



City of VALLEY FALLS

Incorporated May 17, 1869

City Council Agenda

The City Council meeting is open to the public and will be held at City Hall.

Meetings will be streamed via Facebook Live (<https://www.facebook.com/cityofvalleyfalls>) Please email questions to cityadmin@valleyfalls.org before the meeting.

May 3, 2023 6:30 PM
Regular Meeting

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL - City Council and Staff
MINUTES - Regular Meeting of April 19, 2023

PUBLIC COMMENTS & GUESTS:
Public Comment Policy

BUSINESS ITEMS:

- A. Status Update 207 Sycamore - Mark Boyce
- B. Status Update 204 Walnut St
- C. 2022 Audit Presentation
- D. Appointments
 - a. Municipal Court Judge - Dennis Reiling
 - b. City Attorney - Leonard Buddenbohm
 - c. City Clerk - Christine Weishaar
 - d. City Administrator - Audree Guzman
 - e. Chief of Police - Carolyn Clark
 - f. Public Works Director - William McCoy
 - g. Treasurer - Salih Doughramaji
 - h. Fire Board - Salih Doughramaji

INVOICES - \$ 102,712.12

TABLED ITEMS:

REPORTS:

CITY ADMINISTRATOR: Audree Guzman
PUBLIC WORKS: Bill McCoy
POLICE: Carrie Clark
MAYOR: Jeanette Shipley
FIRE DISTRICT: Salih Doughramaji
ECONOMIC DEVELOPMENT BOARD: Audree Guzman
PLANNING & ZONING COMMISSION: Audree Guzman
CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

ANNOUNCEMENTS/ COMMUNICATIONS:

- City offices closed May 29th in observance of Memorial Day.
- Candidates running for office of Valley Falls City Council must file by June 1st at noon in the Jefferson County Clerk's office. The filing fee is \$20. There are 3 city council seats that will be elected in the November election.
- City- Wide Clean-Up will be Friday, June 2nd - Sunday, June 4th from 8 AM to 4 PM located at the City

Shop at 108 Broadway St. Must bring a Valid ID and copy of city water bill.

EXECUTIVE SESSION
ADJOURNMENT

CITY OF VALLEY FALLS

April 19, 2023

Open Meeting

The meeting was called to order at 6:30 pm by Mayor Jeanette Shipley. Council members present were, Gary McKnight, Judy Rider, and Jennifer Ingraham. Salih Doughramaji and Matt Frakes are absent.

Staff present: Audree Guzman, City Administrator, Chris Weishaar, City Clerk, Bill McCoy, Public Works, Police Chief Carrie Clark, and Leonard Buddenbohm, City Attorney.

Others present: Dianne Heinen and Scott Heinen.

Minutes:

The minutes from the April 5, 2023, meeting was presented.

Judy moved to approve the minutes. Jennifer seconded the motion. Motion carried 3-0.

Public Comments & Guests: No Comment

BUSINESS ITEMS:

1. Status Update 207 Sycamore – Brian Caskey has paid \$120 with a balance of \$473.68. Nothing has been done to improve the property. Proceed with demolition of property. Gary made a motion to approve proceeding with demo. Jennifer seconded the motion. Motion carried 3-0.

2. 204 Walnut St – Application for Demolition – Grant Lassiter came in and filled out the grant application. Gary made a motion to approve the application. Judy seconded the motion. Motion carried 3-0.

3. Brickstreet Bourbon Cornhole Event Alcohol Resolution 2023-02
Gary made a motion to approve the resolution. Jennifer seconded the motion. Motion carried 3-0

4. Noon Whistle – Audree researched fixing and replacing the Noon Whistle and getting an additional storm siren. Audree will discuss the siren with Emergency Management.

5. Shipping Container Ordinance 16-219 – The Planning Commission approved the ordinance. Any existing shipping containers are grandfathered in. Gary made a motion to approve the ordinance. Judy seconded the motion. Motion carried 3-0

6. PEC Sewer Phase 2 Design Contract – *required for USDA Loan* – Audree presented the contract. Gary made a motion to approve the contract. Jennifer seconded the motion. Motion carried 3-0

Vouchers:

The April 19, 2023, vouchers. Jennifer moved to approve vouchers. Judy seconded the motion. Motion carried 3-0.

City Administrator:

Daily Operations

1. **Audit** Auditor will be here in May to present audit. RFP for audit services will be sent out after completion of audit presentation.
2. **Presentation** to Jr High Social Studies Class on April 5th about water and sewer rates and infrastructure in Valley Falls.
3. **Trash Audit** Working on trash audit to compare WM billed addresses vs. City billed addresses.
4. **ARPA** Completed the annual ARPA report for 2023.
5. **Economic Development Board** – Collaborative meeting over by-laws on June 28th.
6. **Planning Commission** – Met on April 13th to hold public hearing and make recommendation for Shipping Containers. K-State will help create the comprehensive plan in Spring 2024.
7. **Barnes Addition Plot** PEC has completed the draft. PEC is reviewing and will have for final signatures in the next few weeks.
8. **Water Source Project** PEC is getting final information for proposal to move forward with test wells and information from the studies done in 2005.
9. **Utility Mapping** Met with KRWA on February 24th to update maps. Once updates with KRWA are complete PEC will host updated Sewer and Water maps.
10. **207 Sycamore St Condemnation** No progress. Next update April 19th.
11. **204 Walnut St Condemnation** Next update May 3rd.
12. **419 Broadway St Condemnation** Next progress update June 7th.

Grants & Projects

1. **CDBG Sewer Project Phase 1-** Bid opening on Feb 21st. Must have contract awarded by 3/15/2023.
2. **KDHE Waste Tire Grant** – Awarded grant of \$2,600 for benches and tables.
3. **USDOT Safety Action Plan Grant** – Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. City share is \$5,000. The plan can include sidewalks, bike routes, streets and more. Work with PEC as Engineer for this project.
4. **HEAL Grant** Submitted two applications with Brown Brothers. 405/407 Broadway – Building & 409/411 Broadway – Façade. Awards announcement anticipated by end of May.
5. **K-4 / K-16 Street Lights** – Safety study is anticipated to be finalized with recommendations by June. \$30,000 estimated to add lighting. If warranted by KDOT study, the light cost will be covered
6. **Kansas Forestry Grants** Submitted proposal for Kansas Forestry Grants. This is the city proposal for the state to apply for the federal dollars.
7. **Opioid Settlement** –Total received to date is \$2,952.96. \$0.00 expended. Working with PD on possible uses of funds and application of opioid settlement grant.
8. by KDOT.
9. **Automatic Water Meters** – 417 meters installed to date. Total of 492 water meters.

10. American Rescue Plan Act (ARPA) – Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: KDOT TA Downtown Streetscape Project. Remaining Funds: \$152,106.96.

11. KDOT TA. Applications are due in February 2024. Working with PEC for grant application and engineering estimates.

12. KDOT Safe Routes to School Applications are due in February 2024. Working with PEC for grant application and engineering estimates.

13. KDHE Lead & Copper Lead & Copper Inventory due to KDHE by October 16, 2024. Submitted grant application to KDHE for technical assistance.

