Recessed Council Meeting
Monday, August 26, 2019 –5:30 P.M.
City Hall – Council Chambers
Agenda

Public Hearing – 5:20 p.m. Start Time

A. Open Public Hearing – 2020 Proposed Budget

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

B. Close Public Hearing – 2020 Proposed Budget

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

August 26, 2019 Recessed Council Meeting

1. **City Clerk**
   a. **Water/Sewer Terminations**

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

2. **Consent Agenda**
   a. *

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

3. **Petitions & Delegations**
   a. *

4. **Unfinished Business**

   a. ***2020 Proposed Budget**

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

   b. *

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

***Denotes items for your review**
Next Ordinance #3097
Next Charter Ordinance #25

Recessed Council Meeting
Monday, August 26, 2019 –5:30 P.M.
City Hall – Council Chambers
Agenda

5. New Business

a. *Request for Fireworks/Cowtown Funding – Chamber of Commerce

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

b. *Request for City to Apply for Smoky Hill Charitable Foundation Grant for Directional Signs – Stacie Schmidt, Director, Smoky Hill Development Corporation

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

c. *Pool Water Tower Rehabilitation Proposals

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

d. *Receive and File Dane G. Hansen Foundation Grant Award – Concession Stand

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

e. *Concession Stand Rehabilitation Project Request

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

f. *Airport Takeoff Directive

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

g. *

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

*Denotes items for your review
Next Ordinance #3097
Next Charter Ordinance #25

Recessed Council Meeting
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6. **Mayor**
7. **Department Heads**
8. **City Council**
9. **City Attorney**

10. **City Administrator**
    a. ***Summers, Spencer & Company Announcement**
    b. ***Proposed 2019 Temporary Note Projects**
    c. ***Water & Sewer Billing Statistics Service Period 8**
    d. **Other Items of Interest**

11. **FYI**
    a. ***Department Head Updates**

12. **Executive Sessions**
    i.

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

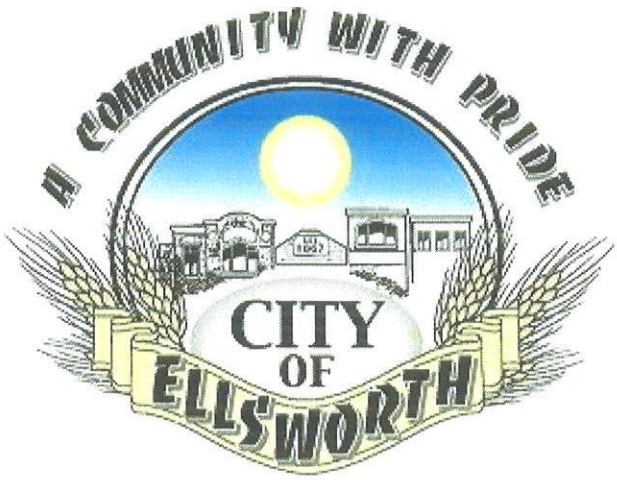
b.

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

c.

Action-Motion to: _____
Motion _____ *Second* _____
Kennedy _____ *Magette* _____ *Renard* _____ *Scritchfield* _____ *Soukup* _____

***Denotes items for your review**
Next Ordinance #3097
Next Charter Ordinance #25



Public Hearing

5:20 p.m.

State of Kansas
City

NOTICE OF BUDGET HEARING

2020

The governing body of

City of Ellsworth

will meet on August 26, 2019 at 5:20 P.M. at City Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

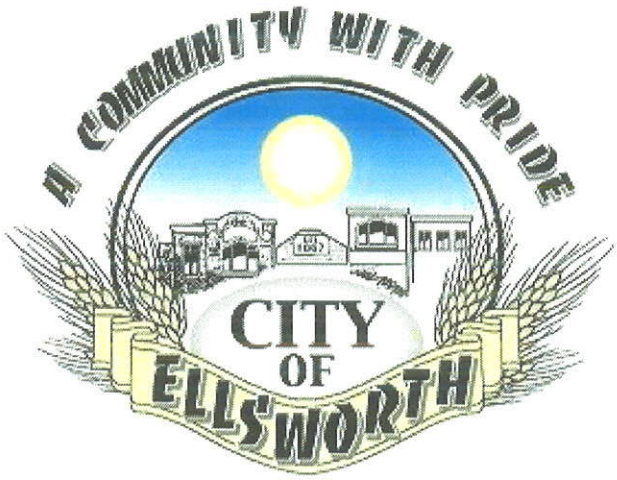
	Prior Year Actual for 2018		Current Year Estimate for 2019		Proposed Budget Year for 2020		
FUND	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2019 Ad Valorem Tax	Estimate Tax Rate *
General	2,333,197	57.990	2,412,075	57.799	2,618,600	925,446	58.120
Debt Service	465,399	7.300	633,000	7.276	713,000	116,493	7.316
Library	142,316	8.481	150,700	8.453	231,100	135,346	8.500
Fire & Police Equipment	52,986	1.996	20,000	1.989	81,000	31,846	2.000
Special Highway	101,274		98,400		95,000		
Storm Water Utility	0		0		200,000		
Special Parks & Rec	4,668		4,000		5,700		
Solid Waste	157,593		155,500		160,000		
Capital Improvement	374,402		680,000		580,000		
Municipal Equipment	102,320		110,000		250,000		
Tourism & Convention	13,150		18,000		20,000		
2018 Temp Note C of I	9,699		1,501		0		
2018 Temp Note Debt Servi	0		3,748		0		
2018 Temp Note Improveme	104,000		46,301		0		
Water/Sewer Emergency De	0		5,800		150,000		
2017 Temp Note C of I	0		6,589		0		
2017 Temp Note Debt Servi			43,000		110,000		
2017 Temp Note Improveme	577,975		551,000		1,120,000		
Water/Sewer Improvement	93,881		104,500		350,000		
SO TIF 2011 Revenue	44,209		80,000		1,145,000		
SO TIF 2011 Debt Service	84,526		80,000		80,500		
Water - Sewer	1,488,249		1,368,450		1,670,000		
Recreation & Pool	183,477		188,775		206,000		
Totals	6,333,321	75.767	6,761,339	75.517	9,785,900	1,209,131	75.936
Less: Transfers	973,709		1,039,329		1,080,500		
Net Expenditure	5,359,612		5,722,010		8,705,400		
Total Tax Levied	1,182,162		1,194,230		xxxxxxxxxxxxxxxxx		
Assessed Valuation	15,602,933		15,654,582		15,923,014		

Outstanding Indebtedness, January 1.	2017	2018	2019
G.O. Bonds	2,990,000	2,630,000	2,250,000
Revenue Bonds	0	0	0
Other	2,181,294	4,652,213	4,711,381
Lease Purchase Principal	159,966	140,678	123,511
Total	5,331,260	7,422,891	7,084,892

