



CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS
1941 E. 61ST STREET NORTH

April 14, 2020, 7:00 P.M.

ROLL CALL

MEETING CALLED TO ORDER

Invocation
Pledge of Allegiance

APPROVAL OF AGENDA

Suggested Motion:

Council Member _____ moved to approve the Agenda as Presented.

Council Member _____ seconded the motion.

Other:

AWARDS AND/OR PRESENTATIONS

PUBLIC FORUM

STAFF REPORTS

City Administrator

CONSENT AGENDA:

1. Minutes of March 24, 2020 Regular Meeting.
2. Appropriations 934-2020 with Addendums.
3. February Monthly Financial Report

Suggested Motion:

Council Member _____ moved that the Consent Agenda, as Presented, be Approved.

Council Member _____ seconded the motion.

Other:



NEW BUSINESS

GOVERNING BODY REPORTS

Mayor's Remarks
Remarks by Council Members

Adjourn

Suggested Motion:

Council Member _____ moved to Adjourn the Meeting.

Council Member _____ seconded the motion.

Other:



**MINUTES OF THE GOVERNING BODY OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61ST STREET NORTH
March 24, 2020**

ROLL CALL

The following were present: Council Members, John Lehnherr, George Glover, Melvin Kerr, Ben Saucedo, Tom Jones, George Capps, Brandi Baily, and Jim Schroeder.

Also present: Mayor Ray Mann, City Clerk Marlo Rugg, City Administrator Sean Fox, Assistant City Administrator/Human Resources Manager Dana Walden, Police Chief Phil Bostian, City Attorney Doug Moshier, Finance Director Dee Anne Grunder, and Public Works Director Eric Miner.

VISITORS

Taylor Messick, Ark Valley News
Terry Ford

MEETING CALLED TO ORDER

The meeting was called to order by Mayor Ray Mann at 7:00 pm. Council Member George Glover gave the invocation, and Council Member Tom Jones led the Pledge of Allegiance.

APPROVAL OF AGENDA

Council Member John Lehnherr moved to approve the agenda as presented. Council Member Brandi Baily seconded the motion. Motion carried 8-0.

AWARDS & PRESENTATIONS

None.

PUBLIC FORUM

None.

STAFF REPORTS

City Administrator Sean Fox gave an update on the Covid-19 pandemic. He stated Governor Kelly issued an executive order prohibiting mass gatherings of ten or more. Mr. Fox stated Sedgwick County issued a stay-at-home order to begin at 12:01 am on March 25th, 2020 for thirty days. He stated staff continues to provide all services and functions of the City. Mr. Fox stated the Mayor issued a Proclamation of State of Local Disaster Emergency on March 17th, 2020. He stated the proclamation gives the Mayor the authority



to approve certain functions and or act through the provisions of the Kansas Emergency Preparedness Act or the City's Emergency Operations Plan. He stated the City is constantly monitoring and in contact with the Kansas Department of Health and Environment and Sedgwick County Health Department for further guidance.

Council Member Ben Saucedo stated there is some confusion regarding to school closings. He stated school buildings have been closed and the school districts have until April 15, 2020 to create a distance learning plan for the remainder of the 2019-2020 school year. He requested that staff get some clarification on the school closings and provide the information to the public. Mr. Fox stated staff will do some research and get the information out to the public.

CONSENT AGENDA:

4. Minutes of March 10, 2020 Regular Meeting.
5. Appropriations 933-2020 with Addendums.
6. Approve the revised "Winkley Addition" – A One-Step Final Plat for Property Located at 4706 N. Hydraulic.

Council Member Brandi Baily moved that the Consent Agenda, as Presented, be Approved.

Council Member John Lehnerr seconded the motion. Motion carried 8-0

NEW BUSINESS

7. DISCUSS AND CONSIDER PROPERTY/CASUALTY AND WORKER'S COMPENSATION INSURANCE BIDS.

City Clerk Marlo Rugg stated the City's insurance policies will expire on April 1, 2020. She stated the City requested our insurance broker bid the City's insurance this year. Ms. Rugg stated applications were sent to four insurance companies, Berkshire Hathaway, Travelers, One Beacon, and EMC. She stated Employers Mutual Casualty Company's (EMC) proposal was for \$168,335 and One Beacon's proposal was for \$129,033. Ms. Rugg stated One Beacon does not provide workers compensation, and the City could obtain workers compensation from KMIT at a cost of \$34,402 if the City were to accept One Beacon's proposal. She stated when looking at the two policies, there were substantial differences. Ms. Rugg stated EMC had the most comprehensive policy, and offers an attorney direct program, local services, and reliable and consistent claims services. She stated the City receives a dividend each year from EMC, and the average dividend paid to the City for the last three years has been \$29,600. Ms. Rugg stated staff is asking Council to consider a separate cyber policy that would better serve the City. She stated EMC'S cyber policy has a \$50,000 limit and staff recommends a \$1,000,000 limit. Ms. Rugg stated Evolve submitted the most competitive proposal for \$2,703 with a \$1,000,000 limit.

