



City of VALLEY FALLS

Incorporated May 17, 1869

City Council Agenda

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

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

October 20, 2021 6:30PM
Regular Meeting

CALL TO ORDER

ROLL CALL - City Council and Staff

MINUTES - Regular Meeting of October 6, 2021

INVOICES - \$14,668.60

PUBLIC COMMENTS & GUESTS

A. Agler & Gaeddert CPA - Harold Mayes

ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

A. Liquor Ordinance # 3-304.2

OLD BUSINESS

A. Pledge of Allegiance on Agenda

NEW BUSINESS

- A. 2020 Annual Audit
- B. 2021 CPA Service Contract with Agler & Gaeddert
- C. Shipping Containers & Tiny Home Regulation
- D. Public Comments Policy
- E. City Prosecutor Contract

ADDITIONS TO THE AGENDA:

TABLED ITEMS:

REPORTS:

CITY ADMINISTRATOR: Audree Aguilera

MAYOR: Lucy Thomas

PUBLIC WORKS: Bill McCoy

POLICE: Brandon Bines

CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

PENDING PROJECTS:

CDBG Sewer Project - Application Submitted. Pending approval in January 2022.

CDBG Street Project - Pending start date from contractor.

American Rescue Plan Act (ARPA) - \$174,918.00 allocated. \$87,459.00(1st half) received.

Installation of Automatic Water Meters: 94 installed to date

FEMA Reimbursement - Close out. \$41,102.88 received for City. \$4,538.07 received for Ball Fields.

ANNOUNCEMENTS/ COMMUNICATIONS:

- Haunted Barn at 4H Grounds on October 30th.
- Trunk or Treat is October 31st. Parade starts a 5:00PM. Boo-Bur cost is \$5/person or \$25 for group of 7.
- Fall back and set you clocks back an hour. Daylight savings time ends November 7th.
- City Offices Closed on November 11th in Observance of Veteran's Day.

EXECUTIVE SESSION

ADJOURNMENT

CITY OF VALLEY FALLS

October 6, 2021

Open Hearing

The meeting was called to order at 6:30 pm by Mayor Lucy Thomas. Council members present were Mike Glissman, Salih Doughramaji, Jennifer Ingraham, and Gary McKnight. Judy Rider was absent.

Staff present: Audree Aguilera, City Administrator, Bill McCoy, Public Works Director, Chief Brandon Bines, Leonard Buddenbohm, City Attorney, and Chris Weishaar, City Clerk.

Others present were Lori Glissman, Dayna Lloyd, Phillip Huffman, Dr. James Rider, Scott Heinen, and Dianne Heinen.

The minutes from the September 15, 2021, meetings were presented.

Mike moved to approve the meeting minutes. Gary seconded the motion. Motion carried 3-0-1

KDHE Hearing minutes.

Mike moved to approve the KDHE meeting minutes. Gary seconded the motion. Motion carried 3-0-1

Presentation:

Rotary President, Phillip Huffman presented Chief Brandon Bines and Mayor Lucy Thomas with a check for \$4,500.00 to purchase the Omigo software for the Police Department.

Swearing In: Mayor Lucy Thomas presided of the swearing in of new City Administrator Audree Aguilera.

Petitions, Proclamations, Request, Complaints, Visitors, Etc.:

Public Comments:

Dayna Lloyd and Lori Glissman spoke about the Porch Crawl on October 9th, from 4:00 – 7:00pm. The cost is \$30.00 per person and \$50.00 per couple. There will be trucks and trailers to take participants to each property.

Chris Weishaar advised she was contacted by Prosperity 4H Club about community service weekend. Chris advised the group would be cleaning up trash and limbs at the park. Salih advised the intersections at Oak & K-4 and Bluemound and K-16 that was in need of attention if they had time.

Ordinances:

Standard Traffic Ordinance #14-117 which repeals ordinance #14-116 was read.

Gary moved to approve ordinance #14-117. Mike seconded motion. Motion carried 4-0.

Uniform Public Offense Code Ordinance #11-115 which repeals ordinance #11-114 was read.

Mike moved to approve ordinance #11-115. Gary seconded motion. Motion carried 4-0.

Ordinance #3-215 was reviewed. Audree recommended that the council adopt the States Sunday liquor sales hours of 9:00 a.m. to 8:00p.m.

Gary made a motion to approve changing the liquor sale hours. Mike seconded motion. Motion carried 4-0.

Committee Reports:

Administrative: Audree advised Lucy took her around to meet business owners and she has spent most of her time organizing and getting acquainted with staff.

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

Chad Spencer is out with Covid 19. He will be able to return to work on October 9th.

The tree has been planted in the City Park in memory of Rick Johnson. The plaque will be placed right before the dedication.

They are keeping up on mowing the best they can.

Have got some trees removed off the Tucking lot. Will need to have some of the stumps ground out at a price of \$150 each.

They will be installing the 2 new water meters at the houses on 16th street. Just waiting on DigSafe to mark the area.

MidAmerica Valve is ordering the valve for the discharge lagoon. Will take approx. 12 weeks to build.

Then Bill will coordinate with Douglas Pump to get it installed.

KDHE strongly suggests getting a generator and a hookup at the Linn Street lift station in the event of a power outage. Bill will get with Heinen PHE on what size would be needed and the costs.

Called Corp about getting the fence fixed from trees falling on it in order to mow up to the fence.

Price on sheets of metal to put on pool car port cover are \$112 per sheet from Menards.

