Agenda

Basehor City Council
Special Meeting
Basehor City Hall
August 3, 2016 ~ 6:30 p.m.

1. Public Hearing for 2017 Operating Budget
2. Approve the 2017 Operating Budget

Basehor City Council
Work Session
Basehor City Hall, August 3, 2016 ~ 7:00 p.m.

1. Standard Traffic Ordinance (STO) - Ordinance No. 678
2. Uniform Public Offense Code (UPOC) - Ordinance No. 679
3. Executive Session *(If Needed)*

Per K.S.A. 75-438 the City Council Meeting agenda is available for review at Basehor City Hall, 2620 North 155th

City of Basehor

Special Meeting Agenda Item Cover Sheet

Special Meeting Agenda Item No. 1

Topic: 2017 Operating Budget

Action Requested: Public Hearing for the 2017 Operating Budget

Narrative: Pursuant to Kansas Statutes, City staff has submitted a proposed budget for the City's fiscal year commencing January 1, 2017. A public hearing is required to be held upon all budgets by taxing subdivisions or municipalities of the state. The hearing shall be held not less than ten days prior to the date on which they shall certify their annual levies to the county clerk as required by law (K.S.A. 79-2933).

Presented by: Lloyd Martley, Chief of Police/City Administrator
Kristi Olsen, City Treasurer
Ben Hart, Financial Advisor AGH

Administration Recommendation: N/A

Attachments: 2017 Proposed Operating Budget (see agenda item 2)

Projector needed for this item?

No

City of Basehor

Special Meeting Agenda Item Cover Sheet

Special Meeting Agenda Item No. 2

Topic: 2017 Operating Budget

Action Requested: Approve 2017 Operating Budget as presented

Narrative: Pursuant to Kansas Statutes, City staff has submitted a proposed budget for the City's fiscal year commencing January 1, 2017. The primary purpose of the City's budget and budgeting process is to develop, adopt, and implement a plan for accomplishing goals for the upcoming year with given constraints. The 2017, Budget has been designed to be consistent with the long-term vision of the City and the overriding objectives of maintaining a responsive and financially stable position while providing efficient and high quality service levels.

Presented by: Lloyd Martley, Chief of Police/City Administrator
Kristi Olson, City Treasurer
Ben Hart, Financial Advisor AGH

Administration Recommendation: Approve 2017 operating budget

Attachments: 2017 operating budget

Projector needed for this item?

No

OPERATING FUNDS BEGINNING FUND BALANCE

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
General	$ 541,375	$ 737,207	$ 887,055	$ 1,088,351	$ 485,374
Special Parks and Rec	109,764	121,632	152,778	111,119	39,419
Consolidated Highway	1,946,612	1,710,040	1,986,678	2,203,656	1,575,656
Capital Improvement	1,424,266	1,507,879	1,269,695	2,143,067	1,260,601
Municipal Equipment Reserve	341,721	312,729	301,105	250,727	166,927
Bond and Interest	659,198	586,415	435,439	266,185	86,811
Sewer	814,394	1,083,531	1,331,749	1,765,615	1,436,181
Solid Waste	110,283	110,478	119,379	122,035	92,309
Cedar Lake Maintenance	3,713	13,627	14,410	17,892	17,947
Sewer District #3 Maintenance	19,683	22,788	30,418	35,726	35,876
Employee Benefit	135,031	167,930	129,527	131,088	60,893
Total Beginning Fund Balance	$ 6,106,040	$ 6,374,256	$ 6,658,232	$ 8,135,460	$ 5,257,994

OPERATING FUNDS REVENUE

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
General	$ 1,968,436	$ 2,087,015	$ 2,170,440	$ 2,259,254	$ 2,500,496
Special Parks and Recreation	28,449	32,046	28,546	16,300	23,310
Consolidated Highway	624,572	709,374	722,048	547,000	674,720
Capital Improvement	83,613	101,006	1,176,800	84,000	103,000
Municipal Equipment Reserve	85,274	133,626	91,587	91,200	91,550
Bond and Interest	734,948	639,166	618,790	686,738	812,295
Sewer	1,583,594	1,660,847	1,999,852	1,465,023	1,615,795
Solid Waste	290,873	297,705	319,865	292,550	316,250
Cedar Lake Maintenance	40,016	40,016	40,056	40,055	40,055
Sewer District #3	33,028	33,040	33,088	33,150	33,150
Employee Benefit	483,927	499,535	564,942	548,609	677,119
Total Annual Revenue	$ 5,956,730	$ 6,233,376	$ 7,766,014	$ 6,063,879	$ 6,887,739

OPERATING FUNDS EXPENSES

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
General	$ 1,772,605	$ 1,937,167	$ 1,969,144	$ 2,862,231	$ 2,972,366
Special Parks and Rec	16,581	900	70,205	88,000	62,729
Consolidated Highway	861,144	432,736	505,070	1,175,000	660,000
Capital Improvement	-	339,190	303,428	966,466	440,000
Municipal Equipment Reserve	114,266	145,250	141,965	175,000	103,155
Bond and Interest	807,731	790,142	788,044	866,112	882,061
Sewer	1,314,457	1,412,629	1,565,985	1,794,456	1,857,077
Solid Waste	290,678	288,804	317,209	322,276	325,080
Cedar Lake Maintenance	30,102	39,233	36,574	40,000	40,000
Sewer District #3 Maintenance	29,923	25,410	27,780	33,000	33,000
Employee Benefit	451,028	537,938	563,381	618,804	568,651
Total Annual Expenditures	$ 5,688,515	$ 5,949,400	$ 6,288,785	$ 8,941,345	$ 7,944,119

OPERATING FUNDS ENDING FUND BALANCE

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
General	$ 737,206	$ 887,055	$ 1,088,351	$ 485,374	$ 13,504
Special Parks and Rec	121,632	152,778	111,119	39,419	-
Consolidated Highway	1,710,040	1,986,678	2,203,656	1,575,656	1,590,376
Capital Improvement	1,507,879	1,269,695	2,143,067	1,260,601	923,601
Municipal Equipment Reserve	312,729	301,105	250,727	166,927	155,322
Bond and Interest	586,415	435,439	266,185	86,811	17,045
Sewer	1,083,531	1,331,749	1,765,616	1,436,182	1,194,899
Solid Waste	110,478	119,379	122,035	92,309	83,479
Cedar Lake Maintenance	13,627	14,410	17,892	17,947	18,002
Sewer District #3 Maintenance	22,788	30,418	35,726	35,876	36,026
Employee Benefit	167,930	129,527	131,088	60,893	169,361
Total Ending Fund Balance	$ 6,374,255	$ 6,658,232	$ 8,135,461	$ 5,257,995	$ 4,201,614

** The City maintains healthy cash reserves which is reflected in the yearly beginning cash balances. This projected balance allows for the City to budget for more expenditures than revenues each year. Through prudent annual saving the City allows itself to pay cash for large projects in the upcoming years.

According to state law, the budget must be balanced for each fund. ***The final budget adopted by the City Council must be a balanced budget, where total resources equal total obligations.*** The State Budget Law prohibits a budget which projects spending in excess of available resources. The Budget Law further ***prohibits*** unappropriated balances in funds supported by general tax levies.

MILL LEVY COMPARISON

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget
Annual Valuation	$48,877,985	$ 48,885,631	$ 50,416,747	$ 54,115,049	$ 55,738,500
Bond and Interest Levy	1.458	0.376	0.375	1.375	3.662
General Fund Levy	20.320	21.165	21.168	21.168	21.168
Employee Benefit Levy	7.629	7.616	7.617	7.617	9.617
Total Annual Mill Levy	29.407	29.157	29.160	30.160	34.447
Total Funds Generated from Ad Valorem	$1,437,355	$ 1,425,358	$ 1,470,152	$ 1,632,110	$ 1,920,024

ALL FUNDS SALARIES

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Street	Full Time	$ 168,456	$ 133,335	$ 122,507	$ 183,581	$ 212,534
	Part Time	7,505	5,503	356	5,985	-
	Overtime	6,638	6,486	5,102	7,300	7,300
Police	Full Time	563,015	627,278	660,601	682,011	789,131
	Part Time	22,057	19,894	20,089	25,240	26,512
	Overtime	39,248	42,880	39,500	50,000	50,000
Planning	Full Time	102,165	134,395	126,278	143,884	117,940
	Part Time	-	-	-	-	-
	Overtime	1,154	477	450	1,000	1,000
Park & Rec	Full Time	-	-	-	-	-
	Part Time	7,505	8,720	15,770	21,042	15,000
	Overtime	112	808	615	-	-
Clerk/Finance	Full Time	148,325	112,113	75,292	155,719	166,945
	Part time	17,906	-	-	-	-
	Overtime	2,332	1,264	701	3,000	1,000
Admin	Full Time	32,646	33,900	21,278	62,256	63,979
	Overtime	-	-	-	-	-
	Part Time	-	-	-	-	-
Governing Body	Elected Officials	32,200	54,600	54,600	54,600	54,600
	TOTAL GENERAL FUND	1,151,264	1,181,653	1,143,139	1,395,618	1,505,941
Sewer Fund						
	Personal Services	80,216	163,279	211,959	120,390	141,024
	Personal Services Overtime	2,551	3,432	4,030	4,489	4,500
	TOTAL SEWER FUND	82,767	166,711	215,989	124,879	145,524
Solid Waste						
	Personal Services	-	35,171	51,483	-	-
	Overtime	-	625	832	-	-
	Total Benefits all Funds	451,028	537,938	563,381	618,804	568,651
	TOTAL WAGES AND BENEFITS	$ 1,685,059	$ 1,886,302	$ 1,922,509	$ 2,139,301	$ 2,220,116