Council Member George Capps stated EMC discontinued residential policies and wanted some assurance that EMC would be held accountable through the term of the City's policy. Council Member Ben Saucedo stated the policy would be good through the dates the policy is written.



Council Member Jim Schroeder moved to approve the proposal from of Employers Mutual Casualty Company (EMC) for \$168,335 and the cyber insurance proposal from Evolve for \$2,703 effective April 1, 2020.

Council Member George Capps seconded the motion. Motion carried 7-1.

8. DISCUSS AND CONSIDER REPLACEMENT OF BROADWAY LIFT STATION

Public Works Director Eric Miner stated the Broadway lift station suffered a catastrophic failure of both pumps on March 5th and is currently operating with the assistance of a temporary bypass, which is being monitored/manned daily. He stated the Broadway station is the oldest in town, not only in age, but also in its design, and is comprised of both a wet well and a dry well. Mr. Miner stated the dry well is approximately 6 feet wide and 30 feet deep, and therefore is classified as a confined space. He stated under normal operations, the City's employees are required to descend into the drywell daily to monitor the pump and/or take readings. Mr. Miner stated staff is working with JCI, and has obtained a quote to reconfigure the Broadway lift station from a wet/dry well configuration to a wet well with submersible pumps configuration, which would require the installation of pump rails, new pumps, a new control panel and reconfiguring the piping itself. He stated this will not only eliminate the antiquated design and confined space but will standardize this station with the other five lift stations. He stated the total cost to reconfigure/update the lift station is \$92,617.00

Council Member Brandi Baily asked if the City expected it to take fifteen weeks to get the parts in and how long will it take for the new pump to be installed. Mr. Miner stated the JCI would break the project down in stages, and it could possibly take seven to eight weeks to complete the installation

Council Member Ben Saucedo moved to approve the quote from JCI Industries for the replacement of the Broadway lift station for a cost not to exceed \$92,617 to be paid out of the Utility-CIP/CEF Improvement Fund.

Council Member Tom Jones seconded the motion. Motion carried 8-0

9. DISCUSS AND CONSIDER ANNUAL REVIEW OF WATER/SEWER RATES

Finance Director Dee Anne Grunder stated Ordinance #1087-2020 states the Governing Body shall conduct an annual review of the financial condition of the City's water and sewer utilities on or before March 31st each year to evaluate the need for any adjustments to the current water or sewer charges. She stated in the current environment with issues related to the coronavirus and the resulting impact on citizens, businesses, and the overall economy, staff does not feel this is the right time to implement rate increases. Ms. Grunder stated staff does want Council to be aware of our concerns with continuing with the current rates. She stated the 2019 Utility Fund Department Water revenues exceeded the expenditures by only \$49,893. Ms. Grunder state that is fairly low for a department of this size, and with rising costs, could potentially become a loss in 2020. She stated aging water lines are often demanding City resources and are in need of replacement. Ms. Grunder stated with the current situation related to the coronavirus, for a period the City will not be collecting revenue for late fees and disconnections related to nonpayment, and it is anticipated some of the account balances may



never be collected. Ms. Grunder stated with regards to the sewer department's need for a future sewer plant expansion, Council has previously expressed a desire to raise sewer rates annually at a reasonable level to avoid a very large future one-time increase to citizens and to build cash reserves that can be used to pay down the debt in order to mitigate future interest costs. She stated the financial impact would be the financial health of the Utility Fund Water Department may decline, and there will be less cash accumulated by the Utility Fund Sewer Department to pay down future debt related to the sewer plant expansion, resulting in higher interest payments. Ms. Grunder stated staff recommends not raising rates at this time, but the topic should be addressed later this year.

Council Member Tom Jones moved to approve no increase in water rates

Council Member Ben Saucedo seconded the motion.

Council Member Ben Saucedo thanked staff for working through the review of the water/sewer rates. He stated he appreciated staff taking in consideration the existing circumstances.

Motion carried 8-0

Council Member Tom Jones moved to approve no increase in sewer rates

Council Member Brandi Baily seconded the motion.

Council Member Brandi Baily asked what the rate increase would look like to a resident. Ms. Grunder stated an increase of 3% would be \$2.23 for water/sewer rates for a customer who uses the national average of eight thousand gallons.

Motion carried 8-0.

