



If you need this information in another format or require a reasonable accommodation to attend this meeting, contact the City's ADA Coordinator at 785-229-3635. Please provide advance notice of at least two (2) working days. TTY users please call 711.

**101 S. Hickory**  
**PO Box 60**  
**Ottawa, KS 66067-0060**  
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**TO:** Mayor and City Commissioners  
**RE:** **Study Session Agenda**  
**FROM:** Richard U. Nienstedt, City Manager

A Study Session is scheduled for **July 16, 2012 at 4:00 pm** in the Commission Chambers on the first floor of City Hall, 101 S. Hickory. The following items will be presented:

**I. Public Comments**

**II. Items to be Placed on the Regular City Commission Agenda**

- a. Minutes from the June 25 and July 2, 2012 Study Sessions. *pp. 3-6*
- b. A resolution amending the Cable Communications Franchise with Allegiance Communications, Inc. *p. 7*
- c. A request to consider a sublease at the Don Woodward Center. *pp. 8-11*
- d. A request to publish the proposed 2013 Budget and to call a public hearing for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax on August 1, 2012 at 7:00 pm. *p. 12-13*

**III. Items for Presentation and Discussion**

- a. A request from BJ and Melissa Harlan, Faith Farm Corp., to bring a traveling petting zoo to City Park. *p. 14*
- b. Discussion continues regarding the proposed 2013 Budget.
  - Franklin County Development Council 1100-572 *p. 15*
  - Municipal Court *p. 16*
  - Library *p. 17*
- c. City Manager's Report
- d. Commissioners' Reports
- e. Mayor's Report

**2012 Priorities**

Streets & Sidewalk Improvements • Economic Development • Parks • Business Development • Citizen Relations

**IV. Announcements**

July 18, 2012	<b>NEXT REGULAR MEETING, 9:30 am</b>
July 18, 2012	Joint City/County/USD 290 Luncheon, USD 290 1404 S. Ash, 12:00 Noon
July 23, 2012	Study Session, 4:00 pm
July 30, 2012	Study Session, 4:00 pm
July 31, 2012	National Night Out, 6:00 pm City Park & neighborhoods throughout Ottawa
August 1, 2012	Regular Meeting, 7:00 pm
August 6, 2012	Study Session, 4:00 pm
August 13, 2012	Study Session, 4:00 pm
August 15, 2012	Regular Meeting, 9:30 am
August 20, 2012	Study Session, 4:00 pm
August 27, 2012	Study Session, 4:00 pm
September 3, 2012	Labor Day holiday - City offices closed
September 3, 2012	Labor Day holiday - Study Session canceled
September 5, 2012	Regular Meeting, 7:00 pm

**V. Adjourn**

**VI. Items Already Placed**

- a. Recognition of Dave Sellens upon his retirement after 34 years of service.
- b. A request to approve the Capital Improvement Plan (CIP) for 2012-2017.
- c. A request to approve a contract with Tyler Technologies for a financial/accounting software system.
- d. A request for the reappointment of Jim Bradley to the KMEA Board of Directors.

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
June 25, 2012**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Caylor, Commissioner Reed, Commissioner Ramsey, and Commissioner Richards. A quorum was present.

Mayor Jorgensen called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the June 11, 2012 Study Session and agreed to place this item with a change on the next Special Call: Regular Meeting Agenda on July 2, 2012.

**Ron Hughes Retirement**

The Governing Body reviewed a recognition of Ron Hughes upon his retirement after 26 years of service to the City of Ottawa and agreed to place this item on the next Regular Meeting Agenda. A retirement reception will be held Friday, June 29, 2012 in the Commission Chambers at City Hall from 2 – 4 pm.

**Ordinance-Sign Regulations**

The Governing Body reviewed an ordinance amending Article 27, Section 27-4 General Standards, and Section 27-8 Prohibited Signs, for the City of Ottawa zoning regulations and agreed by consensus to place this item with only Article 27, Section 27-4 on the next Study Session Agenda on July 2, 2012.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided an overview of the amendments to Article 27, Section 27-4 of the zoning regulations and answered questions from the Governing Body.

