

# Agenda

## Basehor City Council

### Work Session

August 1, 2011 7:00 p.m.

Basehor City Hall



#### **ACTION ITEMS:**

1. Discuss 2012 Operating and Set Public Budget Hearing Date
2. Consideration of Kelley's Grille & Bar Drinking Establishment License

#### **DISCUSSION ITEMS:**

3. Resolution 2011-9 - Amendment to Personnel Manual
4. 2012 Pay Matrix
5. Ordinance No. 601 - Amendment to Public Officials Fees & Payments
6. Uniform Public Offense Code
7. Standard Traffic Ordinance
8. Executive Session (if needed)

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 1

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**Topic:**

Review & Discuss 2012 Operating Budget and Set Public Hearing Date (August 15)

**Action Requested:**

Review & Discuss 2012 Operating Budget and Set Public Hearing Date (August 15)

**Narrative:**

K.S.A. 79-2929 requires that the proposed budget and notification of hearing be published at least ten days prior to the date of the Budget Hearing, and state law required that a budget hearing be held at least ten days prior to the date on which the certification of annual levies to the County Clerk is required. (K.S.A. 79-2933) On July 7, 2011 The Basehor City Council reviewed and discussed the 2012 operating budget. Since that time staff has made Council directed adjustments and now presents a proposed budget with a 29.765 mill levy. The proposed 2012 Budget includes the same level of services and infrastructure maintenance as the 2011 Budget despite decreasing revenues.

**Presented by:**

City Administrator, Mark Loughry  
Corey Swisher, City Clerk/Finance Director

**Administration Recommendation:**

Review & Discuss 2012 Operating Budget and Set Public Hearing Date (August 15)

**Committee Recommendation:**

N/A

**Attachments:**

2012 City of Basehor Operating Budget

**2012 PROPOSED BUDGET  
CITY OF BASEHOR, KS**



**Prepared for:**

**The Basehor City Council**

Terry Hill, Mayor

Dennis Mertz, Council President

David Breuer, Council Member

Iris Dysart, Council Member

Fred Box, Council Member

Travis Miles, Council Member

**With the Cooperation of:**

Lloyd Martley, Police Chief/Assistant  
City Administrator

Gene Myracle, City Superintendent

Mitch Pleak, City Engineer

**Prepared by:**

Mark Loughry, City Administrator

Corey Swisher, City Clerk/Finance Dir.

## OPERATING FUNDS BEGINNING CASH BALANCE

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
General	\$562,109	\$419,077	\$264,598	\$155,776	\$172,333
Special Parks and Rec	\$146,260	\$159,898	\$149,714	\$166,804	\$121,554
Consolidated Highway	\$2,217,728	\$1,726,181	\$1,692,871	\$1,920,341	\$1,294,201
Capital Improvement	\$1,210,908	\$1,346,875	\$1,244,713	\$1,290,286	\$1,256,286
Municipal Equipment reserve	\$355,972	\$286,227	\$236,227	\$340,555	\$320,722
Bond and Interest	\$106,182	\$81,613	\$46,949	\$37,043	\$61,741
Sewer	-\$22,348	\$464,249	\$624,709	\$404,640	\$560,541
Solid Waste	\$65,925	\$71,534	\$17,538	\$88,375	\$98,602
Cedar Lake Maintenance	\$62,523	\$23,442	\$24,141	\$26,689	\$9,209
Employee Benefit	\$0	\$0	\$0	\$1	\$1,392
<b>Total Beginning Cash</b>	<b>\$4,705,259</b>	<b>\$4,579,096</b>	<b>\$4,301,460</b>	<b>\$4,430,509</b>	<b>\$3,896,580</b>

## OPERATING FUNDS EXPENSES

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Budget
General	\$1,986,681	\$2,038,857	\$2,048,180	\$1,786,390	\$1,867,562
Special Parks and Rec	\$821	\$2,570	\$67,500	\$55,000	\$25,000
Consolidated Highway	\$1,074,840	\$244,916	\$1,281,000	\$1,048,500	\$715,000
Capital Improvement	\$117,597	\$399,976	\$500,000	\$100,000	\$0
Municipal Equipment Reserve	\$103,535	\$15,044	\$63,000	\$89,700	\$8,840
Bond and Interest	\$534,971	\$531,121	\$727,489	\$652,489	\$702,234
Sewer	\$5,374,122	\$1,179,231	\$1,666,235	\$1,522,106	\$1,379,625
Solid Waste	\$164,177	\$155,370	\$208,865	\$260,873	\$280,897
Cedar Lake Maintenance	\$29,378	\$26,442	\$44,141	\$36,000	\$40,000
Sewer District #3 Maintenance	\$0	\$0	\$0	\$0	\$33,000
Employee Benefit	\$0	\$0	\$499,155	\$497,765	\$489,630
<b>Total Annual Expenditures</b>	<b>\$9,386,121</b>	<b>\$4,593,527</b>	<b>\$7,105,565</b>	<b>\$6,048,823</b>	<b>\$5,541,788</b>

## OPERATING FUNDS REVENUE

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Budget
General	\$1,783,352	\$1,805,451	\$1,783,582	\$1,802,947	\$1,731,549
Special Parks and Recreation	\$14,459	\$9,476	\$10,250	\$9,750	\$10,646
Consolidated Highway	\$568,782	\$439,076	\$440,320	\$422,360	\$451,410
Capital Improvement	\$306,402	\$290,548	\$75,000	\$66,000	\$66,100
Municipal Equipment reserve	\$33,790	\$69,372	\$93,050	\$69,868	\$69,868
Bond and Interest	\$510,819	\$486,551	\$681,540	\$677,186	\$640,493
Sewer	\$5,981,180	\$1,012,427	\$896,762	\$1,678,007	\$1,243,162
Solid Waste	\$158,996	\$177,381	\$196,100	\$271,100	\$279,233
Cedar Lake Maintenance	\$10,297	\$9,712	\$20,000	\$18,520	\$31,020
Sewer District #3	\$0	\$0	\$0	\$0	\$33,000
Employee Benefit	\$0	\$0	\$499,156	\$499,156	\$503,304
<b>Total Annual Revenue</b>	<b>\$9,368,077</b>	<b>\$4,299,994</b>	<b>\$4,695,760</b>	<b>\$5,514,894</b>	<b>\$5,059,785</b>
<b>Total Cash Available</b>	<b>\$14,073,336</b>	<b>\$8,879,090</b>	<b>\$8,997,220</b>	<b>\$9,945,403</b>	<b>\$8,956,365</b>
<b>Ending Cash Balance</b>	<b>\$4,687,215</b>	<b>\$4,285,563</b>	<b>\$1,891,655</b>	<b>\$3,896,580</b>	<b>\$3,414,577</b>

## MILL LEVY COMPARISON

	2009 Actual	2010 Actual	2011 Budget	2012 Proposed
Annual Valuation	\$43,924,056	\$45,550,427	\$50,502,675	\$49,543,124
Bond and Interest Levy	0.000	0.336	3.100	2.044
General Fund Levy	27.953	28.640	17.440	19.081
Employee Benefit Levy			9.238	8.639
<b>Total Annual Mill Levy</b>	27.953	28.976	29.778	29.765
<b>Variance From Previous Year</b>	-0.594	1.023	0.802	-0.013
Total Funds Generated from Ad Valorem	\$1,227,809	\$1,319,869	\$1,503,880	\$1,474,634

## ALL FUNDS SALARIES

		2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
Street	Full Time	\$117,424	\$120,565	\$120,000	\$118,000	\$156,000
	Part-Time	\$0	\$0	\$0	\$0	\$0
	Overtime	\$6,234	\$6,916	\$3,500	\$5,000	\$6,000
Police	Full-time	\$538,466	\$566,865	\$590,000	\$543,512	\$551,700
	Part-time	\$37,397	\$23,433	\$15,000	\$24,500	\$25,000
	Overtime	\$29,074	\$43,452	\$48,000	\$40,000	\$40,000
Planning	Fulltime	\$94,669	\$110,962	\$112,000	\$112,000	\$112,600
	Overtime	\$1,779	\$981	\$1,000	\$1,000	\$1,000
Park & Rec	Personal Services	\$3,203	\$4,765	\$0	\$0	\$0
	Part-Time	\$3,202	\$0	\$5,400	\$8,400	\$8,400
	Overtime	0	38.67	\$0	\$0	\$0
Clerk	Full-time	\$64,661	\$108,147	\$107,000	\$98,904	\$136,000
	Part-time	\$40,961	\$0	\$0	\$0	\$0
	Overtime	\$4,595	\$1,330	\$2,000	\$2,400	\$3,000
Admin	Full Time	\$0	\$0	\$130,000	\$120,000	\$92,000
	Overtime	\$0	\$0	\$1,200	\$325	\$0
	Part-time	\$0	\$0	\$0	\$0	\$20,800
Governing Body						
	Elected Officials	\$28,670	\$0	\$17,200	\$18,200	\$18,564
	Personal Services	\$102,654	\$115,943	\$0	\$0	\$0
<b>TOTAL GENERAL FUND</b>		\$1,072,988	\$1,103,398	\$1,152,300	\$1,092,241	\$1,171,064
Sewer Fund						
	Full-time	\$116,995	\$129,037	\$119,700	\$113,611	\$72,500
	Overtime	\$5,464	\$4,808	\$7,000	\$5,000	\$5,000
<b>TOTAL SEWER FUND</b>		\$122,458	\$133,845	\$126,700	\$118,611	\$77,500
Solid Waste						
	Full-time	\$16,240	\$18,958	\$26,980	\$26,900	\$0
	Overtime	\$55	\$659	\$1,000	\$1,310	\$0
<b>TOTAL SOLID WASTE FUND</b>		\$16,296	\$19,617	\$27,980	\$28,210	\$0
Total Benefits all Funds		\$364,276	\$427,970	\$560,906	\$562,295	\$541,883
<b>TOTAL WAGES AND BENEFITS</b>		\$1,576,019	\$1,684,830	\$1,867,886	\$1,801,357	\$1,790,447