The pool has been drained and the system winterized. The tarps will be removed within the next week.

Fire board: No Report

Police: Made two drug arrests – 1 felony – 1 misdemeanor

Omnigo RMS software. Will get software installation going now that donation has been received.

Officer Bohannon is working on his own now and doing great job.

Hired new officer Trey Davidson. Will need to go to Law Enforcement Academy in January, 2022.

Demo of Digiticket. Works with Omnigo software. Audree advised at this time with other expenses it is not in the budget at this time.

Getting CJIS access for the vehicles.

Purplewave has been here to take pictures of the Jeep and will post online.

Charger had issues and some hoses needed to be replaced. The Highway Patrol contacted getting on list for one of their vehicles. \$28,500.00.

Health Code: No Report

VFEDC: No Report

Swimming Pool: No Report

No complaints have been filed.

New Business:

Change office hours from 8:00a.m. to 4:00p.m. Later hours by appointment. Take afternoons off. Gary makes motion to change hours. Jennifer seconds motion. Motion carried 4-0.

Meet and Greet – October 14th at 7:00p.m. at the Kendall Bank Hall. Would like all employees to attend. Ice Cream Social.

Work session to get a projects list made so Bill knows projects that need to be completed and a timeline to have completed.

Audree requested approval to purchase a new laptop for her office. The current one was purchased when Denise was still here.

Gary made a motion to approve the purchase. Mike seconds the motion. Motion carried 4-0.

City credit cards for Audree Aguilera, Christine Weishaar, Bill McCoy, Brandon Bines, and the pool with a total limit for all cards is \$9,000.00.

Gary made a motion to approve the credit cards. Jennifer seconds the motion. Motion carried 4-0.

Signature card at Kendall Bank needs to be updated to add Audree D. Aguilera, Christine A. Weishaar, Lucy Thomas, Michael Glissman, Salih Doughramaji, Gary McKnight, Jennifer Ingraham, and Judy Rider. Gary made a motion to approve the signature card. Jennifer seconds the motion. Motion carried 4-0.

Brandon asked about needing Emergency Management Cards. Audree advised she would check about getting a login to do what is needed for the City.

Audree addressed changing the City Prosecutor to Andrew Werring. Andrew will attend the next council meeting.

Gary made a motion to approve hiring Andrew. Jennifer seconds the motion. Motion carried 4-0.

Discussion Items:

Pledge of Elegance and Prayer. Audree asked for input on councils' thoughts.

Audree asked if the council had a problem changing the department reports to the end of the meeting. Council had no problem with the change.

Audree made a suggestion that department heads only need attend one meeting a month. The council is of the opinion that it is a good idea to have the department head at each meeting. A paper report is ok occasionally. Will revisit after the first of the year.

Electronic Agenda Packet – Audree's plans is to send electronic agenda packets. If the council wants paper copies to let her know.

Work Session to discuss the possible uses for the American Rescue Plan money.

Land Bank – Audree asked about the possibility of using the Land Bank for the city. Audree advised she would be happy to do a presentation about it and the benefits. Salih asked that she present it the work session night.

Work Session is scheduled for December 8th, at 6:30p.m.

VOUCHERS

The September 15, 2021, Vouchers were presented. Gary moved to approve. Jennifer seconded the motion. Motion carried 4-0.

ADJOURNMENT

Gary moved to adjourn the meeting. Jennifer seconded the motion. Motion carried 4-0.

APPROVED: _____
LUCILLE THOMAS, MAYOR

ATTEST: _____
CHRISTINE WEISHAAR, CITY CLERK



City of
VALLEY FALLS

Incorporated May 17, 1869

COUNCIL MEETING DATE: October 20, 2021

INVOICES IN THE TOTAL AMOUNT OF: \$14,668.60

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 October, 2021

City Clerk

AP Enter Bills Edit Report

City of Valley Falls (VFCITY)

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check #	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number		Inv Date			Check #	Check Date	Due Date	Discount Date		Bank Code	Discount
GL Date	Immediate GL Account	Immediate GL Account			Credit Card	CC Reference #			Payment Date		Total Invoice
1	SCOTTS / Scott's Auto Maint & Services										091521 TIRE
	TIRE FLATBED	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
	10/20/2021				N						\$16.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension		
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt		
GL Expense Account				GL Prepaid Account				Exp Date			
1	Direct Expense	Tire Repair Flatbed			1 0000		\$16.0000		\$16.0000		
							Y		\$0.00		
01-300-5240											
2	MARC / Mid-American Research Chemical										0743957-IN
	ENERGIZER PLUS	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
	10/20/2021				N						\$503.70
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension		
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt		
GL Expense Account				GL Prepaid Account				Exp Date			
1	Direct Expense	Energizer Plus 1G			8 0000		\$62.9630		\$503.7000		
							Y		\$0.00		
04-000-5620											
3	LAWENFOR / Law Enforcement Systems, Inc										092821 FILE ENVEL
	FILE ENVELOPES	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	11/19/2021	10/20/2021	10/20/2021	KSB	\$0.00
	10/20/2021				N						\$63.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension		
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt		
GL Expense Account				GL Prepaid Account				Exp Date			
1	Direct Expense	Case Management files			1 0000		\$63.0000		\$63.0000		
							Y		\$0.00		
01-200-5320											
4	ADVANTAGE COMPUTER / Advantage Computer Jayha										45038
	WATERBILL CARDS	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
	10/20/2021				N						\$240.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension		
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt		
GL Expense Account				GL Prepaid Account				Exp Date			
1	Direct Expense	water Bill cards			1.0000		\$240.0000		\$240.0000		
							Y		\$0.00		
03-000-5320											