GENERAL FUND

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
	Beginning of the year balance	$ 541,375	$ 737,207	$ 887,055	$ 1,088,351	$ 485,374
401	Building Permits	155,806	164,373	141,972	80,000	135,000
403	Pet Licenses	1,360	2,110	1,430	1,325	1,400
404	Business Licenses	10,700	8,150	9,400	9,000	9,400
405	Misc Fees/Permits/Licenses	10,345	11,352	15,183	14,000	14,000
407	Plan/Plat Application Fees	650	255	2,565	1,000	1,000
421	Court Fines	106,732	146,727	144,808	150,000	145,000
432	Westar Energy Franchise Tax	104,548	118,693	120,698	135,000	135,000
433	Atmos Energy Franchise Tax	41,297	48,573	43,515	45,000	45,000
434	Sw Bell Franchise Tax	19,070	22,426	28,738	19,000	29,000
435	Wow Of Ks Inc (Former Knology	31,802	27,376	28,616	30,000	28,000
436	Suburban Water Franchise Tax	22,853	22,460	21,973	23,000	21,973
450	Sales Tax	256,916	286,944	322,623	301,464	365,000
451	Local Alcohol Liquor Fund	9,462	10,126	11,015	9,250	9,500
460	Ad Valorem Property Tax	973,648	1,019,402	1,054,958	1,087,739	1,176,924
464	Back Taxes	23,704	13,820	12,708	25,000	12,708
466	Prior Yr Current (Escape) Tax	26	3	(5,637)	0	0
480	Field Of Dreams Revenue	33,310	30,368	37,000	33,500	37,000
490	Comm Vehicle Prop Tax	0	3,907	6,083	0	3,393
491	Motor Vehicle Distribution	101,187	138,424	164,014	141,255	148,276
493	Recreational Vehicle Tax	1,050	1,383	1,763	1,383	1,593
496	16M & 20M Truck Tax	1,208	1,084	503	1,373	429
511	Other Revenues	5,459	6,580	3,560	5,000	5,069
551	Interest Income	1,471	2,479	2,952	1,500	2,694
672	Trans From Sewer Fund	47,810	0	0	98,818	118,258
675	Trans From Solid Waste Fund	8,022	0	0	45,647	54,879
	TOTAL REVENUES	$ 1,968,436	$ 2,087,015	$ 2,170,440	$ 2,259,254	$ 2,500,496
	TOTAL FUNDS AVAILABLE	$ 2,509,811	$ 2,824,222	$ 3,057,495	$ 3,347,605	$ 2,985,870
	TOTAL EXPENDITURES	$ 1,772,605	$ 1,937,167	$ 1,969,144	$ 2,862,231	$ 2,972,366
	UNRESERVED CASH BALANCE	$ 737,207	$ 887,055	$ 1,088,351	$ 485,374	$ 13,504

MILL LEVY INFORMATION	**2016**	**2017**
FUND REQUIREMENTS	$ 1,088,232	$ 1,120,879
ADD FOR DELINQUENT TAXES	5%	5%
TOTAL AD VALOREM	$ 1,142,645	$ 1,176,924
RATE OF LEVY IN MILLS	21.168	21.168

GENERAL FUND

EXPENDITURES
ACCOUNTS: 01-005

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Governing Body	$ 54,251	$ 70,895	$ 73,107	$ 537,800	$ 538,400
Administrator	32,786	61,383	150,759	249,506	243,979
Facilities	119,285	121,217	111,216	146,913	148,350
City Clerk/Finance	310,803	310,762	232,690	378,219	372,445
Human Resources	23,311	21,270	15,167	27,600	28,100
Park & Recreation	31,331	52,063	46,706	74,942	68,900
Planning & Zoning	117,683	151,184	141,569	172,584	144,240
Police	741,641	798,453	818,558	924,651	1,038,093
Street	234,357	200,370	151,471	237,316	259,534
Miscellaneous	107,156	149,569	227,901	112,700	130,325
TOTALS	$ 1,772,605	$ 1,937,167	$ 1,969,144	$ 2,862,231	$ 2,972,366

The General Fund is the primary operating fund for any city as it is available for any legally authorized purpose except those required to be accounted for in another Fund. The General Fund's primary revenue source is ad valorem property tax. This is a general tax on all real and personal property not exempt from taxation by law. It is sometimes called an "ad valorem" tax, meaning that the tax is based on the value of the property.

GENERAL FUND	GOVERNING BODY ACCOUNTS: 01-003				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
708 Elected Officials-Payroll	$ 32,200	$ 54,600	$ 54,600	$ 54,600	$ 54,600
761 Vehicle/Equipment Maint & Rep	-	-	-	500	-
774 Training/Travel/Mileage	-	137	202	1,200	1,000
781 Promo/Pub Relations Activitie	1,674	571	232	2,000	1,000
782 Mileage Reimb/Car Allowance	-	-	-	200	-
783 Organization Membership Dues	2,500	50	2,594	100	2,600
795 Outside Agency Request-Gb Onl	15,000	15,000	15,000	15,000	15,000
799 Misc Contractural Services	2,085	-	80	2,000	2,000
801 Office Supplies	248	91	59	100	100
803 Miscellaneous Commodities	200	101	172	1,000	1,000
804 Gas/Oil/Misc	-	-	-	100	100
807 Printed Materials-	344	345	168	1,000	1,000
850 Capital Outlay	-	-	-	460,000	460,000
TOTALS	$ 54,251	$ 70,895	$ 73,107	$ 537,800	$ 538,400

The Governing Body Department consists of the Mayor and a five member City Council. Outside agency funding (Care Council) has been maintained at the 2015 level. The Budget Stabilization & Development line item accounts for funds intended for the use of budget stabilization and potential development opportunities. If not utilized these resources will be rolled over into the 2017 budget in the form of cash carryover and could be used for budget stabilization purposes.

GENERAL FUND	CITY ACCOUNTS: 01-006				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701 Personal Services	$ 32,646	$ 33,900	$ 21,278	$ 62,256	$ 63,979
774 Training/Travel/Mileage	-	383	-	2,000	-
782 Mileage Reimb/Car Allowance	-	-	20	-	-
783 Organization Membership Dues	-	-	-	1,500	-
799 Misc Contractural Services	140	2,411	25,267	50,000	50,000
801 Office Supplies	-	-	-	250	-
803 Miscellaneous Commodities	-	68	40	500	-
807 Printed Materials-	-	-	-	500	-
847 Contingency Fund	-	24,621	104,154	130,000	130,000
850 Capital Outlay	-	-	-	2,500	-
TOTALS	$ 32,786	$ 61,383	$ 150,759	$ 249,506	$243,979

The City Administrator is responsible for planning, organizing, directing and coordinating all municipal activities, including utilities; serves as the chief administrative officer of the City and is responsible for the proper administration of all City affairs. Kansas statutes allow for up to ten percent of contingency spending The **Contingency** line item is budgeted for unexpected expenses that occur mid-year with no ability to budget for them. Miscellaneous Contractual Services was increased by the contracts set up with these vendors: AGH, CBIZ, NYHART.