Sewer/Water/Streets/Alleys/Parks/Pool:

Water:

Got 75 meters installed we are almost done with all the residential meters

Sewers:

Signed Chad up for a class on lagoon management so he can maintain his certification

Completed our Q12023 discharge monitoring report all levels were/are within compliance

Streets:

Did a temporary repair to the drive transition at the pool

Will be installing the sun canopy at the pool and doing prep work for the pool season

Preparing to start on the street maintenance season

Parks:

Started the mowing season and will be doing spraying when we have favorable weather conditions

Police:

NCIC terminals have been successfully installed in all the MDTs

Officer Taylor is finishing up week 6 at KLETC

Meet with school administrator staff regarding a SVPP Grant

PD has access to Spotlight thru Thorn, a national wide law enforcement data base for human trafficking to identify potential victims

Still working with Motorola to finish the mobile camera system

Planning with FM Life88.5 with Snow Cone with a Cop scheduled for June 20th 4-6pm at the City Park

Mayor: No Report.

Fire District: No Report.

Economic Development Board: No Report

Planning & Zoning Commission: No Report

City Council Comments: None

ADJOURNMENT

Jennifer made a motion to adjourn the meeting. Judy seconded the motion. Motion carried 3-0.

APPROVED: _____
JEANETTE SHIPLEY, MAYOR

ATTEST: _____
CHRISTINE WEISHAAR, CITY CLERK



City of
VALLEY FALLS

Incorporated May 17, 1869

PUBLIC COMMENT POLICY

This is a business meeting of the governing body for the City of Valley Falls. We strive to run a smooth and efficient meeting.

Public Comment is limited to 3 minutes per person. Speakers shall state their name and address. This is intended for citizens to express their views. City Council Members will not engage in dialogue with the speaker. Belligerent, rude, and offensive speakers will be stopped immediately. Citizen should reach out to City Council Members to have personal discussion of their concerns outside of City Council Meetings.

Any comment for agenda items shall be taken only during the specific agenda item. All questions posed during public forum should be answered within the specific agenda item by any City Council Member or followed up as needed by staff in a timely manner during regular business hours following the meeting.

Citizens desiring to comment on matters of a general nature, not specific to an agenda item, shall sign up in advance of the meeting & shall provide name and address, and the purpose or nature of the request. This request should be received by the City Administrator before Friday at noon preceding the meeting. No action or formal comment will be taken on such request at the council meeting. Staff will follow up in a timely manner during regular business hours following the meeting.

CITY OF VALLEY FALLS
Valley Falls, Kansas

**FINANCIAL STATEMENT
AND
INDEPENDENT AUDITOR'S REPORT**

December 31, 2022

CITY OF VALLEY FALLS, KANSAS

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council
City of Valley Falls
Valley Falls, Kansas

Report on Financial Statements

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of City of Valley Falls, Kansas as of and for the year ended December 31, 2022 and the related notes to the financial statement.

Adverse Opinion on U.S. Generally Accepted accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis of Adverse Opinion and Unmodified Opinions section of our report, the accompanying financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of City of Valley Falls, Kansas as of December 31, 2022, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of City of Valley Falls, Kansas as of December 31, 2022, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note C.

Basis for adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the *Kansas Municipal Audit and Accounting Guide*. Our responsibility under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of City of Valley Falls, Kansas, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matters giving Rise to Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note C of the financial statement, the financial statement is prepared by City of Valley Falls, Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note C and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statement, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt City of Valley Falls, Kansas ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about where the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from an error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

1. Exercise professional judgement and maintain professional skepticism throughout the audit.
2. Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
3. Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of City of Valley Falls, Kansas internal control. Accordingly, no such opinion is expressed.
4. Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimate made by management, as well as evaluate the overall presentation of the financial statement.
5. Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Valley Falls, Kansas ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditure-actual and budget and individual fund schedules of regulatory basis receipts and expenditures-actual and budget (Schedules 1, and 2 as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement, however are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note C.

Prior Year Comparative

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statement of City of Valley Falls, Kansas as of and for the year ended December 31, 2021 (not presented herein), and have issued our report thereon dated July 19, 2022, which contained an unmodified opinion on the basic financial statement. The 2021 basic financial statement and our accompanying report are not presented herein, but available in electronic form from the web site of the Kansas Department of Administration at the following link <http://admin.ks.gov/offices/oar/municipal-services>. The 2021 actual column (2021 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures – actual and budget for the year ended December 31, 2022 (Schedule 2 as listed in the table of contents) is presented for purposes

of additional analysis and is not a required part of the basic financial statement. Such 2021 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2021 basic financial statement. The 2021 comparative information was subjected to the auditing procedures applied in the audit of the 2021 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2021 basic financial statement or to the 2021 basic financial statements itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2021 comparative information is fairly stated in all material respects in relation to the basic financial statement as a whole for the year ended December 31, 2021, on the basis of accounting described in Note C.

A handwritten signature in blue ink that reads "Harold K. Mayes Jr." with a stylized flourish at the end.

Harold K. Mayes Jr. CPA
Agler & Gaeddert, Chartered
Ottawa, Kansas
April 18, 2023

City of Valley Falls, Kansas

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES
AND UNENCUMBERED CASH
REGULATORY BASIS
For the Year Ended December 31, 2022

Fund	Unencumbered Cash Balance Beginning of Year	Cash Receipts
Governmental Type Funds		
General Fund	\$ 17,754	\$ 715,762
Special Purpose Funds		
Swimming Pool	5,429	325
Capital Improvements	76,576	87,979
Special Highway & Streets	96,195	172,034
Special Equipment Reserve	1,532	2,250
RHID	0	31,612
Bond and Interest Fund		
Bond and Interest	246,736	164,177
	444,222	1,174,139
Business Funds		
Water Utility	141,397	233,708
Sewer Utility	269,720	254,933
Sewer CD Reserve	91,083	0
Solid Waste	51,793	147,320
	553,993	635,961
	\$ 998,215	\$ 1,810,100

The accompanying notes are an integral part of this statement.

Statement 1

<u>Expenditures</u>	<u>Unencumbered Cash Balance End of Year</u>	<u>Add Outstanding Encumbrances and Accounts Payable</u>	<u>Cash Balance End of Year</u>
\$ 614,214	\$ 119,302	\$ 12,141	\$ 131,443
1,720	4,034	0	4,034
19,331	145,224	0	145,224
209,092	59,137	0	59,137
0	3,782	0	3,782
0	31,612	0	31,612
<u>104,762</u>	<u>306,151</u>	<u>0</u>	<u>306,151</u>
<u>949,119</u>	<u>669,242</u>	<u>12,141</u>	<u>681,383</u>
275,096	100,009	2,743	102,752
286,406	238,247	17,439	255,686
0	91,083	0	91,083
<u>150,790</u>	<u>48,323</u>	<u>11,560</u>	<u>59,883</u>
<u>712,292</u>	<u>477,662</u>	<u>31,742</u>	<u>509,404</u>
<u>\$ 1,661,411</u>	<u>\$ 1,146,904</u>	<u>\$ 43,883</u>	<u>\$ 1,190,787</u>

Cash balance consisting of

Balance on deposit

Checking, money market accounts & petty cash \$ 946,204

Certificates of deposit 244,583

Total cash \$ 1,190,787

The accompanying notes are an integral part of this statement.

