

**UDALL CITY COUNCIL
REGULAR MEETING
AGENDA**

**REGULAR MEETING
GOVERNING BODY
CITY OF UDALL, KANSAS**

**July 12, 2010
6:30 P.M.
Udall City Building**

CALL TO ORDER: Invocation

ROLL CALL:

MODIFICATION OF AGENDA:

GENERAL DISCUSSION:

1. Public Meeting scheduled for Tuesday, July 13 at 7:00 p.m. Udall Community Building
2. National Night Out scheduled for Friday, August 6 from 5:30 p.m. to 9:30 p.m.

BUSINESS FROM FLOOR: Comments will be accepted from the audience on items not listed on the agenda. Please limit remarks to a maximum of five (5) minutes per person/issue.

CONSENT AGENDA: Minutes of 6-21-10 Special Meeting and 6-14-10 Regular Meeting,
Clerk's and Treasurer's Reports for June 2010
Expenditure Report for 6-15-2010 to 7-12-2010
Includes Printed Checks and Non-Check Items – Total Expenditures \$178,597.90

OLD BUSINESS: All matters listed within the Old Business have been discussed at a prior City Council meeting.

1. Water supply project –
 1. Well pumps – being tested by Poe & Associates
 - 2.
2. SCIP Grant – Improvements to the Park – continued delays due to rain

NEW BUSINESS:

1. Sponsor CDBG Kan-Step application for Udall Community Building
2. Proposed change to Employee Handbook
3. Indigent burials
4. J Billman to Municipal Leadership Academy – Greensburg Aug 13 KOMA/KORA training \$100.00

COUNCILMEMBERS REPORTS:

STAFF REPORTS:

ADJOURN:

**MINUTES-REGULAR COUNCIL MEETING
CITY OF UDALL
Monday, June 14, 2010**

The Udall City Council met in a Regular Meeting on Monday, *June 14, 2010*, at 6:30 p.m., at the city building. Mayor *Lette* called the meeting to order. Janette *Adams* gave the invocation. Roll call taken with the following council members present: Janette *Adams*, Steve *Brown*, Bob *Clasen*, John *Hart* and Randall *Smith*. Quorum established. Attending were Tom Lang, Rozella Sherman, Rose Mary Saunders, Jeremy Billman, Eric Allen and Lulita Hopkins.

APPROVAL OF AGENDA

MOTION: *Clasen* moved, *Adams* seconded, approving the agenda as amended with the addition of Presentation of five year service pin to Lulita Hopkins. All voted aye, motion carried.

GENERAL DISCUSSION

1. **Presentation of Service Pin** – Mayor Lette presented a five-year service to City Clerk, Lulita Hopkins. She accepted and thanked the council for the recognition.
2. **Presentation to Jerry Hansen** - Mayor Lette had earlier contacted Jerry Hansen, he was unable to attend this evening's meeting and will be presented his appreciation plaque by the Mayor.
3. **Tom Lang of Kansas Department of Wildlife and Parks** addressed the council regarding the CFAP (Community Fisheries Assistance Program) grant program. The Community Fisheries Assistance Program was designed to remove barriers to fishing access and provide family friendly fishing areas close to where people live. Using funds derived from excise taxes on fishing equipment, KDWP recently began offering to replace past yearly revenues to community lakes which had been charging access fees to anglers. In return, participating lakes are waiving any access fees previously charged to anglers. Smaller communities, such as Udall, could participate in the program with a \$1,030 base charge as a partner. These funds would be spent as 75% of that as upkeep on the fishery, such as maintaining and mowing the shoreline and the remaining 25% on other amenities. Lease arrangements can be made for as little as one year or up to ten years, and can be terminated by either party with a 30 day notice. Participation in the program does open the lake up to everyone. Mr. Lang left his business information with each council member if they have further questions regarding the program. Applications for the program will not be considered again until January 1, 2011.
4. **National Night Out** Jeremy Billman announced planning is underway for National Night Out on Friday, August 6, 2010. The event will be held from 5:30 – 9:30 p.m. and will include community activities, games, prizes and local talent organized by Steve Brown. A location has yet to be determined; more information as the event develops will be released in the Chit Chat and event posters.

BUSINESS FROM THE FLOOR: None

CONSENT AGENDA:

MOTION: *Brown* moved, *Smith* seconded, approval of the Consent Agenda approving the minutes for the regular meeting of May 10, 2010, Special Meeting(s) of May 4, 2010, Clerk's and Treasurer's Report for the month of May 2010, and expenditure report in the amount of \$91,053.94. All voted aye, motion carried.

OLD BUSINESS:

1. Water Supply Project –
 1. Rose Mary Saunders reviewed the May 24 Project Progress Performance Hearing. She advised the council that the SRF funds have been fully advanced at this time, there is a remainder in CDBG funds, and that the City will be using their agreed upon match funds at this time. As a review, it was discussed that the water line bids came in higher than the engineers anticipated and the City had the choice of borrowing more funds to complete the project or increase their capital injection to the project. Rather than borrowing the additional funds and possibly causing a water rate increase, the council agreed to increasing the loan by a much smaller amount as discussed in the July 2009 minutes and approved in the August 2009 minutes. Rose Mary recommended payment of Duling Construction's final draw and grant administration fees. This payment to Duling will begin our one year warranty on their performance bond as provided for in the contract. She highly suggests a walk-thru of the system at 9 months to check for any deficiencies, back fill issues, fire hydrant problems so that parts can be ordered and maintenance completed prior to the end of the warranty.

Council Member Clasen asked if Duling Construction could be selected as they have done outstanding work on this project. Rose Mary responded that for SRF and CDBG public funds, the low bid must be utilized. Other options would include private funding with a G.O. bond and the City could use the contractor of their choice.

MOTION: *Clasen* moved, *Adams* seconded, approval of the final payment to Duling Construction of \$106,301.85 which begins our one year warranty performance bond. All voted aye, motion carried.

MOTION: *Clasen* moved, *Adams* seconded, approval of progress payment for administration to Ranson Financial in the amount of \$1,000.00. All voted aye, motion carried.

2. Also presented from Poe & Associates were invoices for engineering, \$27,551.00 and inspections, \$6,615.00. These items were recommended to table to a special meeting. In addition, Maguire Iron has not submitted their final payment request due to the unresolved Change Order #1 in the amount of \$5,500.00. This item has been tabled numerous times due to lack of information regarding the issue. Also, well pumps may need to be replaced to correct another engineering miscalculation. This information will be gathered for a special meeting to address water supply project completion issues. Special meeting dates were discussed and availability of the city attorney to be present.

