

Phillipsburg City Council Agenda

945 2nd Street
07/18/2016

Please mute or turn off your cell phones prior to the start of the meeting.

1. 6:00 P.M. Call To Order By Mayor Pat Hewitt
2. 6:01 P.M. Denis Miller - 2015 Audit Report

Documents:

[Pburg 2015 Audit.pdf](#)

3. Reading & Approval Of The 07/05/16 Minutes

Documents:

[070516min.pdf](#)

4. Appropriation Ordinance #1055-07-16A

Documents:

[appord0716a.pdf](#)

5. City Attorney - Scott Sage
Deed correction

Documents:

[deed.pdf](#)

6. City Clerk - Brenda Chance
League Personnel Policy Contract
Transportation Program - notification policy; 1996 Ford vehicle use
Wisinger request - see attached letter

Documents:

[LKMPersonnelPolicyServiceContract.pdf](#)
[pwletter.pdf](#)

7. Public Works Supervisor - Tim Driggs
Public Works Report

Documents:

[pws071816.pdf](#)
[CA_KLINK_BG-Phillipsburg Agreement.pdf](#)

8. Water Department Committee - Councilmember Stites
KDHE Lead & Copper Monitoring

Documents:

[leadcopper.pdf](#)

9. Streets & Solid Waste Committee - Councilmember Voorhees
10. Park, Recreation, & Cemetery Committee - Councilmember Speake
11. Finance, Audit, & Budget Committee - Councilmember Rogers
12. Airport, Library, & Community Building Committee - Councilmember Innes
13. Planning, Zoning, & Housing Committee - Councilmember James
14. Mayor's Report
 - League legislative letter 07/07/16
 - City Clerk evaluation

Documents:

[lkm070716.pdf](#)

15. Reports Attached
 - May & June Building Reports
 - May & June Court Reports

Documents:

[0616buildingpermits.pdf](#)
[0616court.pdf](#)

16. Adjourn

CITY OF PHILLIPSBURG

Phillipsburg, Kansas

FINANCIAL STATEMENT AND INDEPENDENT AUDITOR'S REPORT

For the Year Ended December 31, 2015

MAPES & MILLER
Certified Public Accountants
Phillipsburg, Kansas 67661

CITY OF PHILLIPSBURG

For the Year Ended December 31, 2015

Patrick E. Hewitt, Mayor

City Council

Pete Rogers
Rod Innes
Travis Stites

Lynette Voorhees
Donna Speake
Mike James

City Offices

Brenda Chance
Jordyn Boeve

City Clerk
City Treasurer

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

For the Year Ended December 31, 2015

TABLE OF CONTENTS		Page Numbers
	Independent Auditor's Report	1-3
<u>FINANCIAL SECTION</u>		
Statement 1	Summary Statement of Receipts, Expenditures and Unencumbered Cash – Regulatory Basis	4-5
	Notes to the Financial Statement	6-13
<u>REGULATORY-REQUIRED SUPPLEMENTARY INFORMATION</u>		
Schedule 1	Summary of Expenditures - Actual and Budget – Regulatory Basis	14
Schedule 2	Schedule of Receipts and Expenditures- Actual and Budget – Regulatory Basis	
	<u>General Fund</u>	
2-1	General Operating Fund	15-18
	<u>Special Purpose Funds</u>	
2-2	Equipment Reserve Fund	19
2-3	Library Fund	20
2-4	Employee Benefit Fund	21
2-5	Special Parks & Recreation Fund	22
2-6	Special Highway Fund	23
2-7	Fire Equipment Capital Outlay Fund	24
2-8	Industrial Development Fund	25
2-9	Redemption Fund	26
	<u>Bond & Interest Fund</u>	
2-10	Bond & Interest Fund	27
	<u>Capital Projects Fund</u>	
2-11	Airport Grant Fund	28
	<u>Business Funds</u>	
2-12	Water & Sewer Utility Fund	29-30
2-13	Meter Deposits Fund	31
2-14	Solid Waste Fund	32
2-15	Partially Self-Funded Health Insurance Fund	33
2-16	Aquatic Center Fund	34
	<u>Trust Fund</u>	
2-17	Endowment Fund	35
Schedule 3	Schedule of Receipts and Disbursements – Agency Funds – Regulatory Basis	36

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

For the Year Ended December 31, 2015

Cont.

TABLE OF CONTENTS

		<u>Page Numbers</u>
	<u>Related Municipal Entity</u>	
Schedule 4	Public Building Commission	
4-1	Aquatic Center Bond & Interest Fund	37
4-2	Aquatic Center Capital Projects Fund	38
	<u>ADDITIONAL SUPPLEMENTARY INFORMATION</u>	
Schedule 5	Water and Sewer Utility Allocation	39
Schedule 6	Equipment Reserve Allocation	40
	<u>SINGLE AUDIT SECTION</u>	
	Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	41-42
	Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance	43-44
Schedule 7	Schedule of Expenditures of Federal Awards	45
Schedule 8	Schedule of Findings and Questioned Costs	46-48
Schedule 9	Summary Schedule of Prior Audit Findings	49
	<u>UNAUDITED ADDITIONAL INFORMATION</u>	
Exhibit 1	The City, Educational Facilities, Location, Population, Public Safety	50
Exhibit 2	Utilities, Employment History, Major Employers	51
Exhibit 3	Climate, Bank Deposits, Gross Retail Sales, Phillipsburg City Sales Tax Collected by State of Kansas, Taxable Retail Sales	52
Exhibit 4	Transportation, Community Services, Tax Structure, Property Tax Mill Levy Rates	53
Exhibit 5	Assessed Valuation History	54
Exhibit 6	City's Authority to Incur Debt	55
Exhibit 7	Overlapping Indebtedness	56



MAPES & MILLER LLP

CERTIFIED PUBLIC ACCOUNTANTS

A PARTNERSHIP OF PROFESSIONAL CORPORATIONS

418 E HOLME
NORTON, KS 67654
(785)877-5833

P.O. BOX 412, 230 MAIN ST
QUINTER, KS 67752
(785)754-2111

JOHN D. MAPES, CPA, CHTD BRIAN S. THOMPSON, CPA, PA
DENIS W. MILLER, CPA, PA REBECCA A. LIX, CPA, PA
THOMAS B. CARPENTER, CPA, PA STEPHANIE M. HEIER, CPA, PA
DON E. TILTON, CPA, PA

P.O. BOX 266
711 3rd STREET
PHILLIPSBURG, KS 67661
(785)543-6561

P.O. BOX 508
503 MAIN STREET
STOCKTON, KS 67669
(785)425-6764

INDEPENDENT AUDITOR'S REPORT

Mayor and City Council
City of Phillipsburg, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Phillipsburg, Kansas, a Municipal Financial Reporting Entity as of and for the year ended December 31, 2015 and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the *Kansas Municipal Audit and Accounting Guide*, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the City of Phillipsburg, Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City of Phillipsburg, Kansas as of December 31, 2015, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Phillipsburg, Kansas, as of December 31, 2015, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the 2015 fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, schedule of regulatory basis receipts and disbursements – agency funds, and schedule of regulatory basis receipts and expenditures-actual-related municipal entity (Schedules 1, 2, 3, and 4 as listed in the table of contents) are presented for analysis and are not a required part of the 2015 basic financial statement, however are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. The Water and Sewer Utility Allocation and Equipment Reserve Allocation (Schedules 5 and 6 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the basic financial statement nor required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. The schedule of expenditures of federal awards (Schedule 7 as listed in the table of contents) is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and is also not a required part of the basic financial statement. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2015 basic financial statement.

Mayor and City Council
City of Phillipsburg, Kansas
July 18, 2016
Page 3

The 2015 information has been subjected to the auditing procedures applied in the audit of the 2015 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2015 basic financial statement or to the 2015 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2015 information is fairly stated in all material respects in relation to the 2015 basic financial statement as a whole, on the basis of accounting described in Note 1. The information identified in the table of contents, as unaudited additional information has not been subjected to the auditing procedures applied in the audit of the basic financial statement and, accordingly, we express no opinion on the unaudited information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 18, 2016, on our consideration of the City of Phillipsburg's internal control over financial reporting and on our tests of its compliance with certain provisions of laws regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Phillipsburg's internal control over financial reporting and compliance.

Respectfully submitted,

Mapes & Miller LLP

Certified Public Accountants

July 18, 2016
Phillipsburg, Kansas

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Statement 1
Page 1 of 2

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES, AND UNENCUMBERED CASH
REGULATORY BASIS
For the Year Ended December 31, 2015

FUNDS	Beginning Unencumbered Cash Balance	Prior Year Cancelled Encumbrances	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
General Fund							
General Operating Fund	\$ 329,046	\$ -	\$ 1,171,651	\$ 1,027,419	\$ 473,278	\$ 67,702	\$ 540,980
Special Purpose Funds							
Equipment Reserve Fund	716,121	-	301,252	1,186	1,016,187	-	1,016,187
Library Fund	195	-	64,194	62,982	1,407	-	1,407
Employee Benefit Fund	382	-	572,107	516,131	56,358	30	56,388
Special Parks & Recreation Fund	31,353	-	4,634	3,000	32,987	-	32,987
Special Highway Fund	275,314	-	246,999	223,422	298,891	150	299,041
Fire Equipment Capital Outlay Fund	142,153	-	25,674	300	167,527	-	167,527
Industrial Development Fund	28,684	-	12,836	150	41,370	-	41,370
Bond & Interest Fund							
Bond & Interest Fund	377,303	-	364,282	267,735	473,850	-	473,850
Redemption Fund	-	-	1,635,000	1,635,000	-	-	-
Capital Projects Fund							
Airport Grant Fund	(1,940,750)	-	1,742,516	-	(198,234) *	198,234	-
Business Funds							
Water & Sewer Utility Fund	871,095	11,125	1,346,679	1,450,357	778,542	24,020	802,562
Meter Deposits Fund	-	-	7,910	7,910	-	21,320	21,320
Solid Waste Fund	154,915	-	363,659	433,022	85,552	8,302	93,854
Partially Self-Funded Health Insurance Fund	158,332	-	462,162	491,924	128,570	-	128,570
Aquatic Center Fund	153,386	-	502,674	527,789	128,271	2,499	130,770
Trust Fund							
Endowment Fund	9,982	-	18	-	10,000	-	10,000
Related Municipal Entity							
Public Building Commission							
Aquatic Center Bond & Interest Fund	75,617	-	224,745	224,365	75,997	-	75,997
Aquatic Center Capital Project Fund	128,555	-	10,000	-	138,555	-	138,555
Total Reporting Entity (Excluding Agency Funds)	<u>\$ 1,511,683</u>	<u>\$ 11,125</u>	<u>\$ 9,058,992</u>	<u>\$ 6,872,692</u>	<u>\$ 3,709,108</u>	<u>\$ 322,257</u>	<u>\$ 4,031,365</u>

* See Note 3 (Cash Basis Exception)

The notes to the financial statements are an integral part of this statement.

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Statement 1
Page 2 of 2

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES, AND UNENCUMBERED CASH
REGULATORY BASIS

For the Year Ended December 31, 2015

Composition of Cash	
Cash on Hand	\$ 450
Checking Accounts	8,797
NOW Account	418,247
Money Market Account	713,894
Certificates of Deposit	2,681,000
Related Municipal Entity	<u>214,552</u>
Total Cash	4,036,940
Agency Funds Per Schedule 3	<u>(5,575)</u>
Total Reporting Entity (Excluding Agency Funds)	<u>\$ 4,031,365</u>

The notes to the financial statements are an integral part of this statement.

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

NOTES TO THE FINANCIAL STATEMENT
December 31, 2015

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

(a) Financial Reporting Entity

The City of Phillipsburg, Kansas, is a municipal corporation governed by an elected mayor and an elected six member council. The regulatory financial statement presents the City of Phillipsburg, and one of its related municipal entities. The following related municipal entity is included in the City's reporting entity because it was established to benefit the City and/or its constituents:

Public Building Commission. The City of Phillipsburg Public Building Commission Board operates the Public Building Commission for the purpose of providing additional and alternative methods for financing certain public buildings. The City levies taxes for the Public Building Commission. Bond issuances must be approved by the City. Complete financial records for the Public Building Commission may be reviewed at the City office.

(b) Regulatory Basis Fund Types

In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following types of funds comprise the financial activities for the City for the year ended December 31, 2015.

General Fund - the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund - used to account for the proceeds of specific tax levies and other specific regulatory receipt sources (other than Capital Project and tax levies for long-term debts) that are intended for specified purposes.

Bond and Interest Fund - used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Project Fund - used to account for the debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

Business Fund - funds financed in whole or in part by fees charged to users of the goods or services. (i.e. enterprise funds and internal service funds etc.).

Trust Fund - funds used to report assets held in trust for the benefit of the municipal financial reporting entity. (i.e. pension funds, investment trust funds, private purpose trust funds which benefit the municipal reporting entity, scholarship funds, etc.).

Agency Fund - funds used to report assets held by the municipal reporting entity in a purely custodial capacity. (i.e. payroll clearing fund, county treasurer tax collection accounts, etc.).

(c) Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The *Kansas Municipal Audit and Accounting Guide* (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the regulatory basis of accounting.

(d) Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the General Fund, Special Purpose Funds (unless specifically exempted by statute), Bond and Interest Funds, and Business Funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1st.
2. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
3. Public hearing on or before August 15th, but at least ten days after publication of notice hearing.
4. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in regulatory receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for the year ended December 31, 2015.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which, regulatory receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for Capital Projects Funds, Trust Funds, Agency Funds, and the following:

- Special Purpose Funds:
 - Equipment Reserve Fund
 - Redemption Fund
- Business Funds:
 - Meter Deposits Fund
 - Partially Self-Funded Health Insurance Fund

Spending in funds which are not subject to the legal annual operating budget requirements is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

- A. The City was in violation of K.S.A. 10-1113 which requires that no indebtedness be created for a fund in excess of available monies in that fund. The City showed a negative cash balance in the Employee Benefit Trust Fund on September 30, 2015. The expenditures should be limited to the amount of money in each fund.
- B. The City is not aware of any other noncompliance with Kansas statutes.

3. CASH BASIS EXCEPTION

The City received a Federal Aviation Administration (FAA) Grant. The grant document requires the City to expend the monies before they can request reimbursement, which caused the City negative unencumbered cash in the Airport Grant Fund at December 31, 2015. K.S.A. 12-1664 provides an exception for a cash basis law violation for intergovernmental grant funds to expend monies for grant purposes with the expectation of monies to be reimbursed to the City under conditions of the grant award.

4. DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located or in an adjoining county, if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

Concentration of Credit Risk. State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405.

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at December 31, 2015.

At December 31, 2015, the City's carrying amount of deposits was \$4,036,490 and the bank balance was \$4,058,655. The bank balance was held by three banks resulting in a concentration of credit risk. Of the bank balance \$673,034 was covered by federal depository insurance, and \$3,385,621 was collateralized with securities held by the pledging financial institutions' agents in the City's name.

Custodial Credit Risk – Investments. For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

5. INTERFUND TRANSFERS

A. Operating transfers were as follows:

From	To	Statutory Authority	Amount
General Operating Fund	Equipment Reserve Fund	K.S.A. 12-1,117	\$ 35,000
General Operating Fund	Special Highway Fund	K.S.A. 12-1,119	160,000
Employee Benefit Fund	Partially Self-Funded Health Insurance Fund	K.S.A. 12-2615	312,887
Special Highway Fund	Equipment Reserve Fund	K.S.A. 12-1,117	13,000
Water & Sewer Utility Fund	Equipment Reserve Fund	K.S.A. 12-825d	190,000
Water & Sewer Utility Fund	Bond & Interest Fund	K.S.A. 12-825d	92,464
Solid Waste Fund	Equipment Reserve Fund	K.S.A. 12-825d	13,252
Aquatic Center Fund	Equipment Reserve Fund	K.S.A. 12-1,117	50,000

B. Equity transfers were as follows:

From	To	Amount
General Operating Fund	Bond & Interest Fund	\$ 15,877

6. DEFINED BENEFIT PENSION PLAN

Plan description. The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERS website at www.kpers.org or by writing to KPERS (611 S Kansas, Suite 100; Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009. KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law establishes the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2, and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2, and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate was 10.33% for January 1, 2015 – June 30, 2015 (including the 0.85% contribution rate for Death and Disability Insurance) and 10.48% for July 1, 2015 to December 31, 2015 (including the 1.00% for Death and Disability Insurance). Contributions to the pension plan from the City were \$88,367 for the year ended December 31, 2015.

Net Pension Liability – At December 31, 2015, the City’s proportionate share of the collective net pension liability reported by KPERS was \$659,632. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2014, which was rolled forward to June 30, 2015. The City’s proportion of the net pension liability was based on the ratio of the City’s contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at www.kpers.org or can be obtained as described above.

7. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

(a) Other Post Employment Benefits

As provided by K.S.A. 12-5040, the City allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

(b) Other Employee Benefits

Vacation

All employees of the City, except temporary and part-time employees, accumulate vacation leave at a rate of ten days per year after their first year of employment. The rate of accumulation increases to fifteen days per year after seven years of employment, and twenty days per year after eighteen years of employment. An employee can only carry over to the next year, one-half of their annual amount of vacation leave. Employees are paid for all accumulated vacation leave, at their current wage rate, upon termination of employment. As of December 31, 2015, the City owed \$40,059 of accumulated vacation leave to employees.

Sick leave

All employees of the City, except temporary and part-time employees, accumulate sick leave at a rate of twelve days per year. They may accumulate unlimited sick leave days. Upon termination of employment, no sick leave is paid to the employee.

8. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets, errors and omissions; injuries to employees; and natural disasters. The City has purchased commercial insurance for these potential risks.

During the year ended December 31, 2015, the City did not reduce insurance coverage from levels in place during the prior year. No settlements have exceeded coverage levels in place during the past three fiscal years.

The City of Phillipsburg, Kansas pays an annual premium to Corporate Plan Management for its health insurance coverage. The agreement to participate provides that the Corporate Plan Management will be partially self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of \$25,000 for each insured event. Additional premiums may be due if total claims for the pool are different than what has been anticipated by Corporate Plan Management. The City's contract with Corporate Plan Management ended as of January 1, 2016 and the City contracted with Blue Cross Blue Shield of Kansas to purchase a fully-insured health plan for its employees.

9. CAPITAL PROJECTS

Capital project authorizations with approved change orders compared with cash disbursements and accounts payable from inception are as follows:

	Project Authorization	Expenditures to Date
Airport Grant	\$2,160,000	\$2,156,389

10. OPERATING LEASE

The City entered into a lease agreement, dated September 1, 2011 with the Public Building Commission, a related municipal entity of the City, to lease the swimming pool recreational facility. The agreement states that the City will, during the term of the lease, keep and maintain the swimming pool facility and all parts in good condition and repair. The lease agreement provides for semi-annual lease payments. The City has imposed a 1% city-wide retailer's sales tax to cover these payments.

Future minimum rental commitments are as follows:

Year	Amount
2016	\$ 221,865
2017	224,365
2018	226,115
2019	222,403
2020	223,352
2021-2025	1,113,437
2026-2030	1,116,800
2031	149,027
Total Future Minimum Lease Payments	<u>\$ 3,497,364</u>

11. SUBSEQUENT EVENTS

Management has evaluated events subsequent to year end through the date of this report, and does not believe any events through the date of this report have occurred, which effect the financial statement as presented.