10. DISCUSS AND CONSIDER EXTENDING PROCLAMATION OF A STATE OF LOCAL DISASTER EMERGENCY FOR THE CITY OF PARK CITY, KS.

City Administrator Sean Fox stated on March 17th, in response to the COVID-19 Pandemic, the Mayor issued a Proclamation of Local Disaster/Emergency authorizing the activation of response and recovery aspects of the Kansas Emergency Preparedness Act and the Park City Emergency Operation Plan and initiated the rendering of aid and assistance thereunder. He stated K.S.A. 48-932 states that no state of local disaster emergency shall be continued for a period in excess of seven (7) days or renewed, except with the consent of the governing body. Mr. Fox stated staff recommends Council extending the Proclamation of a State of Local Disaster Emergency for the City of Park City for a total of ninety (90) days, ending on June 15, 2020.

Council Member Tom Jones asked if the proclamation did not need to be extended for ninety days, could Council revisit this and make it for a shorter duration, or could Council extend the proclamation for just thirty days at a time. Mr. Fox stated it was the Council's prerogative to do as they wish.



Council Member Brandi Baily moved to approve extending the Proclamation of a State of local Disaster Emergency for the City of Park City for a total of ninety (90) days, ending June 15, 2020

Council Member Tom Jones seconded the motion. Motion carried 8-0

11. DISCUSS AND CONSIDER AN ANNUAL APPROPRIATIONS ORDINANCE

City Attorney Doug Moshier stated because of current uncertainties with respect to the regularity and timing of City Council meetings, staff believes it is prudent to make an appropriation of those budgeted account funds for the remainder of the year 2020. He stated this permits payment of claims and charges against these funds to be made without the necessity of City Council action. Mr. Moshier stated staff would continue to provide a summary of disbursements from these funds to the City Council either as part of an agenda as currently done or directly via email. He stated payments would continue to be subject to the City's counter-signature requirements and the provisions of the Budget and Cash Basis Laws of the State.

Council Member George Capps expressed his concern with the ordinance. Mr. Fox stated Council has already approved the 2020 Budget and as long as staff stays within the guidelines of the budget, staff has the authorization to pay monthly invoices as needed. He stated the current circumstances with the coronavirus could hinder Council from meeting at the regular time, and the ordinance would allow staff to pay the monthly invoices.

A discussion ensued.

Council Member Brandi Baily moved to approve Ordinance #1090-2020 an ordinance appropriating the amounts set up in each fund in the budget for the remainder of calendar year 2020, providing for the payment of all claims and charges against the accounts provided for therein.

Council Member Jim Schroeder seconded the motion.

Roll Call

Council Member John Lehnerr	Yes	Council Member Tom Jones	No
Council Member George Glover	Yes	Council Member George Capps	No
Council Member Ben Saucedo	No	Council Member Brandi Baily	Yes
Council Member Melvin Kerr	No	Council Member Jim Schroeder	Yes
Mayor Ray Mann	Yes		

12. DISCUSS AND CONSIDER INCREASING EMERGENCY PURCHASE LIMIT IN THE CITY OF PARK CITY'S PURCHASING POLICY

Finance Director Dee Anne Grunder stated Resolution #921-2016 outlines Park City's procurement procedures, and Section I.C. specifically relates to emergency purchases. Ms. Grunder stated the resolution states the City Administrator/Acting City Administrator or Mayor may authorize an amount not to exceed \$10,000 with full disclosure to the Council at the next regular meeting. She stated this amount is only \$3,000 more than their normal spending authority of \$7,000. Ms. Grunder stated in circumstances such as we are currently experiencing with the coronavirus, it seems there is potential need for a higher



spending limit to be able to respond quickly to emergency situations. Mr. Fox stated there are times emergencies come up that \$10,000 will not cover. He stated the emergencies are sometimes related to infrastructure repairs that are critical for the City to address in a timely manner.

A discussion ensued. There was no action taken from the Council.

13. DISCUSS AND CONSIDER MEMORANDUM OF AGREEMENT WITH CITY OF VALLEY CENTER

Police Chief Phil Bostian stated the federal government maintains a Strategic National Stockpile of vaccines, medicines, medical equipment and personal protective equipment. He stated these supplies will be pushed out to local jurisdictions through Points of Dispensing (PODs). Mr. Bostian stated Park City can choose whether or not to establish a POD, and whether to partner with another jurisdiction or entity in establishing a POD. He stated several specific and time-consuming steps are required to plan and stand up a Point of Dispensing (POD). Mr. Bostian stated under the best of circumstances, staff estimated it would take anywhere from 3-6 months of dedicated resources to establish an independent POD in Park City. He stated the City of Valley Center has established a Point of Dispensing in cooperation with USD 262. Mr. Bostian stated if the POD was activated, any Park City resident who is within the Valley Center school district will be able to go to the Valley Center POD to receive vaccination or other medical countermeasures, such as testing. He stated Park City residents who are not in USD 262 USD will not be able to go to Valley Center but will have to go to a facility in Wichita or elsewhere. Mr. Bostian stated if the Council approves a memorandum of understanding with Valley Center, that will not prevent Park City from establishing its own POD if the situation dictates or if circumstances change in the future.