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE A. MUNICIPAL REPORTING ENTITY

The City of Valley Falls is a municipal corporation governed by an elected five member commission. This financial statement presents the City of Valley Falls (the municipality).

NOTE B. REGULATORY BASIS FUND TYPES

The accounts of the City are organized and operated on the basis of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The City potential could have the following types of funds.

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

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

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

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

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

Trust fund – funds used to report assets held in trust for the benefit of the municipal financial reporting entity (i.e. pension funds, investment trust funds, private purpose trust funds which benefit the municipal reporting entity, scholarship funds, etc.). The City does not have any funds of this type for this year.

Agency fund – funds used to report assets held by the municipal reporting entity in purely a custodial capacity (payroll clearing fund, county treasurer tax collection accounts, etc.). The City does not have any funds of this type for this year.

NOTE C. BASIS OF ACCOUNTING

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

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

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE D. BUDGETARY INFORMATION

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

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

Should the City hold a revenue neutral rate hearing, the budget timeline for adoption of the final budget has been adjusted to on or before September 20th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication of the hearing may be held and the governing body may amend the budget at that time. The Consolidated Street & Highway, Water Fund and Solid Waste budgets were amended this year.

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

Adjustment for Qualifying Budget Credits – Municipalities may use this line item for any budgeted fund. The adjustment would be a positive amount. All budget adjustments must be authorized by Kansas statutes. Examples include: expenditure of federal grant monies, gifts and donations, and receipts authorized by law to be spent as if they were reimbursed expenses.

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

A legal operating budget is not required for the following special purpose funds, capital project funds, business funds and trusts:

Capital Improvement Fund

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

NOTE E. DEPOSITS AND INVESTMENTS

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

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE E. DEPOSITS AND INVESTMENTS – Continued

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

Concentration of credit risk - State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The City has no investments other than money markets and certificates of deposit.

Custodial credit risk – deposits: Custodial credit risk is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. State statutes require the City’s deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated “peak periods” when required coverage is 50%. There were no designated “peak periods” during the year. All bank deposits were legally secured at December 31, 2022.

At December 31, 2022, the carrying amount of the City’s bank deposits was \$1,190,787 and the bank balance as \$1,217,819. The bank balance was held by one bank which increases concentration risk. The difference between carrying amount and bank balance is outstanding checks and deposits. Of the bank balance, \$260,840 was covered by federal depository insurance and \$956,979 was collateralized with securities held by the pledging financial institution’s agents in the City’s name.

Custodial credit risk – investments: For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments be adequately secured. The City had no such investments at year end.

NOTE F. LONG-TERM DEBT

<u>Debt Issued</u>	<u>Interest</u>	<u>Date of</u>	<u>Amount</u>	<u>Maturity</u>	
Revenue Bonds					
Series 2016 - Swimming pool	1% to	10/26/2016	\$ 1,535,000	04/01/2037	
	Beginning of			End of	
	Year			Year	
<u>Debt Issued</u>	<u>Balance</u>	<u>Additions</u>	<u>Reductions/ Payments</u>	<u>Balance</u>	<u>Interest</u>
Revenue Bonds					
Series 2016 - Swimming pool	\$ 1,300,000	\$ 0	\$ 65,000	\$ 1,235,000	\$ 39,762
Total	\$ 1,300,000	\$ 0	\$ 65,000	\$ 1,235,000	\$ 39,762
Detail of payments by year					
	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Principal:					
Series 2016 - Swimming pool	\$ 65,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 75,000
	<u>2028-2032</u>	<u>2033-2037</u>			<u>Total</u>
Principal:					
Series 2016 - Swimming pool	\$ 405,000	\$ 480,000			\$ 1,235,000

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE F. LONG-TERM DEBT – continued

Detail of payments by year	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Interest:					
Series 2016 - Swimming pool	\$ <u>38,528</u>	\$ <u>37,108</u>	\$ <u>35,498</u>	\$ <u>33,748</u>	\$ <u>31,788</u>
	<u>2028-2032</u>	<u>2033-2037</u>			<u>Total</u>
Interest:					
Series 2016 - Swimming pool	\$ <u>122,332</u>	\$ <u>46,051</u>			\$ <u>345,053</u>

The debt limit per Kansas Statutes is limited to thirty percent of the assessed tangible valuation given by the County Appraiser to the County Clerk on June 15 each year. At December 31, 2022, the statutory limit for the City was \$1,962,150 providing a debt margin of \$1,962,150 after removing debt exempt from the limitation.

NOTE G. INTERFUND TRANSFERS/RESTATEMENTS

<u>From:</u>	<u>To:</u>	Statutory Authority	Amount
No transfers in 2022			\$ 0

During 2022, it was determined a certificate of deposit originally listed as part of bond and interest was actually part of the sewer reserve. Therefore the 2021 unencumbered cash in “bond fund” was decreased by \$91,083 from \$337,819 to \$246,736 and the “sewer cd reserve” was increased from \$0 to 91,083.

NOTE H. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

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

Under the Consolidated Omnibus Budget Reconciliation Act (CORBA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

Compensated Absences: The estimated amount of liability for the vested portion of unused sick leave and accumulated vacation leave has not been calculated. Unpaid vacation and sick pay amounts are not accrued in the accompanying financial statements.

NOTE I. DEFINED BENEFIT PENSION PLAN

Plan description. The City of Valley Falls participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERS issues a publically available financial report that includes financial statements and required supplementary information. KPERS’ financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERS website at www.kpers.org or by writing to KPERS (611 South Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE I. DEFINED BENEFIT PENSION PLAN - continued

the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2, and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.87% for the fiscal year ended December 31, 2022. Contributions to the pension plan from the City were \$27,631, for KPERS for the year ended December 31, 2022.

Net Pension Liability. At December 31, 2022, the City of Valley Falls' proportionate share of the collective net pension liability reported by KPERS was \$309,598. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021, which was rolled forward to June 30, 2022. The City of Valley Falls' proportion of the net pension liability was based on the ratio of the City of Valley Falls' contributions to KPERS, relative to the total employer and non-employer contributions of the local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

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

NOTE J. OTHER POSTEMPLOYMENT BENEFITS – THRU KPERS

Death and Disability Other Post-Employment Benefits. As provided by K.S.A. 74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2022

NOTE K. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the City carries commercial insurance. Settlement of claims has not exceeded commercial insurance coverage in any of the last three fiscal years.

NOTE L. OTHER INFORMATION

Reimbursed Expenses: The City records reimbursable expenditures in the fund that makes the disbursement and records reimbursement as revenue in the same fund. For purposes of budgetary comparisons, the reimbursements are shown as adjustments for qualifying budget credits.

