



119 North Hersey Avenue
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Beloit, Kansas 67420
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www.beloitks.org

1. CALL TO ORDER

- A. Roll Call
- B. Invocation
- C. Pledge of Allegiance

2. MAYOR AND COUNCIL REPORTS

3. STAFF REPORTS

- A. City Attorney Report
- B. City Manager Report
 - a. WTP Update
 - b. CDBG Housing Rehab/Demo Grant
 - c. SRTS 2C Update
 - d. Sales Tax
 - e. Treasurer's Report Review
- C. Community Development Report
- D. Transportation Department Report

4. PUBLIC COMMENT

- A. Michelle Heidrick Isle of Lights Report

5. CONSENT AGENDA

- A. 1/21/20 City Council Meeting Minutes
- B. Appropriations 2A

6. ORDINANCES

- A. Ordinance 2266 Special Event License for Waconda Struttin' Dusters- National Wild Turkey Federation

7. RESOLUTIONS

- A. Resolution 2020-1 2020 Fee Schedule
- B. Resolution 2020-2 GAAP Waiver

CITY COUNCIL AGENDA

Tuesday, February 4, 2020
7:00 p.m.

8. CLOSED SESSION

- A. None

9. FORMAL ACTIONS

- A. Isle of Lights 2020-2021 Contract
- B. Water Department Work Truck Purchase
- C. Memorandum of Understanding with the Mitchell County Health Department- Mass Dispensing Site
- D. 2020 Auditor Engagement

10. ADJOURNMENT

PUBLIC BUILDING COMMISSION

- A. Call to Order
- B. Roll Call
- C. 2/5/2019 PBC Meeting Minutes
- D. New Member
- E. Adjournment

WORK SESSION AGENDA

1. CORRESPONDENCE AND STAFF REPORTS

- A. City Attorney Report
- B. City Manager Report

2. DISCUSSION ITEMS

- A. E. 8th St. CIR Quote
- B. Sports Complex Ground Purchase

3. ADJOURNMENT

NOTE: Background information is available for review in the office of the City Clerk prior to the meeting. The Public Comment section is to allow members of the public to address the Council on matters pertaining to any business within the scope of Council authority and not appearing on the Agenda. Kansas Statutes prohibit the Council from taking action on any item not appearing on the Agenda, except where an emergency is determined to exist.

City of Beloit - 2019 4th Quarter Treasurers Report

Fund	Beginning Balance	Revenue	Expense	Ending Balance
General	607,957.66	442,324.14	754,796.56	295,485.24
Employee Benefit	217,875.04	274,831.62	393,332.35	99,374.31
Library	37,789.15	2,835.88		40,625.03
Special Parks and Recreation	67,986.47	2,812.95		70,799.42
Equipment Reserve	95,670.69	11,636.01		107,306.70
Special Highway	66,858.36	61,630.30	69,270.12	59,218.54
Economic Development	44,620.85	13,124.97	24,702.66	33,043.16
Capital Improvement Fund	339,583.67	502,836.48	306,487.90	535,932.25
Law Enforcement Trust Fund	12,941.85	4,002.95	5,782.84	11,161.96
Fire Equipment Reserve	77,473.70	61.63	44,056.11	33,479.22
Police Department Capital Reserve Fund	4,657.12	500.00	-	5,157.12
Fire Department Capital Reserve Fund	38,498.99	-	-	38,498.99
Bond Fund	67,515.58	89,129.21	47,749.20	108,895.59
Water Fund	58,867.16	356,070.03	350,543.77	64,393.42
Water Pollution Treatment	111,563.10	231,108.42	227,100.39	115,571.13
Electric Utility	1,203,283.31	1,358,543.20	1,497,384.04	1,064,442.47
Refuse	79,541.68	58,897.70	58,779.46	79,659.92
Elec Plant & Equip Replacement	1,783,256.86	159,990.99	-	1,943,247.85
Water Plant/Equip Replacement	222,222.24	-	-	222,222.24
WPC Plant & Equipment Replacement	360,260.70	9,550.74	-	369,811.44
Cemetery Endowment	53,280.77	714.10	-	53,994.87
TOTALS	5,551,704.95	3,580,601.32	3,779,985.40	5,352,320.87
Outstanding Debt:				
AMR Loan with KDHE	\$ 117,381.34		Altec Line Truck	\$ 122,219.86
PBC Revenue Bonds	\$ 3,900,000.00		2017 Dodge Charger	\$ 8,525.76
General Obligation - Street Projects	\$ 2,260,000.00		Fire Truck Lease	\$ 163,956.88
Revenue Bonds (Power Plant Projects)	\$ 2,525,000.00		Street Sweeper	\$ 178,927.30
	8,802,381.34		2019 Dodge Charger	\$ 8,384.52
			2015 Bobcat	\$ 7,748.40
				489,762.72

City of Beloit
2019 Budget and Fund Balances
December 31, 2019

Budgeted Funds	2019 Budgeted Expenditures	YTD Expenditures 12/31/2019	YTD Budget % Expended	2019 Budget Revenue	YTD Revenue 12/31/2019	YTD Budget % Received	Cash Balance 12/31/2019	Encumbrance	Unencumbered Cash	Budget Authority Remaining
General	\$2,730,543.00	\$2,653,053.64	97.16%	\$2,596,446.00	\$2,668,496.47	102.77%	\$295,485.24	\$77,375.34	\$218,109.90	\$77,489.36
Employee Benefit	\$1,546,500.00	\$1,487,924.92	96.21%	\$1,486,569.00	\$1,461,585.55	98.32%	\$99,374.31	\$2,632.48	\$96,741.83	\$58,575.08
Library	\$237,100.00	\$211,684.69	89.28%	\$212,059.00	\$207,495.86	97.85%	\$40,625.03		\$40,625.03	\$25,415.31
Special Parks and Recreation	\$92,955.00	\$12,378.33	13.32%	\$14,306.00	\$19,208.67	134.27%	\$70,799.42		\$70,799.42	\$80,576.67
Special Highway	\$134,944.00	\$121,311.39	89.90%	\$103,780.00	\$106,491.16	102.61%	\$59,218.54	\$3,343.45	\$55,875.09	\$13,632.61
Economic Development	\$105,705.00	\$105,500.91	99.81%	\$94,200.00	\$96,370.88	102.30%	\$33,043.16	\$1,409.12	\$31,634.04	\$204.09
Fire Equipment Fund	\$60,000.00	\$44,056.11	73.43%	\$43,866.00	\$45,744.92	104.28%	\$33,479.22		\$33,479.22	\$15,943.89
Water Fund	\$1,411,373.00	\$1,335,969.83	94.66%	\$1,370,550.00	\$1,340,527.86	97.81%	\$64,393.42	\$35,583.01	\$28,810.41	\$75,403.17
Water Pollution Treatment	\$1,010,930.00	\$926,330.22	91.63%	\$998,500.00	\$889,655.56	89.10%	\$115,571.13	\$15,344.47	\$100,226.66	\$84,599.78
Electric Utility	\$7,015,409.00	\$5,447,610.71	77.65%	\$6,464,910.00	\$5,475,776.81	84.70%	\$1,064,442.47	\$204,098.29	\$860,344.18	\$1,567,798.29
Refuse	\$273,493.00	\$235,911.30	86.26%	\$248,750.00	\$241,285.43	97.00%	\$79,659.92	\$17,653.55	\$62,006.37	\$37,581.70
Law Enforcement Trust Fund	Non-Budgeted	\$14,882.57			\$9,112.72		\$11,161.96	\$0.00	\$11,161.96	
Capital Improvement	Non-Budgeted	\$945,839.63			\$1,209,207.74		\$535,932.25	\$12,714.27	\$523,217.98	
Police CIP Fund	Non-Budgeted	\$0.00			\$4,556.00		\$5,157.12		\$5,157.12	
General Fund Equip Reserve	Non-Budgeted	\$53,736.42			\$46,544.04		\$107,306.70		\$107,306.70	
Fire CIP Fund	Non-Budgeted	\$0.00					\$38,498.99		\$38,498.99	
Bonds	Non-Budgeted	\$253,627.25			\$260,936.78		\$108,895.59		\$108,895.59	
Electric Equipment Fund	Non-Budgeted	\$0.00			\$639,963.96		\$1,943,247.85		\$1,943,247.85	
Water-Equipment Fund	Non-Budgeted	\$0.00			\$0.00		\$222,222.24		\$222,222.24	
Waste-water Fund	Non-Budgeted	\$0.00			\$38,202.96		\$369,811.44		\$369,811.44	
Cemetery Endowment Fund	Non-Budgeted	\$0.00			\$2,622.67		\$53,994.87		\$53,994.87	
		\$13,849,817.92		\$13,638,936.00	\$14,763,786.04		\$5,352,320.87	\$370,153.98	\$4,982,166.89	\$2,037,219.95

Non-Budgeted Funds do not need budget authority just cash on hand.
Bond Fund tracks Pool Sales Tax Revenues and bond expenses when issued or refinanced.

BELOIT CITY COUNCIL MEETING MINUTES
January 21, 2020

The Beloit City Council met in regular session on January 21, 2020 in the Council Chambers. Mayor Tom Naasz called the meeting to order at 7:00 p.m. Council Members in attendance were Andrew Grabon, Jamie Meier, Tony Gengler, Matt Otte, and Todd Adolph. Also present was City Attorney Katie Schroeder, City Manager Jason Rabe, and City Clerk Amanda Lomax. Absent from the meeting was Councilor Lee McMillan.

Department heads in attendance was Steve Krier, and Dave Elam.

Mayor Naasz gave the invocation and the Pledge of Allegiance was recited.

No Council Reports.

City Attorney Katie Schroeder discussed the following:

1. Katie has been working on updating the zoning code and it is near completion.
2. The Safe Routes to School 2C project requires construction easements. There is about 70 constructions easements Katie has been working on.
3. Municipal Court has had a big uptick of marijuana cases.
4. Katie has been following Kansas legislative updates to see if they will effect local government.

City Manager Jason Rabe discussed the following:

1. Water Treatment Plant update – USDA is working the loan application to lock in Interest rates this quarter. A loan representative will meet with city staff January 13th. KDHE is working on cultural and environmental survey.
2. Entrance Sign update – Jason has been talking with Amanda Solt with Finn-Kool about options.
3. East 8th Street update – went over plans to resurface East 8th Street using recycled milling.
4. A reporter from Bloomberg News interviewed several people in the area regarding the rural economy.
5. Jason is applying for a grant through the Community Foundation for the walking trail located by the farm ground by the Sewer Plant.

Police Chief Dave Elam reported on the 2019 calls received by the Police Department.

A motion was made by Councilor Grabon and seconded by Councilor Adolph to approve the January 7, 2020 Council Meeting Minutes, and Appropriations 1B in its entirety. Motion carried 5-0. Nays: None.

A motion was made by Councilor Grabon and seconded by Councilor Meier to approve Ordinance 2264 Amending Energy Cost Adjustment. Motion carried 5-0. Nays: None.