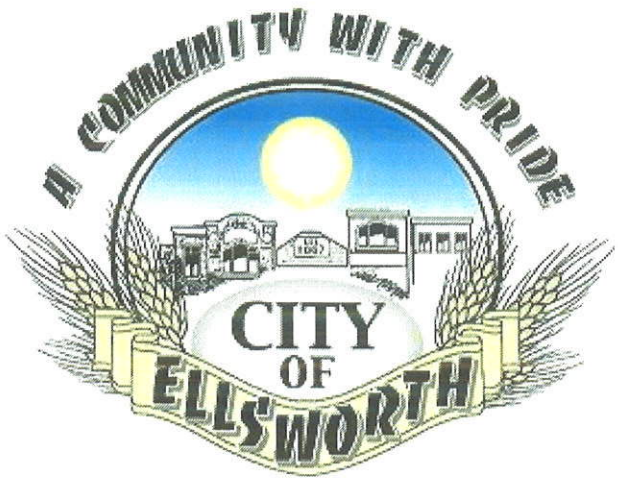
*Tax rates are expressed in mills

Patti L. Booher, CMC

City Official Title: City Clerk



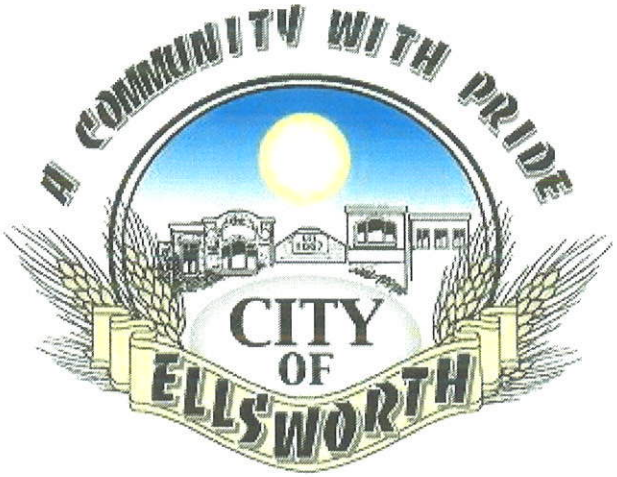
Consent Agenda



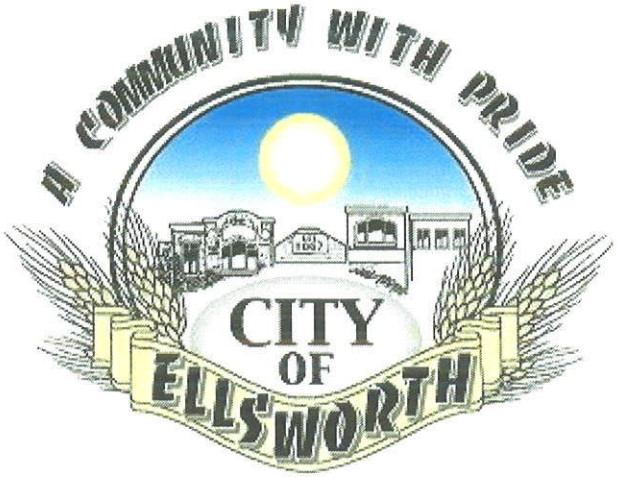
Petitions

&

Delegations



Unfinished Business



ITEM - A

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE	MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: 2020 Proposed Budget Approval Request
Date: August 23, 2019

Background

This City Council communication is to seek your approval of the 2020 Proposed Budget. The Draft Proposed 2020 Budget presented during the Budget Workshops on July 15th and 29th respectfully illustrated no major increase in total levied mills, which is proposed at 75.936 mills

With the City Council's guidance and feedback, the 2020 Budget was developed to address the following Priority Service Areas:

- Airport Long Range Plans
- Community / Economic Development
- Debt Obligation
- Drainage
- Equipment Replacement
- Infrastructure Upgrades
- Park, Pool, & Recreation Enhancements
- Street Improvements
- Technology Enhancements
- Water & Sewer Operation Enhancements (Preventive Maintenance)

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

The 2020 Proposed Budget Highlights are as following:

Fund/Department	2019 Budget	2020 Proposed Budget
General Fund	2,572,300	2,618,600
Library	203,500	231,100
Special Highway	125,000	95,000
Stormwater Utility Fund	200,000	200,000
Special Fire & Police Equipment	76,000	81,000
Special Parks & Recreation	5,700	5,700
Solid Waste	160,000	160,000
Water/Sewer	1,500,000	1,670,000
Recreation & Pool	205,000	206,000
Capital Improvement	578,000	580,000
Municipal Equipment Reserve	263,000	250,000
Tourism	18,000	20,000
Bond & Interest	645,000	713,000
TDD Fund Dees & Kunkle 2007	0	0
W/S Emergency Depreciation	100,000	150,000
2015 A Cost of Issuance 72 - 00	0	0
2015 A Project Fund 75-00	0	0
2017 Temp Note Cost of Iss. 76-00	6,500	0
2017 Temp Note Debt Service 77-00	67,000	110,000
2017 Temp Note Imp Fund 78-00	1,751,000	1,120,000
2007 TDD Debt Service 82-00	0	0
2007 TDD Prin. & Interest 84-00	0	0
2011 G.O. Bond Compliance 87-00	0	0
Water/Sewer Improvement Fund 90-00	300,000	350,000
SO TIF 2011 Project Fund 95 - 00	0	0
SO TIF 2011 Revenue Fund 96 - 00	1,044,000	1,145,000
SO TIF Debt Service 97 - 00	116,000	80,500
Total	**$9,936,0000**	**$9,785,900**

NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

Fund/Department	2019 Mills	2020 Proposed Mills
General Fund	57.799	58.120
Library	8.453	8.500
Special Fire & Police Equipment	1.989	2.000
Bond & Interest	7.276	7.316
Total Mills	**75.517**	**75.936**

Financial Impact

The proposed mill levy will continue to all the organization to address the City Service Areas and Service Delivery Outcomes as efficiently as possible and direct the administration to seek public private partnership and pursue development initiatives that will produce economy of scale opportunities.

Staff Recommendation

Staff is recommending the City Council adopt the 2020 Proposed Budget and Service Area Priorities.

Prepared by: Scott Moore, City Administrator

NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

CERTIFICATE

To the Clerk of Ellsworth County, State of Kansas

We, the undersigned, officers of

City of Ellsworth

certify that: (1) the hearing mentioned in the attached publication was held;
(2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditures for the various funds for the year 2020; and
(3) the Amounts(s) of 2019 Ad Valorem Tax are within statutory limitations.

Table of Contents:		Page No.	2020 Adopted Budget: Budget Authority for Expenditures	2020 Adopted Budget: Amount of 2019 Ad Valorem Tax	County Clerk's Use Only
Computation to Determine Limit for 2020		2			
Allocation of MVT, RVT, 16/20M Veh Tax		3			
Schedule of Transfers		4			
Statement of Indebtedness		5			
Statement of Lease-Purchases		6			
Computation to Determine State Library Grant		7			
Fund	**K.S.A.**				
General	12-101a	8	2,618,600	925,446	
Debt Service	10-113	9	713,000	116,493	
Library	12-1220	9	231,100	135,346	
Fire & Police Equipment	12-110b	10	81,000	31,846	
Special Highway		11	95,000		
Storm Water Utility		11	200,000		
Special Parks & Rec		12	5,700		
Solid Waste		12	160,000		
Capital Improvement		13	580,000		
Municipal Equipment		13	250,000		
Tourism & Convention		14	20,000		
2018 Temp Note C of I		14	0		
2018 Temp Note Debt Service		15	0		
2018 Temp Note Improvement		15	0		
Water/Sewer Emergency Depriciation		16	150,000		
2017 Temp Note C of I		16	0		
2017 Temp Note Debt Service		17	110,000		
2017 Temp Note Improvement		17	1,120,000		
Water/Sewer Improvement		18	350,000		
SO TIF 2011 Revenue		18	1,145,000		
SO TIF 2011 Debt Service		19	80,500		
Water - Sewer		20	1,670,000		
Recreation & Pool		21	206,000		
Totals		xxxxx	9,785,900	1,209,131	
					County Clerk's Use Only
Budget Summary		22			
Neighborhood Revitalization Rebate					Nov 1, 2019 Total Assessed Valuation

Tax Lid Limit (from Computation Tab) 1,392,645

Does the City need to hold an election? **NO**

Assisted by:

Address:

Email:

Attest: , 2019

County Clerk

Governing Body

CPA Summary

City of Ellsworth
2020 Budget Workshop

Est. Assessed Valuation
Estimated Mill per $1,000

	2016 Actual	2017 Actual	2018 Actual	2019 Estimate	2020 Proposed Budget	2019 YTD
REVENUE						
General Fund	2,477,322.38	2,768,632.85	2,879,089.64	2,812,060	2,618,600	2,195,003.53
Library	172,618.40	204,654.67	233,102.00	242,200	231,100	235,104.02
Special Highway	108,599.18	127,350.67	132,152.45	112,000	95,000	71,956.90
Stormwater Utility Fund	0.00	0.00	0.00	0	200,000	0.00
Special Fire & Police Equipment	53,451.71	61,032.26	86,147.20	70,000	81,000	69,980.51
Special Parks & Recreation	7,435.20	6,852.49	6,693.73	6,426	5,700	3,936.92
Solid Waste	159,039.33	157,607.60	164,731.00	163,000	160,000	91,210.25
Water/Sewer	1,479,880.56	1,636,165.98	1,679,353.76	1,634,500	1,670,000	941,409.32
Recreation & Pool	203,175.62	206,457.39	212,047.71	210,600	206,000	178,559.26
Capital Improvement	807,296.66	794,809.22	699,724.53	919,000	580,000	837,198.09
Municipal Equipment Reserve	222,022.70	290,068.21	229,808.90	275,700	250,000	275,009.45
Tourism	20,082.49	20,659.95	31,758.09	33,000	20,000	27,059.33
Bond & Interest	672,403.25	770,630.19	884,966.33	966,000	713,000	760,003.29
2018 Temp Note Cost of Issuance 61-00	0.00	0.00	11,200.00	1,501	0	1,500.44
2018 Temp Note Debt Service 62-00	0.00	0.00	245.97	3,748	0	732.43
2018 Temp Note Imp Fund 63-00	0.00	0.00	148,800.00	46,301	0	46,300.44
TDD Fund Dees & Kunkle 2007	0.00	0.00	0.00	0	0	0.00
W/S Emergency Depreciation 69-00	31,448.02	53,800.05	94,343.31	145,800	150,000	124,746.40
2017 Temp Note Cost of Issuance 76-00	0.00	50,272.00	6,589.00	6,589	0	6,589.00
2017 Temp Note Debt Service 77-00	0.00	9,712.62	43,918.30	116,000	110,000	63,875.56
2017 Temp Note Imp Fund 78-00	0.00	2,500,000.00	2,240,283.78	1,669,900	1,120,000	1,668,898.31
2011 G.O. Bond Compliance 87-00	3,721.38	3,737.05	0.00	0	0	0.00
Water/Sewer Improvement Fund 90-00	187,718.29	236,847.81	295,717.88	354,500	350,000	291,807.16
SO TIF 2011 Revenue Fund 96 - 00	608,748.48	800,484.21	948,600.35	1,102,000	1,145,000	1,095,306.84
SO TIF Debt Service 97 - 00	126,757.49	115,326.54	84,526.25	80,000	80,500	26,722.50
SO TIF Cost of Issuance 98-00	0.00	0.00	0.00	0	0	0.00
Total Revenue	**7,877,955.07**	**10,815,101.76**	**11,113,800.18**	**10,970,825**	**9,785,900**	**9,012,909.95**
Expenditures						
General Fund	2,172,998.72	2,317,066.80	2,333,199.01	2,412,075	2,618,600	1,502,568.66
Library	131,746.51	135,885.28	142,316.35	150,700	231,100	139,505.02
Special Highway	63,731.14	80,817.88	101,273.91	98,400	95,000	49,589.47
Stormwater Utility Fund	0.00	0.00	0.00	0	200,000	0.00
Special Fire & Police Equipment	29,673.62	40,058.92	52,985.46	20,000	81,000	11,684.70
Special Parks & Recreation	5,470.23	4,697.07	4,668.12	4,000	5,700	2,592.62
Solid Waste	150,728.25	149,365.10	157,592.04	155,500	160,000	78,339.34
Water/Sewer	1,156,295.52	1,405,558.25	1,488,249.36	1,368,450	1,670,000	812,587.55
Recreation & Pool	181,723.07	175,008.87	183,476.48	188,775	206,000	97,409.24
Capital Improvement	639,437.21	602,561.02	374,404.81	680,000	580,000	539,098.50
Municipal Equipment Reserve	93,285.55	219,049.01	102,319.69	110,000	250,000	47,686.09
Tourism	12,150.00	7,500.00	13,150.00	18,000	20,000	17,300.00
Bond & Interest	462,649.30	457,909.62	465,398.35	633,000	713,000	41,671.31
2018 Temp Note Cost of Issuance 61-00	0.00	0.00	9,699.56	1,501	0	1,500.44
2018 Temp Note Debt Service 62-00	0.00	0.00	0.00	3,748	0	0.00
2018 Temp Note Imp Fund 63-00	0.00	0.00	104,000.00	46,301	0	43,310.00
W/S Emergency Depreciation 69-00	10,904.88	10,564.42	0.00	5,800	150,000	0.00
2017 Temp Note Cost of Issuance 76-00	0.00	43,683.00	0.00	6,589	0	6,589.00
2017 Temp Note Debt Service 77-00	0.00	0.00	0.00	43,000	110,000	0.00
2017 Temp Note Imp Fund 78-00	0.00	259,716.22	577,974.47	551,000	1,120,000	59,270.28
2011 G.O. Bond Compliance 87-00	0.00	3,737.05	0.00	0	0	0.00
Water/Sewer Improvement Fund 90-00	93,880.54	93,880.54	93,880.54	104,500	350,000	46,940.27
SO TIF 2011 Revenue Fund 96 - 00	0.00	50,000.00	44,209.10	80,000	1,145,000	26,718.75
SO TIF Debt Service 97 - 00	65,526.25	75,206.25	84,526.25	80,000	80,500	26,722.50
SO TIF Cost of Issuance 98-00	0.00	0.00	0.00	0	0	0.00
Total Expenditures	**5,806,434.72**	**6,132,265.30**	**6,333,323.50**	**6,761,339**	**9,785,900**	**3,551,083.74**
REVENUE OVER (UNDER) **EXPENDITURES**	**2,071,520.35**	**4,682,836.46**	**4,780,476.68**	**4,209,487**	**0**	**5,461,826.21**

The City of Ellsworth Current Tax Liability For the 2020 Budget

Residential property is assessed at 11.5% of the market value.

Commercial Property is assessed at 25%.

There is an 2 to 1 ratio in figuring the tax liability for commercial property

Appraised Market Value of Property	* Assessed Valuation	** City Tax Liability	*** Monthly expenses for City services
$25,000	$2,875	$218.32	$18.19
50,000	5,750	436.63	36.39
75,000	8,625	654.95	54.58
100,000	11,500	873.26	72.77
150,000	17,250	1,309.90	109.16

Taxes Levied for Calendar Year 2019	**2020 Proposed Taxes**	**2020 Proposed Mills**
General Fund	909,844	58.120
Fire & Police Equipment	31,309	2.000
Library	133,064	8.500
Debt Service	114,529	7.316
Total in Tax Dollars	**$1,188,746**	
*Proposed Mill Levy for **2019***		**75.936**
Assessed Valuation for Ellsworth	$15,654,582	
Motor Vehicle	2,411,294	
Assessed Valuation per $1,000	15,654.582	0.075936
Tax Rate for Assessed Valuation		11.5%

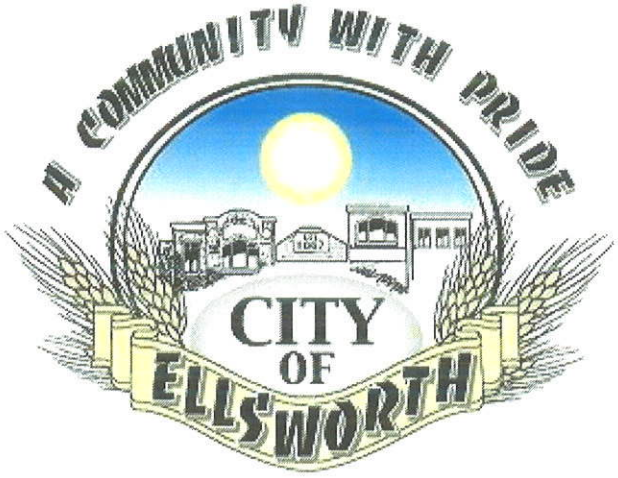
* To determine Assessed Valuation multiply Market Value of property by 11.5%.
** To determine City Tax Liability multiply Assessed Valuation by the required mill levy(0.075936).
*** To determine the monthly expenses for City services divide Tax Liability / 12 months.