**REVENUE****GENERAL FUND**

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
<b>Beginning of the year balance</b>	\$562,109	\$419,077	\$264,598	\$155,776	\$172,333
460 Ad Valorem Property Tax	\$1,122,910	\$1,201,867	\$823,161	\$823,161	\$883,500
491 Motor Vehicle Distribution	\$144,741	\$148,751	\$153,666	\$128,360	\$91,538
493 Recreational Vehicle Tax	\$1,945	\$1,770	\$1,951	\$1,900	\$1,079
496 16M & 20M Truck Tax	\$1,770	\$3,121	\$3,403	\$3,400	\$2,064
464 Back Taxes	\$48,112	\$38,696	\$30,000	\$30,000	\$30,000
Sales Tax	\$0	\$0	\$220,000	\$200,000	\$195,000
Slider	\$4,882	\$0	\$0	\$0	\$0
Field of Dreams	\$0	\$0	\$55,000	\$44,000	\$35,000
421 Court Fines	\$194,846	\$153,901	\$195,000	\$170,000	\$170,000
401 Building Permits	\$36,379	\$11,382	\$13,000	\$28,000	\$40,000
403 Pet Licenses	\$1,348	\$1,170	\$1,000	\$1,150	\$1,150
404 Business Licenses	\$8,050	\$7,700	\$8,000	\$7,800	\$7,800
405 Misc. Fees/Permits/Licenses	\$14,175	\$15,888	\$13,000	\$14,500	\$14,500
407 Plan/Plat Application Fees	\$1,845	\$2,265	\$3,400	\$3,500	\$3,500
432 Westar Energy Franchise Tax	\$73,840	\$91,498	\$67,000	\$70,000	\$70,000
433 Atmos Energy Franchise Tax	\$44,917	\$41,421	\$70,000	\$42,000	\$42,000
436 Suburban Water Franchise Tax	\$7,454	\$23,076	\$11,000	\$23,000	\$23,000
Consolidated Water Franchise Tax	\$0	\$0	\$12,000	\$0	\$0
437 The World Co. Franchise Tax	\$24,427	\$39,934	\$32,000	\$32,500	\$32,500
438 AT&T Franchise Tax	\$11,832	\$10,882	\$13,000	\$10,400	\$10,400
434 SW Bell Franchise Tax	\$0	\$4,711	\$3,000	\$4,500	\$4,500
Grants and Reimbursables	\$0	\$625	\$42,000	\$0	\$0
551 Interest Income	\$11,307	\$944	\$0	\$1,000	\$1,000
451 Local Alcohol Liquor Fund	\$7,816	\$7,881	\$8,001	\$8,000	\$8,896
511 Other Revenues	\$5,754	\$16,719	\$5,000	\$0	\$0
Transfer from Sewer	\$0	\$0	\$0	\$0	\$25,088
675 Transfer from Solid Waste Fund	\$15,000	\$0	\$0	\$0	\$39,035
<b>TOTAL REVENUES</b>	\$1,783,352	\$1,805,451	\$1,783,582	\$1,802,947	\$1,731,549
<b>TOTAL FUNDS AVAILABLE</b>	\$2,345,461	\$2,224,528	\$2,048,180	\$1,958,723	\$1,903,882
<b>TOTAL EXPENDITURES</b>	\$1,986,681	\$2,038,857	\$2,048,180	\$1,786,390	\$1,867,562
<b>UNRESERVED CASH BALANCE</b>	\$358,781	\$185,671	\$0	\$172,333	\$36,321
<b>MILL LEVY INFORMATION</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	
FUND REQUIREMENTS	\$1,122,910	\$1,304,610	\$823,161		\$883,500
ADD FOR DELINQUENT TAXES			7%		7%
TOTAL AD VALOREM	\$1,122,910	\$1,304,610	\$880,782		\$945,345
RATE OF LEVY IN MILLS	27.953	28.64	17.440		19.081

The City's 2010 delinquent tax rate was 8%.

**GENERAL FUND****EXPENDITURES**

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
Governing Body	\$157,522	\$127,221	\$59,620	\$73,903	\$44,614
Administrator	\$0	\$0	\$256,200	\$175,425	\$162,400
Facilities	\$91,843	\$116,188	\$135,100	\$121,204	\$131,775
Clerk	\$266,160	\$277,147	\$243,800	\$219,104	\$286,150
HR	\$329,306	\$387,628	\$20,000	\$18,000	\$16,000
Park & Recreation	\$14,106	\$15,311	\$59,450	\$58,350	\$32,955
Planning	\$156,085	\$152,537	\$179,300	\$144,524	\$153,400
Police	\$727,708	\$740,500	\$799,350	\$747,562	\$771,650
Street	\$142,321	\$153,324	\$158,450	\$142,800	\$183,100
Miscellaneous	\$101,629	\$69,000	\$136,910	\$85,518	\$85,518
<b>TOTALS</b>	<b>\$1,986,681</b>	<b>\$2,038,857</b>	<b>\$2,048,180</b>	<b>\$1,786,390</b>	<b>\$1,867,562</b>

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****ACCOUNT: 01-003**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
708	Elected Officials	\$28,670	\$0	\$17,200	\$18,200	\$18,564
701	Personnel Services	\$102,654	\$115,943	\$0	\$0	\$0
758	Paging/Wireless	\$735	\$453	\$0	\$0	\$0
751	Legal Fees	\$2,388	\$2,095	\$1,000	\$750	\$0
761	Vehicle Expense	\$1,231	\$281	\$1,000	\$150	\$1,000
774	Training	\$1,601	\$1,654	\$1,400	\$1,400	\$1,400
781	Promo/Public Relations Activities	\$0	\$569	\$0	\$20,000	\$750
782	Mileage Reimbursement	\$2,658	\$274	\$500	\$500	\$500
783	Organization & Membership Dues	\$260	\$1,001	\$1,070	\$100	\$1,000
795	Outside Agency Requests	\$0	\$0	\$30,000	\$30,000	\$15,000
799	Miscellaneous Contractual	\$10,798	\$2,100	\$1,500	\$500	\$1,500
801	Office Supplies	\$90	\$73	\$200	\$50	\$200
803	Miscellaneous Commodities	\$3,298	\$1,650	\$3,000	\$1,500	\$2,000
804	Gas / Oil / Miscellaneous	\$166	\$269	\$450	\$103	\$400
807	Printed Material/Publications	\$697	\$90	\$300	\$150	\$300
850	Capital Outlay	\$2,276	\$771	\$2,000	\$500	\$2,000
<b>TOTALS</b>		\$157,522	\$127,221	\$59,620	\$73,903	\$44,614

The Governing Body consists of the Mayor and a five member City Council. Expenses related to the City Administrator were separated from the Governing Body Department budget in 2011 resulting in a significant decrease in expenditures. Outside agency requests have been reduced to reflect Council direction to maintain a flat mill levy. Public relations expenses have been decreased as a successful marketing program has been developed.

**GENERAL FUND****CITY ADMINISTRATOR****ACCOUNT: 01-006**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
701	Full Time			\$130,000	\$120,000	\$92,000
	Part Time			\$0	\$0	\$20,800
704	Overtime			\$1,200	\$325	\$0
758	Cell Phone			\$2,000	\$1,850	\$1,850
774	Training			\$3,500	\$3,500	\$3,500
782	Mileage Reimb/Car Allowance			\$7,000	\$7,000	\$7,000
783	Organization & Membership Dues			\$1,500	\$1,500	\$1,500
799	Miscellaneous Contractual			\$15,000	\$7,000	\$7,000
801	Office Supplies			\$1,000	\$250	\$250
	General Supplies			\$500	\$500	\$500
807	Printed Material/Publications			\$2,000	\$1,000	\$500
850	Capital Outlay			\$2,500	\$2,500	\$2,500
	Contingency			\$90,000	\$30,000	\$25,000
<b>TOTALS</b>				\$256,200	\$175,425	\$162,400

The City Administrator is responsible for planning, organizing, directing and coordinating all municipal activities, including activities of the utilities; serves as the chief administrative officer of the City and is responsible for the proper administration of all City affairs. This Department was initially identified as independent of others in the City's annual operating budget in 2011 and includes expenditures for the City Administrator. Previously expenses were dispersed between the Clerk/Finance and Governing Body budgets. The decrease in full time wages reflects the transition of the full time administrative assistant position into a part time position. 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.

**GENERAL FUND****CLERK / FINANCE****ACCOUNT : 01-001**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
701	Full-time	\$64,661	\$108,147	\$107,000	\$98,904	\$136,000
702	Part-time	\$40,961	\$0	\$0	\$0	\$0
704	Overtime	\$4,595	\$1,330	\$2,000	\$2,400	\$3,000
751	Legal Fees	\$9,838	\$11,053	\$15,000	\$8,000	\$30,000
758	Paging/Wireless	\$190	\$0	\$1,500	\$600	\$600
760	Notices & Advertisements	\$1,812	\$1,897	\$2,000	\$2,000	\$2,000
774	Training	\$3,063	\$3,283	\$3,700	\$4,200	\$4,500
779	Insurance Expenses	\$69,741	\$82,396	\$55,000	\$45,000	\$50,000
781	Promo/Public Relations Activities	\$17,060	\$19,268	\$0	\$100	\$4,000
782	Car Allowance/Mileage Reimb	\$217	\$78	\$400	\$400	\$450
783	Organization & Membership Dues	\$10,205	\$11,264	\$11,600	\$11,600	\$12,000
785	Accounting & Auditing	\$17,790	\$16,460	\$12,000	\$19,000	\$20,000
799	Miscellaneous Contractual	\$10,773	\$13,052	\$15,000	\$15,000	\$7,000
801	Office Supplies	\$3,632	\$3,892	\$3,600	\$3,500	\$3,600
803	Miscellaneous Commodities	\$2,130	\$1,461	\$3,500	\$1,500	\$1,500
807	Printed Material/Publications	\$429	\$2,774	\$7,000	\$5,000	\$5,000
808	Postage & Postal Permit	\$841	\$793	\$2,000	\$1,000	\$4,000
850	Capital Outlay	\$8,223	\$0	\$2,500	\$900	\$2,500
<b>TOTALS</b>		<b>\$266,160</b>	<b>\$277,147</b>	<b>\$243,800</b>	<b>\$219,104</b>	<b>\$286,150</b>

The City Clerk/Finance office is responsible for many basic governmental functions. As part of the official duties, the Clerk serves as the record keeper of all City Commission 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. The Clerk/Finance office is also responsible for providing the Governing Body with agenda packets and materials, maintaining and updating the City Code, recording and certifying special assessments, licensing businesses, cereal malt beverages, drinking establishments and fireworks stands. Department staff also provide 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 have been increased to reflect the cost of continuing a Generally Approved Accounting Principles (GAAP) compliant audit for the 2012 budget year. The **Miscellaneous Contractual** line item includes image manage agreements, accounting software (FundBalance) maintenance and Filebound (online public records search access). Filebound will be discontinued in April of 2012 (saving approximately \$8,000). Online code and a more user friendly records hosting service will replace the document search system. City-wide legal expenses have been consolidated and included in the 2012 Clerk/Finance budget.

**GENERAL FUND****HR****ACCOUNT: 01-011**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
745	HR Support Plus	\$1,375	\$8,758	\$9,000	\$7,000	\$5,000
746	Social Security	\$64,545	\$70,199	\$0	\$0	\$0
747	Medicare	\$15,095	\$16,446	\$0	\$0	\$0
748	KS Unemployment Tax	\$1,076	\$1,362	\$0	\$0	\$0
749	Employee Vision	\$1,844	\$3,698	\$0	\$0	\$0
772	EE Medical	\$106,684	\$130,606	\$0	\$0	\$0
773	EE Deferred Compensation	\$55,513	\$75,700	\$0	\$0	\$0
778	EE Dental Insurance	\$7,574	\$8,422	\$0	\$0	\$0
786	KS Police/Fireman	\$68,982	\$62,075	\$0	\$0	\$0
787	Employee Assistance Program	\$0	\$0	\$500	\$500	\$500
813	Clothing Allowance	\$6,417	\$10,362	\$10,000	\$10,000	\$10,000
816	Vaccination Allowance	\$200	\$0	\$500	\$500	\$500
<b>TOTALS</b>		<b>\$329,306</b>	<b>\$387,628</b>	<b>\$20,000</b>	<b>\$18,000</b>	<b>\$16,000</b>

Employee benefits for all funds have been consolidated into the Employee Benefit Fund allowing for easier tracking and a complete view of benefit costs. **HR Support Plus** includes the agreement for human resource support for all Departments. This group provides all background checks and general consulting for the City. The **Clothing Allowance** line item includes all General Fund employees and Elected Officials.