A motion was made by Councilor Grabon and seconded by Councilor Meier to approve Ordinance 2265 Special Event License for Ducks Unlimited. Motion carried 5-0. Nays: None.

A motion was made by Councilor Gengler and seconded by Councilor Meier to appoint Manfred Milbers as Director #2 voting delegate for the KMEA Board of Directors. Motion carried 5-0. Nays: None.

A motion was made by Councilor Meier and seconded by Councilor Adolph to approve the selection of Olsson and Associates to perform the project engineering for the Moritz Memorial Airport runway shoulder grading and apron rehabilitation/replacement project. Motion carried 5-0. Nays: None.

A motion was made by Councilor Grabon and seconded by Councilor Meier to approve OSE Engineering Firm for engineering services for the Law Enforcement Center HVAC System for the amount of \$29,500.00. Motion carried 5-0. Nays: None.

A motion was made by Councilor Gengler and seconded by Councilor Otte to adjourn the meeting. Motion carried 5-0. The meeting ended at 7:45 p.m.

Work Session began at 7:45 p.m. Council Members in attendance were Council Members in attendance were Andrew Grabon, Jamie Meier, Tony Gengler, Matt Otte, and Todd Adolph. Also present was City Attorney Katie Schroeder, City Manager Jason Rabe, and City Clerk Amanda Lomax. Absent from the meeting was Councilor Lee McMillan.

Department heads in attendance was Steve Krier, and Dave Elam.

City Manager Jason Rabe discussed the 2020 Fee Schedule draft, Paid Time Off (PTO) proposal, and the CIP update for 2020.

City Attorney Katie Schroeder discussed the major changes in the zoning regulations. The Planning Commission will approve the changes in February and give their recommendation to the Council in March.

Work Session ended at 8:43 p.m.

TOM NAASZ, Mayor

ATTEST:

AMANDA LOMAX, City Clerk

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>	<u>Debit</u>	<u>Credit</u>
	<u>Account#</u>			<u>Work Order</u>		<u>Description</u>						
9 ACKERMAN SUPPLY												
79073	2/6/2020	2/6/2020	46.31							Posted		
	10-15-6000					297767-BOOTS			39.99 ✓		0.00	
	10-15-6000					297945-BOLTS & FASTENERS			6.32 ✓		0.00	
									46.31 ✓		0.00	
79089 2/6/2020 2/6/2020 83.95												
	52-41-2911					297976-COAT			59.99 ✓		0.00	
	51-41-4360					298025-PLUG, CLAMP, DRANO, LUBRIC,			23.96 ✓		0.00	
									83.95 ✓		0.00	
558 AFLAC												
78900	1/10/2020	1/10/2020	291.54							Posted		
	10-00-2035					125 Plan			74.52		0.00	
	52-00-2035					125 Plan			68.82		0.00	
	53-00-2035					125 Plan			148.20		0.00	
									291.54		0.00	
78901	1/10/2020	1/10/2020	44.70							Posted		
	10-00-2035					AFLAC Rider			44.70		0.00	
79030	1/24/2020	1/24/2020	291.54							Posted		
	10-00-2035					125 Plan			74.52		0.00	
	52-00-2035					125 Plan			68.82		0.00	
	53-00-2035					125 Plan			148.20		0.00	
									291.54		0.00	
79031	1/24/2020	1/24/2020	44.70							Posted		
	10-00-2035					AFLAC Rider			44.70		0.00	
AMERICAN FIDELITY-SUPPLEMENTAL INSURANCE												
78913	1/10/2020	1/10/2020	652.65							Posted		
	21-00-2035					AF-125 PLAN SUPPLEMENTAL			652.65		0.00	
78914	1/10/2020	1/10/2020	663.59							Posted		
	21-00-2035					AF-RIDER SUPPLEMENTAL			663.59		0.00	
79043	1/24/2020	1/24/2020	652.65							Posted		
	21-00-2035					AF-125 PLAN SUPPLEMENTAL			652.65		0.00	
79044	1/24/2020	1/24/2020	663.59							Posted		
	21-00-2035					AF-RIDER SUPPLEMENTAL			663.59		0.00	
3250 ANALYTICAL SERVICES, INC.												
79091	2/6/2020	2/6/2020	528.00	36933						Posted		
	51-41-3000					LAB TESTING			528.00 ✓		0.00	
2272 APPLIED CONCEPTS, INC.												
79048	12/31/2019	2/6/2020	22,031.00	360309						Posted		
	10-13-7440					COPTRAX INSTALLATION			22,031.00 ✓		0.00	
3253 AT&T MOBILITY												
79062	2/6/2020	2/6/2020	358.48	287289769859X01						Posted		
	10-13-5310					PD PHONES			358.48 ✓		0.00	
3127 BACKGROUND INVESTIGATION BUREAU, LLC												
79095	2/6/2020	2/6/2020	322.05	CIT042010120-1						Posted		
	10-17-3000					BACKGROUND CHECKS X 13			155.35 ✓		0.00	
	10-11-3000					BACKGROUND CHECKS X 6			71.70 ✓		0.00	
	10-11-3000					ADDITIONAL CHECK			95.00 ✓		0.00	
									322.05 ✓		0.00	
669 BLADE-EMPIRE PUBLISHING												
79060	2/6/2020	2/6/2020	78.27							Posted		
	10-17-6400					1 YR SUBSCRIPTION-PARKS & REC			78.27 ✓		0.00	
1601 COLE PARMER INSTRUMENT CO												
79092	2/6/2020	2/6/2020	67.94	2133421						Posted		
	51-41-6000					KIMWIPES			67.94 ✓		0.00	
3306 DEVORE AUTO BODY & COLLISION												
79061	2/6/2020	2/6/2020	125.00	01032						Posted		
	10-13-7420					TOW BILL			125.00 ✓		0.00	
193 DOLLAR GENERAL STORE-MSC-410526												
79050	2/6/2020	2/6/2020	56.00	1000940344						Posted		
	10-11-6000					V-DAY CANDY & CARPET CLEANER			56.00 ✓		0.00	

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
									<u>Debit</u>	<u>Credit</u>
1887	KMEA GRDA OPERATING FUND (continued)									
79082		2/6/2020	2/6/2020	83,931.65	GRDA-BE-20-02				83,931.65 ✓	0.00
					FEBRUARY SERVICE					
556	KMEA WAPA OPERATING FUND									
79083		2/6/2020	2/6/2020	11,938.73	WAPA-BL-20-01				11,938.73 ✓	0.00
					JANUARY SERVICE					
372	KPERS-ELECTRONIC									
79024		1/24/2020	1/24/2020	7,907.78						Posted
					KPERS				1,379.40	0.00
					KPERS				4,868.28	0.00
					KPERS				610.90	0.00
					KPERS				377.40	0.00
					KPERS				671.80	0.00
									<u>7,907.78</u>	<u>0.00</u>
79025		1/24/2020	1/24/2020	5,757.91						Posted
					KPERS TIER 2				946.72	0.00
					KPERS TIER 2				3,544.76	0.00
					KPERS TIER 2				169.10	0.00
					KPERS TIER 2				224.16	0.00
					KPERS TIER 2				244.36	0.00
					KPERS TIER 2				628.81	0.00
									<u>5,757.91</u>	<u>0.00</u>
79026		1/24/2020	1/24/2020	3,944.28						Posted
					KPERS TIER 3				980.60	0.00
					KPERS TIER 3				2,428.22	0.00
					KPERS TIER 3				24.23	0.00
					KPERS TIER 3				136.04	0.00
					KPERS TIER 3				375.19	0.00
									<u>3,944.28</u>	<u>0.00</u>
79027		1/24/2020	1/24/2020	200.00						Posted
					KPERS 457				200.00	0.00
1037	LATTIN AVIATION-TRAVIS LATTIN									
79079		2/6/2020	2/6/2020	1,200.00					1,200.00 ✓	0.00
					SERVICE CONTRACT-FEBRUARY					
409	LIGHT & WATER UTILITIES									
79070		2/6/2020	2/6/2020	30,503.54						Posted
					ADMIN				2,831.86 ✓	0.00
					ADMIN SHARE				50.53 ✓	0.00
					PD SHARE				50.53 ✓	0.00
					WATER SHARE				50.53 ✓	0.00
					FIRE DEPT				246.03 ✓	0.00
					TRANSPORTATION				419.12 ✓	0.00
					PARKS & REC				848.52 ✓	0.00
					CEMETERY				149.41 ✓	0.00
					AIRPORT				459.54 ✓	0.00
					WATER PLANT				8,694.91 ✓	0.00
					SEWER PLANT				8,987.81 ✓	0.00
					POWER PLANT				334.19 ✓	0.00
					WATER SYSTEMS				165.43 ✓	0.00
					SEWER SYSTEMS				165.42 ✓	0.00
					SYSTEMS OP SHARE				165.42 ✓	0.00
					SYSTEMS OP SHARE				33.36 ✓	0.00
					SYSTEMS OP SHARE				33.36 ✓	0.00
					SYSTEMS OP SHARE				33.36 ✓	0.00
					PD SHARE				33.35 ✓	0.00
					ELECTRIC SYSTEMS				69.00 ✓	0.00
					NORTH CAMPUS				6,590.61 ✓	0.00
					POOL				70.72 ✓	0.00
					PD				20.53 ✓	0.00
									<u>30,503.54 ✓</u>	<u>0.00</u>