City Services provided by Monthly City Tax Liability

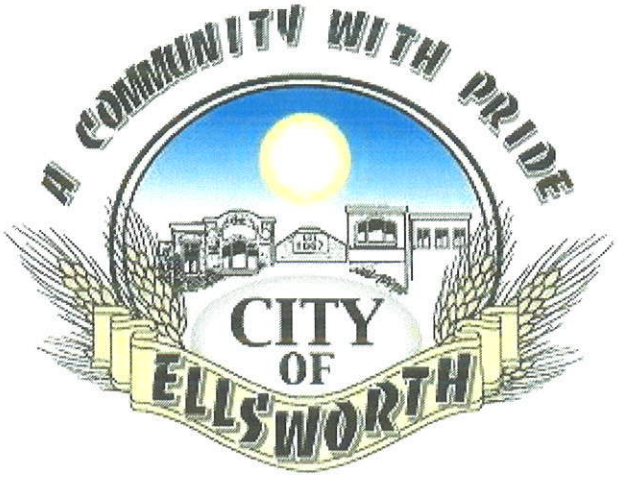
Fire Protection/Prevention/Safety	Police Protection	Municipal Court	Street Lighting
Public Parks	Snow Removal	Community Activities	Building Inspection
Public Swimming Pool	Street Maintenance	Legal Counsel/Prosecution	Municipal Airport
Traffic Control	City Administration	Community Rec. Programs	Chamber of Commerce
City Planning	Sidewalk Repair	Municipal Golf	Economic Development

In comparison to items most common monthly expenses for an Ellsworth Family.

* 16 gallon tank of Super Unleaded fuel at $2.599/gallon	$41.58
* Basic cable/satellite service and with one movie channel	$85.00
* Basic mobile phone unlimited data plan (2)	$170.00
* Average water/sewer and trash collection for a family of 4	$72.50
* Average gas expense for a 3 Bedroom Home	$99.00



New Business



ITEM - A

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE	MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Fireworks/Cowtown Funding Request – Chamber of Commerce
Date: August 23, 2019

Background

The City Council is being requested to allocating funding for the 2019 Cowtown Days at the request of the Chamber of Commerce. The Chamber of Commerce Board have taking the initiative to plan this year's Cowtown Days Celebration and seeking the City Council's support.

Issues/Discussion

It has been a standard practice of the Tourism Committee to allocate funds to the different nonprofit organization here in the community. This requested would be disbursed from the General Fund for 2019:

• **Cowtown Days**	**$6,000**
Total	**$6,000**

Financial Impact

Funds was budgeted in the 2019 General Fund to assist with the Cowtown Days planning efforts.

Staff Recommendation

Staff is recommending the City Council approve the $6,000 request from the General Fund budget and authorize the Deputy City Clerk to release the funds to the Chamber of Commerce.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

ELLSWORTH
AREA CHAMBER of COMMERCE

114 ½ N Douglas Ave
Ellsworth, KS 67439
chamber@goellsworth.com

Office 785.472.4071
Fax 785.472.5668
goellsworth.com

Board of Directors

Zach Ullom,
President

Anthony Hopkins,
Vice President

Dawn Olson,
Treasurer

Amanda Webb,
Secretary

Allison Koch

Dustin Shanks

Katie Kempke

Kelvi Place

Lindsey Warta

Michael Martinez

Tami McGreevy,
Executive Director

August 20, 2019

Alan Stefek
City Council Members
Ellsworth City Hall
1st & Kansas
Ellsworth, KS 67439

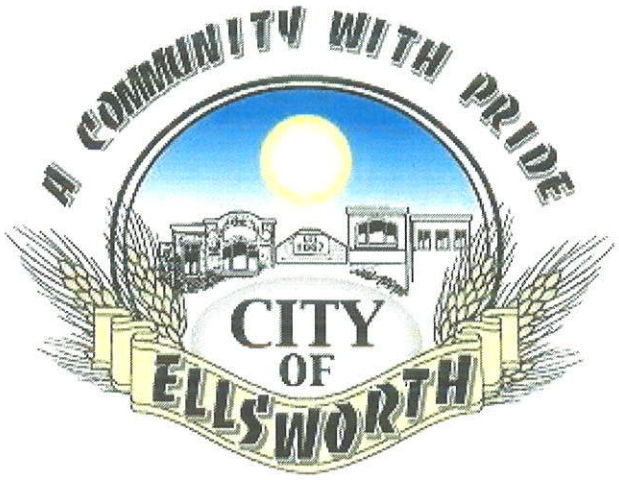
Dear Mr. Mayor and Council Members:

Thank you so much for your continued support of the Ellsworth Area Chamber and our efforts regarding the Fireworks event and Cowtown Festival. On behalf of the Board of Directors, we are requesting a distribution of City funds for the Celebrations account in the amount of $6000 in support of these events that go far beyond the general role of the chamber, into the realm of tourism and community engagement that are above and beyond our budget. We hope that you will see fit to continue your investment and partner with us to continue these events. We are willing to continue to do our best to bring quality events to our great community!

We appreciate your time and consideration in budgeting to help make these occasions worthwhile; and in doing so, we hope to continue to make Ellsworth a great place to work, live and spend time and money.

Respectfully,

Tami McGreevy
Executive Director
Ellsworth Area Chamber of Commerce



ITEM - B

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE	MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Request for City to Apply for Smoky Hill Charitable Foundation Grant for Directional Signs – Stacie Schmidt, Director, Smoky Hill Development Corporation
Date: August 23, 2019

Background

The City Council is being asked to authorize the City Administrator to submit a grant application to the Smoky Hill Charitable Foundation on behalf of the Smoky Hill Development Corporation for wayfinding signage.

Issues/Discussion

In 2017, the City Council received an update from Dave Cox in regards to gateway entry signage and discussed the need to add wayfinding signage. No action was taking at that time, but the discussion has continued throughout each community in the county. The SHDC took the initiative this summer to hire an intern to prepare a wayfinding signage/branding for Ellsworth County. If a grant is secured, the goal is to complete the installation of the signage as proposed.

The Ellsworth community is fortunate to be associated with the Smoky Hill Charitable Foundation, which has allowed the legacy of the donors to benefit worthy causes and projects throughout our community. This year and previous years have allowed the City of Ellsworth to receive favorable consideration for our project request. We are grateful for the support that our community has received from the Dane G. Hansen Foundation and the Smoky Hill Charitable Trustees for seeing the quality and value being added to the community with each project request being funded.

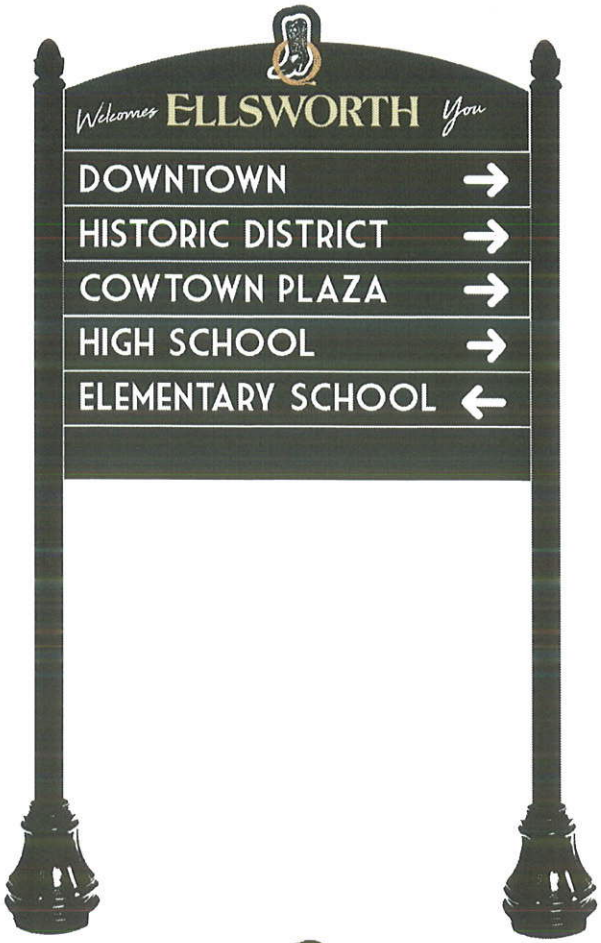
Financial Impact

There is no immediate financial impact to the city in submitting an application to the Smoky Hill Charitable Foundation grant funds.