<b>GENERAL FUND</b>		<b>STREET DEPARTMENT</b>				
		<b>ACCOUNT: 01-002</b>				
		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
701	Full Time	\$117,424	\$120,565	\$120,000	\$118,000	\$156,000
702	Part-Time	\$0	\$0	\$0	\$0	\$0
704	Overtime	\$6,234	\$6,916	\$3,500	\$5,000	\$6,000
751	Legal Fees	\$46	\$600	\$1,500	\$0	\$0
758	Paging/Wireless	\$1,397	\$978	\$1,500	\$1,500	\$1,500
760	Notices & Advertisements	\$193	\$369	\$150	\$0	\$100
761	Vehicle/Equipment Main & Repair	\$5,107	\$5,696	\$7,500	\$4,500	\$5,000
774	Training	\$0	\$38	\$300	\$300	\$300
799	Miscellaneous Contractual	\$1,962	\$3,260	\$2,500	\$1,800	\$2,000
801	Office Supplies	\$91	\$244	\$700	\$700	\$700
803	Miscellaneous Commodities	\$4,488	\$8,264	\$5,000	\$4,000	\$4,500
804	Gas/Oil/Misc	\$4,010	\$5,339	\$6,000	\$6,000	\$6,000
810	Safety Equipment	\$988	\$267	\$1,200	\$1,000	\$1,000
811	Maint Materials/Supplies	\$382	\$789	\$0	\$0	\$0
850	Capital Outlay	\$0		\$8,600	\$0	\$0
<b>TOTALS</b>		<b>\$142,321</b>	<b>\$153,324</b>	<b>\$158,450</b>	<b>\$142,800</b>	<b>\$183,100</b>

The Street Department contributes to the quality of life of Basehor residents by maintaining approximately 43 linear miles of city streets and improvements including snow removal. The Department maintains and schedules repairs and improvements on City Streets, all City facilities including parks the State licensed animal confinement area as well as general maintenance on designated City property. The Street Department also coordinates the logistics of solid waste and recycling disposal. The increase in full time wages reflects the City Superintendent's wages being reported outside of the Sewer Fund for ease of accounting. The wages will continue to be drawn from the Sewer Fund and accounted for through a transfer of funds.

## GENERAL FUND

## POLICE DEPARTMENT

## ACCOUNT: 01-004

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
701	Full-time	\$538,466	\$566,865	\$590,000	\$543,512	\$551,700
702	Part-time	\$37,397	\$23,433	\$15,000	\$24,500	\$25,000
704	Overtime	\$29,074	\$43,452	\$48,000	\$40,000	\$40,000
705	Police Grant Personal Serv.	\$1,901	\$0	\$0	\$0	\$0
751	Legal Fees	\$112	\$231	\$1,000	\$1,000	\$0
758	Paging/Wireless	\$5,130	\$2,850	\$5,000	\$4,000	\$4,000
759	Animal Control Expenses	\$2,251	\$2,280	\$3,000	\$2,000	\$2,000
760	Notices & Advertisements	\$108	\$803	\$1,000	\$750	\$750
761	Vehicle/Equipment Main & Repair	\$7,553	\$8,776	\$10,000	\$10,000	\$12,000
764	Leavenworth County Jail	\$4,603	\$3,133	\$6,000	\$4,000	\$5,000
766	Municipal Court Judge	\$3,650	\$3,600	\$3,650	\$3,600	\$4,000
767	Court Fees	\$30,520	\$21,858	\$30,000	\$20,000	\$25,000
774	Training	\$6,055	\$7,683	\$10,000	\$8,000	\$8,000
781	Promo/Public Relations Activities	\$0	\$211	\$500	\$500	\$500
782	Mileage Reimbursement	\$157	\$0	\$500	\$500	\$500
783	Organization Membership Dues	\$295	\$1,603	\$500	\$500	\$500
799	Misc Contractual Services	\$11,971	\$10,733	\$15,000	\$30,000	\$30,000
801	Office Supplies	\$2,747	\$2,653	\$3,500	\$2,500	\$2,500
803	Miscellaneous Commodities	\$8,965	\$5,311	\$10,000	\$6,000	\$8,000
804	Gas/Oil/Misc	\$27,043	\$30,826	\$35,000	\$40,000	\$40,000
807	Printed Material/Publications	\$673	\$655	\$1,500	\$1,000	\$1,000
808	Postage & Postal Permit	\$1,009	\$893	\$1,200	\$1,200	\$1,200
810	Safety Equipment (Vests)	\$3,087	-\$1,918	\$3,000	\$1,000	\$2,000
850	Capital Outlay	\$4,942	\$4,570	\$6,000	\$3,000	\$8,000
<b>TOTALS</b>		<b>\$727,708</b>	<b>\$740,500</b>	<b>\$799,350</b>	<b>\$747,562</b>	<b>\$771,650</b>

The Basehor Police Department coordinates public safety efforts throughout the City. Through investigations, patrols, detective, and other efforts, the Police Department endeavors to deter and prevent criminal activity within the city. The **Part-time** animal control line item has been increased to provide for increased demand for services. **Vehicle/equipment maintenance** and repair is required to maintain an aging fleet of response vehicles. The **Miscellaneous Contractual Services** line item includes image management expenses, Leads Online, 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. In regard to **training** all officers are required by Kansas Statute to obtain 40 hours of annual training. Due to rising fuel costs and required patrol coverage the **Gas/Oil/Misc** line item has been increased. The **Miscellaneous Commodities** line item includes Watchguard video equipment and supplies, promotional items purchased for community policing, video supplies, office supplies, other departmental functional commodities. The **Capital Outlay** line item includes \$5,000 available through the

**GENERAL FUND****CITY FACILITIES**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Budget
752	Utility Gas (Atmos)	\$7,141	\$6,368	\$10,000	\$9,000	\$10,000
753	Utility Electric (Westar)	\$2,619	\$2,919	\$3,000	\$2,950	\$3,225
754	Utility Sewer & Solid Waste	\$2,895	\$1,836	\$3,000	\$500	\$250
755	Utility Water (Cons Water)	\$1,126	\$1,114	\$1,500	\$1,200	\$1,500
757	Telephone/Fax/Internet Service	\$5,801	\$4,115	\$4,200	\$2,500	\$3,000
777	Facility Repairs & Maintenance	\$867	\$932	\$1,800	\$1,000	\$1,800
787	Street Lighting	\$52,615	\$52,576	\$56,000	\$56,500	\$59,000
797	Technology Support	\$8,300	\$33,985	\$40,000	\$35,000	\$40,000
799	Misc. Contractual Services	\$7,654	\$5,600	\$5,800	\$6,000	\$6,000
803	Miscellaneous Commodities	\$2,524	\$2,330	\$2,800	\$1,954	\$2,000
810	Safety Equipment	\$0	\$231	\$0	\$100	\$500
850	Capital Outlay	\$299	\$4,183	\$7,000	\$4,500	\$4,500
<b>TOTALS</b>		<b>\$91,843</b>	<b>\$116,188</b>	<b>\$135,100</b>	<b>\$121,204</b>	<b>\$131,775</b>

The **Technology Agreement** line item covers the agreement for services relating to information technology support and network security. **Miscellaneous Contractual** includes items such cleaning, general repairs and fire extinguisher inspections. 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 true utility expense.

**GENERAL FUND****PARKS & REC  
DEPARTMENT****ACCOUNT: 01-008**

		2009	2010	2011	2011	2012
<b>PERSONNEL</b>		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Proposed</b>
701	Personal Services	\$3,203	\$4,765	\$0	\$0	\$0
702	Part-Time	\$3,202	\$0	\$5,400	\$8,400	\$8,400
704	Overtime	\$0	\$39	\$0	\$0	\$0
803	Miscellaneous Commodities	\$827	\$855	\$500	\$500	\$500
811	Maintenance Materials/Supplies	\$1,166	\$323	\$800	\$800	\$800
480	Field of Dreams	\$0	\$0	\$40,000	\$40,000	\$15,000
753	Utility Electric	\$1,532	\$3,800	\$3,000	\$3,400	\$3,655
754	Utility Sewer & Solid Waste	\$139	\$424	\$150	\$150	\$0
755	Utility Water	\$352	\$850	\$600	\$600	\$600
792	Park Maintenance & Repairs	\$2,534	\$1,488	\$2,500	\$1,000	1,500
799	Misc. Contractual Services	\$1,150	\$2,767	\$6,500	\$3,500	2,500
<b>TOTALS</b>		<b>\$14,106</b>	<b>\$15,311</b>	<b>\$59,450</b>	<b>\$58,350</b>	<b>\$32,955</b>

The Parks & Recreation Department provides for quality recreational, sporting and leisure opportunities within the City of Basehor. This Department enhances and maintains the City Park (including walking trail and restroom facilities). **The Electric Utility** line item reflects the energy used to warm the restrooms and allow electricity for special events and family reservations. The Field of Dreams athletic complex expenses include utilities and youth programming participation rebates.

**GENERAL FUND****PLANNING & ZONING  
DEPT.****ACCOUNT: 01-017**

		2009	2010	2011	2011	2012
		Actual	Actual	Budget	Estimate	Proposed
701	Full-time	\$94,669	\$110,962	\$112,000	\$110,199	\$112,600
704	Overtime	\$1,779	\$981	\$1,000	\$1,000	\$1,000
751	Legal Fees	\$12,865	\$18,491	\$18,000	\$5,000	\$0
758	Paging/Wireless	\$1,107	\$1,039	\$1,500	\$1,000	\$1,500
760	Notices & Advertisements	\$3,237	\$534	\$3,000	\$500	\$0
761	Vehicle/Equipment Main & Repair	\$68	\$439	\$1,000	\$1,000	\$1,700
765	Engineering Services	\$27,957	\$8,297	\$15,000	\$15,000	\$0
768	Consulting/Special Studies	\$0	\$3,024	\$10,000	\$0	\$0
774	Training/Travel/Mileage	\$2,166	\$335	\$3,500	\$2,000	\$3,000
776	Building Demolition	\$6,000	\$0	\$1,500	\$0	\$0
782	Mileage Reimb/Car Allowance	\$82	\$818	\$1,000	\$0	\$0
783	Organization/Membership Dues	\$662	\$580	\$1,000	\$525	\$1,000
799	Miscellaneous Contractual	\$2,012	\$2,731	\$3,000	\$3,000	\$4,000
801	Office Supplies	\$349	\$202	\$500	\$500	\$500
803	Miscellaneous Commodities	\$897	\$533	\$1,000	\$500	\$1,500
804	Gas/Oil/Misc	\$853	\$1,026	\$1,300	\$1,300	\$2,600
807	Printed Material/Publications	\$325	\$1,730	\$2,000	\$1,000	\$0
808	Postage & Postal Permit	\$840	\$817	\$1,000	\$0	\$0
850	Capital Outlay	\$217	\$0	\$2,000	\$2,000	\$2,000
	Notices & Printed Materials	\$0	\$0	\$0	\$0	\$2,000
	Professional Services	\$0	\$0	\$0	\$0	\$20,000
<b>TOTALS</b>		<b>\$156,085</b>	<b>\$152,537</b>	<b>\$179,300</b>	<b>\$144,524</b>	<b>\$153,400</b>

The Planning & Zoning Department promotes safety and quality neighborhood/commercial maintenance and development. More specifically, staff continues to review the City's Comprehensive Plan and add items as-needed based on special study areas. The Department also applies the city's long-range development goals and objectives to specific development proposals as they are brought before the Planning Commission and City Council. The department assures resident's safety by conducting thorough 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. **Printed Materials/Publications** and **Notices & Advertisements** have been included in the **Notices & Printed Materials** line item. **Engineering Services** and **Consulting/Special Studies** are included in **Professional Services**. **Professional Services** include miscellaneous traffic studies, geotechnical studies, and licensed survey work. **Mileage Reimb/Car Allowance** will now be reported in the **Training/Travel/Mileage** in 2011 budget line item. **Miscellaneous Contractual** includes maintenance on AutoCAD (\$950), GIS (\$700), Laredo (\$720) and biannual County mapping (\$1200). **Miscellaneous Commodities** include field equipment replacement, survey equipment, safety equipment, and 36" printing paper. The **Gas/Oil/Misc** increase reflects the addition of one work truck to the fleet. **Postage & Postal Permits** will be provided by the General Fund. **Capital Outlay** will potentially provide for a mobile computing device as building permits

**GENERAL FUND****MISCELLANEOUS**

	2009	2010	2011	2011	2012
	Actual	Actual	Budget	Estimate	Proposed
Transfer to Equipment Reserve	\$30,000	\$69,000	\$78,910	\$69,518	\$69,518
NRP Rebate	\$2,391	\$0	\$16,000	\$16,000	\$16,000
Reimbursements & Reimbursables	\$69,238	\$0	\$42,000	\$0	\$0
<b>TOTALS</b>	<b>\$101,629</b>	<b>\$69,000</b>	<b>\$136,910</b>	<b>\$85,518</b>	<b>\$85,518</b>

Included in this budget is a Fleet Replacement Schedule which outlines the necessary transfers to cover the General Funds 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. **Reimbursements & Reimbursables** are not required to be budgeted for and have been removed from the budget both in revenue and expenditures.

