

**CITY OF HAYS COMMISSION MEETING
THURSDAY, APRIL 25, 2013 – 6:30 P.M.
AGENDA**

1. Call to order by Chairperson.
2. **MINUTES**: Consider approval of the minutes from the regular meeting held on April 11, 2013. (PAGE 1)
3. **FINANCIAL STATEMENT**: Consider accepting the Financial Statement for the month of March, 2013. (PAGE 5)
4. **CITIZEN COMMENTS**: (non-agenda items).
5. **CONSENT AGENDA**: (Items to be approved by the Commission in one motion, unless objections are raised).
[City Commission Rules of Procedure](#): Resolution No. 2013-010 (PAGE 65)

UNFINISHED BUSINESS

6. **NEWLY SEEDED LAWN PERMIT**: Consider approving the amended Newly Seeded Lawn Permit and adopting Ordinance No. 3860 incorporating it into the Code of Ordinances for the City of Hays, Kansas. (PAGE 79)

NEW BUSINESS

7. **DOG PARK PHASE I REQUEST**: Consider granting permission to the Friends of the Hays Dog Park to raise money for Phase I of the dog park project with the Commission considering approval of Phase I construction once the funds have been raised. (PAGE 87)
8. **BUILDING CONDEMNATION – FORT HAYS TRAILER PARK (618 EAST 5TH)**: Consider approving Resolution No. 2013-011 authorizing the abatement of the dangerous structures located on the property at 618 East 5th, Hays, Kansas. (PAGE 95)
9. **PROGRESS REPORT**
10. **REPORT OF THE CITY MANAGER** (PAGE 105)
11. **COMMISSION INQUIRIES AND COMMENTS**
12. **EXECUTIVE SESSION (IF REQUIRED)**
13. **ADJOURNMENT**

ANY PERSON WITH A DISABILITY NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT THE CITY MANAGER'S OFFICE 48 HOURS PRIOR TO THE SCHEDULED MEETING TIME. EVERY ATTEMPT WILL BE MADE TO ACCOMMODATE ANY REQUESTS FOR ASSISTANCE.

MINUTES OF A MEETING OF
THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON APRIL 11, 2013

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Thursday, April 11, 2013 at 6:30 p.m.

Roll Call: Present: Troy Hickman
Kent Steward
Henry Schwaller IV
Eber Phelps
Absent: Ron Mellick

Chairperson Hickman declared that a quorum was present and called the meeting to order.

2. MINUTES: There were no corrections or additions to the minutes of the regular session held on March 28, 2013; the minutes stand approved as presented.

3. MAYOR'S COMMENTS: Chairperson Hickman did not seek re-election; therefore this meeting is his last Commission meeting. He re-capped the many events, activities, and numerous improvements that occurred during his 16 years as a City Commissioner. He expressed his thanks and gratitude to the many people he has worked with throughout the years.

4. SWEARING IN CEREMONY: City Clerk Doris Wing administered the oath of office to Eber Phelps and Shaun Musil, who were recently elected to the City Commission. Commissioner Mellick, who was re-elected to a two-year term on the Commission was absent and will be sworn in at a later date.

5. REORGANIZATON OF GOVERNING BODY: A. Henry Schwaller IV moved, Eber Phelps seconded, that Kent Steward be elected to the position of Mayor.

Vote: Ayes: Kent Steward
Henry Schwaller IV
Eber Phelps
Shaun Musil

B. Kent Steward moved, Shaun Musil seconded, that Henry Schwaller IV be elected to the position of Vice-Mayor.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil

Not Voting: Henry Schwaller IV

6. RECOGNITION OF FORMER COMMISSIONER: Chairperson Steward presented Troy Hickman with a plaque for his 16 years of service as a City Commissioner and 4 ½ terms as Mayor. He read a proclamation that highlighted the many accomplishments that have occurred during his term in office and proclaimed April 11, 2013 as Troy Hickman Day.

Commissioners Schwaller and Phelps thanked Mr. Hickman for the many hours he has put in and the great job he has done on behalf of the citizens of Hays.

7. CITIZEN COMMENTS: There were no comments.

8. CONSENT AGENDA: Henry Schwaller IV moved, Eber Phelps seconded, that the following mayoral appointments be approved:

CARE Council

Kayla Lonnon - two-year term to expire March 1, 2015

Trisha Sauer - two-year term to expire March 1, 2015

Vote: Ayes: Kent Steward
Henry Schwaller IV
Eber Phelps
Shaun Musil

NEW BUSINESS

9. A-1 SCAFFOLD MFG., INC. TAX ABATEMENT: In 2010, the Commissioners approved Ordinance No. 3811 that allowed property belonging to A-1 Scaffold Mfg., Inc. that is used in A-1's business of manufacturing to be tax exempt. In February 2013, the Commission approved a Nunc Pro Tunc ordinance for A-1 Scaffold which essentially changed the date of the previously passed ordinance. This was done at the request of A-1's attorneys in order to satisfy the Court of Tax Appeals. A-1 asked for the wrong date and is now requesting the Commissioners to pass a First Amended Nunc Pro Tunc ordinance.

Henry Schwaller IV moved, Shaun Musil seconded, that Ordinance No. 3811 being the First Amended Nunc Pro Tunc ordinance exempting certain property in the city of Hays from ad valorem taxation for economic development purposes be approved.

Vote: Ayes: Kent Steward

Henry Schwaller IV

Eber Phelps

Shaun Musil

10. REPORT OF THE CITY MANAGER: City Manager Toby Dougherty discussed the recent water release from Cedar Bluff and the positive effect it is having on City wells in the Smoky Hill Wellfield. The recharge has taken the wells back to their July 2011 levels. Hays has two main sources of water, the Smoky Hill Alluvial Aquifer and the Big Creek Aquifer. The Big Creek Aquifer is still stressed; it has seen no significant recharge over the winter. Either wellfield can trigger a water watch, warning or emergency as defined in the City's Emergency Water Operating Plan. Presently the city is in a water watch. If it is necessary to go to a water warning, it is more than likely that it will be because of the Big Creek Aquifer. This means that the Smoky Hill Alluvial Aquifer might have to be pumped heavier, which will draw down the well levels more quickly.

The water watch requests citizens to voluntarily cut back on water use and practice water conservation measures. A water warning limits the outdoor watering; a water emergency bans all outside usage of water. At this time, it is hard to predict what the summer will bring.

Commissioner Schwaller recommended that no one plant a garden or a yard this year because the area is still in a severe drought. Additionally, he requested citizens be very careful when watering lawns to make sure the water goes on the lawn and not on the sidewalk or the street. The City will enforce outdoor watering restrictions this year as in the past.

Commissioner Phelps reminded citizens that the Kansas State University Agriculture Extension office is holding a series of Water Wise programs on Tuesday evenings that have been very helpful.

11. COMMISSION INQUIRIES AND COMMENTS: Newly installed Commissioner Musil thanked his family, the Commissioners, and City staff for helping him during his campaign and election.

Commissioner Musil was welcomed to the Commission by Chairperson Steward and Commissioners Schwaller and Phelps.

The meeting was adjourned.

Submitted by: _____

Doris Wing – City Clerk

Memo

DATE: April 17, 2013
TO: Toby Dougherty, City Manager
CC: Paul Briseno, Asst City Manager
FROM: Kim Rupp, Finance Director
RE: March 2013 Monthly Financial

The attached report contains the financial summaries of the revenue and expenditure activities of the City of Hays for the month ended March 31, 2013.

Period to Date Financial Performance

Revenues in March totaled \$1,970,718 an increase of \$107,535 compared to the same period as last year.

- Notable areas of increased revenue compared to March 2012
 - You will notice all levy funds experienced an increase in revenue when looking back a year ago. As mentioned last month, this is due to the timing of the small extra ad valorem and motor vehicle tax received this time of year.
- Notable areas of revenue decrease compared to March 2012
 - Golf course revenue was off \$9100 as compared to this time last year. Parks staff reminded me that the average March temperature last year was 70 degrees and this year it is 54 so that likely has something to do with the slow pace of membership sales.

Expenditures in March totaled \$1,650,066 which is a decrease of \$80,716 as compared to 2012.

- Notable areas of increased expenditures compared to March 2012
 - Other contractual for the City Manger's budget increased in March due to the \$9700 in league dues paid to resume the KMIT worker's compensation insurance

- Related to the above, workers compensation insurance for the Employee Benefit fund rose \$123,626 as this was paid in April of last year
- Chemicals for the Golf course went up \$19,839 as compared to a year ago
- The projects line item in H R increased \$8600 due to the salary study as budgeted for 2013
- General supplies and materials increased \$9520 for the Parks department due in large part to the purchase of buffalo grass seed
- Notable areas of decreased expenditures compared to March 2012
 - Electricity for buildings and grounds was down \$4800 as compared to a year ago
 - City Commission financial policy projects fell \$250,000 due to the approved transfer for additional street maintenance projects this time last year
 - You will notice a significant decrease in the salaries line item for the Police Dept in the amount of \$16,000. This is a result of the Dispatch fund created for the 2013 budget now under the City Manager and no longer contained in the Police budget.
 - Finally, chemicals for water production and wastewater treatment were down a combined \$15,192 as compared to March of 2012.

MTD sales tax collections for the Sports Complex were \$229,781 which was a slight decrease of \$355 when compared to last year. Total YTD collections are \$765,708 and ITD collections total \$10,691,557.

General Fund sales tax collections slowed a little for the second month in a row. MTD general fund sales tax collections were at \$561,055 down \$2,528 or -.45% as compared to last year. The six month running average on sales tax collections is down slightly at -.19%.

The attached report of quarter to date (QTD) sales tax collections by industry classification shows a nice increase of \$184,659 or 8.28% when comparing the top ten sales tax collecting industries for the City of Hays. These top ten now represent 70.12% of the total QTD sales tax distribution.

The Finance/City Clerks office invested \$1,650,000 of maturing or renewing certificates with a weighted average interest rate of .32%. This was one certificate that staff renewed on a two year term therefore the rate while still low was a little better than usual. The portfolio of certificates of deposit on March 31, 2013 totaled \$52,300,000 with a weighted average interest rate of .24%. The total balance of the Money Market account on March 31, 2013 was \$1,000,000 with a current yield of .20%. Total investments are up \$5,900,000 when compared to this time last year.

FINANCIAL STATEMENT CITY OF HAYS, KANSAS

This Document is for Internal Use and Represents Un-audited Figures

As of March 31, 2013

CASH BALANCE

Total Cash in All Funds	\$53,530,071.69
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STATEMENT OF CREDITS

Checking Accounts with Banks	\$228,571.69
Money Market Accounts	\$1,000,000.00
Investments	\$52,300,000.00
Cash in Office	<u>\$1,500.00</u>
TOTAL	\$53,530,071.69

STATEMENT OF CURRENT OBLIGATIONS

General Obligation Bonds	\$13,970,000.00
Temporary Notes	\$0.00
State Revolving Loan Fund	\$387,751.45
Revenue Bonds	\$3,835,000.00
Lease Purchase Agreements	<u>\$713,606.70</u>
	\$18,906,358.15

**CITY OF HAYS
INVESTMENTS AS OF
3/31/2013**

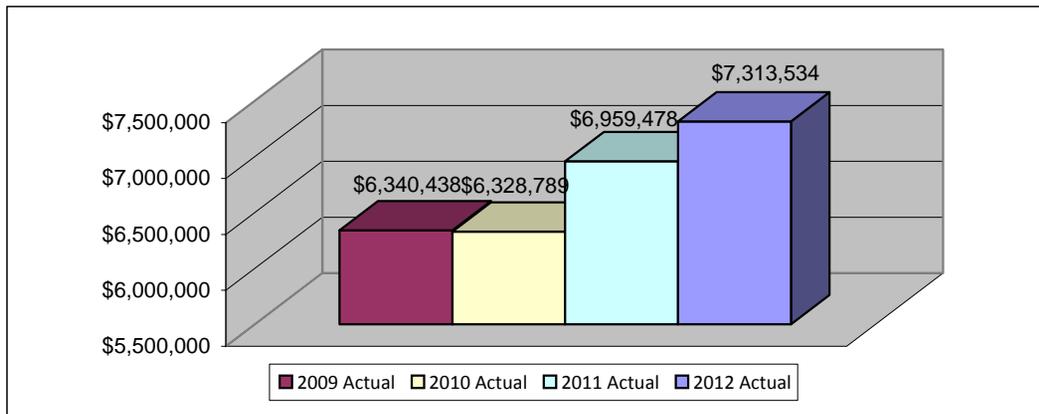
		<u>Date Issued</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Interest at Maturity</u>
<u>Commerce Bank</u>		<u>Certificates of Deposit</u>			
CD #					
830*	1,000,000.00	3/30/2012	4/5/2013	0.17%	1,727.94
963	2,000,000.00	5/4/2012	4/19/2013	0.17%	3,260.27
747	500,000.00	5/30/2012	5/3/2013	0.14%	648.22
748	500,000.00	5/30/2012	5/17/2013	0.14%	675.07
32*	1,000,000.00	6/7/2012	6/14/2013	0.17%	1,732.60
230*	1,000,000.00	6/15/2012	6/28/2013	0.17%	1,695.34
698	1,000,000.00	6/28/2012	6/28/2013	0.17%	1,769.86
731*	1,000,000.00	6/29/2012	7/12/2013	0.17%	1,695.34
813	1,000,000.00	7/27/2012	7/16/2013	0.19%	1,842.74
205	1,000,000.00	8/10/2012	7/26/2013	0.19%	1,821.92
931*	1,000,000.00	8/1/2012	8/9/2013	0.20%	2,043.84
003	1,000,000.00	9/7/2012	8/23/2013	0.17%	1,630.14
652	1,000,000.00	8/24/2012	8/23/2013	0.21%	2,094.24
876*	750,000.00	8/31/2012	9/6/2013	0.21%	1,570.69
917	1,000,000.00	2/22/2013	9/20/2013	0.09%	517.81
901	1,450,000.00	10/21/2011	10/21/2013	0.33%	9,583.11
757	1,000,000.00	10/5/2012	11/1/2013	0.22%	2,362.74
348	1,300,000.00	11/4/2011	11/4/2013	0.31%	8,060.00
453	1,200,000.00	10/30/2012	11/30/2013	0.20%	2,597.26
538*	1,000,000.00	11/2/2012	12/13/2013	0.20%	2,224.65
487*	1,000,000.00	12/3/2012	12/27/2013	0.19%	2,024.93
486*	1,000,000.00	12/3/2012	1/10/2014	0.20%	2,208.22
923*	1,000,000.00	12/14/2012	2/6/2014	0.20%	2,295.89
194*	1,000,000.00	12/24/2012	3/7/2014	0.20%	2,339.73
595*	1,000,000.00	1/7/2013	3/21/2014	0.20%	2,400.00
050	1,200,000.00	4/6/2012	4/6/2014	0.25%	5,999.99
002	3,000,000.00	1/18/2013	4/18/2014	0.21%	7,853.42
341*	1,500,000.00	1/31/2013	5/2/2014	0.21%	3,935.34
33*	2,000,000.00	6/7/2012	5/30/2014	0.30%	11,868.49
566*	2,500,000.00	2/8/2013	6/13/2014	0.21%	7,047.95
968*	1,000,000.00	2/25/2013	7/11/2014	0.20%	2,745.21
<u>Sunflower Bank</u>		<u>Certificates of Deposit</u>			
CD #					
<u>Equity Bank</u>		<u>Certificates of Deposit</u>			
CD #					
486	2,000,000.00	6/1/2012	5/31/2013	0.16%	3,191.23
531	2,000,000.00	9/21/2012	9/20/2013	0.28%	5,584.66
549	1,000,000.00	9/27/2012	10/4/2013	0.31%	3,159.45
558	1,750,000.00	10/1/2012	10/18/2013	0.25%	4,578.77
594	1,000,000.00	10/8/2012	11/15/2013	0.24%	2,649.86
423	3,000,000.00	1/23/2012	1/24/2014	0.40%	24,065.74
540	2,000,000.00	9/21/2012	2/21/2014	0.38%	10,785.75
477	1,000,000.00	5/30/2012	5/16/2014	0.31%	6,200.00
828	1,650,000.00	3/28/2013	3/28/2015	0.32%	10,560.00
<u>First National Bank</u>		<u>Certificates of Deposit</u>			
CD #					
<u>Emprise Bank</u>		<u>Certificates of Deposit</u>			
CD#					
<u>Bank of Hays</u>		<u>Certificates of Deposit</u>			
CD#					
					<u>171,048.41</u>
<u>52,300,000.00</u>					

<u>Emprise Bank</u>			
MMA	0.00		
<u>Commerce Bank</u>			
MMA	1,000,000.00	0.20%	

SALES TAX RECEIPTS
 City of Hays
 General Fund 1.25%

	2009 actual	2010 actual	2011 actual	2012 actual	2013 actual	Change from 2012	YTD % Change from 2012
January	\$618,869	\$539,129	\$543,135	\$611,353	\$630,469	\$19,116	3.13%
February	\$524,074	\$496,164	\$686,869	\$702,298	\$687,316	(\$14,982)	0.31%
March	\$587,117	\$551,958	\$576,013	\$563,583	\$561,055	(\$2,528)	0.09%
April	\$482,080	\$417,362	\$460,066	\$509,945			
May	\$420,206	\$519,366	\$569,624	\$611,234			
June	\$477,236	\$522,834	\$573,474	\$608,325			
July	\$564,768	\$511,370	\$570,421	\$621,448			
August	\$455,451	\$567,989	\$555,561	\$671,019			
September	\$546,619	\$543,507	\$573,336	\$572,295			
October	\$583,108	\$592,063	\$648,649	\$648,340			
November	\$522,049	\$525,702	\$580,035	\$638,490			
December	\$558,861	\$541,345	\$622,295	\$555,204			

TOTALS \$6,340,438 \$6,328,789 \$6,959,478 \$7,313,534 \$1,878,840 \$1,606
 -2.88% -0.18% 9.97% 5.09%
 Total Inc/dec over previous year



2011 - 2012 - 2013 6 month running avg	
January	3.47%
February	-0.16%
March	-0.19%
April	
May	
June	
July	
August	
September	
October	
November	
December	

**General Fund revenues provide funding for City services including police, fire, street, parks, swimming pool and golf course. It also provides funding to outside agencies such as Economic Development, Downtown Hays Development, United Way CARE Council and Fort Hays State Scholarships.

Sales Tax Collections by Industry Classification - Top Ten
 QTD 2012-2013 Jan, Feb, Mar

	2012	2013	\$\$ inc/dec	% inc/dec	% of 2013 Total
452 General Merchandise Stores	\$600,503	\$678,455	\$77,952	12.98%	19.69%
441 Motor Vehicle and Parts Dealers	\$459,877	\$520,226	\$60,349	13.12%	15.10%
722 Food Services and Drinking Places	\$282,015	\$282,258	\$243	0.09%	8.19%
444 Building Material and Garden Supply	\$222,332	\$240,615	\$18,283	8.22%	6.98%
445 Food and Beverage	\$196,270	\$257,472	\$61,202	31.18%	7.47%
517 Telecommunications	\$92,574	\$91,041	(\$1,533)	-1.66%	2.64%
448 Clothing and Clothing Accessories	\$129,903	\$140,827	\$10,924	8.41%	4.09%
423 Merchant Wholesalers, Durable Goods	\$135,900	\$104,592	(\$31,308)	-23.04%	3.04%
721 Accommodation	\$46,735	\$41,031	(\$5,704)	-12.20%	1.19%
451 Sporting Goods, Hobby, Book & Music	\$65,191	\$59,442	(\$5,749)	-8.82%	1.73%
	\$2,231,300	\$2,415,959	\$184,659	8.28%	70.12%

**MONTHLY STATEMENT OF CITY TREASURER
3/1/2013 THROUGH 3/31/2013**

FUND	BALANCE 3/1/2013	RECEIPTS	DISBURSEMENTS	BALANCE 3/31/2013
Cash Drawer	\$1,500.00			\$1,500.00
General	\$4,874,460.01	817,189.16	663,562.53	\$5,028,086.64
Petty Cash	\$1,000.00			\$1,000.00
Reserve Budget Stabilization	\$3,221,180.75			\$3,221,180.75
Library	\$54,027.66	32,327.99	0.00	\$86,355.65
Airport	\$212,645.08	11,318.20	24,948.12	\$199,015.16
Public Safety Equipment	\$304,093.25	11,314.77	71,507.94	\$243,900.08
Employee Benefit Contribution	\$1,775,817.12	75,892.68	481,138.82	\$1,370,570.98
Special Highway	\$274,437.22			\$274,437.22
Special Park & Recreation	\$291,592.60	34,585.07	100.00	\$326,077.67
Special Alcohol Program	\$160,724.51	34,235.07	0.00	\$194,959.58
Convention & Tourism	\$772,480.93	6,624.00	47,402.51	\$731,702.42
New Equipment Reserve	\$2,607,644.35	57.24	0.00	\$2,607,701.59
Grants	\$0.00			\$0.00
Library Employee Benefit	\$5,508.39	4,685.05	0.00	\$10,193.44
Golf Course Improvement	\$34,315.39	0.00	(7,650.00)	\$41,965.39
Park Development - Green Space	\$5,026.93			\$5,026.93
Sports Complex	\$1,690,176.19	229,781.00	0.00	\$1,919,957.19
Stormwater Management	\$321,450.03	0.00	(53,414.50)	\$374,864.53
Capital Projects	\$2,469,233.70	0.00	4,745.17	\$2,464,488.53
Airport Improvement	\$1,000,628.30	3,879.00	60,418.60	\$944,088.70
Bond & Interest	\$752,844.13	30,054.87	0.00	\$782,899.00
TDD Sales Tax	\$15,189.65	20,095.81	15,889.65	\$19,395.81
Home Depot Econ Dev Bds	\$156,461.78	13,397.00	0.00	\$169,858.78
Home Depot Econ Dev Bds (Cash Restr.)	\$24,608.90			\$24,608.90
48th/Roth Ave. - CID	\$0.00			\$0.00
Restricted Cash - 2009 A Bonds	\$65,352.00			\$65,352.00
Sales Tax (Cash Reserve)	\$22,481,199.52	10.00	27,782.10	\$22,453,427.42
Water & Sewer	\$6,226,084.49	784,238.40	380,431.12	\$6,629,891.77
Water & Sewer (Bond & Interest Reserve)	\$102,030.92			\$102,030.92
Water & Sewer (Bond Reserve Account)	\$118,334.00			\$118,334.00
Water & Sewer (Capital Reserve)	\$1,415,907.82			\$1,415,907.82
Water & Sewer(Reserve 2009A)	\$434,648.16	0.00	(24,962.92)	\$459,611.08
Solid Waste Fund	\$549,688.36	5,356.81	(49,542.33)	\$604,587.50
Solid Waste Reserve	\$501,676.22			\$501,676.22
Fire Insurance Trust	\$0.00			\$0.00

<u>FUND</u>	<u>BALANCE 3/1/2013</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE 3/31/2013</u>
	\$0.00			\$0.00
Municipal Court Agency Fund	\$128,848.52	0.00	(6,569.50)	\$135,418.02
	<u>\$53,050,816.88</u>	<u>\$2,115,042.12</u>	<u>1,635,787.31</u>	<u>\$53,530,071.69</u>