GENERAL FUND	CLERK/FINANCE ACCOUNT: 01-001				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701 Personal Services	$ 148,325	$ 112,113	$ 75,292	$ 155,719	$ 166,945
702 Personal Services Part Time	17,906	-	-	-	-
704 Personal Services Overtime	2,332	1,264	701	3,000	1,000
751 Legal Professional Fees	41,627	50,095	42,388	52,000	52,000
758 Paging/Wireless	683	589	484	700	700
760 Notices & Printed Materials	1,224	336	1,591	1,500	2,000
774 Training/Travel/Mileage	4,441	6,116	3,251	7,000	7,000
779 Insurance Expenses	51,077	54,833	62,124	64,000	70,000
781 Promo/Pub Relations Activitie	1,013	1,040	1,000	1,500	1,500
782 Mileage Reimb/Car Allowance	-	-	-	300	-
783 Organization Membership Dues	9,654	13,204	10,474	13,500	13,500
785 Accounting & Audit	18,250	48,149	18,795	50,000	30,000
799 Misc Contractural Services	8,321	16,743	4,685	15,000	15,000
801 Office Supplies	1,944	2,433	1,784	2,500	2,500
803 Miscellaneous Commodities	458	406	675	1,000	500
807 Printed Materials-	643	1,375	949	2,000	1,000
808 Postage & Postal Permit	582	750	497	1,000	800
850 Capital Outlay	2,323	1,316	8,000	7,500	8,000
TOTALS	$ 310,803	$ 310,762	$ 232,690	$ 378,219	$ 372,445

The City Clerk/Finance office is responsible for many basic governmental functions. As part of the statutory duties, the Clerk serves as the record keeper of all City Council proceedings and actions, as well as City records (ordinances, resolutions, deeds, contracts, agreements, easements, vacations). The City Clerk is designated as the Freedom of Information Officer and coordinates all requests for records. Department staff also provides the City with all accounting and utility billing functions including preparation of the City's annual operating budget. The **Organizational and Membership** dues line item includes funding for affiliations to organizations such as League of Kansas Municipalities (LKM), Mid-America Regional Council (MARC) and the Leavenworth County Development Coalition (LCDC). **Accounting and Auditing** expenses were increased to reflect the cost of continuing a Generally Accepted Accounting Principles (GAAP) compliant audit for the 2015 fiscal year. The city-wide legal expenses are consolidated and included in the Clerk/Finance budget.

GENERAL FUND	HUMAN RESOUCES ACCOUNTS: 01-012				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
741 Employee Assistance Program	$ -	$ -	$ -	$ 500	$ 500
742 Propayroll	6,686	4,401	4,291	6,000	6,000
745 Hr Support Plus	6,023	7,035	6,030	6,000	6,500
813 Clothing Allowance	10,552	9,734	4,796	15,000	15,000
816 Vaccination Allowance	50	100	50	100	100
TOTALS	$ 23,311	$ 21,270	$ 15,167	$ 27,600	$ 28,100

Employee benefits for all funds have been consolidated into the Employee Benefit Fund allowing for easier tracking and a comprehensive view of employee benefit costs. **HR Support** includes the agreement for human resource support for all City Departments. The **Clothing Allowance** line item encompasses all General Fund employees the Planning Commission and Elected Officials.

GENERAL FUND	STREET DEPARTMENT ACCOUNTS: 01-002				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701 Personal Services	$ 168,456	$ 133,335	$ 122,507	$ 183,581	$ 212,534
702 Personal Services Part Time	7,505	5,503	356	5,985	-
704 Personal Services Overtime	6,638	6,486	5,102	7,300	7,300
758 Paging/Wireless	1,366	1,829	1,253	1,500	1,500
760 Notices & Printed Materials	-	-	137	-	150
761 Vehicle/Equipment Maint & Rep	13,187	12,006	9,795	11,000	11,000
774 Training/Travel/Mileage	-	-	173	250	250
799 Misc Contractural Services	1,873	620	783	-	800
801 Office Supplies	792	525	460	700	500
803 Miscellaneous Commodities	4,802	5,115	2,703	4,500	3,000
804 Gas/Oil/Misc	9,375	9,268	7,029	8,500	8,500
810 Safety Equipment	877	683	1,173	1,500	1,500
811 Maintenance Materials/Supplie	616	-	-	-	-
850 Capital Outlay	18,870	25,000	-	12,500	12,500
TOTALS	$ 234,357	$ 200,370	$ 151,471	$ 237,316	$ 259,534

The Street Department contributes to the quality of life of Basehor residents by maintaining approximately 45 linear miles of city streets including maintenance, improvements and snow removal. The Department also maintains and schedules repairs and improvements on City Streets, all City facilities including the Field of Dreams Athletic complex and the City Park, state licensed animal confinement area as well as general maintenance on all designated City property. The Street Department also coordinates the logistics of solid waste disposal and single stream recycling disposal. The Capital Outlay line item includes the purchase of additional snow removal equipment. Salary breakdown for part-time regular employees is split in half between streets, park dept and also includes two part-time seasonal employees.

GENERAL FUND	POLICE ACCOUNTS: 01-004				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701 Personal Services	$ 563,015	$ 627,278	$ 660,601	$ 682,011	$ 789,131
702 Personal Services Part Time	22,057	19,894	20,089	25,240	26,512
704 Personal Services Overtime	39,248	42,880	39,500	50,000	50,000
758 Paging/Wireless	3,597	3,801	3,353	4,000	4,000
759 Animal Control Expenses	1,624	522	547	2,000	2,000
760 Notices & Printed Materials	1,508	211	772	750	1,000
761 Vehicle/Equipment Maint & Rep	9,563	7,855	5,581	12,000	12,000
764 Leavenworth County Jail	1,229	2,328	2,538	5,000	5,000
766 Municipal Court Judge	4,650	5,400	5,400	5,400	-
767 Court Fees	15,441	20,343	22,563	25,000	40,000
774 Training/Travel/Mileage	5,936	6,618	7,880	10,000	12,000
780 Court Appointed Council	600	-	-	4,800	-
781 Promo/Pub Relations Activitie	-	-	-	500	500
782 Mileage Reimb/Car Allowance	-	-	-	500	500
783 Organization Membership Dues	205	230	330	750	750
799 Misc Contractural Services	17,410	17,084	15,099	30,000	30,000
801 Office Supplies	1,913	2,770	2,435	2,500	2,500
803 Miscellaneous Commodities	3,438	8,012	3,618	8,000	8,000
804 Gas/Oil/Misc	31,470	30,785	22,498	42,000	40,000
807 Printed Materials-	935	521	785	1,000	1,000
808 Postage & Postal Permit	454	252	73	1,200	1,200
810 Safety Equipment	(665)	(1,004)	4,238	4,000	4,000
850 Capital Outlay	18,013	2,673	658	8,000	8,000
TOTALS	$ 741,641	$ 798,453	$ 818,558	$ 924,651	$ 1,038,093

The Basehor Police Department coordinates public safety efforts throughout the City. Through investigations, patrols, and other efforts, the Police Department endeavors to deter and prevent criminal activity within the city. **Vehicle/equipment maintenance** and repair is required to maintain the fleet of response vehicles. The **Miscellaneous Contractual** Services line item includes image management expenses, TLO Online Investigative Services, Training @ Your Place, Leavenworth County Probation services, insurance claims, fire extinguisher maintenance, new employee psychological exams, citation books, statute pocket guides, UPC/STO books, indigent defense and departmental functional requirements. **Training-** all officers are required by Kansas Statute to obtain 40 hours of annual training. The **Miscellaneous Commodities** line item includes Watchguard video equipment and supplies, promotional items purchased for community policing, video and office supplies, radar system calibrations along with other departmental necessities.

GENERAL FUND	CITY FACILITIES ACCOUNTS: 01-005				
	2013 Actual	2014 Actual	2015 Actual	2016 Adotpted	2017 Budget
752 Utility Gas	$ 9,612	$ 9,502	$ 6,254	$ 10,225	$ 10,000
753 Utility Electric	4,780	4,978	5,445	3,837	6,500
754 Utility Sewer & Solid Waste	-	-	-	300	300
755 Utility Water	1,623	2,658	1,398	1,722	1,800
757 Telephone/Fax/Internet Servic	3,959	4,256	3,776	4,544	4,500
761 Vehicle/Equipment Maint & Rep	460	257	230	1,000	1,000
777 Facility Repairs & Maintenanc	921	1,471	163	1,076	1,000
787 Street Lighting	37,465	47,952	46,873	53,813	60,000
797 Technology Support	42,874	38,754	36,740	45,000	50,000
799 Misc Contractural Services	14,225	8,941	8,261	23,000	10,000
803 Miscellaneous Commodities	2,334	1,609	1,922	1,184	2,000
810 Safety Equipment	151	837	154	162	200
850 Capital Outlay	881	-	-	1,050	1,050
TOTALS	$ 119,285	$ 121,217	$ 111,216	$ 146,913	$ 148,350

The **Technology Agreement** line item covers the agreement for services relating to information technology support and network security for all City Departments. **Miscellaneous Contractual** includes items such cleaning, general repairs and fire extinguisher inspections. It also includes the benefit district payments for Basehor Blvd, 155th St and 158th St. The **Miscellaneous Commodities** line item includes general supplies and maintenance materials. **Street Lighting** was moved from the Street Department to City Facilities as it is a City-wide utility expense.