Ad valorem tax revenues: The determination of assessed valuations and the collections of property taxes for all political subdivisions in the State of Kansas is the responsibility of the various counties. The County Appraiser annually determines assessed valuations and the County Clerk spreads the annual assessment on the tax rolls. The County Treasurer is the tax collection agent for all taxing entities within the county. In accordance with Kansas statutes, property taxes levied during the current year are a revenue source to be used to finance the budget of the ensuing year. Taxes are assessed on a calendar year basis and become a lien on the property on November 1 of each year. One-half of the property taxes are due December 20th, prior to the fiscal year for which they are budgeted and the second half is due the following May 10th. This procedure eliminates the need to issue tax anticipation notes since funds will be on hand prior to the beginning of each fiscal year. The City Treasurer draws down all available funds from the County Treasurer's office in two-month intervals.

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2022

NOTE L. OTHER INFORMATION - continued

Compliance with Kansas Statutes: References made herein to the statutes are not intended as interpretations of law, but are offered for consideration of the State Director of Accounts and Reports and interpretation by the legal representative of the municipality.

Solid Waste Fund exceed budget by \$10,790.

NOTE M. SUBSEQUENT EVENTS

Subsequent Events: The City evaluated subsequent events through April 18, 2023, the date the financial statements were available to be issued. The City has Sewer Projects Phase 1 and 2 starting in 2023 which will be funded through grants from CDBG. The City has funding from an ARPA grant totaling \$175,598. The City has expended \$30,851.40 in 2022 and has \$145,106 carrying over to 2023

**REGULATORY BASIS
SUPPLEMENTARY INFORMATION**

City of Valley Falls, Kansas

Schedule 1

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2022

Fund	Certified Budget	Adjustments for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
Governmental Type funds					
General Fund	\$ 692,265	\$ 0	\$ 692,265	\$ 614,214	\$ (78,051)
Special Purpose Funds					
Swimming Pool	5,579	0	5,579	1,720	(3,859)
Capital Improvement	190,000	0	190,000	19,331	(170,669)
Special Highway & Streets	296,635	0	296,635	209,092	(87,543)
Special Equipment Reserve	40,000	0	40,000	0	(40,000)
Bond & Interest	108,000	0	108,000	104,762	(3,238)
Business Funds					
Water Utility	281,660	0	281,660	275,096	(6,564)
Sewer Utility	287,800	0	287,800	286,406	(1,394)
Solid Waste	140,000	0	140,000	150,790	10,790

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2a

GENERAL FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2022
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	2022			Variance Over (Under)
	2021 Actual	Actual	Budget	
Cash receipts				
Local Taxes				
Ad valorem property tax	\$ 234,091	\$ 252,753	\$ 236,930	\$ 15,823
Back tax collections	10,278	7,945	30,000	(22,055)
Motor vehicle tax	33,373	31,357	29,571	1,786
16/20 Trucks	0	70	203	(133)
Recreational Vehicle tax	362	458	318	140
State				
Sales tax	197,258	261,334	140,000	121,334
Liquor tax	0	736	0	736
In lieu of taxes	<u>0</u>	<u>15,678</u>	<u>0</u>	<u>15,678</u>
	<u>475,362</u>	<u>570,331</u>	<u>437,022</u>	<u>133,309</u>
Licenses, fees and permits				
License and permits	987	1,663	2,000	(337)
Swimming pool	33,892	44,223	20,000	24,223
Franchise fees	52,653	61,888	74,000	(12,112)
Court fines & fees	13,300	30,351	12,000	18,351
	<u>100,832</u>	<u>138,125</u>	<u>108,000</u>	<u>30,125</u>
Use of money and property				
Interest on investments	<u>431</u>	<u>2,888</u>	<u>2,500</u>	<u>388</u>
Other				
Rural Housing Incentive Districts	17,829	0	40,000	(40,000)
RV Park	0	1,255	0	1,255
Reimbursed expenses	0	(555)	20,000	(20,555)
Miscellaneous	25,148	3,718	15,000	(11,282)
	<u>42,977</u>	<u>4,418</u>	<u>75,000</u>	<u>(70,582)</u>
Transfers				
Transfer from Solid Waste	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>(20,000)</u>
Total cash receipts	<u>619,602</u>	<u>715,762</u>	<u>\$ 642,522</u>	<u>\$ 73,240</u>
Expenditures				
Administrative	202,037	184,436	\$ 200,000	\$ (15,564)
Police	205,616	187,564	250,000	(62,436)
Court	x 0	37,143	0	37,143
Streets	133,013	119,805	160,000	(40,195)
Parks	79,792	30,465	82,265	(51,800)
Pool	* 0	54,801	0	54,801
Total expenditures	<u>620,458</u>	<u>614,214</u>	<u>\$ 692,265</u>	<u>\$ (78,051)</u>

x In prior year was included with Police

* In prior year was included with Parks

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2a

GENERAL FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2022
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	2021 Actual	2022		Variance Over (Under)
		Actual	Budget	
Receipts over (under) expenditures	\$ (856)	\$ 101,548		
Unencumbered cash, beginning of year	<u>18,610</u>	<u>17,754</u>		
Unencumbered cash, end of year	<u>\$ 17,754</u>	<u>\$ 119,302</u>		

See Independent Auditor's Report.

City of Valley Funds, Kansas

Schedule 2b

SPECIAL PURPOSE FUNDS
SWIMMING POOL
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2022

(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		<u>2022</u>		
	<u>2021</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Cash receipts				
Use of money and property				
Interest on investments	\$ 0	\$ 6	\$ 0	\$ 6
Other				
Miscellaneous	<u>508</u>	<u>319</u>	<u>0</u>	<u>319</u>
Total cash receipts	<u>508</u>	<u>325</u>	<u>\$ 0</u>	<u>\$ 325</u>
Expenditures				
Commodities	0	220	\$ 0	\$ 220
Contractual	<u>1,200</u>	<u>1,500</u>	<u>5,579</u>	<u>(4,079)</u>
Total expenditures	<u>1,200</u>	<u>1,720</u>	<u>\$ 5,579</u>	<u>\$ (3,859)</u>
Receipts over (under) expenditures	(692)	(1,395)		
Unencumbered cash, beginning of year	<u>6,121</u>	<u>5,429</u>		
Unencumbered cash, end of year	\$ <u>5,429</u>	\$ <u>4,034</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2c

SPECIAL PURPOSE FUNDS
 CAPITAL IMPROVEMENT FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS

For the Year Ended December 31, 2022

(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	2021 Actual	2022		Variance Over (Under)
		Actual	Budget	
Cash receipts				
State				
Federal receipts	\$ 87,979	\$ 87,979	\$ 190,000	\$ (102,021)
Total cash receipts	<u>87,979</u>	<u>87,979</u>	<u>\$ 190,000</u>	<u>\$ (102,021)</u>
Expenditures				
Contractual	0	15,891	\$ 0	\$ 15,891
Capital Outlay	<u>20,411</u>	<u>3,440</u>	<u>190,000</u>	<u>(186,560)</u>
Total expenditures	<u>20,411</u>	<u>19,331</u>	<u>\$ 190,000</u>	<u>\$ (170,669)</u>
Receipts over (under) expenditures	67,568	68,648		
Unencumbered cash, beginning of year	<u>9,008</u>	<u>76,576</u>		
Unencumbered cash, end of year	<u>\$ 76,576</u>	<u>\$ 145,224</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2d