**City Employee Residency Policy**

The Governing Body continued discussion regarding suggested revisions to the residency policy for City employees and agreed by consensus to place this item with a 35 mile driving distance on the next Regular Meeting Agenda.

**2013 Budget Discussion**

The Governing Body discussed the following 2013 proposed budgets:

- Update on Municipal Court/Police Department budgets
- 0500 General Obligation Debt Retirement Fund
- 1100 Community Services
- 1300 Auditorium

June 25, 2012

Unofficial Until Approved

1400 Airport  
1600 Special Parks  
1700 Special Alcohol  
2500 Economic Development  
2800 Special Streets Fund  
4100 Electric Power Supply  
5300 Equipment Reserve Fund  
5500 Revolving Loan  
5600 Risk Management  
7800 Wastewater Treatment Plant Debt Fund

*Commissioner Caylor excused herself from the meeting at 5:36 pm.*

### **Commissioners' Reports**

Commissioner Reed reported on the following:

- Wednesday, June 27, 2012: Battle of the Badge event

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Richards made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Jorgensen declared the meeting duly adjourned.

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Carolyn S. Snethen, City Clerk

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
July 2, 2012**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Jorgensen, Commissioner Caylor, Commissioner Reed, Commissioner Ramsey, and Commissioner Richards. A quorum was present.

Mayor Jorgensen called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the June 18, 2012 Study Session and the June 20, 2012 Regular Meeting and agreed to place these items on the next Special Call: Regular Meeting Agenda on July 2, 2012 at 7 pm.

**Ordinance-Sign Regulations**

The Governing Body reviewed a revised ordinance amending Article 27, Section 27-4 General Standards, for the City of Ottawa zoning regulations.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who reported the changes requested at the June 25, 2012 Study Session were made to the revised ordinance. The Governing Body agreed to place this item on the next Regular Meeting Agenda.

**Resolution-Gymnastic Center**

The Governing Body reviewed a resolution for a change in nonconforming use permit to allow a gymnastic center on the property located at 913 E Wilson Street.

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided details of the proposed gymnastics center and answered questions from the Governing Body. The Governing Body agreed to place this item on the next Regular Meeting Agenda.

**2011 Financial Audit**

The Governing Body heard from Harold Mayes, Agler & Gaeddert, who reviewed the 2011 Financial Audit and explained this was a clean audit.

July 2, 2012

Unofficial Until Approved

### **2013 Budget Discussion**

The Governing Body discussed the following 2013 proposed budgets:

- Stormwater Utility
- Youth in Government
- Ottawa Main Street Association
- Ottawa Library
- Prairie Paws Animal Shelter

### **Monthly Financial and Activity Report-May**

The Governing Body agreed to defer this item to the next Study Session Agenda on July 9, 2012.

### **Commissioners' Reports**

Commissioner Caylor reported on the following:

- Provided an Ottawa Recreation Commission (ORC) update and reported on a suggestion by Dan Step for ORC to partner with USD 290 and City of Ottawa to purchase ADA bleachers with shade and pave the parking lots at Oris Cox ball fields.

Commissioner Reed reported on the following:

- She recently attended sessions during Kansas Leadership Edge in Topeka, Kansas regarding experimenting with conflict issues.

### **Recess**

Commissioner Ramsey made a motion, seconded by Commissioner Caylor, to recess to dine and reconvene into open session at 6:50 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 5:51 pm.

### **Reconvene**

Commissioner Caylor made a motion, seconded by Commissioner Richards, to reconvene into open session. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly reconvened at 6:50 pm.

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Richards, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Jorgensen declared the meeting duly adjourned at 6:50 pm.

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Carolyn S. Snethen, City Clerk

A RESOLUTION AMENDING  
THE CABLE COMMUNICATIONS FRANCHISE

WHEREAS the CITY OF OTTAWA (“Grantor”) granted a franchise pursuant to Ordinance # 3503-05 (“Franchise”) to Allegiance Communications, LLC (“Company”) for the construction and operation of a cable communications system (collectively “Parties”); and

WHEREAS, the Parties have mutually agreed to amend the Franchise by adopting this Resolution (“Resolution”).