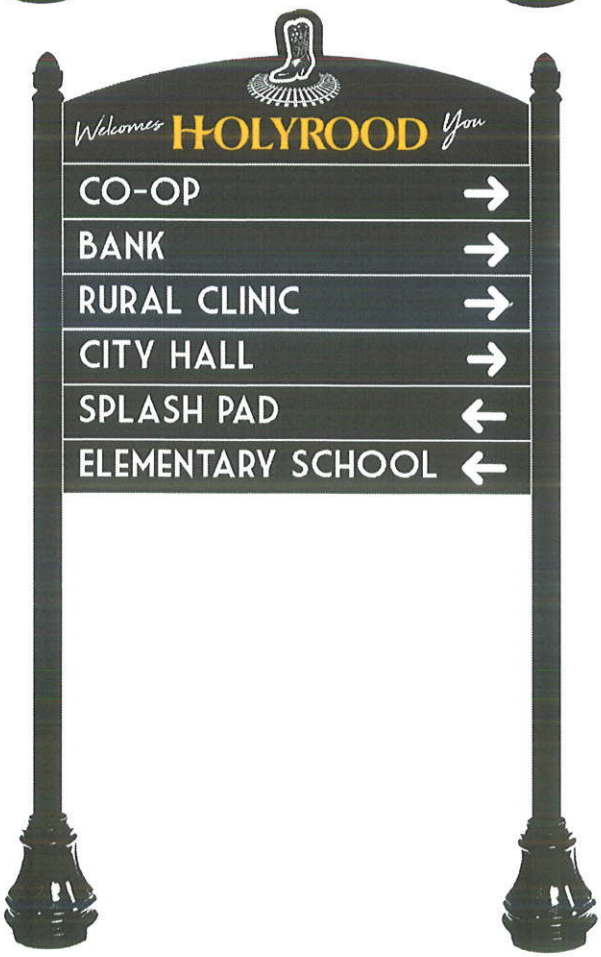
Staff Recommendation

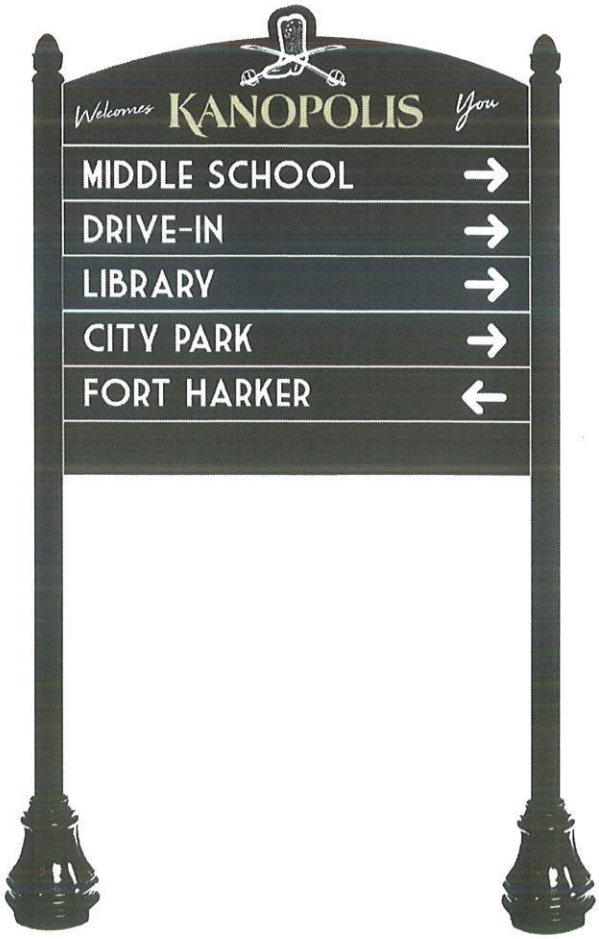
Staff is recommending the City Council authorize the City Administrator to submit an application to the Smoky Hill Charitable Foundation on behalf of the Smoky Hill Development Corporation.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.


Welcomes ELLSWORTH You
DOWNTOWN
HISTORIC DISTRICT
COWTOWN PLAZA
HIGH SCHOOL
ELEMENTARY SCHOOL

Welcomes LORRAINE You
CHURCH
BANK
CO-OP
CITY HALL


Welcomes HOLYROOD You
CO-OP
BANK
RURAL CLINIC
CITY HALL
SPLASH PAD
ELEMENTARY SCHOOL


Welcomes KANOPOLIS You
MIDDLE SCHOOL
DRIVE-IN
LIBRARY
CITY PARK
FORT HARKER

app(1)emedia INC
www.AppleOneMedia.com

SIGN & AWNING Sales + Service

1828 M Street
Belleville, KS 66935
785-527-8042

Invoice

14758

8-12-19

Bill To:
Smokey Hill Development Corp.

Ellsworth, KS

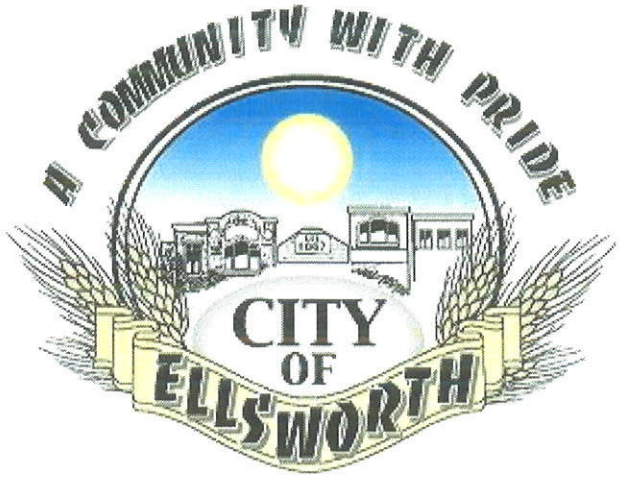
Payable To:
Apple One Media, Inc
1828 M Street
Belleville, KS 66935

QTY	DESCRIPTION	PRICE
7	Fabricate and install 4'x4' double sided slat style (way finding) sign in Ellsworth, Holyrood, Lorraine and Kanopolis, KS as shown in art renderings. 3" round posts with acorn post caps and decorative post base covers. Pour concrete in post holes and leave 4" above ground concrete height for level surface for post base to set on and prevent lawn mowers from damaging housings. Apply desired vinyl listings with arrows and paint with Matthews two stage sign paint.	3,752.20
1	All mileage and installs are included in pricing	

LIGHTED SIGNS | DIGITAL SIGNS | AWNINGS | COMMERCIAL PRINTING | EMBROIDERY | SCREEN PRINTING | UNDERGROUND TRENCHING | CRANE & BUCKET TRUCK SERVICE

We Appreciate Your Business

SUB TOTAL	6,300.00
SALES TAX	
TOTAL	6,300.00



ITEM - C

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE

MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Pool Water Tower Rehabilitation Proposals
Date: August 23, 2019

Background

The City Council is being requested to authorize the City Administrator and Water & Sewer Superintendent to initiate maintenance repairs to the Pool Water Tower. During the May 29th Council Meeting and consider entering into an annual agreement with Suez's Tank Maintenance Program. Suez has 148 communities throughout the State of Kansas utilizing their annual tank maintenance program. A list of those communities utilizing their program are included with this memo for you to review. Jim Jackson, will make a presentation during the May 29th Council Meeting about the Pool Water Tower maintenance needs and the financial options the city should consider with planning for future maintenance all three (3) towers. Below are the financial options the City Council should consider with budgeting resources for tank maintenance:

Vendor	Scope of Work	Proposal
• Suez/Utility Service Co.	• Complete blast and containment – interior and exterior and repaint tower	$258,791
• Viking Industrial Painting	• Complete blast and containment – interior and exterior and repaint tower	$305,000

On March 11, 2019, the City Council received a report on the three towers:

- Inspect ECF 500,000 gallon tower, East 400,000 gallon, & Pool 150,000 tower
- In 2015, the north tower adjacent to the ECF was rehabbed and painted.
- In 2014, the east tower adjacent to K-156 was rehabbed and painted.
- The Pool Water Tower has had minimum work done on it 8-10 years ago and need immediate maintenance service here in 2019.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

Financial Impact

There would be a financial impact to the Water Department's 2019 Budget for initiating the repairs to the Pool Water Tower. Funds are available in the 2017 Temp Note fund to perform the blast and containment maintenance repairs for the Pool Tower.