**SOLID WASTE FUND**

		ACCOUNTS: 09-000; 09-009; 09-011				
		2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
<b>Beginning of year balance</b>		\$65,925	\$71,534	\$17,538	\$88,375	\$98,602
<b>Revenue</b>						
<b>521</b>	Solid Waste Fees	\$153,420	\$176,271	\$194,000	\$269,000	\$277,070
<b>495</b>	Delinquent Fee Collections	\$4,510	\$979	\$2,000	\$2,000	\$2,060
<b>551</b>	Interest on Idle Funds	\$1,066	\$131	\$100	\$100	\$103
<b>TOTAL REVENUE</b>		\$158,996	\$177,381	\$196,100	\$271,100	\$279,233
<b>TOTAL AVAILABLE FUNDS</b>		\$224,921	\$248,915	\$213,638	\$359,475	\$377,835
<b>Expenditures</b>						
<b>09-010-701</b>	Full-time	\$16,240	\$18,958	\$26,980	\$26,900	\$0
<b>09-010-704</b>	Overtime	\$55	\$659	\$1,000	\$1,310	\$0
<b>09-011-746</b>	Social Security	\$1,010	\$0	\$0	\$0	\$0
<b>09-011-747</b>	Medicare	\$237	\$0	\$0	\$0	\$0
<b>09-011-748</b>	Unemployment	\$0	\$0	\$0	\$0	\$0
<b>05-011-749</b>	Vision Insurance	\$0	0	\$0	\$0	\$0
<b>09-011-772</b>	Medical/Life Insurance	\$27	0	\$0	\$0	\$0
<b>09-011-773</b>	Deferred Compensation	\$2,202	\$0	\$0	\$0	\$0
<b>09-111-774</b>	Training	\$0	\$0	\$0	\$1,200	\$1,500
<b>09-011-778</b>	Dental Insurance	\$0	0	\$0	\$0	\$0
	Transfer to Employee Benefit	\$0	\$0	\$11,085	\$11,085	\$13,373
<b>09-011-779</b>	Misc. Contractual Services	\$0	\$1,172	\$0	\$0	\$0
<b>09-000-903</b>	Transfer to General Fund	\$15,000	\$0	\$0	\$0	\$39,035
<b>09-000-972</b>	Transfer to Sewer Fund	\$0	\$0	\$0	\$0	\$0
<b>09-010-775</b>	Solid Waste Disposal	\$125,729	\$131,602	\$163,300	\$217,778	\$224,311
<b>09-010-799</b>	Misc. Contractual Services	\$585	\$0	\$800	\$0	\$0
<b>09-010-801</b>	Office Supplies	\$91	\$0	\$100	\$300	\$309
<b>09-010-803</b>	Miscellaneous Commodities	\$0	\$0	\$100	\$100	\$103
<b>05-009-807</b>	Printed Material/Publications	\$0	\$480	\$1,500	\$1,500	\$1,545
<b>05-009-808</b>	Postage & Postal Permit	\$3,000	\$2,500	\$4,000	\$700	\$721
<b>TOTALS</b>		<b>\$164,177</b>	<b>\$155,370</b>	<b>\$208,865</b>	<b>\$260,873</b>	<b>\$280,897</b>
<b>UNRESERVED CASH BALANCE</b>		<b>\$60,744</b>	<b>\$93,545</b>	<b>\$4,773</b>	<b>\$98,602</b>	<b>\$96,938</b>

The City of Basehor contracts with Deffenbaugh Industries to provide solid waste disposal and single stream curbside recycling utilizing poly-carts. All residences in Basehor receive this service. The reduction in **wages** is reflected in the transfer to the General Fund. This is to accomodate simplified accounting and reporting. The transfer to the General Fund accounts for the partial salaries for City staff. Five 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 Assistant City Clerk's salary and ten percent of the City Superintendent's salary is accounted for in this Fund.

**SEWER FUND****SEWER DEPARTMENT**

ACCOUNTS: 05-000; 05-009; 05-011

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
Beginning of year balance	-\$22,348	\$464,249	\$624,709	\$404,640	\$560,541
<b>REVENUES</b>					
408 Sewer Charges	\$665,825	\$685,170	\$715,600	\$1,043,621	\$1,052,000
408 Sewer Connection Fees	\$88,636	\$69,729	\$100,000	\$390,000	\$110,000
495 Delinquent Fee Collections	\$18,236	\$3,187	\$8,000	\$30,000	\$8,000
551 Interest Income	\$7,927	\$908	\$1,000	\$1,000	\$1,000
547 KDHE Loan Proceeds	\$0	\$0	\$0	\$141,224	\$0
Capital Project Funds	\$5,200,556	\$253,433	\$0	\$0	\$0
472 24/40 Interceptor	\$0	\$0	\$72,162	\$72,162	\$72,162
<b>TOTAL REVENUE</b>	\$5,981,180	\$1,012,427	\$896,762	\$1,678,007	\$1,243,162
<b>TOTAL AVAILABLE FUNDS</b>	\$5,958,832	\$1,476,676	\$1,521,471	\$2,082,647	\$1,803,703
<b>TOTAL EXPENDITURES</b>	\$5,374,122	\$1,179,231	\$1,666,235	\$1,522,106	\$1,379,625
<b>UNRESERVED CASH BALANCE</b>	\$584,710	\$297,445	-\$144,764	\$560,541	\$424,078

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 show whether it operated 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. The increase in the estimated 2011 **Sewer Connection Fees** reflect the connection of Glenwood Estates to the City's wastewater treatment facility. Sewer rates were increased in 2011 to accommodate higher debt service payments and ongoing infrastructure maintenance.

**SEWER FUND****SEWER DEPARTMENT****ACCOUNTS: 05-000; 05-009; 05-011**

<b>PERSONNEL</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2011 Estimate</b>	<b>2012 Proposed</b>
<b>05-009-701</b> Full-time	\$116,995	\$129,037	\$119,700	\$113,611	\$72,500
<b>05-009-704</b> Overtime	\$5,464	\$4,808	\$7,000	\$5,000	\$5,000
<b>05-011-746</b> Social Security	\$7,281	\$0	\$0	\$0	\$0
<b>05-011-747</b> Medicare	\$1,703	\$0	\$0	\$0	\$0
<b>05-011-749</b> Vision Insurance	\$231	\$0	\$0	\$0	\$0
<b>05-011-772</b> Medical/Life Insurance	\$12,794	\$0	\$0	\$0	\$0
<b>05-011-773</b> Deferred Compensation	\$16,544	\$0	\$0	\$0	\$0
<b>05-011-778</b> Dental Insurance	\$932	\$0	\$0	\$0	\$0
<b>05-711-751</b> Legal Professional Fees	\$0	\$671	\$0	\$0	\$0
<b>05-009-753</b> Utility Electric	\$67,754	\$90,436	\$83,000	\$91,000	\$100,513
<b>05-009-757</b> Telephone/Fax/Internet Service	\$5,137	\$1,445	\$2,500	\$1,800	\$2,000
<b>05-009-758</b> Paging/Wireless	\$1,654	\$1,327	\$1,200	\$1,200	\$1,500
<b>05-009-761</b> Vehicle/Equip Maint. & Repair	\$8,878	\$1,745	\$2,500	\$2,000	\$2,500
<b>05-009-762</b> Sludge Waste Removal	\$15,532	\$11,431	\$20,000	\$17,000	\$18,500
<b>05-009-765</b> Engineering Services	\$258,399	\$18,085	\$5,000	\$0	\$0
<b>05-009-774</b> Training	\$849	\$827	\$2,500	\$1,500	\$1,500
<b>05-009-777</b> Facility Repairs/Maintenance	\$1,932	\$7,878	\$14,000	\$10,000	\$10,000
<b>05-009-789</b> Collection System Maint./Repair	\$14,767	\$26,185	\$26,500	\$26,500	\$26,500
<b>05-009-790</b> Sampling	\$3,725	\$3,637	\$5,000	\$4,200	\$4,500
<b>05-009-799</b> Miscellaneous Contractual	\$7,061	\$5,438	\$7,500	\$4,500	\$5,000
<b>05-009-803</b> General Supplies	\$6,519	\$4,970	\$5,000	\$5,000	\$5,000
<b>05-009-804</b> Gas/Oil/Misc	\$3,855	\$5,629	\$4,500	\$6,000	\$6,500
<b>05-009-807</b> Printed Material/Publications	\$174	\$480	\$1,000	\$250	\$250
<b>05-009-808</b> Postage & Postal Permit	\$3,833	\$3,372	\$4,000	\$4,000	\$4,000
<b>05-009-810</b> Safety Equipment	\$0	\$853	\$0	\$0	\$2,500
<b>05-009-810</b> New Equipment	\$9,857	\$0	\$6,500	\$3,500	\$21,000
<b>05-009-810</b> Maint. Materials/Supplies	\$9,231	\$1,366	\$10,000	\$10,000	\$10,000
<b>05-009-815</b> Collection System Materials/Supplies	\$0	\$392	\$0	\$0	\$0
Transfer to General Fund (Wages)	\$0	\$0	\$0	\$0	\$25,088
Transfer to Equipment Reserve	\$0	\$0	\$13,790	\$0	\$0
Transfer to Employee Benefit	\$0	\$0	\$52,056	\$52,056	\$38,880
Transfer to Bond & Interest	\$0	\$0	\$0	\$0	\$0
<b>05-000-865</b> Capital Improvements	\$4,236,792	\$121,227	\$10,000	\$5,000	\$5,000
<b>05-000-854</b> Sewer Line Rehabilitation	\$29,108	\$0	\$275,000	\$170,000	\$100,000
<b>05-000-901</b> KDHE Payments	\$527,122	\$737,995	\$987,989	\$987,989	\$911,395
<b>TOTALS</b>	<b>\$5,374,122</b>	<b>\$1,179,231</b>	<b>\$1,666,235</b>	<b>\$1,522,106</b>	<b>\$1,379,625</b>

The **Sewer Line Rehabilitation** includes \$100,000 to repair and replace infrastructure. The reduction in wages is reflected in the transfer to the General Fund. This is to accomodate simplified accounting and reporting. Previously the City Superintendent's salary was reported in the Full-time salaries line item.