424 **MCHENRY ELECTRIC & SUPPLY**

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name									
<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>	
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>	
424 MCHENRY ELECTRIC & SUPPLY (continued)									
79074	2/6/2020	2/6/2020	640.77						Posted
	10-15-4330			025200-NEW 44 LINE			15.95 ✓	0.00	
	10-15-4330			025222-BAR & SPROCKET, LABOR			95.74 ✓	0.00	
	10-15-4330			025225-AIR FILTERS			45.58 ✓	0.00	
	10-15-4330			025227-ROPE			6.50 ✓	0.00	
	10-15-4330			025239-CLAMP ASSY & LABOR			35.00 ✓	0.00	
	10-15-4330			025254-BATTERIES			306.00 ✓	0.00	
	10-15-4330			025258-BATTERY			136.00 ✓	0.00	
							640.77 ✓	0.00	
470 MITCHELL COUNTY SOLID WASTE									
79090	2/6/2020	2/6/2020	10.00	006180					Posted
	52-41-3000			TRASH			10.00 ✓	0.00	
3091 MSDSONLINE, INC									
79088	2/6/2020	2/6/2020	2,799.00	213674					Posted
	53-43-3000			MSDS SERVICE			466.50 ✓	0.00	
	52-43-3000			MSDS SERVICE			466.50 ✓	0.00	
	51-43-3000			MSDS SERVICE			466.50 ✓	0.00	
	10-11-3000			MSDS SERVICE			466.50 ✓	0.00	
	10-13-3000			MSDS SERVICE			466.50 ✓	0.00	
	10-15-3000			MSDS SERVICE			466.50 ✓	0.00	
							2,799.00 ✓	0.00	
342 MUNICIPAL SUPPLY INC. OF NEBRASKA									
79102	2/6/2020	2/6/2020	436.64	0752683-IN					Posted
	51-43-6080			HYDRANT			436.64 ✓	0.00	
2832 NEX-TECH INC									
79084	2/6/2020	2/6/2020	1,633.00	406810					Posted
	10-11-3360			ADMIN-FEBRUARY CHARGES			1,633.00 ✓	0.00	
2301 NEX-TECH WIRELESS									
79075	2/6/2020	2/6/2020	89.19	7235077					Posted
	25-00-7450			STREET DEPT-PHONE BILL			89.19 ✓	0.00	
3200 NUTRIEN AG SOLUTIONS									
79076	2/6/2020	2/6/2020	40.23	41051600					Posted
	10-15-6170			TORDON			40.23 ✓	0.00	
2366 OLSSON									
79055	2/6/2020	2/6/2020	6,871.12	347990					Posted
	30-00-3000			PROJECT NO. 3-20-0008-012 AIRPORT L			6,871.12 ✓	0.00	
2946 PACE ANALYTICAL SERVICES, INC.									
79103	2/6/2020	2/6/2020	1,443.00						Posted
	51-41-3000			2060097545-LAB TESTING			485.00 ✓	0.00	
	51-41-3000			2060097540-LAB TESTING			479.00 ✓	0.00	
	51-41-3000			2060096629-LAB TESTING			479.00 ✓	0.00	
							1,443.00 ✓	0.00	
527 PIERCE ELECTRONICS									
79066	2/6/2020	2/6/2020	3,866.30	30402					Posted
	34-00-7400			HANDHELD RADIOS			3,866.30 ✓	0.00	
534 PORT LIBRARY									
79051	2/6/2020	2/6/2020	120,358.90						Posted
	22-00-3200			PAYMENT TO LIBRARY			120,358.90 ✓	0.00	
1335 PUR- O- ZONE, INC.									
79056	2/6/2020	2/6/2020	266.01	796503					Posted
	10-11-6000			GLOVES, BOWL CLEANER, DEODERIZE			266.01 ✓	0.00	
2979 RAY'S APPLE MARKET									
79049	2/6/2020	2/6/2020	48.51	0650					Posted
	10-11-6000			COFFEE & WATER			48.51 ✓	0.00	
3209 RESPONDER									
79067	2/6/2020	2/6/2020	1,092.00						Posted
	10-13-5310			JANUARY-MARCH SERVICE			1,092.00 ✓	0.00	

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name

<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>
321	RICOH USA, INC (continued)							
79069	2/6/2020	2/6/2020	310.88	103217253				Posted
	10-11-3360			RICOH RENTAL			310.88 ✓	0.00
1948	ROTARY INTERNATIONAL BELOIT							
79057	2/6/2020	2/6/2020	94.00	2954				Posted
	10-11-5410			ROTARY DUES OCT.-DEC. 2019			30.00 ✓	0.00
	10-11-5410			CHILI TICKETS			25.00 ✓	0.00
	10-11-5410			MEETING FEES			39.00 ✓	0.00
							<u>94.00 ✓</u>	<u>0.00</u>
726	S D MYERS, LLC							
79086	2/6/2020	2/6/2020	2,453.00	802962				Posted
	53-41-3000			CRITICAL PAC, LTC PAC, OCB PAC, FR3			2,453.00 ✓	0.00
575	SAGE PRODUCTS							
79097	2/6/2020	2/6/2020	742.10	0079492-IN				Posted
	53-41-6170			CLEAN ALL 55G DRUM			742.10 ✓	0.00
2418	SCHROEDER LAW OFFICE, LLC							
79107	2/6/2020	2/6/2020	16.20	3761				Posted
	10-11-6110			OFFICE EXPENSES-JANUARY			16.20 ✓	0.00
3000	ERIC SHORT							
79096	2/6/2020	2/6/2020	135.93					Posted
	53-43-2911			BOOT REIMBURSEMENT			135.93 ✓	0.00
84	ST JOHN'S SCHOOL - CROSSWALK GUARD							
79081	2/6/2020	2/6/2020	85.00					Posted
	10-13-3000			CROSSWALK-17 DAYS @ 5.00			85.00 ✓	0.00
643	STANION WHSE ELECTRIC COMPANY							
79087	2/6/2020	2/6/2020	657.23					Posted
	53-43-6000			4870106-00-COVERS			450.93 ✓	0.00
	53-43-6000			4861200-01-WIRE			206.30 ✓	0.00
							<u>657.23 ✓</u>	<u>0.00</u>
79098	2/6/2020	2/6/2020	236.82					Posted
	53-43-6000			4875693-00-PVC & CONNECTORS			226.40 ✓	0.00
	53-43-6000			4870106-01-COVERS			10.42 ✓	0.00
							<u>236.82 ✓</u>	<u>0.00</u>
11382	TURLEY CASSIDY							
79046	1/31/2020	1/31/2020	92.54					Posted
	53-00-2040			Deposit refunded for 323 N CHESTNUT (C			92.54	0.00
697	USD 273							
79080	2/6/2020	2/6/2020	312.00					Posted
	10-13-3000			CROSSWALK-16 DAYS @ 19.50			312.00 ✓	0.00
2067	VERIZON WIRELESS SERVICES, LLC							
79058	2/6/2020	2/6/2020	43.24	9846494071				Posted
	53-41-5310			POWER PLANT STAND BY PHONE			43.24 ✓	0.00
79059	2/6/2020	2/6/2020	210.57	9846485045				Posted
	10-11-5310			ADMIN			59.06 ✓	0.00
	53-43-5310			SYSTEMS			24.06 ✓	0.00
	52-43-5310			SYSTEMS			27.16 ✓	0.00
	51-43-5310			SYSTEMS			27.16 ✓	0.00
	51-41-5310			WATER PLANT STAND BY PHONE			22.08 ✓	0.00
	10-20-5310			CEMETERY			51.05 ✓	0.00
							<u>210.57 ✓</u>	<u>0.00</u>
3047	JOE WALTER							
79068	2/6/2020	2/6/2020	2,450.00					Posted
	30-00-3000			DEMO REIMBURSEMENT-513 E SOUTH			1,225.00 ✓	0.00
	30-00-3000			DEMO REIMBURSEMENT-509 E SOUTH			1,225.00 ✓	0.00
							<u>2,450.00 ✓</u>	<u>0.00</u>
722	WATTS AND SON							
79104	2/6/2020	2/6/2020	27.65	5174				Posted
	51-41-4360			HANDLE VAC KIT			27.65 ✓	0.00

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name

<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
<u>Account#</u>	<u>Work Order</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>				
3322	WESTERN ASSOCIATES INC. (continued)							
79072	2/6/2020	2/6/2020	2,521.96	65714-1				Posted
	10-14-2911			JACKETS & BADGES			2,521.96 ✓	0.00

373,019.71 72 Non-voided payables listed.

Report Setup
 AP - Accounts Payable Listing : Vendor Name
 Filter Options
 Starting: 12/31/2019
 Ending: 2/6/2020
 Banks: All
 Payable Status: Posted, Printed, ACH, Recorded, Voided,
 Unpaid
 All Vendors Selected

REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Ordinance 2266 Waconda Struttin' Dusters Special Event Permit

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the city council approve Ordinance 2266 Waconda Struttin' Dusters Special Event Permit.

BACKGROUND:

The Waconda Struttin' Dusters' event will be held in the Municipal Gymnasium in 2020.

FINANCIAL IMPACT:

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

ORDINANCE NO. 2266

AN ORDINANCE OF THE CITY OF BELOIT, KANSAS, DESIGNATING A SPECIAL EVENT AND GRANTING A SPECIAL EVENT PERMIT IN THE CITY OF BELOIT, KANSAS.

WHEREAS, Waconda Struttin' Dusters – National Wild Turkey Federation by and is planning a fundraising banquet on Saturday, March 14, 2020; and

WHEREAS, the Governing Body desires to allow this celebration in support of Waconda Struttin' Dusters; and

WHEREAS, K.S.A. 41-719 and 41-2645 allow for a city to designate a special event as a condition precedent to allowing the State of Kansas the discretion to issue temporary permits for the sale of alcohol or to allow the consumption of alcohol at a fundraising event; and

WHEREAS, the City of Beloit has been asked to make such designation as a prelude for business and individuals to request temporary permits from the State of Kansas for the sale and consumption of alcoholic liquor on public streets, alleys, sidewalks, roads or highways at special events as defined by K.S.A. 41-719(a)(2).

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

SECTION 1: The City of Beloit hereby designates the Waconda Struttin' Dusters fundraising banquet on March 14, 2020 as a special event in Beloit, Kansas. This special event will be for one day, March 14, 2020.

SECTION 2: This ordinance shall be in full force and effect from and after its passage and publication according to law.

PASSED and **ADOPTED** by the Governing Body and signed by the Mayor this 4th day of February, 2020.

Tom Naasz, Mayor

ATTEST:

Amanda J. Lomax, City Clerk

REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Resolution 2020-1 Fee Schedule

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend the approval of the 2020 Fee Schedule resolution.

BACKGROUND:

Annually city staff review the fee schedule that is set by resolution. We have included the 2020 updated version that is marked in yellow the areas of change. The Mayor will be given a clean version to sign upon adoption.

FINANCIAL IMPACT:

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

Resolution 2020-1 Fee Schedule

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF БЕЛОИТ
ADOPTING 2020 FEE SCHEDULE

WHEREAS, the City of Beloit, Kansas, charges fees for activities and services offered by the City; and

WHEREAS, the fees are needed to ensure the City of Beloit is compensated for the use of facilities, equipment, and services; and

WHEREAS, after reviewing the fees, the Governing Body believes that the fees are fair to both the public and the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Beloit that, effective February 4th, 2020 City fees shall be as follows:

General Topic	Specific Topic	2020 Fees
Administration:		
Application Fees:	Variance	\$50
	Conditional Use	\$50
	Zoning Application Fees	\$50
	Plat Fee	\$50
	Building Permit Fee	.25% of estimated cost (\$25 min.)
Miscellaneous:	Economy Shop Rent	\$50 per month
	Return Check Fee	\$30
	Personnel/Operator per hour	\$30 per hour - Overtime \$45 per hour
	Commercial sign permits	\$25
	To send a fax	\$1 per page
	To make copies	\$.25 per page
	Grill (per day)	\$25
	Special Event License	\$25
	Transient Merchant Fee	\$100/day or \$400/year + \$50 Investigation Fee
	Salvage Yard License Fee	\$200
Miscellaneous:	<i>Grass Cutting</i>	Cost + \$250 Administrative Fee for 1 st Occurrence, Cost + \$500 for 2 nd , Cost + \$750 for 3 rd and Cost + \$1,000 for 4 th
	<i>Nuisance Abatement</i>	Cost + \$250 Administrative Fee for 1 st Occurrence, Cost + \$500 for 2 nd , Cost + \$750 for 3 rd and Cost + \$1,000 for 4 th
Open Records Fees:	Per Page	\$0.25
	Per Quarter Hour	\$8.00
	Electronic (if approved by records custodian)	\$15 plus \$0.15 per page plus staff time
	DVD or Flash Drive (if approved by records custodian)	\$25.00 plus \$0.15 per page plus staff time
Pawnbroker Annual License	Pawnshops	\$25.00
Alcohol License Fees:		
	Occupation tax for Class A clubs biennial fee	\$250
	Occupation tax for liquor store biennial fee	\$400
	License Fee for Drinking Establishments biennial fee	\$400
	Off Premises CMB License	\$75
	On Premises CMB License	\$150
	On and Off Premises CMB License	\$200
Franchise Fees:		
	Trash Fee	10%
	Fire Protection fees	Yearly FD mil levy + 10%
Animal Fees:		
	Registration for pets per year:	
	Spayed or Neutered	
	Non spayed or Non neutered	
	Not registered (after 1/31 of each year)	
	Lost Tag Replacements	\$5
	Transfer Fee	\$0
	If animal is taken to the pound:	
	First Impoundment	\$20 + \$20 per day
	Second/Subsequent Impoundment	\$40 + \$20 per day

	Level I Offense:	
	First Offense	\$25
	Second Offense	\$50
	Third Offense	\$75
	Fourth Offense	Court
	Level II Offense:	
	First Offense	\$50
	Second Offense	\$75
	Third Offense	\$100
	Fourth Offense	Court
	Level III Offense:	
	First Offense	\$75
	Second Offense	\$100
	Third Offense	\$150
	Fourth Offense	Court
	Level IV Offense:	
	First Offense	\$100 + impound fees
	Second Offense	\$200 - \$500
	Removal of large dead animals	\$50
	Kenneling fees	\$10/day
	Hobby Breeder's License	\$200/year
	Reapplication for Hobby Breeder's	\$20
	Commercial Establishments	\$300/year
	Reapplication for Comm. Establishments	\$30
	Private Guard Dog License	\$100/year
	Commercial Guard Dog Service License	\$400/year
Police Department:	Special Use Permit	No Charge
	Police Reports:	
	Accidents	\$5
	Criminal (Front Page Only)	\$0.25
	Parks and Rec.:	
	Co-ed Volleyball	Varies by # of teams
	Co-ed Softball	Varies by # of teams
	Adult Programs	Varies by program
	Youth Programs	Varies by program
Chautauqua Park:	White Building (Reserve)	\$50/day + \$50 deposit
	Gazebo (Reserve)	\$25/day
	Camping	By donation, in designated areas only
Municipal Building:	Tables	\$5/table/day + \$50 deposit
	Chairs	\$0.50/chair/day + \$50 deposit
	Not pick up between 8-5, no help loading, not clean	\$50 extra rental
Room Rental:	Club sports team renting Gym at available times	\$100 deposit and \$50 per month
	Gym: Deposit Fee Does NOT Guarantee all Dates	
	School deposit	\$1,000
	Private - For Profit/Business	\$100 Deposit + \$125 Rental
	Private - Non-Profit	\$100 Deposit + \$75 Rental
	Community Activity	\$100 Deposit + on City Agreement
	Conference Room:	
	Private - For Profit/Business	\$50 Deposit + \$50 Rental
	Private - Non-Profit	\$50 Deposit + \$50 Rental
	Community Activity	\$50 Deposit + on City Agreement
	Trail Room:	
	Private - For Profit/Business	\$50 Deposit + \$50 Rental
	Private - Non-Profit	\$50 Deposit + \$50 Rental
	Community Activity	\$50 Deposit + on City Agreement
	Sutter Room:	
	Private - For Profit/Business	\$100 Deposit + \$125 Rental
	Private - Non-Profit	\$100 Deposit + \$75 Rental
	Community Activity	\$100 Deposit + on City Agreement
	Entire Basement:	
	Private - For Profit/Business	\$200 Deposit + \$225 Rental
	Private - Non-Profit	\$200 Deposit + \$150 Rental
	Community Activity	\$100 Deposit + on City Agreement
Cemetery:	Standard Burial (opening and closing)	\$400

ADD	Disinterment Full size vault/casket	\$800 + subject to additional charges
ADD	Disinterment Cremation	\$300
	Burial after hours, holidays, weekends	add \$150.00
	Infant Burial	\$100
	Cremation	\$150
	Cremation over 24 X 24	\$200
	Grave spaces	\$300
	Veteran & spouse grave spaces in Soldier Square	\$0
	Transfer of Deeds	\$25
Sports Complex:	Concession Stand: per event	25 Rental + \$100.00 Deposit
	Concession Stand: per Season	\$50 Rental + \$100 Deposit
ADD	Field Rental for Private Use	\$50 per day + city agreement
DELETE	Field Marking (private use)	\$25
DELETE	Field Rental for Lights (private use)	\$25
Swimming Pool:	Daily Admittance:	2 years and under - Free with accompanied adult (over 18) must be in swim diaper if not potty trained
		3 -17 years \$4.00
		18-54 years \$5.00
		55 and over \$2.00
	Individual Water Walk Pass	Admission only 6-7 PM non-holiday to water walk (16 and older) \$45.00
	Individual Seasonal Pass 55+	\$55
UPDATING	Individual Seasonal Pass	before 5/9/2020 \$60.00
UPDATING	Individual Seasonal Pass	5/9/2020 and after \$85.00
UPDATING	Family Seasonal Pass	before 5/9/2020 (2 adults and 4 kids) \$175.00
UPDATING	Family Seasonal Pass	before 5/9/2020 Option 1 - Each additional family's child - \$25.00 up to \$225.00
UPDATING	Family Seasonal Pass	5/9/2020 and after (2 adults and 4 kids) \$200.00
UPDATING	Family Seasonal Pass	5/9/2020 and after Option 1 - Each additional family's child - \$25.00 up to \$250.00
		Option 2 - The family's babysitter an additional \$50.00 per person with consent form
	Day Care Provider	\$30.00 for a seasonal pass used when supervising day care children only
	Private Swim Lessons	Both teacher and student needs to pay the admission/have a pass and file form with pool manager
	City Sponsored Swim Lesson	Will depend on current cost
	Pool Parties:	
	All inclusive features	Under 50 admissions \$225.00 for 1.5 hours 50 to 100 admissions \$275.00 for 1.5 hours Over 100 admissions \$325.00 for 1.5 hours Concession Stand Open - an additional \$25.00
	Pool without lazy river	Under 50 admissions \$175.00 for 1.5 hours 50 to 100 admissions \$225.00 for 1.5 hours Over 100 admissions \$275.00 for 1.5 hours Concession Stand Open - an additional \$25.00
Transportation:	Transportation Operator	\$30 per hour - Overtime \$45 per hour
Barricades:	Business	\$30
	Non-Business	\$0
Utility Cut Fee:	Asphalt/Concrete	\$150 + materials
	Brick	\$200 + materials
	Gravel	\$100 + materials
Utilities:	Basic Deposit	\$200
	Deposit for customers that have been through collections process	Three months of average utilities
	Transfer Service	\$30
	Reconnect Fee:	
	If shut off for non payment	\$75 + tax
	After 5pm or on weekends	\$75 + tax +\$75
Operations:		
Water:	Meters:	
	3/4"	Free
	All sizes greater than 3/4"	Cost of Meter
	Tapping Fees:	
	3/4"	\$150
	1"	\$150
	1 1/2"	\$350
	2"	\$550
	4"	\$900
	6"	\$1,200

	Out-of-City Hook-up Fee	\$1,400
	Impact Fee	\$400
Sewer	Tapping Fees	\$250.00 if city crew taps
	Impact Fees	\$450
	Out-of-City Hook-up Fee	\$1,400
Electric:	Temporary electric Connect Fee:	
	Inside City Limits (per 6 months)	\$100
	Outside City Limits (per 6 months)	\$200
	Out-of-City Hook-up Fee	\$1600 per project
	Electric Impact Fees:	
	Transformer KVA will be rated at 4 premises of equal load size.	
	If transformer is not situated for this, below price may be multiplied by 4.	
	1/0 240V	
	Amperes	
	0 to 60	\$200
	61 to 100	\$250
	101 to 150	\$350
	151 to 200	\$400
	201 to 400	\$450
	401 to 600	\$500
	601 to 800	\$550
	801 to 1,000	\$600
	Over 1,000 – per each additional thousand amperes or fraction thereof	\$600
	3/0 208 or 240V	
	Amperes	
	0 to 60	\$200
	61 to 100	\$300
	101 to 150	\$400
	151 to 200	\$500
	201 to 400	\$600
	401 to 600	\$700
	601 to 800	\$800
	801 to 1,000	\$900
	Over 1,000 – per each additional thousand amperes or fraction thereof	\$900
	3/0 480V	
	Amperes	
	0 to 60	\$350
	61 to 100	\$450
	101 to 150	\$550
	151 to 200	\$650
	201 to 400	\$750
	401 to 600	\$850
	601 to 800	\$950
	801 to 1,000	\$1,050
	Over 1,000 – per each additional thousand amperes or fraction thereof	\$1,050
	Electric Operator	\$30 per hour - Overtime \$45 per hour
	After hour transfer of elec service	\$200.00 minimum & \$45 per operator per hour
Light Pole Fees:	Pole Setting	\$1,000
	100 HPS or LED Security Light	\$12.60 per month in city limits
	100 HPS or LED Security Light	\$14.28 per month out of city limits
	250 HPS Security Light	\$19.47 per month in city limits
	250 HPS Security Light	\$21.41 per month out of city limits
	Pole intersection	Wood=free / Metal= \$1,300

PASSED AND ADOPTED at a regular meeting of the Governing Body of the City of Beloit and signed by the Mayor this 4th day of February, 2020.

TOM NAASZ, Mayor

ATTEST:

AMANDA J. LOMAX, City Clerk



REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
February 4, 2020	RESOLUTION 2020-2 WAIVER OF GAAP ACCOUNTING
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION
	<input type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve Resolution No. 2020-2 Waiver of GAAP Accounting for FY2019.

FISCAL NOTE:

- There is no cost associated with approving this resolution. In fact, the cost of our annual audit has actually decreased since cash basis audits are less time-consuming than GAAP-based audits.

DISCUSSION:

Attached is Resolution No. 2020-2, a waiver of GAAP Accounting for the fiscal year 2019. According to K.S.A. 75-1120a, municipalities are required to use fiscal and accounting procedures in the preparation of annual financial statements that conform to generally accepted accounting principles (GAAP). However, K.S.A. 75-1120a also contains a provision that allows municipalities to request a waiver from this requirement. The governing body must pass a yearly resolution requesting a waiver from the State of Kansas Director of Accounts and Reports. This request "shall be granted" provided the request meets certain conditions including:

- GAAP financial statements have "no significant value to the governing body or members of the general public of the municipality."
- As long as the provisions of "revenue bonds ordinances or resolutions or other ordinances or resolutions of the municipality do not require GAAP financial statements."