Council Member Ben Saucedo moved to authorize Mayor Mann to approve a memorandum of agreement between the City of Park City and Sedgwick County Emergency Management for an emergency vaccination location in Valley Center.

Council Member Brandi Baily seconded the motion.

Council Member Melvin Kerr asked if the City had any plans to transport people from Park City to Valley Center. Chief Bostian stated there were no plans.

Council Member Tom Jones asked which school in Valley Center would be designated as the point of dispensing. Mr. Bostian stated it would be Valley Center Middle School located at 800 North Meridian

Motion carried 8-0.

14. EXECUTIVE SESSION – DISCUSSION PERTAINING TO NON-ELECTED PERSONNEL

Council Member Brandi Baily moved to recess into executive session at 8:14 pm for twenty minutes to discuss non-elected personnel.

Council Member Jim Schroeder seconded the motion. Motion carried 8-0.



RECONVENE

Mayor Mann reconvened the meeting at 8:49 pm. No action was taken.

GOVERNING BODY REPORTS

Mayor's Remarks

None.

Remarks by Council Members

Council Member Jim Schroeder thanked staff for their efforts on conducting the meeting through different technological resources.

Council Member Brandi Baily stated Pride will hold a special distribution on Saturday April 4, 2020 for those who are experiencing hardship during the pandemic.

Council Member George Capps stated his concern for the Park City employees during this pandemic.

Council Member George Glover encouraged others to help the elderly during this time.

Council Member Ben Saucedo encouraged those who can donate to Park City Pride to do so with a nonperishable food item or monetary donation. He asked everyone to adhere to the stay at home order and to be safe.

ADJOURN

Council Member John Lehnerr moved to adjourn the meeting at 8:54 pm.

Council Member Ben Saucedo seconded the motion. Motion carried 8-0.



Ray Mann, Mayor

Attest:

Marlo Rugg, City Clerk

The foregoing minutes were considered at the April 14, 2020 meeting and approved with the following amendment _____.

The vote to approve the minutes _____.



CITY OF PARK CITY
APPROPRIATION REPORT
03/23/2020 – 04/10/2020

OPEN PURCHASE ORDERS	\$329,260.39
APPROPRIATION	\$396,576.01



SORTED BY VENDOR

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-0002	STRUNK PUBLISHING LLC	1	724.64	Y		
01-0011	KS DEPT OF REVENUE PAYROL	2	3,936.67	N		
01-0014	AIRGAS	1	83.53	N		
01-0022	ANSWERING EXCHANGE	1	103.33	N		
01-0029	MIKE JOHNSON SALES, INC	2	298.30	N		
01-0063	IRS PAYROLL TAXES	6	22,534.84	N		
01-0067	GREAT WEST FINANCIAL	2	1,862.05	N		
01-0078	CIVIC PLUS	1	2,035.17	N		
01-0092	AFLAC	1	282.93	N		
01-0096	UNIFIRST	1	157.43	N		
01-0105	WHITE STAR MACHINERY & SU	2	425.44	N		
01-0110	MID-AMERICAN RESEARCH CHE	1	728.72	N		
01-0114	KPERS	6	17,774.78	N		
01-0137	KANSAS GOLF & TURF INC	2	274.41	N		
01-0153	WSP USA INC.	2	4,798.92	N		
01-0157	CHISHOLM CREEK UTILITY AU	1	6,180.00	N		
01-0207	FREMAR CORP	3	2,774.93	N		
01-0219	GALLS, LLC	12	1,066.64	N		
01-0249	SEDGWICK COUNTY TREASURER	1	66.50	N		
01-0301	EWING	1	536.25	N		
01-0316	NATIONAL SIGN CO INC	1	129.75	N		
01-0317	CHISHOLM TRAIL STATE BANK	2	1,179.87	N		
01-0334	KANSAS ONE CALL SYSTEM IN	1	271.20	N		
01-0375	WICHITA WINWATER WORKS CO	2	3,549.75	N		
01-0382	IMAGE QUEST	3	428.83	N		
01-0394	INTERLINGUAL INTERPRETING	3	140.00	N		
01-0405	SEDGWICK COUNTY	2	5,151.00	N		