# BOND & INTEREST FUND

ACCOUNT: 08-000

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
Beginning of year balance	\$106,182	\$81,613	\$46,949	\$37,043	\$61,741
<b>REVENUES</b>					
460 Ad Valorem	\$26,834	\$14,100	\$146,319	\$146,319	\$94,663
461 & 464 Delinquent Taxes	\$2,780	\$1,046	\$0	\$1,000	\$1,000
465 Neighborhood Revit.	\$0	-\$208	\$0	\$0	\$0
466 (Escape) Tax	\$0	\$7	\$0	\$0	\$0
491 MVT	\$17,309	\$4,217	\$1,804	\$1,804	\$16,271
493 RVT	\$222	\$49	\$23	\$23	\$192
496 16/20MVT	\$0	\$395	\$40	\$40	\$367
470 & 471 Special Assessments	\$460,902	\$466,744	\$532,354	\$527,000	\$527,000
551 Interest	\$2,772	\$202	\$1,000	\$1,000	\$1,000
<b>TOTAL REVENUE</b>	<b>\$510,819</b>	<b>\$486,551</b>	<b>\$681,540</b>	<b>\$677,186</b>	<b>\$640,493</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$617,001</b>	<b>\$568,164</b>	<b>\$728,489</b>	<b>\$714,230</b>	<b>\$702,234</b>
<b>EXPENDITURES</b>					
860 GO Bond	\$320,000	\$330,000	\$350,000	\$321,476	\$319,001
862 GO Bond	\$214,971	\$201,121	\$186,821	\$215,345	\$214,645
880 KDOT Principal Payments	\$0	\$0	\$53,418	\$53,418	\$55,635
881 KDOT Interest Payments	\$0	\$0	\$62,250	\$62,250	\$60,033
Neighborhood Revitalizatio	\$0	\$0	\$0	\$0	\$2,920
Cash Basis Reserve	\$0	\$0	\$75,000	\$0	\$50,000
<b>TOTAL EXPENDITURES</b>	<b>\$534,971</b>	<b>\$531,121</b>	<b>\$727,489</b>	<b>\$652,489</b>	<b>\$702,234</b>
<b>UNRESERVED CASH BALANCE</b>	<b>\$82,030</b>	<b>\$37,043</b>	<b>\$1,000</b>	<b>\$61,741</b>	<b>\$0</b>

MILL LEVY INFORMATIO	2009	2010	2011	2012
FUND REQUIREMENTS			\$146,319	\$94,663
ADD FOR DELINQUENT TAXES			7%	7%
TOTAL AD VALOREM			\$156,561	\$101,289
RATE OF LEVY IN MILLS			3.100	2.04

The Bond & Interest Fund is used for the accumulation of resources for, and the repayment of general long-term debt, interest and related costs. KSA 79-2930 allows up to an additional 5% for delinquent taxes over the actual delinquency rate. In 2010 there was a delinquency rate of 8%. The Special Assessments revenue line item is derived from the Pinehurst and Falcon Lakes Benefit Districts. The KDOT expense litem items represent a loan that was used to complete the east end of Wolf Creek Parkway. The **Cash Basis Reserve** is utilized to prevent a budget violation.

# EMPLOYEE BENEFIT

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Budget
Beginning of year balance			\$0	\$1	\$1,392
<b>REVENUES</b>					
Ad Valorem			\$436,015	\$436,015	\$400,000
Delinquent			\$0	\$0	\$750
MVT			\$0	\$0	\$48,486
RVT			\$0	\$0	\$572
16/20MVT			\$0	\$0	\$1,093
Interest			\$0	\$0	\$150
Transfer From Solid Waste			\$11,085	\$11,085	\$13,373
Transfer From Sewer			\$52,056	\$52,056	\$38,880
<b>TOTAL REVENUE</b>			\$499,156	\$499,156	\$503,304
<b>TOTAL AVAILABLE FUNDS</b>			\$499,156	\$499,157	\$504,696
<b>EXPENDITURES</b>					
Neighborhood Revitalization			\$0	\$0	\$8,230
Social Security			\$78,000	\$78,000	\$77,100
Medicare			\$18,200	\$18,200	\$18,000
KS Unemployment Tax			\$30,265	\$30,265	\$9,700
Employee Vision			\$4,590	\$4,200	\$4,000
EE Medical			\$159,000	\$159,000	\$160,000
EE Deferred Compensation			\$80,000	\$80,000	\$72,000
Work Comp			\$35,000	\$35,000	\$36,000
EE Dental Insurance			\$10,500	\$10,000	\$9,700
KS Police/Fireman			\$76,000	\$76,000	\$87,000
Short Term Disability			\$3,500	\$3,500	\$3,800
Long Term Disability			\$2,500	\$2,500	\$3,100
Life and AD&D			\$1,600	\$1,100	\$1,000
<b>TOTAL EXPENDITURES</b>			\$499,155	\$497,765	\$489,630
<b>UNRESERVED CASH BALANCE</b>			\$1	\$1,392	\$15,066

<b>MILL LEVY INFORMATION</b>	<b>2009</b>	<b>2011</b>	<b>2012</b>
FUND REQUIREMENTS		\$436,015	\$400,000
ADD FOR DELINQUENT TAXES		7%	7%
TOTAL AD VALOREM		\$466,536	\$428,000
RATE OF LEVY IN MILLS		9.238	8.639

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. In 2010 there was a delinquency rate of 8%.

# CONSOLIDATED HIGHWAY FUND

## ACCOUNT: 10-000

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
<b>Beginning of year balance</b>	\$2,217,728	\$1,726,181	\$1,692,871	\$1,920,341	\$1,294,201
<b>REVENUES</b>					
State of Kansas Gas Tax	\$105,127	\$115,818	\$108,900	\$115,220	\$121,040
County Transfer Gas Tax	\$9,476	\$10,187	\$12,420	\$13,140	\$13,170
Excise/Impact Fees	\$34,951	\$21,636	\$16,000	\$16,000	\$34,000
<b>452/456</b> Local Sales and Use Tax	\$289,594	\$288,778	\$300,000	\$275,000	\$280,000
Miscellaneous	\$100,000	\$0	\$0	\$0	\$0
Transfer from General Fund	\$0	\$0	\$0	\$0	\$0
Interest on Idle Funds	\$29,634	\$2,658	\$3,000	\$3,000	\$3,200
<b>TOTAL REVENUE</b>	<b>\$568,782</b>	<b>\$439,076</b>	<b>\$440,320</b>	<b>\$422,360</b>	<b>\$451,410</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$2,786,510</b>	<b>\$2,165,257</b>	<b>\$2,133,191</b>	<b>\$2,342,701</b>	<b>\$1,745,611</b>
<b>849</b> Pavement Management Plan	\$781,120	\$201,494	175,000	175,000	\$175,000
Street CIP Projects	\$0	\$0	700,000	700,000	\$250,000
<b>765</b> Contractual Services	\$100,705	\$11,751	15,000	15,000	\$0
<b>771</b> Street Repairs & Maintenance	\$170,240	\$22,156	330,000	100,000	\$230,000
<b>803</b> Misc. Contractual Services	\$3,833	\$1,941	11,000	8,500	\$10,000
<b>811</b> Maintenance Materials/Supplies	\$18,941	\$7,573	50,000	50,000	\$50,000
<b>TOTAL EXPENDITURES</b>	<b>\$1,074,840</b>	<b>\$244,916</b>	<b>\$1,281,000</b>	<b>\$1,048,500</b>	<b>\$715,000</b>
<b>UNRESERVED CASH BALANCE</b>	<b>\$1,711,670</b>	<b>\$1,920,341</b>	<b>\$852,191</b>	<b>\$1,294,201</b>	<b>\$1,030,611</b>

The Consolidated Highway Fund is used for street maintenance and repair, the pavement management plan, as well as salt and sand. The **Street Repairs & Maintenance** line item will allow for the continuation of the Pavement Management Program which paves approximately one linear mile of Basehor streets per year. The City established a Pavement Condition Index in 2008 which is used to determine which streets are resurfaced. The Pavement Condition Index, developed by the United States Army Corps of Engineers, is a numerical index between 0 and 100 and is used to indicate the condition of a roadway. It is a statistical measure and requires a manual survey of the pavement. 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

## ACCOUNT: 04-000

	2009	2010	2011	2011	2012
	Actual	Actual	Budget	Estimate	Proposed
<b>Beginning of year balance</b>	\$146,260	\$159,898	\$149,714	\$166,804	\$121,554
<b>REVENUES</b>					
Local Liquor Tax	\$7,816	\$7,881	\$8,000	\$8,000	\$8,896
Parkland Fee	\$4,400	\$1,400	\$2,000	\$1,500	\$1,500
Interest on Investments	\$1,993	\$195	\$250	\$250	\$250
Miscellaneous	\$250	\$0	\$0	\$0	0
<b>TOTAL REVENUE</b>	\$14,459	\$9,476	\$10,250	\$9,750	\$10,646
<b>TOTAL AVAILABLE FUNDS</b>	\$160,719	\$169,374	\$159,964	\$176,554	\$132,200
<b>EXPENDITURES</b>					
Park Maintenance & Repair	\$821	\$2,570	\$7,500	\$5,000	\$10,000
Field of Dreams	\$0	\$0	\$0	\$0	\$15,000
Capital Outlay	\$0	\$0	\$60,000	\$50,000	\$0
<b>TOTAL EXPENDITURES</b>	\$821	\$2,570	\$67,500	\$55,000	\$25,000
<b>UNRESERVED CASH BALANCE</b>	\$159,898	\$166,804	\$92,464	\$121,554	\$107,200

This Fund is used to account for parks and recreation expenditures funded from the State liquor tax and City Parkland fees. These monies may on be used for park and recreation improvements and maintenance. 2011 expenditures include the paving of City Park and a matching funds request for one neighborhood park. The **Capital Outlay** line item for 2012 includes \$35,000 for Field of Dreams capital improvements. These will include field enhancements, landscaping, HVAC replacement as well as restroom and concession facility improvements.

# CAPITAL IMPROVEMENT FUND

**ACCOUNT: 12-000**

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
<b>Beginning of year balance</b>	\$1,210,908	\$1,346,875	\$1,244,713	\$1,290,286	\$1,256,286
<b>REVENUE</b>					
Transfer From General Fund	\$0	\$0	\$0	\$0	\$0
<b>452/456</b> Local Sales/Use Tax	\$289,594	\$288,778	\$70,000	\$65,000	\$65,000
Interest on Idle Funds	\$16,808	\$1,770	\$5,000	\$1,000	\$1,100
<b>TOTAL REVENUE</b>	\$306,402	\$290,548	\$75,000	\$66,000	\$66,100
<b>TOTAL AVAILABLE FUNDS</b>	\$1,517,310	\$1,637,423	\$1,319,713	\$1,356,286	\$1,322,386
<b>EXPENDITURES</b>					
<b>12-000-850</b> Capital Outlay	\$117,597	\$399,976	\$500,000	\$100,000	\$0
<b>TOTALS</b>	\$117,597	\$399,976	\$500,000	\$100,000	\$0
<b>UNRESERVED CASH BALANCE</b>	\$1,399,713	\$1,237,447	\$819,713	\$1,256,286	\$1,322,386

The Capital Improvement Fund is to be utilized for City facilities and infrastructure. The 2011 estimated expenditures include funding for City Hall architectural design services.

## CEDAR LAKE MAINTENANCE FUND

### ACCOUNT: 07-001

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
<b>Beginning of year balance</b>	\$62,523	\$23,442	\$24,141	\$26,689	\$9,209
<b>REVENUES</b>					
Assessed Fees	\$9,646	\$9,669	\$20,000	\$18,500	\$31,000
Interest on Idle Funds	\$651	\$43	\$0	\$20	\$20
<b>TOTAL REVENUE</b>	\$10,297	\$9,712	\$20,000	\$18,520	\$31,020
<b>TOTAL AVAILABLE FUNDS</b>	\$72,820	\$33,154	\$44,141	\$45,209	\$40,229
<b>EXPENDITURES</b>					
<b>01-001-799</b> Miscellaneous Contractual	\$29,378	\$26,442	\$44,141	\$36,000	\$40,000
<b>TOTAL EXPENDITURES</b>	\$29,378	\$26,442	\$44,141	\$36,000	\$40,000
<b>UNRESERVED CASH BALANCE</b>	\$43,442	\$6,712	\$0	\$9,209	\$229

The Cedar Lakes Maintenance Fund is to be used for expenses related to sewer issues in the Cedar Lakes sewer district. In 2011 fees were increased to more closely reflect actual needs and expenditures.