SPECIAL PURPOSE FUNDS
SPECIAL HIGHWAY & STREETS FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

			<u>2022</u>		
	<u>2021</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>				<u>Over</u>
					<u>(Under)</u>
Cash receipts					
Local					
Sales tax	\$ 0	\$ 16,644	\$ 0	\$ 16,644	
State					
Fuel tax	15,265	30,245	29,650	595	
Connecting links	59,654	125,125	0	125,125	
Use of money and property			82,000		
Interest on investments	<u>0</u>	<u>20</u>	<u>0</u>	<u>20</u>	
 Total cash receipts	 <u>74,919</u>	 <u>172,034</u>	 <u>\$ 111,650</u>	 <u>\$ 142,384</u>	
 Expenditures					
Commodities	0	8,495	\$ 0	\$ 8,495	
Contractual services	52,089	200,511	296,635	(96,124)	
Other	<u>0</u>	<u>86</u>	<u>0</u>	<u>86</u>	
 Total expenditures	 <u>52,089</u>	 <u>209,092</u>	 <u>\$ 296,635</u>	 <u>\$ (87,543)</u>	
 Receipts over (under) expenditures	 22,830	 (37,058)			
 Unencumbered cash, beginning of year	 <u>73,365</u>	 <u>96,195</u>			
 Unencumbered cash, end of year	 <u>\$ 96,195</u>	 <u>\$ 59,137</u>			

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2e

SPECIAL PURPOSE FUNDS
SPECIAL EQUIPMENT RESERVE FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2022

(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		2022		
	2021 Actual	Actual	Budget	Variance Over (Under)
Cash receipts				
Other				
Miscellaneous	\$ 4,879	\$ 2,250	\$ <u>20,000</u>	\$ <u>(17,750)</u>
Expenditures				
Capital outlay	<u>9,003</u>	<u>0</u>	\$ <u>40,000</u>	\$ <u>(40,000)</u>
Receipts over (under) expenditures	(4,124)	2,250		
Unencumbered cash, beginning of year	<u>5,656</u>	<u>1,532</u>		
Unencumbered cash, end of year	\$ <u><u>1,532</u></u>	\$ <u><u>3,782</u></u>		

See Independent Auditor's Report.

City of Valley Funds, Kansas

Schedule 2f

SPECIAL PURPOSE FUNDS
RHID
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		<u>2022</u>		
	<u>2021</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Cash receipts				
Local				
Taxes				
Special assessments	\$ 0	\$ 26,767	\$ 40,000	\$ (13,233)
Other				
Miscellaneous	<u>0</u>	<u>4,845</u>	<u>0</u>	<u>4,845</u>
Total cash receipts	<u>0</u>	<u>31,612</u>	<u>40,000</u>	<u>(8,388)</u>
Expenditures				
Contractual	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total expenditures	<u>0</u>	<u>0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Receipts over (under) expenditures	0	31,612		
Unencumbered cash, beginning of year	<u>0</u>	<u>0</u>		
Unencumbered cash, end of year	<u>\$ 0</u>	<u>\$ 31,612</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2g

BOND AND INTEREST FUND
BOND AND INTEREST FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2022

(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		<u>2022</u>		
	<u>2021</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Cash receipts				
State				
State sales tax	\$ 149,300	\$ 163,235	\$ 155,000	\$ 8,235
Use of money and property				
Interest on investments	<u>0</u>	<u>942</u>	<u>0</u>	<u>942</u>
Total cash receipts	<u>149,300</u>	<u>164,177</u>	<u>\$ 155,000</u>	<u>\$ 9,177</u>
Expenditures				
Legal fees	1,000	0	\$ 1,000	\$ (1,000)
Principal	64,999	65,000	107,000	(42,000)
Interest	<u>40,868</u>	<u>39,762</u>	<u>0</u>	<u>39,762</u>
Total expenditures	<u>106,867</u>	<u>104,762</u>	<u>\$ 108,000</u>	<u>\$ (3,238)</u>
Receipts over (under) expenditures	42,433	59,415		
Unencumbered cash, beginning of year	<u>204,303</u>	<u>246,736</u>		
Unencumbered cash, end of year	<u>\$ 246,736</u>	<u>\$ 306,151</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2h

BUSINESS FUNDS
 WATER UTILITY FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2022
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	2021		2022		Variance Over (Under)
	Actual	Actual	Actual	Budget	
Cash receipts					
Charges for services					
Utility receipts	\$ 215,551	\$ 220,865	\$ 220,000	\$	865
Utility penalties	0	4,020	7,500		(3,480)
Utility sales tax	0	3,122	0		3,122
Service fees	0	110	0		110
Meter settings	0	3,000	2,700		300
Meter connection	0	1,970	1,500		470
Use of money and property					
Interest on investments	0	2	0		2
Other					
Reimbursed expenses	0	619	500		119
Total cash receipts	<u>215,551</u>	<u>233,708</u>	<u>\$ 232,200</u>	<u>\$</u>	<u>1,508</u>
Expenditures					
Salaries and benefits	54,764	73,790	\$ 75,000	\$	(1,210)
Insurance	0	15,466	22,500		(7,034)
Training/conferences	0	1,033	0		1,033
Dues/memberships	0	481	0		481
Equipment/uniforms	0	6,462	0		6,462
Utilities/phone	23,227	21,789	21,500		289
Facilities maintenance	59,434	49,828	42,660		7,168
Vehicle maintenance/fuel	693	9,863	0		9,863
Postage/stationery	0	2,802	0		2,802
Commodities	59,060	36,769	120,000		(83,231)
Contractual	0	30,257	0		30,257
Utilities sales tax	0	2,282	0		2,282
Miscellaneous	0	1,360	0		1,360
Capital outlay	35,261	22,914	0		22,914
Total expenditures subject to budget	<u>232,439</u>	<u>275,096</u>	<u>\$ 281,660</u>	<u>\$</u>	<u>(6,564)</u>
Receipts over (under) expenditures	(16,888)	(41,388)			
Unencumbered cash, beginning of year	<u>158,285</u>	<u>141,397</u>			
Unencumbered cash, end of year	<u>\$ 141,397</u>	<u>\$ 100,009</u>			

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2i

BUSINESS FUNDS
SEWER SERVICE UTILITY FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	2021 Actual	2022		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Charges for services				
Utility receipts	\$ 141,200	\$ 146,470	\$ 145,000	\$ 1,470
Utility penalties	0	3,366	0	3,366
Meter connection	0	1,600	0	1,600
State				
Grants	40,271	102,945	0	102,945
Other				
Reimbursed expenses	0	552	0	552
Total cash receipts	<u>181,471</u>	<u>254,933</u>	<u>\$ 145,000</u>	<u>\$ 109,933</u>
Expenditures				
Salaries and benefits	46,210	78,064	\$ 65,000	\$ 13,064
Insurance	16,294	20,198	15,000	5,198
Training/conferences	0	1,737	0	1,737
Dues/memberships	0	461	0	461
Equipment/uniforms	0	78	0	78
Utilities/phone	2,305	5,359	2,800	2,559
Facilities maintenance	0	15,196	20,000	(4,804)
Vehicle maintenance/fuel	0	10,922	0	10,922
Postage/stationery	0	1,142	0	1,142
Commodities	0	7,117	0	7,117
Contractual	0	28,772	35,000	(6,228)
Miscellaneous	0	311	0	311
Capital outlay	<u>141,804</u>	<u>117,049</u>	<u>150,000</u>	<u>(32,951)</u>
Total expenditures	206,613	286,406	<u>\$ 287,800</u>	<u>\$ (1,394)</u>
Receipts over (under) expenditures	(25,142)	(31,473)		
Unencumbered cash, beginning of year	<u>294,862</u>	<u>269,720</u>		
Unencumbered cash, end of year	<u>\$ 269,720</u>	<u>\$ 238,247</u>		

See Independent Auditor's Report.