Staff Recommendation

Staff is recommending the City Council authorize the City Administrator to sign the Suez proposal in an amount not to exceed $260,000 for the Pool Water Tower blast and containment maintenance repairs as proposed.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

Proposal From

UTILITY SERVICE CO., INC.

1230 Peachtree St NE · Suite 1100 - Promenade · Atlanta, GA 30309
Toll-free: 855-526-4413 | Fax: 478-987-2991
utilityservice.com

Date: 08/19/2019 Submitted by: **Jim Jackson** Local Phone: **785-218-9061**

SFID: 59360 CN: SO:

Proposal Submitted To:			Phone Number:	Fax Number:
City of Ellsworth, KS			**785-472-5566**	
Street Address:			Description of Work to be Performed:	
121 W First Street			**Interior & Exterior Renovation and Repairs**	
City:	State:	Zip Code:	Tank Name:	
Ellsworth	**KS**	**67439**	**Ellsworth Pool Tank**	
Accounts Payable Contact Name:	Email:		Job Site Address:	
Scott Moore	**smoore@ellsworthks.net**		**West 11th and Spring Street**	
Job Contact (Inspection Reports):	Email:		County / Parish:	Tank Size: / Tank Style:
Scott Moore	**smoore@ellsworthks.net**		**Ellsworth**	**150 K** / **Elevated**

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

Exterior Renovation

1. Complete containment system for lead abatement.
2. Pre- and post-job soil sampling shall be conducted at the same locations. A minimum of 10 soil sample locations are required.
3. Requires a minimum of 45,000 CFM dust collection capability.
4. Abrasive blast clean the complete exterior to SSPC-SP6 commercial blast.
5. One (1) full primer coat (zinc) shall be applied to 100% of exterior surfaces
6. One (1) full intermediate coat of a compatible Tnemec Series coating shall be applied to 100% of exterior surfaces.
7. One (1) full finish coat of a compatible Tnemec Series coating shall be applied to 100% of exterior surfaces.

(Scope of Work Continued on Page 2)

Please sign and date this proposal and fax one copy to our office.

Two Hundred Fifty-Eight Thousand Seven Hundred Ninety-One and ----00/100 Dollars $258,791.00

Payment to be made as follows: **Payment Due in Full Upon Completion of Work – plus all applicable taxes**

Remittance Address: Utility Service Co., Inc., P O Box 674233, Dallas, TX 75267-4233

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized USCI Signature Brent Kelleher Vice President

Note: This proposal may be withdrawn by us if not accepted within Sixty (60) days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Fiscal Yr Beginning Month _____ *Signature* _____

Date of Acceptance _____ *Printed Name* _____

© Utility Service Co., Inc. 2016

Proposal From
UTILITY SERVICE CO., INC.
1230 Peachtree St NE · Suite 1100 - Promenade · Atlanta, GA 30309
Toll-free: 855-526-4413 | Fax: 478-987-2991
utilityservice.com

Interior Renovation

1. Abrasive blast clean the complete interior to a SSPC-SP10 "Near White" finish.
2. Remove all dust and blast products by high-pressure air, vacuum cleaning or brushing and apply the first coat of paint before any surface rust develops.
3. Using Epoxy thinned 10%, stripe paint all welded/lap seams and pitted areas with a roller or brush.
4. Apply one (1) full coat of Epoxy at a DFT of 4 to 6 mils to the complete interior of the tank, riser pipe, and all other interior surfaces.
5. Using Epoxy thinned 10%, stripe paint all welded/lap seams and pitted areas with a roller or brush.
6. Apply a second full coat of Epoxy at a DFT of 5 to 7 mils to the complete interior of the tank, riser pipe, and all other interior surfaces.
7. Total minimum dry film thickness (DFT) for the interior two coat system is 9 mils dry.
8. Depending on the surface temperature, the coatings will be allowed to cure as stated on the product data sheet.
9. Provide adequate ventilation during curing.
10. After the paint system has adequately cured, disinfect the interior using the spray method and seal for service.
11. Owner will be notified when the tank has been disinfected and is ready to be filled.

Tank Repairs

1. Install pipe screen and discharge flapper
2. Install interior ladder
3. Install dome ladder

© Utility Service Co., Inc. 2016

VIKING
INDUSTRIAL PAINTING, INC.

P.O. Box 24162
Omaha, NE 68124

vikingindustrialpainting.com

PROPOSAL

Please sign and date both copies and return one (1) copy.

CONTACT DETAILS

Proposal Submitted To	City of Ellsworth, KS	Contact	Joe Tranvichek
Address	PO Box 163. Ellsworth, KS 67439	County	Ellsworth
Client Phone	(785)472-5566	Contact Phone	(785)531-2297
Job Location	Ellsworth, KS	Tank Name	Swimming Pool Tank
Job Name	150,000 Gallon Tower Coating Project	Tank Size and Style	150,000 Gallon Cone Top Lattice Legged Tank

SERVICES

Viking Industrial Painting, Inc. agrees to provide all labor, equipment and materials needed to complete the following:

TANK EXTERIOR REFURBISHMENT:

1. Full lead containment system shall be implemented. De-leading system shall include:
   - Air and soil sampling
   - Dust Collection
   - Site restoration
   - Waste Disposal
2. Complete tank exterior shall be abrasive blasted in accordance with SSPC-SP6 Commercial Blast Cleaning. All coatings shall be applied to a clean/dry surface.
3. Complete tank exterior shall receive a full coat of **Tnemec Series 91H2O HydoZinc** at 2.5-3.5 mils dft.
4. Complete tank exterior shall receive one full coat of **Tnemec Series 66 HB Epoxoline** applied at 3-6 mils dft.
5. Complete tank exterior shall receive one full coat of **Tnemec Series 73 EnduraShield** applied at 3-5 mils dft.

TANK INTERIOR WET REFURBISHMENT:

1. Complete tank interior shall be abrasive blasted in accordance with SSPC-SP10 Near White Blasting. All coatings shall be applied to a clean/dry surface.
2. All seams and pitted areas will receive a brushed/rolled "stripe" coat of **Tnemec Series 20 Pota-Pox** at 4-6 mils dft.
3. Entire tank interior will receive a full coat of **Tnemec Series 20-1255 Beige PotaPox** at 4-6 mils dft.
4. All seams and pitted areas will receive a brushed/rolled "stripe" coat of **Tnemec Series 20 Pota-Pox** at 4-6 mils dft.
5. Entire tank interior will receive a full coat of **Tnemec Series 20-15BL Tank White Beige PotaPox** at 5-7 mils dft.
6. Tank will be disinfected per AWWA C652-92.

TANK REPAIRS/UPGRADES:

1. Screen and flapper shall be installed to lower end of overflow pipe.
2. Dimensionally code ladder shall be installed at the tank interior.
3. Dimensionally code ladder shall replace existing roof ladder. Ladder shall be properly attached to tank roof with standoffs.

2 YEAR WARRANTY INSPECTION:

1. A date shall be coordinated by both parties for owner to drain the tank.
2. The interior bowl and lower walls of the tank will be cleaned using a pressure washer to remove all mud, silt and foreign sediment.
3. The tank will be inspected to assess the structural, sanitary, coatings and safety conditions.
4. After all inspection work is complete, the tank will be disinfected according to AWWA C652-92 (Standard for Disinfection of Water Storage Facilities).

