



City of VALLEY FALLS

Incorporated May 17, 1869

◇ Attachment

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.

July 20, 2022 6:30 PM
Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

MINUTES - Regular Meeting of July 6, 2022 ◇

MINUTES - Special Meeting of July 15, 2022 ◇

INVOICES - \$ 20,840.38 ◇

PUBLIC COMMENTS & GUESTS:

Public Comment Policy ◇

BUSINESS ITEMS:

1. The Elevator - Occupation License for Drinking Establishment
2. Animal Permit - 802 Oak St, Jennifer Auchmoody
3. USDA Loan Proposal - Brett Waggoner
4. KDHE Loan Contract Amendment
5. Resolution 2022-09 Demolishment or Repair - 426 Broadway St
6. Fire Hydrant at Linn
7. Alley Behind Post Office
8. Community Foundation - Pool Fund
9. Animals at City Hall
10. USDOT Action Plan Grants
11. Budget Presentation

TABLED ITEMS:

Laser Gun Technologies for Police Department

Building for Police Department

Taser's/ Camera's for Police Department

Skid Steer Brush Attachment for Public Works Department

REPORTS:

CITY ADMINISTRATOR: Audree Aguilera ◇

PUBLIC WORKS: Bill McCoy ◇

POLICE: Brandon Bines ◇

POOL: Lori Glissman

MAYOR: Jeanette Shipley

FIRE DISTRICT: Salih Doughramaji

ECONOMIC DEVELOPMENT BOARD: Audree Aguilera or Chair

PLANNING & ZONING COMMISSION: Audree Aguilera or Chair

CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

ANNOUNCEMENTS/ COMMUNICATIONS:

EXECUTIVE SESSION ◇ - Non-elected Personnel (Interim Chief of Police)

ADJOURNMENT

CITY OF VALLEY FALLS

July 6, 2022

Open Meeting

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

Staff present: Audree Aguilera, City Administrator, Bill McCoy, Public Works, and Brandon Bines, Chief of Police.

Others present: Connie Fridley, Scott Heinen, and Dianne Heinen.

Minutes:

The minutes from the June 15, 2022, meeting was presented.

Salih moved to approve the minutes. Jennifer seconded the motion. Motion carried 4-0

Vouchers:

The July 6, 2022, vouchers were presented. Salih moved to approve vouchers totaling \$46,441.64. Jennifer seconded the motion. Motion carried 4-0.

Public Comments & Guests: No Comments

BUSINESS ITEMS:

1. Animal Permit – 802 Oak St, Jennifer Auchmoody – Permit tabled because Jennifer was not at the meeting. Audree will contact.

2. Park Bench Donation – Ella Erhart Memorial – Send Thank you to family.

Salih made motion to approve bench. Jennifer seconded the motion. Motion carried 4-0.

3. Notice To County Exceed Revenue Neutral Rate Resolution # 2022-08.

Audree explained the need and process.

Salih made motion to approve Resolution. Jennifer seconded the motion. Motion carried 4-0.

Roll Call passed 4-0.

4. Fund Balances – CD's – Audree reached out to the auditor with no success. Spoke with software company. Audree presented options.

Salih made motion to approve cashing out CDs. Jennifer seconded the motion. Motion carried 4-0.

5. Close Pool Bank Account

Audree explained what the Pool account was for and why it should be closed. Salih asked about creating a Community Foundation Account for families/individuals that wanted to leave money to the pool. Audree advised she would put it on the next agenda.

Salih made motion to close the account. Jennifer seconded the motion. Motion carried 4-0.

6. Animal Ordinance – Grace Period

Audree received phone calls requesting that there be a grace period to comply with the new ordinance.

7. Chamber of Commerce Fireworks Donation - \$750

Jennifer made motion to approve donation. Judy seconded the motion. Motion carried 4-0.

8. River Front- Gravel, Benches, Receptacles, Grill

Audree spoke about putting grave at the river. Salih mentioned that LaVerne Clark may have a pile of rock to start as a base. Audree will reach out. Decided to wait on benches, receptacles, & grills until base is put down.

9. 2010 Chevy Repair Estimate - \$5,967.86

After estimates were received Cable Dahmer was the best deal.

Salih made motion to approve the bid. Jennifer seconded the motion. Motion carried 4-0.

10. Forks for Bobcat

Estimates received on pallet forks. \$1,575.00

Salih made motion to purchase. Jennifer seconded the motion. Motion carried 4-0.

11. Brush/Street Cleaning Attachment for Bobcat

Audree showed estimates. It was decided to table the purchase and rent one to see how it works.

12. Replacement Computer

Audree and Bill discussed the need for the new computer dedicated to only Water Plant.

Salih made motion to approve computer. Jennifer seconded the motion. Motion carried 4-0.

13. Temperature Monitor

Bill advised the need for the monitor to be able to notify staff if the temperatures drop and the possibility of equipment freezing and breaking.

Salih made motion to purchase monitor. Jennifer seconded the motion. Motion carried 4-0.

14. Bulk Water Station – Audree received quotes for installing a bulk water system. There is also an option to cost share a system and the company receives 70% of money collected. Tabled

City Administrator Report:

1) **CDBG Sewer Project Phase 1**- Design and Environmental in progress. Bids anticipated for early fall 2022. Construction anticipated in 2023.

2) **CDBG Sewer Project Phase 2** – Preliminary Engineering Report in progress. 2023 CDBG Grant year is pausing the sewer/ water grants. Project will be postponed to 2024 if changes are approved.

- 3) **American Rescue Plan Act (ARPA)** – Projects completed to date include: gWorks Software. Funds used to date: \$20,411.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects: \$7,000. Remaining Funds: \$148,546.96. Tranche two of funds to be disbursed this week.
- 4) **Opioid Settlement** – The Attorney General’s office does not know when funds will be disbursed. After talking to LKM funds are anticipated to be disbursed 3 to 4 months after the State of Kansas receives funds. LKM does not anticipate funds this year. Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local Entities.
- 5) **Economic Development Board** – Met on June 20th.
- 6) **Planning Commission** – Met on June 7th.
- 7) **Audit** – We had the audit on May 31st and June 1st. Audit should be presented at the next council meeting.
- 8) **Budget** – I have finished the draft of the 2023 budget. I am working on some final revisions and inputting into the state’s budget form. I will present budget at the next meeting in July.
- 9) **Software Implementation** – Payroll has been switched over to gWorks. July 6th will be the first payroll on the gWorks system.
- 10) **Personal Policies & Guidelines** – Reviewed with EMC on June 3rd. Final revisions and copy received. Sent to Leonard for review.
- 11) **Main Street** – Signed up for Affiliate.
- 12) **Entry/ Welcome Signs** – Working with the Corps and KDOT for ROW.
- 13) **K-4/ Oak Street Lights** - The lights have been installed.
- 14) **K-4 / K-16 Street Lights** – Estimate received from PEC. Around \$30,000 to add lighting. KDOT is going to perform a safety study. If warranted by KDOT, the light cost will be covered by KDOT.
- 15) **Automatic Water Meters** – 244 meters installed to date. Total of 493 water meters.
- 16) **Fund Balances** – Reviewed and came up with two possible scenarios to fix fund balances from CD’s.
- 17) **Rate Study** – Reviewed initial rate study with Ranson Financial. Sent budget information to Ranson for final revisions.
- 18) **Fire Hydrant Testing** - KRWA will be flow testing all our fire hydrants after water tower work is complete. This service is free.
- 19) **River Cleanup** – The Public Works has cleaned up the river lot.
- 20) **Tucking Lot** – working on hauling in dirt and leveling out lot.
- 21) **Hurst Water Tower** – Installed valve. Work to begin on rehab.
- 22) **Fire Hydrant on Linn** – Postponed awaiting new bid. Working with KRWA for possible other scenarios to repair.
- 23) **RV Park Electrical Update** – Sent signed bid and Project Exempt Certificate to PHE.

Salih asked what the council approved to pay for the City sign. Audree advised \$7,000.

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

Water:

Repaired a leak in the alley on the 300 block between Oak St and Elm St.
Put in 21 remote read water meters.
Cleaned the banks of the sed pond.
Met with people working on the school project and did a flow test on the hydrant behind the school.

Sewer:

Due to heavy rains we had to pull and clean a pump at the lagoons on 2 different occasions.
Towels and sheets in system. Take pictures and send to Audree to post not to flush items.

Streets:

Cleaned the gravel of the roadway on 5th St east of the drive behind the post office.
Sprayed the parade route and in the park.
Sprayed and put down granular weed killer around the pool.
Put out barricades for July 4th.

General:

Finished clearing the boat ramp and got an guesstimate on the amount of gravel that would/will be needed to do the drive and parking area (Approx. 500 tons \$ 8300)
Took the chevy to Scott Heinen for an estimate on doing the needed repairs
Hauled some more dirt to the Tucking lot for fill in and around the pad area.

Police:

- Ofc. Rivera is back from Paternity Leave.
- A part time officers have been given the opportunity to work additional hours until a full-time officer is hired.
- Spoke with John Shipley about protocols for NARCAN for the officers.
- A training will be held at the beginning of August for Officers to train with Narcan. John stated that the Kansas Highway Patrol has means to get NARCAN.
- Re-organized evidence locker obtained destruction orders from the county prosecutor's office for things that can be destroyed. That will need to be done at a later date.
- Re-organized the case files. Old case files were put into boxes based on years. These will need to be stored in a secure location because there is not enough room in the file drawer for new / old files.
- Charger had issues with A/C, however that was recently fixed. Charger then had a dead battery that was replaced. There have been no further issues since the battery had been changed.
- Talked to Rotary about the Laser Ammo software for the firearms training. They wanted to see if the school would be participating in donations first.
- Spoke with the New School Superintendent John, about the training software. He stated that he needed to check on the status on if it was presented to the board by the old Superintendent.
- Siren Box on the Explorer went out and stopped working. Bill replaced the siren box with a working one, no further issues.
- Traffic Enforcement on K4 highway had been reduced due to the KDOT work. Enforcement will hopefully pick up now that they have completed the work on the highway.

Mayor:

Chamber’s annual Fireworks Display on July 4th.

The Jefferson County Fair is coming up along with the annual Parade.

City street staff are working to maintain our park, RV park, city grounds, swimming pool, and the Riverbank and the Tucking Lot.

The city staff will sweep the parade route prior to the fair.

With the upcoming July festivities and the increased visitors, I would kindly like to ask our much-appreciated businesses and great residents to “shine” their store fronts, home, and yard too.

And oh my gosh, talk about Valley Falls PRIDE...have you seen some of the meticulously manicured lawns and neat-as-a –pin homes in town. If you need a helpful hand with sprucing up your business, home, or yard, please let me know; we have volunteers that are willing to help.

Upcoming events in July:

Free Swimming, Monday, July 4th – 1:00pm – 5:00pm

Chamber of Commerce July 4th Fireworks Display: Monday, July 4th – 9:30pm – 19th & Linn

Recreation Commission Duck Soup: Saturday, July 16th – Time TBA – Valley Falls Ball Fields

Jefferson County 4H Fair: July 25th – 28th – see Jefferson County Extension’s website for schedule of events

4H Parade: Wednesday, July 27th – 6:30pm – Downtown Valley Falls

Quick Note:

The City Council is establishing a Marketing and Tourism Committee. If you are interested in serving on this committee, please let me know.

Thank you.

The VFW painted the park equipment.

Gary Coleman for manicuring the yard and weed eating/spraying the sidewalk in front of the Historical Society’s Museum and Church.

Our local Girls Scouts for placing the Blessing Box on Broadway.

ADJOURNMENT

Jennifer made a motion to adjourn the meeting. Salih seconded the motion. Motion carried 4-0.

APPROVED: _____
JEANETTE SHIPLEY, MAYOR

ATTEST: _____
CHRISTINE WEISHAAR, CITY CLERK

CITY OF VALLEY FALLS

July 15, 2022

Special Meeting **Open Meeting**

The Special meeting was called to order at 4:30 pm by Mayor Jeanette Shipley. Council members present were, Gary McKnight, Judy Rider, Jennifer Ingraham, Salih Doughramaji, and Matt Frakes.

Staff present: Audree Aguilera, City Administrator, Chris Weishaar, City Clerk, and Leonard Buddenbohm, City Attorney.

Others present: Connie Fridley, Michael Holliday, Ruth Streeter, Jayson Oliver, Skylar Brown, and Duane Brown.

Public Comment:

Jeanette Shipley read the ordinances about her job duties.

Jayson Oliver spoke about the Police Chief position. He asked about interim Chief appointed. Made aware of officer who would fill in temporarily. He asked about how many officers we have. Asked about police coverage of the city. Asked about if Chief Bines had a contract. Concerned about drugs and crime in the City.

Michael Holliday spoke to people helping them when they moved here 15 years. Most citizens welcomed them but with the last 3 police chiefs he didn't feel welcome.

Ruth Streeter spoke about when considering applicants, the next police officer should treat residents with dignity. Feel protected and safe.

Skylar Brown advised it wise to chose someone in town or close to town. She recommends Travis. She wants to feel comfortable at home. Doesn't feel safe walking down the street.

Duane Brown spoke of Travis being a good choice for police chief.

Jayson Oliver spoke to why the city needs officer coverage. He stated other departments were not willing to help in Valley Falls because of city staff they had to work with weren't adequate. He feels we need competent skilled officers.

EXECUTIVE SESSION

Gary moves 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: mayor, city council, city administrator, and city attorney. The open meeting will resume in the city council room at 5:30 PM.

Gary moves 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: mayor, city council, city administrator, and city attorney. The open meeting will resume in the city council room at 6:00 PM.

Gary moves 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: mayor, city council, city administrator, and city attorney. The open meeting will resume in the city council room at 6:30 PM.

No action was taken.

ADJOURNMENT

Salih made a motion to adjourn the meeting at 6:37. Gary seconded the motion. Motion carried 5-0.