SORTED BY VENDOR

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-0417	KANSAS HEALTH & ENVIRONME	1	324.00	N		
01-0418	AXON ENTERPRISE, INC.	1	3,873.00	N		
01-0430	QUILL CORPORATION	3	195.92	N		
01-0438	LAUTZ LAW LLC	1	1,200.00	Y		
01-0441	PARK CITY LIBRARY	1	10,260.72	N		
01-0443	INVESTIGATIONS, LLC	1	100.00	N		
01-0459	SAFETY KLEEN	1	175.50	N		
01-0464	KANSASLAND TIRE WHOLESALE	1	151.18	N		
01-0484	GARDNER DESIGN	3	11,899.13	N		
01-0549	JOY K WILLIAMS	1	1,800.00	Y		
01-0552	CORNEJO & SONS	1	232.00	N		
01-0556	KANSAS PAYMENT CENTER	1	733.85	N		
01-0563	BAUGHMAN COMPANY PA	1	3,125.00	N		
01-0569	THEODORE WALLENDER	2	793.57	Y		
01-0576	UNDERGROUND VAULT & STORA	4	124.55	N		
01-0600	CDWG, LLC	1	325.00	N		
01-0659	MIDWEST OCCUPATIONAL MEDI	1	40.00	N		
01-0696	OFFICE PLUS OF KANSAS	12	745.89	N		
01-0709	CITY OF WICHITA	1	1,220.00	N		
01-0739	KANZA CO-OPERATIVE ASSOCI	2	887.98	N		
01-0762	O'REILLY AUTO PARTS	6	1,162.02	N		
01-0790	SEWING & EMBROIDERY WORKS	1	38.50	Y		
01-0832	METRON-FARNIER, LLC.	3	94,650.00	N		
01-0834	SINK, GORDON & ASSOCIATES	1	10,000.00	Y		
01-0869	JESSE D WALLENDER	1	1,000.00	Y		
01-0879	SURENCY LIFE AND HEALTH	1	13.37	N		
01-0892	AETNA	1	2,014.60	N		



SORTED BY VENDOR

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-0909	SUPERIOR SERVICE COMPANY	1	224.95	N		
01-0914	ICI	1	2,703.00	N		
01-0919	HUBER ASSOCIATES, INC.	3	11,077.00	N		
01-0956	THE POLICE AND SHERIFFS P	1	62.92	N		
01-0965	BNY MELLON TRUST CO	2	133,595.44	N		
01-0974	MAYER SPECIALTY SERVICES	4	5,230.00	Y		
01-0978	CLARK EQUIPMENT COMPANY	1	2,580.20	N		
01-0984	LANDWEHR ROOFING & CONSTR	1	620.38	Y		
01-1069	AUTOZONE	2	28.35	N		
01-1140	ROADSAFE TRAFFIC SYSTEMS,	1	5,100.00	N		
01-1178	SHEALA C COOPER	1	50.00	N		
01-1179	ELYSSA CARTER	1	50.00	N		
01-1181	DARLENE MARTINEZ	1	50.00	N		
01-1182	FAST SIGNS	2	1,461.00	N		
01-1184	ION ENVIRONMENTAL SERVICE	1	390.43	N		
01-1185	MARA RILEY	1	50.00	N		
01-1188	KATHY SPEARMAN	1	50.00	N		
01-1189	SARAH K BRAET	1	2,500.00	Y		
01-1190	GILL FENCING	1	4,400.00	N		
01-1191	RHONDA BENNETT	1	50.00	N		
01-1317	PRAIRIELAND PARTNERS, LLC	1	223.12	N		
01-1320	SMART SECURITY INC.	1	80.00	N		
01-1371	SANDIFER ENGINEERING & CO	2	1,417.56	N		