12. LONG-TERM DEBT

Changes in long-term liabilities for the City for the year ended December 31, 2015, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity	Beginning Balance 1/1/2015	Additions	Reductions/ Payments	Ending Balance 12/31/2015	Interest/ Service Fees Paid
General Obligation Bond									
2011 General									
Obligation Bonds	2.0-2.9%	09/01/11	\$ 245,000	9/1/2021	\$ 185,000	\$ -	\$ 25,000	\$ 160,000	\$ 4,537
2015 General									
Obligation Bonds	0.75-2.95%	06/01/15	\$ 1,635,000	8/1/2024	-	1,635,000	-	1,635,000	-
Total General Obligation Bonds					185,000	1,635,000	25,000	1,795,000	4,537
KDHE Loans									
KS Water Pollution									
Control Loan	3.08%	04/11/01	2,855,519	9/1/2022	1,298,658	-	1,298,658	-	29,863
KS Water Supply Loan	3.66%	01/17/05	920,980	2/1/2026	512,162	-	512,162	-	15,601
Total KDHE Loans					1,810,820	-	1,810,820	-	45,464
Public Building Commission									
Revenue Bonds Series 2011	2.0-4.1%	09/01/11	3,070,000	10/1/2031	2,730,000	-	125,000	2,605,000	99,365
Total Contractual Indebtedness					\$ 4,725,820	\$ 1,635,000	\$ 1,960,820	\$ 4,400,000	\$ 149,366

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

Year	Revenue Bond					
	General Obligation Bond		(Public Building Commission)		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	\$ 230,000	\$ 37,168	\$ 125,000	\$ 96,865	\$ 355,000	\$ 134,033
2017	235,000	29,846	130,000	94,365	365,000	124,211
2018	240,000	26,913	135,000	91,115	375,000	118,028
2019	245,000	23,245	135,000	87,402	380,000	110,647
2020	250,000	18,775	140,000	83,353	390,000	102,128
2021-2025	595,000	24,815	775,000	338,437	1,370,000	363,252
2026-2030	-	-	950,000	166,800	950,000	166,800
2031	-	-	215,000	8,815	215,000	8,815
	<u>\$ 1,795,000</u>	<u>\$ 160,762</u>	<u>\$ 2,605,000</u>	<u>\$ 967,152</u>	<u>\$ 4,400,000</u>	<u>\$ 1,127,914</u>

CITY OF PHILLIPSBURG, KANSAS
REGULATORY-REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2015

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 1

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

FUNDS	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
General Fund					
General Operating Fund	\$ 1,880,559	\$ -	\$ 1,880,559	\$ 1,027,419	\$ (853,140)
Special Purpose Funds					
Library Fund	63,004	-	63,004	62,982	(22)
Employee Benefit Fund	611,756	-	611,756	516,131	(95,625)
Special Parks & Recreation Fund	26,073	-	26,073	3,000	(23,073)
Special Highway Fund	1,012,890	-	1,012,890	223,422	(789,468)
Fire Equipment Capital Outlay Fund	165,815	-	165,815	300	(165,515)
Industrial Development Fund	26,440	-	26,440	150	(26,290)
Bond & Interest Funds					
Bond & Interest Fund	732,913	-	732,913	267,735	(465,178)
Business Funds					
Water & Sewer Utility Fund	2,151,690	-	2,151,690	1,450,357	(701,333)
Solid Waste Fund	520,464	-	520,464	433,022	(87,442)
Aquatic Center Fund	756,508	-	756,508	527,789	(228,719)

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-1
Page 1 of 4

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

GENERAL OPERATING FUND

	Actual	Budget	Variance Over (Under)
Receipts			
Ad Valorem Tax	\$ 282,339	\$ 277,260	\$ 5,079
Delinquent Tax	8,822	5,800	3,022
Motor Vehicle Tax	85,171	70,618	14,553
Intangibles Tax	31,828	40,000	(8,172)
Recreational Vehicle Tax	1,687	1,063	624
Excise Tax	187	123	64
16/20M Vehicle Tax	556	720	(164)
Special Assessment	609	-	609
Commercial Vehicle	3,859	-	3,859
Watercraft Tax	381	662	(281)
Local Alcoholic Liquor Tax	4,633	4,428	205
Interest on Idle Funds	10,499	18,000	(7,501)
Franchise Tax	163,872	170,000	(6,128)
Animal Tags	681	2,100	(1,419)
State Grant	9,593	36,000	(26,407)
Fines	51,201	33,000	18,201
Reimbursements	22,301	10,000	12,301
Rural Fire Contracts	12,219	24,000	(11,781)
Campground Fees	1,943	4,200	(2,257)
Local Retailer's Sales Tax	230,821	247,500	(16,679)
Licenses & Permits	6,045	6,800	(755)
Other Cash Receipts	6,792	58,000	(51,208)
Nonfederal Grants & Gifts	141,800	200,000	(58,200)
Building Rents	12,999	16,000	(3,001)
Cemetery Lots & Care	8,400	8,500	(100)
Airport Rents & Grains	6,178	10,000	(3,822)
Airport Aviation Gas & Oil	6,131	25,000	(18,869)
Airport Courtesy Car	45	150	(105)
Airport Sales Tax Collected	1,045	3,000	(1,955)
Airport Reimbursement	7,881	-	7,881
Zoning Applications	450	-	450
Transportation Passes	6,758	7,000	(242)
Northwest Kansas Transit	43,925	36,000	7,925
Total Receipts	1,171,651	\$ 1,315,924	\$ (144,273)
EXPENDITURES			
General Government			
Personal Services	86,159	\$ 76,000	\$ 10,159
Contractual Services	42,262	213,000	(170,738)
Commodities	3,164	10,000	(6,836)
Capital Outlay	-	60,000	(60,000)
Total General Government	131,585	359,000	(227,415)

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-1
Page 2 of 4

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

GENERAL OPERATING FUND (Cont.)

	Actual	Budget	Variance Over (Under)
EXPENDITURES (Cont.)			
Community Building			
Contractual Services	\$ 10,027	\$ 18,000	\$ (7,973)
Commodities	2,798	18,000	(15,202)
Capital Outlay	-	2,000	(2,000)
Total Community Building	<u>12,825</u>	<u>38,000</u>	<u>(25,175)</u>
Custodian Department			
Personal Services	36,325	40,000	(3,675)
Contractual Services	1,554	6,235	(4,681)
Commodities	1,265	7,000	(5,735)
Capital Outlay	-	2,336	(2,336)
Total Custodian Department	<u>39,144</u>	<u>55,571</u>	<u>(16,427)</u>
Municipal Court & Police Department			
Personal Services	20,800	30,000	(9,200)
Contractual Services	300,934	300,000	934
Commodities	198	2,000	(1,802)
Capital Outlay	-	2,000	(2,000)
Total Municipal Court & Police Department	<u>321,932</u>	<u>334,000</u>	<u>(12,068)</u>
City Fire Department			
Contractual Services	7,131	15,000	(7,869)
Commodities	10,476	16,000	(5,524)
Capital Outlay	1,010	5,000	(3,990)
Total City Fire Department	<u>18,617</u>	<u>36,000</u>	<u>(17,383)</u>
Rural Fire Department			
Contractual Services	5,670	5,400	270
Commodities	11,594	15,000	(3,406)
Capital Outlay	1,010	20,000	(18,990)
Total Rural Fire Department	<u>18,274</u>	<u>40,400</u>	<u>(22,126)</u>
Park Department			
Personal Services	18,564	25,000	(6,436)
Contractual Services	7,910	25,000	(17,090)
Commodities	7,968	15,000	(7,032)
Capital Outlay	265	10,000	(9,735)
Total Park Department	<u>34,707</u>	<u>75,000</u>	<u>(40,293)</u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-1
Page 3 of 4

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

GENERAL OPERATING FUND (Cont.)

	Actual	Budget	Variance Over (Under)
EXPENDITURES (Cont.)			
Recreation Department			
Contractual Services	\$ 5,210	\$ 8,000	\$ (2,790)
Commodities	-	1,000	(1,000)
Capital Outlay	-	2,000	(2,000)
Total Recreation Department	<u>5,210</u>	<u>11,000</u>	<u>(5,790)</u>
Cemetery			
Personal Services	18,246	25,000	(6,754)
Contractual Services	7,781	25,000	(17,219)
Commodities	4,670	8,000	(3,330)
Capital Outlay	-	2,000	(2,000)
Total Cemetery	<u>30,697</u>	<u>60,000</u>	<u>(29,303)</u>
Street Lighting			
Contractual Services	<u>52,730</u>	<u>60,000</u>	<u>(7,270)</u>
Airport			
Personal Services	4,191	10,000	(5,809)
Contractual Services	18,355	89,000	(70,645)
Commodities	22,069	40,000	(17,931)
Capital Outlay	-	230,000	(230,000)
Total Airport	<u>44,615</u>	<u>369,000</u>	<u>(324,385)</u>
Planning Department			
Contractual Services	<u>2,508</u>	<u>5,000</u>	<u>(2,492)</u>
Transportation Department			
Personal Services	29,655	34,000	(4,345)
Contractual Services	8,585	9,000	(415)
Commodities	4,486	15,000	(10,514)
Capital Outlay	7,053	10,000	(2,947)
Total Transportation Department	<u>49,779</u>	<u>68,000</u>	<u>(18,221)</u>
Library Support			
Contractual Services	25,655	38,000	(12,345)
Capital Outlay	-	12,500	(12,500)
Total Library Support	<u>25,655</u>	<u>50,500</u>	<u>(24,845)</u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-1
Page 4 of 4

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

GENERAL OPERATING FUND (Cont.)

	Actual	Budget	Variance Over (Under)
EXPENDITURES (Cont.)			
Beautification			
Contractual Services	\$ 643	\$ 5,000	\$ (4,357)
Commodities	702	7,000	(6,298)
Capital Outlay	-	3,000	(3,000)
Total Beautification	<u>1,345</u>	<u>15,000</u>	<u>(13,655)</u>
Shade Tree			
Contractual Services	<u>2,170</u>	<u>5,000</u>	<u>(2,830)</u>
Armory			
Contractual Services	9,657	17,000	(7,343)
Commodities	6,294	10,000	(3,706)
Capital Outlay	-	30,000	(30,000)
Total Armory	<u>15,951</u>	<u>57,000</u>	<u>(41,049)</u>
ADA Concrete			
Commodities	<u>4,437</u>	<u>40,000</u>	<u>(35,563)</u>
Neighborhood Revitalization Rebate	<u>4,351</u>	<u>7,088</u>	<u>(2,737)</u>
Outgoing Transfers			
Equipment Reserve Fund	35,000	35,000	-
Special Highway Fund	160,000	160,000	-
Bond & Interest Fund	<u>15,887</u>	<u>-</u>	<u>15,887</u>
Total Outgoing Transfers	<u>210,887</u>	<u>195,000</u>	<u>15,887</u>
Total Expenditures	<u>1,027,419</u>	<u>\$ 1,880,559</u>	<u>\$ (853,140)</u>
Receipts Over (Under) Expenditures	144,232		
UNENCUMBERED CASH, January 1, 2015	<u>329,046</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 473,278</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-2

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

EQUIPMENT RESERVE FUND

	Actual
RECEIPTS	
Incoming Transfers	
General Operating Fund	\$ 35,000
Special Highway Fund	13,000
Water & Sewer Utility Fund	190,000
Solid Waste Fund	13,252
Aquatic Center Fund	50,000
Total Receipts	301,252
EXPENDITURES	
Capital Outlay	1,186
Receipts Over (Under) Expenditures	300,066
UNENCUMBERED CASH, January 1, 2015	716,121
UNENCUMBERED CASH, December 31, 2015	\$ 1,016,187

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-3

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

LIBRARY FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Ad Valorem Tax	\$ 48,677	\$ 47,792	\$ 885
Delinquent Tax	1,355	1,052	303
Motor Vehicle Tax	13,125	11,128	1,997
Recreational Vehicle Tax	262	168	94
Excise Tax	29	19	10
16/20M Vehicle Tax	79	113	(34)
Watercraft Tax	60	-	60
Commercial Vehicle	607	-	607
	<u>64,194</u>	<u>\$ 60,272</u>	<u>\$ 3,922</u>
EXPENDITURES			
Library Insurance	2,487	\$ 1,404	\$ 1,083
Appropriation to Library Board	59,745	60,483	(738)
Neighborhood Revitalization Rebate	750	1,117	(367)
	<u>62,982</u>	<u>\$ 63,004</u>	<u>\$ (22)</u>
Receipts Over (Under) Expenditures	1,212		
UNENCUMBERED CASH, January 1, 2015	<u>195</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 1,407</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-4

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

EMPLOYEE BENEFIT FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Ad Valorem Tax	\$ 164,643	\$ 165,424	\$ (781)
Delinquent Tax	2,713	1,500	1,213
Motor Vehicle Tax	29,479	27,456	2,023
Recreational Vehicle Tax	609	413	196
Excise Tax	61	48	13
16/20M Vehicle Tax	110	280	(170)
Watercraft Tax	148	-	148
Commercial Vehicle	1,488	-	1,488
Employee/Employer Contributions	372,856	410,000	(37,144)
Other Reimbursements	-	2,000	(2,000)
	<u>572,107</u>	<u>\$ 607,121</u>	<u>\$ (35,014)</u>
Total Receipts			
EXPENDITURES			
Social Security & Medicare	68,667	\$ 90,000	\$ (21,333)
Retirement	88,367	95,000	(6,633)
Workman's Compensation	42,738	49,000	(6,262)
Unemployment Insurance	935	5,000	(4,065)
Neighborhood Revitalization Rebate	2,537	2,756	(219)
Outgoing Transfer			
Partially Self-Funded Health Insurance Fund	312,887	370,000	(57,113)
	<u>516,131</u>	<u>\$ 611,756</u>	<u>\$ (95,625)</u>
Total Expenditures			
Receipts Over (Under) Expenditures	55,976		
UNENCUMBERED CASH, January 1, 2015	<u>382</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 56,358</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-5

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

SPECIAL PARKS & RECREATION FUND

	<u>Actual</u>	<u>Budget</u>	Variance Over (Under)
RECEIPTS			
Local Alcoholic Liquor Tax	\$ 4,634	\$ 4,428	\$ 206
Nonfederal Grants & Gifts	<u>-</u>	<u>1,000</u>	<u>(1,000)</u>
Total Receipts	<u>4,634</u>	<u>\$ 5,428</u>	<u>\$ (794)</u>
EXPENDITURES			
Contractual Services	3,000	\$ 15,000	\$ (12,000)
Commodities	-	2,000	(2,000)
Capital Outlay	<u>-</u>	<u>9,073</u>	<u>(9,073)</u>
Total Expenditures	<u>3,000</u>	<u>\$ 26,073</u>	<u>\$ (23,073)</u>
Receipts Over (Under) Expenditures	1,634		
UNENCUMBERED CASH, January 1, 2015	<u>31,353</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 32,987</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-6

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

SPECIAL HIGHWAY FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Highway Connecting Links	\$ 14,874	\$ 21,000	\$ (6,126)
Special Highway Tax	66,952	64,810	2,142
Sale of Equipment	4,609	-	4,609
Sales Tax Collected	414	-	414
Other Cash Receipts	150	2,000	(1,850)
Federal Grants	-	533,333	(533,333)
Incoming Transfer			
General Operating Fund	<u>160,000</u>	<u>160,000</u>	<u>-</u>
Total Receipts	<u>246,999</u>	<u>\$ 781,143</u>	<u>\$ (534,144)</u>
EXPENDITURES			
Personal Services	72,323	\$ 115,000	\$ (42,677)
Contractual Services	13,161	80,000	(66,839)
Commodities	112,793	185,000	(72,207)
Capital Outlay	12,145	619,890	(607,745)
Outgoing Transfer			
Equipment Reserve Fund	<u>13,000</u>	<u>13,000</u>	<u>-</u>
Total Expenditures	<u>223,422</u>	<u>\$ 1,012,890</u>	<u>\$ (789,468)</u>
Receipts Over (Under) Expenditures	23,577		
UNENCUMBERED CASH, January 1, 2015	<u>275,314</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 298,891</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-7

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

FIRE EQUIPMENT CAPITAL OUTLAY FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Ad Valorem Tax	\$ 19,467	\$ 19,156	\$ 311
Delinquent Tax	542	500	42
Motor Vehicle Tax	5,250	4,451	799
Recreational Vehicle Tax	105	67	38
Excise Tax	11	7	4
16/20M Vehicle Tax	32	45	(13)
Watercraft Tax	24	-	24
Commercial Vehicle	243	-	243
Nonfederal Grants & Gifts	-	5,000	(5,000)
	<u>25,674</u>	<u>\$ 29,226</u>	<u>\$ (3,552)</u>
EXPENDITURES			
Capital Outlay	-	\$ 165,368	\$ (165,368)
Neighborhood Revitalization Rebate	300	447	(147)
	<u>300</u>	<u>\$ 165,815</u>	<u>\$ (165,515)</u>
Receipts Over (Under) Expenditures	25,374		
UNENCUMBERED CASH, January 1, 2015	<u>142,153</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 167,527</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-8

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

INDUSTRIAL DEVELOPMENT FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Ad Valorem Tax	\$ 9,734	\$ 9,578	\$ 156
Delinquent Tax	271	500	(229)
Motor Vehicle Tax	2,624	2,226	398
Recreational Vehicle Tax	52	34	18
Excise Tax	6	4	2
16/20M Vehicle Tax	16	23	(7)
Commercial Vehicle	121	-	121
Watercraft Tax	12	-	12
	<u>12,836</u>	<u>\$ 12,365</u>	<u>\$ 471</u>
EXPENDITURES			
Contractual Services	-	\$ 26,217	\$ (26,217)
Neighborhood Revitalization Rebate	150	223	(73)
	<u>150</u>	<u>\$ 26,440</u>	<u>\$ (26,290)</u>
Receipts Over (Under) Expenditures	12,686		
UNENCUMBERED CASH, January 1, 2015	<u>28,684</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 41,370</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-9

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

REDEMPTION FUND

	<u>Actual</u>
RECEIPTS	
Bond Sale	<u>\$ 1,635,000</u>
EXPENDITURES	
Publications & Printing	342
Contract Labor	5,070
Miscellaneous	2,387
Legal Fees	8,815
Sewer Loan Principal	1,144,128
General Operating Bond Interest	1,459
Water Loan Principal	<u>472,799</u>
Total Expenditures	<u>1,635,000</u>
Receipts Over (Under) Expenditures	-
UNENCUMBERED CASH, January 1, 2015	<u>-</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ -</u></u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-10

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

BOND & INTEREST FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Ad Valorem Tax	\$ 19,467	\$ 19,152	\$ 315
Delinquent Tax	531	2,400	(1,869)
Motor Vehicle Tax	4,722	4,465	257
Recreational Vehicle Tax	98	67	31
Excise Tax	10	8	2
16/20M Vehicle Tax	16	46	(30)
Watercraft Tax	24	-	24
Commercial Vehicle	242	-	242
Local Retailer's Sales Tax	230,821	247,500	(16,679)
Incoming Transfer			
Water & Sewer Utility Fund	92,464	92,464	-
General Operating Fund	15,887	-	15,887
	<u>364,282</u>	<u>\$ 366,102</u>	<u>\$ (1,820)</u>
EXPENDITURES			
Commission & Postage	-	\$ 10,000	\$ (10,000)
Reserve for Cash	-	453,571	(453,571)
Sewer Loan Principal	154,530	145,506	9,024
Sewer Loan Interest	27,439	35,730	(8,291)
Sewer Loan Service Fee	2,424	3,156	(732)
Water Loan Principal	39,363	36,551	2,812
Water Loan Interest	14,109	16,653	(2,544)
Water Loan Service Fee	1,492	1,761	(269)
G.O. Bond Principal	25,000	25,000	-
G.O. Bond Interest	3,078	4,537	(1,459)
Neighborhood Revitalization Rebate	300	448	(148)
	<u>267,735</u>	<u>\$ 732,913</u>	<u>\$ (465,178)</u>
Receipts Over (Under) Expenditures	96,547		
UNENCUMBERED CASH, January 1, 2015	<u>377,303</u>		
UNENCUMBERED CASH, December 31, 2015	<u>\$ 473,850</u>		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-11

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

AIRPORT GRANT FUND

	<u>Actual</u>
RECEIPTS	
Federal Grant	<u>\$ 1,742,516</u>
EXPENDITURES	<u>-</u>
Receipts Over (Under) Expenditures	1,742,516
UNENCUMBERED CASH, January 1, 2015	<u>(1,940,750)</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ (198,234) *</u></u>

* See Note 3 (Cash Basis Exception).

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-12
Page 1 of 2

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

WATER & SEWER UTILITY FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Water Department			
Water Sales	\$ 1,026,515	\$ 1,000,000	\$ 26,515
Penalties	15,846	23,000	(7,154)
Sales Tax Collected	19,879	33,000	(13,121)
Other Cash Receipts	68	2,500	(2,432)
Coin Machine Water Sales	1,592	1,700	(108)
Water Protection Fee	5,733	15,000	(9,267)
Sale of Equipment	2,485	1,500	985
Return Check Charge	300	1,000	(700)
New Service	915	3,000	(2,085)
Connects/Disconnects	2,675	4,000	(1,325)
	<u>1,076,008</u>	<u>1,084,700</u>	<u>(8,692)</u>
Total Water Department			
Sewer Department			
Sewer Charges	255,204	200,000	55,204
Sewer Machine & Building Rental	195	2,000	(1,805)
Other Cash Receipts	-	100	(100)
Connects/Disconnects	12,700	100	12,600
Sewer Dump Station Fee	2,572	3,900	(1,328)
	<u>270,671</u>	<u>206,100</u>	<u>64,571</u>
Total Sewer Department			
	<u>1,346,679</u>	<u>\$ 1,290,800</u>	<u>\$ 55,879</u>
Total Receipts			
EXPENDITURES			
Water Department			
Production			
Personal Services	34,546	\$ 70,000	\$ (35,454)
Contractual Services	135,743	250,000	(114,257)
Commodities	33,681	70,000	(36,319)
Capital Outlay	-	77,226	(77,226)
	<u>203,970</u>	<u>467,226</u>	<u>(263,256)</u>
Total Production			
Transmission & Distribution			
Personal Services	187,601	220,000	(32,399)
Contractual Services	127,695	160,000	(32,305)
Commodities	112,979	284,000	(171,021)
Capital Outlay	15,532	50,000	(34,468)
	<u>443,807</u>	<u>714,000</u>	<u>(270,193)</u>
Total Transmission & Distribution			

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-12
Page 2 of 2

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

WATER & SEWER UTILITY FUND (Cont.)