APPROVED: _____
JEANETTE SHIPLEY, MAYOR

ATTEST: _____
CHRISTINE WEISHAAR, CITY CLERK



City of
VALLEY FALLS

Incorporated May 17, 1869

COUNCIL MEETING DATE: July 20, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$20,840.38

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 July, 2022

City Clerk

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
AMERICAN BOTTLING COMPANY POOL	CONCESSIONS	3043926167	Pop for concession stand	114.00
***** VENDOR TOTAL *****				114.00
DAVIS PUBLICATION ADMINISTRATION	CONTRACTUAL	06302022	Animal Ordinance & 419 Broadwa	1,271.00
***** VENDOR TOTAL *****				1,271.00
ECONO SIGNS LLC STREET	COMMODITIES	10976253	Do not block gate & no truck	285.49
***** VENDOR TOTAL *****				285.49
GIANT COMMUNICATIONS ADMINISTRATION	UTILITIES AND PHONE	07012022	Phone	79.22
POLICE	UTILITIES AND PHONE	07012022	Phone	79.22
WATER	UTILITIES AND PHONE	07012022	Phone	79.22
SEWER	UTILITIES AND PHONE	07012022	Phone	79.24
***** VENDOR TOTAL *****				316.90
HALL COMMERCIAL PRINTING ADMINISTRATION	POSTAGE/STATIONARY	220765	Notary Stamp	45.00
***** VENDOR TOTAL *****				45.00
HAWKINS WATER	COMMODITIES	6240392	Chemicals for water plant	2,539.43
***** VENDOR TOTAL *****				2,539.43
HEINEN MACHINE SHOP INC STREET	COMMODITIES	06092022	Loader Pins	85.00
***** VENDOR TOTAL *****				85.00
HOLLIE VANDYKE POOL	REIMBURSEMENT/MISC	07142022CA-01	Swimming Lesson Reimbursement	80.00
***** VENDOR TOTAL *****				80.00
JEPSON & ASSOCIATES INSURANCE STREET	INSURANCE - GL, WC, PROP	04012022	INSURANCE	226.00
WATER	INSURANCE - GL, WC, PROP	04012022	INSURANCE	226.00
SEWER	INSURANCE - GL, WC, PROP	04012022	INSURANCE	226.00
***** VENDOR TOTAL *****				678.00
JR AUDIO POLICE	COMMODITIES	9856	Magnetic Mic Kits	105.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
JR AUDIO				
***** VENDOR TOTAL *****				105.00
KANSAS STATE SURPLUS PROPERTY POLICE	COMMODITIES	4330	Laptops	770.00
***** VENDOR TOTAL *****				770.00
LACEY BOZARTH POOL	REIMBURSEMENT/MISC	07142022CA-02	Swimming Lessons Reimbursement	65.00
***** VENDOR TOTAL *****				65.00
LKM ADMINISTRATION POLICE	TRAINING/CONFERENCES CONTRACTUAL	4227 4213	LKM ANNUAL CONFERENCE Chief job posting	325.00 200.00
***** VENDOR TOTAL *****				525.00
MID-AMERICAN RESEARCH CHEMICAL WATER	COMMODITIES	07112022	frieght charge	36.40
***** VENDOR TOTAL *****				36.40
MIDWEST OFFICE TECHNOLOGY ADMINISTRATION	POSTAGE/STATIONARY	322247	Copies	68.36
***** VENDOR TOTAL *****				68.36
PETRO VALLEY FALLS POLICE STREET PARKS WATER SEWER	VEHICLE MAINTENANCE/FUEL VEHICLE MAINTENANCE/FUEL VEHICLE MAINTENANCE/FUEL VEHICLE MAINTENANCE/FUEL VEHICLE MAINTENANCE/FUEL	07052022 07052022 07052022 07052022 07052022	FUEL FUEL FUEL FUEL FUEL	374.58 12.60 .01 322.00 679.78
***** VENDOR TOTAL *****				1,388.97
SCHENDEL PEST SERVICES ADMINISTRATION	COMMODITIES	30386093	Pest Control at City Hall	76.03
***** VENDOR TOTAL *****				76.03
VALLEY FALLS CHAMBER ADMINISTRATION WATER SEWER	GRANTS & DONATIONS GRANTS & DONATIONS GRANTS & DONATIONS	4512 4512 4512	4TH OF JULY FIREWORKS 4TH OF JULY FIREWORKS 4TH OF JULY FIREWORKS	250.00 250.00 250.00
***** VENDOR TOTAL *****				750.00
WASTE MANAGEMENT SOLID WASTE	CONTRACTUAL	039073620591	TRASH SERVICES	11,338.69

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
WASTE MANAGEMENT				
***** VENDOR TOTAL *****				11,338.69
WESTERN HARDWARE & AUTO				
STREET	COMMODITIES	07052022	PAINT, TOOLS, OUTLETS, CUTTERS	33.91
PARKS	COMMODITIES	07052022	PAINT, TOOLS, OUTLETS, CUTTERS	153.50
POOL	COMMODITIES	07052022	PAINT, TOOLS, OUTLETS, CUTTERS	98.43
SEWER	COMMODITIES	07052022	PAINT, TOOLS, OUTLETS, CUTTERS	16.27
***** VENDOR TOTAL *****				302.11
***** REPORT TOTAL *****				20,840.38

DEPARTMENT	INV	PAYMENTS
ADMINISTRATION	7	2,114.61
POLICE	5	1,528.80
STREET	5	643.00
PARKS	2	153.51
POOL	4	357.43
WATER	6	3,453.05
SEWER	5	1,251.29
SOLID WASTE	1	11,338.69
DEPARTMENT TOTALS	35	20,840.38



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.

**Kansas Alcoholic Beverage Control Division
Liquor License**

Drinking Establishment

OWNER NAME: **The Elevator Inc**
DBA: **The Elevator**
ADDRESS: **305 Maple Street**
Valley Falls, KS 66088-1326

LICENSE NO: 13968

The licensee named above has been granted a liquor license by the Kansas Department of Revenue, Alcoholic Beverage Control Division. This license is neither transferable nor assignable and is subject to suspension or revocation.

PRIVILEGES:

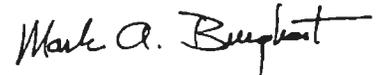
Allows the licensee to sell and serve alcoholic liquor and cereal malt beverage for consumption on licensed premises; serve free samples of alcoholic liquor and cereal malt beverage; redeem drink coupons in arrangement with a hotel; and other activities as authorized by K.S.A. 41-2642.

AGREEMENT:

By accepting this license, the licensee agrees to conduct business in compliance with all applicable federal, state, county and city statutes and regulations.



Debbi Beavers
Director, Alcoholic Beverage Control



Mark A. Burghart
Secretary of Revenue

EFFECTIVE: 07/13/2022

EXPIRES: 07/12/2024

THIS LICENSE MUST BE FRAMED AND POSTED ON THE PREMISES IN A CONSPICUOUS PLACE

IMPORTANT INFORMATION

Contact the ABC Licensing Unit at 785-296-7015 or email Kdor_abc.licensing@ks.gov if you have any:

- questions regarding this license
- changes to your business name, location, ownership or officers
- questions about filing gallonage tax; if applicable

Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at <http://www.ksrevenue.gov/abccontact.html>

Contact the Miscellaneous Tax Segment at 785-368-8222 or email Kdor_miscellaneous.tax@ks.gov if you:

- need assistance with liquor drink or liquor enforcement taxes
- have questions about liquor drink tax bonds, bond relief or bond release

CLOSING YOUR BUSINESS

If you are closing your business, you must surrender your liquor license and complete the form at <https://www.ksrevenue.gov/pdf/abc824.pdf>



QUALIFICATIONS & PROPOSAL
FOR
USDA ENVIRONMENTAL REVIEW PREPARATION

Governmental Assistance Services (GAS) was established in 1986 for the sole purpose of providing professional expertise to local and county governments as well as other political subdivisions. Our primary areas of expertise are the Kansas Department of Commerce CDBG program, USDA Rural Development Water and Environmental Programs and KDHE State Revolving Loan Program.

GAS has a full-time field and office staff whose primary service is in the field of environmental review, KDHE and USDA-RD loan applications, grant writing, low-to-moderate income surveying and grant and loan administration. In this arena you will find our reputation and list of accomplishments second to none. Our company employs three full time municipal consultants: D. Garrett Nordstrom (B.S. in Political Science from Missouri-Western State University) Brett Waggoner (B.S. in Civil Engineering from the University of Kansas) and Maria Elena Cuevas (B.A. in Communication Studies from the University of Kansas).

The preparation of a USDA Environmental Review not only requires the technical ability to get the project completed properly and timely, but also makes it necessary for the preparer to have a good working relationship with the departments, agencies and tribes that are contacted for responses. In the past 36 years, GAS has developed an excellent working relationship with the personnel of all these entities.

In the last 20 years alone, our company has teamed up with more than 50 different Kansas communities to successfully partner with USDA-RD for funding. Many of the communities that we consider to be our valued clients have utilized USDA-RD funding for multiple projects over the years, and we are excited at the opportunity to add the City of Valley Falls to that list this year and for many years to come.

We are very familiar with water and sewer improvement projects and have helped our clients navigate the environmental review and application process successfully over the years. We have recently assisted Perry, Linwood, Linn Valley, Hiawatha, Osawatomie, Alma, Effingham, Osage RWD #8, and the Iowa Tribe of KS and NE with their USDA Environmental Reviews and RD Apply funding applications.

Our company has adequate personnel to prepare and submit your report and we are available to work on your project immediately. We propose to prepare and submit your environmental review for a lump sum fee of \$5,250.00. We also propose to gather all relevant information and complete your online USDA funding application through their RD Apply system for an additional \$2,750.00 lump sum fee. Our standard contract is attached for your review, as well as a proposed timeline. We are available for a personal interview at your convenience, and we look forward to hearing back from you soon.

Sincerely,

D. Garrett Nordstrom & Brett Waggoner
Owners
Governmental Assistance Services



**CITY OF VALLEY FALLS
USDA ENVIRONMENTAL REVIEW
PROPOSED TIMELINE*
PREPARED ON 7/20/22**

Execute Contract/Receive Payment	July 20, 2022
Receive Project Descriptions/Maps from Engineer	July 21, 2022
Prepare and Distribute Letters	August 1, 2022
Waiting Period Expires	September 1, 2022
Compile Responses/Prepare Report	Sept. 6 – 8, 2022
Submit Report to USDA for Review	September 9, 2022
USDA Review Period (4-8 weeks estimated)	Oct. 7 – Nov. 4, 2022

*NOTE – this proposed timeline can be altered by several factors, including but not limited to agency or tribal requests for cultural resources studies or natural resource studies

**USDA RD APPLICATION
PROPOSED TIMELINE**

Information Gathering/Input	August 2022
Get eAuthorization set up for Mayor	July/August 2022
Pass Resolutions (regular Council meeting)	August/Sept. 2022
Mayor signs application electronically	November 2022
USDA reviews application and issues LOS	February 2023
CDBG Application for Phase 2	Fall 2023

Austin Masters
Loan Specialist
Rural Development
United States Department of Agriculture
1303 SW First American Place
Suite 100
Topeka, KS 66604-4040

July 20, 2022

Mr. Masters,

This letter is to serve as notice that the City of Valley Falls, KS intends to file an application for a USDA-RD loan in the amount of \$x,xxx,xxx.xx to finance a two-phase Wastewater Improvements project. The application is being submitted via the USDA RDAApply system by our technical assistance provider, Brett Waggoner of Governmental Assistance Services. It is our intent to complete the application by the end of November 2022 at latest. Please contact us with any questions.

Sincerely,

Jeanette Shipley
Mayor
City of Valley Falls, KS

CONTRACT FOR COMPLETION OF
USDA ENVIRONMENTAL REVIEW
FOR THE CITY OF VALLEY FALLS, KANSAS
SANITARY SEWER IMPROVEMENTS PROJECT

THIS CONTRACT made this 20TH day of JULY 2022 between WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES (THE CONSULTANT), PO BOX 187, Lawrence, Kansas 66044, and the CITY OF VALLEY FALLS, KANSAS (THE CITY).

WHEREAS, THE CITY, is engaged in a Community Improvement project, and,

WHEREAS this project requires the completion of an Environmental Review under the National Environmental Policy Act (NEPA) of 1969.

NOW, THEREFORE, THE CITY engages the services of THE CONSULTANT upon the following terms and conditions:

1. TERMINATION OF CONTRACT

A. FOR CAUSE

If, through any cause, either party shall fail to fulfill, in a timely and proper manner, their obligations under this Contract, or if either party shall violate any of the covenants, agreements, or stipulations of this Contract, the other party shall thereupon have the right to terminate this Contract by giving written notice to the breaching party of such termination and specifying the effective date thereof. This notice shall not be less than fifteen (15) days prior to the effective date.

B. FOR CONVENIENCE

The CITY may terminate this Contract, in whole or in part, at any time by written notice to THE CONSULTANT.

In event of termination, all finished or unfinished documents, studies and reports prepared by THE CONSULTANT, under this Contract, shall remain the property of THE CONSULTANT until THE CONSULTANT receives just and equitable compensation for any work satisfactorily completed hereunder, in accordance with this Contract, whereupon said documents, studies and reports shall become the property of THE CITY.

2. CHANGES

THE CITY may from time to time, request changes in the scope of services of THE CONSULTANT to be performed hereunder. Such changes, including any increase or decrease in the amount of THE CONSULTANT'S compensation, which are mutually agreed upon by both parties shall be incorporated in written amendments to this Contract.

3. PERSONNEL

- A. THE CONSULTANT represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be the employees of or have any contractual relationship with THE CITY.
- B. All of the services required hereunder will be performed by THE CONSULTANT or under its supervision and all personnel shall be fully qualified to perform such services.
- C. None of the work or services covered by this Contract shall be subcontracted without the prior approval of THE CITY. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

4. SERVICES OF THE CONSULTANT

Services outlined in this Contract are those necessary to effectively complete the environmental assessment. The following summary of services is not intended to limit the scope of services but is intended to illustrate the work and services to be provided by THE CONSULTANT.

These services will include, but are not limited to the following:

- Preparation of reports and paperwork to be submitted to State and Federal departments involved in the project.
- Prepare and submit Environmental Review Report.
- Prepare and submit USDA Funding Application in the RD Apply System.
- Assist CITY with documentation relating to Release of Funds.
- Prepare "No Significant Impact" certificate.
- Work closely with City Staff throughout entire project.
- Attend Meetings that are project related.