## SEWER DISTRICT #3 MAINTENANCE FUND

### ACCOUNT:

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Proposed
Beginning of year balance					\$0
<b>REVENUES</b>					
Assessed Fees					\$33,000
Interest on Idle Funds					\$0
<b>TOTAL REVENUE</b>					\$33,000
<b>TOTAL AVAILABLE FUNDS</b>					\$33,000
<b>EXPENDITURES</b>					
<b>01-001-799</b> Miscellaneous Contractual					\$33,000
<b>TOTAL EXPENDITURES</b>					\$33,000
<b>UNRESERVED CASH BALANCE</b>					\$0

The Sewer District #3 Maintenance Fund is to be used for expenses related to maintenance in the sewer district. This is a new fund for 2012 as the City will absorb this district from Leavenworth County as part of the improvement project.

# MUNICIPAL EQUIP RESERVE FUND

## ACCOUNT: 11-000

	2009	2010	2011	2011	2012
	Actual	Actual	Budget	Estimate	Proposed
Beginning of year balance	\$355,972	\$286,227	\$236,227	\$340,555	\$320,722
<b>REVENUES</b>					
Transfer from General Fund	\$30,000	\$69,000	\$78,910	\$69,518	\$69,518
Transfer from Sewer Fund	\$0	\$0	\$13,790	\$0	\$0
551 Interest on Investments	\$3,790	\$372	\$350	\$350	\$350
<b>TOTAL REVENUE</b>	\$33,790	\$69,372	\$93,050	\$69,868	\$69,868
<b>TOTAL AVAILABLE FUNDS</b>	\$389,762	\$355,599	\$329,277	\$410,422	\$390,590
<b>EXPENDITURES</b>					
Capital Outlay	\$103,535	\$15,044	\$63,000	\$89,700	\$8,840
<b>TOTAL EXPENDITURES</b>	\$103,535	\$15,044	\$63,000	\$89,700	\$8,840
<b>UNRESERVED CASH BALANCE</b>	\$286,227	\$340,555	\$266,277	\$320,722	\$381,750

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. Included in this budget is a Fleet Replacement Schedule. 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 single year budget increases. Expenditures from this Fund do not require budgeting as it is a Reserve Fund. The Police Department radio communications system will be the only budgeted expenditure in 2012.

**BASEHOR TOWN  
CENTER**
**REPORT**
**ACCOUNT: 18-000**

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Budget
18-000-751 Legal Fees	\$0	\$17,470			
18-000-760 Notices/Advertisements	\$0	\$1,361			
18-000-765 Engineering Services	\$169,668	\$11,515			
18-000-799 Misc. Contractual Services	\$18,229	\$72,062			
18-000-849 Street Improvements	\$25,700	\$700			
18-000-863 Temp Note Payments	\$0	\$3,835,380			
18-000-864 Temp Note Interest Payments	\$144,551	\$75,200			
18-000-891 Water Services	\$10,212	\$0			
18-000-892 Sewer Services	\$537,843	\$0			
18-000-893 Street Services	\$1,655,005	\$182,569			
<i>Totals</i>	\$2,561,208	\$4,196,256			

**WOLF CREEK****REPORT****ACCOUNT: 19-000**

	2009 Actual	2010 Actual	2011 Budget	2011 Estimate	2012 Budget
19-000-751 Legal Professional Fees	\$67,429	\$836			
19-000-760 Notices & Advertisements	\$1,466	\$0			
19-000-765 Engineering Services	\$228,734	\$130,631			
19-000-799 Misc. Contractual Services	\$130,208	\$4,557			
19-000-803 Misc. Commodities	\$6	\$8			
19-000-849 Street Improvements	\$933,466	\$503,662			
19-000-891 Water Services	\$110,427	\$0			
<b>Totals</b>	<b>\$1,471,736</b>	<b>\$639,694</b>			

	2012	2011	2010	2009	2008
Home Value	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Appraised Valuation	\$23,000	\$23,000	\$23,000	\$23,000	\$23,000
Tax per mill	\$23	\$23	\$23	\$23	\$23
City Mill Levy	29.765	29.778	28.64	27.953	28.547
City Tax	\$684.59	\$684.89	\$658.72	\$642.92	\$656.58
Change	-\$0.31	\$26.17	\$15.80	-\$13.66	

## 2012 Employee Cost (draft)

Position	12/31/2011 Hourly	After 2% ADJ	2012 Hourly on Anniv.	Department	Hours	2011 Salary	2012 Salary	Health change July 2012	Dental	Vision	Deferred Comp	Work Comp	STD & LTD	Term Life & AD&D	SS	MEDI-CARE	UNEMP	Total Benefit Cost	2012 Total Employee Cost	2011 Total Employee Cost
Mayor-PT	N/A	N/A		100% Gov Body	N/A	\$5,200	\$5,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$329	\$77	\$41	\$447	\$5,751	\$5,725
City Council-PT	N/A	N/A		100% Gov Body	N/A	\$13,000	\$13,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$822	\$192	\$103	\$1,118	\$14,378	\$14,312
City Administrator-FT	\$43.16	\$44.02	\$44.02	95% Admin 5% SW	2080	\$89,773	\$91,565	\$12,452	\$372	\$150	\$10,072	\$2,671	\$557	\$38	\$5,677	\$1,328	\$714	\$34,031	\$125,597	\$128,213
Finance Director-FT	\$30.07	\$30.67	\$30.88	95% Admin 5% SW	2080	\$62,546	\$63,941	\$4,056	\$372	\$150	\$7,034	\$1,865	\$389	\$38	\$3,964	\$927	\$499	\$19,294	\$83,236	\$89,077
Accounting Clerk-FT	\$17.48	\$17.83	\$18.28	95% Admin 5% SW	2080	\$36,358	\$37,549	\$4,056	\$372	\$150	\$4,130	\$1,095	\$228	\$38	\$2,328	\$544	\$293	\$13,236	\$50,785	\$55,473
Admin Asst-PT	\$15.83	\$16.15	\$16.26	100% Admin	1275	\$32,926	\$20,707	\$0	\$0	\$0	\$0	\$604	\$0	\$0	\$1,284	\$300	\$162	\$2,350	\$23,057	\$46,871
Chief of Police-FT (stipend)	\$31.60	\$31.60	\$32.39	100% Police	2080	\$68,328	\$69,360	\$4,056	\$372	\$150	\$11,472	\$2,023	\$422	\$38	\$4,300	\$1,006	\$541	\$24,381	\$93,741	\$98,586
Lieutenant-FT	\$24.93	\$24.93	\$25.55	100% Police	2080	\$51,854	\$52,719	\$4,056	\$372	\$150	\$8,720	\$1,538	\$321	\$38	\$3,269	\$764	\$411	\$19,639	\$72,357	\$71,159
Police Sergeant-FT	\$21.45	\$21.45	\$21.99	100% Police	2080	\$44,616	\$45,638	\$8,400	\$372	\$150	\$7,549	\$1,331	\$278	\$38	\$2,830	\$662	\$356	\$21,965	\$67,603	\$61,871
Police Sergeant-FT	\$19.44	\$19.44	\$19.93	100% Police	2080	\$40,435	\$40,772	\$8,400	\$372	\$150	\$6,744	\$1,189	\$248	\$38	\$2,528	\$591	\$318	\$20,578	\$61,350	\$56,506
Police Officer-FT	\$17.59	\$17.59	\$18.03	100% Police	2080	\$36,587	\$36,816	\$4,056	\$372	\$150	\$6,089	\$1,074	\$224	\$38	\$2,283	\$534	\$287	\$15,107	\$51,923	\$51,569
Police Officer-FT	\$16.75	\$16.75	\$17.17	100% Police	2080	\$34,840	\$35,058	\$4,056	\$372	\$150	\$5,799	\$1,023	\$213	\$38	\$2,174	\$508	\$273	\$14,606	\$49,664	\$49,327
Police Officer-FT	\$16.75	\$16.75	\$17.17	100% Police	2080	\$34,840	\$35,493	\$4,056	\$372	\$150	\$5,871	\$1,035	\$216	\$38	\$2,201	\$515	\$277	\$14,730	\$50,224	\$49,327
Police Officer-FT	\$15.94	\$15.94	\$16.34	100% Police	2080	\$33,155	\$33,155	\$8,400	\$372	\$150	\$5,484	\$967	\$202	\$38	\$2,056	\$481	\$259	\$18,407	\$51,563	\$48,232
Police Officer-FT	\$16.34	\$16.34	\$16.75	100% Police	2080	\$33,987	\$34,129	\$8,400	\$372	\$150	\$5,645	\$996	\$208	\$38	\$2,116	\$495	\$266	\$18,685	\$52,814	\$51,363
Police Officer-FT	\$16.34	\$16.34	\$16.75	100% Police	2080	\$33,987	\$34,058	\$8,400	\$372	\$150	\$5,633	\$993	\$207	\$38	\$2,112	\$494	\$266	\$18,665	\$52,723	\$51,363
Police Officer-FT	\$16.34	\$16.34	\$16.75	100% Police	2080	\$33,987	\$34,554	\$6,074	\$372	\$150	\$5,715	\$1,008	\$210	\$38	\$2,142	\$501	\$270	\$16,480	\$51,034	\$50,115
Police Officer-FT	\$16.34	\$16.34	\$16.75	100% Police	2080	\$33,987	\$34,058	\$6,382	\$372	\$150	\$5,633	\$993	\$207	\$38	\$2,112	\$494	\$266	\$16,647	\$50,705	\$50,547
Police-Court Clerk-FT	\$16.00	\$16.32	\$16.73	100% Police	2080	\$33,280	\$34,299	\$8,400	\$372	\$150	\$3,773	\$1,001	\$209	\$38	\$2,127	\$497	\$268	\$16,833	\$51,132	\$51,523
Police-Court Clerk-FT	\$14.34	\$14.63	\$14.63	100% Police	2080	\$29,827	\$30,424	\$4,056	\$372	\$150	\$3,347	\$887	\$185	\$38	\$1,886	\$441	\$237	\$11,600	\$42,024	\$43,321
Animal Control Officer-PT	\$15.44	\$15.75	\$16.14	100% Police	1550	\$18,528	\$24,970	\$0	\$0	\$0	\$0	\$728	\$0	\$0	\$1,548	\$362	\$195	\$2,833	\$27,803	\$21,351
City Engineer-FT	\$30.57	\$31.18	\$31.18	100% P&Z	2080	\$63,586	\$64,857	\$6,382	\$372	\$150	\$7,134	\$1,892	\$395	\$38	\$4,021	\$940	\$506	\$21,831	\$86,688	\$89,195
Building/Code Inspector-FT	\$22.41	\$22.86	\$23.43	100% P&Z	2080	\$46,613	\$47,842	\$8,400	\$372	\$150	\$5,263	\$1,396	\$291	\$38	\$2,966	\$694	\$373	\$19,942	\$67,784	\$68,632
City Superintendent-FT	\$32.39	\$33.04	\$33.86	50% PW 10% SW 40%	2080	\$67,371	\$70,150	\$6,074	\$372	\$150	\$7,717	\$2,046	\$427	\$38	\$4,349	\$1,017	\$547	\$22,737	\$92,887	\$92,954
SR Maintenance Worker-FT	\$15.84	\$16.16	\$16.56	95% Street 5% SW	2080	\$32,947	\$34,306	\$4,056	\$372	\$150	\$3,774	\$1,001	\$209	\$38	\$2,127	\$497	\$268	\$12,492	\$46,798	\$46,898
Maintenance Worker-FT	\$11.31	\$11.54	\$11.82	95% Street 5% SW	2080	\$23,525	\$24,395	\$4,056	\$372	\$150	\$2,683	\$712	\$148	\$38	\$1,513	\$354	\$190	\$10,216	\$34,612	\$34,807
Maintenance Worker I-FT	\$12.48	\$12.73	\$13.05	95% Street 5% SW	2080	\$25,958	\$26,919	\$4,056	\$372	\$150	\$2,961	\$785	\$164	\$38	\$1,669	\$390	\$210	\$10,796	\$37,715	\$37,930
SR Wastewater Operator-FT	\$18.96	\$19.34	\$19.82	100% WWT	2080	\$39,437	\$40,477	\$6,074	\$372	\$150	\$4,452	\$1,181	\$246	\$38	\$2,510	\$587	\$316	\$15,925	\$56,402	\$57,108
Wastewater Operator-FT	\$14.79	\$15.09	\$15.46	100% WWT	2080	\$30,763	\$31,901	\$4,056	\$372	\$150	\$3,509	\$931	\$194	\$38	\$1,978	\$463	\$249	\$11,940	\$43,841	\$44,095
Assistant City Clerk-FT	\$15.83	\$16.15	\$16.55	50% WWT 50% SW	2080	\$32,926	\$34,145	\$4,056	\$372	\$150	\$3,756	\$996	\$208	\$38	\$2,117	\$495	\$266	\$12,454	\$46,599	\$50,127
Park Seasonal Employee	\$10.07	\$10.27	\$10.27	100% Park	450	\$4,532	\$4,622	\$0	\$0	\$0	\$0	\$135	\$0	\$0	\$287	\$67	\$36	\$524	\$5,147	\$5,131
All Departments Over Time						\$63,700	\$55,000	\$0	\$0	\$0	\$9,097	\$1,604	\$0		\$3,410	\$798	\$429	\$15,338	\$70,338	\$72,128
<b>Totals</b>						\$1,233,401	\$1,242,446	\$154,965	\$9,672	\$3,894	\$159,055	\$35,701	\$6,806	\$998	\$77,032	\$18,015	\$9,691	\$475,830	\$1,718,275	\$1,744,834