City of Hays Revenues

Month of March

	<u>Budgeted</u> 2013	<u>Collections</u> Current Mo.	<u>Collections</u> To Date	<u>Balance</u>
General				
<u>CULTURE & RECREATION REVENUES</u>				
Total Revenues	\$431,153.00	\$117,190.82	\$193,629.34	(\$237,523.66)
<u>GENERAL GOVERNMENT REVENUES</u>				
Total Revenues	\$11,262,885.00	\$781,144.10	\$2,337,440.34	(\$8,925,444.66)
<u>PUBLIC SAFETY REVENUES</u>				
Total Revenues	\$533,000.00	\$54,068.50	\$174,355.20	(\$358,644.80)
<u>PUBLIC WORKS REVENUES</u>				
Total Revenues	\$10,300.00	\$1,400.00	\$3,200.00	(\$7,100.00)
Library				
<u>LIBRARY FUND REVENUES</u>				
Total Revenues	\$1,190,401.00	\$32,327.99	\$691,454.41	(\$498,946.59)
Airport				
<u>AIRPORT FUND REVENUES</u>				
Total Revenues	\$343,161.00	\$11,318.20	\$142,908.71	(\$200,252.29)
Employee Benefit				
<u>EMPLOYEE BENEFIT REVENUES</u>				
Total Revenues	\$3,449,819.00	\$64,697.57	\$1,424,898.05	(\$2,024,920.95)
Special Highway				
<u>SPECIAL HIGHWAY REVENUES</u>				
Total Revenues	\$578,560.00	\$0.00	\$140,522.29	(\$438,037.71)
Special Park & Rec				
<u>SPECIAL PRK & REC REVENUES</u>				
Total Revenues	\$126,153.00	\$34,335.07	\$35,335.07	(\$90,817.93)
Special Alcohol Fund				
<u>SPECIAL ALCOHOL FUND REVENUES</u>				
Total Revenues	\$126,153.00	\$34,235.07	\$34,235.07	(\$91,917.93)
Convention & Visitors Bureau				
<u>CONVENTION & VISITOR'S REVENUE</u>				
Total Revenues	\$762,000.00	\$6,574.00	\$235,130.55	(\$526,869.45)
Library Employee Benefit				
<u>LIBRARY EMP. BENEFIT REVENUES</u>				
Total Revenues	\$173,425.00	\$4,685.05	\$100,419.96	(\$73,005.04)
Risk Management				
<u>RISK MANAGEMENT REVENUES</u>				
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00
Golf Course Improvement				
<u>GOLF COURSE IMPR. FUND REVENUE</u>				
Total Revenues	\$0.00	\$7,650.00	\$14,790.00	\$14,790.00
Park Development				
<u>PARK DEVELOPMENT FUND-REVENUE</u>				
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00
Sports Complex				
<u>SPORTS COMPLEX-REVENUES</u>				
Total Revenues	\$0.00	\$229,781.00	\$781,708.00	\$781,708.00
<u>STORMWATER MANAGEMENT REVENUES</u>				
Total Revenues	\$772,500.00	\$58,215.87	\$191,286.31	(\$581,213.69)
Bond & Interest				
<u>BOND & INTEREST REVENUES</u>				
Total Revenues	\$1,244,693.00	\$30,054.87	\$720,920.99	(\$523,772.01)

	<u>Budgeted</u> <u>2013</u>	<u>Collections</u> <u>Current Mo.</u>	<u>Collections</u> <u>To Date</u>	<u>Balance</u>
TDD Sales Tax				
<u>TDD SLS TAX REVENUES</u>				
Total Revenues	(\$56,562.92)	\$20,095.81	\$53,143.32	\$109,706.24
Home Depot Economic Dev Bonds				
<u>HDEPOT-ECON DEV BND-REVENUES</u>				
Total Revenues	\$222,925.00	\$13,397.00	\$71,008.76	(\$151,916.24)
48th/Roth Ave. - CID				
<u>48TH/ROTH AVE CID-REVENUES</u>				
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00
Water & Sewer				
<u>WATER & SEWER FUND REVENUES</u>				
Total Revenues	\$8,685,252.00	\$588,922.35	\$2,109,473.62	(\$6,575,778.38)
Solid Waste				
<u>SOLID WASTE FUND REVENUES</u>				
Total Revenues	\$1,268,900.00	\$110,405.79	\$324,314.35	(\$944,585.65)
Fire Insurance Trust				
<u>FIRE INS TRUST REVENUES</u>				
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00
 Grand Totals	 <u>\$31,124,717.08</u>	 <u>\$2,200,499.06</u>	 <u>\$9,780,174.34</u>	 <u>(\$21,344,542.74)</u>

City of Hays Expenditures

Month of March

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	<u>Balance</u>
General				
<u>BALLFIELD MAINTENANCE</u>				
Total Expenditures	\$60,500.00	\$6,762.29	\$10,308.55	\$50,191.45
<u>BICKLE-SCHMIDT SPORTS COMPLEX</u>				
Total Expenditures	\$257,093.00	\$13,446.75	\$28,537.53	\$228,555.47
<u>BUILDINGS & GROUNDS</u>				
Total Expenditures	\$531,260.00	\$38,574.31	\$115,226.57	\$416,033.43
<u>CEMETERIES</u>				
Total Expenditures	\$18,000.00	\$1,664.09	\$2,115.22	\$15,884.78
<u>CITY ATTORNEY</u>				
Total Expenditures	\$101,000.00	\$7,787.50	\$22,762.50	\$78,237.50
<u>CITY COMMISSION</u>				
Total Expenditures	\$2,786,813.00	\$750.00	\$4,942.25	\$2,781,870.75
<u>CITY MANAGER</u>				
Total Expenditures	\$454,097.00	\$39,217.47	\$104,163.93	\$349,933.07
<u>DISPATCH</u>				
Total Expenditures	\$552,452.00	\$35,044.48	\$123,390.09	\$429,061.91
<u>ECONOMIC DEVELOPMENT</u>				
Total Expenditures	\$256,205.00	\$150.00	\$141,655.00	\$114,550.00
<u>FINANCE/CITY CLERK</u>				
Total Expenditures	\$403,146.00	\$25,131.80	\$87,236.77	\$315,909.23
<u>FIRE DEPARTMENT</u>				
Total Expenditures	\$1,387,544.00	\$95,626.38	\$329,999.04	\$1,057,544.96
<u>FLEET MAINTENANCE</u>				
Total Expenditures	\$884,650.00	\$62,405.10	\$165,979.71	\$718,670.29
<u>GOLF COURSE</u>				
Total Expenditures	\$350,878.00	\$47,047.49	\$93,209.40	\$257,668.60
<u>HUMAN RESOURCES</u>				
Total Expenditures	\$223,417.00	\$21,616.39	\$49,583.74	\$173,833.26
<u>INFORMATION TECHNOLOGY</u>				
Total Expenditures	\$520,851.00	\$28,194.39	\$145,725.42	\$375,125.58
<u>INTERGOVERNMENTAL ACCOUNT</u>				
Total Expenditures	\$360,850.00	\$16,172.42	\$38,666.70	\$322,183.30
<u>MUNICIPAL COURT</u>				
Total Expenditures	\$151,626.00	\$10,596.81	\$36,507.26	\$115,118.74
<u>P.W.-GENERAL ADMINISTRATION</u>				
Total Expenditures	\$349,867.00	\$21,394.80	\$71,483.18	\$278,383.82
<u>PARKS & PLAYGROUNDS</u>				
Total Expenditures	\$842,410.00	\$78,322.77	\$209,079.04	\$633,330.96
<u>PLANNING INSPECTION ENFORCEMENT</u>				
Total Expenditures	\$314,238.00	\$18,524.47	\$62,170.63	\$252,067.37
<u>POLICE DEPARTMENT</u>				
Total Expenditures	\$2,098,965.00	\$139,864.83	\$526,167.63	\$1,572,797.37
<u>PUBLIC WORKS-SERVICE DIVISION</u>				
Total Expenditures	\$868,197.00	\$74,538.86	\$203,210.23	\$664,986.77
<u>QUALITY OF LIFE</u>				
Total Expenditures	\$38,747.00	\$5,444.00	\$38,747.00	\$0.00
<u>SOCIAL SERVICES</u>				
Total Expenditures	\$164,000.00	\$0.00	\$82,000.00	\$82,000.00
<u>SWIMMING POOL</u>				
Total Expenditures	\$137,900.00	\$2,954.15	\$2,954.15	\$134,945.85
Library				
<u>LIBRARY FUND EXPENDITURES</u>				
Total Expenditures	\$1,210,787.00	\$0.00	\$670,810.21	\$539,976.79
Airport				
<u>AIRPORT FUND EXPENDITURES</u>				
Total Expenditures	\$507,086.00	\$24,948.12	\$84,954.84	\$422,131.16

	<u>Budgeted</u> <u>2013</u>	<u>Expenses</u> <u>Current Mo.</u>	<u>Expenses</u> <u>To Date</u>	<u>Balance</u>
Employee Benefit				
<u>EMPLOYEE BENEFIT EXPENDITURES</u>				
Total Expenditures	\$3,998,165.00	\$469,943.71	\$1,107,200.57	\$2,890,964.43
Special Highway				
<u>SPECIAL HIGHWAY EXPENDITURES</u>				
Total Expenditures	\$1,085,329.00	\$0.00	\$368,290.62	\$717,038.38
Special Park & Rec				
<u>SPECIAL PRK & REC EXPENDITURES</u>				
Total Expenditures	\$382,099.00	(\$150.00)	\$15,669.18	\$366,429.82
Special Alcohol Fund				
<u>SPECIAL ALCOHOL FUND EXPENDITURE</u>				
Total Expenditures	\$299,538.00	\$0.00	\$30,000.00	\$269,538.00
Convention & Visitors Bureau				
<u>CVB EXPENDITURES</u>				
Total Expenditures	\$1,310,497.00	\$47,352.51	\$135,919.37	\$1,174,577.63
Library Employee Benefit				
<u>LIBRARY EMP. BENEFIT EXPENDITURE</u>				
Total Expenditures	\$175,746.00	\$0.00	\$97,532.30	\$78,213.70
Risk Management				
<u>RISK MGT. FUND EXPENDITURES</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
Golf Course Improvement				
<u>GOLF COURSE IMPR. EXPENDITURES</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
Park Development				
<u>PARK DEVELOPMENT EXPENDITURES</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
Sports Complex				
<u>SPORTS COMPLEX-EXPENDITURES</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
<u>STORMWATER MANAGEMENT EXPENDITURE</u>				
Total Expenditures	\$944,974.00	\$4,801.37	\$17,214.60	\$927,759.40
Bond & Interest				
<u>BOND & INTEREST EXPENDITURES</u>				
Total Expenditures	\$1,487,873.00	\$0.00	\$236,301.68	\$1,251,571.32
TDD Sales Tax				
<u>TDD SLS TAX EXPENDITURES</u>				
Total Expenditures	\$0.00	\$15,889.65	\$74,691.57	(\$74,691.57)
Home Depot Economic Dev Bonds				
<u>H DEPOT ECON DEV BND-EXPENDITURE</u>				
Total Expenditures	\$212,618.00	\$0.00	\$51,308.76	\$161,309.24
48th/Roth Ave. - CID				
<u>48TH/ ROTH AVE CID-EXPENDITURE</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
Water & Sewer				
<u>DEBT SERVICE</u>				
Total Expenditures	\$823,949.00	\$58,245.66	\$175,456.91	\$648,492.09
<u>DEBT SERVICE - SALES TAX</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
<u>UTILITIES DEPT./WATER CONSERV.</u>				
Total Expenditures	\$87,565.00	\$2,000.00	\$4,500.00	\$83,065.00
<u>W/S NON-OPERATING EXPENDITURES</u>				
Total Expenditures	\$6,472,280.00	\$11,077.74	\$88,881.67	\$6,383,398.33
<u>WASTEWATER TREATMENT & COLL.</u>				
Total Expenditures	\$1,103,900.00	\$63,965.37	\$209,078.27	\$894,821.73
<u>WATER PRODUCTION & DIST.</u>				
Total Expenditures	\$1,647,476.00	\$105,254.07	\$333,898.86	\$1,313,577.14
Solid Waste				
<u>SOLID WASTE FUND EXPENDITURE</u>				
Total Expenditures	\$1,477,452.00	\$55,506.65	\$152,093.06	\$1,325,358.94

	<u>Budgeted</u> <u>2013</u>	<u>Expenses</u> <u>Current Mo.</u>	<u>Expenses</u> <u>To Date</u>	<u>Balance</u>
Fire Insurance Trust				
<u>FIRE INS TRUST EXPENDITURES</u>				
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals	<u>\$37,342,040.00</u>	<u>\$1,650,066.40</u>	<u>\$6,549,624.01</u>	<u>\$30,792,415.99</u>

GENERAL FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	5,028,086.64
Petty Cash	1,000.00
Cash Drawer	1,500.00
Reserve-Budget Stabilization	3,221,180.75
Accts. Receivable-Police Court	0.00
Accts. Receivable-Misc. Sources	0.00

TOTAL ASSETS **8,251,767.39**

LIABILITIES

Accounts Payable	0.00
Accrued Payroll	123,865.28
Accrued Vacation/PTO	431,708.57
Accrued Sick Leave	34,918.50
Accrued Comp Time	
W/H -Payable	
State W/H Payable	
FICA/Med Payable	
KPERS-Payable	
Prior Year Encumbrance	0.00
Lease Purchase Agreements	0.00

TOTAL LIABILITIES **590,492.35**

FUND BALANCE

Revenues	2,694,703.88
Expenditures	-2,405,324.82
Fund Balance Reserved for Enc	39,141.78
Fund Balance Unreserved	4,111,573.45
Bdgt Stabilization Reserved Fund Bl	3,221,180.75

TOTAL FUND BALANCE **7,661,275.04**

**TOTAL LIABILITIES
& FUND BALANCE** **8,251,767.39**

LIBRARY FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

86,355.65

TOTAL ASSETS

86,355.65

FUND BALANCE

Revenues

691,454.41

Expenditures

-670,810.21

Fund Balance Unreserved

65,711.45

TOTAL FUND BALANCE

86,355.65

AIRPORT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	199,015.16
Accts. Receivable-	
Accts. Receivable-Misc. Sources	
TOTAL ASSETS	199,015.16

LIABILITIES

Accounts Payable	
Accrued Payroll	1,410.15
Accrued Vacation/PTO	4,353.45
Accrued Sick Leave Payout	
Prior Year Encumbrance	0.00
TOTAL LIABILITIES	5,763.60

FUND BALANCE

Revenues	142,908.71
Expenditures	-78,598.03
Fund Balance Reserved for Enc	0.00
Fund Balance Unreserved	128,940.88
TOTAL FUND BALANCE	193,251.56

TOTAL LIABILITIES & FUND BALANCE	199,015.16
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PUBLIC SAFETY EQUIPMENT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

243,900.08

TOTAL ASSETS

243,900.08

LIABILITIES:

Accounts Payable

0.00

TOTAL LIABILITIES

0.00

FUND BALANCE

Revenues

243,510.97

Expenditures

-81,680.64

Fund Balance Reserved for Enc

12,883.53

Fund Balance Unreserved

69,186.22

TOTAL FUND BALANCE

243,900.08

EMPLOYEE BENEFIT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash		1,370,570.98
Accts. Receivable-Misc. Sources		0.00
	TOTAL ASSETS	<u>1,370,570.98</u>

LIABILITIES

Accounts Payable		99,397.70
	TOTAL LIABILITIES	<u>99,397.70</u>

FUND BALANCE

Revenues		1,424,898.05
Expenditures		-1,026,863.67
Fund Balance Reserved for Enc		
Fund Balance Unreserved		873,138.90
	TOTAL FUND BALANCE	<u>1,271,173.28</u>

	TOTAL LIABILITIES & FUND BALANCE	<u><u>1,370,570.98</u></u>
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SPECIAL HIGHWAY FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	274,437.22
Grants Receivable	0.00
TOTAL ASSETS	<u>274,437.22</u>

LIABILITIES

Accounts Payable	0.00
Due To Other Funds	0.00
Prior Year Encumbrance	0.00
TOTAL LIABILITIES	<u>0.00</u>

FUND BALANCE

Revenues	140,522.29
Expenditures	-354,074.14
Fund Balance Reserved for Enc	21,098.98
Fund Balance Unreserved	466,890.09
TOTAL FUND BALANCE	<u>274,437.22</u>

TOTAL LIABILITIES & FUND BALANCE	<u><u>274,437.22</u></u>
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SPECIAL PARK & RECREATION FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

326,077.67

TOTAL ASSETS

326,077.67

LIABILITIES

Accounts Payable

0.00

TOTAL LIABILITIES

0.00

FUND BALANCE

Revenues

35,335.07

Expenditures

-15,619.18

Fund Balance Reserved for Enc

4,653.79

Fund Balance Unreserved

301,707.99

TOTAL FUND BALANCE

326,077.67

TOTAL LIABILITIES

& FUND BALANCE

326,077.67

SPECIAL ALCOHOL FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

194,959.58

TOTAL ASSETS

194,959.58

LIABILITIES

Accrued Payroll

Accrued Vacation

Accounts Payable

0.00

TOTAL LIABILITIES

0.00

FUND BALANCE

Revenues

34,235.07

Expenditures

-30,000.00

Fund Balance Unreserved

190,724.51

TOTAL FUND BALANCE

194,959.58

**TOTAL LIABILITIES
& FUND BALANCE**

194,959.58

CONVENTION & VISITOR'S BUREAU FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	731,702.42
Accts. Receivable-Misc. Sources	0.00
TOTAL ASSETS	<u>731,702.42</u>

LIABILITIES

Accounts Payable	0.00
Accrued Payroll	3,753.33
Accrued Vacation/PTO	10,863.96
Accrued Comp Time	0.00
Prior Year Encumbrance	0.00
TOTAL LIABILITIES	<u>14,617.29</u>

FUND BALANCE

Revenues	235,130.55
Expenditures	-119,867.14
Fund Balance Reserved for Enc	0.00
Fund Balance Unreserved	601,821.72
TOTAL FUND BALANCE	<u>717,085.13</u>

TOTAL LIABILITIES & FUND BALANCE	<u><u>731,702.42</u></u>
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NEW EQUIPMENT RESERVE FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

	2,607,701.59
TOTAL ASSETS	<u>2,607,701.59</u>

LIABILITIES

Accounts Payable

	<u>0.00</u>
TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues

424.83

Expenditures

0.00

Fund Balance Reserved for Enc

0.00

Fund Balance Unreserved

2,607,276.76

TOTAL FUND BALANCE	<u>2,607,701.59</u>
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TOTAL LIABILITIES & FUND BALANCE	<u><u>2,607,701.59</u></u>
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GRANTS- MULTI FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash		0.00
Loan Receivable		0.00
	TOTAL ASSETS	0.00

LIABILITIES

Accounts Payable		0.00
	TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues		0.00
Expenditures		0.00
Fund Balance Unreserved		
	TOTAL FUND BALANCE	0.00
	TOTAL LIABILITIES & FUND BALANCE	0.00

LIBRARY EMPLOYEE BENEFIT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

10,193.44

TOTAL ASSETS

10,193.44

FUND BALANCE

Revenues

100,419.96

Expenditures

-97,532.30

Fund Balance Unreserved

7,305.78

TOTAL FUND BALANCE

10,193.44

GOLF COURSE IMPROVEMENT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

41,965.39

TOTAL ASSETS

41,965.39

LIABILITIES

Accounts Payable

0.00

TOTAL LIABILITIES

FUND BALANCE

Revenues

14,025.00

Expenditures

0.00

Fund Balance Reserved for Enc

0.00

Fund Balance Unreserved

27,940.39

TOTAL FUND BALANCE

41,965.39

**TOTAL LIABILITIES
& FUND BALANCE**

41,965.39

PARK DEVELOPMENT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

5,026.93

TOTAL ASSETS

5,026.93

FUND BALANCE

Revenues

Expenditures

Fund Balance Reserved for Enc

Fund Balance Unreserved

0.00

5,026.93

TOTAL FUND BALANCE

5,026.93

SPORTS COMPLEX FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	1,919,957.19
Accts. Receivable-Misc. Sources	0.00
Due From Other Funds	
TOTAL ASSETS	<u>1,919,957.19</u>

LIABILITIES

Accounts Payable	0.00
TOTAL LIABILITIES	<u>0.00</u>

FUND BALANCE

Revenues	781,708.00
Expenditures	0.00
Fund Balance Reserved for Encumbrances	72,606.13
Fund Balance Unreserved	1,065,643.06
TOTAL FUND BALANCE	<u>1,919,957.19</u>

TOTAL LIABILITIES & FUND BALANCE	<u><u>1,919,957.19</u></u>
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STORMWATER MANAGEMENT

3/31/2013

BALANCE SHEET

ASSETS:

Cash		374,864.53
Due From Other Funds		
	TOTAL ASSETS	<u>374,864.53</u>

LIABILITIES

Accounts Payable		0.00
Accrued Payroll		1,059.24
	TOTAL LIABILITIES	<u>1,059.24</u>

FUND BALANCE

Revenues		191,286.31
Expenditures		-14,749.73
Fund Balance Reserved for Encumbrances		72,826.28
Fund Balance Unreserved		124,442.43
	TOTAL FUND BALANCE	<u>373,805.29</u>

	TOTAL LIABILITIES & FUND BALANCE	<u><u>374,864.53</u></u>
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CAPITAL PROJECTS FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	2,464,488.53
Accts. Receivable-Misc. Sources	0.00
Due From Other Funds	0.00

TOTAL ASSETS	<u>2,464,488.53</u>
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LIABILITIES

Accounts Payable	0.00
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TOTAL LIABILITIES	<u>0.00</u>
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FUND BALANCE

Revenues	188,112.00
Expenditures	351,674.14
Fund Balance Reserved for Enc	53,498.54
Fund Balance Unreserved	1,871,203.85

TOTAL FUND BALANCE	<u>2,464,488.53</u>
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TOTAL LIABILITIES & FUND BALANCE	<u><u>2,464,488.53</u></u>
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CAPITAL PROJECTS 2001 FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash		0.00
Due From Other Funds		
	TOTAL ASSETS	0.00

LIABILITIES

Due To Other Funds		0.00
Accounts Payable		0.00
	TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues		
Expenditures		
Fund Balance Unreserved		0.00
	TOTAL FUND BALANCE	0.00

	TOTAL LIABILITIES & FUND BALANCE	0.00
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AIRPORT IMPROVEMENT FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	944,088.70
Accts. Receivable-	0.00
TOTAL ASSETS	<u>944,088.70</u>

LIABILITIES

Accounts Payable	0.00
Due To Other Accounts	0.00
TOTAL LIABILITIES	<u>0.00</u>

FUND BALANCE

Revenues	11,855.37
Expenditures	0.00
Fund Balance Reserved for Enc	7,386,218.01
Fund Balance Unreserved	-6,453,984.68
TOTAL FUND BALANCE	<u>944,088.70</u>

TOTAL LIABILITIES & FUND BALANCE	<u><u>944,088.70</u></u>
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BOND & INTEREST FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	782,899.00
Due From Other Funds	0.00
TOTAL ASSETS	782,899.00

LIABILITIES

Lease Purchase Agreements	0.00
TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues	720,920.99
Expenditures	-236,301.68
Fund Balance Reserved	0.00
Fund Balance Unreserved	298,279.69
TOTAL FUND BALANCE	782,899.00

TOTAL LIABILITIES & FUND BALANCE	782,899.00
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TRANSPORTATION DD SALES TAX FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash		19,395.81
Due From Other Funds		
	TOTAL ASSETS	19,395.81

LIABILITIES

Accounts Payable		0.00
	TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues		53,143.32
Expenditures		-54,595.76
Fund Balance Reserved		24,253.62
Fund Balance Unreserved		-3,405.37
	TOTAL FUND BALANCE	19,395.81

	TOTAL LIABILITIES & FUND BALANCE	19,395.81
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HOME DEPOT-ECONOMIC DEVELOPMENT BONDS

3/31/2013

BALANCE SHEET

ASSETS:

Cash	169,858.78
Cash-Restricted	24,608.90
TOTAL ASSETS	<u>194,467.68</u>

LIABILITIES

Accounts Payable	0.00
TOTAL LIABILITIES	<u>0.00</u>

FUND BALANCE

Revenues	71,008.76
Expenditures	-51,308.76
Fund Balance Reserved	0.00
Fund Balance Unreserved	174,767.68
TOTAL FUND BALANCE	<u>194,467.68</u>

TOTAL LIABILITIES & FUND BALANCE	<u><u>194,467.68</u></u>
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48th & ROTH AVE.-CID

3/31/2013

BALANCE SHEET

ASSETS:

Cash		0.00
Due From Other Funds		
	TOTAL ASSETS	0.00

LIABILITIES

Accounts Payable		0.00
	TOTAL LIABILITIES	0.00

FUND BALANCE

Revenues		0.00
Expenditures		0.00
Fund Balance Reserved		
Fund Balance Unreserved		0.00
	TOTAL FUND BALANCE	0.00

	TOTAL LIABILITIES & FUND BALANCE	0.00
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WATER & SEWER FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	6,629,891.77
Accts. Receivable-Misc. Sources	
Cash-Water Sales Tax	22,453,427.42
Reserve-Capital Improvement	1,415,907.82
Reserve Bond & Int. Sales Tax	
Reserve Bond & Interest W/S	102,030.92
2003 Bond Reserve W/S	118,334.00
2003 Bond Reserve -Sales Tax	0.00
Consumers Accounts Receivable	406,433.86
Issuance Cost-Sales Tax Fund	
Issuance Costs Water /Sewer	50,671.56
Restricted Cash-2009A Bond	65,352.00
Reserve-W/S Revenue Bond 2009A	459,611.08
Due From Other Funds	0.00
Land	139,109.47
Land-R-9 Ranch	4,262,039.65
Accum Depreciation- R-9 Ranch	-910,998.29
Infrastructure	16,283,528.63
Accum Depreciation-Infrastruct	-8,466,159.91
Buildings	11,782,909.54
Accum Depreciation-Bldgs.	-6,263,324.17
Machinery & Equipment	11,194,327.94
Accum Dep-Machinery/Equipment	-8,724,337.46
Work in Progress-Big Creek	2,082,833.90
Water Sales Tax Expenditures	424,047.30
R-9 Ranch Expenditures	0.00