MOTION: *Brown* moved, *Adams* seconded, scheduling the special meeting to address invoices, change order #1, and well pump purchase orders on Monday, June 21 at 6:30 p.m. All voted aye, motion carried.

MOTION: *Brown* moved, *Smith* seconded, suspending payments to Poe & Associates for the two invoices of \$27,551.00 and \$6,615.00. All voted aye, motion carried.

2. SCIP Grant – No activity at this time due to rain.

NEW BUSINESS:

1. **S.U.N. Club Fireworks Permit application.**

MOTION: *Brown* moved, *Adams* seconded, approval of the Udall S.U.N. Club fireworks permit application. All voted aye, motion carried.

MOTION: *Clasen* moved, *Smith* seconded, approval of donating the \$500.00 application fee back to the S.U.N. Club for the fireworks display. All voted aye, motion carried.

2. **Garage Doors/Gate for City Shop** – Eric Allen presented three quotes from vendors for equipment and installation of doors and gates for the shop. This will add security to the facility and divide the shop interior for more efficient heating and cooling. The gate will increase security as there has been increased vandalism in rural areas for scrap metal. Signs will be posted for brush pile availability on the first and third Fridays from 2:00 p.m. to 4:00 p.m. The gate cannot be left open at all times to ensure that deliveries to the brush pile do not contain construction material.

MOTION: *Clasen* moved, *Brown* seconded, approval of purchase order to Cheney Doors in the amounts of \$7,400, for the gate; \$2,635, for the southwest door, \$2,800 southeast door and \$1,320 for the east opening. All voted aye, motion carried.

3. **Nuisance Resolution #256 – Brandi Dockers** Jeremy Billman summarized the attempts to contact Ms. Dockers regarding mowing of the property at 507 W K-55. Return receipt mail has been received, but there has been no response to mow the property.

MOTION: *Brown* moved, *Adams* seconded, approval of Resolution #256 determining the property at 507 W K-55 to be a nuisance and is to be abated. All voted aye, motion carried.

COUNCIL MEMBERS REPORTS:

Adams – She and her husband would like to thank all those involved with the water project for the increased water pressure. Reported there were 56 kids at the annual fishing tournament and 150 hot dogs served to those attending. She thanked the city employees involved with helping with the tournament and the Police Department's Explorer program for helping with the event. Results of the tournament and photos are on www.cityofudall.com.

Clasen – He would like to schedule an Employee Appreciation Picnic with the council members providing the meal and the city employees and their families attending. Also, requested scheduling a Public Meeting for those who have questions to ask of the council. He commented that there have been various accusations and rumors about town and in the Winfield Courier and that these accusations are false. He does not like being accused of violating KOMA regulations or any regulations, when this is not true. Any actions that have been taken by the Mayor or the council have been on the advice of the City Attorney or the League of Kansas Municipalities. Individuals that have questions can attend the meeting, or if they prefer questions can be emailed to city hall at udacity@cityofudall.com or placed in the drop box. This would be a good way to inform citizens of what is true and what is not and eliminate a lot of rumors.

MOTION: *Clasen* moved, *Brown* seconded, scheduling a Public Meeting at the Udall Community Building on Tuesday, July 13 at 7:00 p.m. with the City Attorney attending following municipal court. All voted aye, motion carried.

STAFF REPORTS:

Muret – Appreciated the thank you note he received as a donor for the Fishing Tournament. The note had a photo of the winners, tournament results and was signed by the participants. He said it was one of the best thank you notes he has received.

Allen – Presented Purchase Order 04-10 to Lowes for shop and bathroom work, and P.O. 04-11 to Lowes for shelving.

MOTION: *Clasen* moved, *Brown* seconded, approval of Purchase Order 04-10 to Lowes in the amount of \$3,574.89 and P.O. 04-11 to Lowes in the amount of \$767.50. All voted aye, motion carried.

Presented two quotes for tires for the city truck from local vendors.

MOTION: *Brown* moved, *Adams* seconded, approval of P.O. 06-10 to Kistlers Tire & Auto for \$248.88. All voted aye, motion carried.

MOTION: *Brown* moved, *Clasen* seconded, adjourning to Executive Session with legal counsel and Eric Allen to discuss non-elected personnel not to exceed 15 minutes. All voted aye, motion carried.

Meeting resumed at the proper place and time. No action taken.

ADJOURNMENT:

MOTION: *Brown* moved, *Adams* seconded to adjourn. All voted aye, motion carried. Lulita Hopkins, City Clerk

Not

Approved

MINUTES-REGULAR COUNCIL MEETING
CITY OF UDALL

Monday, June 21, 2010

The Udall City Council met in a Special Meeting on Monday, *June 21, 2010*, at 6:30 p.m., at the city building. The Special Meeting was voted on and approved in the minutes of the June 14, 2010 regular meeting by all council members to insure the attendance of the engineer from Poe & Associates. Mayor *Lette* called the meeting to order. *Janette Adams* gave the invocation. Roll call taken with the following council members present: *Janette Adams*, *Steve Brown*, *Bob Clasen*, *John Hart* and *Randall Smith*. Quorum established. Attending were *Bill Muret*, *Rose Mary Saunders*, *Bob Koerner*, *Eric Allen* and *Lulita Hopkins*. Arriving later; *Jason Dickman*.

APPROVAL OF AGENDA

MOTION: *Clasen* moved, *Smith* seconded, approving the agenda as presented. All voted aye, motion carried.

NEW BUSINESS:

1. Budget Review – *Rose Mary Saunders* presented a budget review. We are on budget with contingencies available. *Maguire Iron* has not presented a final estimate due to no decision being made on Change Order #1 for \$5,500.00 – hitting of the unmarked sewer line.
2. Recommended approval of the final draw for administrative to *Ranson Financial*.

MOTION: *Brown* moved, *Adams* seconded, approval of the final draw to *Ranson Financial* in the amount of \$4,000.00 which will be submitted to CDBG with the close-out documents. All voted aye, motion carried.

Rose Mary further discussed the close-out paperwork advising the council that this is event which triggers the two year warranty on work beginning on May 14, 2010. She recommended a walk through of the entire system at 90 days prior to ensure parts can be ordered and work completed if deemed necessary.