- Report schedule changes to Governing Body.
- Work closely with all Regulatory departments and furnish additional information they may request.
- Operate within Federal and State guidelines, specifically:
 1. Title VI Civil Rights Act of 1964
 2. Section 109 Certifications
 3. Section 504 Certifications
 4. Age Discrimination Act of 1975
 5. Fair Housing Amendments Act of 1988
 6. Executive Order 11063 Certifications
 7. Kansas Act Against Discrimination
 8. Executive Order 11246 Certifications
 9. Section 3 Certifications
 10. Title VIII of the Civil Rights Act of 1968 as amended by the Housing Act of 1974
 11. Section 503 of the Rehabilitation Act of 1973 as amended
 12. 24 CFR 85 as modified by CFR 570 Subpart J
 13. Title 1 of the Housing & Community Development Act of 1974 as amended
 14. Section 519 Public Law 101-144 (The 1990 HUD Appropriation Act)
 15. Cranston-Gonzales National Affordable Housing Act (Section 906 & 912)
- Comply with all applicable laws, ordinances and codes for the State and Local governments.
- Will not discriminate against any employee or applicant for employment because of race, sex, creed, color or national origin. THE CONSULTANT will take Affirmative Action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, creed, sex, color or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

5. INTEREST OF THE CONSULTANT AND EMPLOYEES

THE CONSULTANT covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest of its service hereunder. THE CONSULTANT further covenants that in the performance of this Contract no person having any such interest shall be employed.

6. THE CITY will be responsible for all additional studies and surveys that may be directed by State or Federal agencies required to obtain a release of funds.

7. FEES

THE CITY agrees to pay THE CONSULTANT a fee for the services outlined.

The fee, for these services, will be as follows (check applicable boxes):

- Payment of \$5,250.00 upon the signing of this contract for the preparation of the environmental review.
- Payment of \$2,750.00 upon the signing of this contract for the preparation of the application using the USDA RD Apply system.

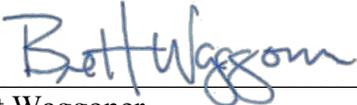
In no way can the contract be changed without a written amendment approved by the CITY.

IN WITNESS WHEREOF, the parties have signed this Contract the day and year first mentioned above.

ATTEST: _____
Audree Guzman
City Administrator

Jeanette Shipley - Mayor
City of Valley Falls, KS

(SEAL)



Brett Waggoner
Western Consultants dba
Governmental Assistance Services

This is **EXHIBIT A**, consisting of **1** page, referred to in and part of the **Agreement between Owner and Consultant dated September 15, 2021**.

AMENDMENT TO OWNER-CONSULTANT AGREEMENT
Amendment No. 1

The Effective Date of this Amendment is July 20, 2022

Background Data

Effective Date of Owner-Consultant Agreement: Sept. 15, 2021

Owner: City of Valley Falls, KS

Consultant: Western Consultants

Project: CDBG Sewer Phase 1

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

 X Modifications to other terms and conditions of the Agreement

Description of Modifications:

The attached KDHE SRF CONTRACT PROVISIONS FOR CONSULTANT CONTRACTS are incorporated into the existing agreement.

Agreement Summary:

Original agreement amount:	\$ <u>10,500.00</u>
Net change for prior amendments:	\$ <u>0</u>
This amendment amount:	\$ <u>0</u>
Adjusted Agreement amount:	\$ <u>10,500.00</u>

Change in time for services (days or date, as applicable): 0

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in any previous exhibits.

Owner and Consultant hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

CITY OF VALLEY FALLS, KS

BY: _____

JEANETTE SHIPLEY, MAYOR

DATE SIGNED: _____

CONSULTANT:

WESTERN CONSULTANTS, LLC

BY: _____

BRETT WAGGONER, OWNER

DATE SIGNED: _____

KDHE SRF CONTRACT PROVISIONS FOR CONSULTANT CONTRACTS

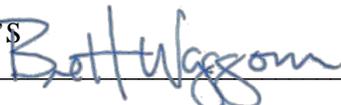
STATE OF KANSAS
ACT AGAINST DISCRIMINATION
CONTRACT PROVISION CERTIFICATION FORM

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
- (2) In all solicitations or advertisements for employees, the contractor shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Commission;
- (3) If the contractor fails to comply with the manner in which the contractor reports to the Commission in accordance with the provisions of K.S.A.44-1031 and amendments thereto, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated, or suspended, in whole or in part, by the contracting agency;
- (4) If the contractor is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the Commission which has become final, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, in whole, or in part, by the contracting agency;
- (5) The contractor shall include the provisions of (1) through (4) in every applicable subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

PROJECT/CONTRACT NAME AND NO.

MUNICIPALITY City of Valley Falls, KS

CONTRACTOR'S SIGNATURE 

TITLE Owner - Western Consultants dba GAS

KPWSLF NO. C20-3043-01

DATE 7/20/2022



C20-3043-01

KDHE PROJECT #

CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Brett Waggoner - Owner - Western Consultants dba GAS

Typed Name & Title of Authorized Representative

 7/20/2022
Signature and Date of Authorized Representative

Contract Provisions for Equal Opportunity

1. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2. The contractor will, in all solicitations or advancements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
3. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The contractor will comply with all provisions of Executive Order No. 11246 of Sept. 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of Sept. 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7. The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States." [Sec. 202 amended by EO 11375 of Oct. 13, 1967, 32 FR 14303, 3 CFR, 1966-1970 Comp., p. 684, EO 12086 of Oct. 5, 1978, 43 FR 46501, 3 CFR, 1978 Comp., p. 230]

Contract Provisions for the Kansas Act Against Discrimination

(a) Except as provided by subsection (c), every contractor for or on behalf of the State and any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration, or repair of any public building or public work or for the acquisition of materials, equipment, supplies, or services shall contain provisions by which the contractor agrees that:

- (1) The contractor shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
- (2) In all solicitations or advertisements for employees, the contractor shall include the phrase “equal opportunity employer” or a similar phrase to be approved by the Commission;
- (3) If the contractor fails to comply with the manner in which the contractor reports to the Commission in accordance with the provisions of K.S.A.44-1031 and amendments thereto, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated, or suspended, in whole or in part, by the contracting agency;
- (4) If the contractor is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the Commission which has become final, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, in whole, or in part, by the contracting agency;
- (5) The contractor shall include the provisions of subsections (a)(1) through (4) in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

(b) The Kansas Human Rights Commission shall not be prevented hereby from requiring reports of contractors found to be not in compliance with the Kansas Act Against Discrimination.

(c) The provisions of this section shall not apply to a contract entered into by a contractor:

- (1) Who employs fewer than four employees during the term of such contract; or
- (2) Whose contracts with the governmental entity letting such contract cumulatively total \$5,000 or less during the fiscal year of such governmental entity.

Contract Provisions for Restrictions on Lobbying

The Contractor agrees to comply with Title 40 CRF Part 34, New Restrictions on Lobbying. **A Certification form must be submitted with the bid documents.**

Contract Provisions for the Trafficking Victims Protection Act of 2000

The Contractor, its employees, sub-contractors, and sub-contractors employees under any KPWSLF Loan Agreement, may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or sub-awards under the award.

Contract Provisions for Suspension and Debarment

The Contractor certifies that it is not suspended or debarred from participating in federal assistance and benefit programs and further agrees to fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled “Responsibilities of Participants Regarding Transactions.” The Contractor must ensure that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled “Covered Transactions,” includes a term or condition requiring compliance with Subpart C. The Contractor agrees that failing to disclose the required information in 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Contract Provisions for Non Discrimination

The contractor must comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and a variety of program-specific statutes with nondiscrimination requirements.

Other civil rights laws may impose additional requirements on the contractor. These laws include, but are not limited to, Title VII of the Civil Rights Act of 1964 (prohibiting race, color, national origin, religion, and sex discrimination in employment), the Americans with Disabilities Act (prohibiting disability discrimination in employment and in services provided by State and local governments, businesses, and non-profit agencies), and the Fair Housing Act (prohibiting race, color, national origin, age, family status, and disability discrimination in housing), as well as any other applicable civil rights laws.

Contract Provisions for Non Segregated Facilities

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensuring that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. This obligation extends to all contracts containing the equal opportunity clause regardless of the amount of the contract. The term “facilities,” as used in this section, means waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, wash rooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees; *Provided*, That separate or single-user restrooms and necessary dressing or sleeping areas shall be provided to assure privacy between the sexes.

CONTRACT FOR KDHE ADMINISTRATION SERVICES
FOR THE CITY OF VALLEY FALLS, KANSAS CDBG
SEWER SYSTEM IMPROVEMENTS PROJECT

THIS CONTRACT made this 15th day of SEPTEMBER 2021, between WESTERN CONSULTANTS, PO Box 187, Lawrence, Kansas 66044, and the CITY OF VALLEY FALLS, KANSAS (THE CITY).

WHEREAS, THE CITY, is engaged in a Community Improvement project, and,

WHEREAS completion of this project requires the services of a qualified Administrator FOR KDHE LOAN ADMINISTRATION.

NOW, THEREFORE, THE CITY engages the services of WESTERN CONSULTANTS upon the following terms and conditions:

1. TERMINATION OF CONTRACT

A. FOR CAUSE

If, through any cause, either party shall fail to fulfill, in a timely and proper manner, their obligations under this Contract, or if either party shall violate any of the covenants, agreements, or stipulations of this Contract, the other party shall thereupon have the right to terminate this Contract by giving written notice to the breaching party of such termination and specifying the effective date thereof. This notice shall not be less than fifteen (15) days prior to the effective date.

B. FOR CONVENIENCE

The CITY may terminate this Contract, in whole or in part, at any time by written notice to WESTERN CONSULTANTS.

In event of termination, all finished or unfinished documents, studies and reports prepared by WESTERN CONSULTANTS, under this Contract, shall remain the property of WESTERN CONSULTANTS until WESTERN CONSULTANTS receives just and equitable compensation for any work satisfactorily completed hereunder, in accordance with this Contract, whereupon said documents, studies and reports shall become the property of THE CITY.

2. CHANGES

THE CITY may from time to time, request changes in the scope of services of WESTERN CONSULTANTS to be performed hereunder. Such changes, including any increase or decrease in the amount of WESTERN CONSULTANTS' compensation, which are mutually agreed upon by both parties shall be incorporated in written amendments to this Contract.

3. PERSONNEL

- A. WESTERN CONSULTANTS represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be the employees of or have any contractual relationship with THE CITY.
- B. All of the services required hereunder will be performed by WESTERN CONSULTANTS or under its supervision and all personnel shall be fully qualified to perform such services.
- C. None of the work or services covered by this Contract shall be subcontracted without the prior approval of THE CITY. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

4. SERVICES OF WESTERN CONSULTANTS

Services outlined in this Contract are those necessary to effectively administer the project. The following summary of services is not intended to limit the scope of service, but is intended to illustrate the work and services to be provided by WESTERN CONSULTANTS.

These services will include, but are not limited to the following:

- Preparation of reports and paperwork to be submitted to State departments involved in the project.
- Perform necessary account procedures, relating to this project, until project is completed.
- Assist the City and Contractors with adherence to Affirmative Action rules and regulations.

- Review KDHE payment requests and check these against invoices.

- Process payment requests promptly.
- Work closely with City Staff throughout entire project.
- Attend Meetings that are project related.
- Report schedule changes to Governing Body.
- Assist City in project related public hearings required throughout the entire project.
- Work closely with all State departments and furnish additional information they may request.
- Perform additional duties as may be required.
- Apply for any necessary time extensions.
- Provide proper close-out requested by State departments involved in project.
- Operate within Federal and State guidelines, specifically:
 1. Title VI Civil Rights Act of 1964
 2. Section 109 Certifications
 3. Section 504 Certifications
 4. Age Discrimination Act of 1975
 5. Fair Housing Amendments Act of 1988
 6. Executive Order 11063 Certifications
 7. Kansas Act Against Discrimination
 8. Executive Order 11246 Certifications
 9. Section 3 Certifications
 10. Title VIII of the Civil Rights Act of 1968 as amended by the Housing Act of 1974
 11. Section 503 of the Rehabilitation Act of 1973 as amended
 12. 24 CFR 85 as modified by CFR 570 Subpart J
 13. Title 1 of the Housing & Community Development Act of 1974 as amended
 14. Section 519 Public Law 101-144 (The 1990 HUD Appropriation Act)
 15. Cranston-Gonzales National Affordable Housing Act (Section 906 & 912)

- Assist the City in developing a financial management system which will meet State and Local standards.
- Comply with all applicable laws, ordinances and codes for the State and Local governments.
- Will not discriminate against any employee or applicant for employment because of race, sex, creed, color or national origin. WESTERN CONSULTANTS will take Affirmative Action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, creed, sex, color or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

WESTERN CONSULTANTS agrees to post, in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY, setting forth the provisions of this non-discrimination clause.

5. AUDIT

THE CITY will be responsible for having the records relating to this project audited by a Certified Public Accountant at the completion of this project if required. The expense for this audit will be a responsibility of the City.

6. INTEREST OF THE CITY'S GOVERNING BODY

No member of the Governing Body of the CITY, and no other officer, employee or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of the program shall have any personal financial interest, direct or indirect, in this Contract, and WESTERN CONSULTANTS shall take appropriate steps to insure compliance.

7. INTEREST OF WESTERN CONSULTANTS AND EMPLOYEES

WESTERN CONSULTANTS covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest of its service hereunder. WESTERN CONSULTANTS further covenants that in the performance of this Contract no person having any such interest shall be employed.

8. FEES

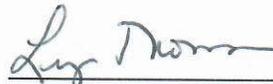
THE CITY agrees to pay WESTERN CONSULTANTS a fee for the services outlined.

The fee, for these services, will be as follows:

Services will be billed at \$125.50 per hour not to exceed \$10,500 for the administration. If the project has an additional time extension past the projected 24-month completion date, and the \$10,500 has been expended for administration hours worked, all additional work hours will be billed at the current accepted rate of \$125.50.

In no way can the contract be changed without a written amendment approved by the CITY.

IN WITNESS WHEREOF, the parties have signed this Contract the day and year first mentioned above.

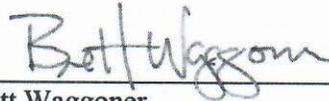


Lucy Thomas - Mayor

ATTEST:



Chris Weishaar - City Clerk



Brett Waggoner
Western Consultants



RESOLUTION 2022-09

A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT PART OF LOTS SEVEN (7) AND EIGHT (8), IN BLOCK TWENTY-THREE (23), CITY OF VALLEY FALLS, JEFFERSON COUNTY, KANSAS, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER (SWCR) OF SAID LOT SEVEN (7); THENCE NORTH 76 FEET, MORE OR LESS, TO THE CENTER OF A WALL; THENCE EAST 26 FEET, MORE OR LESS, TO THE CENTER OF A WALL; THENCE SOUTH 76 FEET, MORE OR LESS; THENCE WEST 26 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING IN THE CITY OF VALLEY FALLS, JEFFERSON COUNTY KANSAS—REFERRED TO AS 426 BROADWAY ST, IS UNSAFE OR DANGEROUS AND DIRECTING THAT THE STRUCTURE BE REPAIRED OR REMOVED AND PREMISES MADE SAFE AND SECURE

WHEREAS, the City Inspector and Public Officer of the City of Valley Falls, Kansas, did on the 16th day of February, 2022, file with the Governing Body of Said City, a statement in writing that the structure, herein described, is unsafe and dangerous.