City of Valley Funds, Kansas

Schedule 2j

**SPECIAL PURPOSE FUNDS
SEWER CD RESERVE
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS**

For the Year Ended December 31, 2022

(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

	<u>2021 Actual</u>	<u>2022 Actual</u>
Cash receipts		
Local		
Transfers	\$ 0	\$ 0
Total cash receipts	<u>0</u>	<u>0</u>
Expenditures		
Contractual	<u>0</u>	<u>0</u>
Total expenditures	<u>0</u>	<u>0</u>
Receipts over (under) expenditures	0	0
Unencumbered cash, beginning of year	<u>91,083</u>	<u>91,083</u>
Unencumbered cash, end of year	<u>\$ 91,083</u>	<u>\$ 91,083</u>

See Independent Auditor's Report.

City of Valley Funds, Kansas

Schedule 2k

BUSINESS FUNDS
SOLID WASTE FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		2022		
	2021 Actual	Actual	Budget	Variance Over (Under)
Cash receipts				
Charges for services				
Utility receipts	\$ 122,391	\$ 144,741	\$ 118,000	\$ 26,741
Utility penalties	0	2,543	0	2,543
Other				
Reimbursed expenses	0	36	0	36
	122,391	147,320	\$ 118,000	\$ 29,320
Expenditures				
Contractual services	116,641	148,229	\$ 140,000	\$ 8,229
Miscellaneous	0	2,561	0	2,561
Total Expenditures	116,641	150,790	\$ 140,000	\$ 10,790
Receipts over (under) expenditures	5,750	(3,470)		
Unencumbered cash, beginning of year	46,043	51,793		
Unencumbered cash, end of year	\$ 51,793	\$ 48,323		

See Independent Auditor's Report.



City of
VALLEY FALLS

Incorporated May 17, 1869

COUNCIL MEETING DATE: May 3, 2023

INVOICES IN THE TOTAL AMOUNT OF: \$102,712.12

APPROVED:

STATE OF KANSAS

COUNTY OF JEFFERSON

I hereby certify that the attached bills are just, correct, and remain unpaid, and that the amount therein is actually due and owing according to law.

Approved by:

City Administrator

Subscribed and sworn to before me this _____ day of May, 2023

City Clerk

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
AFLAC INC ADMINISTRATION	BENEFITS	237970	VISION INSURANCE	33.78
POLICE	BENEFITS	237970	VISION INSURANCE	67.63
STREET	BENEFITS	237970	VISION INSURANCE	25.62
WATER	BENEFITS	237970	VISION INSURANCE	25.62
SEWER	BENEFITS	237970	VISION INSURANCE	25.64
***** VENDOR TOTAL *****				178.29
AGLER & GAEDDERT ADMINISTRATION	CONTRACTUAL	58835	Annual Audit Services	2,349.74
WATER	CONTRACTUAL	58835	Annual Audit Services	2,349.74
SEWER	CONTRACTUAL	58835	Annual Audit Services	2,350.45
***** VENDOR TOTAL *****				7,049.93
ATM CONCRETE INC STREET	CONTRACTUAL	5104	Concrete Curb on Frazier	300.00
***** VENDOR TOTAL *****				300.00
AUDREE GUZMAN POOL	REIMBURSEMENT/MISC	05012023	Mileage Reimbursement	99.82
***** VENDOR TOTAL *****				99.82
CHRIS WEISHAAR WATER	POSTAGE/STATIONARY	04282023	Stamps	103.50
SEWER	POSTAGE/STATIONARY	04282023	Stamps	103.50
***** VENDOR TOTAL *****				207.00
COOPER MALONE MCCLAIN INC ADMINISTRATION	CONTRACTUAL	2023	Disclosure for Pool Bond	1,000.00
***** VENDOR TOTAL *****				1,000.00
DAVIS PUBLICATION ADMINISTRATION	CONTRACTUAL	04302023	PT Officer Ad, Zoning Change	73.00
POLICE	CONTRACTUAL	04302023	PT Officer Ad, Zoning Change	30.00
***** VENDOR TOTAL *****				103.00
EMEDCO POOL	COMMODITIES	9353006221	Pool Parking Sign	82.94
SOLID WASTE	REIMBURSEMENT/MISC	9352928848	signs for City clean up	38,383.00
***** VENDOR TOTAL *****				38,465.94
GIANT COMMUNICATIONS ADMINISTRATION	UTILITIES AND PHONE	05012023	Phone	51.48
POLICE	UTILITIES AND PHONE	05012023	Phone	51.48
WATER	UTILITIES AND PHONE	05012023	Phone	51.48
SEWER	UTILITIES AND PHONE	05012023	Phone	51.48