3. *Maguire Iron, Inc.* – no final draw presented due to change order not being addressed.
4. *Poe & Associates* – *Jason Dickman* arrived to answer questions from the council regarding the water tower system.
 - a. Inability to fill tower to capacity. *Jason* stated the model was based on using existing pumps indicating we have two lower service pumps, and one higher service pump. He believed we intended to use two pumps on a nearly continual basis to fill the tower. After encountering the problem with filling the tower and having *Maguire Iron* relocate the inlet/outlet valves, it was realized it will take two pumps to fill the tower.
 - b. Telemetry – *Bob Koerner* stated he had spoken with *Larry Dale* previously and that the city had used a sequence of pumps to fill the tower. However, at some point information was communicated to the telemetry system to utilize one pump to fill the tower. This will need to be adjusted if two wells are necessary to fill the tower. *Jason Dickman* stated under ideal conditions it would be preferable to fill the tower with one pump. He indicated he had visited with a representative of *Layne Christensen Co.* and our current pump configuration would be acceptable.
 - c. *Layne Christensen Pump Modifications* – *Jason Dickman* was then presented with the letter and quotes received from *Layne Christensen Company* which stated in part:

The City of Udall recently approved water tower improvements, part of the improvements allowed for an increase in height of the tower. It was determined after water tower improvements were complete, that each existing water well pump simply do not have the required head condition to fill the water tower. We need to take into consideration the need to increase the pump head condition to allow each existing well pump to be able to fill the water tower. At the present time multiple well pumps operate at the same time to help fill the water tower.

A representative from *Poe & Associates, Inc.* recently contacted me to discuss the situation. The representative calculated and determined that 315 feet of total dynamic head would be required at each pump to fill the tower. Please find attached a price schedule for pump modifications on each existing well pump.

The letter was followed with three pump modifications totaling \$47,617.00. *Jason* failed to have a response to the apparent miscommunication between himself and the *Layne Christensen Co.* He stated he would visit with *Jim Ubert* and get a response back to the council by this coming Friday morning, June 25 by 9:00 a.m.

- d. Change Order #1 for \$5,500.00 work completed by *McCullough* when the sewer line on K-15 was hit. It was discussed again that the information was provided to *Poe & Associates* and they overlaid this with the survey performed of lines in the tower area. According to the platted and survey information the sewer line would not be in the way. *Larry Dale*, *Poe & Associates* paid inspector for the job, was present when the sewer line was hit. Due diligence required the contractor was responsible for probing the area prior to excavation, which he (*Jason*) was sure they performed.
- e. *Brent Stansbury* communicated with *Poe & Associates* and the City of Udall that *McCullough* would be onsite during the current week to tap off the existing water tower.

f. Two invoices have been presented for Poe & Associates.

MOTION: *Clasen* moved, *Brown* seconded tabling Poe & Associates Invoices #8404 for \$27,551.00 and #8405 for \$6,615.00 totaling \$34,166.00. All voted aye, motion carried.

5. Additional information on Change Order #1 (Item d above)

6. Well Pumps – quote from Layne Western (Item c above)

MOTION: *Clasen* moved, *Adams* seconded, going into Executive Session with legal counsel and Eric Allen to discuss non-elected personnel. All voted aye, motion carried.

Meeting resumed at the proper place and time, no action taken.

ADJOURNMENT:

MOTION: *Adams* moved, *Brown* seconded to adjourn. All voted aye, motion carried. Lulita Hopkins, City Clerk

Not

Approved

City of Udall
 Summary of Cash Receipts, Cash Disbursements and Ending Unencumbered Cash
 For the Year-to-Date as of: June 30, 2010

Fund	Cash			Outstanding	
	Beginning Cash	Cash Receipts and Transfers	Disbursements and Transfers	Encumbrances and Accounts Payable	Ending Unencumbered Cash
General Fund	114,127.34	342,579.87	228,018.48	-4,859.98	233,548.71
Special Highway Fund	20,048.68	11,611.02	3,224.37		28,435.33
Library Fund	415.74	5,684.52	3,422.90		2,677.36
Bond & Interest Fund	43,842.15	36,300.27	4,480.00		75,662.42
Electric Fund	400,294.77	296,246.47	349,349.03	3,854.26	343,337.95
Water Fund	104,988.19	75,409.06	61,185.06	-481.71	119,693.90
Sewer Fund	41,933.12	22,806.78	30,228.24	-308.85	34,820.51
Refuse Fund	13,475.53	24,561.35	23,718.01		14,318.87
Capital Improvement Res	55,900.00				55,900.00
Capital Equipment Res	44,443.00				44,443.00
Electric Reserve Fund	20,000.00				20,000.00
Sewer Reserve Fund	5,000.00				5,000.00
Water Reserve Fund	156,776.00		126,870.41		29,905.59
Water Supply Improvement	122,463.75	862,898.97	1,017,842.31		-32,479.59
Swimming Pool Const Fund	54,955.48	436.57			55,392.05
Local Sales Tax	48,327.49	50,801.86	48,327.48		50,801.87
Waste Tire Product Grant	2,187.50				2,187.50
Payroll Clearing Fund		152,388.01	152,310.85		77.16
Total	1,249,178.74	1,881,724.75	2,048,977.14	-1,796.28	1,083,722.63
Composition of Cash:					
		Investments			571,371.25
		Checking Accounts			510,355.10
		Other Accounts			200.00
		Total			1,081,926.35

City of Udall

Summary of Budgetary Status - All Funds
For the Year-to-Date as of: June 30, 2010