WHEREAS, the governing body did by Resolution No. 2022-03 dated the 16th day of February, 2022, fix the time and place of a hearing at which the owner, his or her agent, and lien holders, any occupants and all other parties of interest of such structure could appear and show cause why the house should not be condemned and ordered repaired or demolished, and provided for giving notice thereof as provided by law; and,

WHEREAS, Resolution No. 2022-03 was published in the official city paper on the February 24 and March 3, 2022, and a copy of said resolution was served upon all persons entitled thereto as provided by law; and,

WHEREAS, on this 16th day of March 2022, the governing body did conduct the hearing scheduled in Resolution No. 2022-03 and took evidence from the following: the public officer on behalf of the city. Matt Strickler as interest purchase of the subject property.

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

1. The governing body hereby finds that the structure located at Part of Lots Seven (7) and Eight (8), in Block Twenty-three (23), City of Valley Falls, Jefferson County, Kansas, described as follows: Beginning at the Southwest corner (SWcr) of said Lot Seven (7); thence North 76 feet, more or less, to the center of a wall; thence East 26 feet, more or less, to the center of a wall; thence South 76 feet, more or less; thence West 26 feet, more or less, to the place of beginning in the City of Valley Falls, Jefferson County, Kansas, and commonly known and referred to as the structure located at 426 Broadway Street, Valley Falls, KS 66088, is unsafe and dangerous and directs that such structure is to be repaired or removed and the premises made safe and secure.

Repairs required to be completed include:

- Repair/Replace roof
- Repair/Replace damaged/broken/inoperable windows
- Repair/Replace damaged and/or missing fascia/guttering/downspouts
- Repair/Replace noncompliant handrail on West side of building on concrete porch/staircase

- Repair stone façade
- Prep and paint all exterior wood surfaces and block
- Remove all trash, brush, and demolition debris from site

2. The owner of such structure is hereby directed to obtain appropriate City of Valley Falls Building Permits and commence the repair or removal of the property within 90 days from the date of publication of this resolution and to have the repairs or removal completed within 180 days of the date of commencement. Upon due application by the owner not less than 30 days prior to the end of the 180 days, and for good cause shown, the governing body, in its sole discretion, may grant the owner additional time to complete the repair of the property. The owner is requested to provide a status update to the Governing Body on the status of repairs completed at their regularly scheduled City Council Wednesday meeting on the day of October 19th, 2022 at 6:30 PM in City Hall, 417 Broadway St, Valley Falls, KS 66088.

3. If the owner fails to commence repair of the structure within the time stated herein, or any additional time granted by the governing body, or fails to diligently prosecute the same until the work is completed, the governing body will cause the structure to be razed and removed or will cause the structure to be made safe and secure. The costs of razing and removing the structure or making the structure safe and secure, less salvage if any, shall be collected pursuant to K.S.A. 12-1755 in the manner provided by K.S.A 12-1, 115, and amendments thereto, or shall be assessed as a special assessment against the lot or parcel of land upon which the structure is located or by both, all as provided by law.

BE IT FURTHERED RESOLVED that the City Clerk shall cause this resolution to be published once in the official paper and mail a copy to the owners, agents, lien holders, occupants, and other parties in interest.

Adopted this 20th day of July, 2022

Jeanette Shipley
Mayor

ATTEST: _____
Christine Weishaar
City Clerk

Schulte Supply, Inc.
 4331 So Washington Ave
 INDEPENDENCE MO 64055
 816-252-2323 Fax 816-252-2373

Quotation

QUOTE DATE	QUOTE NUMBER
05/23/22	S1186342
ORDER TO: Schulte Supply, Inc. 4331 So Washington Ave INDEPENDENCE MO 64055 816-252-2323 Fax 816-252-2373	PAGE NO. 1

QUOTE TO: 785-640-3247 Fax 785-945-3341
 City Of Valley Falls, KS
 417 Broadway
 VALLEY FALLS, KS 66088

SHIP TO:
 City Of Valley Falls, KS
 Bill McCoy
 108 Broadway
 VALLEY FALLS, KS 66088

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
13769	Fire Hydrant Insallati		Tony Juarez	
WRITER	SHIP VIA	TERMS	BID DATE	FREIGHT ALLOWED
Jim Booker	BW BEST WAY	NET 30 DAYS	05/23/22	Yes
ORDER QTY	PART NO	DESCRIPTION	Net Price	Ext Price
1ea	1265	^615102R6335 5 1/4 Kennedy K81D 3-Way 3.5' Bury, 6" MJ Shoe In Stock	3860.100	3860.10
1ea	1546	^7572SS-068572SS-06 6" FL x MJ Gate Valve W/SS Hardware In Stock	1343.700	1343.70
1ea	18054	FAST-730-6 6" x 6" All Stainless Steel Tapping Sleeve with Stainless Steel Flange, Range:6.90-7.30 ** Nonstock item **	1522.300	1522.30
2ea	339	^1241-0613-D 6" x 13" SWxSW Anchor Coupling In Stock	214.000	428.00
2ea	36968	UFR1500-CA-6-U Ford 6" Restraint for C900 with Acc. Domestic ** Nonstock item **	133.030	266.06
1ea	1676	^96F-06-1/8 6" Flg Red Rubber Full Gasket 1/8" In Stock	5.710	5.71
1ea	2912	^Installation of Tapping Sleeve and Valve This price is based on (1) Two man, (2) hours and includes the Valve. you will need to provide (1) worker and equipment to assist in the installation of then new valve. We do not do any	1200.000	1200.00

*** Continued on Next Page ***

Schulte Supply, Inc.
 4331 So Washington Ave
 INDEPENDENCE MO 64055
 816-252-2323 Fax 816-252-2373

Quotation

QUOTE DATE	QUOTE NUMBER
05/23/22	S1186342
ORDER TO: Schulte Supply, Inc. 4331 So Washington Ave INDEPENDENCE MO 64055 816-252-2323 Fax 816-252-2373	PAGE NO. 2

QUOTE TO: 785-640-3247 Fax 785-945-3341
 City Of Valley Falls, KS
 417 Broadway
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CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
13769	Fire Hydrant Insallati		Tony Juarez	
WRITER	SHIP VIA	TERMS	BID DATE	FREIGHT ALLOWED
Jim Booker	BW BEST WAY	NET 30 DAYS	05/23/22	Yes
ORDER QTY	PART NO	DESCRIPTION	Net Price	Ext Price
1ea	6422	excavation. Thank you! S91-607 6" x 2" Brass Saddle for C900 Pipe, 2" IP Tap ** Nonstock item **	192.180	192.18
1ea	32761	FB1700-7-NL 2 MIP x FIP BallCorp No Lead	494.420	494.42
1ea	2912	^Labor Installation of Tapping Saddle and Installation of Corp Stop This price is based on (1) Two man, (2) hours and includes the saddle and corp stop. you will need to provide (1) worker and equipment to assist in the installation of then new valve. We do not do any excavation. Thank you!	400.000	400.00
100ft	32389	^PE4710-0200-100-Blue 2" CTS PE4710 Blue Tubing 100' Roll In Stock	3.840	384.00
1ea	13123	^SP-3636 36" x 36" Heavy Weight Ribbed Meter Box Tufcor Plus Black Only In Stock	415.800	415.80
1ea	38697	^VBHH77-15B-11-77-NL 2" Coppersetter, Bypass/Ball/	2392.280	2392.28

*** Continued on Next Page ***

Schulte Supply, Inc.
4331 So Washington Ave
INDEPENDENCE MO 64055
816-252-2323 Fax 816-252-2373

Quotation

QUOTE DATE	QUOTE NUMBER
05/23/22	S1186342
ORDER TO: Schulte Supply, Inc. 4331 So Washington Ave INDEPENDENCE MO 64055 816-252-2323 Fax 816-252-2373	PAGE NO. 3

QUOTE TO: 785-640-3247 Fax 785-945-3341
 City Of Valley Falls, KS
 417 Broadway
 VALLEY FALLS, KS 66088

SHIP TO:
 City Of Valley Falls, KS
 Bill McCoy
 108 Broadway
 VALLEY FALLS, KS 66088

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
13769	Fire Hydrant Insallati		Tony Juarez	
WRITER	SHIP VIA	TERMS	BID DATE	FREIGHT ALLOWED
Jim Booker	BW BEST WAY	NET 30 DAYS	05/23/22	Yes
ORDER QTY	PART NO	DESCRIPTION	Net Price	Ext Price
1ea	48925	Dual Check, 15" Height, 2" FIP Inlet/Outlet No Lead In Stock EU2E2G1SG89	1479.000	1479.00
1ea	2085	2" Neptune MACH 10 Ultrasonic Water Meter with Integrated R900i Radio Register in Gallons for Pit Applications with 6' Antenna 17" Laying Length ^ER1836	273.500	273.50
1ea	26852	18X36 Extension Ring In Stock ^5240	68.100	68.10
1ea	49998	18" Drop In Meter Box Frame In Stock ^MB2861	22.000	22.00
1ea	2912	11" Drop-In Meter Box Cover Only for the MB1692 Frame In Stock ^Labor for Installation of Fire Hydrant This price is based on (1) Two man, (2) hours and includes the fire hydrant, you will need to provide (1) worker and equipment to assist in the installation of the new hydrant. We do not do any excavation. Thank you!	1500.000	1500.00
TAXES NOT INCLUDED				
			Subtotal	16247.15
			S&H CHGS	0.00
			Amount Due	16247.15

This is a Quotation.

Prices are subject to change without notice.
 Applicable taxes extra.

Fwd: City of Valley Falls 9X69539

JOHN SHIPLEY <jshipley700@gmail.com>

Mon 7/18/2022 3:17 PM

To: cityadmin <cityadmin@valleyfalls.org>

----- Forwarded message -----

From: **m jepson** <jepsoninsurance@yahoo.com>

Date: Thu, Jun 9, 2022 at 11:31 AM

Subject: City of Valley Falls 9X69539

To: John Shipley <jshipley700@gmail.com>

Jepson & Associates Insurance
307 Sycamore St. - P.O. Box 40
Valley Falls, KS 66088
ph:(785) 945-6211 / fax:(785) 945-3297

----- Forwarded Message -----

From: Valerie Dunnam

To: 'm jepson' <jepsoninsurance@yahoo.com>

Sent: Wednesday, June 8, 2022, 04:06:18 PM CDT

Subject: RE: City of Valley Falls 9X69539

Mark:

Please see the following from company:

Since they are not therapy dogs then it would honestly fall back on the city's employee manual as to whether or not they allow pets to be brought in. It is typically implied that people would leave their personal pets at home and not bring them to work unless there was a medical need/therapy certificate. If the city does not have this in their manual then maybe they should consider adding it during their next meeting. Having a conversation with the city clerk about the exposure she is bringing to the public and the health/safety risk should take place and possibly just asking her to not bring the pets to work.

If the city continues to allow the employee to have their pets at work and there was a claim from either the dog biting someone or a citizen having an allergic reaction and getting sick from being around these pets then the city would be exposed to cover these types of claims.

Let me know if you have any additional questions.

Thank you,

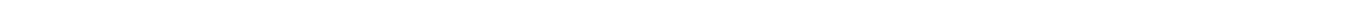


Valerie Dunnam, AINS

Account Manager

815 SW Topeka Blvd, Topeka, KS 66612

KAIA.com



Safe Streets and Roads for All Grants >
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How to Apply
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Safe Streets and Roads for All (SS4A) Grant Program

The [Bipartisan Infrastructure Law](#) (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over the next 5 years. In fiscal year 2022 (FY22), up to \$1 billion is available. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The SS4A program supports Secretary of Transportation Pete Buttigieg's National Roadway Safety Strategy and the Department's goal of zero deaths and serious injuries on our nation's roadways.



FY22 Notice of Funding Opportunity is open now through September 15, 2022

The [FY22 Notice of Funding Opportunity \(NOFO\)](#) for Safe Streets and Roads for All grants is live on [Grants.gov](#).

The deadline for applications is 5:00 p.m. EDT on September 15, 2022. For details, more information, and applicant guidance:

- [Review the NOFO](#)
- [Visit our "How to Apply" assistance page](#)
- [Attend a "How to Apply" webinar](#)

Award announcements are expected to be made by the end of calendar year 2022 or early 2023.

Who is eligible to apply for grant funding?

- Metropolitan planning organizations;
- Counties, cities, towns, and transit agencies or other special districts that are subdivisions of a State;
- Federally recognized Tribal governments; and
- Multijurisdictional groups comprised of the above entities.

Eligible activities

The following activities are eligible for the SS4A program:

- Develop or update a comprehensive safety action plan (Action Plan).
- Conduct planning, design, and development activities in support of an Action Plan.
- Carry out projects and strategies identified in an Action Plan.

There are two types of SS4A grants: Action Plan Grants and Implementation Grants.

Action Plan Grant example activities

Communities can use Action Plan Grants to develop or complete an Action Plan or to conduct supplemental planning activities.

Below are illustrative examples of activities that could directly assist in the process of developing or updating an Action Plan by conducting outreach, data collection, analysis, and other related tasks:

Related Links

- [Bipartisan Infrastructure Law Technical Assistance and Local Support \(FHWA\)](#)
- [Complete Streets \(FHWA\)](#)
- [Countermeasures That Work \(NHTSA\)](#)
- [Local Road Safety Plans \(FHWA\)](#)
- [Our Roads, Our Safety \(FMCSA\)](#)
- [Proven Safety Countermeasures \(FHWA\)](#)
- [Zero Deaths – Saving Lives through a Safety Culture and a Safe System \(FHWA\)](#)

Related Documents

- [Notice of Funding Opportunity for the Safe Streets and Roads for All Discretionary Grant Opportunity](#)
- [USDOT National Roadway Safety Strategy](#)

- **Leadership commitment and goal setting** that includes a goal timeline for eliminating roadway fatalities and serious injuries.
- **Planning structure** through a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
- **Safety analysis** of the existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.
- **Engagement and collaboration** with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback.
- **Equity** considerations developed through a plan using inclusive and representative processes.
- **Policy and process changes** that assess the current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety.
- **Strategy and project selections** that identify a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan.
- **Progress and transparency methods** that measure progress over time after an Action Plan is developed or updated, including outcome data.