NOW, THEREFORE, the Parties do agree:

1. Section 5.A.4 of the Franchise is hereby deleted in its entirety and Allegiance shall have no further obligation to provide funding to the City pursuant to the Franchise beyond the franchise fee obligation required therein.

2. The Parties agree that Allegiance is providing a payment of Fourteen Thousand Fifty Nine Dollars and 67/100 (\$14,059.67) in release of and full and complete satisfaction of any and all outstanding obligations pursuant to Section 5.A.4. prior to the effective date of this Resolution.

3. This Resolution shall be effective immediately upon its passage.

PASSED AND ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2012.

CITY OF OTTAWA

By: \_\_\_\_\_

Its: \_\_\_\_\_

ACCEPTED.

ALLEGIANCE COMMUNICATIONS, LLC

By: \_\_\_\_\_

Its: \_\_\_\_\_

## **DON WOODWARD COMMUNITY CENTER SUB-LEASE**

This agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between the Ottawa Recreation Commission, (hereinafter "ORC," "Commission," or "Lessor") and \_\_\_\_\_.

### **BACKGROUND**

- The ORC is the lessee under a lease with the City of Ottawa, Kansas, for the premises commonly known as the Don Woodward Community Center (DWCC) located at 517 East 3<sup>rd</sup> St. Ottawa, Kansas 66067.
- The ORC may sub-lease portions of the DWCC to third parties with the approval of the City of Ottawa.
- ORC wishes to lease to Lessee portions of the DWCC that will help the Lessee carry out its operations for the benefit of the citizens of the community served by ORC.

In consideration of the mutual covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged the parties agree as follows.

### **TERMS AND CONDITIONS**

1. Agreement to Sub-lease. Lessor agrees to lease to Lessee, and Lessee agrees to lease from Lessor, the Premises on the terms and conditions stated in this Lease.

2. Premises. The leased premises are those areas of the DWCC as shown on the attached Exhibit A.

3. Term. The term of this lease shall be from July 1, 2012, to December 31, 2012. This lease shall automatically renew on January 1, 2013, for a twelve month period and shall renew for successive one year terms at the same rental rate unless either party notifies the other in writing within 90 days of the end of the term of their intent to terminate the lease.

4. Rent. Lessee will pay to Lessor, without demand, a monthly rent for the full term of this lease in the sum of \_\_\_\_\_ per month, payable on or before the \_\_\_\_ day of each month, in advance, to the an account specified by Lessor. . If any payment of rent is more than five (5) days late, it will incur a late payment fee of five percent (5.00%) of the total amount of rent which is late.

5. Sublease. Lessee may not sublease the Premises without the express written consent of the Lessor.

6. Condition of Premises. Lessee has inspected the premises, including the grounds and building, acknowledges that it is in good order and repair, and accepts it "as is."

7. Alterations. Lessee may not alter or decorate the Premises without the prior written consent of Lessor in each instance. Improvements made by Lessee to the building, that are removable, and made with Lessor's consent, may be removed at the termination of the Lease term, provided, that Lessee shall restore the building to the same or better condition as prior to the improvement.

8. Liability. Lessor is not liable for any loss, damage, or expense suffered by any person on or about the Premises, except that which is caused by Lessor's negligence. If Lessor incurs any damage or expense due to any such claim, other than a claim arising from Lessor's negligence, Lessee will reimburse Lessor for such damage or expense, as additional rent under this Lease.

9. Duty to Keep Premises Clean. Lessee must keep the Premises, including the grounds, clean and in good repair. Lessee shall not allow the accumulation of trash, dirt, debris, garbage or junk inside or outside the building, and shall use good and reasonable housekeeping practices. In the event of a default by Lessee, Lessor may make the necessary repairs and charge the cost of such repairs to Lessee as additional rent under this Lease. Lessee agrees to return the premises to Lessor in a condition equal to the condition of the Premises when the lease begins.