TOTAL ASSETS

53,505,637.03

LIABILITIES

Accounts Payable	2,496.77
Due To Other Funds	
Accrued Payroll	19,421.91
Accrued Vacation/PTO	79,894.72
Sales Tax	-752.66
State Water Fee	8,784.84
Meter Deposit Payable	204,305.28
Refuse Collection	40,937.21
Accrued Int. Payable-Bonds	23,544.14
State Rev. Loan Payment	387,751.46
G O Bond Payable-Serv. Bldg.	0.00
Bonds Payable-W/S Rev. Bonds	0.00
Bonds Payable-Sales Tax Fund	0.00
Accrued Int. Pybl-Revolv Loan	4,397.49
Contributed Capital	3,215,104.63
Reserve for Bad Debts	3,835,000.00
Bonds Payable-W/S 2009 A	0.00
Advance Developer Fee	0.00
Stormwater Fee	58,244.49
Over & Short	6.01
Prior Year Encumbrance	0.00
Monitoring Well Deposit	4,500.00
Overpayment-Water Sales	0.00

TOTAL LIABILITIES

7,883,636.29

FUND BALANCE

Revenues	1,994,598.50
Expenditures	-747,727.63
Fund Balance Reserved for Enc	54,981.91
Fund Balance Unreserved	44,475,156.39
Capital Imprv. Reserve Fund Balance	-155,008.43

TOTAL FUND BALANCE

45,622,000.74

TOTAL LIABILITIES

53,505,637.03

SOLID WASTE FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash	604,587.50
Reserve Account	501,676.22
Accts. Receivable-Misc. Sources	0.00
Due From Other Funds	38,427.83
Buildings	289,324.00
Machinery & Equipment	1,602,860.00
Accum Dep-Machinery/Equipment	-855,607.80

TOTAL ASSETS

2,181,267.75

LIABILITIES

Accounts Payable	0.00
Accrued Payroll	6,484.55
Accrued Vacation/PTO	23,032.75
Contributed Capital	115,383.00
Lease Purchase Obligation	270,752.00

TOTAL LIABILITIES

415,652.30

FUND BALANCE

Revenues	324,314.35
Expenditures	-138,685.99
Fund Balance Reserved for Enc	7,804.98
Fund Balance Unreserved	1,159,528.84
Solid Waste Reserve	412,653.27

TOTAL FUND BALANCE

1,765,615.45

TOTAL LIABILITIES & FUND BALANCE

2,181,267.75

FIRE INSURANCE FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

0.00

TOTAL ASSETS

0.00

FUND BALANCE

Revenues

0.00

Expenditures

Fund Balance Unreserved

0.00

TOTAL FUND BALANCE

0.00

MUNICIPAL COURT AGENCY FUND

3/31/2013

BALANCE SHEET

ASSETS:

Cash

135,418.02

TOTAL ASSETS

135,418.02

LIABILITIES

Accounts Payable

0.00

Due To Other Accounts

41,446.00

Bonds Payable

27,791.00

Over & Short

-0.50

TOTAL LIABILITIES

69,236.50

FUND BALANCE

Revenues

59,668.80

Expenditures

-45,277.30

Fund Balance Unreserved

51,790.02

TOTAL FUND BALANCE

66,181.52

**TOTAL LIABILITIES
& FUND BALANCE**

135,418.02

City of Hays Revenues

Month of March

General	<u>Budgeted</u> 2013	<u>Collections</u> Current Mo.	<u>Collections</u> To Date	Balance	<u>% Collected</u> YTD
<u>CULTURE & RECREATION REVENUES</u>					
GOLF COURSE REVENUE	305,000.00	82,955.75	159,394.27	(145,605.73)	52.26%
LOCAL ALCOHOL LIQUOR TAX	126,153.00	34,235.07	34,235.07	(91,917.93)	27.14%
Total Revenues	\$431,153.00	\$117,190.82	\$193,629.34	(\$237,523.66)	44.91%
<u>GENERAL GOVERNMENT REVENUES</u>					
16/20 M TRUCK TAX	0.00	0.00	0.00	0.00	0.00%
AD VALOREM PROPERTY TAX	0.00	0.00	0.00	0.00	0.00%
BUILDING PERMITS	55,000.00	9,722.67	17,061.02	(37,938.98)	31.02%
BUSINESS LICENSES	15,000.00	637.50	2,127.50	(12,872.50)	14.18%
CITY-COUNTY REVENUE SHARING	0.00	0.00	0.00	0.00	0.00%
CMB & LIQUOR LICENSES	11,250.00	500.00	4,150.00	(7,100.00)	36.89%
DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00%
FEDERAL GOVERNMENT AID/GRANT	0.00	540.98	540.98	540.98	0.00%
FRANCHISE FEES	1,430,000.00	158,386.11	359,229.53	(1,070,770.47)	25.12%
INTEREST ON INVESTMENTS	34,425.00	704.17	4,702.69	(29,722.31)	13.66%
LOCAL AD VALOREM TAX REDUCTION	0.00	0.00	0.00	0.00	0.00%
LOCAL SALES TAX	7,311,628.00	564,957.94	1,877,888.45	(5,433,739.55)	25.68%
MISCELLANEOUS REVENUE	140,000.00	42,786.06	59,347.45	(80,652.55)	42.39%
MOTOR VEHICLE TAX	0.00	0.00	0.00	0.00	0.00%
OTHER LICENSES	500.00	60.00	80.00	(420.00)	16.00%
PET LICENSES	18,000.00	2,319.00	8,736.00	(9,264.00)	48.53%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
RECREATIONAL VEHICLE TAX	0.00	0.00	0.00	0.00	0.00%
RENTALS	1,200.00	0.00	200.00	(1,000.00)	16.67%
STATE GOVERNMENT AID/GRANT	0.00	529.67	3,376.72	3,376.72	0.00%
TRANSFER FROM AIRPORT	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM CVB	61,625.00	0.00	0.00	(61,625.00)	0.00%
TRANSFER FROM POOL CONSTRUCTIO	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SOLID WASTE FUND	245,000.00	0.00	0.00	(245,000.00)	0.00%
TRANSFER FROM SPECIAL ALCOHOL	52,854.00	0.00	0.00	(52,854.00)	0.00%
TRANSFER FROM SPECIAL HIGHWAY	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SPORTS COMPLEX	257,093.00	0.00	0.00	(257,093.00)	0.00%
TRANSFER FROM STORMWATER MGT	64,260.00	0.00	0.00	(64,260.00)	0.00%
TRANSFER FROM WATER SLS TAX	596,850.00	0.00	0.00	(596,850.00)	0.00%
TRANSFER FROM WATER/SEWER FUND	968,200.00	0.00	0.00	(968,200.00)	0.00%
TRANSFERS-ALL ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$11,262,885.00	\$781,144.10	\$2,337,440.34	(\$8,925,444.66)	20.75%
<u>PUBLIC SAFETY REVENUES</u>					
ANIMAL CONTROL REVENUE	3,000.00	20.00	440.00	(2,560.00)	14.67%
COURT APPOINTED REIMBURSEMENT	0.00	910.50	1,005.00	1,005.00	0.00%
COURT COSTS	65,000.00	10,229.06	32,111.97	(32,888.03)	49.40%
COURT FINES	465,000.00	42,908.94	140,798.23	(324,201.77)	30.28%
Total Revenues	\$533,000.00	\$54,068.50	\$174,355.20	(\$358,644.80)	32.71%
<u>PUBLIC WORKS REVENUES</u>					
GRAVE OPENING	4,000.00	900.00	1,450.00	(2,550.00)	36.25%
SALE OF CEMETERY LOTS	6,300.00	500.00	1,750.00	(4,550.00)	27.78%
Total Revenues	\$10,300.00	\$1,400.00	\$3,200.00	(\$7,100.00)	31.07%

	<u>Budgeted</u> <u>2013</u>	<u>Collections</u> <u>Current Mo.</u>	<u>Collections</u> <u>To Date</u>	<u>Balance</u>	<u>% Collected</u> <u>YTD</u>
Library					
<u>LIBRARY FUND REVENUES</u>					
16/20 M TRUCK TAX	993.00	57.36	1,086.50	93.50	109.42%
AD VALOREM PROPERTY TAX	1,083,573.00	24,930.44	649,255.97	(434,317.03)	59.92%
DELINQUENT TAXES	0.00	0.00	(26.55)	(26.55)	0.00%
MOTOR VEHICLE TAX	104,415.00	7,268.25	40,588.03	(63,826.97)	38.87%
RECREATIONAL VEHICLE TAX	1,420.00	71.94	550.46	(869.54)	38.76%
Total Revenues	\$1,190,401.00	\$32,327.99	\$691,454.41	(\$498,946.59)	58.09%

Airport					
<u>AIRPORT FUND REVENUES</u>					
16/20 M TRUCK TAX	168.00	9.56	181.08	13.08	107.79%
AD VALOREM PROPERTY TAX	191,379.00	4,404.41	114,702.70	(76,676.30)	59.93%
AIRPORT-FUEL SALES	0.00	671.58	2,253.67	2,253.67	0.00%
BUSINESS LICENSES	5,550.00	0.00	5,500.00	(50.00)	99.10%
DELINQUENT TAXES	0.00	0.00	(4.69)	(4.69)	0.00%
FARMING (LEASES)	10,000.00	0.00	0.00	(10,000.00)	0.00%
FEDERAL GOVERNMENT AID/GRANT	82,660.00	0.00	0.00	(82,660.00)	0.00%
LANDING FEES	5,460.00	397.50	787.50	(4,672.50)	14.42%
MISCELLANEOUS REVENUE	13,500.00	916.53	2,715.10	(10,784.90)	20.11%
MOTOR VEHICLE TAX	17,691.00	1,231.85	6,785.15	(10,905.85)	38.35%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
RECREATIONAL VEHICLE TAX	241.00	12.19	91.94	(149.06)	38.15%
RENTALS	16,512.00	3,674.58	9,896.26	(6,615.74)	59.93%
Total Revenues	\$343,161.00	\$11,318.20	\$142,908.71	(\$200,252.29)	41.64%

Employee Benefit					
<u>EMPLOYEE BENEFIT REVENUES</u>					
16/20 M TRUCK TAX	1,749.00	110.88	2,100.30	351.30	120.09%
AD VALOREM PROPERTY TAX	2,243,446.00	51,620.88	1,344,347.23	(899,098.77)	59.92%
DELINQUENT TAXES	0.00	0.00	(54.98)	(54.98)	0.00%
INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00%
INTEREST ON INVESTMENTS	3,000.00	42.95	247.17	(2,752.83)	8.24%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
MOTOR VEHICLE TAX	183,845.00	12,796.20	77,206.65	(106,638.35)	42.00%
RECREATIONAL VEHICLE TAX	2,500.00	126.66	1,051.68	(1,448.32)	42.07%
TRANSFER FROM AIRPORT	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM CVB	77,705.00	0.00	0.00	(77,705.00)	0.00%
TRANSFER FROM GENERAL FUND	271,323.00	0.00	0.00	(271,323.00)	0.00%
TRANSFER FROM RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SOLID WASTE FUND	159,376.00	0.00	0.00	(159,376.00)	0.00%
TRANSFER FROM SPECIAL ALCOHOL	24,045.00	0.00	0.00	(24,045.00)	0.00%
TRANSFER FROM SPECIAL HIGHWAY	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SPORTS COMPLEX	18,109.00	0.00	0.00	(18,109.00)	0.00%
TRANSFER FROM STORMWATER MGT	10,702.00	0.00	0.00	(10,702.00)	0.00%
TRANSFER FROM WATER/SEWER FUND	454,019.00	0.00	0.00	(454,019.00)	0.00%
TRANSFERS-ALL ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$3,449,819.00	\$64,697.57	\$1,424,898.05	(\$2,024,920.95)	41.30%

Special Highway					
<u>SPECIAL HIGHWAY REVENUES</u>					
CONNECTING LINK MAINTENANCE	44,760.00	0.00	11,251.15	(33,508.85)	25.14%
INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
STATE GASOLINE TAX	533,800.00	0.00	129,271.14	(404,528.86)	24.22%
TRANSFER FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$578,560.00	\$0.00	\$140,522.29	(\$438,037.71)	24.29%

	<u>Budgeted</u> <u>2013</u>	<u>Collections</u> <u>Current Mo.</u>	<u>Collections</u> <u>To Date</u>	<u>Balance</u>	<u>% Collected</u> <u>YTD</u>
Special Park & Rec					
<u>SPECIAL PRK & REC REVENUES</u>					
DOG PARK DONATIONS	0.00	100.00	1,100.00	1,100.00	0.00%
LOCAL ALCOHOL LIQUOR TAX	126,153.00	34,235.07	34,235.07	(91,917.93)	27.14%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$126,153.00	\$34,335.07	\$35,335.07	(\$90,817.93)	28.01%
Special Alcohol Fund					
<u>SPECIAL ALCOHOL FUND REVENUES</u>					
LOCAL ALCOHOL LIQUOR TAX	126,153.00	34,235.07	34,235.07	(91,917.93)	27.14%
Total Revenues	\$126,153.00	\$34,235.07	\$34,235.07	(\$91,917.93)	27.14%
Convention & Visitors Bureau					
<u>CONVENTION & VISITOR'S REVENUE</u>					
MISCELLANEOUS REVENUE	37,000.00	6,574.00	10,110.28	(26,889.72)	27.33%
TRANSIENT GUEST TAX	725,000.00	0.00	225,020.27	(499,979.73)	31.04%
Total Revenues	\$762,000.00	\$6,574.00	\$235,130.55	(\$526,869.45)	30.86%
Library Employee Benefit					
<u>LIBRARY EMP. BENEFIT REVENUES</u>					
16/20 M TRUCK TAX	140.00	7.41	140.47	0.47	100.34%
AD VALOREM PROPERTY TAX	158,362.00	3,643.21	94,878.95	(63,483.05)	59.91%
DELINQUENT TAXES	0.00	0.00	(3.88)	(3.88)	0.00%
MOTOR VEHICLE TAX	14,723.00	1,024.29	5,332.41	(9,390.59)	36.22%
RECREATIONAL VEHICLE TAX	200.00	10.14	72.01	(127.99)	36.01%
Total Revenues	\$173,425.00	\$4,685.05	\$100,419.96	(\$73,005.04)	57.90%
Risk Management					
<u>RISK MANAGEMENT REVENUES</u>					
INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM EMPLOYEE BENEFIT	0.00	0.00	0.00	0.00	0.00%
TRANSFERS-ALL ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Golf Course Improvement					
<u>GOLF COURSE IMPR. FUND REVENUE</u>					
GOLF COURSE REVENUE	0.00	7,650.00	14,790.00	14,790.00	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$7,650.00	\$14,790.00	\$14,790.00	0.00%
Park Development					
<u>PARK DEVELOPMENT FUND-REVENUE</u>					
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Sports Complex					
<u>SPORTS COMPLEX-REVENUES</u>					
LOCAL SALES TAX	0.00	229,781.00	765,708.00	765,708.00	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	16,000.00	16,000.00	0.00%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$229,781.00	\$781,708.00	\$781,708.00	0.00%
<u>STORMWATER MANAGEMENT REVENUES</u>					
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
STORMWATER FEE	756,000.00	58,215.87	191,286.31	(564,713.69)	25.30%
TRANSFER FROM GENERAL FUND	16,500.00	0.00	0.00	(16,500.00)	0.00%
TRANSFER FROM WATER/SEWER FUND	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$772,500.00	\$58,215.87	\$191,286.31	(\$581,213.69)	24.76%

	<u>Budgeted</u> <u>2013</u>	<u>Collections</u> <u>Current Mo.</u>	<u>Collections</u> <u>To Date</u>	<u>Balance</u>	<u>% Collected</u> <u>YTD</u>
Bond & Interest					
<u>BOND & INTEREST REVENUES</u>					
16/20 M TRUCK TAX	820.00	34.65	656.36	(163.64)	80.04%
AD VALOREM PROPERTY TAX	725,161.00	16,684.83	434,517.95	(290,643.05)	59.92%
DELINQUENT TAXES	0.00	0.00	1,188.52	1,188.52	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
MOTOR VEHICLE TAX	86,220.00	6,000.80	26,129.41	(60,090.59)	30.31%
RECEIVED FROM TIF PROCEEDS	0.00	0.00	0.00	0.00	0.00%
RECREATIONAL VEHICLE TAX	1,173.00	59.40	348.48	(824.52)	29.71%
SPECIAL ASSESSMENT TAX	431,319.00	7,275.19	258,080.27	(173,238.73)	59.84%
TRANSFER FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SPECIAL HIGHWAY	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM WATER/SEWER FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFERS-ALL ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$1,244,693.00	\$30,054.87	\$720,920.99	(\$523,772.01)	57.92%
TDD Sales Tax					
<u>TDD SLS TAX REVENUES</u>					
LOCAL SALES TAX	(56,562.92)	20,095.81	53,143.32	109,706.24	-93.95%
Total Revenues	(\$56,562.92)	\$20,095.81	\$53,143.32	\$109,706.24	-93.95%
Home Depot Economic Dev Bonds					
<u>H DEPOT-ECON DEV BND-REVENUES</u>					
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
RECEIVED FROM TIF PROCEEDS	222,925.00	13,397.00	71,008.76	(151,916.24)	31.85%
Total Revenues	\$222,925.00	\$13,397.00	\$71,008.76	(\$151,916.24)	31.85%
48th/Roth Ave. - CID					
<u>48TH/ROTH AVE CID-REVENUES</u>					
LOCAL SALES TAX	0.00	0.00	0.00	0.00	0.00%
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Water & Sewer					
<u>WATER & SEWER FUND REVENUES</u>					
DEVELOPER CONTRIBUTION	0.00	0.00	0.00	0.00	0.00%
FEDERAL & STATE GRANTS	0.00	0.00	0.00	0.00	0.00%
INTEREST ON INVESTMENTS	25,000.00	208.32	1,688.92	(23,311.08)	6.76%
INTEREST-SALES TAX COLLECTION	50,000.00	595.71	4,680.13	(45,319.87)	9.36%
LOCAL SALES TAX	2,984,252.00	229,781.00	765,708.00	(2,218,544.00)	25.66%
MISCELLANEOUS REVENUE	10,000.00	6,497.74	12,198.98	2,198.98	121.99%
NOTE/BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00%
PENALTY	25,000.00	2,004.48	6,979.52	(18,020.48)	27.92%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
R-9 RANCH REVENUE	350,000.00	0.00	100,000.00	(250,000.00)	28.57%
SEWER SERVICE CHARGES	2,214,500.00	155,298.06	545,839.78	(1,668,660.22)	24.65%
STORMWATER FEE	0.00	0.00	0.00	0.00	0.00%
TAPS-TURN ONS	35,000.00	2,391.87	7,422.69	(27,577.31)	21.21%
TRANSFER FROM SOLID WASTE FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFER FROM SPECIAL HIGHWAY	0.00	0.00	0.00	0.00	0.00%
TRANSFERS-ALL ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
WATER SALES	2,626,500.00	183,517.81	629,696.11	(1,996,803.89)	23.97%
WATER SALES-CONSERVATION RATE	365,000.00	8,627.36	35,259.49	(329,740.51)	9.66%
Total Revenues	\$8,685,252.00	\$588,922.35	\$2,109,473.62	(\$6,575,778.38)	24.29%

	<u>Budgeted</u> <u>2013</u>	<u>Collections</u> <u>Current Mo.</u>	<u>Collections</u> <u>To Date</u>	<u>Balance</u>	<u>% Collected</u> <u>YTD</u>
Solid Waste					
<u>SOLID WASTE FUND REVENUES</u>					
INTEREST ON INVESTMENTS	2,000.00	15.71	138.25	(1,861.75)	6.91%
MISCELLANEOUS REVENUE	40,000.00	5,309.60	9,229.50	(30,770.50)	23.07%
PRIOR YEAR ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00%
REFUSE COLLECTION	1,225,000.00	105,048.98	314,904.60	(910,095.40)	25.71%
YARD WASTE TAGS	1,900.00	31.50	42.00	(1,858.00)	2.21%
Total Revenues	\$1,268,900.00	\$110,405.79	\$324,314.35	(\$944,585.65)	25.56%
Fire Insurance Trust					
<u>FIRE INS TRUST REVENUES</u>					
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00%
Total Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Grand Totals	\$31,124,717.08	\$2,200,499.06	\$9,780,174.34	(\$21,344,542.74)	31.42%