Supplemental planning example activities (must have an eligible Action Plan in place)

Supplemental Action Plan activities that support or enhance an existing Action Plan could include, but are not limited to:

- Additional analysis
- Expanded data collection and evaluation using integrated data
- Testing Action Plan concepts before project and strategy implementation
- Feasibility studies using quick-build strategies that inform permanent projects in the future (e.g., paint, plastic bollards)
- Follow-up stakeholder engagement and collaboration
- Targeted equity assessments
- Progress report development
- Complementary planning efforts such as speed management plans, accessibility and transition plans, racial and health equity plans, and lighting management plans

Implementation Grant example activities

Below are illustrative examples of activities that could be conducted as part of an Implementation Grant. This list is not intended to be exhaustive in nature and could include infrastructure, behavioral, and operational safety activities identified in an Action Plan:

- **Applying low-cost roadway safety treatments** system-wide, such as left- and right-turn lanes at intersections, centerline and shoulder rumble strips, wider edge lines, high-friction surface treatments, road diets, and better signage along high-crash urban and rural corridors.
- **Identifying and correcting common risks** across a network, such as improving pedestrian crosswalks by adding high-visibility pavement markings, lighting, and signage at transit stops, in a designated neighborhood, or along a busy public transportation route.
- **Transforming a roadway corridor** on a High-Injury Network into a Complete Street with safety improvements to control speed, separate users, and improve visibility, along with other measures that improve safety for all users.
- **Installing pedestrian safety enhancements and closing network gaps** with sidewalks, rectangular rapid-flashing beacons, signal improvements, and audible pedestrian signals for people walking, rolling, or using mobility assisted devices.
- **Working with community members in an identified problem area** to carry out quick-build street design changes informed by outreach and user input.
- **Supporting the development of bikeway networks** with bicycle lanes for different roadway volumes and speeds that are safe for people of all ages and abilities.

- **Carrying out speed management strategies** such as implementing traffic calming road design changes, addressing speed along key corridors through infrastructure, conducting education and outreach, setting appropriate speed limits, and making strategic use of speed safety cameras.
- **Creating safe routes to school and public transit services** through multiple activities that lead to people safely walking, biking, and rolling in underserved communities.
- **Promoting the adoption of innovative technologies or strategies to promote safety** and protect vulnerable road users in high-traffic areas where commercial motor vehicles (CMVs), pedestrians, bicyclists, motorcyclists, etc. interact.
- **Conducting education campaigns to accompany new or innovative infrastructure**, such as roundabouts, pedestrian hybrid beacons, or pedestrian-only zones.
- **Implementing standard and novel data collection and analysis technologies and strategies** to better understand vulnerable road user (pedestrian/bicycle/transit rider) network gaps and to collect exposure data.
- **Deploying advanced transportation technologies**, such as the installation of connected intersection-based safety solutions and vehicle-to-infrastructure (V2I) advisory speed limit systems (e.g., Intelligent Speed Assistance [ISA]).
- **Combating roadway departure crashes** through enhanced delineation, shoulder widening, rumble strips, and roadside safety improvements.
- **Evaluating and improving the safety of intersections** by considering innovative design changes, improved delineation, and advanced warning.
- **Improving first responder services** with improved crash data collection, formalizing street names and addressing, and enhancing emergency vehicle warning systems.
- **Unifying and integrating safety data across jurisdictions** where local agencies share their crash, roadway inventory, and traffic volume data to create an analytic data resource.

Email Updates

To sign up for updates, please enter your contact information below.

*Email Address

Submit

Last updated: Wednesday, May 25, 2022

U.S. DEPARTMENT OF TRANSPORTATION

1200 New Jersey Avenue, SE

Washington, DC 20590

855-368-4200



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**City of Valley Falls
2023 Budget**

Tax & Levy Breakdown

Total Final Assessed Valuation		One Mill Levy	Delq %									
6,711,947		\$6,711.95	2.00%									
Fund	# of Mills	Delq %	MVT	CMVT	RVT	16/20 MVT	Ad Valorem	LAVTR	City/County Rev Sharing	Liquor Tax	Fuel Tax.	
General Fund 100	34.689	\$4,656.61	\$30,257	\$823	\$373	\$67	\$232,831	\$0		\$0	\$17	\$32,060

Taxing Entities	Total Mills	Percentage
Jefferson County	72.733	40%
USD 338	57.489	32%
City of Valley Falls	38.107	21%
Delaware Fire District No. 11	4.897	3%
Delaware Township Library	3.117	2%
Delaware Township	1.874	1%
Meadowlark Extension District	1.805	1%
Total	180.022	100%

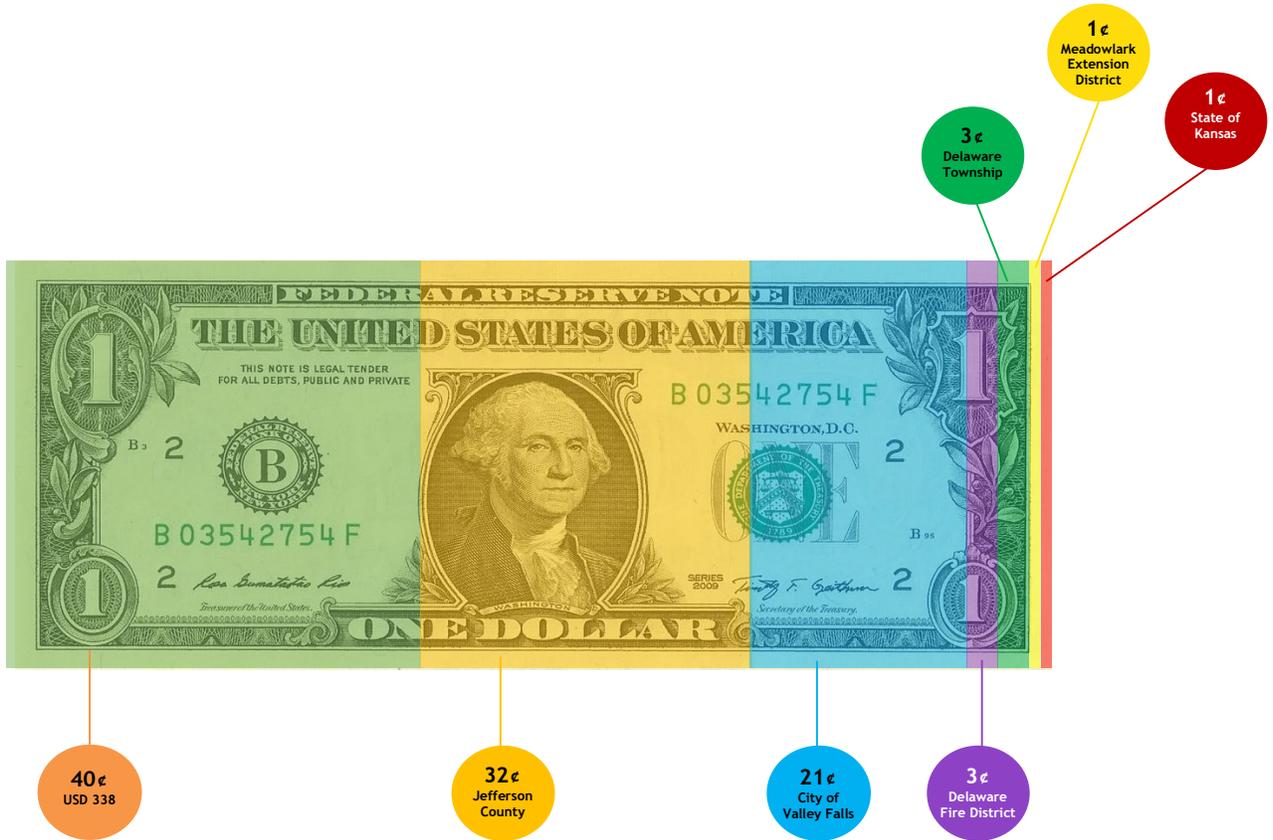


Chart of Accounts

Fund	Fund Name	Fund Type	Departments	Name
100	General Fund	Tax Levy Fund	000	Assets
160	Swimming Pool Reserve	Non-Budgeted	050	Liabilities
200	Capital Improvement	Non-Budgeted	100	Revenue
300	Special Highway & Streets	Non-tax Levy Fund	110	General Administration
400	Municipal Equipment Reserve	Non-Budgeted	120	Police
500	Bond & Interest	Tax Levy Fund	130	Court
600	Rural Housing Development Incentive (RHID)	Non-tax Levy Fund	140	Street
720	Water Utility	Non-tax Levy Fund	150	Parks
721	Water Reserve	Non-Budgeted	160	Pool
730	Sewer Utility	Non-tax Levy Fund	200	Capital Improvement
731	Sewer Reserve	Non-Budgeted	300	Special Highway
740	Solid Waste (Trash)	Non-tax Levy Fund	400	Equipment Reserve
790	Insurance Reserve	Non-Budgeted	500	Bond & Interest
			600	RHID
			720	Water
			730	Sewer
			740	Solid Waste

Revenue Line Items		Expense Line Items	
4000	Ad Valorem Property Tax	5010	Full-time Wages
4010	Motor Vehicle Tax	5020	Part-time Wages
4020	Recreation Tax	5030	Contract Labor
4030	16/20 Trucks	5040	Overtime
4040	Delinquent Personal Tax	5050	Benefits
4050	Sales Tax	5100	Insurance - GL, WC, and Property
4060	Liquor Tax	5110	Training/ Conferences
4062	Fuel Tax	5120	Dues/ Memberships
4064	Connecting Links	5130	Equipment/ Uniforms
4068	In Lieu of Tax	5140	Utilities and Phone
4070	City/ County Revenue Sharing	5150	Facilities Maintenance
4080	LAVTR	5160	Vehicle Maintenance/ Fuel
4090	Special Assessment	5170	Postage/ Stationary
4100	Grants & Donations	5180	Commodities
4110	Service Fees	5190	Contractual
4120	Permits/ Licenses	5200	Grants & Donations
4130	Franchise Fees	5300	Utility Costs
4310	Meter Setting	5310	High Volume Sales
4320	Meter Connection	5360	Utility Sales Tax
4330	Utility Reciepts	5320	RV Park Rental Reimbursement
4340	High Volume Sales	5330	Concessions
4350	Utility Penalties	5340	Animal Control
4360	Utility Sales Tax	5350	Jail Fees
4370	Restitution	5360	Landbank/ Planning Commission
4380	Court Fines and Fees	5400	Principal Payment
4390	RV Park Rent	5410	Interest Payment
4400	Swimming Pool Receipts	5900	Payment Plans
4410	Swim Pool - Snack Concession	5910	Transfer to General
4420	Swimming Pool- Pool Parties	5911	Transfer to Equip. Reserve
4430	Swimming Pool Leasons	5912	Transfer to Fund Reserve
4440	Lifeguard/ CPR/ First Aid	5913	Transfer to Bond & Interest
4450	Season Tickets	5930	In Lieu of Taxes - County
4460	Landbank/ Planning Commission	5940	Reimbursement / Miscellaneous
4900	Payment Plans	5950	Capital Outlay/ Carryover
4910	Transfers		
4920	Interest Income		
4930	AR/ Reimbursed Income		
4940	Micellaneous Income		
4950	Carryover		

TOTAL BY FUND

Fund Code	Name	Total
100	General Fund	\$729,701
160	Swimming Pool Reserve	\$6,500
200	Capital Improvement	\$50,000
300	Special Highway & Streets	\$172,841
400	Municipal Equipment Reserve	\$63,000
500	Bond & Interest	\$182,393
600	Rural Housing Development Incentive (RHID)	\$60,000
720	Water Utility	\$543,500
721	Water Reserve	\$50,000
730	Sewer Utility	\$621,000
731	Sewer Reserve	\$50,000
740	Solid Waste	\$258,000
790	Insurance Reserve	\$0
Total Budget		\$2,786,935

ANNUAL TRANSFERS

From	To	Annual Amt.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Sewer Fund 730	General Fund 100	\$15,000	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$15,000
Sewer Fund 730	Sewer Reserve 731	\$50,000	\$4,900	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$50,000
Sewer Fund 730	Municipal Equipment Res. 400	\$25,000	\$3,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$25,000
Sewer Fund 730	Bond & Interest Fund 500	\$30,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$30,000
Water Fund 720	General Fund 100	\$15,000	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$15,000
Water Fund 720	Water Reserve 721	\$50,000	\$4,900	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$4,100	\$50,000
Water Fund 720	Municipal Equipment Res. 400	\$25,000	\$3,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$25,000
General Fund 100	Municipal Equipment Res. 400	\$10,000	\$870	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$830	\$10,000
General Fund 100	Capital Improvement Fund	\$25,000	\$3,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$25,000
Total Transfers		\$245,000	\$24,670	\$20,030	\$18,030	\$220,000									

Fund	Transfer In	Transfer Out
100	General Fund	\$ 30,000.00
160	Swimming Pool Reserve	\$ -
200	Capital Improvement	\$ 25,000.00
300	Special Highway & Streets	\$ -
400	Municipal Equipment Reserve	\$ 60,000.00
500	Bond & Interest	\$ 30,000.00
600	RHID	\$ -
720	Water Utility	\$ -
721	Water Reserve	\$ 50,000.00
730	Sewer Utility	\$ -
731	Sewer Reserve	\$ 50,000.00
740	Solid Waste (Trash)	\$ -
790	Insurance Reserve	\$ -

Bond & Debt Amortization Schedule

Type of Debt	Date of Issue	Date of Retirement	Total Amount
Swimming Pool - GO Bond Series 2016	10/26/2016	4/1/2037	\$1,535,000.00
Date	Interest	Principal	Total
January 1, 2023	\$38,527.50	\$65,000.00	\$103,527.50
January 1, 2024	\$37,107.50	\$70,000.00	\$107,107.50
January 1, 2025	\$35,497.50	\$70,000.00	\$105,497.50
January 1, 2026	\$33,747.50	\$70,000.00	\$103,747.50
January 1, 2027	\$31,787.50	\$75,000.00	\$106,787.50
January 1, 2028	\$29,612.50	\$75,000.00	\$104,612.50
January 1, 2029	\$27,187.50	\$80,000.00	\$107,187.50
January 1, 2030	\$24,587.50	\$80,000.00	\$104,587.50
January 1, 2031	\$21,906.25	\$85,000.00	\$106,906.25
January 1, 2032	\$19,037.50	\$85,000.00	\$104,037.50
January 1, 2033	\$15,975.00	\$90,000.00	\$105,975.00
January 1, 2034	\$12,825.00	\$90,000.00	\$102,825.00
January 1, 2035	\$9,468.75	\$95,000.00	\$104,468.75
January 1, 2036	\$5,812.50	\$100,000.00	\$105,812.50
January 1, 2037	\$1,968.75	\$105,000.00	\$106,968.75
	\$345,048.75	\$1,235,000.00	\$1,580,048.75