10. Right of Entry. Lessor may enter the Premises at reasonable times in order to examine the Premises or make repairs or alterations. In the event of an actual or apparent emergency, Lessor may enter the Premises at any time without notice. Lessee will not change any lock or install additional locks without Lessor's prior written consent and without providing Lessor a copy of all keys.

11. Default and Remedies.

a. Notice of Default. Lessor agrees to provide five (5) days' written notice to Lessee to correct any default under this Lease, other than a failure to pay rent or additional rent.

b. Termination of Lease. If Lessee fails to correct any default, other than a failure to pay rent or additional rent, within such five (5)-day period, or if Lessee fails to pay rent or additional rent provided for in this Lease on its due date plus a grace period of five (5) days, then Lessor may cancel this Lease by ten (10) days' prior written notice to Lessee. On the date stated in Lessor's notice, this Lease and Lessee's rights under this Lease will terminate, and Lessee must

surrender the Premises. Lessee remains liable, after such termination, for rent, additional rent, costs, and damages provided in this Lease.

c. Other Remedies. If this Lease is terminated due to Lessee's default, Lessor may, in addition to any other rights and remedies available to Lessor, use any forcible detainer, dispossession, eviction, and similar legal proceedings available.

d. Costs on default. In the event of default hereunder by one party, reasonably resulting in attorney fees and costs being incurred by the non-defaulting party, the defaulting party shall be liable for reasonable attorney fees and costs so incurred.

12. Curing Lessee's Defaults. If Lessee does not correct a default after 5 days' notice by Lessor, Lessor may remedy such default on behalf of Lessee, and any costs incurred by Lessor will be payable by Lessee, as additional rent under this Lease.

13. Relation to Sub Lease. This lease is subordinate to, and should be read in conjunction with, the lease between the ORC and the City of Ottawa which is attached hereto as Exhibit B. Nothing in this lease shall be construed as relieving the ORC of its duties to the City under the Lease, nor shall it be construed as creating additional duties from the ORC to the Lessee under this Lease.

14. Shared Spaces. ORC retains the final authority on the scheduling and use of any shared area of the DWCC. Shared areas include the gymnasium and classroom.

15. Cleaning. ORC will clean the gymnasium, upstairs storage area and office spaces occupied by ORC, staff. Tenant will be responsible for cleaning all offices occupied by their staff, \_\_\_\_\_. All parties will provide their own cleaning supplies. ORC will provide toilet paper and paper towels.

16. Utilities. ORC will continue to provide all utilities currently provided at the Premises. Any additional utilities or services will be the sole responsibility of Lessee.

17. Amendments. No change in this Lease shall be effective unless it is in writing and signed by both Lessor and Lessee.

**Ottawa Recreation Commission (referred to as "ORC," "Commission" and "Lessor" throughout) a Kansas recreation commission.**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (referred to as “Lessor” throughout)

By: \_\_\_\_\_

Its: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF OTTAWA, KANSAS  
ALL FUNDS  
EXPENDITURE SUMMARY**

	Actual	Revised	Proposed
FUND	2011	2012	2013
General	8,753,902	9,402,829	10,546,976
GO Debt Service	882,876	1,457,000	1,995,184
Library	737,071	756,582	764,410
Auditorium	138,116	163,281	272,370
Special Streets	512,943	547,265	471,994
Economic Development	43,002	43,000	139,674
Community Services	131,475	141,210	146,042
Special Parks & Rec.	66,273	37,500	169,496
Special Alcohol	24,024	24,000	27,000
Equipment Reserve	449,076	248,130	2,015,786
Revolving Loan Fund	76,986	77,011	266,879
Risk Mgt. Reserve	426,651	786,949	1,039,558
Stormwater Utility	0	0	400,000
Water Operations	2,306,772	2,624,456	3,379,837
Wastewater Operation	2,335,166	2,511,702	3,153,464
Electric Fund	13,853,556	16,995,262	20,127,134
Airport Fund	76,927	81,325	87,040
Wastewater Treatment Plant	725,989	729,922	1,355,562
KMEA Power Supply Fund	419,262	452,481	445,881
<b>Totals</b>	<b>31,960,067</b>	<b>37,079,905</b>	<b>46,804,284</b>
Less Budgeted Reserves			<b>(8,055,334)</b>
<b>Net Budgeted Expenditures</b>	<b>31,960,067</b>	<b>37,079,905</b>	<b>38,748,950</b>
Less Transfers	3,469,642	4,170,716	4,401,283
<b>Net Exp. Less Transfers</b>	<b>28,490,425</b>	<b>32,909,189</b>	<b>34,347,667</b>