	Actual	Budget	Variance Over (Under)
EXPENDITURES (Cont.)			
Water Department			
Water Commercial & General			
Personal Services	\$ 45,712	\$ 100,000	\$ (54,288)
Contractual Services	57,477	90,000	(32,523)
Commodities	849	10,000	(9,151)
Capital Outlay	1,841	50,000	(48,159)
Total Water Commercial & General	105,879	250,000	(144,121)
Total Water Department	753,656	1,431,226	(677,570)
Sewer Department			
Sewer Commercial & General			
Personal Services	108,526	70,000	38,526
Contractual Services	170,183	190,000	(19,817)
Commodities	60,042	60,000	42
Capital Outlay	41,606	50,000	(8,394)
Total Sewer Commercial & General	380,357	370,000	10,357
Other Expenditures			
Training	1,466	-	1,466
Sales Tax	21,265	35,000	(13,735)
State Water Fee	5,754	18,000	(12,246)
Kansas Clean Drinking Water Fee	5,395	15,000	(9,605)
Outgoing Transfers			
Equipment Reserve Fund	190,000	190,000	-
Bond & Interest Fund	92,464	92,464	-
Total Other Expenditures	316,344	350,464	(34,120)
Total Expenditures	1,450,357	\$ 2,151,690	\$ (701,333)
Receipts Over (Under) Expenditures	(103,678)		
UNENCUMBERED CASH, January 1, 2015	871,095		
Prior Year Cancelled Encumbrances	11,125		
UNENCUMBERED CASH, December 31, 2015	\$ 778,542		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-13

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

METER DEPOSITS FUND

	<u>Actual</u>
RECEIPTS	
Meter Deposits	<u>\$ 7,910</u>
EXPENDITURES	
Deposit Refunds	<u>7,910</u>
Receipts Over (Under) Expenditures	-
UNENCUMBERED CASH, January 1, 2015	<u>-</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ -</u></u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-14

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS
For the Year Ended December 31, 2015

SOLID WASTE FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Fees Collected	\$ 353,921	\$ 360,000	\$ (6,079)
Sales Tax Collected	176	1,000	(824)
Sale of Dumpsters	1,960	3,600	(1,640)
Equipment Rental	800	950	(150)
Other Cash Receipts	1,210	300	910
Yard Waste Receipts	5,592	7,500	(1,908)
Total Receipts	363,659	\$ 373,350	\$ (9,691)
EXPENDITURES			
Personal Services	159,435	\$ 145,000	\$ 14,435
Contractual Services	240,839	190,000	50,839
Commodities	19,496	42,000	(22,504)
Capital Outlay	-	118,464	(118,464)
Outgoing Transfer			
Equipment Reserve Fund	13,252	25,000	(11,748)
Total Expenditures	433,022	\$ 520,464	\$ (87,442)
Receipts Over (Under) Expenditures	(69,363)		
UNENCUMBERED CASH, January 1, 2015	154,915		
UNENCUMBERED CASH, December 31, 2015	\$ 85,552		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-15

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

PARTIALLY SELF-FUNDED HEALTH INSURANCE FUND

	<u>Actual</u>
RECEIPTS	
Insurance Reimbursement	\$ 129,527
Employee/Employer Premium Deposit	9,480
Interest on Idle Funds	141
Miscellaneous	29
Cobra Payments	10,098
Incoming Transfer	
Employee Benefit Fund	<u>312,887</u>
Total Receipts	<u>462,162</u>
EXPENDITURES	
Contractual Services	<u>491,924</u>
Receipts Over (Under) Expenditures	(29,762)
UNENCUMBERED CASH, January 1, 2015	<u>158,332</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ 128,570</u></u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-16

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
REGULATORY BASIS

For the Year Ended December 31, 2015

AQUATIC CENTER FUND

	Actual	Budget	Variance Over (Under)
RECEIPTS			
Local Retailer's Sales Tax	\$ 461,641	\$ 495,000	\$ (33,359)
Swimming Pool Concessions	8,285	12,000	(3,715)
Swimming Lessons	5,045	6,000	(955)
Swimming Pool Tickets	25,775	40,000	(14,225)
Sales Tax Collected	886	1,000	(114)
Non Federal Grants & Gifts	1,000	5,000	(4,000)
Other Cash Receipts	42	-	42
Total Receipts	502,674	\$ 559,000	\$ (56,326)
EXPENDITURES			
Personal Services	117,452	\$ 150,000	\$ (32,548)
Contractual Services	100,575	155,000	(54,425)
Commodities	33,865	70,000	(36,135)
Capital Outlay	1,532	49,508	(47,976)
Lease Payments	224,365	282,000	(57,635)
Outgoing Transfer			
Equipment Reserve Fund	50,000	50,000	-
Total Expenditures	527,789	\$ 756,508	\$ (228,719)
Receipts Over (Under) Expenditures	(25,115)		
UNENCUMBERED CASH, January 1, 2015	153,386		
UNENCUMBERED CASH, December 31, 2015	\$ 128,271		

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 2-17

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

ENDOWMENT FUND

	<u>Actual</u>
RECEIPTS	
Interest on Idle Funds	<u>\$ 18</u>
EXPENDITURES	
	<u>-</u>
Receipts Over (Under) Expenditures	18
UNENCUMBERED CASH, January 1, 2015	<u>9,982</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ 10,000</u></u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 3

SCHEDULE OF RECEIPTS AND DISBURSEMENTS
REGULATORY BASIS
For the Year Ended December 31, 2015

AGENCY FUNDS

<u>FUNDS</u>	<u>Beginning Cash Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Cash Balance</u>
Municipal Court Bonds	\$ -	\$ 1,228	\$ 800	\$ 428
Employee Flex Benefits	<u>5,010</u>	<u>55,285</u>	<u>55,148</u>	<u>5,147</u>
Total	<u>\$ 5,010</u>	<u>\$ 56,513</u>	<u>\$ 55,948</u>	<u>\$ 5,575</u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 4-1

RELATED MUNICIPAL ENTITY
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS
For the Year Ended December 31, 2015

PUBLIC BUILDING COMMISSION
AQUATIC CENTER BOND & INTEREST FUND

	<u>Actual</u>
RECEIPTS	
Lease Income	\$ 224,365
Interest Income	<u>380</u>
Total Receipts	<u>224,745</u>
EXPENDITURES	
Principal Payment	125,000
Interest Expense	<u>99,365</u>
Total Expenditures	<u>224,365</u>
Receipts Over (Under) Expenditures	380
UNENCUMBERED CASH, January 1, 2015	<u>75,617</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ 75,997</u></u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 4-2

RELATED MUNICIPAL ENTITY
SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
REGULATORY BASIS

For the Year Ended December 31, 2015

PUBLIC BUILDING COMMISSION
AQUATIC CENTER CAPITAL PROJECTS FUND

	<u>Actual</u>
RECEIPTS	
Construction Income	<u>\$ 10,000</u>
EXPENDITURES	
	<u>-</u>
Receipts Over (Under) Expenditures	10,000
UNENCUMBERED CASH, January 1, 2015	<u>128,555</u>
UNENCUMBERED CASH, December 31, 2015	<u><u>\$ 138,555</u></u>

CITY OF PHILLIPSBURG, KANSAS
ADDITIONAL SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2015

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 5

WATER AND SEWER UTILITY ALLOCATION
For the Year Ended December 31, 2015

SUMMARY FROM
WATER & SEWER UTILITY FUND

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
RECEIPTS	\$ 1,076,008	\$ 270,671	\$ 1,346,679
EXPENDITURES	<u>1,070,000</u>	<u>380,357</u>	<u>1,450,357</u>
Receipts Over (Under) Expenditures	6,008	(109,686)	(103,678)
UNENCUMBERED CASH, January 1, 2015	425,235	445,860	871,095
Prior Year Cancelled Encumbrances	<u>5,563</u>	<u>5,562</u>	<u>11,125</u>
UNENCUMBERED CASH, December 31, 2015	<u>\$ 436,806</u>	<u>\$ 341,736</u>	<u>\$ 778,542</u>

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 6

EQUIPMENT RESERVE ALLOCATION

For the Year Ended December 31, 2015

	Office	Solid Waste	Water	Sewer	Aquatic Center	Undesignated	Total
Receipts	\$ 3,000	\$ 10,844	\$ 190,000	\$ -	\$ -	\$ 97,408	\$ 301,252
Expenditures	1,186	-	-	-	-	-	1,186
Receipts Over (Under) Expenditures	1,814	10,844	190,000	-	-	97,408	300,066
UNENCUMBERED CASH, January 1, 2015	57,763	65,103	176,500	176,500	50,000	190,255	716,121
UNENCUMBERED CASH, December 31, 2015	<u>\$ 59,577</u>	<u>\$ 75,947</u>	<u>\$ 366,500</u>	<u>\$ 176,500</u>	<u>\$ 50,000</u>	<u>\$ 287,663</u>	<u>\$ 1,016,187</u>

CITY OF PHILLIPSBURG, KANSAS
SINGLE AUDIT SECTION
FOR THE YEAR ENDED DECEMBER 31, 2015



MAPES & MILLER LLP

CERTIFIED PUBLIC ACCOUNTANTS

A PARTNERSHIP OF PROFESSIONAL CORPORATIONS

418 E HOLME
NORTON, KS 67654
(785)877-5833

P.O. BOX 412, 230 MAIN ST
QUINTER, KS 67752
(785)754-2111

JOHN D. MAPES, CPA, CHTD

BRIAN S. THOMPSON, CPA, PA

P.O. BOX 266

P.O. BOX 508

DENIS W. MILLER, CPA, PA

REBECCA A. LIX, CPA, PA

711 3RD STREET

503 MAIN STREET

THOMAS B. CARPENTER, CPA, PA

STEPHANIE M. HEIER, CPA, PA

PHILLIPSBURG, KS 67661

STOCKTON, KS 67669

DON E. TILTON, CPA, PA

(785)543-6561

(785)425-6764

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

July 18, 2016

Mayor and City Council
City of Phillipsburg, Kansas

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the *Kansas Municipal Audit and Accounting Guide*, the financial statement of the City of Phillipsburg, Kansas, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City of Phillipsburg, Kansas' basic financial statement and have issued our report thereon dated July 18, 2016. Our report on the financial statement disclosed that, as described in Note 1 to the financial statements, the City of Phillipsburg, Kansas prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than generally accepted accounting principles.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Phillipsburg, Kansas' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Phillipsburg, Kansas' internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Phillipsburg, Kansas' internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Mayor and City Council
City of Phillipsburg, Kansas
July 18, 2016
Page Two

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies (2015-001).

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Phillipsburg, Kansas' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We also noted certain other matters that we reported to management of the City of Phillipsburg, Kansas in a separate letter dated July 18, 2016.

The City of Phillipsburg, Kansas' Response to Findings

The City of Phillipsburg, Kansas' response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The City of Phillipsburg, Kansas' response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

Mapes & Miller LLP

Certified Public Accountants

July 18, 2016
Phillipsburg, Kansas



MAPES & MILLER LLP

CERTIFIED PUBLIC ACCOUNTANTS

A PARTNERSHIP OF PROFESSIONAL CORPORATIONS

418 E HOLME
NORTON, KS 67654
(785)877-5833

P.O. BOX 412, 230 MAIN ST
QUINTER, KS 67752
(785)754-2111

JOHN D. MAPES, CPA, CHTD

BRIAN S. THOMPSON, CPA, PA

P.O. BOX 266

P.O. BOX 508

DENIS W. MILLER, CPA, PA

REBECCA A. LIX, CPA, PA

711 3RD STREET

503 MAIN STREET

THOMAS B. CARPENTER, CPA, PA

STEPHANIE M. HEIER, CPA, PA

PHILLIPSBURG, KS 67661

STOCKTON, KS 67669

DON E. TILTON, CPA, PA

(785)543-6561

(785)425-6764

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

July 18, 2016

Mayor and City Council
City of Phillipsburg, Kansas

Report on Compliance for Each Major Federal Program

We have audited the City of Phillipsburg, Kansas' compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the City of Phillipsburg, Kansas' major federal programs for the year ended December 31, 2015. The City of Phillipsburg, Kansas's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Phillipsburg, Kansas's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Phillipsburg, Kansas' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Phillipsburg, Kansas' compliance.

Mayor and City Council
City of Phillipsburg, Kansas
July 18, 2016
Page Two

Opinion on Each Major Federal Program

In our opinion, the City of Phillipsburg, Kansas complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2015.

Report on Internal Control Over Compliance

Management of the City of Phillipsburg, Kansas is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Phillipsburg, Kansas' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Phillipsburg, Kansas' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

Mapes & Miller LLP

Certified Public Accountants

July 18, 2016
Phillipsburg, Kansas

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 7

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended December 31, 2015

Federal Grantor/Pass-Through Grantor/ Program Title	Federal CFDA Number	Grant Number	Federal Expenditures
U.S. Department of Transportation Airport Improvement Program	20.106	3-20-0068-012-2014	\$ 1,742,516
Total U.S. Department of Transportation			<u>1,742,516</u>
Total Federal Awards			<u>\$ 1,742,516</u>

Notes to Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2015

(1) Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City of Phillipsburg, Kansas under programs of the federal government for the year ended December 31, 2015. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Phillipsburg, Kansas, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the City of Phillipsburg, Kansas.

(2) Summary of Significant Accounting Policies

Expenditures reported on the accompanying Schedule are reported on the cash basis of accounting and, accordingly, represent the cash expended for the program. The schedule does not include transactions that might be included using the regulatory basis of accounting. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the financial statement. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The City of Phillipsburg, Kansas has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 8
Page 1 of 3

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended December 31, 2015

SECTION 1 – SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Type of auditor's report issued:

In accordance with Generally Accepted Accounting Principles Adverse

In accordance with the statutory basis of accounting described in Note 1 Unmodified

Internal control over financial reporting:

• Material weakness(es) identified? __ Yes x No

Significant deficiencies identified? x Yes __ None reported

Noncompliance material to financial statements noted? __ Yes x No

FEDERAL AWARDS

Internal control over major programs:

• Material weakness(es) identified? __ Yes x No

• Significant deficiencies identified? __ Yes x None reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? __ Yes x No

Identification of major programs:

CFDA NUMBER
20.106

NAME OF FEDERAL PROGRAM
Airport Improvement Program

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? __ Yes x No

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 8
Page 2 of 3

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2015

SECTION 2 – FINDINGS – FINANCIAL STATEMENT AUDIT

INTERNAL CONTROL

2015-001 Segregation of duties

Condition: The limited staff size does not provide for adequate segregating of duties.

Criteria: Segregation of duties should be maintained to strengthen internal control over accounting and compliance functions.

Cause: Because the entity is small, management does not feel it is feasible to hire more staff.

Effect: Lack of segregation of duties increases the risk of errors and noncompliance occurring and not being detected in a timely manner.

Recommendations: Duties of key financial and compliance personnel should be evaluated to determine if duties could be segregated.

Views of Responsible Officials and Planned Corrective Actions: We concur with the recommendation. However, the size of the entity does not make it practical to have sufficient number of employees to achieve the optimum level of internal control.

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 8
Page 3 of 3

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2015

SECTION 3 – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

U.S. DEPARTMENT OF TRANSPORTATION

CFDA No. 20.106, Airport Improvement Program – No reportable findings or questioned costs for the year ended December 31, 2015.

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Schedule 9
Page 1 of 1

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2015

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

None

CITY OF PHILLIPSBURG, KANSAS
UNAUDITED ADDITIONAL INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2015

CITY OF PHILLIPSBURG
Phillipsburg, Kansas

Exhibit 1

UNAUDITED ADDITIONAL INFORMATION
December 31, 2015

Phillipsburg is a municipal corporation incorporated in 1872 and a city of the second class organized and existing under and pursuant to the Constitution and Laws of the State of Kansas. The City has a Mayor/Council form of government consisting of a Mayor and a six-member City Council who are elected by ward to four-year terms of office. The Mayor and Council set policy covering municipal governmental and administrative services and operations.

THE CITY

The City of Phillipsburg, Kansas (the "City") is situated in the northwest region of the State of Kansas. The City is approximately 240 miles northwest of Wichita and 150 miles northwest of Salina. Phillipsburg is the County seat of Phillips County.

EDUCATIONAL FACILITIES

Phillipsburg is the site of the offices of Unified School District No. 325 which provides a comprehensive curriculum for approximately 605 students in pre-school through grade twelve.

Post-secondary education is provided to the area by Fort Hays State University, as well as the North Central Area Vocational and Technical School in Beloit. Colby Community College also provides post-secondary education through outreach programs.

ECONOMIC AND DEMOGRAPHIC INFORMATION

LOCATION (City of Phillipsburg)

Distance in miles from:	Chicago:	754	Denver:	338
	Los Angeles:	1,356	New York:	1,527
	Kansas City:	325	Dallas:	610
	Minneapolis:	647	St. Louis:	581

POPULATION	Current Estimated	2010	2000	1990	1980	1970
City of Phillipsburg:	2,556	2,581	2,668	2,828	3,229	3,241
Phillips County:	5,533	5,642	6,001	6,590	7,406	7,888

PUBLIC SAFETY

The City of Phillipsburg contracts with Phillips County for law enforcement.

The City of Phillipsburg provides fire protection through a volunteer fire department.

UNAUDITED

UTILITIES

Electric service is provided to the area by Prairie Land Electric, with the electric utility an interconnected utility.

Natural gas is provided to the area by Midwest Energy, Inc.

The City of Phillipsburg owns and operates municipal water and waste water utilities. The City also owns and operates the refuse collection service.

EMPLOYMENT HISTORY - Phillips County

	<u>Year</u>	<u>Average Unemployment Rate</u>	
	2015	3.1%	
	2014	3.5%	
	2013	4.2%	
	2012	4.2%	
	2011	4.9%	
	2010	5.1%	
	2009	6.2%	
	2008	4.0%	
	2007	3.0%	
	2006	3.3%	

	<u>Civilian Work force</u>	<u>Total Employed</u>	<u>Unemployed</u>
2015	2,986	2,892	94
2014	2,951	2,848	103
2013	3,048	2,920	128
2012	3,128	2,996	132
2011	3,185	3,029	156
2010	3,103	2,946	157
2009	3,166	2,969	197
2008	3,145	3,018	127
2007	3,182	3,088	94
2006	3,111	3,008	103

Kansas Department of Commerce, Labor Market Info. Service (785-296-5000)
www.dol.ks.gov

MAJOR EMPLOYERS - Phillipsburg Area

Some of the larger employers in the area include:

<u>Firm</u>	<u>Products/Service</u>
Tamko Asphalt Products	Roofing Products
Phillips County Hospital	Health Care
Unified School District #325	Education
Phillips Co. Retirement Center	Long Term Care Facility
First National Bank	Banking
Kyle Railroad	Transportation
Prairie Horizon Agri-Energy LLC	Ethanol & Distillers Grain
Coomes, Inc.	Transportation

UNAUDITED

CLIMATE

Average daily temperature:	
January:	27 degrees
April:	54 degrees
July:	80 degrees
October:	57 degrees
 Average annual precipitation:	25 inches
Average annual snowfall:	23 inches

BANK DEPOSITS - Phillipsburg - December 31

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2006	208,589,637	2011	297,256,081
2007	224,886,062	2012	286,758,309
2008	233,130,344	2013	298,336,493
2009	229,561,739	2014	212,760,900
2010	245,076,602	2015	304,136,850

Source: Local banks - First National Bank, Farmers National Bank, & Farmers State Bank

GROSS RETAIL SALES - Phillips County

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2006	173,762,580	2011	175,612,706
2007	155,847,499	2012	151,371,873
2008	131,936,647	2013	160,523,074
2009	125,906,065	2014	158,619,485
2010	122,903,973	2015	141,058,549

PHILLIPSBURG CITY SALES TAX COLLECTED BY STATE OF KANSAS

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2006	392,703	2011	435,662
2007	398,182	2012	853,802
2008	395,726	2013	834,992
2009	391,732	2014	822,148
2010	386,466	2015	799,621

TAXABLE RETAIL SALES - Phillipsburg City

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2006	39,270,300	2011	43,566,227
2007	36,748,660	2012	40,690,111
2008	37,891,849	2013	37,754,811
2009	34,479,349	2014	41,107,400
2010	36,656,731	2015	38,740,396

TAXABLE RETAIL SALES - Phillips County

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2006	50,145,600	2011	60,623,600
2007	51,399,849	2012	59,716,108
2008	53,419,415	2013	55,559,592
2009	49,485,668	2014	63,141,600
2010	52,079,343	2015	59,971,708

Source: Kansas Department of Revenue, Amy Kramer (785-291-3580)

UNAUDITED

TRANSPORTATION

The Kyle Railroad Co. serves the area. Highways serving the area include Interstate 70 and Interstate 80, located 62 miles to the south and 65 miles to the north respectively, and Kansas Highway 36 and Kansas Highway 183.

Air transportation is provided to the area through the Phillipsburg Municipal Airport which has a 4,500 foot asphalt runway. The airport is lighted and has private aircraft storage available.

Parcel service is provided by Federal Express, Pony Express, United Parcel Service, and the United States Post Office.

COMMUNITY SERVICES

The City of Phillipsburg is serviced by three banks and one credit union. Medical facilities are readily available through the twenty-nine bed nonprofit Phillips County Hospital. There are two medical doctors, three certified physician assistants, two dentists and one optometrist providing medical services to the City as well as visiting specialists.

There are fourteen religious institutions located in Phillipsburg.

Located in or near the City are public parks, a golf course, tennis courts and swimming pools. Kirwin Federal Wildlife Refuge is only fifteen miles from the City and provides fishing, hunting, and wildlife watching.

Phillipsburg has three motels with a total of one hundred three rooms.