GENERAL FUND	PARKS & RECREATION ACCOUNTS: 01-008					
PERSONNEL		**2013 Actual**	**2014 Actual**	**2015 Actual**	**2016 Adopted**	**2017 Budget**
702	Personal Services Part Time	$ 7,505	$ 8,720	$ 15,770	$ 21,042	$ 15,000
704	Personal Services Overtime	112	808	615	-	-
735	Field Of Dreams Rebates	-	9,012	8,378	9,000	9,000
738	Field Of Dreams Expenses	15,380	25,262	18,163	36,000	36,000
753	Utility Electric	2,868	2,733	2,336	3,800	3,800
755	Utility Water	445	536	345	600	600
761	Vehicle/Equipment Maint & Rep	190	-	-	-	-
792	Park Maintenance & Repair	1,864	1,141	655	2,000	2,000
799	Misc Contractural Services	2,112	3,082	387	1,000	1,000
803	Miscellaneous Commodities	426	40	57	500	500
811	Maintenance Materials/Supplie	429	729	-	1,000	1,000
	TOTALS	$ 31,331	$ 52,063	$ 46,706	$ 74,942	$ 68,900

The Parks & Recreation Department provides quality recreational, sporting and leisure opportunities within the City of Basehor. This Department also enhances and maintains the City Park (including walking trail and restroom facilities). The Field of Dreams athletic complex expenses includes utilities. Utility expenses at the complex during the sports season are recouped from the City's youth programming contractor. $36,000 has been included in the Field of Dreams line item for the potential irrigation of the playing fields. Salary breakdown for a part-time regular employee is split in half between streets, park dept and also includes two part-time seasonal employees.

GENERAL FUND	PLANNING & ZONING ACCOUNTS: 01-017				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701 Personal Services	$ 102,165	$ 134,395	$ 126,278	$ 143,884	$ 117,940
704 Personal Services Overtime	1,154	477	450	1,000	1,000
751 Legal Professional Fees	(1,588)	-	-	-	-
758 Paging/Wireless	1,084	1,023	1,454	1,400	1,500
760 Notices & Printed Materials	2,258	1,067	1,135	2,000	2,000
761 Vehicle/Equipment Maint & Rep	103	660	954	1,300	1,100
765 Professional Svcs/Studies	770	2,731	3,111	10,000	10,000
774 Training/Travel/Mileage	559	359	425	2,000	1,500
783 Organization Membership Dues	834	399	350	700	700
799 Misc Contractural Services	4,051	4,699	3,041	4,300	2,500
801 Office Supplies	489	323	870	500	750
803 Miscellaneous Commodities	2,503	1,400	63	1,000	1,000
804 Gas/Oil/Misc	1,812	1,798	1,454	2,500	2,000
808 Postage & Postal Permit	165	157	234	-	250
850 Capital Outlay	1,324	1,696	1,750	2,000	2,000
TOTALS	$ 117,683	$ 151,184	$ 141,569	$ 172,584	$ 144,240

The Planning & Zoning Department promotes quality neighborhood/commercial maintenance and development. The department conducts reviews of all construction plans for compliance with the latest building codes, engineering standards and environmental requirements. Reviews with detailed, on-site inspections of construction activity throughout the building process are also conducted. **Engineering Services** and **Consulting/Special Studies** are included in **Professional Services**. **Professional Services** include miscellaneous traffic studies, geotechnical studies, and licensed survey work. **Miscellaneous Contractual** includes maintenance on AutoCAD, GIS, Laredo and aerial mapping. **Miscellaneous Commodities** include field equipment replacement, survey equipment, safety equipment, and 36" printing paper. **Capital Outlay** will provide for the replacement of forty permit job boxes. Salary includes half of the administrative assistant position salary.

GENERAL FUND

MISCELLANEOUS

ACCOUNTS: 01-011

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
905 Transfer To Employee Benefit	$ -	$ -	$ 14,739	$ -	$ -
971 Trans To Equipment Res Fund	84,901	121,177	91,200	91,200	91,200
972 Trans To Sewer Fund	-	-	75,000	-	-
856 Developer Reimbursements	2,384	220	955	-	-
985 Neighborhood Revitalization	19,871	28,172	46,007	21,500	39,125
TOTALS	$ 107,156	$ 149,569	$ 227,901	$ 112,700	$130,325

Included in this budget is a Fleet Replacement Schedule which outlines the necessary transfers to cover the General Fund's share of equipment depreciation. The **Transfer to Equipment Reserve** is for this purpose. The **Neighborhood Revitalization Program** (NRP) Rebate covers the rebate of ad valorem taxes on constructed and eligible property improvements within the defined NRP neighborhoods.

BOND & INTEREST FUND

08-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 659,198	$ 586,415	$ 435,439	$ 266,185	$ 86,811
460	Ad Valorem Property Tax	69,861	18,118	18,689	70,656	193,909
461	Delinquent Property Taxes	-	-	-	-	-
464	Back Taxes	11,821	730	1,108	5,000	5,000
466	Prior Yr Current (Escape) Tax	2	-	(66)	-	-
470	Falcon Lake Bd Spec Assessmen	303,903	305,606	305,957	252,808	297,535
471	Pinehurst Bd Spec Assessment	235,408	201,029	204,381	252,809	212,306
481	Special Assessment/Btc	75,191	75,191	52,067	75,911	75,911
490	Comm Vehicle Prop Tax	-	280	134	-	220
491	Motor Vehicle Distribution	11,169	10,120	3,316	10,000	9,632
493	Recreational Vehicle Tax	115	99	33	98	104
496	16M & 20M Truck Tax	215	116	36	556	28
523	Tdd-Sales Tax Revenue	23,276	26,026	31,718	16,400	16,400
549	Go Bond Proceeds/Trf Re-Fi	2,676	-	-	-	-
551	Interest Income	1,311	1,851	1,417	2,500	1,250
	TOTAL REVENUE	734,948	639,166	618,790	686,738	812,295
	TOTAL AVAILABLE FUNDS	1,394,146	1,225,581	1,054,229	952,923	899,106
EXPENDITURES						
08-000-880	KDHE Payments					
883	KDOT TRF125 Refi. Payment	-	88,195	87,195	90,395	88,445
876	2012 GO Bonds (BTC & 155th)	120,595	219,280	221,280	216,930	222,580
	2012 GO Bond subtotal	***120,595***	***307,475***	***308,475***	***307,325***	***311,025***
860/862	2004, 2005 GO bond	644,917	18,705	18,135	12,099	11,675
868	Prepaid Special Assessment	-	3,862	3,819	-	
874	2013 GO Bonds	40,793	459,600	456,800	458,900	465,800
888	2015 GO Bond	-	-		87,788	86,770
	Future Debt Service	-	-	-	-	
985	Neighborhood Revitalization	1,426	500	815	-	6,791
877						
TOTAL EXPENDITURES		807,731	790,142	788,044	866,112	882,061
UNRESERVED CASH BALANCE		$ 586,415	$ 435,439	$ 266,185	$ 86,811	$ 17,045

MILL LEVY INFORMATION	2016	2017
FUND REQUIREMENTS	$ 70,688	$ 193,909
ADD FOR DELINQUENT TAXES	5%	5%
TOTAL AD VALOREM	$ 74,223	$ 203,605
RATE OF LEVY IN MILLS	**1.375**	**3.662**
		2.287

The Bond & Interest Fund is used to account for the payment of principal and interest on long term general obligation debts. KSA 79-2930 allows up to an additional 5% for delinquent taxes over the actual delinquency rate. The **Future Debt Service** line item will be utilized for future financing capacity and protection against default if revenues are not collected as anticipated.

EMPLOYEE BENEFIT

20-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 135,031	$ 167,930	$ 129,527	$ 131,088	$ 60,893
460	Ad Valorem Property Tax	365,549	366,829	379,611	392,400	510,511
461	Delinquent Property Taxes	-	-	-	-	-
464	Back Taxes	6,921	3,935	5,386	7,029	6,000
466	Prior Yr Current (Escape) Tax	9	1	14	-	-
490	Comm Vehicle Prop Tax	-	1,467	2,197	-	1,221
491	Motor Vehicle Distribution	36,797	52,381	59,135	63,274	53,358
493	Recreational Vehicle Tax	478	520	635	498	574
496	16M & 20M Truck Tax	10,016	491	189	494	155
551	Interest Income	328	471	351	600	300
672	Trans From Sewer Fund	47,535	54,871	82,522	62,000	85,000
673	Trans From General Fund	-	-	14,739	-	-
675	Trans From Solid Waste Fund	16,294	18,569	20,163	22,314	20,000
	TOTAL REVENUE	483,927	499,535	564,942	548,609	677,119
	TOTAL AVAILABLE FUNDS	618,958	667,465	694,469	679,697	738,012
EXPENDITURES						
737	Work Comp	23,993	31,030	34,735	30,105	45,901
740	Employee Life Insurance	870	1,038	1,197	1,026	1,200
743	Short Term Disability	3,429	3,852	4,082	4,707	5,100
744	Long Term Disability	2,734	2,943	2,988	3,755	4,000
746	Social Security	74,507	81,398	82,868	91,753	99,500
747	Medicare	17,425	19,037	19,380	21,458	23,500
748	Kansas Unemployment Tax	9,356	15,111	1,283	19,159	21,000
749	Vision Plan	3,933	4,443	4,839	5,366	4,950
772	Employee Medical Insurance	134,819	162,785	172,405	190,616	200,250
773	Employee Deferred Compensatio	62,924	66,480	67,440	83,650	
778	Employee Dental Insurance	11,780	13,379	13,993	15,042	12,250
786	Kansas Policemen & Firemen	97,798	126,306	141,616	142,167	135,000
985	Neighborhood Revitalization	7,460	10,137	16,555	10,000	16,000
847	Budget Stabilization	-	-	-	-	-
	TOTAL EXPENDITURES	$ 451,028	$ 537,938	$ 563,381	$ 618,804	$ 568,651
	UNRESERVED CASH BALANCE	$ 167,930	$ 129,527	$ 131,088	$ 60,893	$ 169,361

MILL LEVY INFORMATION	**2016**	**2017**
FUND REQUIREMENTS	$ 392,400	$ 510,511
ADD FOR DELINQUENT TAXES	5%	5%
TOTAL AD VALOREM	$ 412,019	$ 536,037
RATE OF LEVY IN MILLS	7.617	9.617

KSA 12-16,102 authorizes the establishment of an employee benefit fund. KSA 79-2930 allows up to an additional 5% for delinquent taxes over the actual delinquency rate. The cost of employee benefits for all City employees are included in one fund to allow a clear reporting of the total cost to the City for providing those benefits. This Fund has not included a contingency line item in the past. These funds will be used as a stop gap measure if revenues are not collected as anticipated as well as a cushion against future increases.