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 2

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**Topic:**

Kelley's Grille & Bar – Drinking Establishment License Renewal

**Action Requested:**

Approve Kelley's Grille & Bar – Drinking Establishment License Renewal

**Narrative:**

Kelley's Grille & Bar (15540 State Avenue) has paid all necessary drinking establishment business license fees to the City Clerk's Office necessary for renewal of the now biennial (as of July 1, 2011) Drinking Establishment License (allows the licensee to offer for sale, sell and serve alcoholic liquor for consumption on licensed premises, which may be open to the public). The Police Department and City Building Inspector have also given approval to the renewal.

**Business**

Kelley's Grille and Bar

**Type of License**

Drinking Establishment

**License Fee**

\$500.00

**Presented by:**

Corey Swisher, City Clerk/Finance Director

**Administration Recommendation:**

Approve Kelley's Grille & Bar – Drinking Establishment License Renewal

**Committee Recommendation:**

N/A

**Attachments:**

Business License.

Drinking Establishment License.

State of Kansas Liquor License.

**Kansas Alcoholic Beverage Control Division  
Liquor License**

**DRINKING ESTABLISHMENT**

**OWNER NAME: D & B ASSOCIATES INC  
DBA NAME: KELLEYS BAR & GRILLE  
ADDRESS: 15540 STATE AVE  
CITY, ZIP: BASEHOR 66007**

**LICENSE NO: 10-007-0194-04**

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

**PRIVILEGES:**

Allows the licensee to sell and serve alcoholic liquor for consumption on the licensed premises and other activities as authorized by K.S.A. 41-2642.

**AGREEMENT:**

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



Doug Jorgensen  
Director, Alcoholic Beverage Control



Nick Jordan  
Secretary of Revenue

**EFFECTIVE: 08/01/2011 EXPIRES: 07/31/2013**

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

**IMPORTANT INFORMATION**

Contact the ABC Licensing Unit at 785-296-7015 or email [abc.licensing@kdor.ks.gov](mailto:abc.licensing@kdor.ks.gov) if you have any:

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

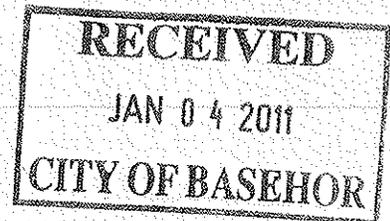
Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at <http://www.ksrevenue.org/abcccontact.html>

Contact the Miscellaneous Tax Segment at 785-368-8222 or email [miscellaneous.tax@kdor.ks.gov](mailto:miscellaneous.tax@kdor.ks.gov) if you:

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

**CLOSING YOUR BUSINESS**

If you are closing your business, you must surrender your liquor license and complete the information on the back of the license.



CITY OF BASEHOR  
2620 N. 155<sup>th</sup> St.  
P. O. Box 406  
Basehor, KS 66007-0406  
913-724-1370 (Ext. 21)

**2011 BUSINESS LICENSE RENEWAL APPLICATION**

NAME OF FIRM/COMPANY: D+B Associates, Kelly's Bar & Grill  
NAME OF APPLICANT/OWNER: BILL Buchholz  
STREET ADDRESS: 1515 N150<sup>th</sup>  
CITY, STATE, ZIP: BASEHOR,

Telephone No. 913-724-1126 After Hours Emergency No. 980-1582

E-Mail Address: \_\_\_\_\_ Fax No. 724-4224

Mailing Address if different from above:  
\_\_\_\_\_  
\_\_\_\_\_

Nature of Business: D+B Associates

Wholesale  Retail  Other (describe) \_\_\_\_\_

(License will not be processed without one of the following numbers:)

Sales Tax No: 004-481168595 F01 and/or Employer FEIN: 48-1168595

I, \_\_\_\_\_, certify the above written information to be true and correct.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Signature of Owner(s)

\_\_\_\_\_  
Date of Application

Commences: 1/1/11 Expires: 12/31/11  
Fee: \$50.00 (if filed by 12/31/10) CK # 3051  
(\$100.00 after January 1, 2011)

Zoning Officer Approval [Signature] Business License # 112 Issued: 1/5/11

CP-2

KEEP THIS POSTED CONSPICUOUSLY AT ALL TIMES

Fee, \$ 500.00

No. BC-2011-02

OCCUPATION OR

Retail Liquor License No. \_\_\_\_\_

TO ALL WHOM IT MAY CONCERN:

Occupation or License is hereby granted to Kelley's Bar & Grille holder of

\_\_\_\_\_ for year beginning July 31, 20 11

(Drinking Establishment / Caterer)

at 15540 State Avenue

(Give exact location, with street number, if any.)

in the City of Basehor in Leavenworth County, Kansas same having been approved by the governing body of said City as provided by the Laws of Kansas, K.S.A. 41-2622, and the rules, regulations and ordinances pertaining thereto.

This License will expire July 31, 2013, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Given under our hands and the corporate seal of said City, this 18th

(SEAL)

day of July, 20 11

Terry Hill Mayor

Form PC-585

Countersigned:

\_\_\_\_\_  
City Treasurer

Corey Swisher City Clerk

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 3

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**Topic:**

Resolution 2011-9 - Amendment to Personnel Manual

**Action Requested:**

Resolution 2011-9 - Amendment to Personnel Manual

**Narrative:**

On July 18, the Basehor City Council directed staff to prepare a 2012 operating budget that included decreased deferred compensation contributions, shared health insurance expenses and a two percent pay matrix increase. This item addresses deferred compensation and health benefits.

**Presented by:**

City Administrator, Mark Loughry  
Corey Swisher, City Clerk/Finance Director

**Administration Recommendation:**

Resolution 2011-9 - Amendment to Personnel Manual

**Committee Recommendation:**

N/A

**Attachments:**

Resolution No. 2011-9

**RESOLUTION NO. 2011-9**

**A RESOLUTION APPROVING AN AMENDMENT TO SECTION G-2 OF THE CITY'S PERSONNEL MANUAL PROVIDING FOR EMPLOYER PROVIDED DEFERRED COMPENSATION BENEFITS FOR THE EMPLOYEES OF BASEHOR, LEAVENWORTH COUNTY, KANSAS AND AN AMENDMENT TO SECTION G-11 OF THE CITY'S PERSONNEL MANUAL PROVIDING FOR THE EMPLOYEE HEALTH CARE PROGRAM FOR THE EMPLOYEES OF THE CITY OF BASEHOR, LEAVENWORTH COUNTY, KANSAS.**

**WHEREAS**, the Governing Body of the City of Basehor, Kansas, adopted a compilation of written personnel policies, procedures and guidelines for employees of Basehor, Kansas, known as the Personnel Manual and effective August 1, 2010; and

**WHEREAS**, Section A-8 of the Personnel Manual allows for the amendment of its policies via resolution; and

**WHEREAS**, Section G-2 of the Personnel Manual provides that under the City's deferred compensation plan, the City's contribution for those employees hired prior to 1/17/2011 will be equal to the city contribution for sworn officers in the KP&F Retirement System and may vary from year to year, and the City's contribution for employees hired after 1/17/2011 will be equal to the current Kansas Public Employees Retirement System contribution requirement and may vary from year to year; and

**WHEREAS**, Section G-11 of the Personnel Manual provides that the City will contribute 100% of the employee's health care insurance premium and 50% of qualified dependent/spouse health care insurance premiums; and

**WHEREAS**, the Governing Body has determined the need to revise the City's contribution under the City's deferred compensation plan and the City's health care program, as increases to the contribution rate are not financially sustainable.

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

**Section 1:** That the City's contribution for eligible employees hired as of 8/1/2011 under the City's deferred compensation plan be reduced to 11% of gross wages. For all employees hired after 8/1/2011, the rate shall be 8% of gross wages for the first three (3) years of employment and will increase by 3% for a total of 11% of gross wages after three years of service.

**Section 2:** That Section G-2 of the Personnel Manual be amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

G-2. Employer Provided Deferred Compensation Benefits. Effective 8/15/2011, all eligible employees, with the exception of sworn police officers, are covered under the

City's deferred compensation program (401-A). Under this plan, the employer's contribution is 11% of gross wages for all employees hired before 8/1/2011. For employees hired after 8/1/2011, the rate shall be 8% of gross wages for the first three (3) years of employment and will increase by 3% for a total of 11% of gross wages after three (3) years of service. The City will begin depositing funds into the 401-A plan for the employee beginning with their first paycheck. For any employee hired after 8/1/2010, there will be a three (3) year vesting period from the date of hire, at which time the employee will be fully vested. The cost of this benefit is paid entirely by the employer.