Phillipsburg has two weekly newspapers, the Phillips County Review and the Advocate of Phillips County. Area residents receive a high quality cable system and high speed internet access through a fiber network to the homes and businesses. KKAN-KQMA serves the area with AM/FM radio.

TAX STRUCTURE

The total sales tax rate (city, county, state) effective July 1, 2015 was 9.00%.

The property tax rate for various governmental entities is as follows:

PROPERTY TAX MILL LEVY (Per \$1,000 Assessed Valuation)

Levy Year	Budget Year	City of Phillipburg	Phillips County	USD #325	Other	State	Total
2015	2016	58.606	91.386	43.718	1.792	1.500	197.002
2014	2015	55.979	92.796	42.854	1.501	1.500	194.630
2013	2014	54.045	102.190	49.445	1.452	1.500	208.632
2012	2013	51.151	115.701	48.769	1.340	1.500	218.461
2011	2012	50.820	114.814	48.823	1.453	1.500	217.410
2010	2011	49.857	100.712	48.194	1.513	1.500	201.776
2009	2010	49.618	89.437	48.518	1.655	1.500	190.728
2008	2009	49.176	81.842	49.334	1.352	1.500	183.204

UNAUDITED

ASSESSED VALUATION HISTORY

<u>Year</u>	<u>Valuation of Taxable Tangible Property</u>	<u>Tangible Valuation of Motor Vehicles</u>	<u>Equalized Assessed Valuation of Taxable Tangible Property</u>
2015	\$ 10,196,292	\$ 2,626,446	\$ 12,822,738
2014	\$ 10,065,188	\$ 2,741,503	\$ 12,806,691
2013	\$ 10,047,051	\$ 2,738,728	\$ 12,785,779
2012	\$ 10,005,718	\$ 2,728,947	\$ 12,734,665
2011	\$ 10,045,331	\$ 2,690,621	\$ 12,735,952
2010	\$ 9,929,583	\$ 2,839,157	\$ 12,768,740
2009	\$ 9,905,875		
2008	\$ 10,110,232		
2007	\$ 9,894,743		

UNAUDITED

CITY'S AUTHORITY TO INCUR DEBT

Equalized Assessed Valuation of Tangible Valuation For		
Computation of Bonded Debt Limitations	\$	12,822,738
Legal limitation of Bonded Debt	\$	3,846,821
Outstanding general obligation debt as of December 31, 2015	\$	1,795,000
Exempt Debt	\$	1,635,000
Net Debt against Statutory Debt limit capacity	\$	160,000
Additional debt capacity	\$	3,686,821
Direct debt per capita	\$	702
Overlapping Indebtedness	\$	-
Direct and overlapping debt	\$	1,795,000
Direct and overlapping debt per capita	\$	702
Direct debt as a percentage of Equalized Assessed Valuation		14.00%
Direct and overlapping debt as a percentage of Equalized Assessed Valuation		14.00%
Statutory direct debt as a percentage of Equalized Assessed Valuation		14.00%

UNAUDITED

OVERLAPPING INDEBTEDNESS

The following table sets forth overlapping indebtedness as of December 31, 2015, and the percent attributable (on the basis of assessed valuation) to the City.

<u>Taxing Jurisdiction</u>	<u>2015 Assessed Valuation</u>	<u>Outstanding General Obligation Indebtedness</u>	<u>Percent Applicable to the City</u>	<u>Amount Applicable to the City</u>
Phillips County	\$ 55,115,075	\$ -	18.50%	\$ -
U.S.D. #325	\$ 29,064,935	\$ -	35.08%	\$ -

Outstanding General Obligation Debt
(As of December 31, 2015)

<u>Description of Indebtedness</u>	<u>Series</u>	<u>Original Amount</u>	<u>Amount Outstanding</u>	<u>Amount Included In Debt Limitation</u>
2011 G.O. Bonds	2011	\$ 245,000	\$ 160,000	\$ 160,000
2015 G.O. Bonds	2015	\$ 1,635,000	\$ 1,635,000	\$ -

Temporary Notes Outstanding
(As of December 31, 2015)

None are outstanding as of December 31, 2015.

Revenue Bonds Outstanding
(As of December 31, 2015)

None are outstanding as of December 31, 2015.

Outstanding Public Building Commission Revenue Bonds
(As of December 31, 2015)

<u>Description of Indebtedness</u>	<u>Series</u>	<u>Original Amount</u>	<u>Amount Outstanding</u>
PBC Revenue Bonds	2011	\$ 3,070,000	\$ 2,605,000

Loans Outstanding
(As of December 31, 2015)

None are outstanding as of December 31, 2015.

Capital Lease Obligations
(As of December 31, 2015)

None are outstanding as of December 31, 2015.

UNAUDITED

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
July 5, 2016**

The Phillipsburg City Council met in regular session on July 5, 2016, 6:00 P.M., at the Phillipsburg City Office, 945 Second Street.

- CALL TO ORDER** The meeting was called to order by Mayor Patrick Hewitt.
- ATTENDANCE** **PRESENT:** Council members Donna Speake; Lynette Voorhees; Travis Stites; Mike James; Pete Rogers.
- ABSENT:** Council member Rod Innes.
- ALSO PRESENT:** Scott Sage, City Attorney; Tim Driggs, Public Works Supervisor; Jesse Rhea, reporter KKAN/KQMA; Tim & Shawn Ellenberger; Jennifer Hecker, Options Domestic & Sexual Violence Services; Bruce & Dottie Caldwell; Brenda Chance, City Clerk.
- OPTIONS** Jennifer Hecker informed the City Council about the work Options Domestic & Sexual Violence Services does in the area.
- Hecker left the meeting at 6:11 p.m.
- MINUTES APPROVED** Moved by Speake, seconded by Rogers, to approve the minutes of the June 20, 2016 and June 22, 2016 meetings as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORDINANCE #1055-06-16B** Moved by Rogers, seconded by Voorhees, to approve an ordinance to pay the bills for the month of June. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for this ordinance; the city clerk assigned it ordinance #1055-06-16B.
- JUENEMANN CROP DAMAGE** Moved by James, seconded by Stites, to approve the release of claims for the Juenemann crop damage. Voting Aye: ALL. Opposed: NONE.
- 2015 AUDIT** Chance reported the following note will be added to the 2015 single audit: The City of Phillipsburg will delay implementation of Uniform Guidance procurement section as provided by the waiver of procurement rules stated in COFAR FAQ, Section 110-6, released August 29, 2014. The City will delay implementation of the new procurement rules until July 1, 2017 and in the interim will follow the guidance of the old standards.
- A Corrective Action Plan will also be added to the 2015 single audit.
- COMPUTER SERVER** Moved by Rogers, seconded by Voorhees, to update the city's server at a cost of \$4,240.00. Voting Aye: ALL. Opposed: NONE.

JPPC

The employees have elected the following to serve as the Joint Personnel Policy Committee:

Council members: Pete Rogers and Travis Stites

Supervisors: Randie Peterson-Shea and Kent Footh

Employees: Brian Arment, Marlene Dugan, and Nathan Schwenn

PUBLIC WORKS

Driggs updated the City Council on projects and training dates.

July 18th – KLINK project on 2nd Street north of State Street pre-construction meeting
July 25th – tentative date to start street sealing project in the northwest section of the city
July 29th – Community Building roof replacement bids due
August 8th – tentative date to start KLINK project on 2nd Street north of State Street
August 9th – 11th – KDHE conference in Wichita

Work on the new sewer line at the high school is 98% complete. Curb and gutter work on 2nd Street north of State will be completed by the end of the month. City employees will be sealing a few small areas of the streets.

WASTEWATER

Discussion was held concerning recent equipment failures. The UV system at the wastewater plant must be replaced since it can no longer be obtained for the current system. The cost to replace the UV system will be approximately \$16,130. A blower motor at the wastewater plant must be repaired and may be under warranty. Work at the three large lift stations has been required including a seal replacement and a pump replacement.

CAMPGROUND

A water leak at the park campground was repaired.

ADA COMPLAINT

A letter from the Kansas Department of Transportation (KDOT) was reviewed notifying the City of a complaint filed with the “Department of Justice, Disability Rights section, against the City of Phillipsburg expressing concern that the City of Phillipsburg (City) failed to provide accessible sidewalks and lacks curb ramps. The complaint alleges that the sidewalks are terrible, either torn up, missing or no longer in place, and there are no curb ramps. Finally, the complainant states that the City allegedly tore up the sidewalks in front of the property located at 1187 2nd Street in Phillipsburg to put in a larger water supply line from the street and left the broken concrete.” KDOT staff attorney, Gelene Savage, and KDOT ADA Coordinator, Traci Ward, have started the investigation which has included a visit to the site and meeting with Driggs. The City is waiting for a final determination by KDOT.

MINERAL RIGHT

A letter from Mineral Right requesting an additional 5 million gallons to their water allotment for this production season was reviewed. After reviewing water usage reports, it was moved by Stites, seconded by Voorhees, to provide Mineral Right with the 5 million gallons of water for this production year. Voting Aye: ALL. Opposed: NONE.

WATER
PROJECTS

Discussion was held concerning the Quanz Reservoir and water meter replacement projects.

Caldwells left the meeting at 6:39 p.m.

WASTEWATER
ENERGY UPDATE

Discussion was held concerning the wastewater treatment plant energy upgrades. The project is estimated to cost approximately \$62,000. This will be discussed again at a later date.

SIGNS

It was the consensus of the Council to sell Rueben Godinez the following old signs 4 yield, 2 do not enter, 1 caution speed bump at a price of \$50.00.

ADJOURN

Moved by Stites, seconded by Speake, to adjourn – time 6:58 P.M. Voting Aye: ALL.
Opposed: NONE.

Brenda L. Chance, City Clerk

VENDOR APPROVAL SUMMARY REPORT
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 1

City of Phillipsburg

Bank Code 01

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ADVANCE INSURANCE COMPANY OF	ADV INS	AUGUST LIFE & AD&D	239.41	0.00
AFLAC	AFLAC	JULY 2016 EMPLOYEE PREMIUM	2,001.15	0.00
APAC-KANSAS, INC.	APAC	1/2 CHIPS	764.91	0.00
B & B REDI MIX INC	BBREDI	6 SACK SAND MIX/STATE MIX	1,540.50	0.00
BARNES TRANSPORT, LLC	BARNES	HAUL CHIPS	339.96	0.00
BIEKER AUTO PARTS	BIEKER	FRONT GAS SHOCKS	100.14	0.00
BLUE CROSS BLUE SHIELD	BLUE CROSS	AUGUST HEALTH INSURANCE	27,828.34	0.00
BLUE RIBBON CAR WASH	BLUERIBB	VEHICLE WASHES	18.72	0.00
BRENNTAG SOUTHWEST, INC.	BRENNTAG	POLYMER	980.60	0.00
CENCON OF KANSAS	CENCON	CORE CUT - HIGH SCHOOL MANHOLE	525.00	0.00
CIVICPLUS	CIVICP	RECURRING REDESIGN WEBSITE	8,477.33	0.00
COOMES, INC	COOMES	4 TIRES & LABOR - TRASH TRUCK	1,622.76	0.00
DAVID O. BUAMGARTNER, P.A.	BAUM	LEGAL SERVICES FOR CASE # 16-	216.00	0.00
DIRECTOR OF TAXATION	KS DIRTAX1	WATER PROTECTION FEE & CLEAN D	2,532.23	0.00
FARM BUREAU FINANCIAL SERVICES	FARM BUR	AUGUST 2016 LIFE INS - PETERSO	25.75	0.00
FIRST DATA CENTER	1ST DATA	UTILITY ACH/PAYROLL ACH	55.00	0.00
HACH COMPANY	HACH	CHLORINE REAGENT POWDER PILLOW	1,856.61	0.00
HEARTLAND DISTRIBUTION SUPPLY	HEART DIST	MULTI FOLD PAPER TOWELS	91.76	0.00
INNES ELECTRIC	INNES	CRANE RENTAL - PARK LIGHTS	110.00	0.00
KANSAS MUNICIPAL UTILITIES	KSMUNI	KMU REGIONAL TRAINING GROUP -	1,891.00	0.00
KANSAS ONE-CALL SYSTEM INC	KS ONE	JUNE LOCATES	37.00	0.00
KANSAS PAYMENT CENTER	KSPAY	7/15/2016 CHILD SUPPORT	561.67	561.67
KERRI FOOTH	FOOTHK	FOLDING TABLES	120.00	0.00
LAWSON PRODUCTS, INC	LAWSON	DRILL BITS	131.34	0.00
MACS ALIGNMENT SERVICE	MACS	BATTERY - TRUCK 829	547.85	0.00
MELVA STEPHAN	STEPHAN	PURCHASE OF CEMETERY LOTSR - 4	10.00	0.00
MIDWEST ENERGY, INC	MIDWEST EN	GAS SERVICE	1,243.71	0.00
MUNICIPAL SUPPLY, INC	MUNISUP	REPAIR CLAMP	1,123.47	0.00
NEX-TECH	NEX-TECH	PHONE SERVICE	842.72	0.00
NORTH CENTRAL KANSAS COMMUNITY	NCKCN	AUGUST WEB SERVER	10.00	0.00
PHILLIPS COUNTY LANDFILL	PLCOLAND	LANDFILL CONTRACT	8,489.12	0.00
PHILLIPS COUNTY TREASURER	PLCOTREAS	LAW ENFORCEMENT CONTRACT	24,045.95	0.00
PHILLIPSBURG CITY LIBRARY	PBURGLIB	COUNTY DISTRIBUTION & SALES TA	24,820.00	0.00
PHILLIPSBURG CITY PETTY CASH	PETTY	REIMBURSE POSTAGE/REIMBURSE TR	185.25	0.00
PHILLIPSBURG EMPLOYEE BENEFIT	PBURGEMP	07/01/16 BUSINESS CONTRIBUTION	22,812.01	4,657.99
PHILLIPSBURG FLEX BENEFITS	PBURGFLEX	TRANSFER FROM GENERAL	6,714.82	1,714.82
PHILLIPSBURG FLORAL &	PBURG FLOR	PLANTS/MULCH - CITY OFFICE	223.23	0.00
PHILLIPSBURG PUBLIC BUILDING	PBURGPUB	JULY POOL LEASE	18,697.08	0.00
PRAIRIE LAND ELECTRIC COOP INC	PRAIRIE	ELECTRIC SERVICE	8,056.35	0.00
RANGELAND COOPERATIVES INC	RANGE	FUEL/DIESEL	4,075.78	0.00
RONALD J. JUENEMANN TRUST	JUENEMAN T	COOP WELL AGREEMENT	100.00	0.00
ROY F JOHNSON COMPANY INC.	ROY F JOHN	WEIL PUMP MODEL 1413F	1,720.68	0.00
SAWYERS ACE HARDWARE	SAWYERS	FLEX HOSE	1,560.13	0.00
SIDLES AUTOMOTIVE, INC	SIDLES	LUBE ELEMENT	233.56	0.00
SIGN SOLUTIONS	SIGNSOL	DECALS FOR AQUATIC FITNESS CEN	28.56	0.00
SOUTHWEST ENGINEERS	SOUTHWEST	POLYMER	5,291.10	0.00
THIRD STREET BAKERY	THIRD	DONUTS FOR TRAINING	26.88	0.00
TMHC SERVICES INC	TMHC	SUBSTANCE ABUSE TESTING	49.50	0.00
TYCO INTEGRATED SECURITY, LLC	TYCO	ADT 3RD QTR DUES	519.33	0.00
VISA	VISA	NEW GUARD & GUARD RECERT	0.00	1,709.36
WELBORN SALES, INC.	WELBORN	MAPES & MILLER DRIVE STREET SI	40.50	0.00
WHITES FOODLINER	WHITES	POOL CONCESSIONS	1,469.12	0.00
		Grand Total:	185,003.88	8,643.84

VENDOR APPROVAL SUMMARY REPORT
APPROPRIATION ORD #1055-07-16A

Date: 07/15/2016
Time: 11:35am
Page: 1

City of Phillipsburg

Bank Code 03

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
CHASE PAYMENTECH	CHASE PAYM	JUNE AIRPORT CREDIT CARD FEES	0.00	35.58
FIRST NATIONAL BANK	1ST NAT DD	07/15/2016 PAYROLL DIRECT DEPO	0.00	57,211.95
FIRST NATIONAL BANK - TAXES	1ST NAT TX	07/15/2016 FEDERAL WITHHOLDING	0.00	19,459.60
GREAT WEST FINANCIAL	GREATW	07/15/2016 DEFERRED COMPENSATI	0.00	1,684.00
KANSAS DEPT OF REVENUE	KS TAX W/H	7/15/2016 KANSAS TAX WITHHOLDI	0.00	2,663.11
KANSAS DEPT. OF REVENUE	KS SALETAX	JUNE SALES TAX	0.00	1,926.93
KANSAS PUBLIC EMPLOYEES	KPERS	7/15/2016 KPERS	0.00	10,242.98
SELECT ACCOUNT	SELECT ACC	MEDICAL FLEX SPENDING	0.00	184.61
Grand Total:			0.00	93,408.76

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 1

City of Phillipsburg

Bank Code 01

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL						
Dept: GENERAL						
01-01-7203	COMMUNICAT	NORTH CENTRAL KANSAS COMMUNITY AUGUST WEB SERVER	0	70239	07/01/2016	10.00
01-01-7203	COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	89.86
01-01-7204	COMP.SUPP.	CIVICPLUS RECURRING REDESIGN WEBSITE	0	159833	06/30/2016	1,695.46
01-01-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616	07/06/2016	50.07
01-01-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916G	06/29/2016	440.63
01-01-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916	06/29/2016	13.52
01-01-7214	TRAINING	VISA HOTEL - TRAINING - CHANCE	37277	061016	06/10/2016	102.72
01-01-7214	TRAINING	KANSAS MUNICIPAL UTILITIES KMU REGIONAL TRAINING GROUP -	0	13266	07/11/2016	472.75
01-01-7217	MISC	PHILLIPSBURG FLORAL & PLANTS/MULCH - CITY OFFICE	0	070516	06/15/2016	223.23
01-01-7217	MISC	FIRST DATA CENTER UTILITY ACH/PAYROLL ACH	0	071116	07/11/2016	6.25
01-01-7310	GEN SUPPLY	SAWYERS ACE HARDWARE GRASS SEED	0	206092	06/28/2016	300.00
01-01-7310	GEN SUPPLY	SAWYERS ACE HARDWARE GARDEN SPRAYER/TROWEL	0	206168	06/29/2016	26.98
01-01-7311	EQUIP REP	SAWYERS ACE HARDWARE POLY ROPE/SPRINKLER POP UP	0	205421	06/15/2016	20.39
Total GENERAL						3,451.86
Dept: COMMUNITY BLDG. & MAINTENANCE						
01-02-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616A	07/06/2016	64.50
01-02-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916B	06/29/2016	130.86
01-02-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916A	06/29/2016	43.21
01-02-7310	GEN SUPPLY	SAWYERS ACE HARDWARE KEY SCHLAGE	0	205873	06/23/2016	1.29
01-02-7310	GEN SUPPLY	SAWYERS ACE HARDWARE KEYS	0	205805	07/22/2016	5.33
01-02-7310	GEN SUPPLY	HEARTLAND DISTRIBUTION SUPPLY MULTI FOLD PAPER TOWELS	0	095143	06/30/2016	91.76
01-02-7311	EQUIP REP	SAWYERS ACE HARDWARE RETROFIT KIT	0	204726	06/01/2016	24.99
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE RETROFIT KIT	0	205100	06/08/2016	74.97
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE WIRE	0	205101	06/08/2016	6.24
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE WIRE	0	204974	06/06/2016	6.99
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE WIRE/SWITCH GUARD/NAIL SET/TOG	0	204962	06/06/2016	40.00
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE SAND PAPER/PAINT PADDLE	0	204935	06/06/2016	1.06
01-02-7312	BLDGREPAIR	SAWYERS ACE HARDWARE STAIN MINWAX/FAOM BRUSH	0	204925	06/06/2016	18.98
01-02-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492963	06/16/2016	19.53
Total COMMUNITY BLDG. & MAINTENANCE						529.71
Dept: MUNICIPAL COURT & POLICE						
01-03-7216	CO. LAW	PHILLIPS COUNTY TREASURER LAW ENFORCEMENT CONTRACT	0	071816	07/18/2016	24,045.95
01-03-7218	LEGAL FEE	DAVID O. BUAMGARTNER, P.A. LEGAL SERVICES FOR CASE # 16-	0	4930	07/01/2016	128.00
01-03-7218	LEGAL FEE	DAVID O. BUAMGARTNER, P.A. LEGAL SERVICES FOR CASE # 16-1	0	4933	07/01/2016	88.00
Total MUNICIPAL COURT & POLICE						24,261.95
Dept: CITY FIRE DEPT.						