SOLID WASTE FUND

REVENUES & EXPENSES

ACCOUNTS: 09-000; 09-010;

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 110,283	$ 110,478	$ 119,379	$ 122,035	$ 92,309
411	Deffenbaugh Bag Stickers	449	259	(189)	500	500
495	Delinquent Fee Collections	1,011	806	269	1,500	500
521	Utility Billing Charges	289,218	296,352	319,530	290,000	315,000
551	Interest Income	195	288	255	550	250
	TOTAL REVENUE	290,873	297,705	319,865	292,550	316,250
	TOTAL AVAILABLE FUNDS	401,156	408,183	439,244	414,585	408,559
EXPENIDTURES						
701	Personal Services	-	35,171	51,483	-	-
704	Personal Services Overtime	-	625	832	-	-
774	Training/Travel/Mileage	-	-	-	500	-
775	Solid Waste Disposal	258,176	229,144	240,914	248,614	245,000
799	Misc Contractural Services	1,640	1,929	1,065	1,000	1,000
801	Office Supplies	-	-	37	100	100
803	Miscellaneous Commodities	439	65	214	100	100
807	Printed Materials-	-	794	-	500	500
808	Postage & Postal Permit	3,000	2,507	2,500	3,000	3,000
850	Capital Outlay	255	-	-	500	500
903	Trans To General Fund	10,874	-	-	45,647	54,879
905	Transfer To Employee Benefit	16,294	18,569	20,163	22,314	20,000
	TOTALS	**290,678**	**288,804**	**317,209**	**322,276**	**325,080**
	UNRESERVED CASH BALANCE	$ 110,478	$ 119,379	$ 122,035	$ 92,309	$ 83,479

The City of Basehor contracts with Deffenbaugh Industries to provide solid waste collection and single stream curbside recycling utilizing poly-carts. The transfer to the General Fund allocates the partial salaries for City staff involved in operating the utility. Ten percent of the City Administrator, City Clerk/Finance Director, Accounting Clerk and Street Department line staff's salaries are accounted for in this Fund. Fifty percent of the Utility Billing Clerk's salary and ten percent of the City Superintendent's salary is accounted for in this Fund.

SEWER FUND

REVENUES

05-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 814,394	$ 1,083,531	$ 1,331,749	$ 1,765,615	$ 1,436,181
408	Sewer Connection Fees	319,779	365,150	284,750	150,000	250,000
410	Sewer Cap Imp Connection Fe	8,900	10,900	8,500	-	5,000
468	Special Sewer Assessment	15,173	16,428	16,006	-	16,000
472	24-40 Taxing District	77,711	77,560	76,605	72,162	75,000
473	Other Financing Source-Debt I	-	-	300,000	-	-
495	Delinquent Fee Collections	77,984	48,309	39,347	44,000	40,000
521	Utility Billing Charges	1,082,485	1,139,665	1,196,503	1,197,361	1,227,295
551	Interest Income	1,562	2,835	3,141	1,500	2,500
673	Trans From General Fund	-	-	75,000	-	-
	TOTAL REVENUE	1,583,594	1,660,847	1,999,852	1,465,023	1,615,795
	TOTAL AVAILABLE FUNDS	**2,397,988**	**2,744,378**	**3,331,600**	**3,230,637**	**3,051,976**
	TOTAL EXPENDITURES	**1,314,457**	**1,412,629**	**1,565,985**	**1,794,456**	**1,857,077**
	UNRESERVED CASH BALANCE	$ 1,083,531	$ 1,331,749	$ 1,765,615	$ 1,436,181	$ 1,194,899

The Sewer Fund accounts for revenues and expenses related to the provision of sewer services to City residents and customers in adjacent areas. It is classified as an Enterprise Fund rendering services on a user charge basis. The system is a self supporting entity and the accounting must make it possible to demonstrate whether the enterprise is operating at a profit or loss. Rates are set based on the cash needs approach with revenues equaling or exceeding budgetary expenditure appropriations which include both capital outlay and debt retirement. Users of the system are charged based on actual water usage during the months of December, January and February.

SEWER FUND

EXPENSES
ACCOUNTS: 05-009

PERSONNEL		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
701	Personal Services	$ 80,216	$ 163,279	$ 211,959	$ 120,390	$ 141,024
704	Personal Services Overtime	2,551	3,432	4,030	4,489	4,500
753	Utility Electric	108,591	116,789	123,130	114,000	125,000
757	Telephone/Fax/Internet Servic	1,516	1,599	3,077	-	3,000
758	Paging/Wireless	1,084	1,452	1,347	-	1,500
761	Vehicle/Equipment Maint & Rep	2,471	1,844	1,211	5,000	5,000
762	Sludge Waste Removal	28,161	23,196	17,850	25,000	25,000
774	Training/Travel/Mileage	2,453	404	255	3,000	2,000
777	Facility Repairs & Maintenanc	14,814	15,797	12,319	15,000	15,000
789	Collection Sys Maint & Repair	24,326	29,901	24,611	35,000	35,000
790	Sampling	3,614	3,295	3,221	5,400	5,400
799	Misc Contractural Services	15,110	6,939	4,019	2,500	5,000
801	Office Supplies	159	118	42	-	-
803	Miscellaneous Commodities	5,215	1,916	5,135	5,000	5,000
804	Gas/Oil/Misc	10,810	9,429	6,364	5,500	5,000
807	Printed Materials-	-	794	900	500	900
808	Postage & Postal Permit	3,435	6,906	8,460	4,000	8,500
810	Safety Equipment	836	1,503	1,288	1,500	1,500
811	Maintenance Materials/Supplie	11,437	15,727	11,838	18,000	18,000
845	New Equipment	17,893	33,623	12,467	21,000	15,000
850	Capital Outlay	255	14,668	-	-	-
854	Sewer Line Rehab	2,156	28,956	56,641	155,000	100,000
865	Capital Improvement	-	-	-	-	38,000
875	Kdhe Loan Pymt-Do Not Split	882,009	864,192	988,503	1,093,359	1,094,495
903	Trans To General Fund	47,810	-	-	98,818	118,258
905	Transfer To Employee Benefit	47,535	54,871	82,522	62,000	85,000
971	Trans To Equipment Res Fund	-	12,000	-	-	-
980	Other Financing Use-Underwrite Disc	-	-	(15,204)	-	-
	TOTALS	$ 1,314,457	$ 1,412,629	$ 1,565,985	$ 1,794,456	$1,857,077

The **Sewer Line Rehabilitation** line item includes $100,000 to repair and replace infrastructure. The increase in the General Fund transfer more accurately allocates the percentage of wages required to operate the sewer system. Forty percent of the City Superintendent and one half of the Utility Clerk's wages are allocated to the Sewer Fund. The full time wages included in the budget account for the three full time wastewater operator positions.