~~All eligible employees (with a hire date on or before 1/17/2011), with the exception of sworn police officers, are covered under the city's deferred compensation program (401-A). Under this plan, the employer's contribution is equal to the city contribution for sworn officers in the KP&F Retirement System and may vary from year to year. For all eligible employees hired after 1/17/2011, with the exception of sworn police officers, the city contribution to the employee's 401-A plan will be equal to the current Kansas Public Employees Retirement System contribution requirement and may vary from year to year. The city will begin depositing funds into the 401-A plan for the employee beginning with their first paycheck but, for any employee beginning service with the city after the adoption of this policy (1/17/2011), said employee will not be vested in the 401-A plan until their third anniversary with the city. The cost of this benefit is paid entirely by the employer.~~

**Section 3:** That Section G-11(c) of the Personnel Manual be amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

**G-2. Health Care Program.**

- (c) Currently the City contributes one-hundred percent (100%) of the employee's health care insurance, dental insurance, and vision insurance premium and fifty percent (50%) of qualified dependent/spouse health care insurance premiums. Beginning 7/1/2012, the City's participation shall not exceed the following monthly amounts:

<u>Employee</u>	<u>\$375</u>
<u>Employee/Child</u>	<u>\$540</u>
<u>Employee/Spouse</u>	<u>\$565</u>
<u>Employee/Dependents</u>	<u>\$730</u>

~~Currently the City contributes one hundred percent (100%) of the employee's health care insurance premium and fifty percent (50%) of qualified dependent/spouse health care insurance premiums. Permanent part time employees working 20 or more hours per week shall be eligible to purchase health care insurance at the rate of one hundred percent (100%) out of pocket expense.~~

**ADOPTED** by the Governing Body this    day of August, 2011.

**SIGNED** by the Mayor this     day of August, 2011.

**SEAL**

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Terry Hill, Mayor

ATTEST:

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Corey Swisher, City Clerk

APPROVED AS TO FORM:

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Shannon M. Marciano, City Attorney

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 4

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**Topic:**

Discuss 2012 Pay Matrix

**Action Requested:**

Discuss 2012 Pay Matrix

**Narrative:**

On July 18, the Basehor City Council directed staff to prepare a 2012 operating budget that included decreased deferred compensation contributions, shared health insurance expenses and a two percent pay matrix increase. This item addresses the pay matrix.

**Presented by:**

City Administrator, Mark Loughry  
Corey Swisher, City Clerk/Finance Director

**Administration Recommendation:**

Discuss 2012 Pay Matrix

**Committee Recommendation:**

N/A

**Attachments:**

Proposed 2012 Pay Matrix

Range	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	Mayor										\$5,304
	Council Member										\$2,652
1	Parks Laborer	\$10.27	\$10.53	\$10.79	\$11.06	\$11.34	\$11.62	\$11.91	\$12.21	\$12.51	\$12.83
	Maintenance Worker 1	\$11.54	\$11.83	\$12.12	\$12.43	\$12.74	\$13.06	\$13.38	\$13.72	\$14.06	\$14.41
	Police Clerk	\$11.71	\$12.00	\$12.30	\$12.61	\$12.93	\$13.25	\$13.58	\$13.92	\$14.27	\$14.62
2	Wastewater Operator 1	\$13.45	\$13.79	\$14.13	\$14.48	\$14.85	\$15.22	\$15.60	\$15.99	\$16.39	\$16.80
	Court Clerk	\$14.08	\$14.43	\$14.79	\$15.16	\$15.54	\$15.93	\$16.33	\$16.74	\$17.16	\$17.58
	Wastewater Operator 2	\$14.72	\$15.09	\$15.47	\$15.85	\$16.25	\$16.65	\$17.07	\$17.50	\$17.93	\$18.38
3	Assistant City Clerk	\$15.37	\$15.75	\$16.15	\$16.55	\$16.97	\$17.39	\$17.82	\$18.27	\$18.73	\$19.20
	Administrative Support	\$15.37	\$15.75	\$16.15	\$16.55	\$16.97	\$17.39	\$17.82	\$18.27	\$18.73	\$19.20
	Animal Control Officer	\$15.75	\$16.14	\$16.55	\$16.96	\$17.39	\$17.82	\$18.27	\$18.72	\$19.19	\$19.67
	Police Officer 2	\$15.44	\$15.83	\$16.22	\$16.63	\$17.04	\$17.47	\$17.91	\$18.35	\$18.81	\$19.28
	Accounting Clerk	\$15.75	\$16.14	\$16.55	\$16.96	\$17.39	\$17.82	\$18.27	\$18.72	\$19.19	\$19.67
	Maintenance Worker 2	\$15.75	\$16.14	\$16.55	\$16.96	\$17.39	\$17.82	\$18.27	\$18.72	\$19.19	\$19.67
	Police Officer 3	\$15.94	\$16.34	\$16.75	\$17.17	\$17.59	\$18.03	\$18.49	\$18.95	\$19.42	\$19.91
4	Senior Wastewater Oper	\$18.87	\$19.34	\$19.83	\$20.32	\$20.83	\$21.35	\$21.88	\$22.43	\$22.99	\$23.57
	Police Sergeant	\$18.50	\$18.96	\$19.44	\$19.92	\$20.42	\$20.93	\$21.45	\$21.99	\$22.54	\$23.10
	Building/Code Inspector	\$19.23	\$19.71	\$20.20	\$20.71	\$21.23	\$21.76	\$22.30	\$22.86	\$23.43	\$24.02
5	Lieutenant/Detective	\$21.39	\$21.92	\$22.47	\$23.03	\$23.61	\$24.20	\$24.81	\$25.43	\$26.06	\$26.71
6	Chief of Police	\$26.58	\$27.24	\$27.93	\$28.62	\$29.34	\$30.07	\$30.82	\$31.60	\$32.39	\$33.19
	Finance Director	\$27.11	\$27.79	\$28.48	\$29.19	\$29.92	\$30.67	\$31.44	\$32.23	\$33.03	\$33.86
	City Superintendent	\$27.11	\$27.79	\$28.48	\$29.19	\$29.92	\$30.67	\$31.44	\$32.23	\$33.03	\$33.86
7	City Engineer	\$29.68	\$30.42	\$31.18	\$31.96	\$32.76	\$33.58	\$34.42	\$35.28	\$36.16	\$37.07

Approved and adopted by Council August 15, 2011

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Terry Hill, Mayor

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 5

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**Topic:**

Ordinance No. 601 - Amendment to Public Officials Fees & Payments

**Action Requested:**

Discuss Ordinance No. 601 - Amendment to Public Officials Fees & Payments

**Narrative:**

On July 18, the Basehor City Council directed staff to prepare a 2012 operating budget that included decreased deferred compensation contributions, shared health insurance expenses and a two percent pay matrix increase. This item addresses the necessary adjustment to the Public Officials Fees & Payments Ordinance.

**Presented by:**

City Administrator, Mark Loughry  
Corey Swisher, City Clerk/Finance Director

**Administration Recommendation:**

Discuss Ordinance No. 601 - Amendment to Public Officials Fees & Payments

**Committee Recommendation:**

N/A

**Attachments:**

Ordinance No. 601  
Ordinance No. 585

(Published in the Basehor Sentinel \_\_\_\_\_)

**ORDINANCE NO. 601**

**AN ORDINANCE AMENDING ORDINANCE 585, PROVIDING FOR THE SALARIES AND COMPENSATION FOR OFFICERS AND EMPLOYEES OF THE CITY OF BASEHOR, KANSAS.**

**WHEREAS**, K.S.A. 15-204 requires all third class cities to prescribe by ordinance the salaries and compensation of its officers.

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

**SECTION 1: Compensation for Full-Time Salaried Officers:** In accordance with K.S.A. 15-204, the Governing Body does hereby establish, approve, and ratify the following compensation per pay period for full-time salaried Officers:

<u>Position</u>	<u>Low</u>	<u>High</u>
City Administrator	\$2,727.15	\$4,401.69
City Clerk/Treasurer	\$2,168.80	\$2,168.80
Chief of Police	\$2,168.80	\$2,168.80
City Superintendent	\$2,168.80	\$2,708.80

**SECTION 2: Conflict.** That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 3: Effective Date.** That this ordinance shall take effect and be in force from and after its publication in the official newspaper of the City of Basehor, Kansas as provided by law.

**PASSED** by the City Council this 15<sup>th</sup> day of August, 2011.

**APPROVED** by the Mayor this 15<sup>th</sup> day of August, 2011.

**SEAL**

\_\_\_\_\_  
TERRY HILL, Mayor

ATTEST:

\_\_\_\_\_  
COREY SWISHER, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

**ORDINANCE NO. 585**

**AN ORDINANCE TO PROVIDE FOR THE SALARIES AND COMPENSATION FOR OFFICERS AND EMPLOYEES OF THE CITY OF BASEHOR, KANSAS AND REPEALING ORDINANCE 442**

WHEREAS, K.S.A. 15-204 requires all third class cities to prescribe by Ordinance the salaries and compensation of its officers.

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

**SECTION 1: Compensation for officers and other professionals.** In accordance with K.S.A. 15-204, the Governing Body does hereby establish, approve, and ratify the following compensation for officers and professionals:

Mayor	\$200 per pay period
City Council Members	\$100 per pay period
Municipal Court Judge	\$300 per month
Prosecutor	\$400 per month & \$85 per hour after five hours
City Attorney	\$1,600 per month or \$110 per hour (whichever is greater)

**SECTION 2: Compensation for Full-Time Salaried Officers:** In accordance with K.S.A. 15-204, the Governing Body does hereby establish, approve, and ratify the following compensation per pay period for full-time salaried Officers:

<u>Position</u>	<u>Low</u>	<u>High</u>
City Administrator	\$2,673.69	\$4,315.38
City Clerk/Treasurer	\$2,126.31	\$2,655.24
Chief of Police	\$2,126.31	\$2,655.24
City Superintendent	\$2,126.21	\$2,655.24

**SECTION 2: Repealer.** Ordinance 442, and any other Ordinances or Code provisions setting forth compensation for the above officers, are hereby repealed.

**SECTION 3: Effective Date.** This Ordinance shall be effective after its passage, approval and publication once in the City's official paper.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR OF BASEHOR, KANSAS ON THE 28th DAY OF February, 2011.

\_\_\_\_\_  
TERRY HILL, Mayor

ATTEST:

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COREY SWISHER, City Clerk

APPROVED AS TO FORM:

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PATRICK G. REAVEY, City Attorney

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 6

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**Topic:** Uniform Public Offense Code of greater Kansas City for 2011

**Action Requested:** Adopt an Ordinance amending Chapter XI, Uniform Public Offenses, Article 11-101 of the code of the City of Basehor, Kansas.

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

**Presented by:** Chief Lloyd Martley

**Administration Recommendation:** Adopt new ordinance amending current UPC.

**Committee Recommendation:**

**Attachments:** Changes to the UPC for the 2011 editions, copy of the new UPC

**Projector needed for this item?**

No

UNIFORM PUBLIC OFFENSE CODE  
CHANGES FOR 2011

The following represents the changes in the UPC from the 2010 edition to the 2011 edition.

- Section 3.3 Assault and assault of a law enforcement officer
- Section 3.12 Breach of privacy
- Section 6.1 Theft
- Section 6.24 Unlawfully selling scrap metal
- Section 6.25 Unlawfully buying scrap metal
- Section 9.2 Unlawful assembly; remaining at an unlawful assembly
- Section 9.5 Maintaining or permitting a public nuisance
- Section 9.10 Harassment by telecommunications device.

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 7

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**Topic:** Standard Traffic Ordinance of greater Kansas City for 2011

**Action Requested:** Adopt an Ordinance amending Chapter XIV, Traffic, Article 14-101 of the code of the City of Basehor, Kansas.

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

**Presented by:** Chief Lloyd Martley

**Administration Recommendation:** Adopt new ordinance amending current STO.

**Committee Recommendation:**

**Attachments:** Changes to the STO for the 2011 editions, copy of the STO

**Projector needed for this item?**

No

STANDARD TRAFFIC ORDINANCE  
CHANGES FOR 2011

The following represents the changes in the Standard Traffic Ordinance from 2010 edition to the 2011 edition.

Section 1. Definitions

Section 13. Traffic-Control signal legend.

Section 23. Accident involving death or personal injuries.

Section 25. Duty to give information and render aid

Section 30. Driving under the influence of intoxicating liquor or drugs; penalties

Section 30.1 Driving commercial motor vehicle under the influence of intoxicating liquor or drugs; penalties.

Section 30.2 Preliminary breath test

Section 30.3 Ignition interlock devices; tampering

Section 33 Maximum speed limits

Section 40 Overtaking a vehicle or bicycle on the left

Section 182.1 Seat belts

Section 194 Driving while license canceled, suspended or revoked; penalty