Fund	Beginning Unencumbered Cash	Prior Year Cancelled Encumbr's	Cash Receipts and Transfers	Budgetary Expenditures	Ending Unencumbered Cash	Budgeted Expenditures	Remaining Budget
General Fund	102,921.49	4,859.98	342,579.87	216,812.63	233,548.71	405,939.00	189,126.37
Special Highway Fund	17,468.18		11,611.02	643.87	28,435.33	47,591.00	46,947.13
Library Fund	211.51		5,684.52	3,218.67	2,677.36	7,600.00	4,381.33
Bond & Interest Fund	43,842.15		36,300.27	4,480.00	75,662.42	54,820.00	50,340.00
Electric Fund	331,596.82	6,588.91	296,246.47	291,094.25	343,337.95	963,466.00	672,371.75
Water Fund	96,503.72	4,221.71	75,409.06	56,440.59	119,693.90	239,290.00	182,849.41
Sewer Fund	41,611.24	308.85	22,806.78	29,906.36	34,820.51	80,820.00	50,913.64
Refuse Fund	9,513.70		24,561.35	19,756.18	14,318.87	61,912.00	42,155.82
Capital Improvement Res	55,900.00				55,900.00	25,000.00	25,000.00
Capital Equipment Res	44,443.00				44,443.00	25,000.00	25,000.00
Electric Reserve Fund	20,000.00				20,000.00	20,000.00	20,000.00
Sewer Reserve Fund	5,000.00				5,000.00		
Water Reserve Fund	156,776.00			126,870.41	29,905.59	156,776.00	29,905.59
Water Supply Improvement	120,463.75		862,898.97	1,015,842.31	-32,479.59	369,076.00	-646,766.31
Swimming Pool Const Fund	54,955.48		436.57		55,392.05		
Local Sales Tax	48,327.49		50,801.86	48,327.48	50,801.87	96,283.00	47,955.52
Waste Tire Product Grant	2,187.50				2,187.50		
Payroll Clearing Fund			152,388.01	152,310.85	77.16		
Total	1,151,722.03	15,979.45	1,881,724.75	1,965,703.60	1,083,722.63		

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

Listing Includes Electronic Checks, Printed Paper Checks, and UnPrinted Checks

06/23/2010	USBCK (1325)	EP Number:3096	Kansas State Treasurer	
062310	283.50	1	reinstatement fee	2010 283.50
General Fund			Police	Court Remittances
Check Total				<u>283.50</u>
06/25/2010	USBCK (1325)	EP Number:3097	Allen, Eric	
6251090181		1	Pay Check	2010 1,514.54
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>1,514.54</u>
06/25/2010	USBCK (1325)	EP Number:3098	Billman, Jeremy M	
6251090311		1	Pay Check	2010 1,128.34
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>1,128.34</u>
06/25/2010	USBCK (1325)	EP Number:3099	Ciskowski, Norma A	
6251090021		1	Pay Check	2010 696.66
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>696.66</u>
06/25/2010	USBCK (1325)	EP Number:3101	Hopkins, Lulita L	
6251090251		1	Pay Check	2010 1,045.16
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>1,045.16</u>
06/25/2010	USBCK (1325)	EP Number:3103	Parker, Steven C	
6251090401		1	Pay Check	2010 379.66
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>379.66</u>
06/25/2010	USBCK (1325)	EP Number:3106	Stout, Jeremy M	
6251090321		1	Pay Check	2010 724.32
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>724.32</u>
06/25/2010	USBCK (1325)	EP Number:3107	White, Dennis D	
6251090451		1	Pay Check	2010 869.83
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>869.83</u>
06/23/2010	USBCK (1325)	EP Number:3135	Kansas Public Employees Retirement	
062310	582.53	1	KPERS ACH deposit	2010 582.53
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>582.53</u>
06/25/2010	USBCK (1325)	EP Number:3136	Internal Revenue Service	
062510	2118.77	1	IRS ACH deposit	2010 2,118.77
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>2,118.77</u>
06/30/2010	USBCK (1325)	EP Number:3126	Peggs, Jack	
6301090231		1	Pay Check	2010 194.40
Payroll Clearing Fund			Payroll Costs	Payroll Costs
Check Total				<u>194.40</u>
06/30/2010	USBCK (1325)	EP Number:3127	Rutter, Richard W	
6301090111		1	Pay Check	2010 225.08
Payroll Clearing Fund			Payroll Costs	Payroll Costs

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

Listing Includes Electronic Checks, Printed Paper Checks, and UnPrinted Checks

Check Total				225.08
06/29/2010	USBCK (1325)	EP Number:3137	Internal Revenue Service	
062910	198.48	1 IRS ACH deposit	2010	198.48
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				198.48
06/29/2010	USBCK (1325)	EP Number:3138	Kansas Public Employees Retirement	
062910	728.41	1 KPERS ACH deposit	2010	728.41
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				728.41
07/09/2010	USBCK (1325)	EP Number:3168	Allen, Eric	
791090181	1	Pay Check	2010	1,514.49
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				1,514.49
07/09/2010	USBCK (1325)	EP Number:3169	Billman, Jeremy M	
791090311	1	Pay Check	2010	1,094.49
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				1,094.49
07/09/2010	USBCK (1325)	EP Number:3170	Ciskowski, Norma A	
791090021	1	Pay Check	2010	655.25
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				655.25
07/09/2010	USBCK (1325)	EP Number:3171	Hopkins, Lulita L	
791090251	1	Pay Check	2010	1,045.16
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				1,045.16
07/09/2010	USBCK (1325)	EP Number:3173	Parker, Steven C	
791090401	1	Pay Check	2010	446.13
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				446.13
07/09/2010	USBCK (1325)	EP Number:3176	Stout, Jeremy M	
791090321	1	Pay Check	2010	657.14
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				657.14
07/09/2010	USBCK (1325)	EP Number:3177	White, Dennis D	
791090451	1	Pay Check	2010	797.56
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				797.56
06/15/2010	USBCK (1325)	Ck Number: 15026	Bob Clasen	
061510	50.00	1 2 giftcert. May1 cleanup	2010	50.00
General Fund		General Govt.	Other Supplies	
Check Total				50.00
06/15/2010	USBCK (1325)	Ck Number: 15027	S.U.N. Club	
061510	\$500.00	1 donation to S.U.N. Club	2010	500.00
General Fund		General Govt.	Community Program Serv	
Check Total				500.00
06/15/2010	USBCK (1325)	Ck Number: 15028	Lands End	