CONSOLIDATED HIGHWAY FUND

ACCOUNTS: 10-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 1,946,612	$ 1,710,040	$ 1,986,678	$ 2,203,656	$ 1,575,656
452	Local Sales/Use Tax	162,815	195,475	220,076	165,000	215,000
456	County Sales/Use Tax	175,508	189,207	212,585	165,000	190,000
458	Special City/County Hwy Tax	119,471	125,378	131,647	120,000	132,860
494	County Fuel Tax	14,050	14,321	14,373	13,000	13,260
551	Interest Income	3,032	4,164	4,814	4,000	4,500
647	Excise/Impact Fees	-	-	-	80,000	-
648	Other Road Excise Tax	20,033	11,017	32,447	-	25,000
649	Falcon Lakes Impact Fee	40,466	31,265	14,430	-	13,000
650	Prairie Gardens Rd Excise Tax	1,777	1,777	-	-	-
651	Prairie Lakes Road Excise Tax	9,172	12,841	18,345	-	17,000
652	Theno Estates Exise Tax	-	4,747	7,912	-	7,000
653	Cedar Falls Exise Tax	-	10,628	2,126	-	2,100
655	Pinehurst Rd Excise Tax	4,533	8,272	7,742	-	7,000
657	Hidden Ridge Excise Tax	20,110	10,055	8,379	-	8,000
658	Honey Creek Road Excise Tax	13,982	15,730	13,982	-	12,000
662	Metzger Meadows Excise Tax	4,370	2,913	-	-	-
664	Hollingsworth Estates	-	5,297	7,945	-	7,000
665	High Point Downs Excise Tax	43,435	57,396	23,269	-	20,000
666	Creek Ridge Excise Tax	-	8,891	1,976	-	1,000
667	Sidewalk Construction Pymt	(8,182)	-	-	-	-
	TOTAL REVENUE	624,572	709,374	722,048	547,000	674,720
	TOTAL AVAILABLE FUNDS	2,571,184	2,419,414	2,708,726	2,750,656	2,250,376
771	Street Repairs & Maintenance	30,271	72,503	7,817	125,000	125,000
799	Misc Contractural Services	11,021	11,123	12,275	10,000	10,000
803	Miscellaneous Commodities	86	-	-	-	-
811	Maintenance Materials/Supplie	38,123	49,122	47,468	70,000	70,000
846	Street Cip Projects - Storm Water/Sewer Rehab	-	-	117,907	615,000	-
***	Curbs and gutters	-	-	-	-	100,000
849	Street Improvements	781,643	299,988	319,603	355,000	355,000
	TOTAL EXPENDITURES	861,144	432,736	505,070	1,175,000	660,000
	UNRESERVED CASH BALANCE	$ 1,710,040	$ 1,986,678	$ 2,203,656	$ 1,575,656	$ 1,590,376

The Consolidated Highway Fund is used for street maintenance and repair, the pavement management plan, as well as the purchase of road salt and sand. The **Street Repairs & Maintenance** line item will allow for the continuation of the Pavement Management Program. The Maintenance **Materials/Supplies** line item includes items such as salt, sand and street signs. The **Street Repairs and Maintenance** line item is used for any unforeseen street repairs that may be required during the course of the year or for larger street replacement projects not included in the pavement management plan.

SPECIAL PARK & REC FUND

ACCOUNTS: 04-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 109,764	$ 121,632	$ 152,778	$ 111,119	$ 39,419
451	Local Alcohol Liquor Fund	9,462	10,126	11,015	8,000	8,000
459	Res 93-01 Park Fee	18,800	21,600	17,200	8,000	15,000
513	Donations	10	30	10	-	10
551	Interest Income	177	290	321	300	300
	TOTAL REVENUE	28,449	32,046	28,546	16,300	23,310
	TOTAL AVAILABLE FUNDS	138,213	153,678	181,324	127,419	62,729
EXPENDITURES						
738	Field Of Dreams Expenses	11,576	900	7,176	8,000	8,000
792	Park Maintenance & Repair	-	-	6,170	10,000	10,000
850	Capital Outlay	5,005	-	-	-	-
	City Park			56,859	70,000	44,729
	TOTAL EXPENDITURES	16,581	900	70,205	88,000	62,729
	UNRESERVED CASH BALANCE	$ 121,632	$ 152,778	$ 111,119	$ 39,419	$ -

This Fund is used to account for parks and recreation expenditures funded from the State liquor tax and City Parkland fees. These monies may only be used for park and recreation improvements and maintenance.

CAPITAL IMPROVEMENT FUND

ACCOUNTS: 12-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 1,424,266	$ 1,507,879	$ 1,269,695	$ 2,143,067	$ 1,260,601
452	Local Sales/Use Tax	81,408	97,737	110,038	82,000	100,000
473	Other Financing Source-Debt Is	-	-	995,000	-	-
482	Other Financing Source-Bond I	-	-	64,758	-	-
511	Other Revenues	-	-	3,150	-	-
551	Interest Income	2,205	3,269	3,854	2,000	3,000
	TOTAL REVENUE	83,613	101,006	1,176,800	84,000	103,000
	TOTAL AVAILABLE FUNDS	1,507,879	1,608,885	2,446,495	2,227,067	1,363,601
EXPENDITURES						
799	Misc Contractural Services	-	-	98,542	-	50,000
846-201501	Sidwalk/Lv Rd (City Park-155T	-	-	69,620	631,466	-
850	Capital Outlay	-	339,190	65,077	250,000	-
850.201503	Capital Outlay (city park)	-	-	-	85,000	70,000
850.201701	Capital Outlay (City Campus)	-	-	-	-	320,000
855	Bond Issuance Cost	-	-	54,985	-	-
980	Other Financing Use-Underwrit	-	-	15,204	-	-
	TOTALS	-	339,190	303,428	966,466	440,000
	UNRESERVED CASH BALANCE	$ 1,507,879	$ 1,269,695	$ 2,143,067	$ 1,260,601	$ 923,601

This Fund is used to account for resources that are used for acquiring or significantly improving capital facilities (roads, buildings, etc.), except for those facilities that are financed by special assessment funds and enterprise funds.

CEDAR LAKE MAINTENANCE FUND

ACCOUNTS: 07-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 3,713	$ 13,627	$ 14,410	$ 17,892	$ 17,947
454	Maintenance Fees	40,000	40,000	40,000	40,000	40,000
551	Interest Income	16	16	56	55	55
	TOTAL REVENUE	40,016	40,016	40,056	40,055	40,055
	TOTAL AVAILABLE FUNDS	43,729	53,643	54,466	57,947	58,002
EXPENDITURES						
07-000-799	Miscellaneous Contractual	30,102	39,233	36,574	40,000	40,000
	TOTAL EXPENDITURES	30,102	39,233	36,574	40,000	40,000
	UNRESERVED CASH BALANCE	$ 13,627	$ 14,410	$ 17,892	$ 17,947	$ 18,002

The Sewer District #7 Maintenance Fund is to be used for expenses related to ongoing sewer operations in the Cedar Lake Estates sewer district.

SEWER DISTRICT #3 MAINTENANCE FUND

ACCOUNTS: 21-000

		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 19,683	$ 22,788	$ 30,418	$ 35,726	$ 35,876
454	Maintenance Fees	33,000	33,000	33,000	33,000	33,000
551	Interest Income	28	40	88	150	150
	TOTAL REVENUE	33,028	33,040	33,088	33,150	33,150
	TOTAL AVAILABLE FUNDS	52,711	55,828	63,506	68,876	69,026
EXPENDITURES						
799	Miscellaneous Contractual	29,923	25,410	27,780	33,000	33,000
	TOTAL EXPENDITURES	29,923	25,410	27,780	33,000	33,000
	UNRESERVED CASH BALANCE	$ 22,788	$ 30,418	$ 35,726	$ 35,876	$ 36,026

The Sewer District #3 Maintenance Fund is to be used for expenses related to maintenance in the sewer district of Glenwood Ridge.

MUNICIPAL EQUIP RESERVE FUND (MERF)

ACCOUNTS: 11-000

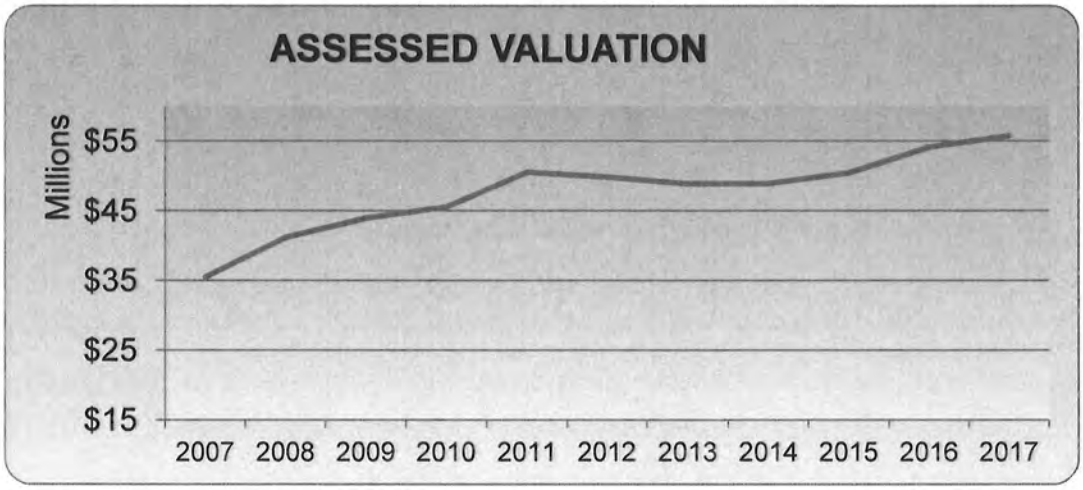
		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Budget
Beginning of year balance		$ 341,721	$ 312,729	$ 301,105	$ 250,727	$ 166,927
551	Interest Income	373	449	387	-	350
672	Trans From Sewer Fund	-	12,000	-	-	-
673	Trans From General Fund	84,901	121,177	91,200	91,200	91,200
	TOTAL REVENUE	85,274	133,626	91,587	91,200	91,550
	TOTAL AVAILABLE FUNDS	426,995	446,355	392,692	341,927	258,477
EXPENDITURES						
850	Capital Outlay	109,543	10,640	8,771	25,000	25,000
870	Capital Outlay - Police	4,723	93,053	88,668	75,000	50,000
871	Capital Outlay - Pwd/Sewer	-	41,557	44,526	75,000	28,155
	TOTAL EXPENDITURES	114,266	145,250	141,965	175,000	103,155
	UNRESERVED CASH BALANCE	$ 312,729	$ 301,105	$ 250,727	$ 166,927	$ 155,322