The attached All Funds Summary contains much of the same information as the notice of Budget Hearing. However, since we make a practice of budgeting reserves, the Proposed Budget Year always looks inflated. Therefore, the All Funds Summary is used to net out the budgeted reserves for the Proposed Budget year, and the Actual/Expected Transfers for all three years. This provides a more realistic year to year comparison.

**NOTICE OF BUDGET HEARING**

2013

The governing body of the  
**City of Ottawa, Kansas**

will meet on August 1, 2012 at 7:00 pm at City Commission Chambers of City Hall, 101 S. Hickory for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at City Commission Chambers of City Hall, 101 S. Hickory and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2013 Expenditures and Amount of 2012 Ad Valorem Tax establish the maximum limits of the 2013 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2011		Current Year Estimate for 2012		Proposed Budget Year for 2013		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2012 Ad Valorem Tax	Estimate Tax Rate *
General	8,753,902	27.181	9,402,829	28.235	10,546,976	2,329,105	28.069
Debt Service	882,876	7.001	1,457,000	6.985	1,995,184	535,300	6.451
Library	737,071	8.378	756,582	8.522	764,410	690,084	8.316
Auditorium	138,116	1.167	163,281	1.499	272,370	192,512	2.320
Special Highway	512,943		547,265		471,994		
Economic Development	43,002		43,000		139,674		
Community Services	131,475		141,210		146,042		
Special Parks & Recreation	66,273		37,500		169,496		
Special Alcohol	24,024		24,000		27,000		
Equipment Reserve	449,076		248,130		2,015,786		
Revolving Loan Fund	76,986		77,011		266,879		
Risk Mgt Reserve	426,651		786,949		1,039,558		
Stormwater Utility					400,000		
Water Fund	2,306,772		2,624,456		3,379,837		
Wastewater Fund	2,335,166		2,511,702		3,153,464		
Electric Fund	13,853,556		16,995,262		20,127,134		
Airport Fund	76,927		81,325		87,040		
WWT Plant Debt Fund	725,989		729,922		1,355,562		
KMEA Power Supply Fund	419,262		452,481		445,881		
Totals	31,960,067	43.727	37,079,905	45.241	46,804,284	3,747,002	45.156
Less: Transfers	3,469,642		4,170,716		4,401,283		
Net Expenditure	28,490,425		32,909,189		42,403,001		
Total Tax Levied Assessed	3,523,688		3,627,182		xxxxxxxxxxxxxxxxxxx		
Valuation	80,589,315		80,179,137		82,978,376		
Outstanding Indebtedness, January 1,	2010		2011		2012		
G.O. Bonds	17,595,000		19,740,000		18,487,093		
Revenue Bonds	0		0		0		
Other	12,277,930		10,399,068		9,524,467		
Lease Purchase Principal	706,339		900,731		926,731		
Total	30,579,269		31,039,799		28,938,291		

\*Tax rates are expressed in mills

City of Ottawa, Kansas  
City Official Title: Director of Finance

**From:** BJ Harlan [<mailto:harlancattle@yahoo.com>]  
**Sent:** Monday, July 09, 2012 2:52 PM  
**To:** [lquillen@ottawaks.gov](mailto:lquillen@ottawaks.gov)  
**Subject:** petting zoo

Hi Leslie -

I think we spoke briefly over the phone on Friday. After speaking with Tom today, he encouraged me to let you know what our plans are and our intent, and then you would share that with the city commission for approval.