5. The tank will be scaled and made ready for service.
6. A written report including photographs will be submitted detailing the condition of the tank.
7. A representative of Viking Tank will schedule a date with proper officials to review the report.
8. Any deficiencies shall be reported to owner and repaired.

ALTERNATE EXTERIOR COATING SYSTEM UPGRADE: TNEMEC HYDROFLON

1. Exterior is to be prepared as stated above.
2. Complete tank exterior shall receive a full coat of **Tnemec Series 91H2O HydoZinc** at 2.5-3.5 mils dft.
3. Complete tank exterior shall receive one full coat of **Tnemec Series 73 EnduraShield** applied at 3-5 mils dft.
4. Complete tank exterior shall receive one full coat of **Tnemec Series 700 HydroFlon** applied at 2-5 mils dft.

NOTE:

- City is responsible for removal and replacement of perimeter fencing.

COST

Total Cost of Materials and Labor	**Base bid price (Urethane): $305,000.00** **Alternate bid price (HydroFlon): $320,500.00**	Payment Terms	Payment to be made in full upon completion of work – plus all applicable taxes.

AGREEMENT TERMS

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

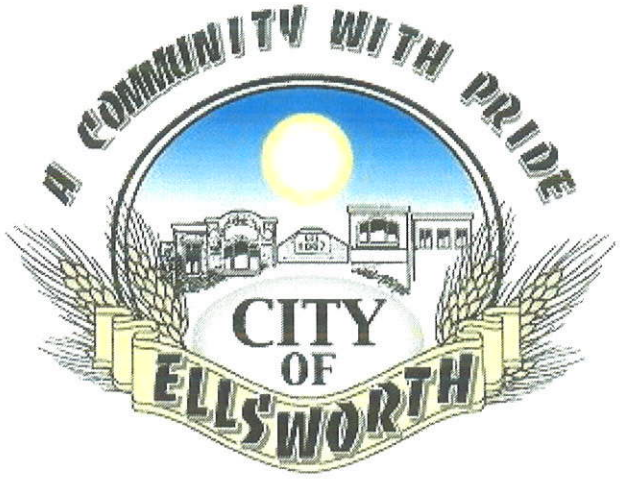
Authorized Preparer Printed Name	**Rick A. Penner**	Date Submitted	**August 16, 2019**
Authorized Preparer Signature	Rick A Penner		

Price is good for 60 days from date submitted

ACCEPTANCE OF PROPOSAL

By accepting this proposal, you agree to the above prices, specifications and conditions. Viking Industrial Painting, Inc. is authorized to do the work as specified. Payment will be made as outlined above.

Authorized Client Printed Name		Date of Acceptance	
Authorized Client Signature			



ITEM - D

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE

MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Receive and File Dane G. Hansen Foundation Grant Award – Concession Stand Project
Date: August 23, 2019

Background

The City Council is being requested to accept and approve the $16,000 Dane G. Hansen Foundation grant for the ballfield concession stand/restroom facility project upgrade.

Issues/Discussion

The ballfield concession stand was constructed back in the mid to late 1980s with volunteer labor. Over the past 7-8 years, USD 327 have utilized the ballfield for their games and practices and have utilized the concession/restroom facility space for their equipment and concessions supplies.

The current location of the concession stand/restroom facility is adjacent to the El-Kan Western Riders Rodeo Arena and heavily utilized during their organized event. The annual rodeo and County Fair draw over 200 spectators annually and the need to upgrade the concession stand/restroom facility has been a topic of discussion over the past 15 years. During the 2020 Budget Workshops, there was a consensus for the Recreation Director to pursue funding sources to upgrade the concession stand/restroom facility. During the May 28th Strategic Doing session, Community Facilities were identified as an area for consideration and citizens to work on. The Strategic Doing process has helped a number of community projects like the splash park receive fund and eventually get completed as proposed.

Financial Impact

There is no immediate financial impact to the city in accepting the Dane G. Hansen Foundation grant. The remaining balance needed to rehab the concession stand will utilize Capital Budget and private resources secured by the Recreation Director.

Staff Recommendation

Staff is recommending the City Council accept the Dane G. Hansen Foundation grant and direct the City Administrator and City Clerk to notify the Independent Reporter and post a message on the Recreation Department/City Hall's social media accounts of the grant award and public service announcement for the planned concession stand upgrades for the Recreation Department will be receiving through this generous donation.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

Scott Moore

From: Dane G. Hansen Foundation <administrator@grantinterface.com>
Sent: Wednesday, August 21, 2019 9:18 AM
To: Scott Moore
Subject: Dane G. Hansen Grant

Dear Scott,

On behalf of the Dane G. Hansen Foundation, I am pleased to inform you that a grant has been awarded to your organization in the amount of $16,000.00

You will find a Follow-Up Grant Agreement on your dashboard in the Foundation's online grant system. Please access the system to complete and submit the Follow-Up by the assigned due date.

Please log in to Dane G. Hansen Foundation's online system and review and complete your follow-up form as part of your grant requirements. Please follow these steps to complete the form:

1. Go here: https://www.grantinterface.com/Home/Logon?urlkey=hansenfoundation
2. Use your username smoore@ellsworthks.net and password to enter the system. If you have forgotten your password just click on "Forgot your Password" and the system will send you instructions on how to change your password.
3. Once logged in you will be on the Application Status Page.
4. Below your application, you will see where it says "Grant Agreement". Click on the blue "Edit" link to the right of the form to access the form. You can save the form as often as you need, but remember to submit by the due date.

Your grant will not be processed until the Grant Agreement is completed and submitted.

If you have further questions after reviewing the Grant Agreement document, please contact us via e-mail or telephone using the information below. We look forward to working with you and send our congratulations to you!

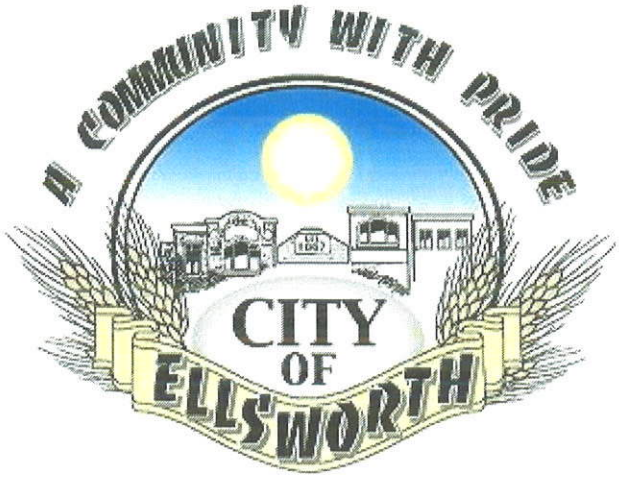
Sincerely,

Dane G. Hansen Foundation
Kyra Reese, Grant Coordinator
kyra@danehansenfoundation.org
785-689-4832

Applicant Information

Scott Moore
121 W. 1st Street
P.O. Box 163
Ellsworth, KS 67439
785-472-5566
smoore@ellsworthks.net

Organization: City of Ellsworth
Form Name: Grant Agreement
Process Name: Requests of more than $5,000
Project Name: Ellsworth Recreation Concession Stand Project



ITEM - E

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE

MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Concession Stand Rehabilitation Project Request
Date: August 23, 2019

Background

The City Council is being asked to review the proposals for the rehabilitation of the concession stand.

Issues/Discussion

During the March 9, 2017 Sewer Facility Tour, this sludge process was discussed and explained the importance of having the Spiral Augar replaced and the need to construct a storage shed to protect the unit, which has been the recommendation of Kirkham Michael and Ray Lindsey officials. The following are the proposal the Water/Sewer Deparment received for this proposed project:

Contactor	Proposal
• 2D Construction	$24,566
•	
• Central Kansas Contractors (CKC)	$32,765

Financial Impact

There would be a financial impact to the Recreation Department in securing services to rehab the concession stand. Funds have been are included in the 2019 Capital Budget to complete the project along with $16,000 from the Hansen Foundation and pledges from private sources and other foundations to cover the remaining balance.