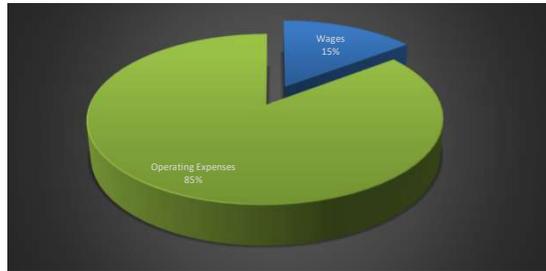
Donations

Organization	2023 Budgeted	2022 Budgeted	2021 Budgeted
Valley Falls Hometown Christmas	\$ 100.00	\$ 50.00	\$ 50.00
Fireworks	\$ 750.00	\$ 750.00	\$ 500.00
Misc	\$ 400.00	\$ 350.00	\$ 325.00
TOTAL	\$ 1,250.00	\$ 1,150.00	\$ 325.00

Expense Distribution

Fund	Account	Amount
General	100-110-4100	\$ 312.50
Water	720-720-4100	\$ 468.75
Sewer	730-730-4100	\$ 468.75
TOTAL		\$ 1,250.00

Wages									
Title	Department	Status	Pay Type	Annual Pay	Admin	Streets	Water	Sewer	
City Administrator	Administration	Full-Time	Salary	\$65,650.00	40%		30%	30%	
City Clerk	Administration	Full-Time	Hourly	\$37,440.00	40%		30%	30%	
Chief of Police	Police	Full-Time	Salary	\$55,550.00	100%				
Officer 1	Police	Full-Time	Hourly	\$39,520.00	100%				
Officer 2	Police	Full-Time	Hourly	\$39,520.00	100%				
Public Works Director	Public Works	Full-Time	Salary	\$54,934.80		20%	40%	40%	
Public Works Laborer 1	Public Works	Full-Time	Hourly	\$44,709.60		20%	40%	40%	
Public Works Laborer 2	Public Works	Full-Time	Hourly	\$34,453.12		20%	40%	40%	
Officers Part-Time	Police	Part-Time	Hourly	\$10,000.00	100%				
Mayor	Administration	Elected	Monthly	\$480.00	100%				
Council Member	Administration	Elected	Monthly	\$480.00	100%				
Council Member	Administration	Elected	Monthly	\$480.00	100%				
Council Member	Administration	Elected	Monthly	\$480.00	100%				
Council Member	Administration	Elected	Monthly	\$480.00	100%				
Council Member	Administration	Elected	Monthly	\$480.00	100%				
Code Enforcement Director	Administration	Contract	Monthly	\$2,340.00	100%				
City Attorney	Administration	Contract	Monthly	\$12,000.00	100%				
Judge	Court	Contract	Monthly	\$4,320.00	100%				
City Prosecutor	Court	Contract	Monthly	\$6,000.00	100%				
				\$409,317.52					



Fund 100 - GENERAL

Fund		Dept		Line		2023 Budget	2022 Budget
100	General	100	Revenue	4000	Ad Valorem Property Tax	\$232,831	\$248,774
100	General	100	Revenue	4010	Motor Vehicle Tax	\$30,257	\$26,967
100	General	100	Revenue	4020	Recreation Tax	\$373	\$317
100	General	100	Revenue	4030	16/20 Trucks	\$67	\$203
100	General	100	Revenue	4040	Delinquent Personal Tax	\$4,657	\$12,439
100	General	100	Revenue	4050	Sales Tax	\$164,000	\$164,000
100	General	100	Revenue	4060	Liquor Tax	\$17	\$17
100	General	100	Revenue	4068	In Lieu of Taxes	\$11,500	\$0
100	General	100	Revenue	4070	City/ County Revenue Sharing	\$0	\$0
100	General	100	Revenue	4080	LAVTR	\$0	\$0
100	General	100	Revenue	4090	Special Assessments	\$0	\$0
100	General	100	Revenue	4100	Grants & Donations	\$0	\$0
100	General	100	Revenue	4110	Service Fees	\$2,000	\$2,000
100	General	100	Revenue	4120	Permits/ Licenses	\$2,000	\$2,000
100	General	100	Revenue	4130	Franchise Fees	\$50,000	\$50,000
100	General	100	Revenue	4370	Restitution	\$0	\$0
100	General	100	Revenue	4380	Court Fines and Fees	\$40,000	\$12,000
100	General	100	Revenue	4390	RV Park Rent	\$2,000	\$10,000
100	General	100	Revenue	4400	Swimming Pool Receipts	\$12,000	\$10,000
100	General	100	Revenue	4410	Swim Pool - Snack Concession	\$11,000	\$5,000
100	General	100	Revenue	4420	Swimming Pool- Pool Parties	\$1,000	\$1,000
100	General	100	Revenue	4430	Swimming Pool Lessons	\$8,000	\$1,000
100	General	100	Revenue	4440	Lifeguard/ CPR/ First Aid	\$0	\$1,000
100	General	100	Revenue	4450	Season Tickets	\$12,000	\$2,000
100	General	100	Revenue	4460	Landbank/ Planning Commission	\$2,000	\$0
100	General	100	Revenue	4910	Transfers	\$30,000	\$20,000
100	General	100	Revenue	4920	Interest Income	\$2,000	\$2,500
100	General	100	Revenue	4930	AR/ Reimbursed Income	\$10,000	\$20,000
100	General	100	Revenue	4940	Micellaneous Income	\$2,000	\$13,000
100	General	100	Revenue	4950	Carryover	\$100,000	\$88,047
Total Revenue						\$729,701	\$692,265

Fund 100 - GENERAL

Fund	Dept	Line	2023 Budget	2022 Budget	
100	General	110 Administration 5010	Full-time Wages	\$42,885	\$40,884
100	General	110 Administration 5020	Part-time Wages/ Elected Officials	\$2,880	\$2,880
100	General	110 Administration 5030	Contract Labor	\$14,340	\$14,340
100	General	110 Administration 5040	Overtime	\$1,500	\$1,500
100	General	110 Administration 5050	Benefits	\$24,000	\$6,000
100	General	110 Administration 5100	Insurance - GL, WC, and Property	\$6,000	\$16,875
100	General	110 Administration 5110	Training/ Conferences	\$1,000	\$4,000
100	General	110 Administration 5120	Dues/ Memberships	\$2,900	\$1,000
100	General	110 Administration 5130	Equipment/ Uniforms	\$0	\$0
100	General	110 Administration 5140	Utilities and Phone	\$3,500	\$3,394
100	General	110 Administration 5150	Facilities Maintenance	\$1,000	\$1,000
100	General	110 Administration 5160	Vehicle Maintenance/ Fuel	\$0	\$0
100	General	110 Administration 5170	Postage/ Stationary	\$100	\$1,000
100	General	110 Administration 5180	Commodities	\$5,000	\$1,000
100	General	110 Administration 5190	Contractual	\$5,000	\$3,000
100	General	110 Administration 5200	Grants & Donations	\$313	\$250
100	General	110 Administration 5360	Landbank/ Planning Commission	\$500	\$0
100	General	110 Administration 5911	Transfer to Equip. Reserve	\$10,000	\$20,000
100	General	110 Administration 5912	Transfer to Capital Improvement	\$25,000	\$0
100	General	110 Administration 5930	In Lieu of Taxes - County	\$0	\$0
100	General	110 Administration 5940	Reimbursement / Miscellaneous	\$100	\$100
100	General	110 Administration 5950	Capital Outlay/ Carryover	\$151,047	\$152,200
General Administration Sub-total				\$297,065	\$269,423

100	General	120 Police Department 5010	Full-time Wages	\$139,974	\$135,075
100	General	120 Police Department 5020	Part-time Wages	\$10,000	\$10,000
100	General	120 Police Department 5030	Contract Labor	\$0	\$0
100	General	120 Police Department 5040	Overtime	\$2,500	\$2,500
100	General	120 Police Department 5050	Benefits	\$42,000	\$42,000
100	General	120 Police Department 5100	Insurance - GL, WC, and Property	\$8,000	\$400
100	General	120 Police Department 5110	Training/ Conferences	\$4,000	\$6,000
100	General	120 Police Department 5120	Dues/ Memberships	\$1,000	\$1,000
100	General	120 Police Department 5130	Equipment/ Uniforms	\$1,000	\$2,100
100	General	120 Police Department 5140	Utilities and Phone	\$5,000	\$2,500
100	General	120 Police Department 5150	Facilities Maintenance	\$0	\$0
100	General	120 Police Department 5160	Vehicle Maintenance/ Fuel	\$18,000	\$20,924
100	General	120 Police Department 5170	Postage/ Stationary	\$500	\$1,500
100	General	120 Police Department 5180	Commodities	\$6,000	\$2,500
100	General	120 Police Department 5190	Contractual	\$7,000	\$6,000
100	General	120 Police Department 5200	Grants & Donations	\$0	\$0
100	General	120 Police Department 5340	Animal Control	\$1,000	\$1,000
100	General	120 Police Department 5350	Jail Fees	\$0	\$0
100	General	120 Police Department 5940	Reimbursement / Miscellaneous	\$1,000	\$0
100	General	120 Police Department 5950	Capital Outlay	\$4,500	\$0
Police Department Sub-total				\$251,474	\$233,499

100	General	130 Municipal Court 5010	Full-time Wages	\$0	\$0
100	General	130 Municipal Court 5020	Part-time Wages	\$0	\$0
100	General	130 Municipal Court 5030	Contract Labor	\$10,320	\$10,320
100	General	130 Municipal Court 5040	Overtime	\$0	\$0
100	General	130 Municipal Court 5050	Benefits	\$1,000	\$0
100	General	130 Municipal Court 5100	Insurance - GL, WC, and Property	\$0	\$0
100	General	130 Municipal Court 5110	Training/ Conferences	\$1,000	\$1,000
100	General	130 Municipal Court 5120	Dues/ Memberships	\$100	\$100
100	General	130 Municipal Court 5130	Equipment/ Uniforms	\$0	\$0
100	General	130 Municipal Court 5140	Utilities and Phone	\$0	\$0
100	General	130 Municipal Court 5150	Facilities Maintenance	\$0	\$0
100	General	130 Municipal Court 5160	Vehicle Maintenance/ Fuel	\$0	\$0
100	General	130 Municipal Court 5170	Postage/ Stationary	\$100	\$300
100	General	130 Municipal Court 5180	Commodities	\$100	\$100
100	General	130 Municipal Court 5190	Contractual	\$1,200	\$1,200
100	General	130 Municipal Court 5200	Grants & Donations	\$0	\$0
100	General	130 Municipal Court 5940	Reimbursement / Miscellaneous	\$0	\$0
100	General	130 Municipal Court 5950	Capital Outlay	\$0	\$0
Municipal Court Sub-total				\$13,820	\$13,020

Fund 100 - GENERAL

Fund	Dept	Line	2023 Budget	2022 Budget
100	General	140 Streets Department 5010 Full-time Wages	\$27,892	\$25,324
100	General	140 Streets Department 5020 Part-time Wages	\$4,000	\$0
100	General	140 Streets Department 5030 Contract Labor	\$0	\$0
100	General	140 Streets Department 5040 Overtime	\$0	\$1,000
100	General	140 Streets Department 5050 Benefits	\$11,000	\$11,000
100	General	140 Streets Department 5100 Insurance - GL, WC, and Property	\$8,000	\$1,000
100	General	140 Streets Department 5110 Training/ Conferences	\$0	\$0
100	General	140 Streets Department 5120 Dues/ Memberships	\$0	\$0
100	General	140 Streets Department 5130 Equipment/ Uniforms	\$0	\$1,000
100	General	140 Streets Department 5140 Utilities and Phone	\$27,000	\$33,000
100	General	140 Streets Department 5150 Facilities Maintenance	\$2,000	\$0
100	General	140 Streets Department 5160 Vehicle Maintenance/ Fuel	\$1,500	\$7,500
100	General	140 Streets Department 5170 Postage/ Stationary	\$100	\$100
100	General	140 Streets Department 5180 Commodities	\$6,000	\$6,000
100	General	140 Streets Department 5190 Contractual	\$250	\$2,000
100	General	140 Streets Department 5200 Grants & Donations	\$0	\$0
100	General	140 Streets Department 5940 Reimbursement / Miscellaneous	\$100	\$0
100	General	140 Streets Department 5950 Capital Outlay	\$700	\$0
Streets Department Sub-total			\$88,542	\$87,924
100	General	150 Parks Department 5010 Full-time Wages	\$0	\$0
100	General	150 Parks Department 5020 Part-time Wages	\$0	\$0
100	General	150 Parks Department 5030 Contract Labor	\$0	\$0
100	General	150 Parks Department 5040 Overtime	\$0	\$0
100	General	150 Parks Department 5050 Benefits	\$0	\$0
100	General	150 Parks Department 5100 Insurance - GL, WC, and Property	\$100	\$1,000
100	General	150 Parks Department 5110 Training/ Conferences	\$100	\$0
100	General	150 Parks Department 5120 Dues/ Memberships	\$100	\$100
100	General	150 Parks Department 5130 Equipment/ Uniforms	\$0	\$0
100	General	150 Parks Department 5140 Utilities and Phone	\$4,200	\$0
100	General	150 Parks Department 5150 Facilities Maintenance	\$500	\$500
100	General	150 Parks Department 5160 Vehicle Maintenance/ Fuel	\$1,500	\$0
100	General	150 Parks Department 5170 Postage/ Stationary	\$0	\$0
100	General	150 Parks Department 5180 Commodities	\$1,500	\$0
100	General	150 Parks Department 5190 Contractual	\$0	\$0
100	General	150 Parks Department 5200 Grants & Donations	\$0	\$0
100	General	150 Parks Department 5320 RV Park Rental Reimbursement	\$0	\$0
100	General	150 Parks Department 5940 Reimbursement / Miscellaneous	\$100	\$0
100	General	150 Parks Department 5950 Capital Outlay	\$0	\$4,000
Parks Department Sub-total			\$8,100	\$5,600
100	General	160 Municipal Pool 5010 Full-time Wages	\$0	\$0
100	General	160 Municipal Pool 5020 Part-time Wages	\$54,000	\$54,000
100	General	160 Municipal Pool 5030 Contract Labor	\$0	\$0
100	General	160 Municipal Pool 5040 Overtime	\$0	\$0
100	General	160 Municipal Pool 5050 Benefits	\$4,000	\$0
100	General	160 Municipal Pool 5100 Insurance - GL, WC, and Property	\$500	\$1,000
100	General	160 Municipal Pool 5110 Training/ Conferences	\$1,000	\$1,000
100	General	160 Municipal Pool 5120 Dues/ Memberships	\$200	\$0
100	General	160 Municipal Pool 5130 Equipment/ Uniforms	\$700	\$1,500
100	General	160 Municipal Pool 5140 Utilities and Phone	\$2,200	\$9,000
100	General	160 Municipal Pool 5150 Facilities Maintenance	\$0	\$5,000
100	General	160 Municipal Pool 5160 Vehicle Maintenance/ Fuel	\$0	\$0
100	General	160 Municipal Pool 5170 Postage/ Stationary	\$0	\$65
100	General	160 Municipal Pool 5180 Commodities	\$3,500	\$500
100	General	160 Municipal Pool 5190 Contractual	\$0	\$0
100	General	160 Municipal Pool 5200 Grants & Donations	\$0	\$0
100	General	160 Municipal Pool 5330 Concessions	\$4,600	\$4,600
100	General	160 Municipal Pool 5940 Reimbursement / Miscellaneous	\$0	\$0
100	General	160 Municipal Pool 5950 Capital Outlay	\$0	\$0
Municipal Pool Sub-total			\$70,700	\$76,665
Total Expense			\$729,701	\$686,132