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

Listing Includes Electronic Checks, Printed Paper Checks, and UnPrinted Checks

061510	1	remainder of invoice	2010	24.00
General Fund		General Govt.	Uniforms	
Check Total				<u>24.00</u>
06/15/2010	USBCK (1325)	Ck Number: 15029	Ranson Financial Consultants, LLC	
061510	\$1,000	1 grant admin	2010	1,000.00
Water Supply Improvement		Capital Improvement	Other Prof. Services	
Check Total				<u>1,000.00</u>
06/15/2010	USBCK (1325)	Ck Number: 15030	Duling Construction Co. Inc.	
PayEst #9, final	1	Pay Est #9	2010	106,381.85
Water Supply Improvement		Capital Improvement	Other Prof. Services	
Check Total				<u>106,381.85</u>
06/25/2010	USBCK (1325)	Ck Number: 15031	Floyd, Ryan P	
6251090461	1	Pay Check	2010	450.56
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				<u>450.56</u>
06/25/2010	USBCK (1325)	Ck Number: 15032	Kochick, Joseph E	
6251090431	1	Pay Check	2010	163.97
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				<u>163.97</u>
06/25/2010	USBCK (1325)	Ck Number: 15033	Rockey, Caleb L	
6251090411	1	Pay Check	2010	427.29
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				<u>427.29</u>
06/25/2010	USBCK (1325)	Ck Number: 15034	Shock, Tyler M	
6251090441	1	Pay Check	2010	389.57
Payroll Clearing Fund		Payroll Costs	Payroll Costs	
Check Total				<u>389.57</u>
06/22/2010	USBCK (1325)	Ck Number: 15036	City of Winfield	
062110	4623.68	1 delivery svc chg	2010	4,623.68
Electric Fund		Electric	Electric Contract	
062110	4623.68	2 KVA Transformer	2010	543.83
Electric Fund		Electric	Other Supplies	
Check Total				<u>5,167.51</u>
06/22/2010	USBCK (1325)	Ck Number: 15038	Westar Energy	
062110	658.35	1 16212 E 125th St (shop)	2010	93.45
Electric Fund		Electric	Electric Utility	
062110	658.35	2 13225 E 125th St (wells)	2010	505.76
Electric Fund		Electric	Electric Utility	
062110	658.35	3 16158 E 125th St S HL	2010	12.27
Electric Fund		Electric	Electric Utility	
062110	658.35	4 16158 E 125th St S HL	2010	17.18
Electric Fund		Electric	Electric Utility	
062110	658.35	5 16158 E 125th St S HL	2010	13.53
Electric Fund		Electric	Electric Utility	
062110	658.35	6 16158 E 125th St S HL	2010	16.16
Electric Fund		Electric	Electric Utility	
Check Total				<u>658.35</u>
06/22/2010	USBCK (1325)	Ck Number: 15039	Salina Supply Company	
1040438	1	2" Db1 ck B.F. prev w/bv	2010	293.67
Electric Fund		Electric	Other Supplies	

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

Listing Includes Electronic Checks, Printed Paper Checks, and UnPrinted Checks

1040438	2	2 1/2"FHT x 2"MIPT Ad	2010		37.62
Electric Fund		Electric		Other Supplies	
Check Total					<u>331.29</u>
06/22/2010	USBCK (1325)	Ck Number: 15040	Kansas Gas Service		
062110	99.73	1 Gas serv - City Bldg	2010		26.21
General Fund		General Govt.		Gas Utility	
062110	99.73	2 Gas service - shop	2010		24.96
Electric Fund		Electric		Gas Utility	
062110	99.73	3 Gas serv- museum/library	2010		48.56
General Fund		General Govt.		Gas Utility	
Check Total					<u>99.73</u>
06/22/2010	USBCK (1325)	Ck Number: 15041	AAA Portable Services LLC		
51281	\$150.00	1 FishingTourn port-a-jons	2010		150.00
General Fund		General Govt.		Other Supplies	
Check Total					<u>150.00</u>
06/22/2010	USBCK (1325)	Ck Number: 15042	Water Products, Inc		
811032-IN		1 (6) 1-1/2 x 6 FCC	2010		309.42
Water Fund		Water		Other Supplies	
811032-IN		2 (6) 2x3 FCC	2010		170.82
Water Fund		Water		Other Supplies	
811032-IN		3 shipping	2010		23.31
Water Fund		Water		Freight	
Check Total					<u>503.55</u>
06/22/2010	USBCK (1325)	Ck Number: 15043	Cenex Fleet Fueling		
062110	785.11	1 fuel - electric	2010		132.17
Electric Fund		Electric		Fuel - Maint Vehicles	
062110	785.11	2 fuel - maint vehicles	2010		132.17
Sewer Fund		Sewer		Fuel - Maint Vehicles	
062110	785.11	3 fuel - maint vehicles	2010		132.17
General Fund		Streets		Fuel - Maint Vehicles	
062110	785.11	4 fuel - maint vehicles	2010		132.18
General Fund		Parks		Fuel - Maint Vehicles	
062110	785.11	5 fuel - police vehicles	2010		256.42
General Fund		Police		Fuel - Police Vehicles	
Check Total					<u>785.11</u>
06/22/2010	USBCK (1325)	Ck Number: 15044	Barco		
IN-190961		1 (6) anchor posts	2010		61.50
Water Fund		Water		Other Supplies	
IN-190961		2 (6) square posts	2010		114.90
Water Fund		Water		Other Supplies	
IN-190961		3 (50) corner bolts 5/16"	2010		27.50
Water Fund		Water		Other Supplies	
IN-190961		4 1 box drive rivets50/box	2010		35.45
Water Fund		Water		Other Supplies	
IN-190961		5 shipping	2010		90.87
Special Highway Fund		Streets		Freight	
Check Total					<u>330.22</u>
06/22/2010	USBCK (1325)	Ck Number: 15046	KACM Treasurer Kristi Orbin		
062110	50.00	1 KACM Norma Ciskowski	2010		50.00
General Fund		Police		Dues & Substrictions	
Check Total					<u>50.00</u>
06/22/2010	USBCK (1325)	Ck Number: 15047	National Sign Company, Inc.		