City of Hays Expenditures

Month of March

	<u>Budgeted</u> <u>2013</u>	<u>Expenses</u> <u>Current Mo.</u>	<u>Expenses</u> <u>To Date</u>	<u>Balance</u>	<u>% Spent</u> <u>YTD</u>
General					
<u>BALLFIELD MAINTENANCE</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	8,000.00	1,063.09	1,111.19	6,888.81	13.89%
COMMUNICATION	700.00	35.29	71.14	628.86	10.16%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	2,000.00	512.67	512.67	1,487.33	25.63%
GENERAL SUPPLIES & MATERIALS	12,800.00	556.39	990.28	11,809.72	7.74%
NATURAL GAS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	5,800.00	2,920.00	4,695.00	1,105.00	80.95%
OTHER CONTRACTUAL SERVICES	8,100.00	900.00	1,072.60	7,027.40	13.24%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
RENTALS	500.00	0.00	0.00	500.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	22,400.00	774.85	1,855.67	20,544.33	8.28%
TRAVEL & TRAINING	200.00	0.00	0.00	200.00	0.00%
UNIFORMS	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$60,500.00</u>	<u>\$6,762.29</u>	<u>\$10,308.55</u>	<u>\$50,191.45</u>	<u>17.04%</u>
<u>BICKLE-SCHMIDT SPORTS COMPLEX</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	20,000.00	160.34	208.44	19,791.56	1.04%
COMMUNICATION	700.00	18.40	41.18	658.82	5.88%
CONTINGENCY	0.00	0.00	0.00	0.00	0.00%
ELECTRICITY	40,000.00	3,637.73	11,525.58	28,474.42	28.81%
EQUIPMENT EXPENSE	4,500.00	367.50	367.50	4,132.50	8.17%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	104.00	(104.00)	0.00%
EQUIPMENT EXPENSE	0.00	135.68	135.68	(135.68)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	49.62	86.65	(86.65)	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
FUEL EXPENSE	0.00	0.00	0.00	0.00	0.00%
GENERAL SUPPLIES & MATERIALS	42,400.00	4,794.82	5,228.38	37,171.62	12.33%
NATURAL GAS	6,000.00	71.94	206.07	5,793.93	3.43%
NEW EQUIPMENT	29,200.00	710.22	827.42	28,372.58	2.83%
OFFICE SUPPLIES	200.00	0.00	17.16	182.84	8.58%
OTHER CONTRACTUAL SERVICES	15,100.00	13.20	80.30	15,019.70	0.53%
OVERTIME	2,000.00	93.20	316.89	1,683.11	15.84%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
RENTALS	1,000.00	0.00	0.00	1,000.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	8,000.00	1,382.73	1,634.24	6,365.76	20.43%
SALARIES	26,368.00	1,988.37	6,959.29	19,408.71	26.39%
SEASONAL/PART TIME	28,900.00	0.00	747.00	28,153.00	2.58%
TRANSFER TO NEW EQUIP. RESERVE	19,525.00	0.00	0.00	19,525.00	0.00%
TRAVEL & TRAINING	400.00	0.00	0.00	400.00	0.00%
UNIFORMS	800.00	23.00	51.75	748.25	6.47%
Total Expenditures	<u>\$257,093.00</u>	<u>\$13,446.75</u>	<u>\$28,537.53</u>	<u>\$228,555.47</u>	<u>11.10%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>BUILDINGS & GROUNDS</u>					
COMMUNICATION	0.00	0.00	0.00	0.00	0.00%
ELECTRICITY	420,000.00	28,733.34	87,580.95	332,419.05	20.85%
GENERAL SUPPLIES & MATERIALS	8,000.00	42.85	424.49	7,575.51	5.31%
NATURAL GAS	52,000.00	3,773.56	12,041.12	39,958.88	23.16%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	25,360.00	1,874.57	4,591.56	20,768.44	18.11%
PROJECTS	16,400.00	3,515.12	9,953.58	6,446.42	60.69%
REPAIRS TO BLDGS & STRUCTURES	9,500.00	634.87	634.87	8,865.13	6.68%
Total Expenditures	<u>\$531,260.00</u>	<u>\$38,574.31</u>	<u>\$115,226.57</u>	<u>\$416,033.43</u>	<u>21.69%</u>
<u>CEMETERIES</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	3,000.00	1,294.13	1,582.73	1,417.27	52.76%
COMMUNICATION	200.00	12.44	24.88	175.12	12.44%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	1,700.00	113.30	223.41	1,476.59	13.14%
GENERAL SUPPLIES & MATERIALS	4,600.00	204.22	244.20	4,355.80	5.31%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	1,200.00	40.00	40.00	1,160.00	3.33%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
RENTALS	500.00	0.00	0.00	500.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	6,500.00	0.00	0.00	6,500.00	0.00%
TRAVEL & TRAINING	300.00	0.00	0.00	300.00	0.00%
UNIFORMS	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$18,000.00</u>	<u>\$1,664.09</u>	<u>\$2,115.22</u>	<u>\$15,884.78</u>	<u>11.75%</u>
<u>CITY ATTORNEY</u>					
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00%
PROFESSIONAL SERVICES	100,000.00	7,787.50	22,762.50	77,237.50	22.76%
Total Expenditures	<u>\$101,000.00</u>	<u>\$7,787.50</u>	<u>\$22,762.50</u>	<u>\$78,237.50</u>	<u>22.54%</u>
<u>CITY COMMISSION</u>					
COMMUNICATION	0.00	0.00	0.00	0.00	0.00%
FINANCIAL POLICY PROJ-CAPITAL	2,757,313.00	0.00	0.00	2,757,313.00	0.00%
FINANCIAL POLICY PROJ-CAPITAL	0.00	0.00	0.00	0.00	0.00%
GENERAL SUPPLIES & MATERIALS	1,500.00	0.00	206.35	1,293.65	13.76%
LEGAL PUBLICATIONS & PRINTING	500.00	0.00	0.00	500.00	0.00%
OTHER CONTRACTUAL SERVICES	3,000.00	0.00	0.00	3,000.00	0.00%
PROFESSIONAL SERVICES	500.00	0.00	0.00	500.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SALARIES	9,000.00	750.00	2,250.00	6,750.00	25.00%
TRAVEL & TRAINING	15,000.00	0.00	2,485.90	12,514.10	16.57%
Total Expenditures	<u>\$2,786,813.00</u>	<u>\$750.00</u>	<u>\$4,942.25</u>	<u>\$2,781,870.75</u>	<u>0.18%</u>
<u>CITY MANAGER</u>					
COMMUNICATION	3,500.00	316.86	715.02	2,784.98	20.43%
CONTINGENCY	100,000.00	4,770.73	6,097.13	93,902.87	6.10%
EXPENSE ALLOWANCE-CAR	0.00	461.54	1,615.39	(1,615.39)	0.00%
GENERAL SUPPLIES & MATERIALS	2,000.00	12.99	336.32	1,663.68	16.82%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
ORGANIZATION DEVELOPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	35,000.00	10,444.33	15,165.22	19,834.78	43.33%
OVERTIME	3,500.00	121.20	623.31	2,876.69	17.81%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SALARIES	287,097.00	20,946.67	76,372.15	210,724.85	26.60%
TRAVEL & TRAINING	23,000.00	2,143.15	3,239.39	19,760.61	14.08%
Total Expenditures	<u>\$454,097.00</u>	<u>\$39,217.47</u>	<u>\$104,163.93</u>	<u>\$349,933.07</u>	<u>22.94%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>DISPATCH</u>					
COMMUNICATION	5,400.00	0.00	0.00	5,400.00	0.00%
CONTINGENCY	5,000.00	0.00	37.80	4,962.20	0.76%
LEGAL PUBLICATIONS & PRINTING	2,800.00	0.00	0.00	2,800.00	0.00%
OFFICE SUPPLIES	900.00	15.16	15.16	884.84	1.68%
OTHER CONTRACTUAL SERVICES	3,300.00	122.76	1,567.78	1,732.22	47.51%
OVERTIME	34,049.00	1,931.90	5,799.10	28,249.90	17.03%
SALARIES	492,008.00	32,864.66	115,860.25	376,147.75	23.55%
TRAVEL & TRAINING	5,830.00	110.00	110.00	5,720.00	1.89%
UNIFORMS	3,165.00	0.00	0.00	3,165.00	0.00%
Total Expenditures	<u>\$552,452.00</u>	<u>\$35,044.48</u>	<u>\$123,390.09</u>	<u>\$429,061.91</u>	<u>22.33%</u>
<u>ECONOMIC DEVELOPMENT</u>					
DOWNTOWN DEVELOPMENT CORP.	0.00	0.00	0.00	0.00	0.00%
JOB BOUNTY	15,000.00	0.00	0.00	15,000.00	0.00%
OTHER CONTRACTUAL SERVICES	241,205.00	150.00	141,655.00	99,550.00	58.73%
Total Expenditures	<u>\$256,205.00</u>	<u>\$150.00</u>	<u>\$141,655.00</u>	<u>\$114,550.00</u>	<u>55.29%</u>
<u>FINANCE/CITY CLERK</u>					
COMMUNICATION	1,320.00	87.00	174.26	1,145.74	13.20%
CONTINGENCY	5,000.00	0.00	628.99	4,371.01	12.58%
GENERAL SUPPLIES & MATERIALS	600.00	0.00	10.85	589.15	1.81%
INSURANCE & SURETY BONDS	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	12,000.00	767.82	1,132.47	10,867.53	9.44%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	8,100.00	281.00	1,692.72	6,407.28	20.90%
OVERTIME	500.00	79.50	305.73	194.27	61.15%
PROFESSIONAL SERVICES	40,000.00	0.00	0.00	40,000.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SALARIES	323,776.00	23,305.08	82,061.35	241,714.65	25.35%
TRAVEL & TRAINING	11,850.00	611.40	1,230.40	10,619.60	10.38%
Total Expenditures	<u>\$403,146.00</u>	<u>\$25,131.80</u>	<u>\$87,236.77</u>	<u>\$315,909.23</u>	<u>21.64%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>FIRE DEPARTMENT</u>					
COMMUNICATION	6,500.00	451.96	892.84	5,607.16	13.74%
CONTINGENCY	5,000.00	0.00	0.00	5,000.00	0.00%
EQUIPMENT EXPENSE	51,000.00	544.85	2,119.66	48,880.34	4.16%
EQUIPMENT EXPENSE	0.00	0.00	167.25	(167.25)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	291.10	291.10	(291.10)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	50.00	(50.00)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	442.52	(442.52)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	10.00	(10.00)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	458.27	2,281.88	(2,281.88)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	69.85	69.85	(69.85)	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
GENERAL SUPPLIES & MATERIALS	30,600.00	1,401.98	2,818.45	27,781.55	9.21%
GRANT FUNDING	0.00	0.00	(75.00)	75.00	0.00%
LEGAL PUBLICATIONS & PRINTING	800.00	0.00	145.16	654.84	18.15%
NEW EQUIPMENT	0.00	459.00	459.00	(459.00)	0.00%
OTHER CONTRACTUAL SERVICES	4,800.00	68.25	1,068.51	3,731.49	22.26%
OVERTIME	121,160.00	5,434.66	27,221.68	93,938.32	22.47%
PAID PER CALL	20,000.00	1,421.71	4,480.89	15,519.11	22.40%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	48,200.00	2,689.35	3,902.88	44,297.12	8.10%
SALARIES	1,047,684.00	76,428.44	270,565.11	777,118.89	25.83%
TRAINING CERTIFICATION	17,300.00	0.00	0.00	17,300.00	0.00%
TRAVEL & TRAINING	26,000.00	3,534.21	10,109.43	15,890.57	38.88%
UNIFORMS	8,500.00	2,372.75	2,977.83	5,522.17	35.03%
Total Expenditures	<u>\$1,387,544.00</u>	<u>\$95,626.38</u>	<u>\$329,999.04</u>	<u>\$1,057,544.96</u>	<u>23.78%</u>
<u>FLEET MAINTENANCE</u>					
Total Expenditures	<u>\$884,650.00</u>	<u>\$62,405.10</u>	<u>\$165,979.71</u>	<u>\$718,670.29</u>	<u>18.76%</u>
<u>GOLF COURSE</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	82,800.00	26,069.13	41,459.38	41,340.62	50.07%
COMMUNICATION	5,800.00	170.03	332.80	5,467.20	5.74%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	2,000.00	35.05	83.36	1,916.64	4.17%
GENERAL SUPPLIES & MATERIALS	30,100.00	3,154.33	6,113.70	23,986.30	20.31%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NATURAL GAS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	3,500.00	466.96	466.96	3,033.04	13.34%
OFFICE SUPPLIES	400.00	48.42	72.64	327.36	18.16%
OTHER CONTRACTUAL SERVICES	33,900.00	2,391.14	6,256.14	27,643.86	18.45%
OVERTIME	7,000.00	167.64	693.26	6,306.74	9.90%
PRO SHOP CR CARD ACTIVITY	0.00	49.75	84.54	(84.54)	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
RENTALS	1,500.00	0.00	0.00	1,500.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	16,000.00	4,547.30	4,547.30	11,452.70	28.42%
SALARIES	121,978.00	8,935.24	31,273.34	90,704.66	25.64%
SEASONAL/PART TIME	43,400.00	1,012.50	1,783.25	41,616.75	4.11%
TRAVEL & TRAINING	1,600.00	0.00	42.73	1,557.27	2.67%
UNIFORMS	900.00	0.00	0.00	900.00	0.00%
Total Expenditures	<u>\$350,878.00</u>	<u>\$47,047.49</u>	<u>\$93,209.40</u>	<u>\$257,668.60</u>	<u>26.56%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>HUMAN RESOURCES</u>					
COMMUNICATION	1,200.00	64.60	119.64	1,080.36	9.97%
LEGAL PUBLICATIONS & PRINTING	9,500.00	542.37	1,807.53	7,692.47	19.03%
ORGANIZATION DEVELOPMENT	27,500.00	2,797.36	6,254.76	21,245.24	22.74%
OTHER CONTRACTUAL SERVICES	2,500.00	175.00	875.40	1,624.60	35.02%
OVERTIME	250.00	0.00	0.00	250.00	0.00%
PROFESSIONAL SERVICES	44,000.00	1,522.25	4,873.50	39,126.50	11.08%
PROJECTS	35,000.00	8,598.66	8,598.66	26,401.34	24.57%
SALARIES	98,467.00	7,518.15	26,313.54	72,153.46	26.72%
TRAVEL & TRAINING	5,000.00	398.00	740.71	4,259.29	14.81%
Total Expenditures	<u>\$223,417.00</u>	<u>\$21,616.39</u>	<u>\$49,583.74</u>	<u>\$173,833.26</u>	<u>22.19%</u>
<u>INFORMATION TECHNOLOGY</u>					
COMMUNICATION	3,400.00	286.42	519.61	2,880.39	15.28%
EQUIPMENT EXPENSE	9,250.00	79.99	559.88	8,690.12	6.05%
GENERAL SUPPLIES & MATERIALS	3,500.00	266.86	530.73	2,969.27	15.16%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	30,480.00	0.00	0.00	30,480.00	0.00%
OFFICE SUPPLIES	14,500.00	1,265.31	2,563.54	11,936.46	17.68%
OTHER CONTRACTUAL SERVICES	168,720.00	5,940.87	70,683.34	98,036.66	41.89%
OVERTIME	1,200.00	133.43	268.73	931.27	22.39%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SALARIES	274,051.00	20,107.75	70,377.21	203,673.79	25.68%
TRAVEL & TRAINING	15,750.00	113.76	222.38	15,527.62	1.41%
Total Expenditures	<u>\$520,851.00</u>	<u>\$28,194.39</u>	<u>\$145,725.42</u>	<u>\$375,125.58</u>	<u>27.98%</u>
<u>INTERGOVERNMENTAL ACCOUNT</u>					
COMMUNICATION	59,000.00	7,500.00	13,500.00	45,500.00	22.88%
EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00%
INSURANCE & SURETY BONDS	270,000.00	7,747.00	15,224.90	254,775.10	5.64%
OFFICE SUPPLIES	24,500.00	181.58	7,332.68	17,167.32	29.93%
OTHER CONTRACTUAL SERVICES	7,350.00	743.84	2,609.12	4,740.88	35.50%
Total Expenditures	<u>\$360,850.00</u>	<u>\$16,172.42</u>	<u>\$38,666.70</u>	<u>\$322,183.30</u>	<u>10.72%</u>
<u>MUNICIPAL COURT</u>					
INSURANCE & SURETY BONDS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OFFICE SUPPLIES	1,200.00	36.00	111.91	1,088.09	9.33%
OTHER CONTRACTUAL SERVICES	2,500.00	688.91	1,085.08	1,414.92	43.40%
OVERTIME	3,000.00	116.18	116.18	2,883.82	3.87%
PROFESSIONAL SERVICES	35,000.00	1,800.00	6,384.00	28,616.00	18.24%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SAFE RIDE	0.00	0.00	0.00	0.00	0.00%
SALARIES	108,926.00	7,955.72	28,810.09	80,115.91	26.45%
TRAVEL & TRAINING	1,000.00	0.00	0.00	1,000.00	0.00%
Total Expenditures	<u>\$151,626.00</u>	<u>\$10,596.81</u>	<u>\$36,507.26</u>	<u>\$115,118.74</u>	<u>24.08%</u>
<u>P.W.-GENERAL ADMINISTRATION</u>					
COMMUNICATION	3,000.00	384.72	572.33	2,427.67	19.08%
CONTINGENCY	5,000.00	0.00	258.01	4,741.99	5.16%
GENERAL SUPPLIES & MATERIALS	4,000.00	569.62	1,580.15	2,419.85	39.50%
OFFICE SUPPLIES	5,000.00	234.70	1,538.64	3,461.36	30.77%
OTHER CONTRACTUAL SERVICES	1,300.00	0.00	956.09	343.91	73.55%
OVERTIME	500.00	12.94	25.88	474.12	5.18%
PROFESSIONAL SERVICES	20,000.00	1,586.86	5,386.86	14,613.14	26.93%
PROJECTS	91,250.00	960.04	1,252.02	89,997.98	1.37%
SALARIES	211,817.00	16,945.92	59,088.20	152,728.80	27.90%
TRAVEL & TRAINING	8,000.00	700.00	825.00	7,175.00	10.31%
Total Expenditures	<u>\$349,867.00</u>	<u>\$21,394.80</u>	<u>\$71,483.18</u>	<u>\$278,383.82</u>	<u>20.43%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>PARKS & PLAYGROUNDS</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	18,000.00	7,944.18	10,557.02	7,442.98	58.65%
COMMUNICATION	2,500.00	525.74	700.55	1,799.45	28.02%
CONTINGENCY	5,000.00	0.00	0.00	5,000.00	0.00%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	8,000.00	2,415.03	2,770.65	5,229.35	34.63%
GENERAL SUPPLIES & MATERIALS	45,000.00	15,562.56	19,320.06	25,679.94	42.93%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NATURAL GAS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	10,400.00	2,205.95	2,205.95	8,194.05	21.21%
OFFICE SUPPLIES	800.00	10.97	10.97	789.03	1.37%
OTHER CONTRACTUAL SERVICES	24,000.00	685.24	8,414.26	15,585.74	35.06%
OVERTIME	10,000.00	1,569.19	3,843.22	6,156.78	38.43%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
RENTALS	800.00	90.00	90.00	710.00	11.25%
REPAIRS TO BLDGS & STRUCTURES	14,400.00	1,597.29	3,044.58	11,355.42	21.14%
SALARIES	595,990.00	43,954.99	154,170.85	441,819.15	25.87%
SEASONAL/PART TIME	97,920.00	1,350.00	2,880.00	95,040.00	2.94%
TRAVEL & TRAINING	4,500.00	128.45	670.04	3,829.96	14.89%
UNIFORMS	5,100.00	283.18	618.89	4,481.11	12.14%
Total Expenditures	<u>\$842,410.00</u>	<u>\$78,322.77</u>	<u>\$209,297.04</u>	<u>\$633,112.96</u>	<u>24.85%</u>
<u>PLANNING INSPECTION ENFORCEMEN</u>					
COMMUNICATION	6,700.00	371.79	567.39	6,132.61	8.47%
EQUIPMENT EXPENSE	600.00	0.00	0.00	600.00	0.00%
GENERAL SUPPLIES & MATERIALS	1,500.00	95.51	95.51	1,404.49	6.37%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	7,000.00	106.53	414.61	6,585.39	5.92%
OVERTIME	10,000.00	122.35	408.10	9,591.90	4.08%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
SALARIES	266,362.00	16,108.48	56,379.66	209,982.34	21.17%
SEASONAL/PART TIME	11,476.00	917.59	3,368.36	8,107.64	29.35%
TRAVEL & TRAINING	9,000.00	702.89	641.67	8,358.33	7.13%
UNIFORMS	1,600.00	99.33	295.33	1,304.67	18.46%
Total Expenditures	<u>\$314,238.00</u>	<u>\$18,524.47</u>	<u>\$62,170.63</u>	<u>\$252,067.37</u>	<u>19.78%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>PUBLIC WORKS-SERVICE DIVISION</u>					
COMMUNICATION	2,600.00	102.39	205.77	2,394.23	7.91%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	32,000.00	2,958.65	6,395.31	25,604.69	19.99%
GENERAL SUPPLIES & MATERIALS	181,000.00	6,750.08	16,873.48	164,126.52	9.32%
GRANT FUNDING	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NATURAL GAS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	14,000.00	5,500.00	5,500.00	8,500.00	39.29%
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	37,000.00	9,169.27	14,110.16	22,889.84	38.14%
OVERTIME	15,900.00	7,001.79	12,369.83	3,530.17	77.80%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	0.00	0.00	(925.00)	925.00	0.00%
RENTALS	2,500.00	67.50	67.50	2,432.50	2.70%
REPAIRS TO BLDGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
SALARIES	575,197.00	41,686.60	146,374.73	428,822.27	25.45%
SEASONAL/PART TIME	0.00	0.00	0.00	0.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
TRAVEL & TRAINING	1,800.00	857.00	1,190.98	609.02	66.17%
UNIFORMS	6,200.00	445.58	1,047.47	5,152.53	16.89%
Total Expenditures	<u>\$868,197.00</u>	<u>\$74,538.86</u>	<u>\$203,210.23</u>	<u>\$664,986.77</u>	<u>23.41%</u>
<u>QUALITY OF LIFE</u>					
OTHER CONTRACTUAL SERVICES	38,747.00	5,444.00	38,747.00	0.00	100.00%
Total Expenditures	<u>\$38,747.00</u>	<u>\$5,444.00</u>	<u>\$38,747.00</u>	<u>\$0.00</u>	<u>100.00%</u>
<u>SOCIAL SERVICES</u>					
OTHER CONTRACTUAL SERVICES	164,000.00	0.00	82,000.00	82,000.00	50.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$164,000.00</u>	<u>\$0.00</u>	<u>\$82,000.00</u>	<u>\$82,000.00</u>	<u>50.00%</u>
<u>SWIMMING POOL</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CHEMICALS	41,500.00	0.00	0.00	41,500.00	0.00%
ELECTRICITY	0.00	0.00	0.00	0.00	0.00%
EQUIPMENT EXPENSE	10,000.00	0.00	0.00	10,000.00	0.00%
GENERAL SUPPLIES & MATERIALS	10,900.00	1,501.25	1,501.25	9,398.75	13.77%
INSURANCE & SURETY BONDS	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NATURAL GAS	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	6,000.00	0.00	0.00	6,000.00	0.00%
OTHER CONTRACTUAL SERVICES	34,000.00	1,289.60	1,289.60	32,710.40	3.79%
PROJECTS	30,000.00	0.00	0.00	30,000.00	0.00%
RENTALS	0.00	0.00	0.00	0.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	5,500.00	163.30	163.30	5,336.70	2.97%
TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$137,900.00</u>	<u>\$2,954.15</u>	<u>\$2,954.15</u>	<u>\$134,945.85</u>	<u>2.14%</u>
Library					
<u>LIBRARY FUND EXPENDITURES</u>					
NEIGHBORHOOD REVIT REBATE	5,787.00	0.00	3,600.21	2,186.79	62.21%
OTHER CONTRACTUAL SERVICES	1,188,000.00	0.00	659,152.97	528,847.03	55.48%
TAX INCREMENT FINANCING DIST	17,000.00	0.00	8,057.03	8,942.97	47.39%
Total Expenditures	<u>\$1,210,787.00</u>	<u>\$0.00</u>	<u>\$670,810.21</u>	<u>\$539,976.79</u>	<u>55.40%</u>
Airport					

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>AIRPORT FUND EXPENDITURES</u>					
COMMUNICATION	3,200.00	170.37	335.08	2,864.92	10.47%
CONTINGENCY	50,000.00	0.00	220.00	49,780.00	0.44%
ELECTRICITY	32,480.00	2,425.73	8,022.75	24,457.25	24.70%
GENERAL SUPPLIES & MATERIALS	36,000.00	3,841.69	16,883.46	19,116.54	46.90%
GRANT FUNDING	0.00	3,883.17	13,936.87	(13,936.87)	0.00%
LEGAL PUBLICATIONS & PRINTING	500.00	0.00	0.00	500.00	0.00%
NATURAL GAS	10,800.00	1,007.71	3,067.32	7,732.68	28.40%
NEIGHBORHOOD REVIT REBATE	1,022.00	0.00	636.04	385.96	62.23%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	24,000.00	1,400.00	4,095.00	19,905.00	17.06%
OVERTIME	2,000.00	753.72	1,742.50	257.50	87.13%
PROFESSIONAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
PROMOTIONS	15,000.00	31.55	31.55	14,968.45	0.21%
REPAIRS TO BLDGS & STRUCTURES	24,000.00	1,369.56	4,177.74	19,822.26	17.41%
SALARIES	103,165.00	9,027.58	28,875.38	74,289.62	27.99%
SEASONAL/PART TIME	5,000.00	0.00	0.00	5,000.00	0.00%
TAX INCREMENT FINANCING DIST	3,000.00	0.00	1,423.42	1,576.58	47.45%
TRANSFER TO AIRPORT IMPROVEMEN	177,154.00	0.00	0.00	177,154.00	0.00%
TRANSFER TO BOND & INTEREST	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO NEW EQUIP. RESERVE	6,540.00	0.00	0.00	6,540.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
TRAVEL & TRAINING	11,550.00	993.44	1,409.63	10,140.37	12.20%
UNIFORMS	675.00	43.60	98.10	576.90	14.53%
Total Expenditures	<u>\$507,086.00</u>	<u>\$24,948.12</u>	<u>\$84,954.84</u>	<u>\$422,131.16</u>	<u>16.75%</u>
Employee Benefit					
<u>EMPLOYEE BENEFIT EXPENDITURES</u>					
CONTINGENCY	300,000.00	0.00	0.00	300,000.00	0.00%
EMPLOYEE RETIREMENT	1,007,781.00	72,080.78	254,956.47	752,824.53	25.30%
HEALTH INSURANCE	1,719,500.00	223,443.49	524,550.40	1,194,949.60	30.51%
NEIGHBORHOOD REVIT REBATE	12,047.00	0.00	7,454.55	4,592.45	61.88%
OTHER CONTRACTUAL SERVICES	60,181.00	5,246.64	16,320.19	43,860.81	27.12%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
SOCIAL SECURITY	673,924.00	45,546.80	161,212.35	512,711.65	23.92%
TAX INCREMENT FINANCING DIST	33,625.00	0.00	16,682.86	16,942.14	49.61%
TRANSFER TO BOND & INTEREST	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00%
UNEMPLOYMENT COMPENSATION	8,809.00	0.00	2,397.75	6,411.25	27.22%
WORKERS COMPENSATION	182,298.00	123,626.00	123,626.00	58,672.00	67.82%
Total Expenditures	<u>\$3,998,165.00</u>	<u>\$469,943.71</u>	<u>\$1,107,200.57</u>	<u>\$2,890,964.43</u>	<u>27.69%</u>
Special Highway					

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>SPECIAL HIGHWAY EXPENDITURES</u>					
2001 SIDEWALK RAMPS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	1,035,329.00	0.00	354,074.14	681,254.86	34.20%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	14,216.48	(14,216.48)	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
BUDGETED CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00%
CONTINGENCY	50,000.00	0.00	0.00	50,000.00	0.00%
CORR MGT - GENERAL HAYS RD.	0.00	0.00	0.00	0.00	0.00%
CORR MGT-REVERSE ACCESS 48-55	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO BOND & INTEREST	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO WATER/SEWER FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
VINE ST.-MILL & OVERLAY--13/27	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$1,085,329.00</u>	<u>\$0.00</u>	<u>\$368,290.62</u>	<u>\$717,038.38</u>	<u>33.93%</u>
Special Park & Rec					
<u>SPECIAL PRK & REC EXPENDITURES</u>					
BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
CONTINGENCY	0.00	0.00	0.00	0.00	0.00%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	382,099.00	(150.00)	15,669.18	366,429.82	4.10%
TRANSFER TO NEW EQUIP. RESERVE	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$382,099.00</u>	<u>(\$150.00)</u>	<u>\$15,669.18</u>	<u>\$366,429.82</u>	<u>4.10%</u>
Special Alcohol Fund					
<u>SPECIAL ALCOHOL FUND EXPENDITURES</u>					
CONTINGENCY	162,639.00	0.00	0.00	162,639.00	0.00%
OTHER CONTRACTUAL SERVICES	60,000.00	0.00	30,000.00	30,000.00	50.00%
TRANSFER TO EMPLOYEE BENEFIT	24,045.00	0.00	0.00	24,045.00	0.00%
TRANSFER TO GENERAL FUND	52,854.00	0.00	0.00	52,854.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$299,538.00</u>	<u>\$0.00</u>	<u>\$30,000.00</u>	<u>\$269,538.00</u>	<u>10.02%</u>
Convention & Visitors Bureau					

