICES	564,500.00	29,692.84	0.00	98,935.12	493.64	465,071.24	17.61
COMMODITIES	39,000.00	857.82	0.00	6,089.53	857.82	32,052.65	17.81
CAPITAL OUTLAY	49,000.00	0.00	0.00	0.00	0.00	49,000.00	0.00
OTHER COSTS/MISC.	294,230.00	0.00	0.00	0.00	0.00	294,230.00	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
TOTAL NON-DEPARTMENTAL	1,245,430.00	53,425.25	0.00	207,967.54	1,351.46	1,036,111.00	16.81
<u>ADMINISTRATION</u>							
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
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,245,430.00	53,425.25	0.00	207,967.54	1,351.46	1,036,111.00	16.81
** REVENUE OVER (UNDER) EXPENDITURES *	(144,430.00)	54,876.28	0.00	233,115.91	(1,351.46)	(376,194.45)	160.47-
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)	(144,430.00)	54,876.28	0.00	233,115.91	(1,351.46)	(376,194.45)	160.47-

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CITY OF VALLEY CENTER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2012

PAGE: 1

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	56,000.00	2,965.00	0.00	9,460.80	0.00	46,539.20	16.89
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	56,000.00	2,965.00	0.00	9,460.80	0.00	46,539.20	16.89
<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	25,000.00	647.86	0.00	1,883.60	0.00	23,116.40	7.53
COMMODITIES	0.00	0.00	0.00	12.66	0.00	(12.66)	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER COSTS/MISC.	22,500.00	0.00	0.00	0.00	0.00	22,500.00	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
TOTAL NON-DEPARTMENTAL	47,500.00	647.86	0.00	1,896.26	0.00	45,603.74	3.99
TOTAL EXPENDITURES	47,500.00	647.86	0.00	1,896.26	0.00	45,603.74	3.99
** REVENUE OVER(UNDER) EXPENDITURES **	8,500.00	2,317.14	0.00	7,564.54	0.00	935.46	88.99
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
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	8,500.00	2,317.14	0.00	7,564.54	0.00	935.46	88.99

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CITY OF VALLEY CENTER
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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	337,000.00	31,359.62	0.00	123,591.04	0.00	213,408.96	36.67
OTHER REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	36.45	0.00	140.45	0.00 (140.45)	0.00
TOTAL REVENUES	337,000.00	31,396.07	0.00	123,731.49	0.00	213,268.51	36.72
<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	290,900.00	27,815.02	0.00	110,529.63	0.00	180,370.37	38.00
COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	9,000.00	0.00	0.00	0.00	0.00	9,000.00	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
TOTAL NON-DEPARTMENTAL	299,900.00	27,815.02	0.00	110,529.63	0.00	189,370.37	36.86
TOTAL EXPENDITURES	299,900.00	27,815.02	0.00	110,529.63	0.00	189,370.37	36.86
** REVENUE OVER(UNDER) EXPENDITURES **	37,100.00	3,581.05	0.00	13,201.86	0.00	23,898.14	35.58
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)	37,100.00	3,581.05	0.00	13,201.86	0.00	23,898.14	35.58

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CITY OF VALLEY CENTER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: APRIL 30TH, 2012