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

Listing Includes Electronic Checks, Printed Paper Checks, and UnPrinted Checks

IN-155592	1	(12)blue fluor paint	2010		44.95
Electric Fund		Electric		Other Supplies	
IN-155592	2	(12)green fluor paint	2010		44.95
Electric Fund		Electric		Other Supplies	
IN-155592	3	(12)red marking paint	2010		44.94
Electric Fund		Electric		Other Supplies	
IN-155592	4	shipping	2010		45.00
Electric Fund		Electric		Freight	
Check Total					<u>179.84</u>
06/22/2010	USBCK (1325)	Ck Number: 15048	Ranson Financial Consultants, LLC		
2640	4000.00	1 grant admin	2010		4,000.00
Water Supply Improvement		Capital Improvement		Other Prof. Services	
Check Total					<u>4,000.00</u>
06/22/2010	USBCK (1325)	Ck Number: 15049	Farm Plan		
062110	331.25	1 boots	2010		89.99
Electric Fund		Electric		Other Supplies	
062110	331.25	2 t-shirts	2010		59.97
Electric Fund		Electric		Other Supplies	
062110	331.25	3 work pants, (2) jeans	2010		52.97
Electric Fund		Electric		Other Supplies	
062110	331.25	4 (2) jeans	2010		39.98
Electric Fund		Electric		Other Supplies	
062110	331.25	5 tie down straps	2010		25.99
Electric Fund		Electric		Other Supplies	
062110	331.25	6 putty knives, cotter pins	2010		62.35
Electric Fund		Electric		Other Supplies	
Check Total					<u>331.25</u>
06/22/2010	USBCK (1325)	Ck Number: 15050	Insurance Center, Inc.		
11697		1 renew bond City Clerk	2010		100.00
General Fund		General Govt.		Insurance	
11697		2 renew bond Asst Clerk	2010		100.00
General Fund		General Govt.		Insurance	
Check Total					<u>200.00</u>
06/22/2010	USBCK (1325)	Ck Number: 15051	Sprint		
062110	62.33	1 cell phone - Police Dept	2010		49.44
General Fund		Police		Phone	
062110	62.33	2 cell phone maint dept	2010		12.89
Electric Fund		Electric		Phone	
Check Total					<u>62.33</u>
06/22/2010	USBCK (1325)	Ck Number: 15052	Kansas Power Pool		
062110	27501.13	1 May 2010	2010		27,501.13
Electric Fund		Electric		Electric Contract	
Check Total					<u>27,501.13</u>
06/22/2010	USBCK (1325)	Ck Number: 15053	Action Jackson Automotive		
1056	390.49	1 03 CrownVic radiator fan	2010		390.49
General Fund		Police		Vehicle Maintenance	
Check Total					<u>390.49</u>
06/22/2010	USBCK (1325)	Ck Number: 15054	Brown Industries, Inc.		
110-10737		1 5 year service pin	2010		13.95
General Fund		General Govt.		Community Program Serv	
Check Total					<u>13.95</u>
07/09/2010	USBCK (1325)	Ck Number: 15056	Kochick, Joseph E		

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

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791090431	1	Pay Check	2010		240.20
Payroll Clearing Fund		Payroll Costs	Payroll Costs		
Check Total					<u>240.20</u>
<hr/>					
07/09/2010	USBCK (1325)	Ck Number: 15057	Rockey, Caleb L		
791090411	1	Pay Check	2010		663.62
Payroll Clearing Fund		Payroll Costs	Payroll Costs		
Check Total					<u>663.62</u>
<hr/>					
07/09/2010	USBCK (1325)	Ck Number: 15058	Shock, Tyler M		
791090441	1	Pay Check	2010		472.38
Payroll Clearing Fund		Payroll Costs	Payroll Costs		
Check Total					<u>472.38</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15061	Kansas One Call System, Inc.		
070710	14.40	1 12 locates	2010		14.40
Electric Fund		Electric	Other Supplies		
Check Total					<u>14.40</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15062	Kansas Rural Water Association		
070710	287.80	1 renew membership	2010		247.80
Water Fund		Water	Dues & Substrictions		
070710	287.80	2 annual fee	2010		20.00
Water Fund		Water	Dues & Substrictions		
070710	287.80	3 additional subscription	2010		20.00
Water Fund		Water	Dues & Substrictions		
Check Total					<u>287.80</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15063	Kansasland Tire Wholesale		
070710	423.20	1 tire for maint truck	2010		218.88
Electric Fund		Electric	Vehicle Maintenance		
070710	423.20	2 tire for maint truck	2010		204.32
Electric Fund		Electric	Vehicle Maintenance		
Check Total					<u>423.20</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15064	Mulvane Animal Clinic		
070710	191.00	1 euthanasia & creamtions	2010		70.00
Electric Fund		Electric	Other Supplies		
070710	191.00	2 rabies testing (racoona)	2010		120.00
Electric Fund		Electric	Other Supplies		
070710	191.00	3 statement handling fee	2010		1.00
Electric Fund		Electric	Other Supplies		
Check Total					<u>191.00</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15065	Navrats		
070710	223.53	1 White copy paper	2010		79.00
General Fund		General Govt.	Office Supplies		
070710	223.53	2 post it notes	2010		8.64
General Fund		General Govt.	Office Supplies		
070710	223.53	3 imprinted laser checks	2010		123.45
General Fund		General Govt.	Office Supplies		
070710	223.53	4 shipping	2010		12.44
General Fund		General Govt.	Freight		
Check Total					<u>223.53</u>
<hr/>					
07/12/2010	USBCK (1325)	Ck Number: 15066	Potter Mower & Chainsaw Service		
070710	153.50	1 autocut 25-2 stringhead	2010		57.98
Electric Fund		Electric	Equipment Maint Supplies		
070710	153.50	2 (48)Stihl ultra2.6oz mix	2010		95.52
Electric Fund		Electric	Equipment Maint Supplies		

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

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Check Total				153.50
07/12/2010	USBCK (1325)	Ck Number: 15067	Two Rivers Coop	
070710	69.97	1 chemicals	2010	64.00
Electric Fund		Electric	Other Supplies	
070710	69.97	2 merchandise, rat bait	2010	5.97
Electric Fund		Electric	Other Supplies	
Check Total				69.97
07/12/2010	USBCK (1325)	Ck Number: 15068	US Postmaster	
070710	90.00	1 utility billing postage	2010	90.00
Electric Fund		Electric	Postage	
Check Total				90.00
07/12/2010	USBCK (1325)	Ck Number: 15069	Galaxie Business Equipment, Inc	
070710	112.05	1 comp. copier contract	2010	112.05
General Fund		General Govt.	Copier Equipment	
Check Total				112.05
07/12/2010	USBCK (1325)	Ck Number: 15070	Waste Connections	
070710	4264.21	1 refuse contract	2010	3,890.46
Refuse Fund		Refuse	Trash Contract	
070710	4264.21	2 June 3 shop cleanup	2010	373.75
Refuse Fund		Refuse	Trash Contract	
Check Total				4,264.21
07/12/2010	USBCK (1325)	Ck Number: 15071	Wheat State Telephone	
070710	374.10	1 General - Phone	2010	171.91
General Fund		General Govt.	Phone	
070710	374.10	2 Shop - Phone	2010	65.59
Electric Fund		Electric	Phone	
070710	374.10	3 Water - phone	2010	51.41
Water Fund		Water	Phone	
070710	374.10	4 Police - Phone	2010	85.19
General Fund		Police	Phone	
Check Total				374.10
07/12/2010	USBCK (1325)	Ck Number: 15072	Kline Motors, Inc	
070710	17.62	1 connection	2010	17.62
Electric Fund		Electric	Vehicle Maintenance	
Check Total				17.62
07/12/2010	USBCK (1325)	Ck Number: 15073	Custom Micro Works	
070710	1500.00	1 court mgmt software	2010	375.00
General Fund		Police	Computer Services	
070710	1500.00	2 budgetary acct software	2010	375.00
General Fund		General Govt.	Computer Services	
070710	1500.00	3 Utility billing software	2010	375.00
Electric Fund		Electric	Computer Services	
070710	1500.00	4 Utility Billing software	2010	375.00
Water Fund		Water	Computer Services	
Check Total				1,500.00
07/12/2010	USBCK (1325)	Ck Number: 15074	Water Products, Inc	
070710	317.46	1 (6) 2 x 6 FCC	2010	317.46
Water Fund		Water	Other Supplies	
Check Total				317.46
07/12/2010	USBCK (1325)	Ck Number: 15075	US Postmaster	