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>CVB EXPENDITURES</u>					
COMMUNICATION	6,000.00	115.34	912.86	5,087.14	15.21%
CONTINGENCY	553,900.00	0.00	678.50	553,221.50	0.12%
ELECTRICITY	8,500.00	593.26	1,913.54	6,586.46	22.51%
GENERAL SUPPLIES & MATERIALS	0.00	0.00	0.00	0.00	0.00%
GRANT FUNDING	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	80,000.00	14,740.73	37,320.81	42,679.19	46.65%
NATURAL GAS	2,000.00	145.32	486.39	1,513.61	24.32%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OFFICE SUPPLIES	5,000.00	249.29	578.80	4,421.20	11.58%
OTHER CONTRACTUAL SERVICES	80,000.00	9,331.45	23,414.94	56,585.06	29.27%
OVERTIME	1,500.00	323.27	414.91	1,085.09	27.66%
PROJECTS	29,000.00	41.97	41.97	28,958.03	0.14%
PROMOTIONS	60,000.00	5,307.62	11,995.87	48,004.13	19.99%
RENTALS	101,000.00	0.00	0.00	101,000.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	5,000.00	0.00	1,658.48	3,341.52	33.17%
SALARIES	219,957.00	15,818.00	54,650.53	165,306.47	24.85%
SEASONAL/PART TIME	10,050.00	253.75	369.75	9,680.25	3.68%
TRANSFER TO EMPLOYEE BENEFIT	77,705.00	0.00	0.00	77,705.00	0.00%
TRANSFER TO GENERAL FUND	61,625.00	0.00	0.00	61,625.00	0.00%
TRANSFER TO NEW EQUIP. RESERVE	2,760.00	0.00	0.00	2,760.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
TRAVEL & TRAINING	6,500.00	432.51	1,482.02	5,017.98	22.80%
Total Expenditures	<u>\$1,310,497.00</u>	<u>\$47,352.51</u>	<u>\$135,919.37</u>	<u>\$1,174,577.63</u>	<u>10.37%</u>
Library Employee Benefit					
<u>LIBRARY EMP. BENEFIT EXPENDITURES</u>					
NEIGHBORHOOD REVIT REBATE	846.00	0.00	526.10	319.90	62.19%
OTHER CONTRACTUAL SERVICES	172,400.00	0.00	95,828.79	76,571.21	55.59%
TAX INCREMENT FINANCING DIST	2,500.00	0.00	1,177.41	1,322.59	47.10%
Total Expenditures	<u>\$175,746.00</u>	<u>\$0.00</u>	<u>\$97,532.30</u>	<u>\$78,213.70</u>	<u>55.50%</u>
Risk Management					
<u>RISK MGT. FUND EXPENDITURES</u>					
CONTINGENCY	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Golf Course Improvement					
<u>GOLF COURSE IMPR. EXPENDITURES</u>					
GENERAL SUPPLIES & MATERIALS	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Park Development					
<u>PARK DEVELOPMENT EXPENDITURES</u>					
CONTINGENCY	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Sports Complex					
<u>SPORTS COMPLEX-EXPENDITURES</u>					
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	<u>Balance</u>	<u>% Spent</u> YTD
<u>STORMWATER MANAGEMENT EXPENDITURE</u>					
COMMUNICATION	650.00	12.03	77.87	572.13	11.98%
CONTINGENCY	50,000.00	0.00	0.00	50,000.00	0.00%
GENERAL SUPPLIES & MATERIALS	7,400.00	99.00	723.84	6,676.16	9.78%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	9,000.00	1.32	1.32	8,998.68	0.01%
PROFESSIONAL SERVICES	20,000.00	0.00	0.00	20,000.00	0.00%
PROJECTS	746,897.00	0.00	0.00	746,897.00	0.00%
SALARIES	31,065.00	4,689.02	16,411.57	14,653.43	52.83%
TRANSFER TO EMPLOYEE BENEFIT	10,702.00	0.00	0.00	10,702.00	0.00%
TRANSFER TO GENERAL FUND	64,260.00	0.00	0.00	64,260.00	0.00%
TRANSFER TO NEW EQUIP. RESERVE	1,800.00	0.00	0.00	1,800.00	0.00%
TRAVEL & TRAINING	3,000.00	0.00	0.00	3,000.00	0.00%
UNIFORMS	200.00	0.00	0.00	200.00	0.00%
Total Expenditures	<u>\$944,974.00</u>	<u>\$4,801.37</u>	<u>\$17,214.60</u>	<u>\$927,759.40</u>	<u>1.82%</u>
Bond & Interest					
<u>BOND & INTEREST EXPENDITURES</u>					
BOND PRINCIPAL	880,000.00	0.00	0.00	880,000.00	0.00%
CASH BASIS RESERVE	60,000.00	0.00	0.00	60,000.00	0.00%
ECONOMIC DEVELOPMENT BONDS	0.00	0.00	0.00	0.00	0.00%
INTEREST COUPONS	457,000.00	0.00	228,500.01	228,499.99	50.00%
INTEREST ON TEMPORARY NOTE	0.00	0.00	0.00	0.00	0.00%
INTEREST ON TIF	0.00	0.00	0.00	0.00	0.00%
LEVY STABILIZATION	75,000.00	0.00	0.00	75,000.00	0.00%
NEIGHBORHOOD REVIT REBATE	3,873.00	0.00	2,409.46	1,463.54	62.21%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
TAX INCREMENT FINANCING DIST	12,000.00	0.00	5,392.21	6,607.79	44.94%
TRANSFER TO RESERVE FOR TIF	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$1,487,873.00</u>	<u>\$0.00</u>	<u>\$236,301.68</u>	<u>\$1,251,571.32</u>	<u>15.88%</u>
TDD Sales Tax					
<u>TDD SLS TAX EXPENDITURES</u>					
OTHER CONTRACTUAL SERVICES	0.00	15,889.65	74,691.57	(74,691.57)	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$15,889.65</u>	<u>\$74,691.57</u>	<u>(\$74,691.57)</u>	<u>0.00%</u>
Home Depot Economic Dev Bonds					
<u>H DEPOT ECON DEV BND-EXPENDITURE</u>					
BOND PRINCIPAL	110,000.00	0.00	0.00	110,000.00	0.00%
INTEREST COUPONS	102,618.00	0.00	51,308.76	51,309.24	50.00%
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$212,618.00</u>	<u>\$0.00</u>	<u>\$51,308.76</u>	<u>\$161,309.24</u>	<u>24.13%</u>
48th/Roth Ave. - CID					
<u>48TH/ROTHAVE CID-EXPENDITURE</u>					
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Water & Sewer					
<u>DEBT SERVICE</u>					
INT-REVENUE BND PAYMENT 2009A	139,556.00	11,629.58	34,888.76	104,667.24	25.00%
INTEREST-REVENUE BOND	0.00	0.00	0.00	0.00	0.00%
PRINCIPAL & INT. REVOLVING LOA	399,393.00	33,282.74	100,568.17	298,824.83	25.18%
PRINCIPAL PAYMENT-SLS TX BOND	0.00	0.00	0.00	0.00	0.00%
PWWSD #15	0.00	0.00	0.00	0.00	0.00%
REV BOND PAYMENT 2009-A	285,000.00	13,333.34	39,999.98	245,000.02	14.04%
REVENUE BOND PAYMENT	0.00	0.00	0.00	0.00	0.00%
SALES TAX BOND ISSUE-INTEREST	0.00	0.00	0.00	0.00	0.00%
UNAMORTIZED 1996 BOND IS.COST	0.00	0.00	0.00	0.00	0.00%
WATER EXPLORATION	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$823,949.00</u>	<u>\$58,245.66</u>	<u>\$175,456.91</u>	<u>\$648,492.09</u>	<u>21.29%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>DEBT SERVICE - SALES TAX</u>					
PRINCIPAL PAYMENT-SLS TX BOND	0.00	0.00	0.00	0.00	0.00%
PWWSD #15	0.00	0.00	0.00	0.00	0.00%
SALES TAX BOND ISSUE-INTEREST	0.00	0.00	0.00	0.00	0.00%
TRANSFER-SALES TAX RESERVE	0.00	0.00	0.00	0.00	0.00%
UNAMORTIZED 1996 BOND IS.COST	0.00	0.00	0.00	0.00	0.00%
WATER EXPLORATION	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
<u>UTILITIES DEPT./WATER CONSERV.</u>					
COMMUNICATION	0.00	0.00	0.00	0.00	0.00%
GENERAL SUPPLIES & MATERIALS	2,500.00	0.00	0.00	2,500.00	0.00%
GRANT FUNDING	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	2,000.00	0.00	0.00	2,000.00	0.00%
NEW EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00%
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00%
OTHER CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00%
OVERTIME	0.00	0.00	0.00	0.00	0.00%
PROJECTS	40,000.00	2,000.00	4,500.00	35,500.00	11.25%
SALARIES	31,065.00	0.00	0.00	31,065.00	0.00%
TRANSFER TO NEW EQUIP. RESERVE	0.00	0.00	0.00	0.00	0.00%
TRAVEL & TRAINING	2,000.00	0.00	0.00	2,000.00	0.00%
Total Expenditures	<u>\$87,565.00</u>	<u>\$2,000.00</u>	<u>\$4,500.00</u>	<u>\$83,065.00</u>	<u>5.14%</u>
<u>W/S NON-OPERATING EXPENDITURES</u>					
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00%
CLEAN DRINKING WATER FEE	18,000.00	0.00	4,594.77	13,405.23	25.53%
CONTINGENCY	50,000.00	14.93	3,154.97	46,845.03	6.31%
GRANT FUNDING	0.00	0.00	0.00	0.00	0.00%
INTEREST ON METER DEPOSITS	5,000.00	21.67	79.65	4,920.35	1.59%
OTHER CONTRACTUAL SERVICES	0.00	2,478.04	3,897.29	(3,897.29)	0.00%
PROJECTS	0.00	0.00	0.00	0.00	0.00%
R-9 RANCH EXPENDITURES	280,000.00	2,446.70	57,654.03	222,345.97	20.59%
TRANSFER TO BOND & INTEREST	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO CAPITAL IMPROVEMEN	1,152,267.00	0.00	0.00	1,152,267.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	454,019.00	0.00	0.00	454,019.00	0.00%
TRANSFER TO GENERAL FUND	968,200.00	0.00	0.00	968,200.00	0.00%
TRANSFER TO NEW EQUIP. RESERVE	60,941.00	0.00	0.00	60,941.00	0.00%
TRANSFER TO STORMWATER MGT	0.00	0.00	0.00	0.00	0.00%
TRANSFER-SALES TAX RESERVE	2,759,000.00	0.00	0.00	2,759,000.00	0.00%
TRNSF TO GEN. FROM WA SLS TX	596,850.00	0.00	0.00	596,850.00	0.00%
WATER TAPS, HYDRANTS, METERS	128,003.00	6,116.40	19,500.96	108,502.04	15.23%
Total Expenditures	<u>\$6,472,280.00</u>	<u>\$11,077.74</u>	<u>\$88,881.67</u>	<u>\$6,383,398.33</u>	<u>1.37%</u>
<u>WASTEWATER TREATMENT & COLL.</u>					
CHEMICALS	85,000.00	6,014.23	10,385.95	74,614.05	12.22%
COMMUNICATION	3,000.00	191.79	378.09	2,621.91	12.60%
ELECTRICITY	165,900.00	12,089.59	38,637.34	127,262.66	23.29%
EQUIPMENT EXPENSE	58,112.00	2,368.26	12,284.25	45,827.75	21.14%
GENERAL SUPPLIES & MATERIALS	23,381.00	2,458.38	6,138.21	17,242.79	26.25%
LEGAL PUBLICATIONS & PRINTING	0.00	0.00	0.00	0.00	0.00%
NATURAL GAS	40,925.00	2,101.56	6,015.85	34,909.15	14.70%
OFFICE SUPPLIES	600.00	0.00	138.52	461.48	23.09%
OTHER CONTRACTUAL SERVICES	33,000.00	451.58	3,174.58	29,825.42	9.62%
OVERTIME	15,000.00	1,717.64	6,186.12	8,813.88	41.24%
PROFESSIONAL SERVICES	28,189.00	1,654.00	2,606.00	25,583.00	9.24%
PROJECTS	158,000.00	0.00	4,679.47	153,320.53	2.96%
REPAIRS TO BLDGS & STRUCTURES	5,150.00	77.04	1,166.49	3,983.51	22.65%
SALARIES	453,484.00	32,937.75	113,051.22	340,432.78	24.93%
SEASONAL/PART TIME	23,957.00	391.40	2,307.20	21,649.80	9.63%
TRAVEL & TRAINING	6,000.00	285.76	475.76	5,524.24	7.93%
UNIFORMS	4,202.00	1,226.39	1,453.22	2,748.78	34.58%
Total Expenditures	<u>\$1,103,900.00</u>	<u>\$63,965.37</u>	<u>\$209,078.27</u>	<u>\$894,821.73</u>	<u>18.94%</u>

	<u>Budgeted</u> 2013	<u>Expenses</u> Current Mo.	<u>Expenses</u> To Date	Balance	<u>% Spent</u> YTD
<u>WATER PRODUCTION & DIST.</u>					
CHEMICALS	494,210.00	29,525.62	87,977.83	406,232.17	17.80%
COMMUNICATION	4,300.00	771.83	1,303.53	2,996.47	30.31%
ELECTRICITY	256,800.00	18,245.93	58,143.34	198,656.66	22.64%
EQUIPMENT EXPENSE	56,140.00	4,874.83	11,054.16	45,085.84	19.69%
GENERAL SUPPLIES & MATERIALS	42,000.00	2,524.43	4,340.11	37,659.89	10.33%
INSURANCE & SURETY BONDS	0.00	0.00	0.00	0.00	0.00%
LEGAL PUBLICATIONS & PRINTING	3,150.00	0.00	0.00	3,150.00	0.00%
NATURAL GAS	13,360.00	1,331.85	4,097.58	9,262.42	30.67%
OFFICE SUPPLIES	1,100.00	5.98	25.58	1,074.42	2.33%
OTHER CONTRACTUAL SERVICES	91,720.00	112.10	1,800.81	89,919.19	1.96%
OVERTIME	22,000.00	1,088.75	6,726.95	15,273.05	30.58%
PROFESSIONAL SERVICES	15,540.00	0.00	3,464.00	12,076.00	22.29%
PROJECTS	40,000.00	369.06	369.06	39,630.94	0.92%
RENTALS	0.00	0.00	0.00	0.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	4,500.00	1,200.36	1,431.80	3,068.20	31.82%
SALARIES	567,680.00	42,579.29	145,847.57	421,832.43	25.69%
SEASONAL/PART TIME	23,976.00	1,675.80	6,021.88	17,954.12	25.12%
TRAVEL & TRAINING	6,000.00	20.00	40.00	5,960.00	0.67%
UNIFORMS	5,000.00	928.24	1,254.66	3,745.34	25.09%
Total Expenditures	<u>\$1,647,476.00</u>	<u>\$105,254.07</u>	<u>\$333,898.86</u>	<u>\$1,313,577.14</u>	<u>20.27%</u>
Solid Waste					
<u>SOLID WASTE FUND EXPENDITURE</u>					
COMMUNICATION	1,190.00	81.33	373.22	816.78	31.36%
CONTINGENCY	50,000.00	0.00	0.00	50,000.00	0.00%
DEBT SERVICES	0.00	0.00	0.00	0.00	0.00%
DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00%
ELECTRICITY	3,750.00	261.67	851.10	2,898.90	22.70%
EQUIPMENT EXPENSE	10,900.00	234.58	460.35	10,439.65	4.22%
GENERAL SUPPLIES & MATERIALS	23,240.00	442.01	1,014.17	22,225.83	4.36%
LEGAL PUBLICATIONS & PRINTING	2,000.00	0.00	0.00	2,000.00	0.00%
NATURAL GAS	3,084.00	397.89	1,258.94	1,825.06	40.82%
NEW EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
OFFICE SUPPLIES	550.00	0.00	34.67	515.33	6.30%
OTHER CONTRACTUAL SERVICES	368,080.00	23,142.02	51,186.38	316,893.62	13.91%
OVERTIME	5,500.00	321.68	1,712.77	3,787.23	31.14%
PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00%
PROJECTS	5,000.00	5,000.00	5,000.00	0.00	100.00%
RENTALS	0.00	0.00	0.00	0.00	0.00%
REPAIRS TO BLDGS & STRUCTURES	3,600.00	167.00	479.84	3,120.16	13.33%
SALARIES	348,633.00	25,237.53	89,251.13	259,381.87	25.60%
SEASONAL/PART TIME	0.00	0.00	0.00	0.00	0.00%
TRANSFER TO EMPLOYEE BENEFIT	159,376.00	0.00	0.00	159,376.00	0.00%
TRANSFER TO GENERAL FUND	245,000.00	0.00	0.00	245,000.00	0.00%
TRANSFER TO RESERVES	242,839.00	0.00	0.00	242,839.00	0.00%
TRANSFER TO WATER/SEWER FUND	0.00	0.00	0.00	0.00	0.00%
TRANSFERS	0.00	0.00	0.00	0.00	0.00%
TRAVEL & TRAINING	800.00	0.00	0.00	800.00	0.00%
UNIFORMS	3,500.00	220.94	470.49	3,029.51	13.44%
UTILITY-WATER	410.00	0.00	0.00	410.00	0.00%
Total Expenditures	<u>\$1,477,452.00</u>	<u>\$55,506.65</u>	<u>\$152,093.06</u>	<u>\$1,325,358.94</u>	<u>10.29%</u>
Fire Insurance Trust					
<u>FIRE INS TRUST EXPENDITURES</u>					
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
Grand Totals	<u>\$37,342,040.00</u>	<u>\$1,650,066.40</u>	<u>\$6,549,842.01</u>	<u>\$30,792,197.99</u>	<u>17.54%</u>

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 5

MEETING DATE: 4-25-13

TOPIC:

City Commission Rules of Procedure

ACTION REQUESTED:

Consider approving Resolution No. 2013-010 adopting the City of Hays City Commission Rules of Procedure and repealing all previous resolutions, motions, or actions in conflict therewith.

NARRATIVE:

None.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

City Commission
Toby Dougherty, City Manager

ADMINISTRATION RECOMMENDATION:

None

COMMITTEE RECOMMENDATION(S):

None

ATTACHMENTS:

Resolution No. 2013-010
City Commission Rules of Procedure

RESOLUTION NO. 2013-010

A RESOLUTION ADOPTING BY REFERENCE THE CITY OF HAYS CITY COMMISSION RULES OF PROCEDURE AND REPEALING ALL PREVIOUS RESOLUTIONS, MOTIONS OR ACTIONS IN CONFLICT THEREWITH.

WHEREAS, the *City of Hays City Commission Rules of Procedure* contains a full and complete set of rules, regulations, standards, and procedures which govern the proceedings of the Commission; and,

WHEREAS, it is the desire of the governing body of the City of Hays to adopt the provisions of the *City of Hays City Commission Rules of Procedure*, to apply in all of its affairs;

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

- A. That the *City of Hays City Commission Rules of Procedure*, as attached hereto and as may be amended from time to time, is hereby adopted by the City of Hays, Kansas.
- B. That it shall be the policy of the City of Hays, Kansas, to abide by and conform to in all respects the provisions of the aforesaid *City of Hays City Commission Rules of Procedure*.
- C. That the City Clerk of the City of Hays, Kansas, shall maintain a copy of the *City of Hays City Commission Rules of Procedure*, and of this Resolution in the Office of the City Clerk, and shall make same available to any interested citizen.
- D. That all previous resolutions, motions or actions in conflict with the *City of Hays City Commission Rules of Procedure* are hereby repealed.

This resolution shall be effective upon its approval by the City Commission of the City of Hays, Kansas.

Adopted by the Commission on the 25th day of April, 2013.

KENT STEWARD
Mayor

ATTEST:

DORIS WING
City Clerk

(SEAL)

CITY OF HAYS
CITY COMMISSION
RULES OF PROCEDURE

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Adopted this 25th day of April, 2013, by the City Commission at a regular meeting, by a majority vote of the members attending.

1. Rules of Procedure - Generally

1.1. Authority: The Code of Ordinances of the City of Hays provides that the City Commission shall determine its own rules of procedure.

1.2. Adoption of Rules: The following set of Rules of Procedure shall be in effect upon their adoption by the Commission.

1.3. Rules - New Commission: Each year, at the first regular meeting of the City Commission in April, or at the first meeting following the canvassing and certification of the election votes by the Ellis County Clerk and Ellis County Commission, the Commission shall immediately, following the election of the Chairperson and Vice-Chairperson of Commission, as provided in Sec. 4.1, adopt Rules of Procedure, either by adopting the prior Commission's Rules (with or without amendments) or by adopting new rules.

1.4. Rules of Order: These Rules of Procedure shall govern the proceedings of the Commission, and "Robert's Rules of Order Revised" shall govern those matters that these Rules of Procedure do not govern.

2. Meetings, Quorum, Attendance, Rules of Order:

2.1. Meetings to be Public: All meetings of the Commission shall be open to the public as per the Kansas Open Records Act, subject to the exemptions therein.

2.2. Quorum: A majority of the members of Commission, three (3), shall constitute a quorum. If a quorum is not present, those in attendance shall be listed and they shall adjourn to a later time.

2.3. Business Vote: All ordinances shall require the affirmative vote of the majority of the five (5) commission members.

2.4. Compelling Attendance: The Commission may adjourn from day to day to compel the attendance of absent members.

2.5. Right of Floor: Any member desiring to speak shall be recognized by the chair, and shall confine his/her remarks to one subject under consideration or to be considered.

3. Types of Meetings

3.1. Regular Meetings: The Commission shall meet in the Commission Chambers of City Hall on the second and fourth Thursdays of each month at a time specified by resolution. Should the regular meeting date be a holiday, the Board of Commissioners shall meet on the Tuesday preceding the holiday at the regular hour. Calls for regular meetings other than as provided above herein shall be in accord with Hays City Code Sec. 2.04.120.

3.2. Special Meetings: Special meetings shall be called and held pursuant to Hays City Code Sec. 2.04.130.

3.3. Work Sessions: The Commission may meet informally in work sessions (open to the public), generally to be held on the first and third Thursday at a time to be announced at the meeting preceding each meeting in the Commission Chambers to review forthcoming programs of the City, receive progress reports on current programs or projects, or receive other similar information from the City Manager and staff, provided that all discussions thereon shall be informal and no formal action shall be taken at any such session.

3.4. Regular and Special Meetings and Work Sessions: Notices of all meetings and work sessions shall be posted at City Hall, showing place, date and time of meeting or session, as well as an agenda for such meeting or session, and further disseminated according to the requirements of the Kansas Open Meetings Act.

3.5. Executive Sessions: Executive Sessions or closed meetings may be held in accordance with the provisions of the Kansas Open Meetings Act.

3.6. Adjourned Meetings: Any meeting of the Commission may be adjourned to a later date and time, provided that no adjournment shall be for a longer period than until the next regular meeting.

3.7. Emergency Meetings: Emergency meetings, necessitated by national, statewide or local catastrophe, riot, or insurrection, requiring immediate action for which the Commission may need to act immediately, shall be called by available Commission members, who may act by emergency declaration, with or without a quorum, and by the majority of as many Commission members as are present, to take only such actions as are necessary to restore the public welfare and peace to its more normal state. This rule shall prevail only until such time as Commission passes an ordinance to deal with such extraordinary circumstances. As a part of the emergency declaration, such Commission members as are present may by majority vote of those present suspend all or any portion of the within rules for such emergency meeting.

4. Mayor and Duties

4.1. Election of Mayor and Mayor Pro Tem: At the first regular meeting of the City Commission in April of each year, or at the first meeting following the canvassing and certification of the election votes by the Ellis County Clerk and Ellis County Commission, a Chairperson and Vice-Chairperson shall be elected. The Chairperson shall have the title of Mayor. The Vice-Chairperson shall have the title of Vice-Mayor. The meeting shall be called to order by the Mayor who shall accept nominations for the offices of Mayor and Vice-Mayor. The election shall be by roll call vote or by open ballot in a contested election and it shall require a majority vote by the members of the Commission.