*** REPORT TOTALS *** 149 396,576.01



== SUMMARY REPORT ==

* = Sales Tax Included

PO #	REQ #	VENDOR #	VENDOR NAME	STAT DEPT	DATE		ORDERED	RECEIVED	ORDERED	RECEIVED	VARIANCE	OUTSTANDING
					ORDERED	RECEIVED						
15-02870	15-02870	01-0193	GEAR FOR YOU	P C & T	8/17/15	1/19/17	2,000.00		2,000.00	1,172.35		827.65
18-03758	18-03758	01-0153	WSP USA INC.	P ADMIN	12/19/18	4/09/20	150,000.00		150,000.00	60,786.43		89,213.57
18-03776	18-03776	01-0630	K.E. MILLER ENGIN	P COUNCIL	11/13/18	6/07/19	33,000.00		33,000.00	25,290.00		7,710.00
19-03796	19-03796	01-1	OVER THE EDGE GRA	P C & T	3/11/19	7/18/19	5,000.00		5,000.00	3,775.00		1,225.00
19-03804	19-03804	01-0630	K.E. MILLER ENGIN	P COUNCIL	3/28/19	11/20/19	95,600.00		95,600.00	84,355.00		11,245.00
19-03819	19-03819	01-0503	RANSON FINANCIAL	P GOVT BOD	5/17/19	5/22/19	5,500.00		5,500.00	4,000.00		1,500.00
19-03823	19-03823	01-0153	WSP USA INC.	P COUNCIL	5/30/19	3/05/20	19,651.00		19,651.00	18,901.72		749.28
19-03832	19-03832	01-1	WICHITA INTERTRIB	O C & T	6/26/19		1,000.00		1,000.00			1,000.00
19-03847	19-03847	01-0812	KANSAS PAVING	P COUNCIL	8/08/19	11/08/19	364,324.60		364,324.60	327,892.14		36,432.46
19-03854	19-03854	01-0153	WSP USA INC.	P COUNCIL	9/11/19	12/06/19	3,444.70		3,444.70	1,476.30		1,968.40
19-03861	19-03861	01-1	WICHITA WINGS IND	P C & T	9/30/19	1/23/20	30,000.00		30,000.00	12,500.00		17,500.00
19-03895	19-03895	01-0141	GT DISTRIBUTORS -	O PD	12/23/19		1,245.00		1,245.00			1,245.00
19-03898	19-03898	01-0999	EMPRISE BANK	O ADMIN	12/24/19		1,104.28		1,104.28			1,104.28
19-03899	19-03899	01-1120	KIESLER POLICE SU	P PD	12/23/19	1/23/20	14,878.84		14,878.84	12,473.34		2,405.50
19-03900	19-03900	01-0374	ARBOR MASTERS TRE	O PARK	1/06/20		1,675.00		1,675.00			1,675.00
19-03901	19-03901	01-0834	SINK, GORDON & AS	P ADMIN	1/14/20	4/10/20	16,700.00		16,700.00	10,000.00		6,700.00
20-03919	20-03919	01-1276	HARTMAN ARENA, LL	P C & T	3/20/20	3/20/20	8,000.00		8,000.00	6,000.00		2,000.00
20-03920	20-03920	01-1276	HARTMAN ARENA, LL	P C & T	3/20/20	3/20/20	8,000.00		8,000.00	3,000.00		5,000.00
20-03923	20-03923	01-0661	JULY EVENT TEAM	O C & T	3/20/20		5,500.00		5,500.00			5,500.00
20-03924	20-03924	01-1239	JEEPS MOTORCYCLE	O C & T	3/20/20		11,000.00		11,000.00			11,000.00
20-03925	20-03925	01-1174	WICHITA FORCE ARE	O C & T	3/20/20		10,000.00		10,000.00			10,000.00
20-03926	20-03926	01-0481	JCI INDUSTRIES	O SEWER	3/25/20		91,392.00		91,392.00			91,392.00
20-03927	20-03927	01-1175	GAMETIME	O PARK	3/26/20		2,795.00		2,795.00			2,795.00
20-03928	20-03928	01-0173	MIRACLE RECREATIO	O PARK	3/26/20		5,393.00		5,393.00			5,393.00
20-03929	20-03929	01-0289	FRY & ASSOCIATES,	O PARK	3/26/20		5,990.00		5,990.00			5,990.00
20-03930	20-03930	01-1177	IWORQ	O P.W.	3/30/20		6,500.00		6,500.00			6,500.00
20-03931	20-03931	01-0637	SIMPLOT PARTNERS	O PARK	3/31/20		1,189.25		1,189.25			1,189.25

REPORT TOTALS:	PO'S	ORDERED	RECEIVED	VOIDED	VARIANCE	BALANCE
OUTSTANDING	13	144,783.53	0.00	0.00	0.00	144,783.53
PARTIAL	14	756,099.14	571,622.28	0.00	0.00	184,476.86
RECEIVED	0	0.00	0.00	0.00	0.00	0.00
COMPLETED	0	0.00	0.00	0.00	0.00	0.00
VOIDED	0	0.00	0.00	0.00	0.00	0.00