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 2

City of Phillipsburg

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL							
Dept: CITY FIRE DEPT.							
01-05-7207		ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916G	06/29/2016	26.64
01-05-7217		MISC	WHITES FOODLINER FIREHOUSE BBQ	0	061216	06/12/2016	56.73
01-05-7217		MISC	BLUE RIBBON CAR WASH VEHICLE WASHES	0	063016	06/30/2016	3.20
01-05-7310		GEN SUPPLY	SAWYERS ACE HARDWARE BATTERY	0	204812	06/02/2016	20.98
01-05-7310		GEN SUPPLY	SAWYERS ACE HARDWARE POP UP SPRINKLER/WD 40	0	205545	06/17/2016	95.37
01-05-7311		EQUIP REP	SAWYERS ACE HARDWARE BULBS	0	206145	06/29/2016	135.00
01-05-7315		DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493316	06/21/2016	29.43
01-05-7315		DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493315	06/21/2016	25.99
01-05-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	491960	06/04/2016	1.32
Total CITY FIRE DEPT.							394.66
Dept: RURAL FIRE DEPT.							
01-06-7217		MISC	WHITES FOODLINER FIREHOUSE BBQ	0	061216	06/12/2016	56.72
01-06-7217		MISC	BLUE RIBBON CAR WASH VEHICLE WASHES	0	063016	06/30/2016	3.20
01-06-7310		GEN SUPPLY	SAWYERS ACE HARDWARE BATTERY	0	204812	06/02/2016	20.99
01-06-7311		EQUIP REP	MACS ALIGNMENT SERVICE BATTERY - TRUCK 829	0	26514	06/15/2016	547.85
01-06-7315		DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493318	06/21/2016	35.91
Total RURAL FIRE DEPT.							664.67
Dept: CUSTODIAN							
01-07-7310		GEN SUPPLY	SAWYERS ACE HARDWARE POP UP SPRINKLER/WD 40	0	205545	06/17/2016	6.99
01-07-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493821	06/27/2016	33.78
01-07-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	491778	06/02/2016	20.93
Total CUSTODIAN							61.70
Dept: PARK							
01-09-7251		EQUIP RENT	INNES ELECTRIC CRANE RENTAL - PARK LIGHTS	0	008775	07/01/2016	110.00
01-09-7310		GEN SUPPLY	SAWYERS ACE HARDWARE PUSHBROOM	0	205470	06/15/2016	46.87
01-09-7310		GEN SUPPLY	SAWYERS ACE HARDWARE EYE BOLT/GATE HOOK	0	205564	06/17/2016	10.07
01-09-7310		GEN SUPPLY	RANGELAND COOPERATIVES INC WEEDMASTER/TOMAHA	0	113347	06/10/2016	83.39
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE MOWER BLADES	0	206124	06/28/2016	15.52
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE OIL FILTER/AIR FILTER	0		07/14/2016	26.90
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE BRASS COUPLE	0	205220	06/10/2016	5.49
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE DRAIN BOLT	0	205218	06/10/2016	7.49
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE COUPLE INSERT	0	205661	06/20/2016	2.45
01-09-7311		EQUIP REP	SIDLES AUTOMOTIVE, INC BELT	0	339427	05/26/2016	12.99
01-09-7311		EQUIP REP	SAWYERS ACE HARDWARE REPAIR WEED EATER	0	206195	06/29/2016	15.00
01-09-7315		DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493243	06/20/2016	24.48
01-09-7315		DIESEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494062	06/30/2016	69.33

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 3

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL						
Dept: PARK						
01-09-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492136	06/06/2016	112.84
01-09-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493241	06/20/2016	55.40
01-09-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492380	06/09/2016	15.52
01-09-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494065	06/30/2016	28.81
				Total PARK		642.55
Dept: RECREATION						
01-10-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916G	06/29/2016	69.41
01-10-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916F	06/29/2016	22.70
01-10-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916E	06/29/2016	107.66
01-10-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916D	06/29/2016	13.54
01-10-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916C	06/29/2016	345.40
				Total RECREATION		558.71
Dept: CEMETERY						
01-12-4511	CEMET. LOT	MELVA STEPHAN PURCHASE OF CEMETERY LOTS - 4	0	062716	06/27/2016	10.00
01-12-7310	GEN SUPPLY	SAWYERS ACE HARDWARE PUSHBROOM	0	205470	06/15/2016	46.87
01-12-7311	EQUIP REP	SAWYERS ACE HARDWARE MOWER BLADES	0	206124	06/28/2016	15.53
01-12-7311	EQUIP REP	SAWYERS ACE HARDWARE OIL FILTER/AIR FILTER	0		07/14/2016	26.91
01-12-7311	EQUIP REP	SAWYERS ACE HARDWARE REPAIR WEED EATER	0	206195	06/29/2016	15.00
01-12-7315	DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493243	06/20/2016	24.49
01-12-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492136	06/06/2016	112.84
01-12-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493241	06/20/2016	55.40
01-12-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494065	06/30/2016	28.81
				Total CEMETERY		335.85
Dept: AIRPORT						
01-16-7203	COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	168.46
01-16-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616B	07/06/2016	26.48
01-16-7217	MISC	VISA AIRPORT FUEL PUMP CHECK	37277	052316	05/23/2016	2.89
01-16-7310	GEN SUPPLY	SAWYERS ACE HARDWARE COLOR TAPE/CABLE TIES	0	206166	06/29/2016	8.48
01-16-7310	GEN SUPPLY	SAWYERS ACE HARDWARE POLY ROPE/SPRINKLER POP UP	0	205421	06/15/2016	109.99
01-16-7311	EQUIP REP	SAWYERS ACE HARDWARE LAMP CLAMP	0	205161	06/09/2016	9.99
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	491792	06/02/2016	9.29
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492384	06/09/2016	8.36
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492449	06/10/2016	9.60
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493319	06/21/2016	10.34
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493511	06/23/2016	8.89
01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493837	06/27/2016	9.31

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 4

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL Dept: AIRPORT 01-16-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494065	06/30/2016	28.81
				Total AIRPORT		410.89
Dept: ARMORY 01-20-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616C	07/06/2016	45.89
01-20-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916H	06/29/2016	505.56
01-20-7418	EQUIP CAP	KERRI FOOTH FOLDING TABLES	0	100	07/06/2016	120.00
				Total ARMORY		671.45
Dept: FUND TRANSFER 01-21-7252	TRANS EFB	PHILLIPSBURG FLEX BENEFITS TRANSFER FROM GENERAL	0	071516A	07/15/2016	5,000.00
				Total FUND TRANSFER		5,000.00
Dept: TRANSPORTATION 01-27-7217	MISC	PHILLIPSBURG CITY PETTY CASH REIMBURSE POSTAGE/REIMBURSE TR	0	071516	07/15/2016	30.25
01-27-7217	MISC	BLUE RIBBON CAR WASH VEHICLE WASHES	0	063016	06/30/2016	12.32
01-27-7310	GEN SUPPLY	SAWYERS ACE HARDWARE FOLDING CAR SHADE	0	205689	06/20/2016	13.99
01-27-7310	GEN SUPPLY	SAWYERS ACE HARDWARE GLASS CLEANER	0	205063	06/08/2016	7.99
01-27-7311	EQUIP REP	SIDLES AUTOMOTIVE, INC LUBE ELEMENT	0	339820	06/07/2016	4.57
01-27-7316	GAS FUEL	VISA	37277		06/15/2016	13.71
01-27-7316	GAS FUEL	FUEL - TRAINING - GROSS RANGELAND COOPERATIVES INC	0	061516	06/07/2016	19.39
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492195	06/03/2016	21.80
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	491887	06/13/2016	25.23
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492681	06/08/2016	18.63
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492298	06/22/2016	23.66
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493402	06/20/2016	27.38
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493232	06/16/2016	25.92
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492941	06/23/2016	21.68
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493524	06/28/2016	22.65
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493902	06/27/2016	41.46
01-27-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493818	06/30/2016	20.11
				Total TRANSPORTATION		350.74
Dept: LIBRARY SUPPORT 01-30-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616D	07/06/2016	27.57
01-30-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916I	06/29/2016	880.26
01-30-7219	SALES TAX	PHILLIPSBURG CITY LIBRARY COUNTY DISTRIBUTION & SALES TA	0	071816	07/18/2016	3,820.00
				Total LIBRARY SUPPORT		4,727.83
Dept: BEAUTIFICATION 01-36-7310	GEN SUPPLY	SAWYERS ACE HARDWARE SPRAYPAINT/TWIST TIES	0	204780	06/02/2016	31.55
				Total BEAUTIFICATION		31.55

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 5

City of Phillipsburg

Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount
			Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL								
							Fund Total	42,094.12
Fund: LIBRARY								
	Dept:							
	03-00-7222		LIB APPROP	PHILLIPSBURG CITY LIBRARY COUNTY DISTRIBUTION & SALES TA	0	071816	07/18/2016	21,000.00
						Total		21,000.00
							Fund Total	21,000.00
Fund: EMPLOYEE BENEFIT								
	Dept:							
	05-00-2650		125 PLAN	PHILLIPSBURG FLEX BENEFITS 7/15/2016 EMPLOYEE FLEX	0	071516	07/15/2016	1,714.82
	05-00-2650		125 PLAN	PHILLIPSBURG FLEX BENEFITS 07/01/16 EMPLOYEE FLEX BENEFIT	37276	070116	07/01/2016	1,714.82
	05-00-2700		GARNISH	KANSAS PAYMENT CENTER 7/15/2016 CHILD SUPPORT	0	071516	07/15/2016	561.67
	05-00-2700		GARNISH	KANSAS PAYMENT CENTER 07/01/16 CHILD SUPPORT	37275	070116	07/01/2016	561.67
	05-00-7103		HEALTH INS	BLUE CROSS BLUE SHIELD AUGUST HEALTH INSURANCE	0	1391463	07/14/2016	27,470.84
	05-00-7106		LIFE & DA	ADVANCE INSURANCE COMPANY OF AUGUST LIFE & AD&D	0	161870002745	07/14/2016	239.41
						Total		32,263.23
							Fund Total	32,263.23
Fund: SPECIAL PARKS & RECREATION								
	Dept:							
	07-00-7418		EQUIP CAP	VISA ADA SWING	37277	062316	06/23/2016	655.00
						Total		655.00
							Fund Total	655.00
Fund: SPECIAL HIGHWAY								
	Dept:							
	13-00-7203		COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	77.13
	13-00-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616H	07/06/2016	17.92
	13-00-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616G	07/06/2016	16.83
	13-00-7310		GEN SUPPLY	VISA STRAIGHT EDGE SCREEDS	37277	1799	06/14/2016	318.02
	13-00-7310		GEN SUPPLY	SAWYERS ACE HARDWARE PUSHBROOM	0	205470	06/15/2016	46.88
	13-00-7310		GEN SUPPLY	SAWYERS ACE HARDWARE SAFTEY GLASSES	0	205698	06/20/2016	10.99
	13-00-7310		GEN SUPPLY	SAWYERS ACE HARDWARE WIRE	0	204880	06/03/2016	3.96
	13-00-7310		GEN SUPPLY	SAWYERS ACE HARDWARE BOLTS/CONDUIT/WIRE/	0	204872	06/03/2016	42.55
	13-00-7310		GEN SUPPLY	SAWYERS ACE HARDWARE GARDEN SPRAYER	0	205172	06/10/2016	16.99
	13-00-7310		GEN SUPPLY	RANGELAND COOPERATIVES INC LEATHER GLOVES	0	99419	06/21/2016	26.00
	13-00-7310		GEN SUPPLY	RANGELAND COOPERATIVES INC WEEDMASTER/TOMAHA	0	113347	06/10/2016	83.39
	13-00-7310		GEN SUPPLY	SIDLES AUTOMOTIVE, INC FILTER	0	339486	05/28/2016	1.98
	13-00-7310		GEN SUPPLY	SIDLES AUTOMOTIVE, INC 100 PACK RAZORS	0	340147	06/15/2016	10.95
	13-00-7310		GEN SUPPLY	WELBORN SALES, INC. MAPES & MILLER DRIVE STREET SI	0	46340	06/30/2016	40.50

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 6

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: SPECIAL HIGHWAY						
Dept:						
13-00-7310	GEN SUPPLY	RANGELAND COOPERATIVES INC TOMAHAWK	0	113720	06/29/2016	130.50
13-00-7311	EQUIP REP	SAWYERS ACE HARDWARE GARDEN SPRAYER	0	205830	06/22/2016	22.99
13-00-7311	EQUIP REP	BIEKER AUTO PARTS FRONT GAS SHOCKS	0	123258	06/28/2016	50.07
13-00-7315	DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493032	06/17/2016	34.64
13-00-7315	DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492709	06/13/2016	106.69
13-00-7315	DIESEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494062	06/30/2016	69.33
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493214	06/20/2016	64.94
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492380	06/09/2016	15.53
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	99178	06/01/2016	17.89
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492140	06/06/2016	16.35
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492700	06/13/2016	5.53
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492486	06/10/2016	16.38
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493833	06/27/2016	23.75
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	494090	06/16/2016	11.33
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492963	06/16/2016	19.54
13-00-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492958	06/30/2016	17.00
13-00-7318	SAND&GRAV.	APAC-KANSAS, INC. 1/2 CHIPS	0	8001590658	07/09/2016	764.91
13-00-7318	SAND&GRAV.	BARNES TRANSPORT, LLC HAUL CHIPS	0	070516	07/05/2016	339.96
13-00-7327	CONCRETE	B & B REDI MIX INC 6 SACK SAND MIX/STATE MIX	0	13838	07/06/2016	357.00
13-00-7327	CONCRETE	B & B REDI MIX INC 6 SACK SAND MIX/STATE MIX	0	13827	06/29/2016	402.50
13-00-7327	CONCRETE	B & B REDI MIX INC 6 SACK SAND MIX/STATE MIX	0	13843	07/07/2016	357.00
				Total		3,557.92
				Fund Total		3,557.92
Fund: WATER & SEWER UTILITY						
Dept: WATER PRODUCTION						
23-51-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916J	06/29/2016	3,720.47
23-51-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	07112016	07/11/2016	1,668.58
23-51-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/01/16 BUSINESS CONTRIBUTION	37274	070116	07/01/2016	220.95
23-51-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/15/2016 BUSINESS CONTRIBUTI	0	071516	07/15/2016	1,482.48
23-51-7213	EASEMENTS	RONALD J. JUENEMANN TRUST COOP WELL AGREEMENT	0	071816	07/18/2016	100.00
23-51-7310	GEN SUPPLY	VISA ADJUSTABLE PIPE WRENCH	37277	5311	06/19/2016	32.61
23-51-7310	GEN SUPPLY	RANGELAND COOPERATIVES INC WEEDMASTER/TOMAHA	0	113347	06/10/2016	83.39
23-51-7315	DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492709	06/13/2016	106.69
23-51-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493241	06/20/2016	55.40
23-51-7316	GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492380	06/09/2016	15.52

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 7

City of Phillipsburg

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: WATER & SEWER UTILITY							
Dept: WATER PRODUCTION							
23-51-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492418	06/09/2016	33.42
23-51-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	493628	06/24/2016	35.36
23-51-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	493969	06/29/2016	36.81

Total WATER PRODUCTION							7,591.68
Dept: WATER DISTRIBUTION							
23-53-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616H	07/06/2016	17.93
23-53-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616G	07/06/2016	16.84
23-53-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616F	07/06/2016	24.10
23-53-7206		NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616E	07/06/2016	46.26
23-53-7209		REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/01/16 BUSINESS CONTRIBUTION	37274	070116	07/01/2016	1,205.12
23-53-7209		REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/15/2016 BUSINESS CONTRIBUTI	0	071516	07/15/2016	6,731.81
23-53-7214		TRAINING	VISA COOKIES - TRAINING	37277	001632	05/23/2016	3.26
23-53-7214		TRAINING	KANSAS MUNICIPAL UTILITIES KMU REGIONAL TRAINING GROUP -	0	13266	07/11/2016	472.75
23-53-7214		TRAINING	THIRD STREET BAKERY DONUTS FOR TRAINING	0	112	06/29/2016	8.96
23-53-7217		MISC	FIRST DATA CENTER UTILITY ACH/PAYROLL ACH	0	071116	07/11/2016	16.25
23-53-7240		MEMBER FEE	KANSAS ONE-CALL SYSTEM INC JUNE LOCATES	0	6060425	06/30/2016	37.00
23-53-7310		GEN SUPPLY	VISA ADJUSTABLE PIPE WRENCH	37277	5311	06/19/2016	32.62
23-53-7310		GEN SUPPLY	SAWYERS ACE HARDWARE MULTI-PURPOSE CLEANER/ MICROFI	0	205771	06/21/2016	18.58
23-53-7310		GEN SUPPLY	RANGELAND COOPERATIVES INC WEEDMASTER/TOMAHA	0	113347	06/10/2016	83.39
23-53-7310		GEN SUPPLY	HACH COMPANY CHLORINE REAGENT POWDER PILLOW	0	9989610	06/24/2016	46.55
23-53-7310		GEN SUPPLY	HACH COMPANY COLORIMETER/SHIPPING & HANDLIN	0	9993760	06/28/2016	1,364.39
23-53-7311		EQUIP REP	SAWYERS ACE HARDWARE PVC PIPE/ADAPTER/UNION	0	205594	06/18/2016	16.77
23-53-7311		EQUIP REP	SIDLES AUTOMOTIVE, INC BRAKE PADS	0	340025	06/13/2016	46.65
23-53-7311		EQUIP REP	BIEKER AUTO PARTS FRONT GAS SHOCKS	0	123258	06/28/2016	50.07
23-53-7311		EQUIP REP	MUNICIPAL SUPPLY, INC REPAIR CLAMP	0	0626735	06/27/2016	761.72
23-53-7311		EQUIP REP	MUNICIPAL SUPPLY, INC REPAIR CLAMP	0	625179	06/14/2016	361.75
23-53-7311		EQUIP REP	LAWSON PRODUCTS, INC DRILL BITS	0	9304195214	06/28/2016	131.34
23-53-7315		DIESEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493032	06/17/2016	34.64
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	493241	06/20/2016	55.40
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	494090	06/16/2016	11.34
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC FUEL/DIESEL	0	492963	06/16/2016	19.54
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	491738	06/01/2016	35.00
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492013	06/04/2016	37.60
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492221	06/07/2016	37.29
23-53-7316		GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492673	06/13/2016	35.15

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 8

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: WATER & SEWER UTILITY						
Dept: WATER DISTRIBUTION						
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	493277	06/21/2016	42.20
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492992	06/17/2016	37.15
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	492979	06/16/2016	41.40
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	493897	06/28/2016	44.60
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	00042605	06/14/2016	49.50
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	493655	06/25/2016	28.79
23-53-7316	GAS FUEL	RANGELAND COOPERATIVES INC DIESEL/FUEL	0	494099	06/30/2016	37.00
23-53-7320	CHLORINE	HACH COMPANY CHLORINE REAGENT POWDER PILLOW	0	9989610	06/24/2016	445.67
23-53-7324	POLYMER	BRENNTAG SOUTHWEST, INC. POLYMER	0	737771	06/27/2016	980.60
Total WATER DISTRIBUTION						13,466.98
Dept: WATER GENERAL						
23-55-7203	COMMUNICAT	PHILLIPSBURG CITY PETTY CASH REIMBURSE POSTAGE/REIMBURSE TR	0	071516	07/15/2016	155.00
23-55-7203	COMMUNICAT	TYCO INTEGRATED SECURITY, LLC ADT 3RD QTR DUES	0	26842139	07/09/2016	173.11
23-55-7203	COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	202.58
23-55-7204	COMP.SUPP.	CIVICPLUS RECURRING REDESIGN WEBSITE	0	159833	06/30/2016	1,695.46
23-55-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/01/16 BUSINESS CONTRIBUTION	37274	070116	07/01/2016	742.55
23-55-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/15/2016 BUSINESS CONTRIBUTI	0	071516	07/15/2016	3,893.64
Total WATER GENERAL						6,862.34
Dept: WATER NON-OPERATING						
23-56-7235	KSWATERFEE	DIRECTOR OF TAXATION WATER PROTECTION FEE & CLEAN D	0	062916	06/29/2016	1,306.96
23-56-7254	C.D. WATER	DIRECTOR OF TAXATION WATER PROTECTION FEE & CLEAN D	0	062916	06/29/2016	1,225.27
Total WATER NON-OPERATING						2,532.23
Dept: SEWER						
23-71-7203	COMMUNICAT	TYCO INTEGRATED SECURITY, LLC ADT 3RD QTR DUES	0	26842139	07/09/2016	173.11
23-71-7203	COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	147.64
23-71-7204	COMP.SUPP.	CIVICPLUS RECURRING REDESIGN WEBSITE	0	159833	06/30/2016	1,695.47
23-71-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616H	07/06/2016	17.93
23-71-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616G	07/06/2016	16.84
23-71-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916L	06/29/2016	13.52
23-71-7207	ELECTRIC	PRAIRIE LAND ELECTRIC COOP INC ELECTRIC SERVICE	0	062916K	06/29/2016	54.39
23-71-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/01/16 BUSINESS CONTRIBUTION	37274	070116	07/01/2016	504.94
23-71-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/15/2016 BUSINESS CONTRIBUTI	0	071516	07/15/2016	3,503.19
23-71-7214	TRAINING	VISA COOKIES - TRAINING	37277	001632	05/23/2016	3.26
23-71-7214	TRAINING	KANSAS MUNICIPAL UTILITIES KMU REGIONAL TRAINING GROUP -	0	13266	07/11/2016	472.75
23-71-7214	TRAINING	THIRD STREET BAKERY DONUTS FOR TRAINING	0	112	06/29/2016	8.96
23-71-7217	MISC	FIRST DATA CENTER UTILITY ACH/PAYROLL ACH	0	071116	07/11/2016	16.25