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PO Number		Inv Date	Immediate GL Account		Check #	Check Date	Due Date	Discount Date	Bank Code	Discount
GL Date		Inv Date	Immediate GL Account		Credit Card	CC Reference #		Payment Date		Total Invoice
5	FWHUSTON / F.W. Huston Medical Center									523K11418
DRUG TEST KM		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
10/20/2021					N					\$320.00

Line	Type	Desc/Inv Stock/Alloc	Quantity Bought	Cost Per Unit	Line Extension
Inv/Alloc Desc			Serial Number	Discount	Discount Amt
GL Expense Account			GL Prepaid Account		Exp Date

1	Direct Expense	Preemploy Drug Test	1.0000	\$320.0000	\$320.0000
				Y	\$0.00

01-100-5340

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #	Check Date	Due Date	Discount Date	Bank Code	Discount
GL Date		Inv Date	Immediate GL Account		Credit Card	CC Reference #		Payment Date		Total Invoice
6	JIMMY'S / Jimmy's Stump Removal									10052021
COURT/INSPECT		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
10/20/2021					N					\$195.00

Line	Type	Desc/Inv Stock/Alloc	Quantity Bought	Cost Per Unit	Line Extension
Inv/Alloc Desc			Serial Number	Discount	Discount Amt
GL Expense Account			GL Prepaid Account		Exp Date

1	Direct Expense	Court/Inspection	1.0000	\$195.0000	\$195.0000
				Y	\$0.00

01-600-5290

Non 1099 Payments

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #	Check Date	Due Date	Discount Date	Bank Code	Discount
GL Date		Inv Date	Immediate GL Account		Credit Card	CC Reference #		Payment Date		Total Invoice
7	MARKSREP / Mark's Sons LLC									09272021 CHARGER
CHARGER REPAIR		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
10/20/2021					N					\$241.48

Line	Type	Desc/Inv Stock/Alloc	Quantity Bought	Cost Per Unit	Line Extension
Inv/Alloc Desc			Serial Number	Discount	Discount Amt
GL Expense Account			GL Prepaid Account		Exp Date

1	Direct Expense	Charger hose repair	1.0000	\$241.4800	\$241.4800
				Y	\$0.00

01-200-5130

Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #	Check Date	Due Date	Discount Date	Bank Code	Discount
GL Date		Inv Date	Immediate GL Account		Credit Card	CC Reference #		Payment Date		Total Invoice
8	SCHE / Schendel Pest Control									30353712
BUG SPRAYING		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
10/20/2021					N					\$76.03

Line	Type	Desc/Inv Stock/Alloc	Quantity Bought	Cost Per Unit	Line Extension
Inv/Alloc Desc			Serial Number	Discount	Discount Amt
GL Expense Account			GL Prepaid Account		Exp Date

1	Direct Expense	Bug Spraying	1.0000	\$76.0300	\$76.0300
				Y	\$0.00

01-100-5260

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PO Number		Inv Date			Check #	Check Date	Due Date	Discount Date	Bank Code	Discount
GL Date	Immediate GL Account	Immediate GL Account			Credit Card	CC Reference #		Payment Date		Total Invoice
9	HALL / Hall Commercial Printing	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	211206
	ENV STAMPS									\$0.00
	10/20/2021				N					\$160.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension	
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt	
GL Expense Account		GL Prepaid Account							Exp Date	
1	Direct Expense	Envelopes, Stamps			1.0000		\$160.0000		\$160.0000	
							Y		\$0.00	
01-100-5320										
10	HALL / Hall Commercial Printing	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	211196
	BUSINESS CARDS									\$0.00
	10/20/2021				N					\$68.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension	
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt	
GL Expense Account		GL Prepaid Account							Exp Date	
1	Direct Expense	Business Cards			1.0000		\$68.0000		\$68.0000	
							Y		\$0.00	
01-100-5060										
11	VFAA / Valley Falls Athletic Assoc.	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	FEMA \$
	BALLFIELDS									\$0.00
	10/20/2021				N					\$4,538.07
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension	
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt	
GL Expense Account		GL Prepaid Account							Exp Date	
1	Direct Expense	Ball Field Relief			1.0000		\$4,538.0700		\$4,538.0700	
							Y		\$0.00	
01-000-4300										
12	WESTERNHARD / Western Hardware And Auto	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	0901202110042021
	MISC PARTS									\$0.00
	10/20/2021				N					\$64.56
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought		Cost Per Unit		Line Extension	
	Inv/Alloc Desc				Serial Number		Discount		Discount Amt	
GL Expense Account		GL Prepaid Account							Exp Date	
1	Direct Expense	hose washers			1.0000		\$2.2900		\$2.2900	
							Y		\$0.00	
03-000-5270										
2	Direct Expense	shovel			1.0000		\$39.9900		\$39.9900	