** TOTALS **	27	900,882.67	571,622.28	0.00	0.00	329,260.39



**CITY OF PARK CITY
2020 GENERAL FUND REVENUE REPORT AS OF 02/29/2020**

DEPARTMENT	BUDGET	8%		17%		BUDGET BALANCE
		JAN YTD	%	FEB YTD	%	
Ad Valorem Tax	\$ 3,091,775	\$ 1,473,547	48%	\$ 1,473,547	48%	\$ 1,618,228
Local Liquor Tax	\$ 13,700	\$ -	0%	\$ -	0%	\$ 13,700
State Assessed Utility	\$ -	\$ 165,847	0%	\$ 165,847	0%	\$ (165,847)
Delinquent Tax	\$ -	\$ 10,485	0%	\$ 10,485	0%	\$ (10,485)
Motor Vehicle Tax	\$ 278,554	\$ 10,177	4%	\$ 10,177	4%	\$ 268,377
Recreational Vehicle Tax	\$ 2,918	\$ 118	4%	\$ 118	4%	\$ 2,800
16/20M Truck Tax	\$ 872	\$ 168	19%	\$ 168	19%	\$ 704
In Lieu of Taxes	\$ 10,280	\$ 14,364	140%	\$ 14,364	140%	\$ (4,084)
KCOVRS CMV Tax	\$ 54,986	\$ 3,631	7%	\$ 3,631	7%	\$ 51,355
Watercraft Tax	\$ 1,424	\$ 818	57%	\$ 818	57%	\$ 606
Retailers Sales Tax	\$ 1,300,000	\$ 122,067	9%	\$ 265,008	20%	\$ 1,034,992
Franchise Fees	\$ 675,000	\$ 59,970	9%	\$ 127,773	19%	\$ 547,227
Department of Aging	\$ 36,000	\$ -	0%	\$ 6,059	17%	\$ 29,941
State-Grant Proceeds	\$ -	\$ -	0%	\$ -	0%	\$ -
Contractors Applications	\$ 3,600	\$ 838	23%	\$ 1,300	36%	\$ 2,300
Plan Review Fees	\$ 12,900	\$ 668	5%	\$ 668	5%	\$ 12,232
Contractors License	\$ 18,500	\$ 4,300	23%	\$ 6,633	36%	\$ 11,868
Building Permits	\$ 113,000	\$ 9,221	8%	\$ 14,082	12%	\$ 98,918
Liquor License	\$ 4,000	\$ 575	14%	\$ 1,375	34%	\$ 2,625
Animal Permits	\$ 7,700	\$ 590	8%	\$ 1,390	18%	\$ 6,310
Garage Sales	\$ 530	\$ -	0%	\$ 2	0%	\$ 528
Fireworks Permits	\$ 25,000	\$ -	0%	\$ -	0%	\$ 25,000
Misc Permits	\$ 11,500	\$ 400	3%	\$ 550	5%	\$ 10,950
Zoning & Sub-divisions	\$ 1,245	\$ 75	6%	\$ 75	6%	\$ 1,170
Municipal Court Fines	\$ 120,000	\$ 10,005	8%	\$ 22,451	19%	\$ 97,549
Municipal Court Costs	\$ 30,000	\$ 2,126	7%	\$ 4,536	15%	\$ 25,464
Misc Court Income	\$ 8,000	\$ 2,396	30%	\$ 5,156	64%	\$ 2,844
Senior Center Rental	\$ 650	\$ -	0%	\$ -	0%	\$ 650
Misc. Police Reports	\$ 2,500	\$ 326	13%	\$ 547	22%	\$ 1,953
C.H. Misc. Reports	\$ -	\$ -	0%	\$ -	0%	\$ -
Community Building Rental	\$ 7,000	\$ 475	7%	\$ 725	10%	\$ 6,275
Reimbursed Expenses	\$ 5,000	\$ -	0%	\$ 2,882	58%	\$ 2,118
Click it or Ticket	\$ 500	\$ -	0%	\$ -	0%	\$ 500
Interest Income	\$ 17,775	\$ 247	1%	\$ 519	3%	\$ 17,256
Bond Admin Fees	\$ -	\$ -	0%	\$ -	0%	\$ -
Misc Income	\$ 18,000	\$ 500	3%	\$ 550	3%	\$ 17,450
Returned Check Fee	\$ 1,250	\$ 120	10%	\$ 300	24%	\$ 950
Animal Shelter Reimb.	\$ 500	\$ -	0%	\$ -	0%	\$ 500
Senior Center Activity Fees	\$ 2,750	\$ 128	5%	\$ 128	5%	\$ 2,622
Donations	\$ -	\$ 100	0%	\$ 100	0%	\$ (100)
Sales of Properties	\$ -	\$ 100	0%	\$ 100	0%	\$ (100)
Insurance Reimbursement	\$ 30,000	\$ -	0%	\$ 1,137	4%	\$ 28,864
Health Insurance Surcharge	\$ -	\$ -	0%	\$ 8,265	0%	\$ (8,265)
Transfer In-Utility Fund	\$ -	\$ -	0%	\$ -	0%	\$ -
Transfer In-MTBE Fund	\$ -	\$ -	0%	\$ -	0%	\$ -
Transfer In From Other Fund (024)	\$ 12,250	\$ 1,021	8%	\$ 2,042	17%	\$ 10,208
TOTALS	\$ 5,919,659	\$ 1,895,402	32%	\$ 2,153,505	36%	\$ 3,766,154