There are several differences between GAAP audits and cash basis audits. One is that fixed assets (buildings, land, and equipment) are not accounted for in a cash basis audit. Another significant difference is balance sheets showing items such as receivables, inventories, and deferred revenue are not presented. Our current audit firm estimates that only one or two of the municipalities that they audit actually prepare GAAP audits. The rest of their clients use cash basis audits. We utilized a cash basis audit since FY2004 and found the process and the results to be acceptable. A cash basis is more consistent with our daily accounting practices as well. This should simplify our annual audit and hopefully continue to make it more understandable.

Respectfully submitted,

Jason Rabe,
City Manager

RESOLUTION 2020-2

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELOIT
WAIVER OF GAAP ACCOUNTING**

WHEREAS, the City of Beloit, Kansas, has determined that the financial statements and financial reports for the year ended 2019 be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the City Council or the members of the general public of the City of Beloit and

WHEREAS, there are no revenue bond ordinances or resolutions of the municipality that require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Beloit as follows:

The City Council requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to City of Beloit for the year ended December 31, 2019.

BE IT FURTHER RESOLVED that the City Council shall cause the financial statements and financial reports of the City of Beloit to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

PASSED AND ADOPTED at a regular meeting of the Governing Body of the City of Beloit and signed by the Mayor this 4th day of February, 2020.

Tom Naasz, Mayor

ATTEST:

Amanda Lomax, Director of Finance/City Clerk



REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Isle of Lights Agreement

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the city council approve the Isle of Lights Agreement for 2020-2021.

BACKGROUND:

Each year, the City of Beloit enters into an agreement with the Isle of Lights, Inc. to utilize Chautauqua and Thierolf Parks for the period from October 18th, 2020 to January 17th, 2021.

FINANCIAL IMPACT:

The City of Beloit covers the cost of electricity. Thanks to efforts by the Isle of Lights this usage has been lowered from 36,794 kW to 8,752 kW. This is due to the use of LED.

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

ISLE OF LIGHTS AGREEMENT

THIS AGREEMENT, made and entered into this 4th day of February, 2020 by and between Chautauqua Isle of Lights, Inc., hereinafter referred to as "CILI", and the City of Beloit, Kansas, hereinafter referred to as "City".

WHEREAS, CILI desires to create a Seasonal Lighting Exhibition ("Exhibition") in the environs known as Chautauqua Park and Thierolf Park that will be for the benefit and enjoyment of Beloit area residents and visitors, and;

WHEREAS, CILI has requested the use of Chautauqua Park and Thierolf Park for purposes of a lighting Exhibition, and the electricity for the same from the City, which the City is willing to do to assist CILI in the Exhibition;

NOW THEREFORE, in consideration of the mutual promises, covenants and payments as set forth herein, the parties agree as follows:

1. Responsibility: CILI shall be solely responsible for the supervision, set up, and location of all displays of the Exhibition, consisting of fixtures, lights, decorative structures and other related items, including the seasonal theme, purpose or message of such Exhibition, whether owned by third parties or CILI.

2. Maintenance: Once exhibits are installed, CILI will be solely responsible for all safety issues involving said exhibits and all costs and expense associated with repairs, maintenance, light bulb replacement and other related cost of maintenance of displays or exhibits to keep them in good and safe working order and condition during the term of this agreement.

3. Electricity: City agrees to furnish electricity for the operation of the lighting portion of the Exhibition during the period that it is accessible to the public. City agrees that CILI will not pay for electricity that is consumed in the operation of said Exhibition.

4. Insurance: CILI agrees to obtain, pay for, and maintain comprehensive general liability insurance to cover the Exhibition for the period of time described in Section 13. The limits of insurance shall be not less than \$500,000 per occurrence, \$500,000 personal and/or advertising injury limit, \$1,000,000 products/completed operations aggregate and \$1,000,000 general aggregate, which will include claims for alleged violations of the U.S. and Kansas Constitutions, and pertinent federal and state court decisions. City shall be named as an additional insured on the policy. CILI agrees to indemnify and hold the City harmless for any and all claims, suits, actions, attorney fees, costs, including but not limited to the supervision, installation, maintenance, repairs, removal and related care of the Exhibition.

5. Set-up and Removal: City agrees to allow the Exhibition to be erected or otherwise installed in Chautauqua Park and Thierolf Park for the period described in Section 13. CILI agrees to be responsible for the scheduling and supervision of the Exhibition set-up and removal.

6. Closing of Chautauqua Park: City shall allow the gates to Chautauqua Park to be closed to public access during the term of this agreement, except for hours that the Exhibition is opened for public viewing. The gates to the entrance of Chautauqua Park shall be maintained by City, and said gates shall only be opened on a daily basis at the direction of CILI. CILI agrees that Chautauqua Park will be opened to the public only during times that direct supervision is available. CILI agrees to provide for persons to supervise the display during viewing hours. The City shall not be responsible for any damaged or destroyed items in the Exhibition.

7. Inspection of Display: CILI agrees to cause a daily inspection of the Exhibition to be conducted. Said inspection shall ensure that fixtures and display units are in good repair and pose no danger to personal vehicles and/or pedestrian traffic during viewing hours. Any condition that may pose a hazard to the public shall be repaired by CILI prior to the opening of the Exhibition for public viewing.

8. Donations: City allows CILI to accept donations at the entrance of Chautauqua Park. However, CILI agrees that no purchase shall be required, nor donation be demanded for admittance into the park during public viewing hours. CILI agrees to provide a report to the City relating to attendance and financial donations following completion of this agreement.

9. Weather: CILI understands that Chautauqua Park lies along the Solomon River. Should weather conditions cause flooding in the area of the park, the City retains the right to close the display from public access. Likewise, in the event of snowfall, the City retains the right to limit access to the park until roadways have been cleared of snow and/or ice to assure safe roadways.

10. Assignment or Lease: CILI shall not assign or lease any part of this agreement or any part of the Exhibition to any party without the prior written consent of the City.

11. Location of Exhibit: The location of the Exhibition shall be approved in advance by the City.

12. Violation of Terms: In the event CILI violates any of the terms of this agreement, the City at its option, may terminate it immediately without any liability.

13. Term: This agreement shall be in force from 12:01 a.m. on October 18, 2020 until 12:01 a.m. on January 17, 2021 and a possible similar term each year thereafter. Prior to March 1 of each year, CILI will notify the City of its desire to enter into another similar agreement for the next year.

IN WITNESS WHEREOF, the parties have hereto set their hands the day and year first above written.

CITY OF BELOIT, KANSAS

CHAUTAUQUA ISLE OF LIGHTS, INC.

By _____
Tom Naasz, Mayor

By _____
Michele Heidrick, President

ATTEST:

Amanda Lomax, City Clerk

REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Water System Department Truck Purchase

ORIGINATING DEPARTMENT:

Sewer Department

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the Council approve the Truck Bid from Beloit Buick GMC for a 2020 GMC 1 Ton Dually for the amount of \$34,223.00.

BACKGROUND:

Please see Jim Bentz's write up for additional information. This item was on our CIP document.

FINANCIAL IMPACT:

Funding for this type of item would come out of the Water Equipment Fund 56-00-7420.

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

To: Jason Rabe, Mayor and City Council

From: James Bentz (Dir. Of Water and Wastewater Operations)

Re: Water Systems 1 Ton truck replacement

I recently put out for bid a replacement for the Water Systems 1 Ton work truck. Their current truck is a 2000 Ford F350 dual rear wheel. This is their everyday work truck and as such, it gets a lot of city stop and go driving. It is not on its last leg yet, but is showing more maintenance as it gets older. Instead of a trade-in, Parks/Cemetery said they would like it, since it does have a lift-bed for graves etc.

As noted on the bid form. I bid a 2020, 1 Ton, Dual rear, Auto Transmission, 4x4, Gas V-8, Ext. Cab, Cab and Chassis with standard 60" Cab to axle length for flat bed. In talking with the crew, they had expressed that 4x4 would be handy as they get into some questionable areas with weather, main breaks and getting out to the pole yard. We bid a ext. cab to be able to store equipment etc. out of the bed and cargo boxes.

Below is the bid quotes I received.

Beloit Buick GMC	GMC	\$34,223.00
Beloit Auto & Truck Plaza	Dodge	\$36,416.00

I am recommending we except the Bid from Beloit Buick GMC of \$34,223.00 for the 2020 GMC 1 Ton Dually that they quoted.

This item was budgeted for in line 51-43-7420 of \$40,000.



BID NOTICE

The city of Beloit, Kansas, 119 North Hersey, Beloit, Kansas, will be accepting bids at the office of the City Clerk until:

TIME: 3:00 PM

DATE: Jan. 24th, 2020

for the purchase of the following item(s)/material(s): 2020 year 1 Ton, Dual rear wheel, 4x4, extended Cab, Largest Gas V-8 available, Automatic Transmission, standard 60" cab to axle, cab and chassis (NO BED). Please note, the following options are minimum required. If you bid a package that has additional equipment over minimum, that is acceptable.

Pwr windows and locks
Pwr steering and brakes
Heat and AC
Pwr trailer mirrors
Cruise control
Am/Fm radio
Vinyl seats
3 Passenger frt seat
Rubber floor
Heavy duty tow package with trailer brake control
Cab only running boards

All item(s)/material(s) are to be bid F.O.B., Beloit, Kansas.

All bids are to be submitted in a sealed envelope prominently marked

"Sealed Bid: Water Systems 1 Ton Truck

All bids received by the closing date and time will be publicly opened and read aloud at the time listed above in the office of the City Clerk, 119 N. Hersey, Beloit, Kansas. The City of Beloit, Kansas, reserves the right to select the lowest and best bid, waive formalities, and reject any and all bids. For additional information on the bid specifications, contact James Bentz, Director of Water/Wastewater Operations, (785) 738-2275.

City of Beloit Bid Sheet

Bids Must Be Submitted On This Sheet

I propose to perform the services and provide the materials according to the specifications:

All item(s)/material(s) are to be bid F.O.B., Beloit, KS. 67420

This bid is guaranteed for no less than thirty (30) days from the date of the bid opening.

Bid Amount: \$ 34223.00
Submitted By: SCM
Printed Name: STEVE CRISWELL
Company Name: BELOIT BUICK GMC
Date: 1-24-2020



Steve Criswell
BELOIT BUICK GMC, LLC

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010. | jvm001 | Logout

ORDER WORKBENCH Main > Order Vehicles > Configure a New Vehicle: View Summary

- PLAN & FORECAST
- ORDER VEHICLES
- MANAGE INVENTORY
- LOCATE VEHICLES
- DELIVER VEHICLES
- REPORTS & TOOLS

Configure a New Vehicle:View Summary



- Choose Model
- Choose Options
- Customer/Other Info
- View Summary

RELATED LINKS

- Return to Order Vehicles Page
- Configure a New Vehicle
- View My Allocation and Constraints
- View Stored Configurations
- View My Request for Order List
- US On-Line Order/Reference Guide

Review the vehicle configuration information in order to ensure that it is correct. If you need to make a change click "Back" to return to the Configure and Submit Request for Order: Customer/Other Info screen. Click "Submit Request for Order" to submit this configuration as a request for order. Click "Save as Stored Configurations" in order to store this configuration. Click "Submit Order Changes" to apply order changes, if page accessed from Change Single order path. Click "Cancel" to cancel the entire configuration.