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

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070710	135.59	1	Chit Chat postage	2010		135.59
General Fund			General Govt.	Postage		
Check Total						<u>135.59</u>
07/12/2010	USBck (1325)		Ck Number: 15076	OReilly Automotive Inc		
070710	32.07	1	thermostat, seal, hose	2010		32.07
General Fund			Police	Vehicle Maintenance		
Check Total						<u>32.07</u>
07/12/2010	USBck (1325)		Ck Number: 15077	ConocoPhillips Fleet		
070710	87.50	1	PD fuel	2010		87.50
General Fund			Police	Fuel - Police Vehicles		
Check Total						<u>87.50</u>
07/12/2010	USBck (1325)		Ck Number: 15078	Lawrence Crushed Stone LLC		
070710	419.35	1	1" washed rock	2010		221.10
Special Highway Fund			Streets	Other Supplies		
070710	419.35	2	fill sand	2010		75.75
Special Highway Fund			Streets	Other Supplies		
070710	419.35	3	tndm trk hrs 1.75 @\$70	2010		122.50
Special Highway Fund			Streets	Other Supplies		
Check Total						<u>419.35</u>
07/12/2010	USBck (1325)		Ck Number: 15079	US Postmaster		
070710		1	delinq, postcard stamps	2010		16.80
Water Fund			Water	Postage		
Check Total						<u>16.80</u>
07/12/2010	USBck (1325)		Ck Number: 15080	Associated Pest Control		
070710	120.00	1	wellhouses;ants,termites	2010		120.00
Water Fund			Water	Other Prof. Services		
Check Total						<u>120.00</u>
07/12/2010	USBck (1325)		Ck Number: 15089	Wichita Tractor Co.		
WI93322	184.54	1	WI 93322	2010		184.54
Electric Fund			Electric	Shop Equipment		
Check Total						<u>184.54</u>
07/12/2010	USBck (1325)		Ck Number: 15090	Protection One		
070710	67.66	1	City bldg	2010		31.03
General Fund			General Govt.	Other Prof. Services		
070710	67.66	2	Shop	2010		36.63
Electric Fund			Electric	Other Prof. Services		
Check Total						<u>67.66</u>
07/12/2010	USBck (1325)		Ck Number: 15091	Kistler Tire & Auto, LLC		
0701126	73.00	1	tire repair	2010		5.00
General Fund			Police	Vehicle Maintenance		
0701126	73.00	2	mount & balance	2010		60.00
General Fund			Police	Vehicle Maintenance		
0701126	73.00	3	disposal valve stems	2010		8.00
General Fund			Police	Vehicle Maintenance		
Check Total						<u>73.00</u>
07/12/2010	USBck (1325)		Ck Number: 15092	Bradley Nugen		
070710	150.00	1	evaluation reimbursement	2010		150.00
General Fund			Police	Court Remittances		
Check Total						<u>150.00</u>

Expenditure Approval Report

For Checks Dated From 6/15/2010 to 7/12/2010

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07/12/2010 USBck (1325) Ck Number: 15093				The Huntington Group	
070710	157.86	1	crime scene tape	2010	148.00
General Fund			Police	Other Supplies	
070710	157.86	2	shipping	2010	9.86
General Fund			Police	Freight	
Check Total					<u>157.86</u>
07/12/2010 USBck (1325) Ck Number: 15094				Michael Russell	
070710	125.53	1	refund deposit	2010	125.53
Electric Fund			Electric	Refunds	
Check Total					<u>125.53</u>
07/12/2010 USBck (1325) Ck Number: 15095				Chad Grunder	
070710	290.00	1	refund electric deposit	2010	200.00
Electric Fund			Electric	Refunds	
070710	290.00	2	refund water deposit	2010	90.00
Water Fund			Water	Refunds	
Check Total					<u>290.00</u>
07/12/2010 USBck (1325) Ck Number: 15096				Janet Adams	
070710	200.00	1	refund electric deposit	2010	200.00
Electric Fund			Electric	Refunds	
Check Total					<u>200.00</u>
07/12/2010 USBck (1325) Ck Number: 15097				State Industrial Products	
070710		1	5 pc extractor set	2010	65.83
Electric Fund			Electric	Other Supplies	
070710		2	shipping	2010	15.24
Electric Fund			Electric	Freight	
Check Total					<u>81.07</u>
Total					<u>178,597.90</u>

Clerk: _____ Governing Body Head: _____ Date: _____

Governing Body Members: _____

ACCIDENT REPORTS

In the event of an on-the-job injury or accident, employees are required to take the following action:

1. If a City-owned vehicle is involved in any accident whatsoever, notify the Sheriff's Department for an investigation before the vehicle is moved.
2. Report any and all injuries immediately to your department head and the City Clerk.
3. Submit to a drug test.

VEHICLE AND EQUIPMENT OPERATION

1. Authorization for Operation. Only City of Udall personnel qualified to operate City-owned vehicles and equipment shall be authorized to operate the same. City vehicles and equipment shall be operated only in the line of City business. City personnel shall be the only authorized passengers in City vehicles or equipment except for non-city employees who may be assisting with a City project or on other authorized City business.
2. Operation Requirement. It shall be the responsibility of the respective department head to insure that their employees are legally licensed to operate City-owned vehicles and equipment.

RESIDENCY

Employees who do not reside within a 30 minute traveling distance at the time of their employment shall be expected to establish residency within a 30 minute traveling distance within sixty (60) days. Failure to establish and maintain residency within 30 minute traveling distance shall be considered cause for termination.