4.2. Chairperson / Mayor: The Chairperson shall preside at all meetings of the Commission. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and Vice-Chairperson, the City Manager shall call the Commission to order, whereupon the members of the Commission present shall elect a temporary chairman.

4.3. Call to Order: The person presiding shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Commission to order. A temporary chairman shall serve as presiding officer of the Commission until the arrival of the Chairperson or Vice-Chairperson, at which time the temporary chairman shall immediately relinquish the chair upon the conclusion of the business immediately before the Commission.

4.4. Preservation of Order: While the Commission is in session, the members must preserve order and decorum. A member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the

Commission nor disturb any member while speaking or refuse to obey the orders of the Commission or its presiding officer. Media coverage may be provided so long as said coverage does not interfere with the orderly conduct of Commission meetings. Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Commission may be requested to leave the meeting and may be forthwith, by the presiding officer, barred from further audience before the Commission.

4.5. Points of Order: The person presiding shall determine all points of order, subject to the right of any member to appeal to the Commission. If any appeal is taken, the question shall be, "Shall the decision of the presiding officer be sustained?"

4.6. Questions to be Stated: The person presiding shall cause all questions to be stated, submitted to vote and announce all results. A roll call vote shall be taken upon the request of any member in the manner provided in these rules.

4.7. Appointment of Board, Commission, Committee and Authority Positions: Prior to appointment of any board member, commission or committee member or authority member, the term for which or vacancy of which will occur before the expiration of the then-Mayor's term, copies of any applications, letters of intent, or other indication of interest shall be provided to the Commission for review. At the regular meeting of the Commission preceding the meeting at which the appointment will be made, the Mayor shall make a recommendation for the Commission's consideration. At the next regular meeting, the Mayor shall make the appointment, subject to formal approval by the Commission. If the appointee does

not receive a majority vote of Commission, then any member of Commission may make a nomination for the position, subject to formal approval by the Commission. Such nomination shall be made from the applications, letters of intent or other indication of interest previously provided to the Commission. The Commission by unanimous consent may waive the time limits for this procedure.

5. Order of Business and Agenda:

5.1. Order of Business: All meetings of Commission, except executive sessions as outlined, shall be open to the public. At the hour appointed for meeting, the Commission shall be called together by the Chairperson, and in his/her absence by the Vice-chairperson. It shall be determined whether a quorum is present. Upon the appearance of a quorum the board of commissioners shall proceed to business, which shall be conducted in the following order:

1. Reading of the minutes of the last regular meeting and intervening special meetings, which, if no corrections are offered, shall stand approved;
2. Presentation of financial statements;
3. Citizen comments;
4. Consent agenda;
5. Unfinished business;
6. New business;
7. Report of city manager;
8. Commission inquiries and comments;

9. Executive session (if required);
10. Adjournment.

The foregoing order of business shall not, however, prohibit the introduction of any germane material or resolution by any member of the Commission under any appropriate heading of business hereinabove stated. For good reason, the person presiding may alter the order of the agenda unless decided otherwise by majority vote of Commission quorum present.

5.2. Presentation by Members of Commission: The agenda shall provide a time when the Chairperson or any Commission member may bring before the Commission any business that he/she feels should be deliberated upon by the Commission. These matters need not be specifically listed on the agenda, but formal action on such matters shall be deferred until a subsequent Commission meeting, when they can appear on the agenda, except that immediate action may be taken upon a vote of two-thirds of all members of the Commission.

5.3. Reading of Minutes: Unless a reading of the minutes of a Commission meeting is requested by a member of the Commission, such minutes may be approved without reading, if each member has been previously furnished with a copy of the minutes.

5.4. Rules of Debate:

(a) Presiding officer. The person presiding may move, second and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all members, and shall not be deprived of any of the rights and privileges of a Commission member by reason of his/her acting as the person presiding.

(b) Getting the floor. Every member desiring to speak shall address the chair, and upon recognition by the presiding officer, shall confine himself/herself to the question under debate, avoiding all personalities and indecorous language.

(c) Interruptions. A member, once recognized, shall not be interrupted when speaking unless it be to call him/her to order, or as herein otherwise provided. If a member, while speaking, be called to order, he/she shall cease speaking until the question of order be determined, and if in order, he/she shall be permitted to proceed.

(d) Introduction of ordinances and resolutions. Each ordinance or resolution shall be introduced and moved to be adopted as follows: "I move the introduction and adoption of Ordinance No. ____ (or Resolution No. ____)."

(e) Debate. The Commission member moving the adoption of an ordinance or resolution shall have the privilege of opening debate after the motion for adoption of the ordinance or resolution, but shall not speak against same. Such Commission member shall have the privilege of closing debate, by being invited by the presiding officer to speak last before vote is taken.

(f) Remarks entered in minutes. A Commission member may request, through the presiding officer, the privilege of having an abstract of his/her statement on any subject under consideration by the Commission entered in the minutes.

6. Ordinances, Resolutions, and Motions

6.1. Form: Ordinances and resolutions shall be presented to the Commission only in printed or typewritten form.

6.2. Voting: Voting decides all questions ultimately. Yes or no vote shall be taken from each Commission member upon the consideration of passage of all motions, ordinances and resolutions and shall be entered upon the official record of the Commission.

6.3. Tie Vote: In the event of a tie in votes on any motion, the motion shall be considered failed.

7. Citizens' Rights

7.1. Addressing the Commission: Any person desiring to address the Commission by oral communication shall first secure the permission of the presiding officer, provided, however, that preference will be given to those persons who have notified the City Manager by noon of the Friday immediately preceding the Thursday Commission meeting of their desire to speak in order that their name may be placed on the agenda and they will be recognized by the presiding officer without further action.

7.2. Manner of Addressing the Commission: Each person addressing the Commission shall step up to the microphone, shall give his/her name and address in an audible tone of voice for the record and, by prior determination, and, on a case-by-case basis, time limits may be imposed by the presiding officer. All remarks shall be addressed to the Commission as a body, and not to any member thereof. No person,

other than members of the Commission and the person having the floor, shall be permitted to enter into any discussion, except by the authority of the presiding officer.

7.3. Courtesy Requirements: As a courtesy to all who use the City Commission Chambers, the City Commission shall require that everyone:

1. Remove hats, caps and sunglasses.
2. Refrain from chewing gum or tobacco and eating.
3. Refrain from smoking.
4. Turn off all cell phones and pagers.

8. Suspension and Amendment of these Rules

8.1. Suspension of these Rules: Any provision of these rules not governed by the City Code of Ordinances, City Code, state statutes or general state law may be temporarily suspended by a vote of a majority of the Commission. The vote on any such suspension shall be taken by a roll call vote and entered upon the record.

8.2. Amendment of these Rules: These rules may be amended, or new rules adopted, by a majority vote of all members of the Commission, provided that the proposed amendments or new rules shall have been placed on the agenda and provided to all Commission members prior to the Commission meeting at which action is taken on the amended or new rules.

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 6

MEETING DATE: 4-25-13

TOPIC:

Newly Seeded Lawn Permit

ACTION REQUESTED:

Consider approving the amended Newly Seeded Lawn Permit and adopting Ordinance No. 3860 incorporating it into the Code of Ordinances for the City of Hays, Kansas.

NARRATIVE:

The City's Newly Seeded Lawn Permit is in need of updating to make the program more reflective of the geographical climate and the City's water demands. The City of Hays prohibits outdoor watering, from the hours of noon to 7 p.m., between June 1st and September 30th of each year. Residents wishing to seed or sod a lawn during this period are able to obtain a permit from the City of Hays, at no charge, which allows them to water outdoors during the prohibited period while establishing the lawn. The permit is available between June 1st and August 1st for warm season grass plantings. All permits will be issued on a weather-proof sign that is to be placed in the yard where the seeding or sodding is taking place.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager

ADMINISTRATION RECOMMENDATION:

City staff recommends approval.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Revised Newly Seeded Lawn Permit
Ordinance No. 3860

Commission Work Session Agenda

Memo

From: Toby Dougherty, City Manager

Work Session: April 18, 2013

Subject: Newly Seeded Lawn Permit

**Person(s)
Responsible:** Toby Dougherty, City Manager

Summary

The City's Newly Seeded Lawn Permit is in need of updating to make the program more reflective of the geographical climate and the City's water demands.

Background

The City of Hays prohibits outdoor watering, from the hours of noon to 7 p.m., between June 1st and September 30th of each year. Residents wishing to seed or sod a lawn during this period are able to obtain a permit from the City of Hays, at no charge, which allows them to water outdoors during the prohibited period while establishing the lawn.

Discussion

City staff has reviewed the Newly Seeded Lawn Permit program and has determined the permit needs to be updated. The current permit allows for significant waste of water and encourages residents to plant and sod cool season grasses during periods when they should not be planted or sodded.

City staff suggests the attached changes to the Newly Seeded Lawn Permit. For cool season grass plantings, the permit would be available only from August 25th through September 30th. Residents should not seed cool season grasses in June, July or the better part of August as the water requirements to establish these types of grasses during those months are significantly higher than seeding and sodding in the spring or the fall.

The permit is available between June 1st and August 1st for warm season grass plantings. Warm season grasses require higher ground temperature and, therefore, must be planted in the heat of the summer.

All permits will be valid for a ten-day period only. When seeding or sodding lawns in the correct manner, the lawn should be established within ten days and not require watering during the prohibited times.

All permits will be issued on a weather-proof sign that is to be placed in the yard where the seeding or sodding is taking place. The sign will have the expiration date written clearly upon it, therefore notifying City staff as to the term of the permit.

City staff is suggesting a fee of \$100 for new cool season lawn permits and no fee for warm season lawn permits. City staff will utilize the \$100 collected in fees for cool season lawn permits to purchase Buffalo grass seed to give to residents who are willing to convert from cool season grasses.

If approved by the Commission, City staff will send hard copies of the permit language to all lawn and landscaping businesses in and around the city of Hays notifying them of the regulatory changes.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City staff.

Financial Consideration

City staff is suggesting a \$100 fee for cool season grass permits. The monies collected via these fees will be used to subsidize the warm season grass conversion program.

Options

Option 1: Approve the revised Newly Seeded Lawn Permit and adopting ordinance.

Option 2: Deny the revised Newly Seeded Lawn Permit.

Option 3: Provide staff with further direction.

Option 4: Do nothing.

Recommendation

City staff recommends approval of the revised Newly Seeded Lawn Permit.

Action Requested

City staff requests the Commission approve the revised Newly Seeded Lawn Permit.

Supporting Documentation

Revised Newly Seeded Lawn Permit
Ordinance

Newly Seeded Lawn Permit, City of Hays, KS.

In accordance with the state and local law, outdoor watering is prohibited from June 1 – September 30 between the hours of 12:00 pm and 7:00 pm. The City of Hays enforces these laws within the city limits. The following exceptions will be made via a permitting process through the City.

For cool season grass plantings.

A permit may be obtained for a period of 10 days for newly seeded lawns. Summer is not the proper time to seed cool season grass therefore the city will not issue watering permits until fall. Permits for fall seeding will be available from August 25th until September 30th.

Permits may be obtained for a period of 10 days for sodded lawns. Fall is the ideal time for sodding cool season yards. Spring sodding can be accomplished but should be completed prior to May 20th therefore not requiring a permit.

For warm season Buffalo grass plantings:

Permit may be obtained for 10 days for seeded lawns. Permit requires pre-soaking seed methods. City Staff will meet with and explain the process as needed or required.

Permit may be obtained for 10 days for sodded, plugged or sprigged lawns.

Permit may be obtained between June 1st and August 1st.

For Bermuda grass plantings:

Permit may be obtained for 10 days for seeded, sodded, sprigged or plugged lawns between June 1st and August 1st.

Rules for plantings at new construction:

Plantings at new construction must have two cubic yards of compost added and incorporated into existing soil via mechanical means per 1000 square feet of landscape installation or permit is subject to be revoked.

Posting requirements:

Permitted party is required to post a permit in the front of their property for the duration of watering outside of regulated hours. This sign posting will be given by the finance office with the issuance of the permit.

Fees:

\$100 fee for new cool season lawn permits. No fee for warm season lawn permits.

Permit valid for the above-mentioned grass types only.

ORDINANCE NO. 3860

AN ORDINANCE AMENDING CHAPTER 65 OF THE CITY OF HAYS, KANSAS, MUNICIPAL CODE, BY MODIFYING ARTICLE III, DIVISION 1, SECTION 65-69, REGARDING WATER ALLOTMENT AND CONSERVATION.

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

Section 1. Chapter 65, Article III, Division 1, Section 65-69 of the City of Hays, Kansas Municipal Code is hereby amended as follows:

CHAPTER 65

UTILITIES

ARTICLE III. WATER SERVICE SYSTEM

DIVISION 1. GENERALLY

Sec. 65-69. Water Allotment and Conservation.

- (a) *Purpose.* In order to conserve the water supply of the city, to meet the needs and demands of the citizens of the city, and to eliminate waste in the use of such water, it shall be and is made unlawful for any person of any nature, including all persons and entities outside the City limits of the City of Hays, Kansas, with whom the City has any agreement to provide potable water, to use water contrary to and in violation of the following provisions. This section shall be known as and referred to as the "Water Allotment And Conservation Ordinance" of the city.
- (b) *Definitions and Regulations.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning. The terms "water user," "customer" and "water service account" shall be synonymous:

Outdoor watering means the irrigation with water of lawns, shrubs, flowers, trees, gardens and other outdoor vegetation for personal, private, commercial, or governmental purposes; the filling or adding of water to public or private swimming pools; the washing down with water of buildings, machinery, vehicles and appliances for personal or private purposes, and other similar practices and acts.

Residential water user, in addition to meaning private residential water user, also means and includes residents of apartments, duplexes, and other like multiple resident facilities, but shall not include hospitals, nursing homes, residence halls, dormitories, or other similar uses.

Ultra low-flow means, in the case of faucets and showerheads, devices which substantially restrict the flow of water, while only providing sufficient water for the purpose intended; and in the case of water closets or toilets, means devices which restrict the use of water per flush to 1.6 gallons, or less.

(c) *Regulations.*

- (1) The use of water for the washing down of sidewalks, walkways, driveways, parking lots, gas station aprons, and all other hard-surfaced areas, and other similar practices, shall be prohibited; provided that upon application, a special permit to allow such usage may be granted by the city clerk, if sufficient documentation and need, such as unreasonable hazard to public safety, can be shown.
- (2) The escape or loss of water through breaks or leaks within the water user's plumbing or distribution system for any substantial period of time shall be prohibited, it being presumed that a period of eight hours after the water user discovers or should have discovered such leak or break is a substantial period of time.
- (3) Outdoor watering, including, but not limited to, the irrigation of lawns, shrubs, flowers, trees, gardens and other outdoor vegetation, with potable water, shall be prohibited between the hours of 12:00 noon and 7:00 p.m., between June 1 and September 30, inclusive. Upon application and good cause shown, a special permit may be issued by the City to allow watering newly seeded lawns between said hours and said dates, with the terms and conditions of said permit to be established by the City, taking into account the type of grass and vegetation to be planted and watered so as to maximize the benefit of the use of potable water for said purpose, minimizing the waste of water and encouraging the water user to establish the grass and other vegetation at the optimum time and season. Said permit shall be valid for a maximum of ten days, shall restrict and regulate watering consistent with all ordinances and regulations, and shall be posted prominently at the site of the planting so that law enforcement and the public can easily view the permit. The City shall establish fees for said permits, in such a manner as to encourage the planting of low-water-use grass and vegetation and shall establish a system and program to purchase warm season, low-water-use seed and plants to give to applicants who are converting higher water-use grass and vegetation to lower water-use grass and vegetation. The City Manager or his designee shall inform the City Commission, as needed, of all current provisions of said permits, setting out all pertinent requirements and regulations, fees, financial incentives, and other information.

- (4) No water user shall allow substantial amounts of water to escape or drain from private property onto public property, including, but not limited to, public sidewalks, rights-of-way, streets, alleys, and highways; provided that the term "substantial" shall mean an amount sufficient to cause a discernible flow of water reaching the street, gutter or other drainage system. For purposes of this section, it shall be conclusively presumed that the resident of property from which water escapes or drains knows of such escape or draining. However, the escape of water from private property due to washing of vehicles shall not be construed as substantial; provided, the user of the water has not allowed water to flow from a hose or open tap when not directly being used to wash down the vehicle.
- (d) *Penalties.* Any person accused of violating the provisions of subsection (c) of this section shall be notified in writing that such accusation has been made and the accused party may request a hearing before the city clerk, or any representative appointed by the city clerk, and may present evidence in defense of such accusation. If a request for a hearing is not served on the city clerk within three days following the service of the written accusation on the accused party or if the city clerk finds that the allegations of such accusation are true, the following penalties shall be imposed:
- (1) Upon a first violation, the accused party shall be issued a formal written warning.
 - (2) Upon a second violation, water service shall be terminated on the property involved and a resumption of services fee in the sum of \$50.00 shall be paid before water service shall be resumed.
 - (3) Upon a third violation, water service shall be terminated on the property involved and a resumption of services fee in the sum of \$200.00 shall be paid before water service is resumed.
 - (4) Upon a fourth violation and any subsequent violations, water service shall be terminated on the property involved and a resumption of services fee in the sum of \$250.00 shall be paid before water service is resumed.

These provisions are cumulative, and for purposes of determining the number of violations committed, the previous 24 months shall be considered. Any violations previous to the preceding 24 months shall not be considered as violations for the purpose of assessing penalties in this section.

Section 2. The ordinance shall take effect and be in force from and after its passage and publication in the Hays Daily News, the official city newspaper.

ORDINANCE NO. 3860

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PASSED by the Commission on April 25, 2013.

KENT STEWARD
Mayor

ATTEST:

DORIS WING
City Clerk

(SEAL)

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 7

MEETING DATE: 4-25-13

TOPIC:

Dog Park Phase I Request

ACTION REQUESTED:

Grant permission to the Friends of the Hays Dog Park to raise money for Phase I of the dog park project with the Commission considering approval of Phase I construction once the funds have been raised.

NARRATIVE:

The FHDP are requesting approval to complete construction of the dog park in a three (3) phased approach. The intent of this approach is to construct Phase 1 so people can see progress is being made and be able to use the park which in turn should increase interest in the dog park and increase the amount of donations coming in for the remainder of the park. Phase 1 of the dog park has a projected cost of \$32,845.17 and consists mainly of road improvements, parking lot, staging area and approximately one acre of fenced in area. Assuming the Friends of the Hays Dog Park raises the necessary funds for Phase I, the item will be brought back to the City Commission for approval.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
Jeff Boyle, Director of Parks

ADMINISTRATION RECOMMENDATION:

City Staff recommends approval.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Letter of request from the Friends of the Hays Dog Park
Dog Park Location at Bickle-Schmidt Sports Complex
Dog Park Phased Overview
Dog Park Projections sheet for each phase

Commission Work Session Agenda

Memo

From: Jeff Boyle, Director of Parks

Work Session: April 18, 2013

Subject: Dog Park Phase 1 Request

Person(s) Responsible: Kim Perez, Friends of the Hays Dog Park
Jeff Boyle, Director of Parks

Summary

As per the attached letter, the Friends of the Hays Dog Park (FHDP) are requesting permission to complete construction of the dog park in a three (3) phased approach. Phase 1 of the project is projected to cost \$32,845.17. The FHDP is not asking the City for any funding for Phase 1. Their intent, noted within the attached request, is to construct Phase 1 so people can see progress is being made on the dog park which in turn should increase interest in the dog park and the amount of donation money coming in. City of Hays Staff will provide some of the labor for the construction of the dog park according to what our schedule will allow. Construction of the dog park by City Staff will not take priority over routine maintenance of existing facilities. The estimate for labor hours by City Staff for Phase 1 is 128 hours or \$1,664.00.

Background

At the June 28 2012 meeting the City Commission set aside a tract of land approximately six (6) acres in size for the Friends of the Hays Dog Park (FHDP) for construction of a dog park. The land is located east of the maintenance building at the Bickle-Schmidt Sports Complex. The dog park has a “small dogs” section consisting of approximately one (1) acre and a “large dogs” section consisting of approximately five (5) acres. The City Commission gave the FHDP two (2) years to begin construction of the dog park.

Discussion

The FHDP is requesting approval to complete construction of the dog park in a three (3) phased approach. According to the FHDP request, their intent of this approach is to construct Phase 1 so people can see progress is being made and be able to use the park which in turn should increase interest in the dog park and increase the amount of donations coming in for the remainder of the park. Phase 1 of the dog park has a projected cost of \$32,845.17 and consists mainly of road improvements, parking lot, staging area and approximately one acre of fenced in area which is known as the “small dogs” portion of the project (Attachment A). Phase 2 includes mostly fencing and is

known as the “large dogs” portion of the project. Phase 3 consists mainly of various amenities needed to complete the dog park such as shelters and additional benches. If Phase 1 is approved, both small and large dogs will be allowed to use the “small dogs” portion of the dog park. City Staff will be required to provide labor for a portion of the dog park construction in order for the estimates to be accurate. “Attachment B” outlines the expected city staff involvement. The FHDP were advised, if City Commission approves, that this labor can/will be provided when our schedule allows. In other words, routine park, pool, ball field and golf course maintenance will take priority as deemed necessary. Construction of the dog park in phases will not hinder or limit the construction of the project as a whole. After the completion of Phase 1, the additions of Phase 2 and Phase 3 will simply be a continuation where the previous phase left off. The total balance of the donations thus far is \$15,877.93. Below is a list of the proposed phases and the projected cost of each along with a total projected cost of all three (3) phases. The FHDP is not asking the City for any funding assistance at this time. All improvements to the dog park will be bid and managed by City Staff through completion of all three (3) phases.

- Phase 1- \$32,845.17
- Phase 2- \$42,269.00
- Phase 3- \$33,686.00
- **Total Cost- \$108,800.17**

Legal Consideration

There are no known legal obstacles to proceeding as recommended by staff.

Financial Consideration

The projected cost to complete Phase 1 of the proposal by the FHDP is \$32,845.17. To date FHDP has raised \$15,873. The FHDP are not asking the City for any funding assistance at this time. However, City Staff will provide labor for a portion of the Phase 1 construction of the dog park which consists of \$1,664 in 128 staff hours.

Options

This agenda item will be presented at the April 18, 2013 City Commission meeting for action. The City Commission has the following options:

- Option 1:** Grant permission to the FHDP to proceed with Phase 1 of the three (3) phase approach to constructing the dog park.
- Option 2:** Direct the FHDP to explore other options.
- Option 3:** Continue with current direction of the entire project constructed at once.
- Option 4:** Do nothing.

Recommendation

City Staff feels the phased approach is acceptable to move forward with in an effort to increase awareness and future support for phase 2 of the dog park as requested by the FHDP. The phased approach is acceptable because Phase 1 would be completed in a

manner that allows Phase 2 and Phase 3 to be completed without unnecessary or inefficient work.

Action Requested

The FHDP are requesting approval to complete the dog park in a phased approach beginning with Phase 1 which consists mainly of fencing, parking lot improvements, road improvements, staging area and water lines for the portion of the project known as the “small dogs” area.

Staff requests further guidance from City Commission on this request.

Supporting Documentation

- Letter of request from the Friends of the Hays Dog Park
- Dog Park Location at Bickle-Schmidt Sports Complex
- Dog Park Phased Overview
- Dog Park Projections sheet for each phase



March 25, 2013

Dear City Commissioners,

On behalf of the Friends of the Hays Dog Park (FHDP), I would like to formally thank you for supporting the dog park project. Your donation of the land allowed us to move forward in our efforts to make the community aware of the project and to begin our fundraising efforts. It was a much-appreciated vote of confidence in the idea, and your support has helped us to move forward.

We are working hard to raise the projected \$109,000 needed to build the park. Currently, we have raised \$16,500 through our fundraising efforts. To date we have had two fundraisers at Freddy's and two garage sales, and we are currently planning four additional fundraisers, one that we hope to be our signature event. We also have a grant-writing intern and have submitted one grant so far, with plans to submit several more. Starting this week, we begin our efforts to find big donors and sponsors for the park. And finally, we have partnered with the Heartland Community Foundation in our fundraising and fund management efforts.

My letter today is to request that the FHDP be permitted to build the dog park in phases. We have worked with Jeff Boyle to identify three phases for the completion of the park and request that we be able to begin building as soon as we have the money for each phase. We strongly feel a phased approach will help us with fundraising, but also will help people understand and appreciate the need for a dog park in Hays.