Note: A submitted request for order is at Event Code 1000 (Order Request Added).

GM Business Associate Information

Detail View without prices ▼

Charge-to BAC: 310179	Charge-to BFC: 1
Ship-to BAC: 310179	Ship-to BFC: 1
Contact Name:	DAN:
Phone #:	Stock No:

Model Information

Model Year: 2020	Distrib.Entity: FLT Fleet	Order Type:FNR-Fleet Commercial
Division: GMC	Allocation Group: GHDDBL	
Model: TK30953 - 3500HD Sierra: Double Cab Long Box. 4WD		

Fleet Information

Primary FAN: 878129	End-User FAN:
PO Number: CITY	

Configuration Information

PEG: 1SA

Primary Color: GAZ - Summit White

Engine: L8T - Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline

Transmission: MYD - Transmission, 6-speed automatic, heavy-duty

Trim: H2G - Jet Black, Vinyl seat trim

Emissions: FE9 - Emissions, Federal requirements

Requested TPW:

Options: 9J4, A52, AU3, BG9, DBG, FE9, G80, G9Y, GT4, IOR, JL1, K34, K47, KW7, L8T, MYD, NQF, P03, PYW, Q00, R9Y, SFW, U01, V46, V76, VK3, VQ0, YM8, ZLQ, ZQ0, ZW9

Hide Descriptions

- 9J4 : Bumper, rear, delete
- A52 : Seats, front 40/20/40 split-bench (no storage)
- AU3 : Door locks, power
- BG9 : Floor covering, rubberized-vinyl
- DBG : Mirrors, outside power-adjustable vertical trailering with heated upper glass
- FE9 : Emissions, Federal requirements
- G80 : Differential, heavy-duty locking rear
- G9Y : GVWR, 14,000 lbs. (6350 kg) with dual rear wheels
- GT4 : Rear axle, 3.73 ratio
- IOR : Audio system, GMC Infotainment System with 7" diagonal color touchscreen, AM/FM stereo
- JL1 : Trailer brake controller, integrated
- K34 : Cruise control, steering wheel-mounted

City of Beloit Bid Sheet

Bids Must Be Submitted On This Sheet

I propose to perform the services and provide the materials according to the specifications:

All item(s)/material(s) are to be bid F.O.B., Beloit, KS. 67420

This bid is guaranteed for no less than thirty (30) days from the date of the bid opening.

Bid Amount: \$ 36,416.⁰⁰
Submitted By: Ricky Putman
Printed Name: Ricky Putman
Company Name: BELOIT AUTO AND TRUCK PLAZA
Date: 1-27-2020

BELOIT AUTO & TRUCK PLAZA INC
 3133 US HIGHWAY 24
 BELOIT, KS 674201577

Configuration Preview

Date Printed: 2020-01-14 12:22 PM VIN:
 Estimated Ship Date: VON:

Quantity: 1
 Status: BA - Pending order
 FAN 1: 004BD Beloit, Kansas Police
 FAN 2:
 Client Code:
 Bid Number: TB0065
 PO Number:

Sold to:
 BELOIT AUTO & TRUCK PLAZA INC (44547)
 3133 US HIGHWAY 24
 BELOIT, KS 674201577

Ship to:
 BELOIT AUTO & TRUCK PLAZA INC (44547)
 3133 US HIGHWAY 24
 BELOIT, KS 674201577

Vehicle: 2020 3500 REG CAB CHASSIS 4X4 (143.5 in WB - CA of 60 in) (DD8L63)

	Sales Code	Description	MSRP(USD)
Model:	DD8L63	3500 REG CAB CHASSIS 4X4 (143.5 in WB - CA of 60 in)	37,600
Package:	27A	Customer Preferred Package 27A	0
	ESB	6.4L V8 Heavy Duty HEMI Engine	0
	DF3	6-Spd Auto Aisin AS66RC HD Trans	1,600
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	MAF	Fleet Purchase Incentive	0
	XHC	Trailer Brake Control	295
	TBB	Full Size Spare Tire	395
	MRU	Black Tubular Side Steps	395
	WLA	Dual Rear Wheels	1,395
	A61	Tradesman Level 1 Equipment Group	995
	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	174	Zone 74-Denver	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB0065	Government Incentives	0
Destination Fees:			1,695

Total Price: 44,370

Order Type: Fleet
 Scheduling Priority: 1-Sold Order
 Salesperson: Rick Lee Putman
 Customer Name: City of Beloit
 Customer Address: 119 N Hersey
 Beloit KS 67420 USA

PSP Month/Week:
 Build Priority: 99

Instructions:

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Memorandum of Understanding with Mitchell County Health Dept

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the Council approve the attached Memorandum of Understanding with Mitchell County Health Department.

BACKGROUND:

Courtney Murrow, the director of the Mitchell County Health Department, contacted me to see about utilizing the Beloit Municipal Building as a Mass Dispensing Site. Her team will be utilizing the facility in a simulation training that will be taking place county system wide this summer.

FINANCIAL IMPACT:

There is no financial impact with this item.

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

Memorandum of Agreement for Mass Dispensing Site

**Memorandum of Agreement for
Mass Dispensing Site**

This Memorandum of Agreement is entered into by and between the Mitchell County Health Department (CHD) and

City of Beloit
Municipal Building
119 N Hersey Ave
Beloit, KS 67420

Jason Rabe
(Primary Contact Person)

The facility named above hereby acknowledges its intent to serve as a Point of Dispensing (POD) in the event that community prophylaxis is necessary to address a large-scale public health emergency.

This agreement will be activated when a public health emergency exists and the Mitchell County Health Department is required to provide prophylaxis to the community.

I. Facility

The facility agrees to do the following:

1. After meeting responsibility requirements, facility personnel will permit, to extent of the facility's ability, and upon request of the Mitchell County Health Department, the use of the physical facilities and equipment by Mitchell County Health Department within 12 hours of the request and for the time period being requested, for mass clinics for disease prevention and control activities, including but not limited to:
 - Office equipment, including telephones, copy machines, computers, fax machines
 - Tables, chairs, desks, cots, wheelchairs
 - Refrigerators
 - Parking areas

2. Designate three points of contact in case of emergency:
 - An **Administrative** point of contact, who will serve as the primary point of contact. This person should have authority to open the building.
 - A **Facilities** point of contact, who will work with Mitchell County Health Department personnel to move tables, chairs, etc.
 - A **Security** point of contact, who will work with Mitchell County Health Department and local law enforcement in making security plans.

Memorandum of Agreement for Mass Dispensing Site

3. Allow facility to be visited by members of the Mitchell County Health Department, local law enforcement, and, if applicable, the National Guard for the development and maintenance of a site dispensing plan.
4. Allow facility to be listed in a confidential annex to the local plan to distribute the Strategic National Stockpile (SNS).
5. Encourage facility personnel to participate in training for personnel willing to serve as distribution clinic volunteers.

II. Mitchell County Health Department

Mitchell County Health Department agrees to do the following:

1. Provide a point of contact person to answer questions that the facility may have about these arrangements.
2. Assure the replacement or reimbursement to the facility for any supplies (including telephone charges, faxes, copying supplies, etc.) that may be used by Mitchell County Health Department in conducting mass clinics.
3. Assure health and security professionals will triage at the entrance of the facility and, to the best of their ability, prevent contagious people from entering the building.
4. Coordinate the provision of extra security personnel.
5. Assure that any post-event cleanup that may be needed is performed.
6. Provide training for personnel who will staff the dispensing clinic.
7. Store, organize, and maintain pharmaceutical and medical materials delivered through the Strategic National Stockpile for use at the dispensing site. For the purpose of this agreement, pharmaceutical and medical materials are defined as antibiotics, antidotes, vaccines, medical supplies and equipment, and certain controlled substances, which may be used to respond to an attack of chemical, biological, radiological, or explosive terrorism. In addition, medical material includes but is not limited to, equipment designated to support deployment and maintenance of pharmaceutical and medical materials such as specialized cargo containers and portable refrigeration units.

III. Time of Performance

This agreement shall be effective on February 1st, 2020 or when all parties have signed, whichever is later.

IV. Liability

Memorandum of Agreement for Mass Dispensing Site

- A. The Facility, by volunteering to be used as a dispensing site without any compensation for its use, is designated as a volunteer of X County. All liability policies covering Mitchell County facilities, including by not limited to professional liability, tort liability, and premises liability, are applicable to the Facility during its use as a dispensing site.
- B. In the event that an incident is not covered under the policies listed in Section IV, Subsection A, then:
1. Mitchell County shall be liable for any and all claims, demands, expenses, liabilities, and losses (including reasonable attorney's fees) as a result of incidents or damages to the facility which may arise out of any acts or failures to act of Mitchell County Health Department, its employees, agents, or contractor, in connection with the performances of dispensing services provided by Mitchell County Health Department. Property damage to the Facility shall be identified and reported to the appropriate Mitchell County officials within 30 days of the dispensing site closing, and;
 2. The Facility shall be liable for any and all claims, demands, expenses, liabilities, and losses (including reasonable attorney's fees) as a result of incidents or damages to the Facility which may arise out of any acts or failures to act of the Facility, its employees, agents or contractors, in connection with the performance of the services provided by the Facility pursuant to this Agreement.
- C. Property damage not covered by any of the above conditions shall be the responsibility of the Facility.

This Agreement may be terminated by either party by giving written notice at least 90 days prior to the effective date of such termination.

The parties to the Agreement hereby agree to any and all provisions as stipulated above.

Mitchell County Health Department Representative

Facility Representative

Printed Name and Title

Printed Name and Title

Date

Date

REQUEST FOR COUNCIL ACTION

DATE: 2/4/2020

TITLE: Annual Audit Engagement

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the Council approve the FY2019 audit agreement with Summers, Spencer, & Company, P.A. (formally Clubine & Rettele, Chartered) in an amount not to exceed \$12,000.00 and designate the Director of Finance/City Clerk to oversee their services.

BACKGROUND:

Every year the City's financial statements from the previous year are audited. For the past thirteen years, the City had a contract with Clubine & Rettele, from Salina, to perform this duty. While the audit is taking place, Summers, Spencer, & Company, P.A. staff will be in the City Office going through financial documents for a couple days. City staff will assist them with any requests they may have. Summers, Spencer, & Company, P.A. have done a good job for us in the past and City staff works well with their staff.

Due to the time consuming nature of audits and their complexity, the price of the audit has continued to climb (roughly \$10,000 in 2019). Staff will be going through an RFP process for the 2021 audit.