Kansas statutes provide that any Governing Body of any city may provide, by adoption of an Ordinance, for a Municipal Equipment Reserve Fund to finance the acquisition of equipment. Moneys may be budgeted and transferred to such fund from any source which may be lawfully utilized for such purposes, including equipment use charges on the various departments and agencies of the City to finance new and replacement equipment. Equipment includes machinery, vehicles and any other equipment or property including, but not limited to, computer hardware and software, which the city is authorized to purchase for municipal purposes. Transfers to this Fund are calculated based on the Fleet Replacement Schedule with each Fund covering its own projected depreciation. By following the transfer schedule the City should be able to avoid significant single year budget increases. Expenditures from this Fund do not require budgeting as it is a Reserve Fund. The 2016 MERF also includes the replacement of a 2000 Ford 4x4 pickup/plow.

Budget year →	2017	2016	2015	2014
Home Value	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Appraised Valuation	23,000	23,000	23,000	23,000
Tax per mill	23	23	23	23
City Mill Levy	34.447	30.160	29.106	29.157
City Tax	$ 792	$ 694	$ 669	$ 671

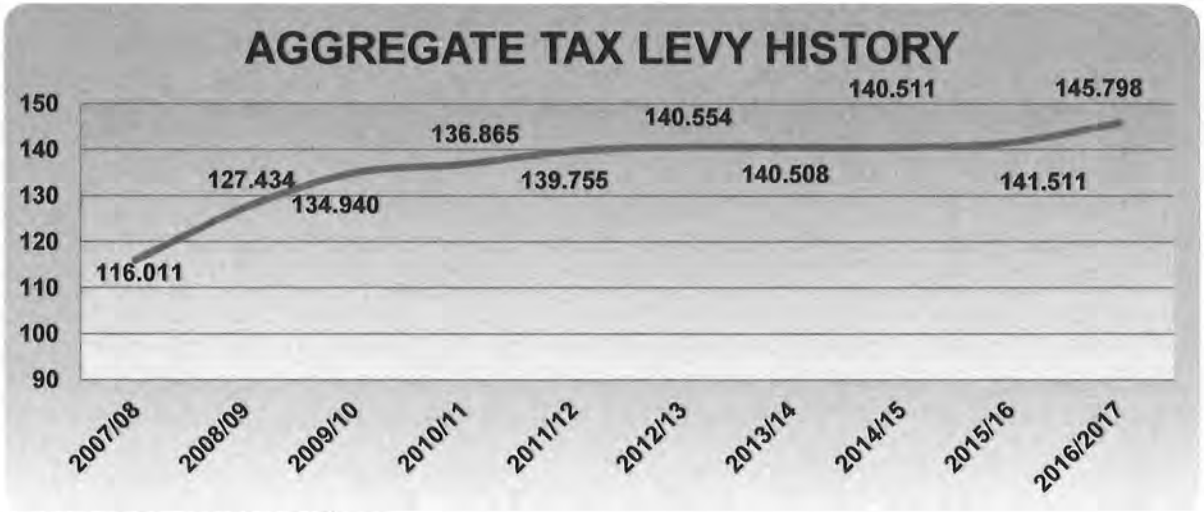
CITY OF BASEHOR
ASSESSED VALUATION

	Budget YEAR		Total	
	2007	$	35,473,155	
	2008	$	41,143,071	15.98%
	2009	$	43,924,056	6.76%
	2010	$	45,550,427	3.70%
	2011	$	50,502,675	10.87%
	2012	$	49,823,218	-1.35%
	2013	$	48,877,985	-1.90%
	2014	$	48,885,631	0.02%
	2015	$	50,416,747	3.13%
	2016	$	54,115,049	7.34%
Estimated	2017	$	55,738,500	3.00%



AGGREGATE TAX LEVY HISTORY

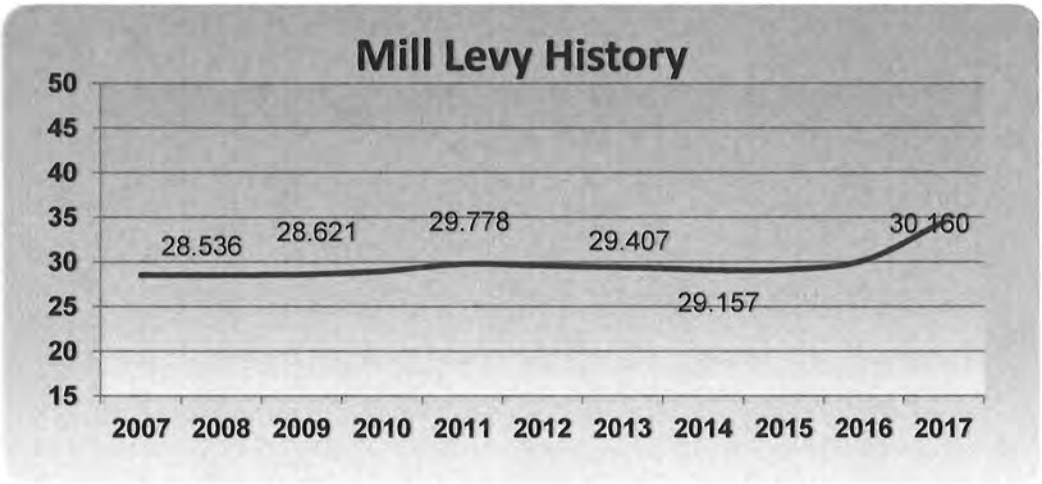
Year Tax/Budget	City	Leavenworth County	USD #458	State	Other	Total Levy
2007/08	28.547	28.121	47.688	1.5	10.155	116.011
2008/09	28.621	31.560	54.644	1.5	11.109	127.434
2009/10	28.977	32.052	61.009	1.5	11.402	134.940
2010/11	29.778	33.085	61.012	1.5	11.490	136.865
2011/12	29.596	35.513	61.500	1.5	11.646	139.755
2012/13	29.407	36.514	66.148	1.5	6.985	140.554
2013/14	29.157	36.570	61.505	1.5	11.776	140.508
2014/15	29.160	36.570	61.505	1.5	11.776	140.511
2015/16	30.160	36.570	61.505	1.5	11.776	141.511
2016/2017	34.447	36.570	61.505	1.5	11.776	145.798



**Source: Leavenworth County Clerk*

CITY OF BASEHOR
MILL LEVY HISTORY

Budget Year	Total	General	Debt Service	Employee Benefit
2007	28.536	28.536	0.000	0
2008	28.547	25.340	3.207	0
2009	28.621	27.953	0.668	0
2010	28.976	28.640	0.336	0
2011	29.778	17.440	3.100	9.238
2012	29.596	18.974	2.032	8.590
2013	29.407	20.320	1.458	7.629
2014	29.157	21.165	0.376	7.616
2015	29.160	21.168	0.375	7.617
2016	30.160	21.168	1.375	7.617
2017	34.447	21.168	3.662	9.617
2018	35.241	21.168	4.456	9.617



City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 1

Topic: Standard Traffic Ordinance of greater Kansas City for 2016

Action Requested: Approve Ordinance 678 amending Chapter XIV, Standard Traffic Ordinance, Article 14-101 of the code of the City of Basehor, Kansas.

Narrative: Each year new laws for the State of Kansas that were adopted through legislation become effective July 1. As a City we have to adopt a new ordinance each year to allow us to enforce the new laws.

Presented by: Lloyd Martley, Chief of Police/City Administrator

Administration Recommendation: Approve ordinance 678 amending our current Standard Traffic Ordinance for 2016.

Attachments: Ordinance 678
STO changes for 2016

Projector needed for this item?