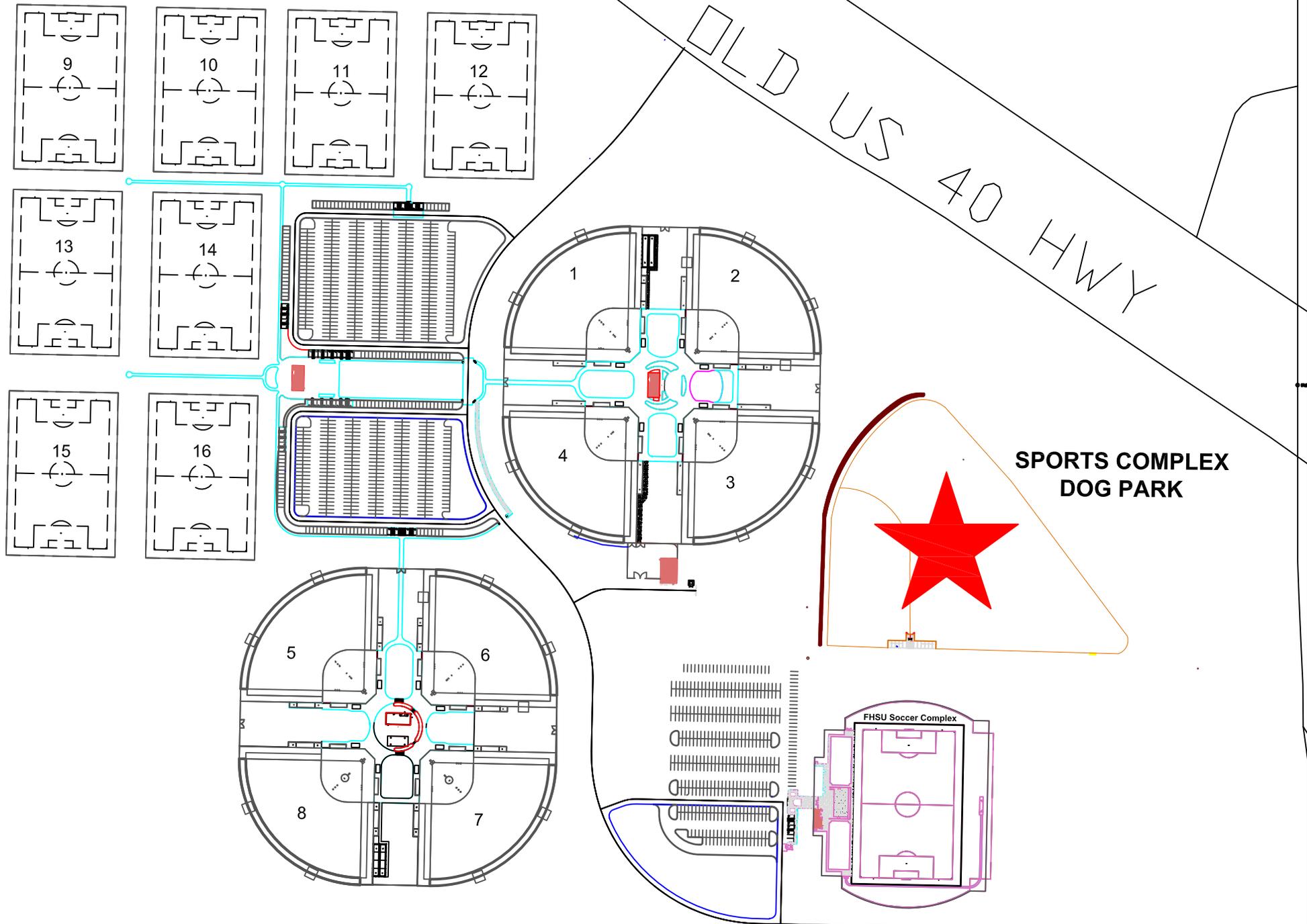
Sincerely,

Kim Perez

President, Friends of the Hays Dog Park

Blog: <http://friendsofthehaysdogpark.wordpress.com/>
Facebook: <https://www.facebook.com/groups/103442173090740/>

BICKLE-SCHMIDT SPORTS COMPLEX



Attachment A

SPORTS COMPLEX DOG PARK

LARGE DOGS
5 Acres

PHASE II

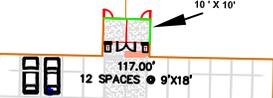
SMALL DOGS
1 1/2 Acres

PHASE I

Dirt Berm

Maintenance Gate

Maintenance Gate



DOG PARK PROJECTIONS

PHASE 1

<u>DESCRIPTION</u>	<u>PROJECTED COST</u>	<u>LABOR BY</u>
One (1) acre fence	\$ 19,386.00	contractor
Parking lot material & grading	\$ 3,432.00	city to install
Staging area fence	\$ 1,750.00	contractor
Staging area concrete	\$ 789.00	city
Message center (one sided)	\$ 1,003.17	city
Picnic table	\$ 680.00	city put it together
Bench (1)	\$ 280.00	city to put in
Pet waste station	\$ 355.00	city to install
Dog/people water station	\$ 1,820.00	city to install
Concrete around water station	\$ 150.00	city to install
Water lines for dog stations	\$ 2,800.00	city to install
Signs	\$ 400.00	city to install
Total	\$ 32,845.17	

PHASE 2

<u>DESCRIPTION</u>	<u>PROJECTED COST</u>	<u>LABOR BY</u>
Five (5) acre fence	\$ 38,304.00	contractor only
Picnic table	\$ 680.00	city to put together
Benches (2)	\$ 560.00	city to put in
Pet waste station	\$ 355.00	city to install
Dog/people water station	\$ 1,820.00	city to install
Concrete around water station	\$ 150.00	city to install
Signs	\$ 400.00	city to install
Total	\$ 42,269.00	

PHASE 3

<u>DESCRIPTION</u>	<u>PROJECTED COST</u>	<u>LABOR BY</u>
Benches (5)	\$ 1,400.00	city
Pet waste stations (3)	\$ 1,065.00	city
Shelter (large dog) [30 x 15]	\$ 20,000.00	contractor
Shelter (small dog)	\$ 4,500.00	city
Shelter (large dog small shelter)	\$ 4,500.00	city
Concrete for 30 x 15 shelter	\$ 550.00	city
Concrete for two small shelters (108)	\$ 216.00	city
Trash cans (3)	\$ 1,455.00	city
Total	\$ 33,686.00	

CITY OF HAYS

AGENDA ITEM COVER SHEET

COMMISSION AGENDA ITEM NO. 8

MEETING DATE: 4-25-13

TOPIC:

Building Condemnation – Fort Hays Trailer Park (618 E. 5th)

ACTION REQUESTED:

Approve Resolution No. 2013-011 directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

NARRATIVE:

The property located at 618 E. 5th, known as Fort Hays Trailer Park, has several abandoned homes on site that meet the definition of unsafe structures that need to be remediated. The owner, Loren Heiser, has not taken steps to remediate the issues on the property. The condition in which the homes are in continue to invite vandals and vagrants to the site, causing increasing amounts of damage. The current condition of the homes presents a severely blighting issue to the surrounding properties. Staff recommends passing a resolution directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

PERSON/STAFF MEMBER(S) MAKING PRESENTATION:

Toby Dougherty, City Manager
I.D. Creech, Director of Public Works

ADMINISTRATION RECOMMENDATION:

Staff recommends passing Resolution No. 2013-011 directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

COMMITTEE RECOMMENDATION(S):

N/A

ATTACHMENTS:

Staff Memo
Resolution No. 2013-011
Letter to Property Owner
Pictures

Commission Work Session Agenda

Memo

From: Jesse Rohr, PIE Superintendent

Work Session: April 18, 2013

Subject: Building Condemnation – Fort Hays Trailer Park (618 E. 5th)

Person(s) Responsible: Toby Dougherty, City Manager
I.D. Creech, Director of Public Works

Summary

The property located at 618 E. 5th, known as Fort Hays Trailer Park, has several abandoned homes on site that meet the definition of unsafe structures that need to be remediated. The owner, Loren Heiser, has not taken steps to remediate the issues on the property. The condition in which the homes are in continue to invite vandals and vagrants to the site, causing increasing amounts of damage. The current condition of the homes presents a severely blighting issue to the surrounding properties. Staff recommends passing a resolution directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

Background

This particular property has had many issues in the past and has previously had abatements resolved by the City. Several years ago, approximately 15 mobile homes were removed from the property through the City abatement process. The property has continued to deteriorate and most of the homes remaining on the property are currently vacant.

Discussion

The property located at 618 E. 5th, known as Fort Hays Trailer Park, has several abandoned homes on site that meet the definition of unsafe structures that need to be remediated. Staff has met with the owner of the property located at 618 E. 5th several times. The owner, Loren Heiser, has not taken steps to remediate the issues on the property. The three homes (home numbers 11, 23, and one unnumbered) and associated outbuildings currently being requested to be abated have been abandoned for a significant period of time. The homes do not meet current living standards, as the majority of the plumbing and electrical components have been removed from the property by vandals. There are several broken windows, many of which have since been boarded up. However, boarding up of windows is a temporary solution to an ongoing problem. The condition in which the homes are in continue to invite vandals and vagrants to the site,

causing increasing amounts of damage. The current condition of the homes presents a severely blighting issue to the surrounding properties.

Legal Consideration

There are no known legal obstacles to proceeding as recommended by City Staff.

Financial Consideration

Any costs associated with the demolition of the structures, including administrative costs, will be assessed to the property owner(s), and, if not paid, will be placed as a lien against the property.

Options

Options include the following:

- Approve a resolution directing the structures at 618 E. 5th to be repaired or removed and the premises made safe within a defined time frame.
- Do not approve a resolution
- Provide staff with other options for action

Recommendation

Staff recommends passing a resolution directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

Action Requested

Approve the resolution directing the structure(s) at 618 E. 5th to be repaired or removed and the premises made safe within the timeframe specified in the resolution.

Supporting Documentation

Letter to Property Owner
Pictures
Resolution

RESOLUTION NO. 2013-011

A RESOLUTION AUTHORIZING THE CITY OF HAYS OR ITS DESIGNATED AGENT TO ABATE THE DANGEROUS STRUCTURE(S) (MOBILE HOMES) LOCATED ON THE PROPERTY AT 618 E. 5th HAYS, KANSAS.

WHEREAS, the City of Hays did enact Ordinance 3712, adopting the 2006 International Property Maintenance Code, declaring certain matters as causing endangerment to the life, limb, health, morals, property, safety, or welfare of the general public or their occupants and providing for the removal or abatement of said structures and further providing for the assessment of costs and penalties; and

WHEREAS, on February 8, 2013, inspections of the property were conducted by the City of Hays, and said inspections revealed several "dilapidated and deteriorated" structures on the property in violation of the 2006 International Property Maintenance Code; and

WHEREAS, on February 11, 2013, a letter was sent to the property owner of 618 E. 5th, giving said owner thirty days, upon receipt, in which to rehabilitate or demolish the structures and twenty days to request a hearing before the Trades Board as provided in the 2006 International Property Maintenance Code, and the notices were therefore posted on the dangerous structures located at 618 E. 5th; and

WHEREAS, the owner of property located at 618 E. 5th failed to formally request a hearing before the Trades Board within twenty days; and

WHEREAS, the property owner has made no attempt to rehabilitate or demolish the structures since receiving the first notification; and

WHEREAS, the Governing Body of the City of Hays desires that the three identified mobile home structures on the property at 618 E. 5th St. be abated as provided for in the 2006 International Property Maintenance Code.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HAYS, KANSAS, AS FOLLOWS:

Section 1. That the existence of the dilapidated and deteriorated mobile home structures located at 618 E 5th are hereby found to be an endangerment to the health, safety, and welfare of the general public.

Section 2. That the property owner of the property located at 618 E. 5th was given proper notice to rehabilitate or abate the dangerous structures located at 618 E 5th and has failed to do either.

Section 3. That the City of Hays or its designated agent is hereby authorized to demolish the structure causing the violation at the end of ten days from the date of passage of this Resolution.

Section 4. That the cost incurred by the City shall be charged against the property located at 618 E. 5th, as provided in the 2006 International Property Maintenance Code.

PASSED by the City Commission on the 25th day of April, 2013.

Kent Steward, Mayor

ATTEST:

Doris Wing, City Clerk

Loren Heiser
RR 1 Box 71
Ruch Center, KS 67575-9416

Feb. 11, 2013

RE: 618 E. 5th St.
Hays, Ks 67601

VIA CERTIFIED MAIL:

Dear Mr. Heiser:

On Friday, Feb. 8th, 2013, an inspection of the property at 618 E 5th Street was completed by City of Hays Inspectors. The inspection showed that there are structures that have been abandoned and are unsafe due to the failure to maintain the structures. Many violations are visible from the exterior of the buildings and they include the following:

1. Inadequate exterior coverings
2. Broken windows
3. Dilapidated Structures
4. Unsafe property maintenance
5. Structure No. 23, and out buildings, Structure No. 11, and out buildings
6. Mobile Home in the southeast corner of Trailer Park

The conditions above are in violation of the 2006 International Property Maintenance Code. It is hereby ordered that the structures must be repaired and made safe and sanitary, or demolished and removed by March 8, 2013. All permits must be obtained before any repair or demolition begins.

You have the right to appeal this notice and order by filing a written appeal with the Building Trades Board of the City of Hays. The appeal must be filed within twenty (20) days after the day this notice is served upon you. The appeal shall be based on a claim that the true intent of the code or the rules legally adopted there under have been incorrectly interpreted, the provisions of the code do not fully apply, or the requirements of the code are adequately satisfied by other means.

If you fail to repair and make safe or demolish and remove the structures, the City of Hays will cause the structures to be demolished and removed, either by the City of Hays or its authorized agents, and such costs of such demolition or removal shall be charged against the real estate upon which the structures are located.

Please free to contact me to discuss this matter further at (785) 628-7310.

Sincerely,
Scott Zimmerman
Building Inspector/Code Enforcer

Attach: Pictures

Cc: City Prosecutor
File









COMMISSION INFORMATIONAL MEMORANDUM

TO: City Commission
FROM: Toby Dougherty, CPM
City Manager
DATE: April 16, 2013

Attached are the following items:

1. The minutes of the February 25, 2013 meeting of the **Hays Convention & Visitors Bureau Advisory Committee.**
2. The minutes of the February 27, 2013 meeting of the **Ellis County Wellhead Protection Committee.**
3. The minutes of the March 13, 2013 meeting of the **Downtown Hays Development Corporation Board.**
4. The minutes of the March 18, 2013 meeting of the **Hays Area Planning Commission.**
5. The minutes of the March 20, 2013 meeting of the **Hays Area Board of Zoning Appeals.**
6. The minutes of the March 21, 2013 meeting of the **Hays Recreation Commission Board.**
7. The **Great Lakes On-Time Reports** for April 2013.

If you have any questions regarding this information, please do not hesitate to contact me.

aw

**HAYS CONVENTION & VISITORS BUREAU
MINUTES**

**Monday, February 25th, 2013
Lunch Meeting**

Welcome Center Conference Room

PRESENT

Bob Wilhelm – Chair
Greg Wahler
Lorraine Howerton
Don Westfall

Andy Stanton
Connie Schmidt

Tammy Wellbrock – Ex Officio

Staff

Jana Jordan
Ruben Schuckman

Janet Kuhn

The Hays Convention and Visitors Bureau Advisory Committee Meeting was called to order by Chair Bob Wilhelm.

APPROVAL OF MINUTES FROM THE NOVEMBER MEETING – Bob

Lorraine made a motion to accept the November Meeting minutes. Andy seconded the motion.

Motion carried.

2012 ANNUAL REPORT – Jana

Jana offered some information included in the Annual Report. Some highlights were:
A tremendous accomplishment in 2012 for the Hays Convention and Visitors Bureau was the launch of the *Market Hays Plan*. This plan will be a marketing guide for the CVB to market the community for several years to come but will be evaluated and “tweaked” as needed to keep it alive and vital for Hays. What follows is a brief overview of the planning process and action plan.

- The Hays Convention & Visitors Bureau entered into a contract with Jake Huyett with Jones, Huyett Partners in Topeka to conduct a strategic plan and finalize an action plan for marketing Hays. The process started with a one-day retreat involving local “Tourism Champions” and staff from the CVB, Hays Area Chamber of Commerce, Ellis Co. Coalition for Economic Development and the Downtown Hays Development Corp. Twenty five people came together for the day to explore our strengths, weaknesses, and opportunities for enticing visitors into our community and spending time and money in Hays. Before the retreat began, Jake found out on his own how easy it was to find information about Hays

followed by two days of “discovery” where in essence he was a secret shopper in our community.

- Combining elements from the 2 Days of Discovery and notes from the retreat the following Action Plan was developed:
 1. Hays needs to strengthen our “Brand Image”, in other words, develop a “look” that stays consistent though all our marketing and promotion efforts. Our logo is good and slogan “small town charm...**BIG TIME FUN!**” is fitting for Hays so all marketing needs to repeat the same colors, same fonts, and same crisp pictures. This “look” should be consistent from print ads, distribution brochures, to Welcome Banners, to highway billboards, to website design...anything the public comes in contact with.
 2. Up-date the current website showcasing more and larger images & videos of the community. Make sure our website design remains mobile friendly. During 2012, with the assistance of the City of Hays IT Department the CVB was able to enter into a contract with the award winning design company CivicPlus from Manhattan, Kansas (remaining on schedule the new site will launch Feb. 14th, 2013).
 3. Partner with the Downtown Hays Development Corp, Ellis Co. Coalition for Economic Development and the Hays Area Chamber of Commerce to contract with a professional photographer to complete and update a photo library. That contract was awarded to Crossroads Photography and will continue through the summer of 2013.
 4. Become very aggressive with our digital and social media efforts. This increasingly popular method of marketing is extremely cost efficient but requires a lot of attention to be effective. Daily attention should be assigned to social media to maximize your audience.
 5. Outdoor advertising with a clean, clear message should be a priority with the millions of cars that travel I-70 and Hwy I-135 from the south on an annual basis. We were able to contract with 3 new billboards in 2012 (one near Lawrence, one near Topeka and one south of Wichita) and we are waitlisted in eastern Colorado. A very strong new billboard “face” campaign took place in 2012 showcasing some of our beautiful new photography and strengthening our Hays “look”.
 6. New Welcome Banners were installed in 2012 from 27th Street to I-70 with plans for Phase II in 2013 for banners from I-70 north to 43rd Street. This greeting to visitors is not only welcoming but sends a message that we appreciate their taking time to spend in our community and utilize our local services. There is still more that can be done to improve our City’s “Front Door” and make Hays inviting for visitors.
 7. Continuation of the Wayfinding Signage program in Hays was re-started in 2012 with phases to continue over the next several years. We are doing a disservice to our visitors to invite them to Hays only to find it

difficult to find our many attractions and services we have to offer once inside our city limits.

8. Devise a program that not only encourages visitors to discover what is unique about Hays but encourages FHSU Students to engage in our community. A "Brand Champions" piece was developed that highlighted a map of downtown Hays and included all of the city's unique businesses and attractions and discount coupons for all involved. This piece is distributed at the Welcome Center, frontline desk at local motels/hotels and at FHSU events. A reward program was incorporated to encourage frontline workers to dispense the piece to visitors and each week one of those frontline workers receives \$30.00 in Chamber Checks. It has been a very successful program that needs to continue into the future.

The Market Hays Plan is a good, solid beginning but as with all programs needs to be constantly monitored to see what is working and what needs work to be successful. Overall, it has been extremely helpful in planning a direction in which to head.

* The Hays Convention & Visitors Bureau utilizes a 5% Transient Guest Tax collected in local motel properties to market and promote the community. The collections for CY2012 were **\$754,278** (a \$17,312 increase from the previous year). That collection figure indicates our local motel properties gleaned **\$15,085,560** (million) in receipts by overnight visitors. That figure translates into **\$1,289,815** in State/City Sales Tax at (at 8.55%). For example, the City General fund would receive \$339,425 and the Bickle/Schmidt Sports Complex project would be helped by \$75,428 annually by our overnight visitors.

* Using the International Association of CVB's formula (40%/spent on lodging and 60%/spent on retail, food, gas & misc.) to estimate total dollars spent by visitors over and above the motel receipts, we could project over **40,228,160 million dollars** in local sales in 2012 and **\$905,133** in State/City Sales Tax. This figure does not include expenditures by day-only visitors to our community.

* Using local Transient Guest collections, we estimate over 575,000 people spent the night in Hays in 2012.

NEW CVB WEBSITE – Jana

Jana shared the new CVB Website with the group. www.haysUSA.net went live on February 19th. Some of the highlights of the new site are the beautiful photos, a much cleaner look, easy access to the calendar of events and the CVB's staff ability to manage the site internally. We are still adding information to the site and this will be an ongoing process.

ITEMS OF INTEREST – Bob

Bob Wilhelm shared with the group this would be his last meeting as a board member and chair of the group. After 28 years Bob has decided to retire for Historic Fort Hays. Everyone wanted to wish him well and thank him for his many years of service on the CVB Advisory Board.

ADJOURNMENT – Bob

Andy made a motion to adjourn and Don made a second to the motion.

**Minutes of the Ellis County Wellhead Protection Committee Meeting
February 27, 2013**

Members Present: John Heinrichs, Bill Wilson, Allen Roth, James Leiker

Non-Voting members: Karen Purvis- Recording Secretary.

Guests- None present

John Heinrichs, Chairman, **called the meeting to order** at 7:03 PM.

Minutes- It was moved by Allen and seconded by James that we accept the minutes as written. Motion carried.

Treasurer's Report- The treasurer was absent.

Old Business-

- a) Events- *Home and Garden Show-* Is March 9 and 10th at the mall. Karen stated that Stacie Minson brought prizes that the committee can give away from drawings that people sign up for. They must sign up to pick up their pet waste to get entered. When they sign up they also will receive a pet waste dispenser. We will also use the display that we have from previous years. Karen will send out a list to sign up for booth work times.
- b) Education- *Dog days-* The committee discussed helping Stacie Minson with the dog days event at Orschlen's in June. They agreed that the committee will help.
- c) Legislative- *Relationship with City/County Commissions-* John presented the draft letter to the representative of City and County Commissions explaining what the committee does. The committee made some changes and it will also be sent to entities for membership. It was then moved by Allen and seconded by Bill to send these out in separate letters. Motion Carried.
- d) Membership- See above note
- e) Research- John said that there is a graduate student that is working on a thesis project of changes of PCE in soil in the affected area of contamination.
- F) Other- James gave the committee an update of the Rural Water construction grant.

New Business-

- a) James mentioned the different ways that the City of Hays is trying to help conserve water. The City of Hays has a water conservation person. It is Nickolas Willis and he is also the Storm water Superintendent. James will talk to him and see if he can come talk to the committee for the March or April meeting to talk about the subject.

Date for Next Meeting- The next meeting will be changed to the 28th of March because of spring break, and that the forth Wednesday was not good for some people.

It was moved by Allen and seconded by Bill that we adjourn the meeting. The meeting was adjourned at 8:01pm.

Submitted by Karen Purvis, Recording Secretary

Downtown Hays Development Corporation
March 13, 2013, Meeting Minutes

March 13, 2013

11:30 a.m. – Gutch’s Bar & Grill

Attendees: Board Members/Staff: Traci Konrade, Michele Flax, Chris Wente, Elodie Jones, Sandy Jacobs, Michael Billinger, Sara Cearley, Eddie Perrett, Pam Joy, Henry Schwaller

Absent: Stacey Smith, Bill Overbey, Karen Dreiling, Andrew Rupp

Guests: Paul Briseno, City of Hays

CALL TO ORDER: President Sandy Jacobs called the meeting to order at 11:35 a.m.

PUBLIC COMMENT: None.

CORRESPONDENCE: Traci received a note from Senator Jerry Moran congratulating her on her participation in Leadership Hays. She also received a note from Skip Yowell saying he would be interested in visiting with Traci about the Pavilion.

APPROVAL OF MINUTES: After a motion by Chris and seconded by Eddie, the February 13, 2013 minutes were approved as presented. Passed unanimously

TREASURER’S REPORT: Eddie reported there was no income for the covered period. There were the regular operating expenses paid out. The new technology contract fee will show up starting next month. It was decided at the February meeting to write-off Professor’s invoice because of the non-payment. Before Traci could take the amount off the books, Professor’s paid their statement. After a motion by Chris and seconded by Michele, it was unanimously passed to reinstate Professor’s to good standing.

ECC REPORT: Karen relayed to Traci there was nothing to report at this time. The meeting with Liberty Group/DHDC/ECC about the proposed hotel project has not transpired to date.

CURRENT BUSINESS: There are still two **Conflict of Interest/501(c)3** statements to be signed (Karen & Bill). These are necessary for DHDC to receive 501(c)3 status. The **Past Board Member Breakfast** was a success. There were 7 past members and 10 current board members present. Traci sent out thank you notes along with a follow-up card for the past board members to return if they have any suggestions or comments. Sandy suggested making sure this is an annual event.