FINANCIAL IMPACT:

Funding for this type of item was included in the 2019 budget in various line items, including 10-11-3310 (General Fund-Administration-Audit). The audit amount is split between the four major funds (General, Electric, Water, and Wastewater)

OPTIONS:

DISCUSSION:

Respectfully submitted,
Jason Rabe
City Manager

January 17, 2020

City of Beloit
Mayor and City Council
119 N Hersey
Beloit, KS 67420

We are pleased to confirm our understanding of the services we are to provide City of Beloit, Kansas, for the year ended December 31, 2019. We will audit the financial statement of City of Beloit and its related municipal entity, Beloit Public Library, as of and for the year ended December 31, 2019.

We have also been engaged to report on the regulatory-required supplementary information (RRSI) that accompanies City of Beloit's financial statement. We will subject the following RRSI to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statement as a whole:

- 1) Schedule 1, Summary of Regulatory Basis Expenditures – Actual and Budget
- 2) Schedule 2, Schedules of Regulatory Basis Receipts and Expenditures – Actual and Budget
- 3) Schedule 3, Summary of Regulatory Basis Receipts and Expenditures – Agency Funds
- 4) Schedule 4, Schedule of Regulatory Basis Receipts and Expenditures – Related Municipal Entity

Audit Objective

The objective of our audit is the expression of opinion as to whether your financial statement is fairly presented, in all material respects, in conformity with *Kansas Municipal Audit and Accounting Guide* (KMAAG) and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America (GAAP) and to report on the fairness of the RRSI referred to in the second paragraph when considered in relation to the financial statement as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the KMAAG, and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinion. If our opinion on the financial statement is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about

whether the financial statement is free of material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statement. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statement and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statement and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statement is free of material misstatements, we will perform tests of City of Beloit's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will prepare the financial statement of City of Beloit in conformity with the *Kansas Municipal Audit and Accounting Guide* (KMAAG) based on information provided by you. These accounting practices prescribed by the State of Kansas, which is a regulatory basis of accounting, differ from accounting principles generally accepted in the United States of America (GAAP). We will also assist in the preparation of the budget. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statement of the respective Summary Statement of Receipts, Expenditures, and Unencumbered Cash of City of Beloit in conformity with the KMAAG and the practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from GAAP.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statement taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the RRSI in conformity with the KMAAG regulatory basis of accounting. You agree to include our report on the RRSI in any document that contains and indicates that we have reported on the RRSI. You also agree to include the audited financial statement with any presentation of the RRSI that includes our report thereon or make the audited financial statement readily available to users of the RRSI no later than the date the RRSI is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the RRSI in accordance with KMAAG; (2) you believe the RRSI, including its form and content, is fairly presented in accordance with KMAAG; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

It is our understanding that management and the governing body have taken appropriate action through the adoption of resolution pursuant to K.S.A. 75-1120a(c) to waive the statutory requirement to prepare its annual financial statement in accordance with GAAP, and have elected to prepare the financial statement (special purpose financial statement) in accordance with a special purpose framework consistent with the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of the State of Kansas (Kansas Cash Basis Law, K.S.A. 10-1101 et seq., and the Kansas Budget Law, K.S.A. 79-2925 et seq.) as regulated by the State in the KMAAG.

Management understands and acknowledges the following with regards to the special purpose financial statement:

- The purpose for using the KMAAG regulatory basis framework is to comply with the statutory provisions applicable to the entity for preparation of the financial statement on a basis of accounting other than GAAP;
- The financial statement is intended for general use;
- Management has taken appropriate steps to determine that the KMAAG regulatory basis framework is acceptable in the circumstances for meeting its annual financial statement reporting needs;
- Informative disclosures will be included in the financial statement that are appropriate to the KMAAG regulatory basis framework, including:
 - A description of the KMAAG regulatory basis framework, including a summary of significant accounting policies, and how the framework differs from GAAP

- Informative disclosures similar to those required by GAAP for items contained in the special purpose financial statement that is the same as, or similar to, the financial statement prepared in accordance with GAAP
- Any additional disclosures beyond those specifically required by the KMAAG regulatory basis framework that may be considered necessary to achieve fair presentation of the special purpose financial statement
- Management has chosen to include financial information of the following related municipal entities in its financial statement:
 - Beloit Port Library

With regard to the electronic dissemination of the audited financial statement, including the financial statement published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

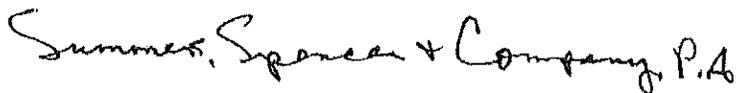
Management is responsible for the financial statement and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any other nonattest services we provide. You are responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statement and related notes; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will locate any documents selected by us for testing. Brenda K. Flanagan, CPA, CGMA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, not including expenses, will not exceed \$12,000. However, if your total federal expenditures at December 31, 2019 indicate that a Single Audit will be required, a new engagement letter will be issued, and an additional fee of \$4,000 will be added to the existing audit fee. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered upon the completion of our field work and are payable on delivery of our audit report. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Beloit and believe this letter accurately summarized the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,



Summers, Spencer & Company, P.A.

RESPONSE:

This letter correctly sets forth the understanding of City of Beloit

Management Signature

By: _____

Title: _____

Date: _____

Governance Signature

By: _____

Title: _____

Date: _____

PUBLIC BUILDING COMMISSION MEETING MINUTES
February 5, 2019

The Public Building Commission met in regular session on February 5, 2019 in the Council Chambers. Those in attendance were Matt Otte, Tom Naasz, and Kent Miller.

Commissioner Matt Otte called the meeting to order at 7:32 p.m.

A motion was made by Commissioner Miller and seconded by Commissioner Naasz to approve February 4, 2018 meeting minutes. Motion passed 3-0. Nays: None

A motion was made by Commissioner Naasz and seconded by Commissioner Miller to adjourn the meeting. Motion passed 3-0. The meeting ended at 7:33 p.m.

President

ATTEST:

Secretary

COUNCIL MEMO

DATE: 2/4/2020

SUBJECT: E. 8th ST. CIR

ORIGINATING DEPARTMENT: Administration

DISCUSSION:

The last few weeks, we have been exploring the concept of a cold in-place recycling rehab for E. 8th St. from Campbell St. out to the city limits near the golf course. Most of this road was asphalted in the late 1970's early 80's, and for the most part has held up well. However, there is a need for crown improvement, rut removal, and a general rehab of the pavement. This road is one of the higher traveled roads in our community, however it does not need a complete rebuild at this time. A complete rebuild based on E. Main St. numbers would be upward of \$2 million, an asphalt overlay would run \$350,000- \$400,000, while this option would cost \$118,325 plus an additional \$30,000 in chip seal for a total of \$148,325. In consulting with Stuart Porter, we feel there are enough positives in relation to the price that it would be worth pursuing on this road. It would give us a good test bed to see if this method is a candidate for other roads in the future. The estimated lifespan with no maintenance is roughly 10 years, however with consistent maintenance and chip seal, this could give this roadway another 15-20 years. The method would essentially grind up the first four inches of roadway, mix it with an engineered spec of portland cement, emulsion, and water, then laid back down. Once the moisture evaporates (one week), a chip seal would be put down to seal the roadway. The CIR process would take 3-5 working days.

Respectfully submitted,
Jason Rabe
City Manager



Coughlin Company

CIR Bid Proposal

809 E. Commerce Drive
 St. George, Utah 84790
 Phone: 435-634-1266
 Fax: 435-674-5119
 www.coughlincompany.com
 President: Darren Coughlin (darren@coughlincompany.com)
 Estimator/PM: Steve Collins (steve@coughlincompany.com)
 Estimator/PM: Reed Poleszak (reed@coughlincompany.com)

Date:		1/20/2020
Proposal #		012020-01 CIR
Good for 30 Days		

Proposal To:
 City of Beloit, Kansas
 Attn: Jason Rube - City Manager

Project:
 East 8th Street - 4" CIR
 Beloit, KS

Quantity	Unit	Item	Description	Unit Price	Total
1.00	EACH	MOB	Mobilization & Demobilization	10,000.00	\$ 10,000.00
17,500.00	SY		4" Cold In-Place Recycling - inc. paving & compaction	6.19	\$ 108,325.00
Addenda: None				Grand Total	\$ 118,325.00

Bid Proposal for In-Place Cold Recycling. We will furnish all labor & equipment to complete the item proposed as described on Project:
 East 8th Street - 4" CIR

All of the work will be completed in a workmanlike manner according to standard practices for the sum of: \$ 118,325.00
 One Hundred Eighteen Thousand Three Hundred Twenty Five Dollars and No Cents

Signature // Date _____
 Coughlin Company

Terms & Conditions

Scope of work: Mobilization & Demobilization. Cold In-Place Recycled Asphalt according to plans and specifications.

Conditions:

1. Work shall be completed in one continuous operation without interruption.
2. Unit price based on a mutually agreed schedule.
3. All utilities and obstructions must be removed.
4. The project will be field measured and the actual area recycled will be invoiced at the specific unit price.
5. By accepting this proposal, the Prime Contractor agrees to hold Coughlin Company harmless for claims or damages arising out of related by-products of its normal operations.
6. The production rate will be approximately 2 Days(s).

Inclusions:

1. Coughlin will cut, size and blend 4 inches of AC with CSS emulsion & water then pave and compact the recycled material.
2. Coughlin Will Provide Emulsion and Transfer to CIR operation.
3. Coughlin will provide the Mix Design and QC Testing (roller pattern and densities).

Exclusions:

- Coughlin to exclude the following:
1. On-Site Staging Area, water (20,000 gallons in an 8 hour shift)
 2. QA, Surveying, traffic control, construction staking, permits, special inspections, and blue staking.
 3. Damage to underground utilities, traffic loops, removal and replacement of manholes and water valves.
 4. Building temporary tapers
 5. Layout and handwork.
 6. Any area that is not accessible to the Cold-Recycle Equipment.
 7. Fog Seal, maintenance and protection of the recycled areas are all excluded.
 8. Bonding and "special Taxes" are not included.
 9. Sales Tax
 10. Soft spot repair due to unstable subgrade - Coughlin will notify County official when or if these areas arise and propose a solution.

Payment:

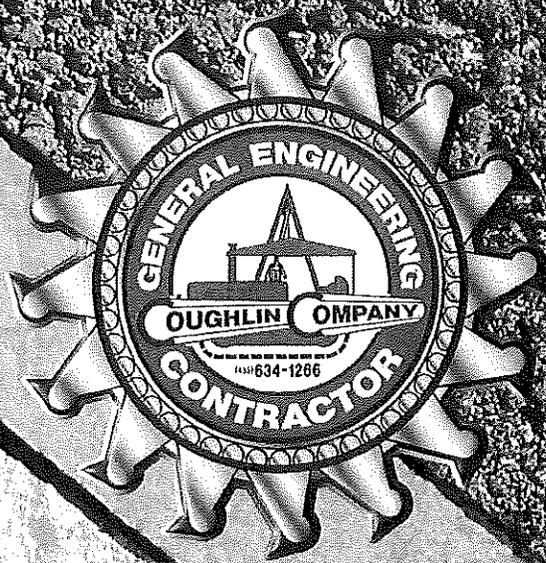
1. Submittal for progress payments will be made at least monthly or as each phase of the project is completed.
2. Progress payments will be payable within 15 calendar days of the payment request, therefore, any amounts past due will be subject to 1.5% interest per month on the unpaid balance.
3. All retentions are due and payable no more than 60 days from the date that Coughlin Company completes their work.
4. Proposals under \$100,000 reflect 0% retention.