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 10

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: SOLID WASTE						
Dept:						
25-00-7310	GEN SUPPLY	SIDLES AUTOMOTIVE, INC FILTER	0	339486	05/28/2016	1.98
25-00-7310	GEN SUPPLY	SIDLES AUTOMOTIVE, INC EUREA	0	339960	06/10/2016	26.97
25-00-7310	GEN SUPPLY	SAWYERS ACE HARDWARE	0		06/28/2016	17.44
25-00-7311	EQUIP REP	TRAILER WIRE/TRAILER CONN/ SIDLES AUTOMOTIVE, INC	0	206123	07/14/2016	8.26
25-00-7311	EQUIP REP	LIGHT PLUG COOMES, INC	0		07/01/2016	1,622.76
25-00-7315	DIESEL	4 TIRES & LABOR - TRASH TRUCK RANGELAND COOPERATIVES INC	0	19252	06/01/2016	71.69
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	491741	06/07/2016	86.01
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	49221	06/14/2016	61.87
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	492759	06/10/2016	66.24
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	492492	06/15/2016	78.41
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	492877	06/22/2016	81.45
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	493410	06/27/2016	77.78
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	493843	06/17/2016	61.00
25-00-7315	DIESEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	493049	06/30/2016	82.23
25-00-7316	GAS FUEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	494083	06/01/2016	17.88
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	99178	06/06/2016	16.35
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492140	06/13/2016	5.52
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492700	06/10/2016	16.39
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	492486	06/27/2016	23.74
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	493833	06/16/2016	11.33
25-00-7316	GAS FUEL	FUEL/DIESEL RANGELAND COOPERATIVES INC	0	494090	06/30/2016	17.00
25-00-7316	GAS FUEL	DIESEL/FUEL RANGELAND COOPERATIVES INC	0	492958		
				Total		19,079.82
					Fund Total	19,079.82
Fund: EMPLOYEE FLEX BENEFIT						
Dept:						
39-00-7273	OTHER INS	AFLAC JULY 2016 EMPLOYEE PREMIUM	0	131781	07/15/2016	2,001.15
39-00-7273	OTHER INS	FARM BUREAU FINANCIAL SERVICES AUGUST 2016 LIFE INS - PETERSO	0	071816	07/18/2016	25.75
39-00-7274	HINS PREM	BLUE CROSS BLUE SHIELD AUGUST HEALTH INSURANCE	0	1391463	07/14/2016	357.50
				Total		2,384.40
					Fund Total	2,384.40
Fund: AQUATIC CENTER						
Dept:						
42-00-4505	POOL FEES	WHITES FOODLINER POOL CONCESSIONS	0	0045	06/28/2016	866.20
42-00-4505	POOL FEES	WHITES FOODLINER POOL CONCESSIONS	0	7616	07/12/2016	429.00
42-00-7203	COMMUNICAT	NEX-TECH PHONE SERVICE	0	070116	07/01/2016	77.14
42-00-7204	COMP.SUPP.	CIVICPLUS RECURRING REDESIGN WEBSITE	0	159833	06/30/2016	1,695.47

INVOICE APPROVAL LIST BY FUND
 appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:48am
 Page: 11

City of Phillipsburg

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: AQUATIC CENTER						
Dept:						
42-00-7206	NAT. GAS	MIDWEST ENERGY, INC GAS SERVICE	0	070616I	07/06/2016	854.55
42-00-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/01/16 BUSINESS CONTRIBUTION	37274	070116	07/01/2016	1,164.64
42-00-7209	REIM EMP	PHILLIPSBURG EMPLOYEE BENEFIT 07/15/2016 BUSINESS CONTRIBUTI	0	071516	07/15/2016	2,439.37
42-00-7214	TRAINING	VISA NEW GUARD & GUARD RECERT	37277	17059545	05/27/2016	542.00
42-00-7257	LEASE RENT	PHILLIPSBURG PUBLIC BUILDING JULY POOL LEASE	0	071816	07/18/2016	18,697.08
42-00-7310	GEN SUPPLY	SAWYERS ACE HARDWARE FLEX HOSE	0	205552	06/17/2016	37.99
42-00-7310	GEN SUPPLY	SAWYERS ACE HARDWARE NYLON ROPE	0	204839	06/02/2016	11.80
42-00-7310	GEN SUPPLY	SAWYERS ACE HARDWARE ANCHOR SHACKLE	0	205019	06/07/2016	7.58
42-00-7310	GEN SUPPLY	SIGN SOLUTIONS DECALS FOR AQUATIC FITNESS CEN	0	3503	07/07/2016	28.56
42-00-7311	EQUIP REP	SAWYERS ACE HARDWARE LINK CHAIN	0	205732	06/21/2016	14.32
42-00-7311	EQUIP REP	SAWYERS ACE HARDWARE SCH NIPPLE	0	205854	06/23/2016	0.79
Total						26,866.49
Fund Total						26,866.49
Grand Total						193,647.72

INVOICE APPROVAL LIST BY FUND
 Appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:35am
 Page: 1

City of Phillipsburg

Bank Code 03

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL						
Dept: GENERAL						
01-01-7219	SALES TAX	KANSAS DEPT. OF REVENUE JUNE SALES TAX	160708	160708	07/18/2016	1.37
				Total GENERAL		1.37
Dept: AIRPORT						
01-16-7219	SALES TAX	KANSAS DEPT. OF REVENUE JUNE SALES TAX	160708	160708	07/18/2016	38.07
01-16-7259	CREDIT FEE	CHASE PAYMENTTECH JUNE AIRPORT CREDIT CARD FEES	160706	160706	07/18/2016	35.58
				Total AIRPORT		73.65
				Fund Total		75.02
Fund: EMPLOYEE BENEFIT						
Dept:						
05-00-2100	TAX W/H	KANSAS DEPT OF REVENUE 7/15/2016 KANSAS TAX WITHHOLDI	160719	160719	07/15/2016	1,335.05
05-00-2100	TAX W/H	FIRST NATIONAL BANK - TAXES 07/15/2016 FEDERAL WITHHOLDING	160717	160717	07/15/2016	6,431.06
05-00-2100	TAX W/H	KANSAS DEPT OF REVENUE 07/01/16 KANSAS TAX WITHHOLDIN	160705	160705	07/01/2016	1,328.06
05-00-2100	TAX W/H	FIRST NATIONAL BANK - TAXES 07/01/16 FEDERAL WITHHOLDING	160702	160702	07/01/2016	6,550.95
05-00-2200	KPERS W/H	KANSAS PUBLIC EMPLOYEES 7/15/2016 KPERS	160718	160718	07/15/2016	2,013.87
05-00-2200	KPERS W/H	KANSAS PUBLIC EMPLOYEES 07/07/16 KPERS	160704	160704	07/01/2016	1,989.38
05-00-2400	L.INS. W/H	KANSAS PUBLIC EMPLOYEES 07/07/16 KPERS	160704	160704	07/01/2016	114.80
05-00-2800	DEF. COMP.	GREAT WEST FINANCIAL 07/15/2016 DEFERRED COMPENSATI	160716	160716	07/15/2016	842.00
05-00-2800	DEF. COMP.	GREAT WEST FINANCIAL 07/01/16 DEFERRED COMPENSATION	160703	160703	07/01/2016	842.00
05-00-2950	DIRECT DEP	FIRST NATIONAL BANK 07/15/2016 PAYROLL DIRECT DEPO	160715	160715	07/15/2016	28,112.34
05-00-2950	DIRECT DEP	FIRST NATIONAL BANK 07/01/16 DIRECT DEPOSIT	160701	160701	07/01/2016	29,099.61
05-00-7101	SOC SEC	FIRST NATIONAL BANK - TAXES 07/15/2016 FEDERAL WITHHOLDING	160717	160717	07/15/2016	3,180.65
05-00-7101	SOC SEC	FIRST NATIONAL BANK - TAXES 07/01/16 FEDERAL WITHHOLDING	160702	160702	07/01/2016	3,296.94
05-00-7102	KPERS	KANSAS PUBLIC EMPLOYEES 7/15/2016 KPERS	160718	160718	07/15/2016	3,081.22
05-00-7102	KPERS	KANSAS PUBLIC EMPLOYEES 07/07/16 KPERS	160704	160704	07/01/2016	3,043.71
				Total		91,261.64
				Fund Total		91,261.64
Fund: SPECIAL HIGHWAY						
Dept:						
13-00-7219	SALES TAX	KANSAS DEPT. OF REVENUE JUNE SALES TAX	160708	160708	07/18/2016	2.63
				Total		2.63
				Fund Total		2.63
Fund: WATER & SEWER UTILITY						
Dept: WATER NON-OPERATING						
23-56-7219	SALES TAX	KANSAS DEPT. OF REVENUE JUNE SALES TAX	160708	160708	07/18/2016	1,436.03
				Total WATER NON-OPERATING		1,436.03
				Fund Total		1,436.03
Fund: EMPLOYEE FLEX BENEFIT						

INVOICE APPROVAL LIST BY FUND
 Appropriation ord #1055-07-16a

Date: 07/15/2016
 Time: 11:35am
 Page: 2

City of Phillipsburg

Fund	Department	Account	GI Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: EMPLOYEE FLEX BENEFIT								
Dept:								
	39-00-7275		UNREIM MED	SELECT ACCOUNT MEDICAL FLEX SPENDING	160714	160714	07/14/2016	87.01
	39-00-7275		UNREIM MED	SELECT ACCOUNT MEDICAL FLEX SPENDING	160707	060707	07/18/2016	97.60
						Total		184.61
							Fund Total	184.61
Fund: AQUATIC CENTER								
Dept:								
	42-00-7219		SALES TAX	KANSAS DEPT. OF REVENUE JUNE SALES TAX	160708	160708	07/18/2016	448.83
						Total		448.83
							Fund Total	448.83
							Grand Total	93,408.76

(CORRECTION)
MUNICIPAL CORPORATION QUIT CLAIM DEED

THIS INDENTURE, made this 18th day of July, 2016, correcting Municipal Corporation Quit Claim Deed, dated December 7, 2015, recorded in the Office of the Register of Deeds, Phillips County, Kansas, in Book 416, Pages 559-560, between **The City of Phillipsburg, Kansas, a municipal corporation**, duly organized and existing under and by virtue of the laws of the State of Kansas, of the first part, and the **Lloyd K. Culbertson Revocable Trust, dated September 3, 1992**, of the second part.

WITNESSETH, That said party of the first part, for and in consideration of the sum of One Dollar and O.V.C., to it duly paid, has sold, and by these presents does GRANT, BARGAIN, SELL, RELEASE and forever QUIT CLAIM unto the said party of the second part and its assigns forever all of the following described parcel of land situated in the County of Phillips and State of Kansas, to-wit:

A tract of land in the Northeast Quarter (NE ¼) of Section Thirty-Four (34), Township Three (3) South, Range Eighteen (18) West of the 6th Principal Meridian, Phillips County, Kansas, and more particularly described as follows: Commencing at a point 845 feet South of the Northwest corner of the Northeast Quarter (NE ¼) of Section Thirty-Four (34), Township Three (3) South, Range Eighteen (18); thence South 279.1 feet then Northwesterly 45 degrees direct angle 394.7 feet; thence East 279.1 feet to the point of beginning. Said tract contains 0.89 acres more or less and is subject to any easements or rights-of-way of record,

together with all and singular, the hereditaments and appurtenances thereunto belonging or in any wise appertaining, and all of the estate, title and interest of said party of the first part therein, TO HAVE AND TO HOLD, all and singular, the above described premises, unto the said party of the second part and its assigns forever.

(OVER)

IN WITNESS WHEREOF, the party of the first part has hereunto caused this Correction Deed to be signed on its behalf by its Mayor, thereunto duly authorized to do so, and to be attested by its Clerk and has caused its common seal to be hereunto affixed, the day and year first above written.

The City of Phillipsburg, Kansas

By: _____
Patrick E. Hewitt, Mayor

ATTEST:

Brenda L. Chance, Clerk of the
City of Phillipsburg, Kansas

STATE OF KANSAS , COUNTY OF PHILLIPS, ss:

BE IT REMEMBERED, That on this 18th day of July, 2016, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came **Patrick E. Hewitt, Mayor of the City of Phillipsburg, Kansas, a municipal corporation and Brenda L. Chance, Clerk of said municipal corporation**, who are personally known to me to be such officials, and who are personally known to me to be the same persons who executed, as such officials, the within **Correction Municipal Corporation Quit Claim Deed**, on behalf of said municipal corporation, and such persons duly acknowledged the execution of the same to be the act and deed of said municipal corporation, The City of Phillipsburg, Kansas.

IN WITNESS WHEREOF, I have set my hand, and affixed my official seal, the day and year last above written.

Notary Public

My Commission Expires: _____

On July 18, 2016, a majority of City Council Members present at The City of Phillipsburg, Kansas, Council Meeting, voted to approve the foregoing **Correction Municipal Corporation Quit Claim Deed**.

LEAGUE OF KANSAS MUNICIPALITIES

CONTRACT FOR LEAGUE CUSTOM PERSONNEL POLICY
City of Phillipsburg

This **Service Agreement**, dated as of [insert date] is made and entered into between the City of Phillipsburg, hereinafter referred to as “City,” and the League of Kansas Municipalities, hereinafter referred to as “League.”

According, the parties agree as follows:

1. Hiring of the League. The League shall assist the City in modifying the City’s Personnel Policy Manual (“PPM”) and the City shall pay the League the quoted Fee, as defined in Section 3 for the services provided under this Service Agreement. The City [Commission/ Council] shall take formal action in an open public meeting authorizing the proper execution of this Agreement.

2. Design and Development of the PPM. The following methodology will generally be followed unless specific changes are mutually agreed to by the League and the City.

2.1. The League shall analyze the City’s current PPM and provide feedback on areas that might be improved. The City shall support the League’s review of the City’s current PPM by providing all necessary documents, information, and access to City personnel to ensure the final PPM reflects the City’s needs.

2.2. The League shall meet with City officials to evaluate possible policy changes and to consider possible discrepancies between the current PPM and actual practices.

2.3. The League shall provide a draft document for review by the City’s staff and governing body.

2.4. The League shall update the final PPM in response to the City staff and governing body review.

2.5. The League shall provide the City with an electronic copy of the final PPM.

3. Fee. City shall pay the League a Fee of \$3,000.00 for the services provided under this Service Agreement. The Fee includes: League staff time and expenses for up to two trips to the City.

3.1. *Additional Costs.* In addition to the Fee, the City shall pay for any additional trips to the City by League staff at the rate of \$150.00 per trip plus mileage at the current federal mileage rate per mile from the League’s office.

3.2. *Payment Schedule.*

- (i) Initial Payment: The City shall pay half of the Fee upon accepting the League's offer to provide the City with an updated PPM.
- (ii) Final Payment: The City shall pay the balance of the Fee and all additional expenses upon a trigger of termination as specified in Section 4.
- (iii) Exception: If the updated PPM is not completed before December 30, for accounting purposes, the League may invoice for all outstanding expenses.

4. Termination.

4.1. *Term.* This Service Agreement's term begins on the date that the parties execute and deliver this contract and will continue until the League fulfills all obligations of the contract or, 12 months from the date of the League's Executive Director's signature on the contract, whichever occurs first. The creation of the updated PPM will be conducted on a schedule mutually agreed to by the parties. Neither party shall unreasonably withhold agreement to such schedule.

4.2. *City's Obligations upon Termination.* Upon termination, the City shall pay the balance of the Fee and all unpaid expenses within 90 days.

4.3. *League's Obligations upon Termination.* Upon termination, the League's obligations are complete.

4.4. *Early Termination by the City.* If the City chooses to early terminate the contract, all outstanding expenses will immediately become due. All payments already made are nonrefundable. If the City chooses to terminate the contract after the League has provided the draft copy of the PPM, the contract will be deemed substantially complied with and the City shall pay the balance of the Fee and all unpaid expenses within 90 days from the notice of termination.

5. General Provisions.

5.1. This constitutes the whole agreement between the parties and supersedes all prior negotiations and agreements. The League's responsibility under this service agreement shall be to assist the City in its creation of an updated PPM as described in this contract. This Service Agreement binds and benefits the parties and their respective successors and assigns.

5.2. This Agreement is to be governed by, and construed in accordance with, the laws of Kansas, without regard to its conflict of law principles. The City shall hold the League harmless from any liability and shall indemnify the League for any expenses, costs, or damages in connection with any complaint or proceeding in regards to the creation or use of the PPM. In the event a court of competent jurisdiction finds the League liable for

negligence in the performance of its duties under this contract, the League shall hold harmless and indemnify the City to the extent of the League's liability. The League shall not be liable for any employment dispute arising from the City's PPM.

5.3. This Agreement may be amended only by an agreement approved and signed by both parties.

To evidence the parties' agreement to this Service Agreement, they have executed and delivered it on the date set forth in the preamble.

LEAGUE OF KANSAS MUNICIPALITIES

CITY OF PHILLIPSBURG

Erik Sartorius
Executive Director

Patrick Hewitt
Mayor

ATTEST:

Brenda Chance
City Clerk

Date



Phillips County Sheriff's Department

Paul T. Wisinger - Sheriff

301 State Street • Phillipsburg, KS 67661
(785) 543-6885 phone • (785) 543-2289 fax

July 15, 2016

Ms. Brenda Chance, City Clerk
City of Phillipsburg
945 Second Street
Phillipsburg, Kansas 67661

Brenda:

I submit this request to you and ask that you present it to the Council at the next meeting if possible. 25 years ago I started my law enforcement career with the City of Phillipsburg Police Department as a Reserve officer. I was hired full-time for awhile and then was hired by the Sheriff's Department in 1992. I will be concluding my law enforcement duties in Phillips County at the end of this term. Over the years I have been able to collect a badge from each position I have held in my years in Phillips County. I proudly display them in a wooden display box on a shelf in my office. The only badge I have not purchased or been given is the Patrolman # 808 badge that I wore at the Phillipsburg Police Department.

This letter is a request to the Council asking to allow me to purchase or acquire this badge if it is still in storage at the City Office. Should the Council allow me to do this please have Brenda contact me via email and I will coordinate this with her. If you are willing to let one of the old hats go with it that would be great. Just for my personal collection. I truly appreciate your time in considering this requesting. Thank you for the opportunity to serve the citizens of Phillipsburg and Phillips County.

Respectfully,

A handwritten signature in black ink that reads "Paul T. Wisinger".

Paul T. Wisinger
Phillips County Sheriff

July 18, 2016

Important Items

Projects:

Klink 8-8-16

USD 325 Sewer Project update

Upcoming Training

Upcoming/Performed Maintenance

- Maintenance Crews
 - Concrete Curb & Gutter
 - Sewer failures repairs
 - Read Meters
 - Working in Well Fields
 - Mowing
 - Work Orders-completed
 - Preparation for future projects.

Other Items

- South Village Estates Sewer
- Code Enforcement
- Rodeo Preparations
- Banner Installation.
- Water Plant AC
- Planning Commission Meeting

**AGREEMENT
CONSULTANT-CLIENT**



THIS AGREEMENT made and entered into by and between BG CONSULTANTS, INC., party of the first part, (hereinafter called the CONSULTANT), and Phillipsburg, Kansas, party of the second part, (hereinafter called the CLIENT).

WITNESSETH:

WHEREAS, the CLIENT is authorized and empowered to contract with the CONSULTANT for the purpose of obtaining Services for the following improvement:

KLINK Resurfacing Project (KDOT Project #183-74 U-0133-01)
K-183 from US-36 to Walnut Street
Phillipsburg, Kansas

WHEREAS, the CONSULTANT is licensed in accordance with the laws of the State of Kansas and is qualified to perform the Professional Services desired by the CLIENT now therefore:

IT IS AGREED by and between the two parties aforesaid as follows:

SECTION 1 – DEFINITIONS

As used in this Agreement, the following terms shall have the meanings ascribed herein unless otherwise stated or reasonably required by this contract, and other forms of any defined words shall have a meaning parallel thereto.

- 1.1 “Additional Services” means any Services requested by the CLIENT which are not covered by Exhibit 1 of this Agreement.
- 1.2 “Agreement” means this contract and includes change orders issued in writing.
- 1.3 “CLIENT” or “Client” means the agency, business or person identified on page 1 as “CLIENT” and is responsible for ordering and payment for work on this project.
- 1.4 “CONSULTANT” or “Consultant” means the company identified on page 1. CONSULTANT shall employ for the Services rendered, engineers, architects and surveyors licensed, as applicable, by the Kansas State Board of Technical Professions.
- 1.5 “Contract Documents” means those documents so identified in the Agreement for this Project, including Engineering, Architectural and/or Survey documents under this Agreement. Terms defined in General Conditions shall have the same meaning when used in this Agreement unless otherwise specifically stated or in the case of a conflict in which case the definition used in this Agreement shall prevail in the interpretation of this Agreement.
- 1.6 “Engineering Documents” or “Architectural Documents” or “Survey Documents” means plans, specifications, reports, drawings, tracings, designs, calculations, computer models, sketches, notes, memorandums or correspondence related to the work described in Exhibit 1 attached hereto.