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
GIANT COMMUNICATIONS				
***** VENDOR TOTAL *****				205.92
HAWKINS				
WATER	COMMODITIES	6449318	Chlorine	843.63
WATER	COMMODITIES	6453427	Sodium Hydroxide	3,346.07
			Sodium Permanganate	
***** VENDOR TOTAL *****				4,189.70
JIMMY'S STUMP REMOVAL ADMINISTRATION				
	CONTRACT LABOR	04252023	Code Enforcement	165.00
***** VENDOR TOTAL *****				165.00
K-4 AG & SERVICES LLC POLICE				
	VEHICLE MAINTENANCE/FUEL	04152023	Oil Change, Water Pump	626.11
***** VENDOR TOTAL *****				626.11
KANSAS MAIN STREET ADMINISTRATION				
	DUES/MEMBERSHIPS	2023	Affiliate Membership	400.00
***** VENDOR TOTAL *****				400.00
KANSAS STATE SURPLUS PROPERTY				
WATER	COMMODITIES	5229	Concrete Breaker, Generator	1,400.00
SEWER	COMMODITIES	5229	Concrete Breaker, Generator	1,400.00
***** VENDOR TOTAL *****				2,800.00
KDHE BUREAU OF WATER SEWER				
	DUES/MEMBERSHIPS	Chad 2023	Chad Wastewater Cert Renewal	20.00
***** VENDOR TOTAL *****				20.00
LEONARD L. BUDDENBOHM ADMINISTRATION				
	CONTRACT LABOR	04272023	City Attorney Charges	1,000.00
***** VENDOR TOTAL *****				1,000.00
MARK'S SONS LLC STREET				
WATER	VEHICLE MAINTENANCE/FUEL	03162023	Chevy Repair	79.04
SEWER	VEHICLE MAINTENANCE/FUEL	03162023	Chevy Repair	79.03
	VEHICLE MAINTENANCE/FUEL	03162023	Chevy Repair	79.03
***** VENDOR TOTAL *****				237.10
MIDLAND CARE WATER				
	REIMBURSEMENT/MISC	04272023	Utility Bill Credit Miscalculation on meter	521.57
SEWER	REIMBURSEMENT/MISC	04272023	Utility Bill Credit Miscalculation on meter	500.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
MIDLAND CARE				
***** VENDOR TOTAL *****				1,021.57
NATIONWIDE				
ADMINISTRATION	INSURANCE - GL,WC,PROP	2023	Govt Employee Theft Policy	128.50
POLICE	INSURANCE - GL,WC,PROP	2023	Govt Employee Theft Policy	128.50
WATER	INSURANCE - GL,WC,PROP	2023	Govt Employee Theft Policy	128.50
SEWER	INSURANCE - GL,WC,PROP	2023	Govt Employee Theft Policy	128.50
***** VENDOR TOTAL *****				514.00
PETRO VALLEY FALLS				
POLICE	VEHICLE MAINTENANCE/FUEL	04182023	FUEL	191.89
STREET	VEHICLE MAINTENANCE/FUEL	04182023	FUEL	247.62
WATER	VEHICLE MAINTENANCE/FUEL	04182023	FUEL	247.62
SEWER	VEHICLE MAINTENANCE/FUEL	04182023	FUEL	247.61
***** VENDOR TOTAL *****				934.74
VFW POST 3084				
ADMINISTRATION	COMMODITIES	05012023	US Flags (2)	17.00
POOL	COMMODITIES	05012023	US Flags (2)	17.00
***** VENDOR TOTAL *****				34.00
VIKING				
WATER	FACILITIES MAINTENANCE	103692	Tower Maintenance	17,500.00
WATER	FACILITIES MAINTENANCE	103693	Tower Maintenance	25,160.00
***** VENDOR TOTAL *****				42,660.00
WERRING LAW LLC				
COURT	CONTRACT LABOR	11914	City Prosecutor Services	500.00
***** VENDOR TOTAL *****				500.00
***** REPORT TOTAL *****				102,712.12

DEPARTMENT	INV	PAYMENTS
ADMINISTRATION	10	5,218.50
POLICE	6	1,095.61
COURT	1	500.00
STREET	4	652.28
POOL	3	199.76
WATER	13	51,756.76
SEWER	10	4,906.21
SOLID WASTE	1	38,383.00
DEPARTMENT TOTALS	48	102,712.12



City of
VALLEY FALLS

Incorporated May 17, 1854

**City Administrator Report
City Council May 3, 2023**

Daily Operations

1. **Audit** Entered Journal Entries from Audit. RFP for audit services will be sent out after completion of audit presentation.
2. **Codification** Sent ordinances and old code to Ranson to begin drafting the updated code.
3. **Trash Audit** Working on trash audit to compare WM billed addresses vs. City billed addresses.
4. **Budget** Working on the 2024 budget. This process starts in May and is generally completed by September.
5. **Onsite Back Ups** Working on getting on-site back ups for PD, City Hall, and Water Plant.
6. **Part-Time Officers** Advertising for Part-Time Police Officer. Officer David Davis turned in resignation.
7. **Economic Development Board** - Collaborative meeting over by-laws on June 28th.
8. **Planning Commission** - Next meeting TBD.
9. **Barnes Addition Plot** PEC has completed the draft. PEC is reviewing and will have for final signatures in the next few weeks.
10. **Water Source Project** PEC is getting final information for proposal to move forward with test wells and information from the studies done in 2005.
11. **Utility Mapping** Met with KRWA on February 24th to update maps. Once updates with KRWA are complete PEC will host updated Sewer and Water maps.
12. **207 Sycamore St Condemnation** No progress. Approval to move forward on razing process.
13. **204 Walnut St Condemnation** Next update May 3rd. Application in for demo assistance. To begin work June 1st.
14. **419 Broadway St Condemnation** Next progress update June 7th.

Grants & Projects

1. **CDBG Sewer Project Phase 1** - Construction to begin May 1st. Anticipated completion in December 2023. Got everything to KDHE for the loan increase.
2. **KDHE Waste Tire Grant** - Awarded grant of \$2,600 for benches and tables.
3. **USDOT Safety Action Plan Grant** - Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. City share is \$5,000. The plan can include sidewalks, bike routes, streets and more. Work with PEC as Engineer for this project. Kickoff Meeting w/ DOT on May 11th.
4. **HEAL Grant** Submitted two applications with Brown Brothers. 405/407 Broadway - Building & 409/411 Broadway - Façade. Awards announcement anticipated by end of May.
5. **K-4 / K-16 Street Lights** - Safety study is anticipated to be finalized with recommendations by June. \$30,000 estimated to add lighting. If warranted by KDOT study, the light cost will be covered
6. **Kansas Forestry Grants** The State was not awarded the requested amount. Only awarded 3% of total request. The funds will go to disadvantaged communities.
7. **Opioid Settlement** -Total received to date is \$2,952.96. \$0.00 expended. Working with PD on possible uses of funds and application of opioid settlement grant.
8. by KDOT.
9. **Automatic Water Meters** - 447 meters installed to date. Total of 492 water meters.
10. **American Rescue Plan Act (ARPA)** - Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: KDOT TA Downtown Streetscape Project. Remaining Funds: \$152,106.96.
11. **KDOT TA**. Applications are due in February 2024. Working with PEC for grant application and engineering estimates.
12. **KDOT Safe Routes to School** Applications are due in February 2024. Working with PEC for grant application and engineering estimates.
13. **KDHE Lead & Copper** Lead & Copper Inventory due to KDHE by October 16, 2024. Submitted grant application to KDHE for technical assistance.

CITY OFFICE

417 Broadway • Valley Falls, Kansas 66088-1200
Phone 785-945-6612 • Fax 785-945-3341

Financials

Fund Balances

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$141,267.23	\$140,565.14
160	Pool Reserve	\$4,734.19	\$4,734.19
200	Capital Improvement Fund	\$152,224.52	\$154,224.52
300	Special Hwy & Streets	\$79,276.92	\$67,298.82
400	Equipment Reserve	\$21,361.71	\$26,191.71
500	Bond & Interest	\$102,992.29	\$105,492.29
600	RHID	\$65,434.98	\$65,434.98
720	Water	\$74,630.11	\$29,708.54
721	Water Reserve	\$13,100.00	\$15,800.00
730	Sewer	\$202,836.21	\$199,378.32
731	Sewer Reserve	\$13,100.00	\$15,800.00
740	Solid Waste	\$51,974.91	\$22,100.41
790	Insurance Reserve	\$748.00	\$0.00
Total		\$923,681.07	\$846,728.92
CD #	Fund/ Fund Name	Previous Balance	Current Balance
Bank 500	Money Market (PBC)	\$11,949.25	\$12,182.42
X0971	Bond & Interest Fund (500)	\$153,500.00	\$153,500.00
X2279	Sewer Fund (730)	\$91,083.20	\$91,083.20
Total		\$256,532.45	\$256,765.62
Total In Bank		\$1,180,213.52	\$1,103,494.54