PAGE: 1

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	1,008,000.00	84,370.07	0.00	323,365.15	0.00	684,634.85	32.08
USE OF MONEY & PROPERTY	200.00	0.00	0.00	0.00	0.00	200.00	0.00
OTHER REVENUES	3,500.00	7,007.35	0.00	7,407.35	0.00 (3,907.35)	211.64
MISCELLANEOUS	0.00	0.00	0.00	114,250.00	0.00 (114,250.00)	0.00
TOTAL REVENUES	1,011,700.00	91,377.42	0.00	445,022.50	0.00	566,677.50	43.99
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
PERSONNEL SERV. & BENEF.	239,800.00	10,300.85	0.00	52,810.77	0.00	186,989.23	22.02
CONTRACTUAL SERVICES	304,100.00	13,165.03	0.00	44,794.42	2,135.85	257,169.73	15.43
COMMODITIES	27,200.00	507.14	0.00	4,099.33	507.14	22,593.53	16.94
CAPITAL OUTLAY	19,000.00	0.00	0.00	3,566.24	0.00	15,433.76	18.77
OTHER COSTS/MISC.	449,500.00	0.00	0.00	114,250.00	0.00	335,250.00	25.42
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
TOTAL NON-DEPARTMENTAL	1,039,600.00	23,973.02	0.00	219,520.76	2,642.99	817,436.25	21.37
<u>ADMINISTRATION</u>							
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
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,039,600.00	23,973.02	0.00	219,520.76	2,642.99	817,436.25	21.37
** REVENUE OVER (UNDER) EXPENDITURES *	(27,900.00)	67,404.40	0.00	225,501.74 (2,642.99)	(250,758.75)	798.78-
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)	(27,900.00)	67,404.40	0.00	225,501.74 (2,642.99)	(250,758.75)	798.78-

CONSENT AGENDA

B. BAD DEBT / DELINQUENT ACCOUNTS REPORT:

- APRIL 2012

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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: 4/01/2012 THRU 4/30/2012

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-0023-10	HUGHLEY, RUBEN L JR	3/05/2012	F	61.53	105.59	81.21			248.33
01-0068-91	BOESE, DIANE	5/06/2011	F	25.30					25.30
01-0111-90	BURTNETT, LUCY	4/13/2012	F	39.97					39.97

=====
 **** BOOK # :0001 TOTAL ACCOUNTS: 3 126.80 105.59 81.21 0.00 0.00 313.60
 =====

03-0002-03	TUCKER, SHAWN	3/06/2012	F	100.57	135.07	183.04			418.68
03-0043-05	TONY & LAURA, SHELTON	2/08/2012	D	76.59	116.32	117.27			310.18
03-0046-02	DYER, DOUGLAS	4/16/2012	F	58.37					58.37
03-0104-08	ARNOLD, BRANT	4/13/2012	F	59.87					59.87

=====
 **** BOOK # :0003 TOTAL ACCOUNTS: 4 295.40 251.39 300.31 0.00 0.00 847.10
 =====

04-0078-08	WIEBE, MATHEW	1/11/2012	F	81.41	98.27	68.36			248.04
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=====
 **** BOOK # :0004 TOTAL ACCOUNTS: 1 81.41 98.27 68.36 0.00 0.00 248.04
 =====

05-0034-01	GARTEN'S MUSIC	4/10/2012	F	123.00					123.00
------------	----------------	-----------	---	--------	--	--	--	--	--------

=====
 **** BOOK # :0005 TOTAL ACCOUNTS: 1 123.00 0.00 0.00 0.00 0.00 123.00
 =====

06-0021-90	PAUL, MARY	11/02/2009	F	49.58	2.00				51.58
06-0025-90	NORTHSTAR	8/08/2011	F	38.24					38.24
06-0075-06	HANSEN, JAMIE	4/11/2012	F	92.25					92.25
06-0096-02	SPEXARTH, ROGER	2/22/2012	F		91.35	70.79			162.14
06-0173-02	MID AMERICAN INVESTMENTS	4/06/2012	F	47.90					47.90

=====
 **** BOOK # :0006 TOTAL ACCOUNTS: 5 227.97 93.35 70.79 0.00 0.00 392.11
 =====

08-0019-04	RIKLI, EUGENE	4/05/2012	F	40.82					40.82
08-0030-07	KLUMPP, LATAVIA L	3/12/2012	F	41.17	75.66				116.83
08-0101-01	OLIVERSON, CHAD	4/23/2012	F	38.00					38.00

=====
 **** BOOK # :0008 TOTAL ACCOUNTS: 3 119.99 75.66 0.00 0.00 0.00 195.65
 =====

09-0009-04	WILLIAMS, JAMIE C	2/06/2012	F		94.52	102.75	71.98		269.25
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ACCOUNT AGING REPORT