Agreement:

1. The undersigned hereby accepts this bid (the above prices, specifications, and that the conditions are satisfactory) and authorizes Coughlin Company to furnish all materials and labor proposed above which is required to complete the above described project.
2. The Parties agree that this Bid Proposal is incorporated into any Subcontractor Agreement between the parties, whether signed or not, and in the event an inconsistency exists between the terms of the Subcontractor Agreement and this Bid Proposal, the parties agree that the terms of this Bid Proposal shall control, supersede, and replace any such terms between the parties.
3. The undersigned agrees to pay the amount stated in this proposal upon completion of work and presentation of progress payment request.
4. In the event it becomes necessary to refer any unpaid balance owed for work performed to an attorney, the undersigned agrees to pay all attorney fees and costs incurred in the collection of the monies due under the terms of this agreement.

Accepted this _____ day of _____ 20____.

Signed: _____.



Cold In-Place Recycling

Pavement Preservation

435-634-1266 | coughlincompany.com
809 E. Commerce Dr. | St. George, UT. 84790

COLD IN-PLACE RECYCLING (CIR)

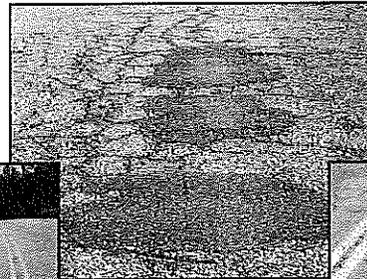
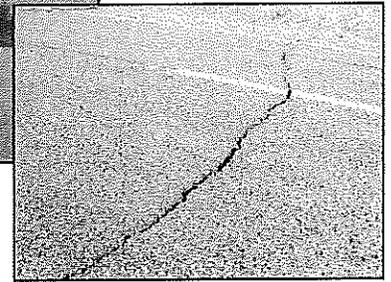
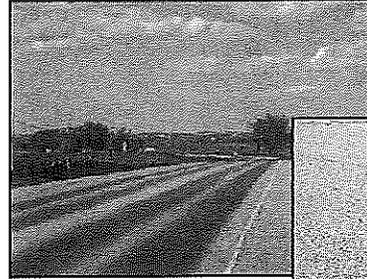
is a partial depth pavement preservation method of rehabilitating an existing asphalt pavement surface. All work is done in-place on the roadway using the existing asphalt assets. The existing asphalt surface material is cold milled to the specified depth, typically 2.5 to 5 inches, sized to the specified gradation, mixed with the specified asphalt stabilizing agents, and placed back on the roadway to the specified width, depth, profile, and cross-slope. CIR treatments are typically covered with a wearing course once cured.



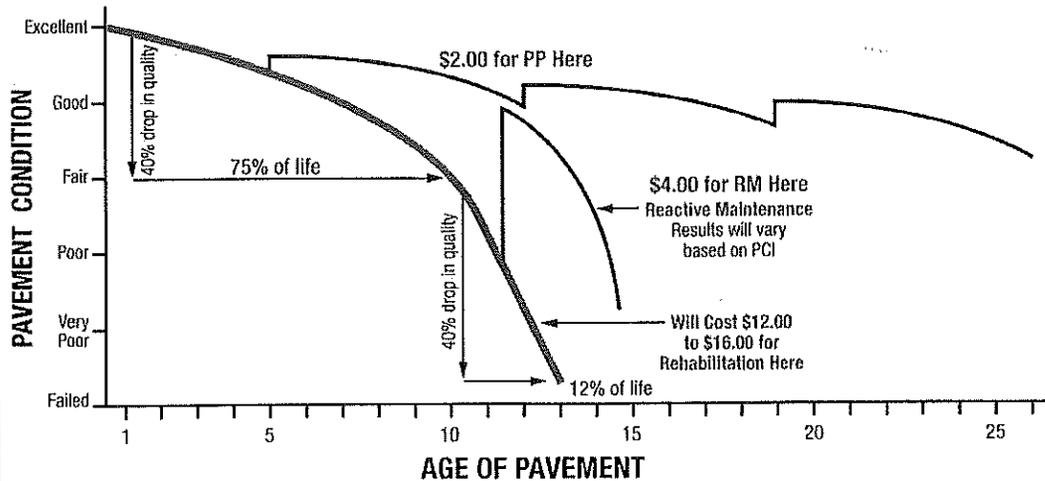
Will it work for you?

CIR will work for a variety of pavement distresses. We recommend using an engineered approach to determine if CIR is the right method for your project specific issues. CIR rejuvenates and reuses existing pavement assets to create a distress free, structurally sound pavement. Pavement distresses that are typically treated with CIR include:

- Raveling
- Potholes
- Bleeding
- Rutting
- Corrugation
- Shoving, Fatigue, Edge and Block Cracking
- Longitudinal and transverse thermal cracking
- Reflective cracking/cracking in deeper sections of asphalt
- Poor ride quality caused by swelling, bumps sags and depressions.



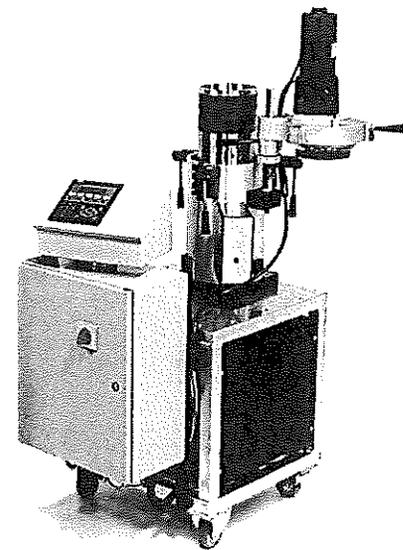
PAVEMENT CONDITION INDEX



As shown in this table timing is important. Letting your roads slip too far down the PCI curve before applying proper preservation treatments, such as CIR, will cost you more in the long run. Cold Recycling can extend the life of your pavement for a fraction of the cost of conventional rehabilitation methods.

An Engineered Approach

For a successful project we recommend completing an evaluation on your pavement. Typically a visual assessment of the pavement condition, coring for material samples, and laboratory testing will be sufficient to determine which additives, such as a bituminous rejuvenating agent, cement, or lime, and the amounts to be added to accomplish a structurally sound mix design. Other testing methods using a Falling Weight Deflectometer, Dynamic Cone Penetrometer (DCP), or Ground Penetrating Radar may be necessary to determine underlying base issues. Roads with unstable base or sub-grade issues may not be a good candidates for CIR and may require additional treatments to make the necessary repairs before the asphalt can be recycled.



What are the Benefits?

- **Cost Savings** is your biggest benefit. A cost savings of 35-45% is typically realized when using CIR over conventional paving methods.
- **Construction traffic** is minimized since there is no need to haul material to or from the jobsite. The cost savings do not take into account the reduced wear and tear on surrounding infrastructure due to reduced truck traffic.
- **Low Impact to Public.** The driving public is affected less due to quicker construction times and less truck traffic.
- **Conserves Energy** because fuel is not required to heat the asphalt material before it is placed on the project. New materials are typically not needed, and conserves non-renewable resources.
- **Proven Long Term performance.** CIR has a longer life cycle of 15-20 years with less maintenance, because the underlying distresses have been mitigated. Studies have shown that CIR Structural Layer Coefficients are comparable to new HMA asphalt.
- Special funds or grants may be available for use with CIR as a pavement preservation method.

FAQs

Q: What type of overlay is typically used?

A: HMA, Microsurface, Chipseal, Slurry Seal, Fog Seal, High Density Mineral Bond

Q: How long is the train and will it work for my project?

A: The train is approximately 300 feet in length. There are other options such as a single unit train or cold central plant recycling that will work for areas inaccessible to the multi unit train.

Q: Will CIR work in cul-de-sacs/residential settings?

A: Yes Cold Recycling will work in those areas in a Cold Central Plant setting or a single unit train. Contact us to get our opinion on what process will work best for your specific project.

Q: When can traffic be returned to the road

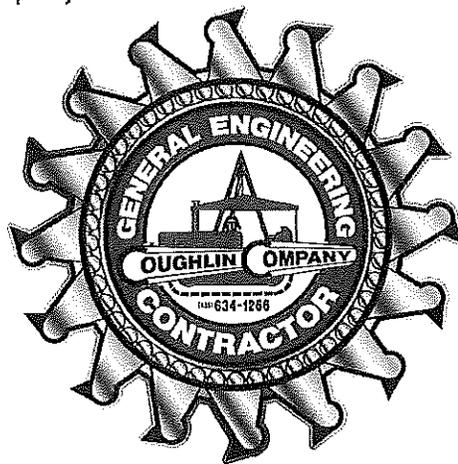
A: Typically traffic can be returned to the newly paved surface within 1-2 hours after compaction is complete.

Q: How much can be done in one day?

A: On a typical day of operations we are able to complete 2-2.5 lane miles of CIR in one day. Productions are dependent upon job specific conditions.

Q: What is a minimum job size that would be considered cost effective?

A: Minimum job quantities would depend highly on mobilization and mix specifications. Contact us with project specific needs and we would let you know if it is a feasible project.



Coughlin Company also specializes in:

Cold Central Plant Recycling - Full Depth Reclamation
Soil Stabilization - Rotomilling/Cold Planing

To learn more about this and other pavement preservation methods check out our web site or call us today and find out which method is right for your project.

ABOUT US

Coughlin Company is a General Engineering Contractor licensed in the states of Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, Oklahoma, Oregon, Texas, Utah, and Wyoming. We provide a commitment to excellence, decades of experience, and concern for our customers. Coughlin Company's professional reputation has been achieved by this long term dedication and perseverance.



Coughlin Company is qualified in many areas of construction and reclamation. We utilize the most up-to-date technology and equipment the industry has to offer. Our employees are the backbone of our company. Their expertise and years of dedication to a job well done provide a finished product unparalleled in the industry. We at Coughlin Company, pride ourselves in getting the job done right the first time, on time, on budget.

**435-634-1266 | coughlincompany.com
809 E. Commerce Dr. | St. George, UT. 84790**

COUNCIL MEMO

DATE: 2/4/2020

SUBJECT: Sports Complex Ground Purchase

ORIGINATING DEPARTMENT: Administration

DISCUSSION:

The fair board has approached us about the possibility of working on a purchase term that would allow for payments over a 5 year period.

Respectfully submitted,
Jason Rabe
City Manager