NEW BUSINESS: Traci has been working with the City to get their approval on the gateway marker at 17th and Main. The marker is currently being worked on at Pete Felten’s studio.

COMMITTEE UPDATES: *Pavilion* – Michele reported that the railroad was willing to help us but wanted us to perhaps move the project to a new location. Many ideas have been tossed around, i.e., moving to the old depot location, move it further into the street. There was a traffic count done by the city showing that approximately 300+ traveled 10th Street, both east and west of Main Street. We may need a new design for the Pavilion if we move it, making it more open, losing the doors. After talking with the engineers, Michele reported that the estimated price has gone up 3-5% but with the design changes, the price may go down. A new bid will have to be given after all details are worked out with the city and the railroad. Michele has been working with brick suppliers to get prices for making and engraving the bricks for the fund raiser. There is an opportunity to have thousands of brick engraved. It was decided to move forward with planning the Pavilion since we have the money from the city and the private donor. ***Farmers Market:*** Traci has been researching state regulations as to how to begin our own farmers market on 10th Street. Discussion was had as to whether to have it only Saturday mornings or both Saturday and Wednesday evening. There would be no charge to the farmers to have a booth. A sub-committee will be formed to get the farmers market started. ***Branding/Marketing:*** Sarah had nothing to report. ***Event/Fundraising:*** Elodie reported that the Blues, BBQ & Bargains committee is moving on with the Grills Gone Wild theme, 5th category of Wings was picked, sponsorships are being sought, everything is right on schedule. ***Partnership Program:*** Andy was absent but reported via email that we need just a little more to make our goal - \$4,800. Traci sent a follow-up letter to all 2012 donors who had not donated this year.

ANNOUNCEMENTS & ACTIVITIES:

Blues, BBQ & Bargains Meeting – March 18th – 5:30 Welcome Center

DHDC Office Closed (Good Friday) – March 29

DHDC Executive Board Meeting – April 1, 4:00 p.m. Welcome Center

DHCD April BOD Meeting – April 10, 11:30 Welcome Center (Sake2Me Lunch)

**HAYS AREA PLANNING COMMISSION
CITY HALL IN COMMISSION CHAMBERS
MARCH 18, 2013
MINUTES
6:30 P.M.**

1. CALL TO ORDER: The Hays Area Planning Commission met in regular session Monday, March 18, 2013 at 6:30 p.m. in Commission Chambers at City Hall. Vice-Chairman Lou Caplan declared that a quorum was present and called the meeting to order.

Present: Larry Gould (arrived at 7:00 p.m.) Lou Caplan Jim Fouts Pam Rein
Terry Claycamp Tom Denning Jake Glover Emery Jennings

Absent: Paul Phillips

City Staff: I.D. Creech, Director of Public Works, John Braun, Assistant Director of Public Works, Jesse Rohr, Superintendent of Planning, Inspection and Enforcement, Nick Willis, Stormwater Superintendent and Administrative Secretary Linda K. Bixenman.

2. MINUTES: There were no additions or corrections to the minutes from the January 21, 2013 meeting that were approved by consensus.

3. CITIZEN COMMENTS: - None.

4. CITY/COUNTY COMMISSION ACTION & PLANNING & DEVELOPMENT ISSUE UPDATES: Jesse Rohr presented the updates from the City Commission meetings:

dk ranch

On February 28, 2013 the City Commission approved the annexation, final plat and rezoning from "A-L" Agriculture to "R-1" Single Family Dwelling District for the property known as dk ranch. The next step will be the petition for the special benefit district.

Vine Street Reconstruction from 13th to 22nd

On March 14, 2013, the City Commission approved the reconstruction of Vine Street from 13th to 22nd Street to begin construction the first part of April. There will be a public meeting March 26, 2013 at 5:30 p.m. at the Kansas Department of Transportation Building if anyone would be interested to attend.

5. CITY MANAGER TO BRIEF THE PLANNING COMMISSION ON MATTERS PERTAINING TO UPCOMING PROPOSED CHANGES TO THE ZONING AND SUBDIVISION REGULATIONS: City Manager, Toby Dougherty, came before the commission to request the commission's input for recommendations to the City Commission on zoning and subdivision regulations issues as staff makes recommendations for upcoming changes to them.

The report generated from the 'Smart Growth Workshop' and the 'Comprehensive Plan' identified issues with the zoning and subdivision regulations. It was pointed out that the current regulations are first generation and suburban in nature. A report from the workshop listed some of the important points to consider identified as "Low-Hanging Fruit". The disclaimer in the Comprehensive Plan recommended a complete rewrite.

There was the discussion if the regulations should be rewritten or incorporate the changes and updates within the existing regulations. There was the discussion if a professional's evaluation should be considered. A professional begins with the evaluation and the second part is the rewrite.

Lou Caplan pointed out that a professional can determine where we are today, but they would need input where we want to go in the future.

Jim Fouts stated that with new regulations and updates, it makes it very difficult to modify existing regulations to encompass everything. With that in mind, he would anticipate a complete overhaul as the best alternative. He pointed out that they would have to start by looking at the points of priority identified as the 'low hanging fruit' or it would lose momentum.

It was the consensus of the Planning Commission to review for approval for recommendations to the City Commission the proposed upcoming proposed changes to the Zoning and Subdivision Regulations.

Housing Needs Assessment Meeting

There is a study group on the above committee. A schedule of the meetings will be sent to the Planning Commission. The Hays Area Planning Commission is invited to attend all of the meetings.

6. DISCUSSION OF STORMWATER REGULATIONS AND THEIR RELATIONSHIP TO THE ZONING/SUBDIVISION ORDINANCES:

J.D. Creech, Public Works Director, explained that there are certain legislative stormwater requirements per state statute that need to be incorporated into the city ordinances to bring them in compliance within the zoning and subdivision regulations. Development standards need to go before the Planning Commission for their recommendation. There are other proposed necessary changes for Stormwater Management Best Practices as well as some "housekeeping" issues.

Nick Willis, Stormwater Superintendent, presented a power point presentation to explain the proposed changes to the ordinances to incorporate stormwater management in the zoning and subdivision regulations.

He distributed the proposed changes for Chapters 11, 59 and 71 of the Hays Municipal Code. He also distributed a draft of a stream buffer ordinance.

The current regulations lack the following:

1. Current flood control from new residential developments is not required under any city ordinance
2. Requirements conducive to aquifer recharge not required
3. Protection of water quality from storm water run off is not required
4. Protection of existing drainage is non-existent in regulations

He explained that the Planning Commission would be required to make a recommendation on the proposed changes of the following:

1. Recommendation proposals to protect stream corridors by adopting a stream buffer ordinance
2. Recommendation of small changes associated with stormwater to the zoning code and subdivision regulations

City staff would be bringing forward to the City Commission the following proposed projects that would not be required to go before the Planning Commission; he would keep the Planning Commission informed.

1. Proposal to adopt a Post Construction Best Management Practices manual appraised for the impact on platting
2. Proposal to modify drainage standards for new residential development to meet flood control to protect investments. It would help as a fallback to planning.
3. Modify drainage standards to decrease the reliance on pipes. Chapter 53 code of ordinances does not require Planning Commission approval.
4. Stream Buffer ordinance (help water quality)

Based on this topic, Terry Claycamp, explained that there is a developer having difficulty selling his lots due to the storm water drainage area that is incorporated in the lots that prohibit the usage of that part of the lot to construct a fence. The owner also has to maintain the drainage area. He asked how this could be addressed to resolve this from happening in new developments.

ID Creech stated that he understood the concerns. He explained that not every lot will be appealing to everyone. As the stormwater management is encompassed into the zoning code and subdivision regulations, it will provide information to the developer in advance how the lots should be laid out incorporating the storm water drainage area so it will not overburden the developer and yet protect the waterway to make the lots more marketable.

Larry Gould explained that the Planning Commission has tried to stay involved for a long time stressing the importance of a strategic plan for stormwater management; there have always been false starts. ID Creech answered that the difference is that now there is a funding mechanism to get the plan established. There will be an outline of the plan as they move forward. Nick Willis pointed out that the legal environment is different today also.

Larry Gould asked the status of the stormwater strategic plan detention. ID Creech answered that they have reviewed the existing facilities, reviewed the

stormwater management plan from the past practices, and studied the levee. They have a consultant on board to address the long term plans.

Pam Rein asked if the stormwater best management practices will be part of the development process for the three mile extra territorial area. It was answered that it would be part of the process for that area.

Tom Denning asked what the definition of streams was. The definition was distributed on a hand out.

Jim Fouts stated that since the stormwater requirements are to be incorporated in the zoning and subdivision regulations, he asked if it should be done at the same time as the modification or rewrite of them. ID Creech answered that they would like to begin to get the barriers out of the way so it can be encompassed with the modification or rewrite of the regulations.

ID Creech noted that if anyone had questions, to not hesitate to call our office at 785-628-7350 or e-mail them. They plan to set up a joint meeting with the Planning Commission and the City Commission on this topic as well as discuss if there would be a modification or rewrite of the zoning and subdivision regulations.

Larry Gould and Jim Fouts noted the importance to begin with the 'low-hanging fruit' (priority points) in the zoning and subdivision regulations. ID Creech would send the information from the 'Smart Growth Workshop' to the Planning Commission.

Nick Willis suggested a tentative schedule to discuss the changes to the zoning and subdivision regulations and adoption of the stream buffer ordinance to be added to Chapter 71. The public hearing for May, 2013 would be set at the April 2013 Hays Area Planning Commission meeting and go forward to the City Commission in June.

7. CASE # 13-01 SET THE PUBLIC HEARING FOR A REQUEST FOR THE CHANGE OF ZONING CLASSIFICATION FROM "A-L" AGRICULTURE TO "C-2" GENERAL COMMERCIAL AND SERVICE DISTRICT ON A TRACT OF LAND IN THE NW/4 OF SECTION 27, TOWNSHIP 13 SOUTH, RANGE 18 WEST OF THE 6TH P.M. – LOCATION IS EAST 41ST STREET EAST OF SHERMAN AVE (2.186 ACRES):

It was moved by Larry Gould and seconded by Jim Fouts for a motion to set the public hearing for the request for the change of zoning classification from "A-L" Agriculture to "C-2" General Commercial and Service District on a tract of land in the NW/4 of Section 27, Township 13 South, Range 18 West of the 6th p.m. (See Legal) Location is East of 41st Street East of Sherman Ave (2.186 Acres).

Vote: Ayes Larry Gould Tom Denning Terry Claycamp Jake Glover
Jim Fouts Lou Caplan Pam Rein

Abstention: Emery Jennings Conflict of Interest

8. CASE # 13-02 SET THE PUBLIC HEARING FOR A REQUEST FOR THE CHANGE OF ZONING CLASSIFICATION FROM "A-L" AGRICULTURE TO "R-3" TWO-FAMILY DWELLING DISTRICT ON A TRACT OF LAND IN THE NW/4 OF SECTION 27, TOWNSHIP 13 SOUTH, RANGE 18 WEST OF THE 6TH P.M. – LOCATION IS EAST 41ST STREET EAST OF SHERMAN AVE (11.767 ACRES):

It was moved by Larry Gould and seconded by Terry Claycamp for a motion to set the public hearing for the request for the change of zoning classification from "A-L" Agriculture to "R-3" Two-Family Dwelling District on a tract of land in the NW/4 of Section 27, Township 13 South, Range 18 West of the 6th P.M. (See Legal) Location is East 41st Street East of Sherman Ave (11.767 acres).

Vote: Ayes	Larry Gould	Tom Denning	Terry Claycamp	Jake Glover
	Jim Fouts	Lou Caplan	Pam Rein	

Abstention: Emery Jennings Conflict of Interest

The meeting was adjourned at 7:56 p.m.

Submitted by: Linda K. Bixenman, Administrative Secretary,
Planning, Inspection and Enforcement

HAYS AREA BOARD OF ZONING APPEALS
COMMISSION CHAMBERS IN CITY HALL
MINUTES
MARCH 20, 2013
8:15 A.M.

1. CALL TO ORDER: The Hays Area Board of Zoning Appeals met on Wednesday, March 20, 2013 at 8:15 a.m. in Commission Chambers of City Hall. Due to lack of a quorum at the regularly scheduled meeting on March 13, 2013, the meeting was rescheduled to today. The meeting was called to order by Chairman Lou Caplan.

Present: Lou Caplan Gerald Befort Jerry Sonntag Bill Wilson

City Staff Present: Jesse Rohr, Superintendent and Linda Bixenman, Administrative Secretary of Planning, Inspection and Enforcement

2. MINUTES: There was a motion by Jerry Sonntag with a second by Gerald Befort to approve the minutes from the January 9, 2013 meeting.

Vote: Ayes: Lou Caplan Gerald Befort Jerry Sonntag Bill Wilson

3. CASE #02-13 GAARS LLC 505 E 20th STREET VARIANCE REQUEST ZONED "C-2"

Gary Haselhorst, owner, presented the application to request a 17 foot variance to reduce the building setback from the required 35 feet to 18 feet along both the south and west property lines to construct a five unit apartment building at 505 E 20th Street of which four of them will be two bedroom and one will be 3 or more bedrooms.

Bill Wilson asked if the property had been rezoned for multi-family housing.

Jesse Rohr answered that on October 11, 2007, an exception for a special use permit was granted by the Hays Area Board of Zoning for multi-family housing in a "C-2" General Commercial and Service District on the above property. At that time the existing motel was converted to apartments.

He gave a power point presentation of the layout and location of the proposed five unit apartment building and parking lot for the west end of the subject property at 20th and Milner. The layout reflected where the proposed apartment building will be located in relationship to the existing apartment buildings.

The setbacks for the surrounding properties are:

- 12 foot setback on property to the south
- 13 foot setback on properties to the north
- 11 foot setback on properties to the west

He explained that per the staff review, if the board does consider granting a variance the following conditions are to be met:

- Structure must be built with architectural features on the street side(s) such as gables, windows, doors, porches, etc.
- The 18 foot setback on the west side of the proposed structure must NOT be used for parking or be hard surfaced, but rather be landscaping, patio areas, porches, etc.
- Parking Requirement to be met using existing parking lot and on-street parking areas.

Lou Caplan asked if the surrounding structures with the respective setbacks as listed above were built before the implementation of the zoning regulations. Per the information available, they were built before the implementation of the zoning regulations.

Lou Caplan asked if there was anyone in the audience for or against this request.

Lacie Voss, 500 E 20th Street, came before the board to voice her concerns that additional apartments would add to the problems that already exist with the type of transient tenants that reside in the existing apartments.

Her sons are afraid to play in the front yard because of the profanity coming from the occupants and they are fearful of their safety of what is going on that always require police presence. To maintain a safe environment for the children to play, she and her neighbor took down the backyard fence dividing their properties.

She stated that the ladies that live alone in the neighborhood are fearful for their safety. There is no peace of mind. She suggested a security guard for the property for a reduction in police calls and arrests.

She explained that she has lived in the neighborhood for 8 years. When the owners of the subject property had come to the board for the special use permit to convert the motel to apartments, residents from the neighborhood had come forward to voice concern about the type of clientele. The clientele was not what they were told; they were told the clientele would be upstanding citizens.

She pointed out that she is not against multi-family housing and not wishing him to be unsuccessful; she is concerned another multi-family housing project would attract even more tenants that would pose a safety risk to the neighborhood.

She explained to the owner that there are certain things that do not attract the best clientele.

Lou Caplan asked the location of her property in relation to the new building. Ms Voss answered that she lives along 20th Street along with many residents that own their home; the entire apartment complex including the new complex will be in their view. The homes along Milner are rental homes. She emphasized there could be a potential shortage of street parking especially on church days since there is a church nearby.

Gary Haselhorst asked if this board was here to consider the variance or condemn the apartments.

Jesse Rohr stated that because there was such a concern by the neighbors of the safety of their neighborhood due to the tenants that reside in the apartments, he invited the Chief of Police Don Scheibler to provide some input to this concern.

Chief of Police, Don Scheibler, came before the board explaining that he does not have an opinion on the variance. He stated that there was nothing the police department didn't expect from changing the use from a motel to apartments. There has been an increase in police activity; although there is nothing that is out of control. They are aware of the police presence.

Jesse Rohr asked Chief Scheibler, that in his best opinion, if the proposed apartment complex would compound the issue. Chief Scheibler answered that it will not cause the crime rate to go through the roof; it will not cause the police department any issues. They are aware of the increased police presence on that property. Having the apartment building along Milner will help block the area from residents across the street.

He pointed out that the best approach to a better tenant is a screening process and keep the property fixed up; occupants are more likely to conduct themselves with pride in their residence. It is like the "broken window syndrome", if the window gets fixed then everyone conducts themselves with more pride of their residence.

Jesse Rohr stated that there were several letters submitted from neighbors that were unable to attend. One letter was in favor of the variance request. Another letter was from a neighbor with a safety concern and the other neighbor was concerned for occasional trash that overflows from the dumpster on the property. He explained that there are ways to address the issues.

Gary Haselhorst gave the analogy to compare a residential single family neighborhood that consists of 8 houses with the same size of property that has 20 apartments. He addressed Lacie Voss pointing out that she could sell her property if she did not want to live across from an apartment building.

A lady from the audience, a neighbor to Ms Voss, came before the board stating that her main concern was for the safety of the neighborhood from the transient tenants; she felt more apartments would compound the problem. Her concern is for her son having to be susceptible to the threat of his safety as well as the disrespectful behavior of the tenants and concerns that arise for constant police presence.

She acknowledged that Gary Haselhorst does work at keeping up the apartments and checking out the situations that occur on the property.

Chairman Lou Caplan explained that this board is here to consider a variance; there is no way this board can control who can or cannot rent the apartments. He used the analogy of a home for sale on a private lot in a neighborhood; there is no way to know if the people that move in would cause problems.

Bill Wilson asked if there was an on site manager. Gary Haselhorst answered that he has security cameras on the property.

Jerry Sonntag explained that every time a special use or variance request come before the board, they do take into consideration the voices of the surrounding area. There are problems on this property. People live in areas like that because they can get away with things. Other places around town do not have this type of problem. It will not change unless the landlord does something about it.

Bill Wilson pointed out that this board is considering a variance; it is not the scope of this board to try to protect the people around it.

Case #02-13

There was a motion by Gerald Befort with a second by Bill Wilson to grant the seventeen foot (17') variance to reduce the front yard building setback from the required 35 feet to 18 feet along both the south and west front yard property lines based on the consideration it does meet the five statutory requirements with the following conditions:

- Structure must be built with architectural features on the street side(s) such as gables, windows, doors, porches, etc.
- The 18 foot setback on the west side of the proposed structure must NOT be used for parking or be hard surfaced, but rather be landscaping, patio areas, porches, etc.
- Parking Requirement to be met using existing parking lot and on-street parking areas.

Vote:

AYES:

Vote: Ayes: Lou Caplan Gerald Befort Bill Wilson

Nay: Jerry Sonntag

Lou Caplan explained to the audience that if anyone wanted to file an appeal against the board's decision on this case, they could file an appeal to the District Court within 30 days.

4. CASE #03-13 BRANDON KISNER 206 E 32ND STREET VARIANCE REQUEST ZONED "R-1"

Jesse Rohr presented the property on the overhead visual.

Brandon Kisner, owner, presented the application to request a 5 foot variance to reduce the required separation distance between structures from the required 5 feet

to 0 feet to construct a breezeway between the primary residential structure and a detached accessory building on the above property.

Jesse Rohr pointed out that staff had considered modifying regulations for this type of connection to an accessory building to find a way it could be used by right as opposed to variance request. It may be considered sometime in the future and have conditions that apply.

Staff suggests if the variance is granted that it meet the following condition:

- The 'breezeway" must remain completely open on a least two sides and not be enclosed by a means from grade level to the roof line.

Bill Wilson asked if the garage has already been built. Mr. Kisner answered that it was under construction now. He asked if this was different than a deck. Jesse Rohr explained that the primary separation is from the fire code. Having a roof between the two structures increases the risk slightly in the event of a breakout of a fire. That is the reason for the condition for it to be open.

Bill Wilson asked if there were jurisdictions that completely disallow a connection between a main structure and accessory building. Jesse Rohr answered that some regulations allow it based on certain conditions.

Case #03-13

There was a motion by Bill Wilson with a second by Gerald Befort to grant a 5 foot variance to reduce the required separation distance between buildings from 5 feet to 0 feet to allow an attached breezeway to be constructed between a detached garage and the residence on the property at 206 E 32nd Street on the consideration it does meet the five statutory requirements with the following condition: The "breezeway" must remain completely open on at least two sides and not be enclosed by any means from grade level to the roof line.

Vote: Ayes: Lou Caplan Gerald Befort Jerry Sonntag Bill Wilson

The board adjourned at 8:59 a.m.

Submitted by: Linda K. Bixenman, Administrative Secretary,
Planning, Inspection and Enforcement

**HAYS RECREATION COMMISSION
REGULAR MEETING
March 21, 2013**

Chair called the meeting to order at 12pm.

Roll Call

Vice-Chair	Jeff Briggs
Secretary	Mark Junk
Commissioner	Nancy Jeter
Superintendent	Roger Bixenman

Chair Todd Lynd and Commissioner Lynn Maska were absent.

Approval of Agenda

Motion by Mark Junk to approve the March 21, 2013 agenda. Second by Nancy Jeter. Motion carried 3-0.

Approval of Minutes

Motion by Nancy Jeter to approve the minutes of the regular meeting for February 19, 2013. Second by Mark Junk. Motion carried 3-0.

Audience Participation

Melissa Romme-ABB&B discussed with the board the financials year to date.

Written Communication

No written communications.

Finances

Financial Statement

Motion by Mark Junk to approve the financial statement for February 2013. Second by Nancy Jeter. Motion carried 3-0.

Staff Reports

Sports Director

Information was shared with the board concerning sports.

Program Director

Information concerning all programming was shared with the board.

Aquatics Director

Information was shared with the board concerning aquatics.

Wellness Director

Information was shared with the board concerning wellness.

Sports Complex Director

Information was shared with the board concerning the sports complex.

Superintendent

Discussion was held concerning time clock system, equipment grant received from 7-up and potential financial support for providing an additional maintenance building for equipment at the Bickle/Schmidt Sports Complex.

Unfinished Business

No Unfinished Business

New Business

Approval of 2012 Audit

Motion by Mark Junk to approve the 2012 Hays Recreation Commission audit as presented by Gudenkauf & Malone. Second by Nancy Jeter. Motion carried 3-0.

Board Member Reports

No Reports

Other Action

None

Executive Session

None

Adjournment

Motion by Mark Junk to adjourn the meeting. Second by Nancy Jeter. Motion carried 3-0.

Respectfully submitted,

Roger Bixenman CPRP
Superintendent

Great Lakes Airlines On-Time Report

Apr-13	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	On-Time	Under 15 Min	15-44 Min Late	45-74 Min Late	75 -104 Min Late	105 Min Late or more	Canceled
Mon-Fri																																					
630	C	x	x	x	x			C	L	C	L	x			x	C	x													54%	8%			8%	31%		
645	C	x	x	x	x			C	L	C	L	x			x	C	x													54%	8%			8%	31%		
1016	x	C	x	x	x			C	C	L	x	x			x	C	C												54%	8%				38%			
1026	x	C	x	x	x			C	C	L	x	x			x	C	C												54%		8%			38%			
1311	L	x	x	x	x			x	L	x	x	x			C	L	C												62%	8%	8%	8%		15%			
1321	L	x	x	x	x			x	L	L	x	x			C	L	C												54%	15%	8%		8%	15%			
1425	L	x	x	x	x			L	C	C	x	x			C	L	L												46%	23%	8%			23%			
1435	L	x	x	x	x			L	C	C	x	x			C	L	L												46%	23%	8%			23%			
1626	x	x	x	x	x			x	C	x	x	x			L	x	C												77%		8%			15%			
1636	L	L	x	x	x			x	C	x	x	C			L	x	C												54%	15%	8%			23%			
2156	x	x	x	L	x			L	C	C	x	x			C	L	C												46%		8%	8%	8%	31%			
2206	x	x	x	L	x			L	C	C	x	x			C	L	C												46%		8%		15%	31%			
Saturday																																					
715					x							x																	100%								
725					x							x																		100%							
1250					x							x																		100%							
1300					x							x																		100%							
1406					x							x																		100%							
1416					x							x																		100%							
1931					x							x																		100%							
1941					x							x																		100%							
Sunday																																					
845					x							x																		100%							
855					x							x																		100%							
1250					x							L																	50%	50%							
1300					x							L																	50%	50%							
1626					x							L																	50%	50%							
1636					x							L																	50%		50%						
2156					x							x																		100%							
2206					x							x																		100%							

Average 81% 3% 6% 0% 3% 6%

Total Flights - 64 52 2 4 0 2 4

Percentage of flights delayed or canceled 19%

No time logged =na
Late=L
On Time=x
Canceled=C

On time means <= 15 minutes