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: 4/01/2012 THRU 4/30/2012

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
=====									
**** BOOK # :0009	TOTAL ACCOUNTS:	1		0.00	94.52	102.75	71.98	0.00	269.25
=====									
10-0002-07	CHAVIRA, VERONICA	2/29/2012	F	58.76	111.54	92.98			263.28
10-0008-10	STOCKWELL, MELISSA	4/12/2012	F	64.71					64.71
10-0166-01	HAMM, MATTHEW	4/16/2012	F	60.01					60.01
10-0193-02	BURKE, MARCIA	4/18/2012	F	140.06	154.38				294.44
=====									
**** BOOK # :0010	TOTAL ACCOUNTS:	4		323.54	265.92	92.98	0.00	0.00	682.44
=====									
11-0014-02	DALRYMPLE, RENEE	4/10/2012	F	47.21					47.21
11-0018-01	THOMAS, ANDREW	4/16/2012	F	88.34					88.34
=====									
**** BOOK # :0011	TOTAL ACCOUNTS:	2		135.55	0.00	0.00	0.00	0.00	135.55
=====									
12-0136-04	KIESO, JAMES	4/13/2012	F	47.35					47.35
=====									
**** BOOK # :0012	TOTAL ACCOUNTS:	1		47.35	0.00	0.00	0.00	0.00	47.35
=====									
15-0299-01	YARDLEY, LANI	1/05/2012	F	28.56	72.96	81.23	60.71		243.46
=====									
**** BOOK # :0015	TOTAL ACCOUNTS:	1		28.56	72.96	81.23	60.71	0.00	243.46
=====									
18-0120-98	DON KLAUMEYER CONSTRUCTI	4/06/2012	F	80.80					80.80
=====									
**** BOOK # :0018	TOTAL ACCOUNTS:	1		80.80	0.00	0.00	0.00	0.00	80.80
=====									
80-0127-00	MARQUEZ, JOSE A	10/06/2011	F		39.76	38.42	26.76	0.47	105.41
80-0256-01	SANCHEZ, PAULINO	4/10/2012	F	5.34CR					5.34CR
=====									
**** BOOK # :0080	TOTAL ACCOUNTS:	2		5.34CR	39.76	38.42	26.76	0.47	100.07
=====									
REPORT TOTALS	TOTAL ACCOUNTS:	29		1585.03	1097.42	836.05	159.45	0.47	3678.42
=====									

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

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===== 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	717.39	338.47	245.15	51.06	0.00	1352.07
200-SEWER	821.73	340.02	249.19	22.81	0.00	1433.75
300-PROT	1.37	0.91	0.63	0.16	0.00	3.07
400-RECONNECT FEE	0.00	154.18	122.81	37.59	0.17	314.75
600-STORMWATER UTILITY FEE	30.00	37.24	40.13	1.38	0.00	108.75
610-SOLID WASTE	13.42	152.62	113.66	38.20	0.29	318.19
700-STATE TAX RATE	6.46	2.61	3.53	0.00	0.00	12.60
850-PENALTY	0.00	71.37	60.95	8.25	0.01	140.58
999-Refunds	5.34CR	0.00	0.00	0.00	0.00	5.34CR
TOTALS	1585.03	1097.42	836.05	159.45	0.47	3678.42

TOTAL REVENUE CODES: 3,678.42
 TOTAL ACCOUNT BALANCE 3,678.42
 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: Do Not Include

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: 4/01/2012 THRU 4/30/2012

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. ADOPTION OF COLD WEATHER POLICY:

- During recent work comp review, it was recommended The City adopt a Cold Weather Policy
- Adoption of the Policy aides The City in achieving The KMIT Gold Star Designation.

TITLE: Cold Weather Preparedness	POLICY NO. Part 1 Chapter 3 Section 8
POLICY CUSTODIAN City Administrator	EFFECTIVE DATE May 15, 2012

STATEMENT OF PURPOSE: To prepare employees and citizens for the dangers of winter.

POLICY: The City of Valley Center advises employees, citizens and local businesses during winter to be aware of and be prepared for winter's dangers.

Winter storms can range from a moderate snow over a few hours to a blizzard with blinding, wind-driven snow that lasts for several days. Some winter storms are large enough to affect several states, while others affect only a single community. Many winter storms are accompanied by dangerously low temperatures and sometimes by strong winds, icing, sleet and freezing rain.