CITY OF PARK CITY
2020 GENERAL FUND EXPENDITURE REPORT
AS OF 02/29/2020

		8%		17%		
DEPARTMENT	BUDGET	JAN YTD	%	FEB YTD	%	BUDGET BALANCE
Administration	\$ 1,319,895	\$ 56,320	4%	\$ 114,132	9%	\$ 1,205,763
Court	\$ 296,972	\$ 13,229	4%	\$ 36,445	12%	\$ 260,527
Governing Body	\$ 227,292	\$ 12,524	6%	\$ 29,226	13%	\$ 198,066
Human Resources	\$ 162,080	\$ 8,310	5%	\$ 21,964	14%	\$ 140,116
Police	\$ 2,454,189	\$ 127,530	5%	\$ 288,909	12%	\$ 2,165,280
Code Enforcement	\$ 320,606	\$ 15,761	5%	\$ 34,132	11%	\$ 286,474
Legal	\$ 62,171	\$ 3,397	5%	\$ 8,178	13%	\$ 53,993
Building Inspection	\$ 142,935	\$ 6,746	5%	\$ 15,521	11%	\$ 127,414
Planning	\$ 147,254	\$ 4,772	3%	\$ 13,027	9%	\$ 134,227
Pride	\$ 4,375	\$ 223	5%	\$ 507	12%	\$ 3,868
Senior Center	\$ 111,459	\$ 6,226	6%	\$ 13,975	13%	\$ 97,484
Information Technology	\$ -	\$ (1,597)	0%	\$ (3,900)	0%	\$ 3,900
Maintenance	\$ 124,641	\$ 5,537	4%	\$ 14,360	12%	\$ 110,281
Parks	\$ 504,559	\$ 25,010	5%	\$ 54,714	11%	\$ 449,845
Community Building	\$ 3,300	\$ 160	5%	\$ 368	11%	\$ 2,932
Transfer Out	\$ 376,944	\$ 32,657	9%	\$ 64,069	17%	\$ 312,875
Totals	\$ 6,258,672	\$ 316,805	5%	\$ 705,629	11%	\$ 5,553,043



**City of Park City
Utility Fund Revenue & Expense Report**

2019 WATER

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 1,541,450	\$ 142,598	\$ 254,531	17%	\$ 1,286,919
Expenses	\$ 1,641,291	\$ 132,398	\$ 278,738	17%	\$ 1,362,553
Transfers**	\$ 73,000	\$ 6,083	\$ 12,167	17%	\$ 60,833
NET	\$ (172,841)	\$ 4,117	\$ (36,374)		

2020 WATER

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 1,591,771	\$ 216,018	\$ 332,359	21%	\$ 1,259,412
Expenses	\$ 1,834,693	\$ 130,959	\$ 265,823	14%	\$ 1,568,870
Transfers**	\$ 8,000	\$ 667	\$ 1,333	17%	\$ 6,667
NET	\$ (250,922)	\$ 84,393	\$ 65,203		

** Transfers are to Fund 606 Utility CIP/CEF

2019 SEWER

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 1,202,268	\$ 104,096	\$ 209,301	17%	\$ 992,967
Expenses	\$ 1,186,239	\$ 69,454	\$ 149,590	13%	\$ 1,036,649
Transfers**	\$ 73,000	\$ 6,083	\$ 12,167	17%	\$ 60,833
NET	\$ (56,971)	\$ 28,559	\$ 47,544		

2020 SEWER

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 1,256,450	\$ 104,970	\$ 213,410	17%	\$ 1,043,040
Expenses	\$ 1,223,336	\$ 85,750	\$ 181,885	15%	\$ 1,041,451
Transfers**	\$ 8,000	\$ 667	\$ 1,333	17%	\$ 6,667
NET	\$ 25,114	\$ 18,553	\$ 30,192		

** Transfers are to Fund 606 Utility CIP/CEF

2019 TRASH

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 441,600	\$ 40,577	\$ 81,124	18%	\$ 360,476
Expenses	\$ 398,050	\$ 36,637	\$ 75,477	19%	\$ 322,573
NET	\$ 43,550	\$ 3,940	\$ 5,647		

2020 TRASH

		8%	17%		
DEPARTMENT	BUDGET	JAN YTD	FEB YTD	%	BUDGET BALANCE
Revenues	\$ 465,500	\$ 42,135	\$ 84,664	18%	\$ 380,836
Expenses	\$ 473,800	\$ 40,797	\$ 82,959	18%	\$ 390,841
NET	\$ (8,300)	\$ 1,338	\$ 1,706		