- 1.7 “Consulting Services” or “Engineering Services” or “Architectural Services” or “Survey Services” means the professional services, labor, materials, supplies, testing and other acts or duties required of the CONSULTANT under this Agreement, together with Additional Services as CLIENT may request and evidenced by a supplemental agreement pursuant to the terms of this Agreement.
- 1.8 “Services” is a description of the required work as shown in **Exhibit 1**.
- 1.9 “Subsurface Borings and Testing” means borings, probings and subsurface explorations, laboratory tests and inspection of samples, materials and equipment; and appropriate professional interpretations of all the foregoing.
- 1.10 “KDOT” means the Kansas Department of Transportation.

SECTION 2 – RESPONSIBILITIES OF CONSULTANT

2.1 **SCOPE OF SERVICES:** The CONSULTANT shall furnish and perform the various Professional Services of the Project to which this Agreement applies, as specifically provided in **Exhibit 1** for the completion of the Project.

2.2 GENERAL DUTIES AND RESPONSIBILITIES

2.2.1. **Personnel:** The CONSULTANT shall assign qualified personnel to perform professional Services concerning the Project. At the time of execution of this Agreement, the parties anticipate that the following individual will perform as the principal point of contact on this Project.

Name:	Thaniel Monaco, PE
Address:	4806 Vue Du Lac Place
	Manhattan, Kansas 66503
Phone:	785-537-7448 ext. 1138

2.2.2. **Standard of Care:** In the performance of professional Services, CONSULTANT will use that level of care and skill ordinarily exercised by reputable members of CONSULTANT’s profession currently practicing in the same locality under similar conditions. No other representation, guarantee or warranty, express or implied, is included or intended in this agreement or in any communication (oral or written) report, opinion, document or instrument of service.

2.2.3. **Independent Contractor:** The CONSULTANT is an independent contractor and as such is not an employee of the Client.

2.2.4. **Insurance:** CONSULTANT will maintain insurance for this Agreement in the following types: (i) worker’s compensation insurance as required by applicable law, (ii) comprehensive general liability insurance (CGL), (iii) automobile liability insurance for bodily injury and property damage and (iv) Professional liability insurance.

2.2.5. **Subsurface Borings and Material Testing:** If tests additional to those provided in Exhibit 1 are necessary for design, the CONSULTANT shall prepare a request for the necessary additional borings and procure at least two proposals, including cost, from Geotechnical firms who engage in providing Subsurface Borings and Testing Services. The CONSULTANT will provide this information to the Client and the Client will contract directly with the Geotechnical firm. The CONSULTANT will not charge an add-on percentage for the Geotechnical firm’s work. The Client will pay the Geotechnical firm separately from this Agreement.

- 2.2.6. **Service by and Payment to Others:** Any work authorized in writing by the Client and performed by a third party, other than the CONSULTANT or their subconsultants in connection with the proposed Project, shall be contracted for and paid for by the Client directly to the third party or parties. Fees for extra work shall be subject to negotiation between the CLIENT and the third party. Fees shall be approved by the CLIENT prior to the execution of any extra work. Although the CONSULTANT may assist the CLIENT in procuring such Services of third parties, the CONSULTANT shall in no way be liable to either the CLIENT or such third parties in any manner whatsoever for such Services or for payment thereof.
- 2.2.7. **Subcontracting of Service:** The CONSULTANT shall not subcontract or assign any of the architectural, engineering, surveying or consulting Services to be performed under this Agreement without first obtaining the approval of the Client regarding the Services to be subcontracted or assigned and the firm or person proposed to perform the Services. Neither the CLIENT nor the CONSULTANT shall assign any rights or duties under this Agreement without the prior consent of the other party.
- 2.2.8. **Endorsement:** The CONSULTANT shall sign and seal final plans, specifications, estimates and data furnished by the CONSULTANT according to Kansas Statutes and Rules and Regulations, if required.
- 2.2.9. **Force Majeure:** Should performance of Services by CONSULTANT be affected by causes beyond its reasonable control, Force Majeure results. Force Majeure includes, but is not restricted to, acts of God; acts of a legislative, administrative or judicial entity; acts of contractors other than contractors engaged directly by CONSULTANT; fires; floods; labor disturbances; epidemics; and unusually severe weather. CONSULTANT will be granted a time extension and the parties will negotiate an equitable adjustment to the price of any affected Work Order, where appropriate, based upon the effect of the Force Majeure on performance by CONSULTANT.
- 2.2.10. **Professional Responsibility:** The CONSULTANT will exercise reasonable skill, care and diligence in the performance of its Services as is ordinarily possessed and exercised by a licensed professional performing the same Services under similar circumstances.
- 2.2.11. **Inspection of Documents:** The CONSULTANT shall maintain Project records for inspection by the CLIENT during the contract period and for three (3) years from the date of final payment.

SECTION 3 – CLIENT RESPONSIBILITIES

3.1 GENERAL DUTIES AND RESPONSIBILITIES

- 3.1.1. **Communication:** The CLIENT shall provide to the Consultant information and criteria regarding the CLIENT's requirement for the Project; examine and respond in a timely manner to the Consultant's submissions and give notice to the Consultant whenever the CLIENT observes or otherwise becomes aware of any defect in the Services.
- 3.1.2. **Access:** The CLIENT will provide access agreements for the Consultant to enter public and private property when necessary.
- 3.1.3. **Duties:** The CLIENT shall furnish and perform the various duties and Services in all phases of the Project which are outlined and designated in Exhibit 1 as the CLIENT's responsibility.

- 3.1.4. **Program and Budget:** The CLIENT shall provide full information stating the CLIENT's objectives, schedule, budget with reasonable contingencies and necessary design criteria so that Consultant is able to fully understand the project requirements.
- 3.1.5. **Testing:** Any additional tests required to supplement the Scope of Services or tests required by law shall be furnished by the CLIENT.
- 3.1.6. **Legal, Insurance, Audit:** The CLIENT shall furnish all legal, accounting and insurance counseling Services as may be necessary at any time for the Project. The CLIENT shall furnish all bond forms required for the Project.
- 3.1.7. **Project Representative:** The CLIENT will assign the person indicated below to represent the CLIENT in coordinating this Project with the CONSULTANT, with authority to transmit instructions and define policies and decisions of the CLIENT.

Name: Tim Driggs, Public Works Supervisor
 Address: 945 2nd Street
 Phillipsburg, Kansas 67661
 Phone: 785-543-5234

SECTION 4 – PAYMENT

4.1 COMPENSATION

- 4.1.1. **Fee and Expense:** The CLIENT agrees to pay the CONSULTANT a Lump Sum Fee according to **Exhibit 2** of this Agreement for Rebidding Services. The Lump Sum Fee for Rebidding Services is a total of One Thousand Dollars (\$1,000.00) plus reimbursable expenses as outlined in **Exhibit 2** and for the Scope of Services as shown in **Exhibit 1** of this Agreement. The CLIENT agrees to pay the CONSULTANT a fee based on the actual hours expended on Construction Engineering at the rates indicated in the attached Fee Schedule; Exhibit 2 and the actual reimbursable expenses permitted under this Agreement and incurred on the Project, but not to exceed a maximum fee of Eighteen Thousand Dollars (\$18,000.00). This fee for Construction Engineering is based on the Scope of Services in Exhibit 1 of this Agreement. Payment of the Professional Fees and reimbursables shall be made by the CLIENT according to the schedule and upon completion of work as shown in **Exhibit 2**. Other methods of compensation are allowed only after written approval by both parties to this Agreement. Payment is due within thirty (30) days of billing by the CONSULTANT and any late payment will incur an interest charge of one and one-half (1½) percent per month.
- 4.1.2. **Hourly Rate:** Any Additional Services which are not set forth in this Agreement will be charged on the basis of BG Consultants, Inc. standard hourly rate schedule in effect at the time of services, unless stated otherwise in a properly executed addendum to this contract for Additional Services. No Additional Services or costs shall be incurred without proper written authorization of the CLIENT.
- 4.1.3. **Annual Rate Adjustment:** The payment amounts listed in this Agreement are based on the work being performed within one year of the contract date. Because of natural time delays that may be encountered in the administration and work to be performed for the project, each value will be increased at the rate of 3%, compounded annually, beginning after one year from the date of the contract and ending when that item is approved for billing.

- 4.1.4. **Reimbursable Expenses:** An estimate of reimbursable expenses plus ten (10) percent shall be included in the total estimate of cost for this project and as shown in **Exhibit 2**. Total estimated cost is calculated as Lump Sum plus reimbursable expenses plus ten (10) percent. Reimbursable expenses include, but are not limited to, expenses of transportation in connection with the Project; expenses in connection with authorized out-of-town travel; expenses of printing and reproductions; postage; expenses of renderings and models requested by the CLIENT and other costs as authorized by the CLIENT. Reimbursable expenses will not include overhead costs or additional insurance premiums.
- 4.1.5. **Sales Tax:** Compensation as provided for herein is exclusive of any sales, use or similar tax imposed by taxing jurisdictions on any amount of compensation, fees or Services. Should such taxes be imposed, the CLIENT shall reimburse the CONSULTANT in addition to the contractual amounts provided. The CLIENT shall provide tax exempt number, if required, and if requested by the CONSULTANT.
- 4.1.6. **Billing:** CONSULTANT shall bill the CLIENT monthly for services and reimbursable expenses according to **Exhibit 2**. The bill submitted by CONSULTANT shall state the services and reimbursable expenses for which payment is requested, notwithstanding any claim for interest or penalty claimed in a CONSULTANT's invoice. The CLIENT agrees to pay the CONSULTANT within thirty (30) days of approval by the governing body.
- 4.1.7. **Timing of Services:** CONSULTANT will perform the Services in a timely manner according to Exhibit 2. However, if during their performance, for reasons beyond the control of the CONSULTANT, delays occur, the parties agree that they will negotiate in writing an equitable adjustment of time and compensation, taking in to consideration the impact of such delays.
- 4.1.8. **Change in Scope:** For modifications in authorized scope of services or project scope and/or modifications of drawings and/or specifications previously accepted by the CLIENT, when requested by the CLIENT and through no fault of the CONSULTANT, the CONSULTANT shall be compensated for time and expense required to incorporate such modifications at CONSULTANT's standard hourly rates. Provided, however, that any increase in contract price or contract time must be requested by the CONSULTANT and must be approved through a written supplemental agreement prior to performing such services. CONSULTANT shall correct or revise any errors or deficiencies in its designs, drawings or specifications without additional compensation when due to CONSULTANT's negligence, error or omission.
- 4.1.9. **Additional Services:** The CONSULTANT shall provide, with the CLIENT's concurrence, Services in addition to those listed in Exhibit 1 when such Services are requested in writing by the CLIENT. Prior to providing Additional Services, the CONSULTANT will submit a proposal outlining the Additional Services to be provided, and an hourly or lump sum fee adjustment. Payment to the CONSULTANT, as compensation for these Additional Services, shall be in accordance with the mutually agreed adjustment to the CONSULTANT's fee. Reimbursable expenses incurred in conjunction with Additional Services shall be paid separately and those reimbursable expenses shall be paid at cost plus ten (10) percent. Records of reimbursable expenses and expenses pertaining to Additional Services and Services performed on an hourly basis shall be made available to the CLIENT if so requested in writing.
- 4.1.10. **Supplemental Agreement:** This Agreement may be amended to provide for additions, deletions and revisions in the Services or to modify the terms and conditions thereof by written amendment signed by both parties. The contract price and contract time may only be changed by a written supplemental agreement approved by the CLIENT, unless it is the result of an emergency situation, in which case the CLIENT may give verbal, e-mail or facsimile approval which shall be the same as written and approved supplemental agreement.

SECTION 5 – MUTUAL PROVISIONS

5.1 TERMINATION

- 5.1.1. **Notice:** The CLIENT reserves the right to terminate this Agreement for either cause or for its convenience and without cause or default on the part of the CONSULTANT, by providing written notice of such termination to the CONSULTANT. Such notice will be with Twenty Four (24) hours' notice.

Upon receipt of such notice from CLIENT, the CONSULTANT shall, at CLIENT's option as contained in the notice; immediately cease all Services and meet with CLIENT to determine what Services shall be required of the CONSULTANT in order to bring the Project to a reasonable termination in accordance with the request of the CLIENT. The CONSULTANT shall also provide to the CLIENT digital and/or Mylar copies of drawings and documents completed or partially completed at the date of termination. The CONSULTANT is entitled to terminate this agreement by providing thirty (30) days written notice.

- 5.1.2. **Compensation for Convenience Termination:** If CLIENT shall terminate for its convenience, as herein provided, CLIENT shall compensate CONSULTANT for all Services completed to date prior to receipt of the termination notice.
- 5.1.3. **Compensation for Default Termination:** If the CLIENT shall terminate for cause or default on the part of the CONSULTANT, the CLIENT shall compensate the CONSULTANT for the reasonable cost of Services completed to date of its receipt of the termination notice. Compensation shall not include anticipatory profit or consequential damages, neither of which will be allowed. The CLIENT also retains all its rights and remedies against the CONSULTANT, including, but not limited to, its rights to sue for damages, interest and attorney fees.
- 5.1.4. **Incomplete Documents:** Neither the CONSULTANT, nor its subconsultant, shall be responsible for errors or omissions in documents which are incomplete as a result of an early termination under this section, the CONSULTANT having been deprived of the opportunity to complete such documents and certify them as ready for construction and/or complete.

5.2 DISPUTE RESOLUTION

- 5.2.1. If a claim, dispute or controversy arises out of or relates to the interpretation, application, enforcement or performance of Services under this Agreement, CONSULTANT and CLIENT agree first to try in good faith to settle the dispute by negotiations between senior management of CONSULTANT and CLIENT. If such negotiations are unsuccessful, CONSULTANT and CLIENT agree to attempt to settle the dispute by good faith mediation. If the dispute cannot be settled through mediation, and unless otherwise mutually agreed, the dispute shall be settled by litigation in an appropriate court in Kansas. CLIENT and CONSULTANT hereby waive the right to trial by jury for any disputes arising out of this Agreement. Except as otherwise provided herein, each party shall be responsible for its own legal costs and attorneys' fees.

5.3 OWNERSHIP OF INSTRUMENTS OF SERVICE

- 5.3.1. Reports, drawings, plans or other documents (or copies) furnished to CONSULTANT by the CLIENT shall, at CLIENT's written request, be returned upon completion of the Services hereunder; provided, however that CONSULTANT may retain one (1) copy of all such documents. Reports, drawings, plans, documents, software, field notes and work product (or

copies thereof) in any form prepared or furnished by CONSULTANT under this Agreement are instruments of service. Exclusive ownership, copyright and title to all instruments of service remain with CONSULTANT. CLIENT's right of use of instruments of service, if any, is limited to that use on the Project. The instruments of service are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the work or on any other project.

5.4 INDEMNIFY AND HOLD HARMLESS

- 5.4.1. CLIENT shall indemnify and save CONSULTANT, its offices and employees harmless from and against any liability, claim, judgment, demand or cause of action arising out of or relating to: (i) CLIENT's breach of this Agreement; (ii) the negligent acts or omissions of CLIENT or its employees, contractors or agents; (iii) site access or damages to any surface or subterranean structures or any damage necessary for site access.
- 5.4.2. In addition, where the Services include preparation of plans and specifications and/or construction observation activities for CLIENT, CLIENT agrees to have its construction contractors agree in writing to indemnify and save harmless CONSULTANT from and against loss, damage, injury, or liability attributable to personal injury or property damage arising out of or resulting from such contractors' performance or nonperformance of their work.
- 5.4.3. CONSULTANT shall indemnify and save CLIENT and its employees and officials from loss to the extent caused or incurred as a result of the negligence, errors or omissions of the CONSULTANT, its offices or employees in performance of Services pursuant to this Agreement.

5.5 ENTIRE AGREEMENT

- 5.5.1. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, whether oral or written, covering the same subject matter. This Agreement may not be modified or amended except in writing mutually agreed to and accepted by both parties to this Agreement.

5.6 APPLICABLE LAW

- 5.6.1. This Agreement is entered into under and pursuant to, and is to be construed and enforceable in accordance with laws of the State of Kansas.

5.7 ASSIGNMENT OF AGREEMENT

- 5.7.1. This Agreement shall not be assigned or transferred by either the CONSULTANT or the CLIENT without the written consent of the other.

5.8 NO THIRD PARTY BENEFICIARIES

- 5.8.1. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any third party.

5.9 LIMITATION OF LIABILITY

- 5.9.1. CLIENT's exclusive remedy for any alleged breach of CLIENT's standard of care hereunder shall be to require CONSULTANT to re-perform any defective Services. Notwithstanding any other provision of this Agreement, the total liability of CONSULTANT, its officers, directors and employees for liabilities, claims, judgments, demands and causes of action arising under or

related to this Agreement, whether based in contract or tort, shall be limited to the total compensation actually paid to CONSULTANT for the Services. All claims by CLIENT shall be deemed relinquished unless filed within one (1) year after completion of the Services and presentation of last invoice for services.

5.9.2. CLIENT agrees that any claim for damages filed against CONSULTANT by CLIENT or any contractor or subcontractor hired directly or indirectly by CLIENT will be filed solely against CONSULTANT or its successors or assigns and that no individual person shall be made personally liable for damages in whole or in part.

5.9.3. CONSULTANT and CLIENT shall not be responsible to each other for any special, incidental, indirect or consequential damages (including lost profits) incurred by either CONSULTANT or CLIENT or for which either party may be liable to any third party, which damages have been or are occasioned by Services performed or reports prepared or other work performed hereunder.

5.10 COMPLIANCE WITH LAWS

5.10.1 CONSULTANT shall abide by known applicable federal, state and local laws, ordinances and regulations applicable to this Project until the Consulting Services required by this Agreement are complete. CONSULTANT shall secure occupational and professional licenses, permits, etc., from public and private sources necessary for the fulfillment of its obligations under this Agreement.

5.11 TITLES, SUBHEADS AND CAPITALIZATION

5.11.1 Titles and subheadings as used herein are provided only as a matter of convenience and shall have no legal bearing on the interpretation of any provision of the Agreement. Some terms are capitalized throughout the Agreement but the use of or failure to use capitals shall have no legal bearing on the interpretation of such terms.

5.12 SEVERABILITY CLAUSE

5.12.1. Should any provision of this Agreement be determined to be void, invalid or unenforceable or illegal for whatever reason, such provisions shall be null and void; provided, however that the remaining provisions of this Agreement shall be unaffected hereby and shall continue to be valid and enforceable.

5.13 FIELD REPRESENTATION

5.13.1. Unless otherwise expressly agreed to in writing, CONSULTANT shall not be responsible for the safety or direction of the means and methods at the contractor's project site or their employees or agents, and the presence of CONSULTANT at the project site will not relieve the contractor of its responsibilities for performing the work in accordance with applicable regulations, or in accordance with project plans and specifications. If necessary, CLIENT will advise any contractors that Consultant's Services are so limited. CONSULTANT will not assume the role of "prime contractor", "constructor", "controlling employer", "supervisor" or their equivalents, unless the scope of such Services are expressly agreed to in writing.

5.14 HAZARDOUS MATERIALS

5.14.1. The CONSULTANT and the CONSULTANT's subconsultants shall have no responsibility for the discovery, presence, handling, removal or disposal or exposure of persons to hazardous materials in any form at the Project site.

5.15 AFFIRMATIVE ACTION

5.15.1. The CONSULTANT agrees to comply with the provisions of K.S.A. 44-1030 in the Kansas Acts Against Discrimination.

5.16 SPECIAL PROVISIONS

5.16.1. Special Provisions may be attached and become a part of this agreement as **Exhibit 3**.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate this 18th day of July, 2016.

CONSULTANT:

CLIENT:

BG Consultants, Inc.

Phillipsburg, Kansas

By: _____

By: _____

Printed Name: Thaniel Monaco

Printed Name: Patrick E. Hewitt

Title: Vice President

Title: Mayor

END OF CONSULTANT-CLIENT AGREEMENT

EXHIBIT 1

SCOPE OF SERVICES

PROJECT: KLINK Resurfacing Project, KDOT Project Number 183-74 U-0133-01, on Kansas Highway 183 beginning at US-36 and terminating at Walnut Street in Phillipsburg, Kansas, hereinafter referred to as “PROJECT”.

I. REBIDDING SERVICES

CONSULTANT will provide the following scope of services to assist the CLIENT with bidding the roadway resurfacing PROJECT.

- A. Reissue the bid documents to prospective bidders.
- B. Answer pre-bid inquiries.
- C. Prior to the bid letting, prepare and issue Addenda as needed.
- D. Provide an Engineer’s Opinion of Probable Costs.
- E. Attend the bid letting.
- F. Evaluate the bids and provide a recommendation to the CLIENT.

II. CONSTRUCTION ENGINEERING SERVICES

CONSULTANT will provide the following scope of services to assist the CLIENT with construction observation and administration of the construction contract for the roadway resurfacing PROJECT.

- G. Attend and facilitate a Pre-Bid conference prior to commencement of construction activities.
- H. Assist the CLIENT with administration of the construction contract.
- I. Review shop drawings and mix designs submitted by the CONTRACTOR for use on the PROJECT.
- J. Provide qualified part-time personnel to assist with construction observation on an hourly basis.

END OF EXHIBIT 1

EXHIBIT 2
SCHEDULE AND COST

CONSULTANT will begin performing Services after receiving notice to proceed from CLIENT. CONSULTANT will perform services in an effort to facilitate construction of the PROJECT during the calendar year 2016. CLIENT understands the ability for CONSULTANT to perform Services is contingent upon timely reviews of CONSULTANT's submittals to CLIENT and KDOT, and the said review periods are beyond the control of the CONSULTANT.