The City recommends employees, citizens and local business owners adhere to the following:

General Preparedness

- **Keep phone lists** of key employees and other important contacts with you, and provide copies to key staff members.
- **Designate one remote number** on your office voice mail system on which you can record messages for employees. Provide the number to all employees.
- **Arrange for** programmable call forwarding for your main business line(s). Then, if you can't get to the office, you can call in and reprogram the phones to ring elsewhere.
- **Leave office keys and alarm code(s)** with a trusted employee or friend who is closer, in case you are unable to get to your office quickly after an emergency.
- **Install emergency lights** that turn on when the power goes out. They are inexpensive and widely available at building supply retailers.
- **Back up computer data** frequently throughout the business day. Keep a backup tape off site.
- **Use UL-listed surge protectors** and battery backup systems. They will add protection for sensitive equipment and help prevent a computer crash if the power goes out.
- **Purchase a NOAA Weather Radio** with a tone alert feature. Keep it on and when the signal sounds, listen for information about severe weather and protective actions to take.
- **Stock a minimum supply** of the goods, materials and equipment you would need for business continuity.
- **Consult with your insurance agent** about precautions to take for disasters that may directly impact your business. Remember, most policies do not cover earthquake and flood damage.

Protect valuable property and equipment with special riders. Discuss business continuity insurance with your agent.

- **Keep emergency supplies handy in a Business "Go-Bag," including:**
 - Battery-operated or crank radios and flashlights with extra batteries
 - Phone, walkie-talkie with extra batteries
 - Extra set of car, building and business keys
 - Copies of important documents in a waterproof, portable container
 - First aid kit
 - Tools (non-electric can opener, utility knife)
 - Water and non-perishable food for employees and customers to use during a period of unexpected confinement at your business, such as if a tanker truck over-turned nearby and authorities told everyone in the area to stay put for an extended period.

Vehicle - Emergency preparedness lessons also include survival tips to avoid extreme situations.

- Keep the vehicle's gas tank at least half full
- Tell someone the destination and route planned to get there
- If stuck, conserve battery by turning on a dome light or tying a fluorescent flag to the antennae. Turn on emergency flashers only when other vehicles are approaching
- Make sure at least one person stays awake at all times
- Stay in the vehicle because it is a good shelter; walking in a bad storm can be dangerous and exhausting.
- Avoid overexertion such as too much pushing or shoveling; clothing that becomes sweaty can also lead hypothermia.
- Take in fresh air because being cold and awake is better than being warm and sleepy; snow can also plug a vehicle's exhaust pipe, leading to possible carbon monoxide poisoning.

Winter storms are considered deceptive killers because most deaths are indirectly related to the storm. Examples of such deaths include traffic accidents on icy or snow-covered roads, prolonged exposure to the cold and indoor carbon monoxide poisoning.

It is important to start taking preventive measures for winter weather in the off-season. Early Fall is the time to winterize cars and home and gather items for a vehicle emergency preparedness kit.

Each employee in the City of Valley Center should know the following terminology:

- **Winter Storm Outlook**

Winter storm conditions are possible in the next 2 to 5 days.

- **Winter Weather Advisory**

Winter weather conditions are expected to cause significant inconveniences and may be hazardous. When caution is used, these situations should not be life threatening.

- **Winter Storm Watch**

Winter storm conditions are possible within the next 36 to 48 hours. People in a watch area should review their winter storm plans and stay informed about weather conditions.

- **Winter Storm Warning**

Life-threatening, severe winter conditions have begun or will begin within 24 hours. People in a warning area should take precautions immediately.

What should I do?