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PO Number		Immediate GL Account			Check #	Check Date	Due Date	Discount Date		Bank Code	Discount
GL Date					Credit Card	CC Reference #			Payment Date		Total Invoice
									Y		\$0.00
01-300-5320											
3	Direct Expense	bolts/lock nuts					1.0000		\$1,800.00		\$1,800.00
									Y		\$0.00
01-200-5240											
4	Direct Expense	3 in 1 oil					1.0000		\$3,490.00		\$3,490.00
									Y		\$0.00
01-100-5270											
5	Direct Expense	batteries					1.0000		\$14,990.00		\$14,990.00
									Y		\$0.00
01-100-5270											
6	Direct Expense	keys					1.0000		\$2,000.00		\$2,000.00
									Y		\$0.00
01-300-5270											
<hr/>											
13	TRISTN / Tristn Jevon Center For Recovery										000003
MENTALHLTHEVAL		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021		KSB	\$0.00
10/20/2021					N						\$630.00
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit		Line Extension
	Inv/Alloc Desc					Serial Number			Discount		Discount Amt
GL Expense Account						GL Prepaid Account					Exp Date
1	Direct Expense	Physch Eval				3.0000			\$210,000.00		\$630,000.00
									Y		\$0.00
01-200-5290											
<hr/>											
14	OMNIGO / Omnigo Software										I-OS010038
SOFTWAREPURCHASE		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021		KSB	\$0.00
10/20/2021					N						\$4,500.00
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit		Line Extension
	Inv/Alloc Desc					Serial Number			Discount		Discount Amt
GL Expense Account						GL Prepaid Account					Exp Date
1	Direct Expense	Omnigo Software				1.0000			\$4,500,000.00		\$4,500,000.00
									Y		\$0.00
01-200-5110											
<hr/>											
15	PENPUB / Pen Publishing Interactive										782302
LEGACYOFFICE365		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021		KSB	\$0.00
10/20/2021					N						\$336.00
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit		Line Extension
	Inv/Alloc Desc					Serial Number			Discount		Discount Amt

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Tr. #	Vendor	Credit Card Vendor									Invoice #	
PO Number	Inv Date	Paid Out	Immediate	Check #	Check Date	Due Date	Discount Date	Bank Code			Discount	
GL Date	Immediate GL Account				Credit Card	CC Reference #			Payment Date			Total Invoice
GL Expense Account		GL Prepaid Account								Exp Date		
1	Direct Expense	Legacy Office 365				1 0000			\$336.0000			\$336.0000
									Y			\$0.00
01-100-5110												
16	KDORWPF / Kansas Department Of Revenue-Water Prot											3RD QTR WATER PROT
3RDQTR ACH	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB				\$0.00
10/20/2021				N								\$388.49
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit			Line Extension
Inv/Alloc Desc					Serial Number			Discount			Discount Amt	
GL Expense Account	GL Prepaid Account										Exp Date	
1	Direct Expense	3rd Qtr Water Prot				1 0000			\$388.4900			\$388.4900
									Y			\$0.00
03-000-5630												
17	FLU-CON / Flu-Con Inc.											P-62407-0
SEWERTRUCK	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB				\$0.00
10/20/2021				N								\$103.17
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit			Line Extension
Inv/Alloc Desc					Serial Number			Discount			Discount Amt	
GL Expense Account	GL Prepaid Account										Exp Date	
1	Direct Expense	Truck Repair				1 0000			\$103.1700			\$103.1700
									Y			\$0.00
04-000-5240												
18	USPUB / US Public Safety Group, Inc											10425
NAMETAGS	10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB				\$0.00
10/20/2021				N								\$53.45
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit			Line Extension
Inv/Alloc Desc					Serial Number			Discount			Discount Amt	
GL Expense Account	GL Prepaid Account										Exp Date	
1	Direct Expense	name Tags				1.0000			\$53.4500			\$53.4500
									Y			\$0.00
01-200-5260												
19	VISA / Visa											SEPT2021
ACH VISA	10/21/2021	N	Y	ACHVISASEPT	10/21/2021	10/21/2021	10/21/2021	KSB				\$0.00
10/21/2021				N								\$1,996.65
Line	Type	Desc/Inv Stock/Alloc				Quantity Bought			Cost Per Unit			Line Extension
Inv/Alloc Desc					Serial Number			Discount			Discount Amt	

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number		Inv Date	Immediate GL Account		Check #	CC Reference #		Payment Date		Discount
GL Date					Credit Card					Total Invoice
GL Expense Account					GL Prepaid Account					Exp Date
1	Direct Expense	lightbar					1.0000	\$199.9500		\$199.9500
								Y		\$0.00
01-200-5240										
2	Direct Expense	uniforms					1.0000	\$103.9400		\$103.9400
								Y		\$0.00
01-200-5270										
3	Direct Expense	uniforms					1.0000	\$59.9800		\$59.9800
								Y		\$0.00
01-200-5270										
4	Direct Expense	meal with new hire					1.0000	\$24.6100		\$24.6100
								Y		\$0.00
01-200-5260										
5	Direct Expense	Car Wash					1.0000	\$26.7500		\$26.7500
								Y		\$0.00
01-200-5240										
6	Direct Expense	Dump Truck Repair					1.0000	\$1,247.3600		\$1,247.3600
								Y		\$0.00
01-200-5240										
7	Direct Expense	USPS					1.0000	\$45.7500		\$45.7500
								Y		\$0.00
03-000-5280										
8	Direct Expense	Office Supplies					1.0000	\$280.9500		\$280.9500
								Y		\$0.00
01-100-5320										
9	Direct Expense	Cognito					1.0000	\$7.3600		\$7.3600
								Y		\$0.00
01-100-5110										
<hr/>										
20	LKM / League Of Kansas Municipalities									21-2501
KACM FALL CONF		10/20/2021	N	Y	Not Yet Assigned	10/20/2021	10/20/2021	10/20/2021	KSB	\$0.00
10/20/2021					N					\$175.00
Line	Type	Desc/Inv Stock/Alloc			Quantity Bought			Cost Per Unit		Line Extension
	Inv/Alloc Desc				Serial Number			Discount		Discount Amt
GL Expense Account					GL Prepaid Account					Exp Date
<hr/>										
1	Direct Expense	KACM Fall Conf					1.0000	\$175.0000		\$175.0000