No

The following represents the changes in the STO for the 2016 edition:

Section 30. Driving Under the Influence of Intoxicating Liquor or Drugs; Penalties. (Amended)

Section 30.1. Driving Commercial Motor Vehicle Under the Influence of Intoxicating Liquor or Drugs; Penalties. (Amended)

Section 30.2 Preliminary breath test (Amended)

Section 30.2.1. Refusal to submit to alcohol or drug test (Deleted)

Section 175.1. Compression release engine braking system (Amended)

ORDINANCE NO. 678

AN ORDINANCE AMENDING SECTIONS 44-1, 44-2 AND 44-3 OF THE CODE OF THE CITY OF BASEHOR KANSAS, PERTAINING TO REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF BASEHOR, KANSAS; INCORPORATING BY REFERENCE THE 'STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, 2016 EDITION,' WITH CERTAIN AMENDMENTS AND OMISSIONS, SUCH INCORPORATION BEING AUTHORIZED BY K.S.A. § 12-3009 THROUGH 12-3012 AND K.S.A. § 12-3301 AND 12-3302; REPEALING EXISTING SECTION 44-1, 44-2 AND 44-3, AND OTHER SECTIONS IN CONFLICT HEREWITH

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BASEHOR, KANSAS:

Section 1: Section 44-1 of the Code of the City of Basehor, Kansas is hereby amended to read as follows:

44-1 (a)INCORPORATING STANDARD TRAFFIC ORDINANCE. There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Basehor, Kansas, that certain standard traffic ordinance known as the "Standard Traffic Ordinance for Kansas Cities", edition of 2016, prepared and published in book form by the League of Kansas Municipalities, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed, such incorporation being authorized by K.S.A. 12-3009 through 12-3012, inclusive, as amended.

(b)No fewer than three copies of said Standard Traffic Ordinance shall be marked or stamped "Official Copy as incorporated by Ordinance No. 674," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge, and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient.

Section 2: A new Section 44-2 of the Code of the City of Basehor, Kansas is hereby adopted to read as follows:

44-2 (a)Sec. 194. Driving While License Canceled, Suspended or Revoked; Penalty.

(a) (1) Any person who drives a motor vehicle on any street or highway at a time when such person's privilege to do so is canceled, suspended or revoked or while such person's privilege to obtain a driver's license is suspended or revoked, shall upon a first conviction be punished by imprisonment for not more than six months or fined not to exceed $1,000, or both such fine and imprisonment. On a second conviction of a violation of this section such person shall be punished by imprisonment for not more than one year or fined not to exceed $2,500, or both such fine and imprisonment.

(2) No person shall be convicted under this section if such person was entitled at the time of arrest under K.S.A. 8-257 and amendments thereto, to the return of such person's driver's license.

(3) Except as otherwise provided by subsection (a)(4), every person convicted under this section shall be sentenced to at least five day' imprisonment and fined at least $100.00 and upon a second conviction shall not be eligible for parole until completion of five days' imprisonment.

(4) If a person: (A) is convicted of a violation of this section, committed while the person's privilege to drive or privilege to obtain a driver's license was suspended or revoked for a violation of K.S.A. 8-1567, and amendments thereto, or any ordinance of any city or resolution of any county or a law of another state, which ordinance or law prohibits the acts prohibited by that statute; and (B) is or has been also convicted of a violation of K.S.A. 8-1567, and amendments thereto, or of a municipal ordinance or law of another state, which ordinance or law prohibits the acts prohibited by that statute, committed while the person's privilege to drive or privilege to obtain a driver's license was so suspended or revoked, the person shall not be eligible for suspension of sentence, probation or parole until the person has served at least 90 days' imprisonment, and any fine imposed on such person shall be in addition to such a term of imprisonment.

(b) For the purposes of determining whether a conviction is a first or second conviction in sentencing under this section, conviction includes a conviction of a violation of any ordinance of any city or resolution of any county or a law of any state which is in substantial conformity with this section.

44-2 (b)The following section of the Uniform Traffic Ordinance incorporated in Section 44-1 above is hereby omitted and deleted:

Section 195.1 pertaining to Operation of a Motor Vehicle When a Habitual Violator

Section 3: Section 44-3 of the Code of the City of Basehor, Kansas is hereby amended to read as follows:

44-3 SAME; TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES.

(a) An ordinance traffic infraction is a violation of any section of this ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. 8-2118.

(b) All traffic infractions which are included within this ordinance, and which are not ordinance traffic infractions, as defined in subsection (a) of this section, shall be considered traffic offenses.

Section 4. This ordinance shall be construed as follows:

A. Liberal Construction. The provisions of this Ordinance shall be liberally construed to effectively carry out its purposes which are hereby found and declared to be in furtherance of the public health, safety, welfare and convenience.

B. Savings Clause. The repeal of Ordinance sections, as provided herein below, shall not affect any rights acquired, fines, penalties, forfeitures or liabilities incurred there under or actions involving any of the provisions of said Ordinances or parts thereof. Said Ordinance repealed is hereby continued in force and effect after the passage, approval and publications of this Ordinance for the purposes of such rights, fines, penalties, forfeitures, liabilities and actions therefore.

C. Invalidity. If for any reason any chapter, article, section, subsection, sentence, portion or part of this proposed Ordinance set out herein, or the application thereof to any person or circumstances is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Code or other Ordinances.

Section 5. That existing Sections 44-1, 44-2 and 44-3 of the Code of the City of Basehor are hereby repealed.

Section 6. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED by the Governing Body this 17th day of August, 2016.

APPROVED by the Mayor this 17th day of August, 2016.

[SEAL]

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David K. Breuer, Mayor

ATTEST:

_____

Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

_____

Shannon M. Marcano, City Attorney

City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 2

Topic: Uniform Public Offense Code of greater Kansas City for 2016

Action Requested: Approve Ordinance 679 amending Chapter XI, Public Offenses, Article 11-101 of the code of the City of Basehor, Kansas.

Narrative: Each year new laws for the State of Kansas that were adopted through legislation become effective July 1. As a City we have to adopt a new ordinance each year to allow us to enforce the new laws.

Presented by: Lloyd Martley, Chief of Police/City Administrator

Administration Recommendation: Approve Ordinance 679 amending our current Uniform Public Offense Code.

Attachments: Ordinance 679
UPOC changes for the 2016

Projector needed for this item?

No

The following represents the changes in the UPOC for the 2016 edition:

Section 1.1 Definitions

Amended: Act, smoking, definitions (h)

Deleted: Juvenile correctional facility officer or employee

Section 3.2 Battery against a Law Enforcement Officer. (Amended)

Section 3.12 Breach of Privacy. (Amended by HB 2501)

Section 5.8 Purchase, consumption or possession of alcoholic liquor or cereal malt beverage by a minor; 18-21. (Amended by SB 133)

Section 6.1 Theft, (Amended by HB 2462)

Section 10.14 Operation of a Motorboat or Sailboat. (Amended by HB 2436)

ORDINANCE NO. 679

AN ORDINANCE AMENDING SECTION 28-1 OF THE CODE OF THE CITY OF BASEHOR KANSAS, PERTAINING TO REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF BASEHOR, KANSAS; INCORPORATING BY REFERENCE THE 'UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, 2016 EDITION,' WITH CERTAIN AMENDMENTS, SUCH INCORPORATION BEING AUTHORIZED BY K.S.A. § 12-3009 THROUGH 12-3012 AND K.S.A. § 12-3301 AND 12-3302; REPEALING EXISTING SECTION 28-1.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BASEHOR, KANSAS:

Section 1: Section 28-1 of the Code of the City of Basehor, Kansas is hereby amended to read as follows:

ARTICLE 1. UNIFORM OFFENSE CODE

28-1 (a)INCORPORATING UNIFORM PUBLIC OFFENSE CODE. There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Basehor, Kansas, the "Uniform Public Offense Code for Kansas Cities", edition of 2016, prepared and published in book form by the League of Kansas Municipalities, save and except such articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed, such incorporation being authorized by K.S.A. 12-3009 through 12-3012, inclusive, as amended.

(b)No fewer than three copies of said Uniform Public Offense Code shall be marked or stamped "Official Copy as incorporated by Ordinance No. 675," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours.

Section 2. This ordinance shall be construed as follows:

A. Liberal Construction. The provisions of this Ordinance shall be liberally construed to effectively carry out its purposes which are hereby found and declared to be in furtherance of the public health, safety, welfare and convenience.
B. Savings Clause. The repeal of Ordinance sections, as provided herein below, shall not affect any rights acquired, fines, penalties, forfeitures or liabilities incurred there under or actions involving any of the provisions of said Ordinances or parts thereof. Said Ordinance repealed is hereby continued in force and effect

after the passage, approval and publications of this Ordinance for the purposes of such rights, fines, penalties, forfeitures, liabilities and actions therefore.

C. Invalidity. If for any reason any chapter, article, section, subsection, sentence, portion or part of this proposed Ordinance set out herein, or the application thereof to any person or circumstances is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Code or other Ordinances.

Section 3. That existing Section 28-1 of the Code of the City of Basehor is hereby repealed.

Section 4. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED by the Governing Body this 17th day of August, 2016.

APPROVED by the Mayor this 17th day of August, 2016.

[SEAL]

_____
David K. Breuer, Mayor

ATTEST:

_____
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

_____
Shannon M. Marcano, City Attorney