- Dress in several layers of lightweight clothing, wear mittens and a hat (preferably one that covers your ears).
- Wear waterproof, insulated boots to keep your feet warm and dry and to maintain your footing in ice and snow.
- Minimize travel. If travel is necessary, keep a disaster supplies kit in your vehicle.
- Listen to a **NOAA Weather Radio** or to other local news channels for critical information from the National Weather Service (NWS).
- Winterize your vehicle and keep the gas tank full. A full tank will keep the fuel line from freezing.
- Insulate your home or work place by installing storm windows or covering windows with plastic from the inside to keep cold air out.
- Maintain heating equipment and chimneys by having them cleaned and inspected every year.
- Bring pets/companion animals inside during winter weather. Move other animals or livestock to sheltered areas with non-frozen drinking water.
- Running water, even at a trickle, helps prevent pipes from freezing.
- All fuel-burning equipment should be vented to the outside and kept clear.

Cold-Related Emergencies

- **Frostbite** and **hypothermia** are two dangerous and potentially life-threatening emergencies. Learn how to care for these emergencies by taking a first aid class.

What supplies do I need?

- Water—at least a 3-day supply; one gallon per person per day
- Food—at least a 3-day supply of nonperishable, easy-to-prepare food
- Flashlight

- Battery-powered or hand-crank radio (NOAA Weather Radio, if possible)
- Extra batteries
- First aid kit
- Medications (7-day supply) and medical items (hearing aids with extra batteries, glasses, contact lenses, syringes, cane)
- Multi-purpose tool
- Sanitation and personal hygiene items
- Copies of personal documents (medication list and pertinent medical information, proof of address, deed/lease to home, passports, birth certificates, insurance policies)
- Cell phone with charger
- Family and emergency contact information
- Extra cash
- Baby supplies (bottles, formula, baby food, diapers)
- Pet supplies (collar, leash, ID, food, carrier, bowl)
- Tools/supplies for securing your home
- Sand, rock salt or non-clumping kitty litter to make walkways and steps less slippery
- Warm coats, gloves or mittens, hats, boots and extra blankets and warm clothing for all household members
- Ample alternate heating methods such as fireplaces or wood- or coal-burning stoves

What do I do after a storm?

- Go to a designated public shelter if your home loses power or heat during periods of extreme cold.
- Avoid driving when conditions include sleet, freezing rain or drizzle, snow or dense fog.
- Before tackling strenuous tasks in cold temperatures, consider your physical condition, the weather factors and the nature of the task.
- Protect yourself from frostbite and hypothermia by wearing warm, loose-fitting, lightweight clothing in several layers. Stay indoors, if possible.
- Help people who require special assistance such as elderly people living alone, people with disabilities and children.
- Check on your animals and make sure that their access to food and water is not blocked by snow drifts, ice or other obstacles. If possible, bring them indoors.

Caution: Carbon Monoxide Kills

- Never use a generator, grill, camp stove or other gasoline, propane, natural gas or charcoal-burning devices inside a home, garage, basement, crawlspace or any partially enclosed area. Locate unit away from doors, windows and vents that could allow carbon monoxide to come indoors.
- The primary hazards to avoid when using alternate sources for electricity, heating or cooking are carbon monoxide poisoning, electric shock and fire.

CONSENT AGENDA

D. PURCHASE CARD ACCOUNT RESOLUTION:

Due to personnel transition, Amanda Park will need to be added to the Purchase Card account as authorized to make changes on behalf of card holders. The last Resolution was passed in 2007 when Purchase Cards were first implemented.

Certification of Resolution

City of Valley Center

Company Name

This is to certify that a meeting of the Board of Directors (if a corporation), or the Members (if a limited liability company), or all the partners (if a partnership) was held on May 15, 2012, and that the following resolution was adopted, which has not been altered, amended or revoked:

BE IT RESOLVED, that it is in the best interest of the Company that INTRUST Bank, N.A. (Bank) issue a line of credit account (Account) to the Company for the purposes of overdraft protection and / or credit cards in the names of certain designated officers, employees, members, partners and agents (Cardholders) of the Company for use by Cardholders to charge Company related expenses. This resolution shall remain in full force and effect until all indebtedness from Account opened pursuant to this resolution has been paid in full and all credit cards have been returned to Bank.

BE IT FURTHER RESOLVED, that the Company agrees to pay Bank for all charges on the Account issued pursuant to this resolution even if such charges were for non-business purposes and the Company further agrees to abide by all of the terms and conditions of the Cardholder Agreements which govern the use of the Account. Bank may terminate any or all Accounts established by the Company pursuant to this resolution should any Account become delinquent or at Bank's sole discretion.