Fund 200 - CAPITAL IMPROVEMENT							
Fund	Dept	Line	2023 Budget	2022 Budget			
200	Capital Improvement	200	Revenue	4050	Sales Tax	\$0	\$0
200	Capital Improvement	200	Revenue	4100	Grants & Donations	\$0	\$0
200	Capital Improvement	200	Revenue	4910	Transfers	\$25,000	\$0
200	Capital Improvement	200	Revenue	4920	Interest Income	\$0	\$0
200	Capital Improvement	200	Revenue	4930	AR/ Reimbursed Income	\$0	\$0
200	Capital Improvement	200	Revenue	4940	Micellaneous Income	\$0	\$0
200	Capital Improvement	200	Revenue	4950	Carryover	\$25,000	\$0
Capital Improvement Total Revenue						\$50,000	\$0

200	Capital Improvement	200	Expense	5180	Commodities	\$0	\$0
200	Capital Improvement	200	Expense	5190	Contractual	\$25,000	\$0
200	Capital Improvement	200	Expense	5200	Grants & Donations	\$0	\$0
200	Capital Improvement	200	Expense	5940	Reimbursement / Miscellaneous	\$0	\$0
200	Capital Improvement	200	Expense	5950	Capital Outlay/ Carryover	\$25,000	\$0
Capital Improvement Total Expense						\$50,000	\$0

\$0

Budgeted		
Dept	Item	Amount
Admin	Codification	\$15,000
Pool	Paint Pool	\$10,000
TOTAL		\$25,000

UNFUNDED DEFICIENCIES		
Dept	Item	Amount
Admin	Comprehensive Plan	\$35,000
Admin	CDBG/ MIH Grant Admin	\$5,000
TOTAL		\$40,000

Fund 400 - MUNICIPAL EQUIPMENT RESERVE

Fund	Dept	Line	2023 Budget	2022 Budget
400	Municipal Equipment Reserve	400 Revenue 4050	\$0	\$0
400	Municipal Equipment Reserve	400 Revenue 4100	\$0	\$0
400	Municipal Equipment Reserve	400 Revenue 4910	\$60,000	\$20,000
400	Municipal Equipment Reserve	400 Revenue 4920	\$0	\$0
400	Municipal Equipment Reserve	400 Revenue 4930	\$0	\$0
400	Municipal Equipment Reserve	400 Revenue 4940	\$0	\$0
400	Municipal Equipment Reserve	400 Revenue 4950	\$3,000	\$20,000
Total Municipal Equipment Reserve Fund Revenue			\$63,000	\$40,000

400	Municipal Equipment Reserve	400 Expense 5180	\$42,500	\$0
400	Municipal Equipment Reserve	400 Expense 5190	\$0	\$0
400	Municipal Equipment Reserve	400 Expense 5200	\$0	\$0
400	Municipal Equipment Reserve	400 Expense 5940	\$0	\$0
400	Municipal Equipment Reserve	400 Expense 5950	\$20,500	\$40,000
Total Municipal Equipment Reserve Fund Expense			\$63,000	\$40,000

\$0

Budgeted		
Dept	Item	Amount
PW	Truck (2025) - Replace 2000 Dodge	\$35,000
PW	Concrete Breaker	\$5,000
PW	Telescopic Broom (Skid Steer)	\$2,500
TOTAL		\$42,500

UNFUNDED DEFICIENCIES		
Dept	Item	Amount
PW	Truck (Flat Bed)	\$80,000
Police	Police Truck (2024)	\$40,000
PW	Dump Truck (2026)	\$60,000
PW	Back Hoe	\$100,000
Total		\$280,000

Fund 500 - BOND & INTEREST

Fund		Dept		Line		2023 Budget	2022 Budget
500	Bond & Interest	500	Revenue	4050	Sales Tax	\$108,000	\$108,000
500	Bond & Interest	500	Revenue	4910	Transfers	\$30,000	\$0
500	Bond & Interest	500	Revenue	4920	Interest Income	\$0	\$0
500	Bond & Interest	500	Revenue	4930	AR/ Reimbursed Income	\$0	\$0
500	Bond & Interest	500	Revenue	4940	Micellaneous Income	\$0	\$0
500	Bond & Interest	500	Revenue	4950	Carryover	\$44,393	\$0
Bond & Interest Total Revenue						\$182,393	\$108,000

500	Bond & Interest	500	Expense	5400	Principal Payment	\$65,000	\$65,000
500	Bond & Interest	500	Expense	5410	Interest Payment	\$38,528	\$39,763
500	Bond & Interest	500	Expense		Service Fee	\$0	\$0
500	Bond & Interest	500	Expense	5940	Reimbursement / Miscellaneous	\$0	\$0
500	Bond & Interest	500	Expense	5950	Capital Outlay/ Carryover	\$78,865	\$3,237
Bond & Interest Total Expense						\$182,393	\$108,000

Fund 600- RHID (Rural Housing Incentive District)

Fund	Dept	Line	2023 Budget	2022 Budget
600	RHID	600 Revenue 4090 Special Assessment/ RHID	\$30,000	\$0
600	RHID	600 Revenue 4910 Transfers	\$0	\$0
600	RHID	600 Revenue 4920 Interest Income	\$0	\$0
600	RHID	600 Revenue 4930 AR/ Reimbursed Income	\$0	\$0
600	RHID	600 Revenue 4940 Miscellaneous Income	\$0	\$0
600	RHID	600 Revenue 4950 Carryover	\$30,000	\$0
Total Public Safety Equipment Fund Revenue			\$60,000	\$0

600	RHID	600 Expense 5180 Commodities	\$0	\$0
600	RHID	600 Expense 5190 Contractual	\$0	\$0
600	RHID	600 Expense 5200 Grants & Donations	\$0	\$0
600	RHID	600 Expense 5940 Reimbursement / Miscellaneous	\$0	\$0
600	RHID	600 Expense 5950 Capital Outlay/ Carryover	\$60,000	\$0
Total Public Safety Equipment Fund Expense			\$60,000	\$0

\$0

\$0

Fund 720 - WATER							
Fund		Dept		Line		2023 Budget	2022 Budget
720	Water	720	Revenue	4100	Grants & Donations	\$0	\$0
720	Water	720	Revenue	4110	Service Fees	\$500	\$0
720	Water	720	Revenue	4310	Meter Setting	\$1,500	\$0
720	Water	720	Revenue	4320	Meter Connection	\$2,500	\$1,500
720	Water	720	Revenue	4330	Utility Reciepts	\$380,000	\$220,000
720	Water	720	Revenue	4340	High Volume Sales	\$50,000	\$0
720	Water	720	Revenue	4350	Utility Penalties	\$5,000	\$7,500
720	Water	720	Revenue	4360	Utility Sales Tax	\$3,000	\$2,700
720	Water	720	Revenue	4900	Payment Plans	\$0	\$0
720	Water	720	Revenue	4910	Transfers	\$0	\$0
720	Water	720	Revenue	4920	Interest Income	\$0	\$0
720	Water	720	Revenue	4930	AR/ Reimbursed Income	\$500	\$0
720	Water	720	Revenue	4940	Micellaneous Income	\$500	\$500
720	Water	720	Revenue	4950	Carryover	\$100,000	\$49,460
Water Fund Total Revenue						\$543,500	\$281,660

720	Water	720	Expense	5010	Full-time Wages	\$53,639	\$53,639
720	Water	720	Expense	5020	Part-time Wages	\$8,000	\$0
720	Water	720	Expense	5030	Contract Labor	\$0	\$0
720	Water	720	Expense	5040	Overtime	\$5,000	\$10,000
720	Water	720	Expense	5050	Benefits	\$15,000	\$16,299
720	Water	720	Expense	5100	Insurance - GL, WC, and Property	\$20,000	\$22,500
720	Water	720	Expense	5110	Training/ Conferences	\$2,000	\$2,500
720	Water	720	Expense	5120	Dues/ Memberships	\$500	\$1,500
720	Water	720	Expense	5130	Equipment/ Uniforms	\$2,000	\$2,000
720	Water	720	Expense	5140	Utilities and Phone	\$32,000	\$21,500
720	Water	720	Expense	5150	Facilities Maintenance	\$42,660	\$42,285
720	Water	720	Expense	5160	Vehicle Maintenance/ Fuel	\$10,000	\$10,000
720	Water	720	Expense	5170	Postage/ Stationary	\$4,000	\$500
720	Water	720	Expense	5180	Commodities	\$17,000	\$14,000
720	Water	720	Expense	5190	Contractual	\$20,000	\$8,300
720	Water	720	Expense	5200	Grants & Donations	\$500	\$375
720	Water	720	Expense	5300	Utility Costs	\$0	\$2,000
720	Water	720	Expense	5310	High Volume Sales	\$50,000	\$0
720	Water	720	Expense	5360	Utility Sales Tax	\$3,000	\$2,700
720	Water	720	Expense	5900	Payment Plans	\$0	\$0
720	Water	720	Expense	5910	Transfer to General	\$15,000	\$0
720	Water	720	Expense	5911	Transfer to Equip. Reserve	\$25,000	\$0
720	Water	720	Expense	5912	Transfer to Fund Reserve	\$50,000	\$0
720	Water	720	Expense	5940	Reimbursement / Miscellaneous	\$1,000	\$0
720	Water	720	Expense	5950	Capital Outlay/ Carryover	\$167,201	\$71,562
Water Fund Total Expense						\$543,500	\$281,660

Fund 721 - WATER RESERVE

Fund		Dept		Line		2023 Budget	2022 Budget
721	Water Reserve	720	Revenue	4100	Grants & Donations	\$0	\$0
721	Water Reserve	720	Revenue	4910	Transfers	\$50,000	\$0
721	Water Reserve	720	Revenue	4920	Interest Income	\$0	\$0
721	Water Reserve	720	Revenue	4930	AR/ Reimbursed Income	\$0	\$0
721	Water Reserve	720	Revenue	4940	Micellaneous Income	\$0	\$0
721	Water Reserve	720	Revenue	4950	Carryover	\$0	\$0
Water Reserve Total Revenue						\$50,000	\$0

721	Water Reserve	720	Expense	5180	Commodities	\$0	\$0
721	Water Reserve	720	Expense	5190	Contractual	\$28,100	\$0
721	Water Reserve	720	Expense	5200	Grants & Donations	\$0	\$0
721	Water Reserve	720	Expense	5940	Reimbursement / Miscellaneous	\$0	\$0
721	Water Reserve	720	Expense	5950	Capital Outlay/ Carryover	\$21,900	\$0
Water Reserve Total Expense						\$50,000	\$0

\$0

Budgeted		
Dept	Item	Amount
Water	GIS Mapping	\$10,100
Water	RV Park / Hydrant Water Supply	\$500
Water	Security Cameras for Water Plant	\$1,500
Water	1 Hydrant Valve	\$8,000
Water	1 Valve Install	\$8,000
TOTAL		\$28,100

UNFUNDED DEFICIENCIES		
Dept	Item	Amount
Water	Paint Water Plant	\$15,000
Water	Waterline Replacement Project	\$1,200,000
Water	Spring Line from lake repair	\$10,000
Water	Valves Additions - hydrants/ system	\$80,000
Water	Valves Replacement/ Exercise Program	\$120,000
Water	Retaining wall at water plant	\$10,000
TOTAL		\$1,435,000

1/ year. Approx 10
1/ year. Approx 15

Fund 13 - SEWER							
Fund		Dept		Line		2023 Budget	2022 Budget
730	Sewer	730	Revenue	4100	Grants & Donations	\$0	\$0
730	Sewer	730	Revenue	4110	Service Fees	\$0	\$0
730	Sewer	730	Revenue	4310	Meter Setting	\$0	\$0
730	Sewer	730	Revenue	4320	Meter Connection	\$2,000	\$0
730	Sewer	730	Revenue	4330	Utility Reciepts	\$315,000	\$145,000
730	Sewer	730	Revenue	4340	High Volume Sales	\$50,000	\$0
730	Sewer	730	Revenue	4350	Utility Penalties	\$3,000	\$0
730	Sewer	730	Revenue	4360	Utility Sales Tax	\$0	\$0
730	Sewer	730	Revenue	4900	Payment Plans	\$0	\$0
730	Sewer	730	Revenue	4910	Transfers	\$0	\$0
730	Sewer	730	Revenue	4920	Interest Income	\$0	\$0
730	Sewer	730	Revenue	4930	AR/ Reimbursed Income	\$500	\$0
730	Sewer	730	Revenue	4940	Micellaneous Income	\$500	\$0
730	Sewer	730	Revenue	4950	Carryover	\$250,000	\$142,800
Sewer Fund Total Revenue						\$621,000	\$287,800