Our family has just started a Not for Profit organization entitled Faith Farm Corp. Business Entity ID Number: 6667067. We have filed the not-for-profit business papers with the Secretary of State and we are insured through our insurance.

We are truly not-for-profit. Our family has been blessed with the care of many animals and our daughters, my husband, and I would like to share the animals with children, as many as we can in Kansas. We are not charging money at all, it is totally free and only takes our gas and time that we are donating.

We would like to come Sunday, July 22 to City Park, and would be there from approximately 10 a.m. until 12 noon.

Thanks you so much, we look forward to hearing from you soon,

BJ and Melissa Harlan  
Madison, KS

## FRANKLIN COUNTY DEVELOPMENT COUNCIL

	Budget 2011/12	YTD 2011/12	Proposed 2012/13	Proposed 2013/14	Proposed 2014/15
<b>RECEIPTS:</b>					
Membership Dues	\$33,000	\$28,360	\$38,000	\$42,000	\$50,000
Interest Income	\$2,400	\$820	\$1,500	\$1,600	\$1,650
Annual Meeting	\$1,800	\$540	\$1,800	\$1,800	\$1,800
Special Meetings	\$0	\$0	\$0	\$0	\$0
Other	\$250	\$3,000	\$250	\$250	\$250
E.D. City/County	\$110,000	\$57,667	\$120,000	\$120,000	\$120,000
Transfer from Reserves	\$0	\$0	\$0	\$0	\$0
<b>Total Receipts</b>	<b>\$147,450</b>	<b>\$90,387</b>	<b>\$161,550</b>	<b>\$165,650</b>	<b>\$173,700</b>
<b>EXPENSES:</b>					
Accounting	\$1,500	\$0	\$1,700	\$1,800	\$1,800
Administrative expenses	\$0	\$40	\$0	\$0	\$0
Advertising	\$1,000	\$382	\$2,000	\$1,400	\$1,600
Allies Day	\$2,500	\$0	\$2,600	\$2,800	\$2,800
Attorneys Fees	\$250	\$0	\$250	\$250	\$250
Annual Meeting	\$1,500	\$135	\$1,600	\$1,700	\$1,800
Auto/Travel/Conference	\$2,500	\$368	\$2,650	\$2,750	\$3,000
Bank Service Fees	\$0	\$9	\$0	\$0	\$0
Contract Labor	\$15,000	\$0	\$0	\$0	\$0
Employee Benefits	\$0	\$0	\$10,000	\$10,500	\$11,000
Employee Salary	\$0	\$0	\$70,000	\$71,000	\$71,000
Equipment	\$0	\$0	\$3,000	\$0	\$700
Hospitality	\$250	\$0	\$300	\$300	\$300
Insurance (D&O)	\$1,200	\$0	\$1,250	\$1,300	\$1,300
KCADC Membership	\$4,500	\$0	\$4,500	\$4,500	\$4,500
Labor Shed Study	\$0	\$6,846	\$0	\$0	\$0
Rail Repair Loan Pmt	\$0	\$0	\$0	\$0	\$0
Rent to Chamber	\$0	\$0	\$4,800	\$4,800	\$4,800
Special Meetings	\$500	\$0	\$500	\$500	\$500
Staff Contract with Chamber	\$0	\$0	\$35,500	\$36,000	\$36,500
Strategic Planning	\$250	\$513	\$500	\$1,500	\$1,500
Postage	\$0	\$0	\$500	\$500	\$500
Prospect costs/mktg	\$7,500	\$1,015	\$10,000	\$12,000	\$13,000
Capital Campaign	\$0	\$0	\$0	\$0	\$2,500
Contract for E.D. Services	\$95,000	\$54,917	\$0	\$0	\$0
Land Option	\$0	\$0	\$0	\$0	\$0
Other	\$100	\$2,500	\$150	\$200	\$200
Website	\$300	\$210	\$350	\$400	\$425
Workforce Programs	\$1,000	\$0	\$1,200	\$1,500	\$1,750
<b>Total Expenses</b>	<b>\$134,850</b>	<b>\$66,935</b>	<b>\$153,350</b>	<b>\$155,700</b>	<b>\$161,725</b>
Transfer to Reserve	\$12,600	\$23,453	\$8,200	\$9,950	\$11,975