BE IT FURTHER RESOLVED, that the Company recognizes that all Account charges constitute a Company indebtedness to Bank. In the event Company has previously granted Bank a security interest, or may grant Bank a security interest in the future, in any of its assets to secure any other indebtedness to Bank, all Account charges are also secured by such security interest.

BE IT FURTHER RESOLVED, that Company will immediately advise Bank in writing of any change in management, ownership, or any material adverse change in the financial condition of the Company. If Company is a partnership, this resolution is an amendment to the partnership agreement and shall take precedence over such agreement and each partner shall be jointly and severally liable for all charges on the Account.

The Company authorizes either Kristine A Polian or Amanda D Park to designate those individuals to whom credit cards are to be issued and further authorizes them to cancel credit cards, be granted access to view transaction activity online, and make such other changes as needed by providing written notification to Bank.

The undersigned certify they have the authority to sign this Certification of Resolution and that the resolution constitutes a valid and enforceable act on behalf of the Company.

IN WITNESS WHEREOF, the Company officials have signed their names this 15th day of May, 2012.

Check Type of Company

- Corporation [President and Secretary must sign this resolution]
- Limited Liability Company [Each managing member must sign this resolution]
- Partnership [All Partners must sign this resolution]
- Sole Proprietorship [Owner must sign this resolution]
- Municipality
- Not for Profit
- Other: _____

Signature / Title

Signature / Title

Signature/Title

STAFF REPORTS

A. City Clerk Polian

B. Chief of Police Hephner

- Customer Service Award's (2) – Shannon Catlin

C. Fire Chief Tormey

- Fire Department April 2012 Activity Report

D. Community Development Director Utecht

E. City Superintendent Dunn

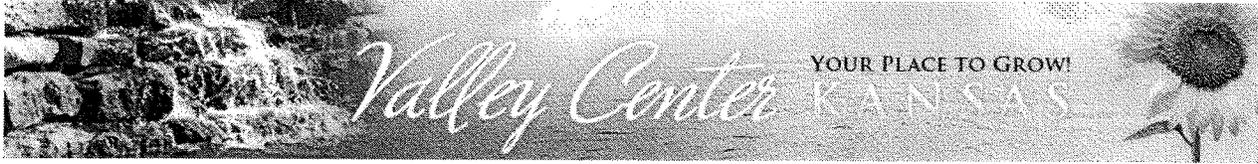
- Spring Clean-up Report

F. Parks & Public Buildings Superintendent Owings

G. City Engineer Kelsey

H. City Attorney Arbuckle

I. City Administrator Pile



CUSTOMER SERVICE AWARD

Employee/Employees' Being Recognized: Shannon Catlin

Reason for Recommendation: While dispatching on OT during the severe weather, Shannon made recommendation to assist 911 in dispatching other small town departments as radio traffic volume on Law Channel was very excessive due to weather affected areas in South Wichita.

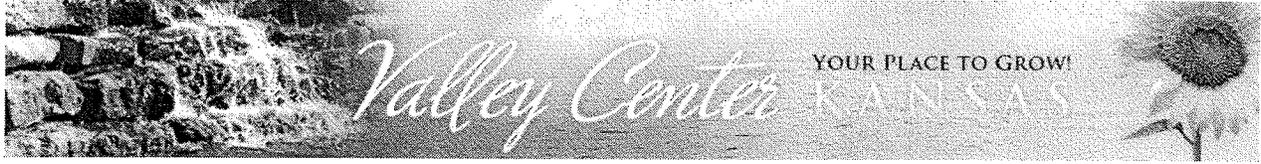
Person Making Recommendation: Sgt. Matt Vogt

Supervisor Comments: Shannon should be commended on her ideas to assist other agencies during a crisis situation. 911 declined any assistance but messages were sent to officers up North that our dispatch was available

Signatures—Employee shannoncatlin Supervisor [Signature]

Chief [Signature]

Copies to: Employee
Employees' File



CUSTOMER SERVICE AWARD

Employee/Employees' Being Recognized: SHANNON CATLIN

Reason for Recommendation: SEE ATTACHED LETTER

Person Making Recommendation: CHIEF HERPNER

Supervisor Comments: GREAT JOB SHANNON! EXCELLENT CUSTOMER SERVICE.