730	Sewer	730	Expense	5010	Full-time Wages	\$53,639	\$53,639
730	Sewer	730	Expense	5020	Part-time Wages	\$8,000	\$0
730	Sewer	730	Expense	5030	Contract Labor	\$0	\$0
730	Sewer	730	Expense	5040	Overtime	\$5,000	\$5,000
730	Sewer	730	Expense	5050	Benefits	\$15,000	\$11,299
730	Sewer	730	Expense	5100	Insurance - GL, WC, and Property	\$20,000	\$15,000
730	Sewer	730	Expense	5110	Training/ Conferences	\$2,000	\$2,500
730	Sewer	730	Expense	5120	Dues/ Memberships	\$500	\$1,500
730	Sewer	730	Expense	5130	Equipment/ Uniforms	\$2,000	\$2,000
730	Sewer	730	Expense	5140	Utilities and Phone	\$5,000	\$2,800
730	Sewer	730	Expense	5150	Facilities Maintenance	\$1,000	\$0
730	Sewer	730	Expense	5160	Vehicle Maintenance/ Fuel	\$10,000	\$0
730	Sewer	730	Expense	5170	Postage/ Stationary	\$1,000	\$0
730	Sewer	730	Expense	5180	Commodities	\$5,000	\$0
730	Sewer	730	Expense	5190	Contractual	\$5,000	\$0
730	Sewer	730	Expense	5200	Grants & Donations	\$0	\$0
730	Sewer	730	Expense	5300	Utility Costs	\$1,000	\$0
730	Sewer	730	Expense	5310	High Volume Sales	\$50,000	\$0
730	Sewer	730	Expense	5360	Utility Sales Tax	\$0	\$0
730	Sewer	730	Expense	5900	Payment Plans	\$0	\$0
730	Sewer	730	Expense	5910	Transfer to General	\$15,000	\$0
730	Sewer	730	Expense	5911	Transfer to Equip. Reserve	\$25,000	\$0
730	Sewer	730	Expense	5912	Transfer to Fund Reserve	\$50,000	\$0
730	Sewer	730	Expense	5913	Transfer to Bond & Int	\$30,000	\$0
730	Sewer	730	Expense	5940	Reimbursement / Miscellaneous	\$1,000	\$0
730	Sewer	730	Expense	5950	Capital Outlay/ Carryover	\$315,861	\$194,062
Sewer Fund Total Expense						\$621,000	\$287,800

Fund 731 -SEWER RESERVE

Fund		Dept		Line		2023 Budget	2022 Amount
731	Sewer Reserve	730	Revenue	4100	Grants & Donations	\$0	\$0
731	Sewer Reserve	730	Revenue	4910	Transfers	\$50,000	\$0
731	Sewer Reserve	730	Revenue	4920	Interest Income	\$0	\$0
731	Sewer Reserve	730	Revenue	4930	AR/ Reimbursed Income	\$0	\$0
731	Sewer Reserve	730	Revenue	4940	Micellaneous Income	\$0	\$0
731	Sewer Reserve	730	Revenue	4950	Carryover	\$0	\$0
Sewer Reserve Total Revenue						\$50,000	\$0

731	Sewer Reserve	730	Expense	5180	Commodities	\$0	\$0
731	Sewer Reserve	730	Expense	5190	Contractual	\$10,000	\$0
731	Sewer Reserve	730	Expense	5200	Grants & Donations	\$0	\$0
731	Sewer Reserve	730	Expense	5940	Reimbursement / Miscellaneous	\$0	\$0
731	Sewer Reserve	730	Expense	5950	Capital Outlay/ Carryover	\$40,000	\$0
Sewer Reserve Total Expense						\$50,000	\$0

\$0

Budgeted		
Dept	Item	Amount
Sewer	GIS Maps	\$10,000
TOTAL		\$10,000

UNFUNDED DEFICIENCIES		
Dept	Item	Amount
Sewer	Lift Station Upgrade on Linn	\$50,000
Sewer	PLC Install - Linn & Sewer Ponds	\$10,000
Sewer	Clean Lines at Sewer Ponds	\$8,000
Sewer	Add Shutoff at Sewer Ponds	\$8,000
Sewer	Fix/ Replace Valves at Sewer Ponds	\$3,000
Sewer	Sewer Pond Fence/ Grading	\$150,000
TOTAL		\$229,000

Fund 740 - SOLID WASTE

Fund	Dept	Line	2023 Budget	2022 Budget
740	Solid Waste	740 Revenue 4100 Grants & Donations	\$0	\$0
740	Solid Waste	740 Revenue 4110 Service Fees	\$0	\$0
740	Solid Waste	740 Revenue 4310 Meter Setting	\$0	\$0
740	Solid Waste	740 Revenue 4320 Meter Connection	\$0	\$0
740	Solid Waste	740 Revenue 4330 Utility Receipts	\$145,000	\$115,000
740	Solid Waste	740 Revenue 4340 High Volume Sales	\$50,000	\$0
740	Solid Waste	740 Revenue 4350 Utility Penalties	\$2,000	\$0
740	Solid Waste	740 Revenue 4360 Utility Sales Tax	\$0	\$0
740	Solid Waste	740 Revenue 4900 Payment Plans	\$0	\$0
740	Solid Waste	740 Revenue 4910 Transfers	\$0	\$0
740	Solid Waste	740 Revenue 4920 Interest Income	\$0	\$0
740	Solid Waste	740 Revenue 4930 AR/ Reimbursed Income	\$500	\$0
740	Solid Waste	740 Revenue 4940 Micellaneous Income	\$500	\$0
740	Solid Waste	740 Revenue 4950 Carryover	\$60,000	\$0
Sanitation Fund Total Revenue			\$258,000	\$115,000

740	Solid Waste	740 Expense 5010 Full-time Wages	\$0	\$0
740	Solid Waste	740 Expense 5020 Part-time Wages	\$0	\$0
740	Solid Waste	740 Expense 5030 Contract Labor	\$0	\$0
740	Solid Waste	740 Expense 5040 Overtime	\$0	\$0
740	Solid Waste	740 Expense 5050 Benefits	\$0	\$0
740	Solid Waste	740 Expense 5100 Insurance - GL, WC, and Property	\$0	\$0
740	Solid Waste	740 Expense 5110 Training/ Conferences	\$0	\$0
740	Solid Waste	740 Expense 5120 Dues/ Memberships	\$0	\$0
740	Solid Waste	740 Expense 5130 Equipment/ Uniforms	\$0	\$0
740	Solid Waste	740 Expense 5140 Utilities and Phone	\$0	\$0
740	Solid Waste	740 Expense 5150 Facilities Maintenance	\$0	\$0
740	Solid Waste	740 Expense 5160 Vehicle Maintenance/ Fuel	\$0	\$0
740	Solid Waste	740 Expense 5170 Postage/ Stationary	\$0	\$0
740	Solid Waste	740 Expense 5180 Commodities	\$0	\$0
740	Solid Waste	740 Expense 5190 Contractual	\$130,000	\$115,000
740	Solid Waste	740 Expense 5200 Grants & Donations	\$0	\$0
740	Solid Waste	740 Expense 5300 Utility Costs	\$0	\$0
740	Solid Waste	740 Expense 5310 High Volume Sales	\$50,000	\$0
740	Solid Waste	740 Expense 5360 Utility Sales Tax	\$0	\$0
740	Solid Waste	740 Expense 5900 Payment Plans	\$0	\$0
740	Solid Waste	740 Expense 5910 Transfer to General	\$0	\$0
740	Solid Waste	740 Expense 5911 Transfer to Equip. Reserve	\$0	\$0
740	Solid Waste	740 Expense 5912 Transfer to Fund Reserve	\$0	\$0
740	Solid Waste	740 Expense 5940 Reimbursement / Miscellaneous	\$500	\$0
740	Solid Waste	740 Expense 5950 Capital Outlay/ Carryover	\$77,500	\$0
Sanitation Fund Total Expense			\$258,000	\$115,000

Fund 790 -INSURANCE RESERVE

Fund		Dept		Line		2023 Budget	2022 Budget
790	Insurance Reserve	790	Revenue	4100	Grants & Donations	\$0	\$0
790	Insurance Reserve	790	Revenue	4910	Transfers	\$0	\$0
790	Insurance Reserve	790	Revenue	4920	Interest Income	\$0	\$0
790	Insurance Reserve	790	Revenue	4930	AR/ Reimbursed Income	\$0	\$0
790	Insurance Reserve	790	Revenue	4940	Micellaneous Income	\$0	\$0
790	Insurance Reserve	790	Revenue	4950	Carryover	\$0	\$0
Insurance Reserve Total Revenue						\$0	\$0

790	Insurance Reserve	790	Expense	5180	Commodities	\$0	\$0
790	Insurance Reserve	790	Expense	5190	Contractual	\$0	\$0
790	Insurance Reserve	790	Expense	5200	Grants & Donations	\$0	\$0
790	Insurance Reserve	790	Expense	5940	Reimbursement / Miscellaneous	\$0	\$0
790	Insurance Reserve	790	Expense	5950	Capital Outlay/ Carryover	\$0	\$0
Insurance Reserve Total Expense						\$0	\$0

\$0

\$0

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City of
VALLEY FALLS

Incorporated May 17, 1854

**City Administrator Report
City Council July 20, 2022**

- 1) **CDBG Sewer Project Phase 1** - Design and Environmental in progress. Bids anticipated for early fall 2022. Construction anticipated in 2023.
- 2) **CDBG Sewer Project Phase 2** - Preliminary Engineering Report in progress. 2023 CDBG Grant year is pausing the sewer/ water grants. Project will be postponed to 2024 if changes are approved.
- 3) **American Rescue Plan Act (ARPA)** - Projects completed to date include: gWorks Software. Funds used to date: \$20,411.40. Projects pending to date include: K-16 Entry Signs, RV Park Electrical Upgrade. Funds planned for projects : \$10,440.00. Remaining Funds: \$145,106.96. Tranche two of funds to be disbursed this week.
- 4) **Opioid Settlement** - We received a first disbursement of \$283.10. The Attorney General's office does not know when rest of funds will be disbursed. Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local entities.
- 5) **Fund Balances** - Cashed CD's and made changes in software. This is complete.
- 6) **Budget** - I have finished the draft of the 2023 budget. I am awaiting the audit to complete the input into the State Budget Form.
- 7) **Fire Hydrant on Linn** - KRWA did not find any other alternatives. The nearest shutoff valve is at the water valve. Shutting of water there would not only turn water off to over 8 blocks, but could cause lines to collapse. The best option is to cut in valve and repair will water is live.
- 8) **Economic Development Board** - Will meet again on August 15th.
- 9) **Planning Commission** - Met will meet on July 21st. Jim Clulo has resigned from board. We now have two vacant spots. There are 4 active members on 6-person board.
- 10) **Audit** - We had the audit on May 31st and June 1st. Audit will be presented in August.
- 11) **Personal Policies & Guidelines** - Reviewed with EMC on June 3rd. Final revisions and copy received. Sent to Leonard for review. Will review with council at work session on August 10th.
- 12) **Entry/ Welcome Signs** - Received USACE approval. Must apply with KDOT for signs in ROW.
- 13) **K-4 / K-16 Street Lights** - Estimate received from PEC. Around \$30,000 to add lighting. KDOT is going to perform a safety study. If warranted by KDOT, the light cost will be covered by KDOT. Safety study is anticipated to be completed in Spring 2023.
- 14) **Emergency Water Plan** - Created a graphic for the emergency drought water plan. Posted to Facebook.
- 15) **Your Tax Dollars At Work** - Took pictures and made Facebook post for current projects to include: River Cleanup, Tucking Lot, Street Lights, and Water Tower Improvements.
- 16) **Memorandum of Understandings** - Received signed MOU from Athletic Association. Have reached out to Recreation for update on when it will be signed.
- 17) **Automatic Water Meters** - 244 meters installed to date. Total of 493 water meters.
- 18) **Rate Study** - Rate study presentation at City Council on August 17th.
- 19) **Fire Hydrant Testing** - KRWA will be flow testing all our fire hydrants after water tower work is complete. This service is free.
- 20) **Tucking Lot** - working on hauling in dirt and leveling out lot.
- 21) **Hurst Water Tower** - Installed valve. Work anticipated to begin at the end of September/ early October.
- 22) **RV Park Electrical Update** - Sent signed bid and Project Exempt Certificate to PHE.

CITY OFFICE

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

Financials

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$152,772.64	\$136,722.26
160	Pool Reserve	\$5,435.10	\$5,435.10
200	Capital Improvement Fund	\$114,463.09	\$114,463.09
300	Special Hwy & Streets	-\$91,589.68	\$80,344.37
400	Equipment Reserve	\$3,781.71	\$3,781.71
500	Bond & Interest	\$63,982.08	\$63,982.08
600	RHID	\$31,611.78	\$31,611.78
720	Water	-\$83,891.41	\$133,557.21
721	Water Reserve	\$0.00	\$0.00
730	Sewer	\$271,877.56	\$237,305.43
731	Sewer Reserve	\$0.00	\$0.00
740	Solid Waste	\$58,907.77	\$53,440.30
790	Insurance Reserve	\$748.00	\$748.00
Total		\$528,098.64	\$861,391.33
CD #	Fund/ Fund Name	Previous Balance	Current Balance
Bank 500	Money Market (PBC)	\$10,066.91	\$10,066.91
X0971	Bond & Interest Fund (500)	\$153,500.00	\$153,500.00
X2279	Sewer Fund (730)	\$91,083.20	\$91,083.20
X1565	Special Hwy Fund (300)	\$172,020.25	\$0.00
X0503	Water Fund (720)	\$68,083.36	\$0.00
X0504	Water Fund (720)	\$90,182.21	\$0.00
X0535	Water Fund (720)	\$69,520.22	\$0.00
Total		\$654,456.15	\$254,650.11
Total In Bank		\$1,182,554.79	\$1,116,041.44



City of
VALLEY FALLS

Incorporated May 17, 1869

Public Works Report
July 20, 2022

Water:

Completed our KDHE inspection with only one minor deficiency our cross-connection logs were not up to date did not have that information passed on to me

Fixed a water leak at the 4H fair grounds on a line that was unknown to anyone that it was even there

Installed the river pump

Sewers:

Had a meeting with Pat Harrington about reseeding the Lagoon area once the dirt work is completed

Streets/Parks:

Sprayed the weeds on the parade route and rented a broom to do the cleanup

Mowing is going good I am glad to have good summer help

General:

Replaced the pump at the pool

Cleaned the boat ramp out again due to getting silted in

Replaced the meter connections at the township hall due to excessive corrosion to prevent potential leaking

Chad Spencer had an online class for his water license

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;