Budget

Fund #	Fund Name	Budget	YTD Expended	Difference
100	General Fund	\$729,701	\$257,670.03	\$472,030.97
160	Pool Reserve	\$6,500	\$0.00	6,500.00
200	Capital Improvement Fund	\$50,000	\$0.00	\$50,000.00
300	Special Hwy & Streets	\$172,841	\$6,175.00	\$166,666.00
400	Equipment Reserve	\$63,000	\$0.00	\$63,000.00
500	Bond & Interest	\$182,393	\$84,588.75	\$97,804.25
600	RHID	\$60,000	\$0.00	\$60,000.00
720	Water	\$543,500	\$185,190.30	\$358,309.70
721	Water Reserve	\$50,000	\$1,400.00	\$48,600.00
730	Sewer	\$3,821,000	\$136,706.01	\$3,684,293.99
731	Sewer Reserve	\$50,000	\$0.00	\$48,600.00
740	Solid Waste	\$258,000	\$86,668.23	\$171,331.77
790	Insurance Reserve	\$0	\$0.00	\$0.00
Total		\$5,986,935.00	\$758,398.32	\$1,546,527.973

IRA Update

Matthew Norville <mnorville@ksu.edu>

Tue 4/18/2023 3:56 PM

Cc: Kim Bomberger <kbomberger@ksu.edu>; Tim McDonnell <tmcdonne@ksu.edu>; Jami Richardson <jrichardson@ksu.edu>; John Klempa <jdklempa@ksu.edu>

Hello,

KFS has received an update on the IRA application we sent off to the USFS.

First, thank you for your great ideas, enthusiasm, and hard work in putting your RFPs together. The IRA state funding went differently than expected. The United States Forest Service released the IRA awards to state agencies. Kansas received around 3% of our ask at \$2,625,000. As a state agency, we are grateful for more funding that can go to communities and are simultaneously upset that the state [allocation](#) doesn't meet our vast needs.

- **There is still a lot of uncertainty** and we're committed to continued communication.
- **Our allocation was for 2.625 million and 100% has to be used in [disadvantaged](#) communities. We received a match waiver.**
- **We were told the funding instruments will be in place soon.** I still need to meet with our federal region to learn additional parameters regarding our award. Once I have more solid information, I will then reach out to you.
- **There is a huge funding gap between the need in local communities and the allocation.** Our ask was \$65 Million.
- There will be upcoming opportunities to ask for more funds. **If you are able, we want to encourage your communities (or a non-profit partner on your behalf) to apply to the public notice of funding that opened on 4/12/2023 with a deadline of 6/1/2023.**
 - We encourage large communities to propose regional (whole county, multi-county, metro area, etc.) programs and projects.
 - KFS cannot assist with this application process. Awardees will need to work directly with the USFS.
- How to apply for Public NOFO per USFS: "Webinars are upcoming. You must register before the session. Limited to 500. These links are also posted to the grants application website.
<https://IRAUCFGrants.urbanandcommunityforests.org>
April 25, 2-3:30 pm ET: https://usfs.zoomgov.com/meeting/register/vJltd--ggzosGkQg4dlrg4f2F-QXv8_YFmw
USFS created a pre-award manual that will also be attached to the grants application website <https://IRAUCFGrants.urbanandcommunityforests.org> (Please note the guide has not been posted to date but should be attached soon.) Please feel free to go into the website and check it out."
- **Was Kansas' award in line with other states?** Yes. Every state received a far lower award than they expected. Awards appear to be partially a population-based formula.

KFS is committed to continuing to serve your communities. We will continue to pursue funding to pass through to local communities, provide technical support and advocate for community forests.

Thank you for all you do,

Matt Norville
Community Forestry Program Coordinator
(785) 473-1064
mnorville@ksu.edu
kansasforests.org



City of
VALLEY FALLS

Incorporated May 17, 1869

Public Works Report
May 3, 2023

Water:

Got all the meters we had on hand installed for the residential side of the system I have ordered more meters to finish getting the remaining ones installed

Going to be cleaning the water plant on the 10th of May. Also will be installing the mixer motor while we have the plant empty

Resolved a flow issue we had for the water coming from the river we now have sufficient flow to easily sustain the sed pond levels providing we do not have a major drought again this year

Sewers:

Chad attended his class to finish his hours to be able to renew his certification

Attended the meeting with Audree, PEC, KDHE, and Haven's Construction for Sewer Project

Streets:

Started doing some sweeping with the new broom will be doing more as time permits

Will be ordering the materials to do the road repairs and fill potholes now that the weather is getting warmer

Parks:

Mowing season is going good will be doing more things with the summer help once school is out



City of
VALLEY FALLS

Incorporated May 17, 1869

Police Department Report
May 3, 2023

Attended a training in Topeka for NE Regional Training for Local Recovering Planning

Attended Human Trafficking Training in Lee's Summit Missouri

Officer Taylor has completed over half of the academy, he successfully passed the SFSTs (Standard Field Sobriety Testing) part, passed the pepper spray class with the obstacle course.

Many meeting demos with software companies dealing with RMS (Records Management Systems) and Citations (ticket writing). Comparing what they offer and what the proposed cost would be

Contacted TBS regarding quotes for new handheld and car radios as the department ones are approximately 10 years old. Emergency Management Keith Jeffers forward a grant from the Kansas Governor's Grant Program "LSSE" Local and Safety and Security Equipment Grant Program. It provides funding for the purpose of improving the accessibility and efficiency of delivery of services to Kansans through investments to modernize information technology infrastructure, continuity of operations and safety and security. The match requirements are 10% of the total cost.

The cage is scheduled to installed in the Expedition the second week of May.

Calls for service:

04/18 Domestic Arrest (x2)

04/21 Criminal Threat

04/18 Vin Inspection

04/20 Traffic Stop

04/20 Traffic Stop

04/20 Traffic Stop

04/21 Child Abuse report

04/21 Vicious dog call Citation Issued

04/22 Dogs Running at Large Citation Issued

04/22 Traffic Stop

04/22 Traffic Stop

04/24 Vin inspection

04/25 Run away child

04/26 Asst another agency

EXECUTIVE SESSION MOTIONS

There is no standard format for the motion to recess into executive session which will apply to all situations. Because the statutory language requires the motion contain both the "justification" and the "subjects" to be discussed, the motion should include the statutory reason for recessing into executive session and a more specific description of the topic for discussion.

1. **Statutory reason for non –elected personnel needs a more specific reason which could be Individual employee's performance**

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

2. **Statutory reason for Attorney – Client privilege needs a more specific reason which could be discuss contract, Litigation, Claim, or other such more specific item.**

I move the city council recess into executive session to discuss a claim pursuant to **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: the City Attorney and (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

3. **For employer-employee negotiations a more specific description could be salary.**

I move the city council recess into executive session to discuss salary pursuant to **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

4. **For property acquisition matters a more specific description could be purchase cost.**

I move the city council recess into executive session to preliminary discuss purchase cost pursuant to **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

K.S.A. 75-4319. Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion. (b) No subjects shall be discussed at any closed or executive meeting, except the following:

- (1) Personnel matters of nonelected personnel;
- (2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;
- (3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;
- (4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;
- (5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;
- (6) preliminary discussions relating to the acquisition of real property;