AP Enter Bills Edit Report

City of Valley Falls (VFCITY)

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Tr. #	Vendor	Inv Date	Paid Out	Immediate	Credit Card Vendor	Check #	Check Date	Due Date	Discount Date	Bank Code	Invoice #
PO Number											Discount
GL Date		Immediate GL Account			Credit Card	CC Reference #				Payment Date	Total Invoice
01-100-5340										Y	\$0.00

Grand Totals

Total Direct Expense:	\$14,668.60
Total Non-Electronic Transactions:	\$14,668.60
Total Immediate Payments:	\$14,668.60

Report Summary

Report Selection Criteria	
Report Type:	Detailed
	Start End
Transaction Number:	Start End



City of
VALLEY FALLS

Incorporated May 17, 1869

ORDINANCE NO. 3-304.2

AN ORDINANCE ESTABLISHING HOURS OF SALES OF ALCOHOLIC LIQUOR AND CEREAL MALT BEVERAGE IN THE ORIGINAL PACKAGE WITHIN THE CITY OF VALLEY FALLS, KANSAS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS;

SECTION 1. Pursuit to K.S.A 41-2911, the sale at retail of alcoholic liquor and cereal malt beverage in the original package shall not be sold on:

- (a)** Sunday before 9 a.m. or after 8 p.m.;
- (b)** On Easter Sunday, Thanksgiving Day, Christmas Day; or
- (c)** Before 6 a.m. or after 12 p.m. on any day when the sale is permitted

SECTION 2. REPEAL. Ordinance No. 3-215 and 3-304.1

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its publication in the Valley Falls Vindicator, the official city paper of the City of Valley Falls, Jefferson County, Kansas.

PASSED BY THE CITY COUNCIL THE 20th DAY OF OCTOBER, 2021.

APPROVED BY THE MAYOR THIS 20th DAY OF OCTOBER, 2021.

**LUCY THOMAS
MAYOR**

ATTEST:

**CHRISTINE A. WEISHAAR
CITY CLERK**

CITY OF VALLEY FALLS
Valley Falls, Kansas

FINANCIAL STATEMENT
AND
INDEPENDENT AUDITOR'S REPORT

December 31, 2020

CITY OF VALLEY FALLS, KANSAS

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

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of City of Valley Falls, Kansas, as of and for the year ended December 31, 2020 and the related notes to the financial statement.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the *Kansas Municipal Audit and Accounting Guide*. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note C of the financial statement, the financial statement is prepared by the City of Valley Falls, Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note C and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis of Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of City of Valley Falls, Kansas as of December 31, 2020 or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Valley Falls, Kansas as of December 31, 2020, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note C.

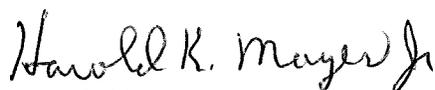
Other Matters

Required Regulatory Supplementary Information

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

Prior Year Comparative

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of City of Valley Falls as of and for the year ended December 31, 2019 (not presented herein), and have issued our report thereon dated March 19, 2020, which contained an unmodified opinion on the basic financial statement. The 2019 basic financial statements and accompanying report are not presented herein, but available in electronic form from the web site of the Kansas Department of Administration at the following link <http://admin.ks.gov/offices/oar/municipal-services>. The 2019 actual column (2019 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures – actual and budget for the year ended December 31, 2020 (Schedule 2 as listed in the table of contents) is presented for purposes of additional analysis and is not a required part of the basic financial statement. Such 2019 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2019 basic financial statement. The 2019 comparative information was subjected to the auditing procedures applied in the audit of the 2019 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2019 basic financial statement or to the 2019 basic financial statements itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2019 comparative information is fairly stated in all material respects in relation to the basic financial statement as a whole for the year ended December 31, 2019, on the basis of accounting described in Note C.



Harold K Mayes Jr CPA
Agler & Gaeddert, Chartered
Ottawa, Kansas
August 18, 2021

City of Valley Falls, Kansas

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES
AND UNENCUMBERED CASH
REGULATORY BASIS
For the Year Ended December 31, 2020

Fund	Unencumbered Cash Balance Beginning of Year	Cash Receipts
Governmental Type Funds		
General Fund	\$ 39,169	\$ 624,096
Special Purpose Funds		
Consolidated Street & Highway	96,453	75,314
Special equipment reserve	11,319	0
Bond and Interest Fund		
Bond and Interest	255,934	147,294
Capital Projects Fund		
Capital Improvements	<u>4,688</u>	<u>4,329</u>
	<u>407,563</u>	<u>851,033</u>
Business Funds		
Water Utility	179,970	292,484
Sewer Utility	280,998	138,922
Solid Waste	<u>47,310</u>	<u>111,736</u>
	<u>508,278</u>	<u>543,142</u>
	<u>\$ 915,841</u>	<u>\$ 1,394,175</u>

The accompanying notes are an integral part of this statement.