Deleted: the "782 telephone prefix" area

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OUTSIDE EMPLOYMENT

Employees may carry on part-time jobs if:

1. There is no conflict in working hours
2. The employee's efficiency is not reduced
3. There is no conflict of interest that could cause embarrassment to the City or the employee

IMPROVEMENTS

City employees should be alert for defaced traffic signs, faulty lights, street hazards and any problems that might exist with the electric, water or natural gas utilities, or any other items which provide a bad appearance or hazardous condition to the general public. All such defects should be reported to the employee's department head or City office so the information can be dispatched to the proper department.

memo



Date: 7-7-2010
 To: Mayor and Council
 From: Lulita Hopkins
 Re: Indigent Burials

A situation has revisited the City of Udall from out of area. I received a call from Preferred Mortuary Services asking if we had an indigent policy, donating burial spaces to those without funds to pay? I said no. He then asked for our prices - I provided the following.

	Inside School Dist.	Outside School Dist.
	(increased from \$10.00/plot at 8-2-83 City Council Meeting)	
Burial Space	\$100.00	\$200.00
Open/Close Pricing (increased 9-14-2009)		
	Weekday	Weekend
Traditional burial/vault	\$250.00	\$300.00
Cremation urns/vault	\$150.00	\$200.00

Requested List Serv information:

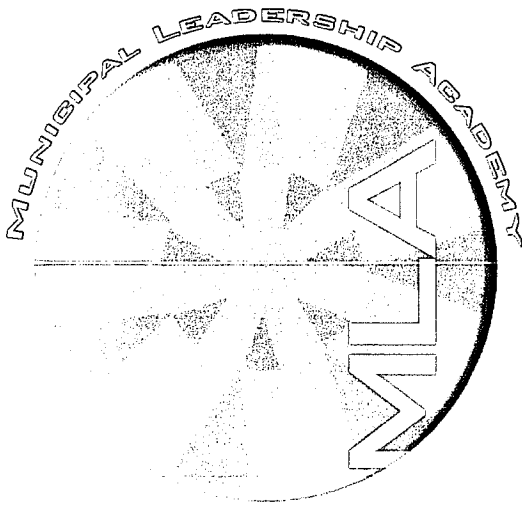
The city will provide a space in Potter's Field and pay for the cost of opening and closing the grave. **Neodesha** (I asked if this was limited to residents, "Doesn't say, but we do limit it to residents. Luckily we haven't used this very often for quite some time. "

We have people that donate burial spaces (if they decide they won't use them) just for that purpose. When something comes up, then we have spaces to offer at no cost. **Cindy City of Erie**

Our cemetery charges \$100 for opening and closing indigent grave sites. Payment up front. The family still has to have a space purchased beforehand. **Janet Stice Atwood City Clerk**

I talked with Betty Oliver at **Oxford**. Their cemetery is not city owned, however her husband is the sextant. They have buried eight Sedgwick County indigents this year and he just told them no more. She stated the mortuaries cannot cremate and have to retain the bodies for possible identification.

Open/Close Charges Sept 2009	Weekday	Weekend
Oxford	\$200	\$200
Burden	\$350	\$450
Burden Cremation/Urn	\$250	\$350
Douglass	\$350	\$450
Douglass Cremation/Urn	\$250	\$350
Winfield, City of	\$250	\$350
Winfield Cremation/Vault	\$125	\$150
Winfield, Cremation/Urn	\$50	\$75
Parsons	\$250	\$300



Dates and Locations

core course—4 credits

10:00 a.m. to 2:00 p.m.

- Friday, August 6 - Iola
Allen County Courthouse
- Saturday, August 7 - Concordia
City Hall
- Friday, August 13 - Greensburg
City Hall

Program

Maintaining openness in government is a key responsibility for both elected and appointed city officials. To this end, it is critical that city and county attorneys, along with elected and appointed officials have a working knowledge of both the Kansas Open Meetings Act (KOMA) and Kansas Open Records Act (KORA).

This workshop provides an in-depth legal analysis of both KOMA and KORA. Attendees will receive copies of the Kansas Open Meetings Manual and the Kansas Open Records Manual published by LKM as a guide to both the legal and practical applications of KOMA and KORA.

Agenda

- 9:30 a.m. - Registration & Continental Breakfast
- 10:00 a.m. - Welcome & Introductions
- 10:15 a.m. - KOMA
- 11:45 p.m. - Lunch
- 12:30 p.m. - KORA
- 2:00 p.m. - Adjourn

Instructors

Sandy Jacquot joined the League in October of 1999 and is Director of Law/General Counsel after serving as the Shawnee County Counselor for 5 years. Prior to that she served one year as an assistant county counselor. After graduation from Washburn School of Law in 1989, Sandy was a research attorney for the Kansas Court of Appeals for two years. She then served as a law clerk to the late Honorable Dale E. Saffels in the United States District Court for the District of Kansas, before joining Shawnee County.

Kimberly Winn has been with LKM since November of 1995. She has a B.A. in political science from Yale University, an M.P.A. from the University of Kansas, and a J.D. from the University of Kansas School of Law. Kim is a 2004 graduate of Leadership Greater Topeka. As Director of Policy Development and Communications, Kim supervises the publication of the monthly Kansas Government Journal, the League's Annual Conference, the Municipal Leadership Academy, and performs a variety of lobbying duties on local government issues. As part of the League's legal team, Kim also responds to inquiries from member cities, and authors various League publications.

PLEASE NOTE...

Registration for the session will begin 30 minutes prior to the beginning of the course.
Cancellations must be made in writing, 3 days prior to each course.

KOMAKORA

ENROLLMENT FORM

*Online registration available at <http://www.lkm.org/register/mla>

Name: _____
 Title: _____
 Entity: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____
 E-mail: _____

Please choose the date/location of the course you will be attending:

- Friday, August 6 - Iola
Allen County Courthouse
Assembly Room
1 North Washington Avenue
- Saturday, August 7 - Concordia
City Hall
Community Room
701 Washington Street
- Friday, August 13 - Greensburg
City Hall
Council Room
300 South Main Street

REGISTRATION FEE: \$100
Non-member fee: \$125
Lunch and materials will be included.

- Check Enclosed
- Send Invoice

Please send this form to:
 League of Kansas Municipalities
 300 SW 8th Ave., Ste. 100
 Topeka, KS 66603