**MUNICIPAL COURT (0155)**

EXPENDITURE DETAIL		Actual	Actual	Actual	Revised	Budget	Proposed	Estimate	Estimate	Estimate	Estimate
		2009	2010	2011	2012	2012	2013	2014	2015	2016	2017
<b>PERSONNEL SERVICES</b>											
411	Salaries	105,176	87,815	91,297	94,000	100,500	91,500	93,788	96,132	98,535	100,999
410	Overtime	3,854	7,432	5,428	3,500	4,000	3,500	3,829	3,829	3,829	3,829
	<b>SUBTOTAL</b>	<b>109,030</b>	<b>95,247</b>	<b>96,726</b>	<b>97,500</b>	<b>104,500</b>	<b>95,000</b>	<b>97,617</b>	<b>99,962</b>	<b>102,365</b>	<b>104,828</b>
<b>CONTRACTUAL SERVICES</b>											
502	Postage	1,006	737	625	1,000	1,200	1,200	1,236	1,273	1,311	1,351
503	Telecommunications	893	901	913	900	1,433	1,433	1,476	1,520	1,566	1,613
504	Travel	802	1,007	534	1,000	1,500	1,500	1,545	1,591	1,639	1,688
505	Professional Development	175	325	650	750	1,450	1,450	1,494	1,538	1,584	1,632
514	Printing	819	978	1,405	1,000	1,400	1,400	1,442	1,485	1,530	1,576
543	Lease Payments	0	719	1,358	0	0	1,400	1,442	1,485	1,530	1,576
556	Defense Attorneys	34,200	43,650	41,790	40,000	40,000	44,000	45,320	46,680	48,080	49,522
558	Other Cont. Services	2,012	3,308	6,854	6,850	8,710	11,322	11,662	12,012	12,372	12,743
	<b>SUBTOTAL</b>	<b>39,908</b>	<b>51,624</b>	<b>54,130</b>	<b>51,500</b>	<b>55,693</b>	<b>63,705</b>	<b>65,617</b>	<b>67,587</b>	<b>69,615</b>	<b>71,705</b>
<b>COMMODITIES</b>											
600	Office Supplies	1,914	557	1,886	1,900	2,750	2,750	2,833	2,917	3,005	3,095
614	Books	273	522	316	250	250	250	258	265	273	281
630	Other Operating Supplies			195	0	0	0				
	<b>SUBTOTAL</b>	<b>2,187</b>	<b>1,079</b>	<b>2,397</b>	<b>2,150</b>	<b>3,000</b>	<b>3,000</b>	<b>3,091</b>	<b>3,185</b>	<b>3,281</b>	<b>3,381</b>
<b>CAPITAL OUTLAY</b>											
701	Computer Equipment	4,095	11,842	0	614	614	614	614	614	614	614
705	Computer Equipment	7,431	0	0	0	0	0	0	0	0	0
	<b>SUBTOTAL</b>	<b>11,526</b>	<b>11,842</b>	<b>0</b>	<b>614</b>						
	<b>TOTAL</b>	<b>162,652</b>	<b>159,793</b>	<b>153,252</b>	<b>151,764</b>	<b>163,807</b>	<b>162,319</b>	<b>166,939</b>	<b>171,347</b>	<b>175,875</b>	<b>180,527</b>