Statement 1

<u>Expenditures</u>	<u>Unencumbered Cash Balance End of Year</u>	<u>Add Outstanding Encumbrances and Accounts Payable</u>	<u>Cash Balance End of Year</u>
\$ 644,655	\$ 18,610	\$ 2,081	\$ 20,691
98,402	73,365	0	73,365
5,663	5,656	0	5,656
107,842	295,386	0	295,386
<u>9</u>	<u>9,008</u>	<u>0</u>	<u>9,008</u>
<u>856,571</u>	<u>402,025</u>	<u>2,081</u>	<u>404,106</u>
314,169	158,285	100,894	259,179
125,058	294,862	11	294,873
<u>113,003</u>	<u>46,043</u>	<u>10,300</u>	<u>56,343</u>
<u>552,230</u>	<u>499,190</u>	<u>111,205</u>	<u>610,395</u>
<u>\$ 1,408,801</u>	<u>\$ 901,215</u>	<u>\$ 113,286</u>	<u>\$ 1,014,501</u>

Cash balance consisting of

Balance on deposit

Checking, money market accounts & petty cash

Certificates of deposit

Total cash

\$ 370,170

644,331

\$ 1,014,501

The accompanying notes are an integral part of this statement.

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE A. MUNICIPAL REPORTING ENTITY

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

NOTE B. REGULATORY BASIS FUND TYPES

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

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

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

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

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

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

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

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

NOTE C. BASIS OF ACCOUNTING

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

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

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE D. BUDGETARY INFORMATION

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

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

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

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

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

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

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

Bond and Interest Fund Capital Improvement Fund

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

NOTE E. DEPOSITS AND INVESTMENTS

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

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE E. DEPOSITS AND INVESTMENTS – Continued

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

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

Custodial credit risk – deposits: Custodial credit risk is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. State statutes require the City’s deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated “peak periods” when required coverage is 50%. There were no designated “peak periods” during the year. All bank deposits were legally secured at December 31, 2020.

At December 31, 2020, the carrying amount of the City’s bank deposits was \$1,014,501 and the bank balance as \$1,014,810. The bank balance was held by one bank which increases concentration risk. The difference between carrying amount and bank balance is outstanding checks and deposits. Of the bank balance, \$412,508 was covered by federal depository insurance and \$602,302 was collateralized with securities held by the pledging financial institution’s agents in the City’s name.

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

NOTE F. LONG-TERM DEBT

<u>Debt Issued</u>	<u>Interest</u>	<u>Date of</u>	<u>Amount</u>	<u>Maturity</u>	
Revenue Bonds					
Series 2016 - Swimming pool	1% to	10/26/2016	\$ 1,535,000	04/01/2037	
	Beginning of			End of	
	Year			Year	
<u>Debt Issued</u>	<u>Balance</u>	<u>Additions</u>	<u>Reductions/ Payments</u>	<u>Balance</u>	<u>Interest Paid</u>
Revenue Bonds					
Series 2016 - Swimming pool	\$ 1,430,000	\$ 0	\$ 65,000	\$ 1,365,000	\$ 41,843
Total	\$ 1,430,000	\$ 0	\$ 65,000	\$ 1,365,000	\$ 41,843
Detail of payments by year					
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Principal:					
Series 2016 - Swimming pool	\$ 65,000	\$ 65,000	\$ 65,000	\$ 70,000	\$ 70,000
	<u>2026-2030</u>	<u>2031-2035</u>	<u>2036-2037</u>	<u>Total</u>	
Principal:					
Series 2016 - Swimming pool	\$ 220,000	\$ 510,000	\$ 300,000		\$ 1,365,000

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE F. LONG-TERM DEBT – continued

Detail of payments by year	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Interest:					
Series 2016 - Swimming pool \$	\$ <u>40,869</u>	\$ <u>39,762</u>	\$ <u>38,527</u>	\$ <u>37,107</u>	\$ <u>35,497</u>
	<u>2026-2030</u>	<u>2031-2035</u>	<u>2035-2037</u>		<u>Total</u>
Interest:					
Series 2016 - Swimming pool \$	\$ <u>146,920</u>	\$ <u>69,744</u>	\$ <u>17,249</u>		\$ <u>425,675</u>

The debt limit per Kansas Statutes is limited to thirty percent of the assessed tangible valuation given by the County Appraiser to the County Clerk on June 15 each year. At December 31, 2020, the statutory limit for the City was \$1,905,037 providing a debt margin of \$1,905,037 after removing debt exempt from the limitation.

NOTE G. INTERFUND TRANSFERS

<u>From:</u>	<u>To:</u>	<u>Statutory Authority</u>	<u>Amount</u>
Sewer Fund	General Fund	12-1118	\$ 20,000

NOTE H. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

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

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

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

NOTE I. DEFINED BENEFIT PENSION PLAN

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

Contributions. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE I. DEFINED BENEFIT PENSION PLAN - continued

State law provides that the employer contribution rates for KPERS 1, KPERS 2, and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.61% for the fiscal year ended December 31, 2020. Contributions to the pension plan from the City were \$28,974, for KPERS for the year ended December 31, 2020.

Net Pension Liability. At December 31, 2020, the City of Valley Falls' proportionate share of the collective net pension liability reported by KPERS was \$296,420. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2019, which was rolled forward to June 30, 2020. The City of Valley Falls' proportion of the net pension liability was based on the ratio of the City of Valley Falls' contributions to KPERS, relative to the total employer and non-employer contributions of the local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

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

NOTE J. OTHER POSTEMPLOYMENT BENEFITS – THRU KPERS

Death and Disability Other Post-Employment Benefits. As provided by K.S.A. 74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2020.