Signatures—Employee Shannon Catlin Supervisor _____

Chief [Signature]

Copies to: Employee
Employees' File

Steven Hipps

446 Meeds Dr

Valley Center, KS 67147

Chief Mark Hephner,

I would like to extend my appreciation for the assistance from one of your dispatchers, Shannon, last evening around 7:15 PM. I would also like to extend my appreciation to the City Manager and City Council.

One of my elderly neighbors was locked out of her house and I attempted to assist, but was unable. The nearest relative with a key lives near 47th St. South and Seneca. The neighbor has a "Life Alert" button. The company providing the service has a lock box operated with a combination containing a spare key if ever needed, however, the neighbor did not remember the combination. She also did not know the phone number to contact the "Life Alert" company in order to retrieve the combination.

I called the Valley Center Emergency Services Dispatcher and spoke with Shannon. Shannon obtained the phone number to the "Life Alert" company who provided the information we needed. Shannon relayed the details about how the key compartment opened and passed that along to me. Within a short time, the neighbor was back inside her home.

Shannon was extremely patient, understanding and professional. I would also like to extend my gratitude to her and let her know what an asset she is to your department.

Regards,

Steven Hipps

April 2012 Activity Report

The Fire Department responded to 46 calls for service in April; these are broken down as follows.

<u>Calls For Service</u>	<u>City</u>	<u>Townships</u>
Building Fire (Automatic Aid Received)	1	0
Fire, Other	1	0
Dumpster or Other Outside Trash Receptacle Fire	1	0
Unauthorized Burning	0	1
Motor Vehicle Accident With no Injuries	1	0
Medical Assist, Assist EMS Crew	17	0
EMS Call	9	0
Severe Weather or Natural Disaster, Standby	1	0
Assist Invalid	2	0
Wrong Location	1	0
Combustible/Flammable/Liquid Condition/Other	1	0
Assist Police or Other Government Agency	1	0
Good Intent Call, Other	1	0
Dispatched and Cancelled En Route (Automatic Aid Given)	0	1
Dispatched and Cancelled En Route	2	4
Burn Permit	1	0

8 Firefighters Attended Training in Valley Center Training Consisted of Tender Shuttle Operations (April 9th 2012).

9 Firefighters Attended Training in Valley Center Training Consisted of Tender Shuttle Operations (April 23th 2012).

2 Firefighters attended Career on Wheels Day at Wheatland Elementary (April 24th 2012).

CHIEF TORMEY

VALLEY CENTER PUBLIC WORKS SPRING CLEAN-UP April 21, 2012 Report

Tonnage Hauled: Waste Management per contract. 45.18 tonnage from 15 dumpsters.
Waste Management emptied from 9:15 am - 1:30 pm. on Sat. and finished the next week.

Labor: Set up & teardown was done during regular work hours. 44 hrs Sat - overtime

Equipment: loader & backhoe 6 hrs each on Sat

Advertising: Ark Valley News 2 weeks = \$304; Flyers; City Hall sign

City cost for labor, equipment usage and advertising: \$1,824.50

Total vehicle count around 288 (294 in 2011). Majority of pickups and trailers were full.

We opened at 8 am. 22 vehicles were lined outside the gate. We closed the gates at 2 pm.

Vehicles were steady all day. No waits more than about 5 min after the gates opened.

Majority of vehicles made 2-4 or more trips.

No one was turned down.

Brush: 4,000 cubic yd



GOVERNING BODY REPORTS

A. Mayor McNown

B. Councilmember Leftoff

C. Councilmember Cicirello

D. Councilmember Smith

E. Councilmember Gerling

F. Councilmember Maschino

G. Councilmember L. Jackson

H. Councilmember K. Jackson

I. Councilmember Hobson

ADJOURN