## LIBRARY - GENERAL FUND

CITY REVENUE	Actual	Proposed	Proposed
	2011	2012	2013
Unencumbered Cash	\$8,979	\$3,624	\$4,020
City ad valorem	\$737,071	\$683,244	\$690,076
Back Tax		\$38,500	\$39,501
Motor vehicle tax		\$69,000	\$69,337
Interest		\$0	\$0
Uncollected Taxes (Estimated 5%)		(\$34,162)	(\$34,504)
<b>TOTAL REVENUE FROM CITY</b>	<b>\$737,071</b>	<b>\$756,582</b>	<b>\$764,410</b>
Building Payment Withheld	\$0	\$0	\$0
<b>APPROPRIATIONS</b>	<b>\$737,071</b>	<b>\$756,582</b>	<b>\$764,410</b>
<b>OTHER REVENUE</b>		<b>2012</b>	
State aid (state,KAN-ED, Erate)	\$10,353	\$7,000	\$5,500
Grants	\$28,491	\$29,000	\$37,486
Fines & Fees	\$19,630	\$20,000	\$22,000
Endowment Interest	\$8,400	\$8,400	\$8,400
Interest	\$809	\$1,000	\$800
Gifts	\$325	\$325	\$325
Program Income	\$105		
FOL Grant	\$2,000	\$0	\$0
<b>TOTAL OTHER REVENUE</b>	<b>\$70,113</b>	<b>\$65,725</b>	<b>\$74,511</b>
<b>TOTAL ALL SOURCES</b>	<b>\$816,163</b>	<b>\$825,931</b>	<b>\$842,941</b>
<b>EXPENDITURE SUMMARY</b>			
		<b>Proposed</b>	
<b>PERSONNEL SERVICES</b>		<b>2012</b>	
Staff Salaries	\$471,364	\$485,007	\$481,500
Employee benefits	\$104,702	\$118,800	\$124,000
<b>Subtotal</b>	<b>\$576,066</b>	<b>\$603,807</b>	<b>\$605,500</b>
<b>MATERIALS AND PROGRAMS</b>			
Books/Periodicals	\$69,257	\$76,248	\$76,300
AV Materials	\$21,515	\$24,000	\$25,000
Programs	\$1,684	\$3,000	\$3,000
Gifts	\$812	\$0	
<b>Subtotal</b>	<b>\$93,268</b>	<b>\$103,248</b>	<b>\$104,300</b>
<b>OPERATIONS</b>			
Officer & Director Ins/Emp Prac Ins.			\$1,500
Building insurance	\$3,818	\$4,200	\$4,300
Audit	\$2,677	\$2,700	\$3,100
Utilities	\$26,345	\$25,500	\$26,000
Telephone	\$8,906	\$8,700	\$8,400
Postage	\$4,064	\$4,500	\$2,700
Public Relations	\$1,056	\$1,500	\$1,500
Custodial Supplies & Bldg Maint.	\$29,191	\$23,000	\$22,000
Office Supplies & Copy Machine Exp	\$14,770	\$18,556	\$22,500
Prof.Mtgs., Mbrshps, & Mi. Expenses	\$2,721	\$5,000	\$13,000
Equip. Purchase	\$9,580	\$5,000	\$6,241
Equip. Rental & Repair	\$3,548	\$4,500	\$4,700
Miscellaneous	\$101	\$500	\$500
Automation Support	\$6,885	\$6,000	\$7,000
Electronic Access Expenditures	\$852	\$1,000	\$1,000
Collection Agency		\$0	\$500
Computer Stwr. Upgrades	\$929	\$1,200	\$1,200
Operating Grants	\$2,762	\$0	\$0
Transfer Out	\$25,000	\$0	\$0
<b>Subtotal</b>	<b>\$143,205</b>	<b>\$111,856</b>	<b>\$126,141</b>
Equipment Reserve		\$3,000	\$3,000
Reserve/Cash Carryover	\$3,624	\$4,020	\$4,000
Total Budgeted Reserves	\$3,624	\$7,020	\$7,000
Reserve			
<b>TOTAL EXPENDITURES</b>	<b>\$812,539</b>	<b>\$818,911</b>	<b>\$835,941</b>
<b>Contingency Reserves</b>	<b>\$3,624</b>	<b>\$7,020</b>	<b>\$7,000</b>
	<b>\$816,163</b>	<b>\$825,931</b>	<b>\$842,941</b>