NOTE K. RISK MANAGEMENT

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

NOTE L. OTHER INFORMATION

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

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

CITY OF VALLEY FALLS, KANSAS

NOTES TO FINANCIAL STATEMENT

December 31, 2020

NOTE L. OTHER INFORMATION - continued

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

Solid Waste Fund exceed budget by \$3,269.

NOTE M. SUBSEQUENT EVENTS

Subsequent Events: The City evaluated subsequent events through August 18, 2021, the date the financial statements were available to be issued. There were no material subsequent events which required disclosure.

**REGULATORY BASIS
SUPPLEMENTARY INFORMATION**

City of Valley Falls, Kansas

Schedule 1

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2020

Fund	Certified Budget	Adjustments for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
Governmental Type funds					
General Fund	\$ 666,448	\$ 0	\$ 666,448	\$ 644,655	\$ (21,793)
Special Purpose Funds					
Consolidated Street & Highway	113,000	0	113,000	98,402	(14,598)
Special Equipment Reserve	11,319	0	11,319	5,663	(5,656)
Business Funds					
Water Utility	333,772	0	333,772	314,169	(19,603)
Sewer Utility	162,256	0	162,256	125,058	(37,198)
Solid Waste	109,734	0	109,734	113,003	3,269

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2a

GENERAL FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Taxes				
Ad valorem property tax	\$ 204,577	\$ 200,073	\$ 240,087	\$ (40,014)
Back tax collections	3,142	33,428	40,113	(6,685)
Motor vehicle tax	30,945	15,286	26,898	(11,612)
Recreational Vehicle tax	305	209	251	(42)
Sales tax	86,186	141,919	171,250	(29,331)
State Revenues	31,072	22,236	32,000	(9,764)
In lieu of taxes	5,000	0	0	0
	<u>361,227</u>	<u>413,151</u>	<u>510,599</u>	<u>(97,448)</u>
Licenses, fees and permits				
License and permits	1,002	4,231	4,735	(504)
Swimming pool	37,358	17,266	10,466	6,800
Franchise fees	52,846	49,349	51,903	(2,554)
Police/Court	7,827	4,720	18,000	(13,280)
	<u>99,033</u>	<u>75,566</u>	<u>85,104</u>	<u>(9,538)</u>
Use of money and property				
Interest on investments	9,111	3,867	3,317	550
Other				
Rural Housing Incentive Districts	7,920	35,698	0	35,698
Reimbursed expenses	18,217	50,516	12,477	38,039
Miscellaneous	19,325	25,298	0	25,298
	<u>45,462</u>	<u>111,512</u>	<u>12,477</u>	<u>99,035</u>
Transfers				
Transfer from Solid Waste	0	20,000	20,000	0
Total cash receipts	<u>514,833</u>	<u>624,096</u>	<u>\$ 631,497</u>	<u>\$ (7,401)</u>
Expenditures				
Administrative	140,672	165,710	\$ 152,219	\$ 13,491
Police/Court	192,679	244,171	250,076	(5,905)
Streets	196,134	166,924	195,249	(28,325)
Parks and Pool	88,682	59,127	68,904	(9,777)
Solid Waste	4,758	8,723	0	8,723
	<u>622,925</u>	<u>644,655</u>	<u>\$ 666,448</u>	<u>\$ (21,793)</u>
Receipts over (under) expenditures	(108,092)	(20,559)		
Unencumbered cash, beginning of year	147,261	39,169		
Unencumbered cash, end of year	<u>\$ 39,169</u>	<u>\$ 18,610</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2b

SPECIAL PURPOSE FUNDS
 CONSOLIDATED STREET & HIGHWAY FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Taxes				
Gas & Sales tax	\$ 96,453	\$ 75,314	\$ 75,000	\$ 314
Total Cash Receipts	96,453	75,314	<u>75,000</u>	<u>314</u>
Expenditures				
Contractual services	0	98,402	113,000	(14,598)
Total expenditures	0	98,402	<u>113,000</u>	<u>(14,598)</u>
Receipts over (under) expenditures	96,453	(23,088)		
Unencumbered cash, beginning of year	0	96,453		
Unencumbered cash, end of year	<u>\$ 96,453</u>	<u>\$ 73,365</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2c

SPECIAL PURPOSE FUNDS
 SPECIAL EQUIPMENT RESERVE FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Special Equipment Revenue	\$ 951	\$ 0	\$ 0	\$ 0
Expenditures				
Capital outlay	0	5,663	11,319	(5,656)
Receipts over (under) expenditures	951	(5,663)		
Unencumbered cash, beginning of year	10,368	11,319		
Unencumbered cash, end of year	\$ 11,319	\$ 5,656		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2d

BOND AND INTEREST FUND
 BOND AND INTEREST FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
Cash receipts		
State sales tax	\$ 126,899	\$ 147,294
Total cash receipts	<u>126,899</u>	<u>147,294</u>
Expenditures		
Legal fees	1,000	1,000
Bond payment	<u>107,688</u>	<u>106,842</u>
Total expenditures	<u>108,688</u>	<u>107,842</u>
Receipts over (under) expenditures	18,211	39,452
Unencumbered cash, beginning of year	<u>237,723</u>	<u>255,934</u>
Unencumbered cash, end of year	<u>\$ 255,934</u>	<u>\$ 295,386</u>