CONSULTANT will provide services in Section I. Rebidding Services of Exhibit 1 for a **lump sum fee of One Thousand dollars (\$1,000.00)**. CLIENT will be invoiced for Section I. Rebidding services in accordance with Section 4 of this AGREEMENT.

CONSULTANT will provide services in Section II. Construction Engineering of Exhibit 1 for a fee based on the actual hours expended on the Construction Engineering phase of the PROJECT at the hourly rates indicated in the FEE SCHEDULE below, **but not to exceed Eighteen Thousand dollars (\$18,000.00)**. CLIENT will be invoiced for Section II. Construction Engineering services in accordance with Section 4 of this AGREEMENT.

FEE SCHEDULE

<u>POSITION</u>	<u>PER HOUR</u>
PROJECT ENGINEER IV	\$171.00
DESIGN ENGINEER	\$110.00
SENIOR CONSTRUCTION OBSERVER	\$105.00
CERTIFIED CONSTRUCTION OBSERVER	\$83.50
CONSTRUCTION OBSERVER	\$76.00
CAD SYSTEM AND OPERATOR	\$107.00
CLERICAL	\$55.50

HOURLY RATE NOTES:

1. The hourly rates shown above are effective for services through December 31st of the year this AGREEMENT is executed. Hourly rates are subject to revision annually.
2. For any Federal Wage and Hour Law non-exempt personnel, overtime will be billed at 1.5 times the hourly rates shown.
3. Expert Witness and Depositions will be charged at 1.5 times the hourly rates shown.

END OF EXHIBIT 2

EXHIBIT 3
SPECIAL PROVISIONS

NOT USED

END OF EXHIBIT 3

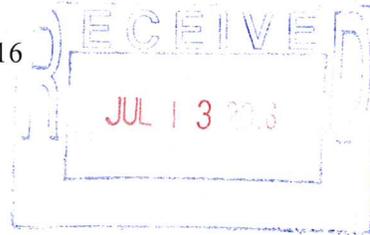


Susan Mosier, MD, Secretary

Department of Health & Environment

Sam Brownback, Governor

July 6, 2016



FRED ROBINSON, MAYOR
 PHILLIPSBURG, CITY OF
 945 2ND ST
 PO BOX 447
 PHILLIPSBURG, KS 67661-0447

Re: Lead and Copper Monitoring
 State ID # S8000
 Federal ID # KS2014706

Due to recent events regarding lead and copper in drinking water in different cities throughout the United States, there has been an increased focus on the implementation of the Lead and Copper Rule (LCR). As a result, the Kansas Department of Health and Environment (KDHE) has reevaluated different aspects of lead and copper monitoring in Kansas to ensure that the LCR is being properly implemented and enforced so that public health and safety can be protected. To this end, this letter establishes KDHE's protocols and procedures that will be fully enforced in all future lead and copper monitoring practices.

Standard and Reduced Monitoring

All community water systems and non-transient, non-community water systems are required to monitor for lead and copper under K.A.R. 28-15a-80. Water systems are originally placed on a standard monitoring schedule, which requires two six-month monitoring periods per calendar year between January to June and July to December. If neither lead nor copper action levels (ALs) are exceeded above the 90th percentile, the water system is able to enter into reduced monitoring, which requires the water system to monitor once per year between June to September. The water system may qualify to sample triennially if there are no lead or copper AL exceedances for 3 consecutive years of monitoring. Furthermore, reduced monitoring allows for the water system to take fewer samples, as displayed in the table below.

System size (number of people served)	Number of sites (standard monitoring)	Number of sites (reduced monitoring)
>100,000	100	50
10,001 to 100,000	60	30
3,301 to 10,000	40	20
501 to 3,300	20	10
101 to 500	10	5
≤100	5	5

In the past, KDHE allowed for small water systems to collect six samples, rather than the required five. This additional sample allowed for the 90th percentile calculation to be rounded down, and thus made the fifth highest sample representative of the 90th percentile. Beginning in 2016, KDHE will only send qualifying systems five samples, not six.

Tutorials on how to calculate the 90th percentile value and an Excel spreadsheet to calculate the 90th percentile can be found on the KDHE Public Water Supply Section website:
<http://www.kdheks.gov/pws/monitoringcompliance/leadcopperrule.html>

Monitoring Sample Site Plan Requirements

Water systems are required to submit Lead and Copper Sample Site Plans prior to every monitoring period. A new revised sample site plan template is available on the KDHE Public Water Supply Section. Beginning in 2016, water systems will also be required to submit a map of the distribution system with sample site locations identified with address and tier type. Sample Site plans must be submitted before the water system begins sampling so that they can be reviewed by KDHE staff. If a water system does not submit a sample site plan every year that they sample, the water system may incur a violation.

If a system must change a sampling site location due to recent construction, addition of a whole-system water softener, or lack of homeowner cooperation, a new sample site plan, map, and brief explanation of the reason for the location change must be submitted to KDHE Public Water Supply Section.

In choosing sample site locations, the LCR requires Tier type to be taken into account. Priority is given to Tier 1 locations, with Tier 2 and Tier 3 locations being chosen subsequently. Additionally, per 40 CFR 141.86(a), any water system whose distribution system contains lead service lines shall draw 50 percent of the samples it collects during each monitoring period from sites that contain lead pipes, or copper pipes with lead solder, and 50 percent of the samples from sites served by a lead service line. Tier 1, 2, and 3 locations are described in the table below:

Tier Classification System for Selection of Monitoring Sites			
<i>Community Water System</i>		<i>Non-transient, Non-community Water System</i>	
Tier 1	Single family structures: with copper pipes with lead solder installed after 1982 or contain lead pipes; and/or that are served by a lead service line. <i>Note:</i> When multiple-family residences (MFRs = apartment buildings) comprise at least 20% of the structures served by a water system, the system may count them as Tier 1 sites.	Tier 1	Buildings with copper pipes with lead solder installed after 1982 or contain lead pipes; and/or that are served by a lead service line.
Tier 2	Buildings, including MFRs: with copper pipes with lead solder installed after 1982 or contain lead pipes; and/or that are served by a lead service line.	Tier 2	Buildings with copper pipes with lead solder installed before 1983.
Tier 3	Single family structures with copper pipes having lead solder installed before 1983.	Tier 3	Not applicable.
A community water system with insufficient tier 1, tier 2, or tier 3 sampling sites, or a non-transient non-community water system with insufficient tier 1 and tier 2 sites, shall complete its sampling pool with representative sites throughout the distribution system. For the purposes of this paragraph, a representative site is a site in which the plumbing materials used at that site would be commonly found at other sites served by the water system. [40 CFR 141.86(a)(5) and (7)]			

Materials Evaluation

Sample site locations are selected on the basis of a materials evaluation. In the early 1990s, when the LCR was first implemented in Kansas, public water supply systems were required to complete a materials evaluation that identified Tier 1 locations within the water system distribution area. KDHE is now requiring that water systems review, update and submit their materials evaluation to KDHE PWSS by June 1, 2017.

The materials evaluation must include a map of the entire distribution system with locations of all lead service lines, lead goosenecks, and lead fittings clearly marked (lead goosenecks and fittings can be indicated by individual location or by neighborhood / area). Note that the materials evaluation is *not* the same as a Lead and Copper Sampling Site plan. The materials evaluation is to be used to determine the percentage of Lead Service Lines and other Lead fittings that pose a potential lead exposure hazard so that these vulnerable areas within a distribution system may be monitored. These vulnerable locations are expected to be a part of your water system's regularly monitored Lead and Copper Sample Site Plan, per Code of Federal Regulations 141.86.

A Materials Investigations Results Worksheet to help identify these potential sites can be found on the KDHE Public Water Supply Section website at <http://www.kdheks.gov/pws/monitoringcompliance/leadcopperrule.html>. To update or create your materials evaluation, you should survey all records documenting the materials used to construct and repair your distribution system, as well as the buildings connected to your distribution system. These documents can include: plumbing codes, plumbing permits, distribution maps and drawings, inspection and maintenance records, meter installation records, capital improvement and master plans, standard operating procedures, operation and maintenance manuals, permit files, existing water quality data, interviews with senior personnel, building inspectors, and retirees, and lastly, community surveys.

Sampling Protocol and Instructions

Water systems are responsible for ensuring that homeowners are trained to take lead and copper samples correctly – this includes knowledge of the presence of water softeners prior to sampling. If samples are not taken correctly, results may not be indicative of lead and copper values within the water system. To ensure that homeowners have received training, water systems are required to indicate so on their Lead and Copper Sample Site Plan each year that they sample. The EPA has also recently developed a set of suggested directions for tap sample collection procedures. This instruction set is available on the KDHE PWSS website, and will also be sent to your water system along with your sample bottles if the KDHE laboratory is used for lead and copper analysis. Make sure that each patron participating in lead and copper sampling receives a set of these instructions due to the possibility of skewed values occurring from incorrect sampling procedures. Pre-stagnation flushing will also not be permitted in future sampling procedures.

Sample Collection

Sample collection monitoring periods differ between 6-Month and Annual/Triennial schedules. 6-Month scheduling occurs between January 1 and June 30, and also between July 1 and December 31. Annual and Triennial scheduling occurs between June 1 and September 30. Samples taken within the same work week that the date 9/30 falls in will be used for compliance; however, any samples that are taken after the conclusion of the 9/30 work week will not be permitted and the system will receive a monitoring and reporting violation.

Water systems using the KDHE laboratory must indicate on sampling forms the address and sampler name, and sample bottles must be submitted with lab identification number sticker from the corresponding sample form. It is recommended that water systems independently track sample bottles and lab ID numbers in correlation to the sample locations before and after sampling occurs.

Consumer Notification of Results

The Lead and Copper Rule 2007 Short-Term Revisions (40 CFR 141.85 (d)(3) and 141.90(f)(3)) require all Public Water Supply Systems provide consumers that participate in lead and copper sampling with results of their most recent lead monitoring within 30 days of the time the system is notified of said results. 141.85(d)(3) states: “an explanation of the health effects of lead, steps consumers can take to reduce exposure to lead in drinking water, contact information for the water utility, the MCLG and the action level for lead, and the definitions for these two terms from §141.153(c) of the CCR Rule” must be included in the notification to participating members. In addition, 141.90(f)(3) requires certification be sent to their state of the notification within three months following the end of the monitoring period. A certificate of delivery form is available on the KDHE website. Required information (monitoring period, date and method of notification) must be completely filled out, along with the signature of a water system authority to be accepted. A template letter, available on the KDHE website, can be used as a means of this notification. *Beginning in 2016, if KDHE does not receive a certificate of delivery for consumer notification within three months following the end of the monitoring period, the water system will incur a violation.* Also, for recent past monitoring periods in which a system had any lead or copper exceedances, KDHE will be requesting that consumer notification be completed, and a Certificate of Delivery form be submitted.

Action Level Exceedance

Action level exceedances occur when a water system exceeds the calculated 90th percentile for either lead, 15 ug/L, or copper, 1300 ug/L. When the 90th percentile exceeds the action level, the system is required to return to standard monitoring, requiring the system to sample every 6-months. The water system must also submit source water samples and water quality parameter samples within six months after the exceedance occurred. Other potential requirements include corrosion control treatment recommendations through the submittal of a treatment plan from a certified engineer, installation of corrosion control, or lead service line replacements.

If the system has a lead action level exceedance, the water system will be required to provide public education for lead to all billed customers within sixty (60) days after learning of the lead action level exceedance. KDHE will provide a template brochure that meets all requirements for Public Education; public education must be delivered to consumers via mail or hand delivery once every 12 months that there is Lead action level exceedance. Water systems must also include the following “alert” on customer’s water bills that must read as follows once a quarter:

“SOME HOMES IN THIS COMMUNITY HAVE ELEVATED LEAD LEVELS IN THEIR DRINKING WATER. LEAD CAN POSE A SIGNIFICANT RISK TO YOUR HEALTH. PLEASE READ THE ENCLOSED NOTICE FOR FURTHER INFORMATION.”

For these separate public education materials, KDHE will also require the water system to submit Certificate of Delivery forms to ensure the completion of public education. If Certificate of Delivery forms are not submitted to KDHE within the allocated timeframes, the water system will invoke violations that require public notice.

Corrosion Control Requirements

As mentioned above in the Action Level Exceedance explanation, if a water system has persistent lead or copper exceedances, corrosion control treatment will be required. As no “one solution fits all” approach works from system to system, corrosion control treatment requires the consultation of an engineer licensed by the Kansas Board of Technical Professions. The water system will submit a written Corrosion Control Treatment Recommendation prepared by the engineer within eighteen months of being notified of the exceedance. Any public water supply system submitting a Corrosion Control Treatment Recommendation shall evaluate the effectiveness of the treatment techniques listed below both as individual treatment techniques or as a combination if appropriate.

1. Alkalinity and pH adjustment
2. Calcium hardness adjustment

3. Addition of phosphate or silicate based corrosion inhibitors at a concentration high enough to maintain residual concentrations in all test tap samples.

The system will measure Water Quality Parameters before and after evaluation of the varied treatments listed above. In addition, the water system shall identify all chemical and/or physical constraints limiting the systems use of particular treatment techniques and document such limiting factors. The system should take into account the effect of the Corrosion Control Treatment Techniques on other water quality treatment processes. Finally, on the basis of the information gathered by the system, the water system shall recommend to the state in writing the treatment option that best allows for optimal Corrosion Control Treatment.

If you have any questions or concerns about your lead and copper results, monitoring requirements, or public education requirements, please contact Angela Unrein with the Public Water Supply Section at (785) 296-0694 or aunrein@kdheks.gov.

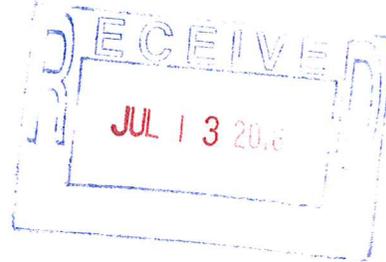


Cathy Tucker-Vogel
Section Chief
Public Water Supply Section
Bureau of Water

Pc: KDHE Districts

July 7, 2016

Phillipsburg Governing Body
945 2nd Street PO Box 447
Phillipsburg, KS 67661-0447



Dear Phillipsburg Governing Body:

The Kansas Legislature adjourned its regular session in early May of this year. Throughout the legislative session, legislators addressed a number of issues affecting city governments, including amendments to the property tax lid and restrictions on local governments that include rental property inspections, nutrition labeling and inclusionary zoning. The League's position on legislation is guided by how a measure values the Constitutional Home Rule of cities.

Even though we do not always agree with actions of the legislature, we do appreciate their service. To that end, the League would like to strongly encourage each governing body member to reach out and thank their legislators for their service and support for local government. Listed below are some examples where your legislators supported local control and city governments, along with their contact information. Letters are the best form of communication, but we'd greatly appreciate any contact you make with your legislators.

Senator Elaine Bowers supported cities by:

- Voting for cities to have the needed flexibility in dealing with abandoned property in their community.
- Voting to exempt increases in cost to police, fire and emergency medical services from a property tax lid.
- Voting against a property tax lid bill that did not allow for exemptions to economic development programs.
- Voting to expand the ability for cities to place a lien on the proceeds of any covered claims for damage to a structure in excess of 75% of the insurance policy's face value.
- Voting to establish a state program that assists municipalities in the cleanup and redevelopment of contaminated properties.

Contact information for Senator Bowers:

1326 N. 150th Road
Concordia, KS 66901
(p) 785-243-4256
(e) elaine@concordiaautomart.com

Representative Ken Rahjes supported cities by:

- Voting for cities to have the needed flexibility in dealing with abandoned property in their community.
- Voting to establish a state program that assists municipalities in the cleanup and redevelopment of contaminated properties.

Contact information for Representative Rahjes:

1798 E. 900 Road

Agra, KS 67621

(p) 785-302-8416

(e) kenrahjes@gmail.com

If you have any questions about the bills referenced above, please do not hesitate to contact me. On behalf of the League, we appreciate your continued communication with your state legislators.

Sincerely,

Erik Sartorius

Executive Director

(p) 785-354-9565

(e) esartorius@lkm.org

	B	C	D	E	F	G	H
1	PERMIT	NAME	ADDRESS	DATE	DESCRIPTION	EST. COST	FEE
25	16--24	Mike Hoft	449 6th Street	5/2/2016	Deck & Driveway	\$6,800.00	\$10.00
26	16--25	Marlene Dugan	572 Third St	5/6/2016	Deck & Stairs	\$1,000.00	\$10.00
27	16--26	Eric Babcock	855 2nd St	5/6/2016	Driveway	\$700.00	\$10.00
28	16--27	Jessica Hindman	146 s Morse Dr.	5/6/2016	Fence		\$10.00
29	16--28	Kurtis Billing	661 Middle Dr.	5/12/2016	Egress Window	\$3,700.00	\$10.00
30	16--29	Hung Bui	146 Morse Dr	5/16/2016	Fence	\$500.00	\$10.00
31	16--30	Robert Thummel	58 Royal Drive	5/31/2016	Garage & Deck	\$500.00	\$10.00
32	16--31	Cindy Pfeil	262 C Street	5/31/2016	Fence	\$900.00	\$10.00
33	16--32	John Shea	414 4th Street	5/31/2016	Deck & Steps	\$1,200.00	\$10.00
34	16--33	Don Shields	410 5th Street	6/1/2016	Carport	\$3,100.00	\$10.00
35	16--34	Midwest Energy	658 4th Street	6/1/2016	House Demo	\$30,000.00	\$10.00
36	16--35	Jeff Vanderplas	403 S. 6th St	6/3/2016	Fence	\$450.00	\$10.00
37	16--36	Bieker Auto Parts	972 3rd Street	6/15/2016	Curb	\$3,500.00	\$10.00
38	16--37	Jason McComb	1070 Evergreen	6/14/2016	Fence		\$10.00
39	16--38	Steve Porter	193 1st Street	6/16/2016	Garage	\$15,000.00	\$10.00
40	16--39	Parasol Group	475 7th Street	6/16/2016	Garage & House		\$34.56
41	16--40	George Denton	548 G Street	6/17/2016	Deck & Sidewalk	\$6,500.00	\$10.00
42	16--41	Bret Miles	398 1st	6/17/2016	Garage	\$1,800.00	\$10.00
43	16--42	George Vahle	448 1st St	6/28/2016	Ramp	\$400.00	\$10.00
44	16--43	Jerry Michael	220 Morse Dr.	6/29/2016	Building	\$42,550.00	\$10.00
45	16--44	Levi Dougherty	378 3rd St	6/30/2016	Driveway	\$900.00	\$10.00

MUNICIPAL COURT CASELOAD SUMMARY
Municipal Court of the City of PHILLIPSBURG
For the month ending: 5/31/2016

1. NUMBER OF CASES PENDING BEGINNING OF MONTH 20
(must equal pending at end of last month)

2. NUMBER OF CASES FILED DURING MONTH

D. OTHER TRAFFIC VIOLATIONS 8

E. CRIMES AGAINST PERSONS 1

TOTAL FILINGS THIS MONTH 9

3. TOTAL CASELOAD (1 plus 2) 29

4. NUMBER OF CASES DISPOSED OF DURING MONTH

	Driving Under the Influence	All Other Cases	
--	--------------------------------	--------------------	--

a. Guilty Pleas	0	11	
-----------------	---	----	--

b. Bond Forfeitures	0	0	
---------------------	---	---	--

c. Dismissals	0	3	
---------------	---	---	--

d. Trials (on Plea of Not Guilty)	0	0	
-----------------------------------	---	---	--

e. Diversion Agreements	0	0	
-------------------------	---	---	--

TOTAL DISPOSITIONS THIS MONTH	0 +	14 =	14
-------------------------------	-----	------	----

5. NUMBER OF CASES PENDING AT END OF MONTH 15
(3 minus 4; equals actual pending caseload)

6. NOTICES OF APPEAL TO THE DISTRICT COURT 0
(filed this month)

SIGNATURE: _____

MUNICIPAL COURT CASELOAD SUMMARY
Municipal Court of the City of PHILLIPSBURG
For the month ending: 6/30/2016

1. NUMBER OF CASES PENDING BEGINNING OF MONTH (must equal pending at end of last month)				15
2. NUMBER OF CASES FILED DURING MONTH				
D. OTHER TRAFFIC VIOLATIONS			16	
E. CRIMES AGAINST PERSONS			1	
H. OTHER CRIMES			1	
TOTAL FILINGS THIS MONTH				18
3. TOTAL CASELOAD (1 plus 2)				33
4. NUMBER OF CASES DISPOSED OF DURING MONTH				
		Driving Under the Influence	All Other Cases	
a. Guilty Pleas		0	15	
b. Bond Forfeitures		0	0	
c. Dismissals		0	2	
d. Trials (on Plea of Not Guilty)		0	0	
e. Diversion Agreements		1	1	
TOTAL DISPOSITIONS THIS MONTH		1 +	18 =	19
5. NUMBER OF CASES PENDING AT END OF MONTH (3 minus 4; equals actual pending caseload)				14
6. NOTICES OF APPEAL TO THE DISTRICT COURT (filed this month)				0

SIGNATURE: _____