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2e

CAPITAL FUND PROJECTS
 CAPITAL IMPROVEMENT FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
 REGULATORY BASIS

For the Year Ended December 31, 2020

(With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
Cash receipts		
Interest	\$ 4,315	\$ 4,329
Total cash receipts	<u>4,315</u>	<u>4,329</u>
Expenditures		
Swimming pool	<u>12</u>	<u>9</u>
Total expenditures	<u>12</u>	<u>9</u>
Receipts over (under) expenditures	4,303	4,320
Unencumbered cash, beginning of year	<u>385</u>	<u>4,688</u>
Unencumbered cash, end of year	\$ <u><u>4,688</u></u>	\$ <u><u>9,008</u></u>

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2f

BUSINESS FUNDS
 WATER UTILITY FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Charges for services	\$ 205,681	\$ 219,045	\$ 220,235	\$ (1,190)
Interest	0	0	268	(268)
Grants	0	73,439	69,000	4,439
Total cash receipts	<u>205,681</u>	<u>292,484</u>	<u>\$ 289,503</u>	<u>\$ 2,981</u>
Expenditures				
Salaries and benefits	72,549	68,367	\$ 70,896	\$ (2,529)
Operating expenses	69,985	94,892	84,566	10,326
Utilities	22,677	19,868	21,050	(1,182)
Debt service	15,544	0	0	0
Vehicle expense	2,398	1,072	18,000	(16,928)
Capital outlay	0	6,163	0	6,163
Water Tower Maintenance	0	47,254	42,660	4,594
Water Meter Upgrade Project	37,396	76,553	96,600	(20,047)
Total expenditures subject to budget	<u>220,549</u>	<u>314,169</u>	<u>\$ 333,772</u>	<u>\$ (19,603)</u>
Receipts over (under) expenditures	(14,868)	(21,685)		
Unencumbered cash, beginning of year	<u>194,838</u>	<u>179,970</u>		
Unencumbered cash, end of year	<u>\$ 179,970</u>	<u>\$ 158,285</u>		

See Independent Auditor's Report.

City of Valley Falls, Kansas

Schedule 2g

BUSINESS FUNDS
SEWER SERVICE UTILITY FUND
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2020
(With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Charges for services	\$ 139,618	\$ 138,922	\$ 139,284	\$ (362)
Total cash receipts	<u>139,618</u>	<u>138,922</u>	<u>\$ 139,284</u>	<u>\$ (362)</u>
Expenditures				
Salaries and benefits	73,505	59,787	\$ 62,203	\$ (2,416)
Operating expenses	59,253	29,978	62,000	(32,022)
Utilities	3,040	2,056	2,199	(143)
Insurance	11,716	13,237	15,854	(2,617)
Transfers	<u>0</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u>
Total expenditures subject to budget	<u>147,514</u>	<u>125,058</u>	<u>\$ 162,256</u>	<u>\$ (37,198)</u>
Receipts over (under) expenditures	(7,896)	13,864		
Unencumbered cash, beginning of year	<u>288,894</u>	<u>280,998</u>		
Unencumbered cash, end of year	<u>\$ 280,998</u>	<u>\$ 294,862</u>		

See Independent Auditor's Report.

City of Valley Funds, Kansas

Schedule 2h

BUSINESS FUNDS
 SOLID WASTE FUND
 SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 REGULATORY BASIS
 For the Year Ended December 31, 2020
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2019)

	2019 Actual	2020		Variance Over (Under)
		Actual	Budget	
Cash receipts				
Charges for services	\$ 101,224	\$ 111,736	\$ 109,734	\$ 2,002
Expenditures				
Contractual services	108,783	113,003	\$ 109,734	\$ 3,269
Total Expenditures	108,783	113,003	\$ 109,734	\$ 3,269
Receipts over (under) expenditures	(7,559)	(1,267)		
Unencumbered cash, beginning of year	54,869	47,310		
Unencumbered cash, end of year	\$ 47,310	\$ 46,043		



City of
VALLEY FALLS

Incorporated May 17, 1869

**City Administrator Report
City Council October 20, 2021**

- 1) Employee Evaluations sent out. Due Nov 8th.
- 2) Burn Pile burned on Oct 7.
- 3) Purplewave Auction for Police Jeep on Oct 26. Currently at \$1,350.
- 4) City Clerk & I attended training for our website.
- 5) Updated website. Will add pictures next.
- 6) Updated phones to reflect new office hours.
- 7) New city administrator computer arrived and setup.
- 8) Sent remaining 2020 and all 2021 building permits to County Appraiser.
- 9) Working on retention schedule and file organization
- 10) Met with Keith Jeffers, Jefferson County Emergency Management Director
- 11) Attended the League of Kansas Municipalities Annual Conference in Topeka Oct 9-11
- 12) Spoke with Alex Darby and Bettis will have a schedule by the end of the week for CDBG Street Project.

Financials

Fund Balances As Of:

Fund #	Fund Name	Balance
01	General	\$116,632.95
03	Water	\$114,058.29
04	Sewer	\$258,603.67
05	Capital Improvement	\$9,007.56
06	Street & Highway	\$111,599.68
07	Special Equipment Reserve	\$5,731.71
08	Solid Waste	\$44,980.53
09	Bond Fund	\$300,065.65

CITY OFFICE

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