Staff Recommendation

Staff is recommending the City Council direct the City Administrator and Recreation Director to enter in to an agreement with 2-D Construction in an amount not to exceed $25,000 to rehab the concession stand as proposed.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

2 D Construction, LLC

300 Tullis St.
Lorraine, KS 67459

Estimate

Date	Estimate #
5/29/2019	78

Name / Address
City of Ellsworth

Project- Concession Stand

Description	Qty	Rate	Total
Labor and Material to remove existing siding and installing Primed LP Smart Siding on the concession stand	962	4.00	3,848.00
Labor and Material to erect a 18' L x 28' W awning to the North side of the concession stand with wrapped 6"x6" post and wrapped beams.	504	18.00	9,072.00
Labor and material to remove existing shingles and install 26 Gage metal- Red with Black Trim package on addition and existing building	825	4.00	3,300.00
Labor and Material to install 2 Roll Up Doors- 1 on the North side and 1 on the West side where existing walk through door is.		3,000.00	3,000.00
Labor and material to pour a 40' W x 24' L 4" pad of concrete under addition	960	4.50	4,320.00
Labor and Material to pour a 19' W x 12' L 4" pad connecting concession pad to awning pad on the West side	228	4.50	1,026.00

Thank you for your consideration! This estimate is good for 30 days.

Total $24,566.00

Central Kansas Contractors LLC

411 W Douglas
Ellsworth, KS 67439

Invoice

Date
5/22/2019

Invoice #	122

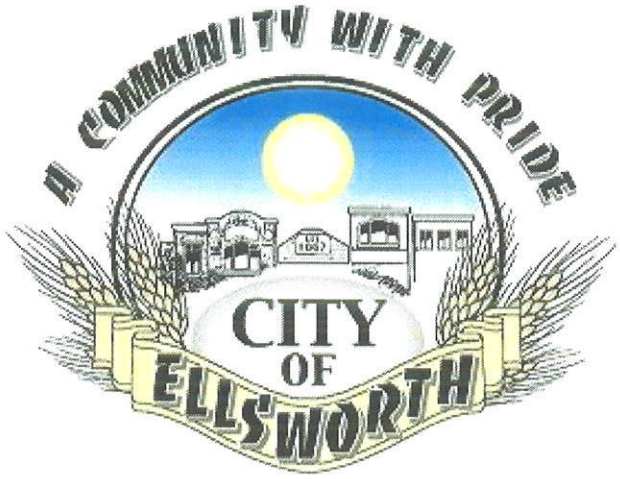
Bill To

City Of Ellsworth
Scott Moore - City Administrator
121 W 1st St
Ellsworth, KS 67439

Description	Amount
-----Concessions Building: Extend a Roof Overhang for Picnic Seating Area-----	
Concrete Slab: 890sqft - 4" thickness - no footings - sloped to center from north to south. Water will run to the west off of slab and around building.	6,675.00
Roof extension: 464sqft - Extend current roof to the north by 16ft - 4 support posts made of metal - underside will be enclosed - minor electrical to add lighting or outlets - Replace existing facia and add new soffet around existing building - impact resistant shingles	15,180.00
Reproof existing building with impact resistant shingles. (old roof will be torn off and disposed of): 8 Squares. (Impact resistant Shingles are about the same price as a metal roof. Metal would probably still last longer...will do either for the same price)	3,160.00
Siding on existing building: 9 square	4,950.00
Roll - Up Doors 1.) Replace roll-up door for concessions window 2.) Add 4ft wide roll-up door to west side of building - Cut out wall, reframe and trim to weather proof	2,800.00

Thank you for giving CKC the opportunity to serve you!

Total $32,765.00



ITEM - F

THE CITY OF ELLSWORTH

A Community With Pride

CITY ADMINISTRATOR'S OFFICE	MEMO

To: Honorable Mayor and City Council
From: Scott Moore, City Administrator
Subject: Airport Takeoff Directive
Date: August 23, 2019

Background

The City Council is being requested to authorize Mayor Stefek to issue the Airport Takeoff Directive to Wayne Agricultural Aviation for all future takeoffs for ag operations be northbound.

Issues/Discussion

During the August 23rd site visit with FAA Central Office representatives, Airport Advisory Board members and Brad Fritchett (ag spray operator), it became apparent during our discussions about the overall safety of ag planes taking off over the city with a full load of fertilizer. The FAA representative suggested the city issue a directive as soon as possible requiring all ag spray operations takeoff northbound to avoid any mishaps flying over the city with a load of fertilizer. Currently, Mr. Fritchett and his hired ag sprayers do not takeoff with full loads southbound over the city due to the safety factors they take into consideration. This directive along with other data we plan to supply to the FAA to further evaluate our forecast analysis will ultimately determine the actually length of the runway the supplemental discretionary funds would pay for at 100%. Our goal is to have this information submitted to the FAA by September 6th and an update would be forthcoming during the September 9th Council Meeting.

Financial Impact

There is no immediate financial impact to the city issuing this directive.

Staff Recommendation

Staff is recommending the City Council authorize Mayor Stefek to issue the Airport Takeoff Directive as proposed to Wayne Agricultural Aviation.

Prepared by: Scott Moore, City Administrator
NOTE: This memorandum and related documents are intended to provide Council with the most current information available to Staff as of the above date. Information is subject to be updated as more current data becomes available. Any additional or subsequent changes will be made in an attempt to provide the City Council with all relevant information for your decision making process.

City of Ellsworth

"A Community With Pride"
121 W. 1st Street
P.O. Box 163
Ellsworth, KS 67439 - 0163
Office: (785) 472-5566 –Fax: (785) 472-4145

DATE: **August 23, 2019**

TO: **Wayne's Agricultural Aviation**
Attention: Brad Fritchett
1701 State Street
Ellsworth, KS 67439

FROM: **City of Ellsworth**

RE: **Airport Takeoff Directive**

Dear Mr. Fritchett,

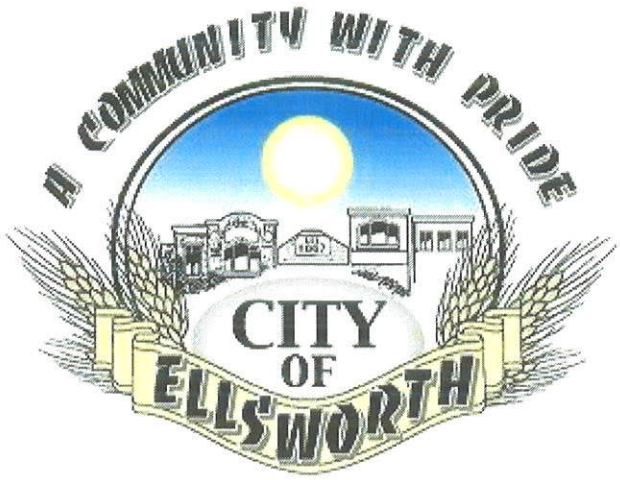
We, the governing body of the City of Ellsworth, is issuing this directive per our conversation with you and FAA officials during their August 23rd field visit for all future agricultural spray operations takeoffs to be northbound. From a safety perspective, we reached this consensus to issue this directive to be included in the project file for the proposed new runway and our communication with the FAA Central Office team.

Thank you for your time and attention and complying with this directive.

City of Ellsworth
Ellsworth, KS 67439

Alan M. Stefek
Mayor

CC: City Council
Project File



City Administrator Updates

SS&C Solutions, Inc.
AN EMPLOYEE OWNED COMPANY

3025 Cortland Circle, Suite 201
Salina, Kansas 67401
Phone 785.825.5479
Fax 785.825.2446
SSCcpas.com

August 19, 2019

Scott Moore
City of Ellsworth
P.O. Box 163
Ellsworth, KS 67439-0163

Dear Scott Moore,

We have been long time members of the Ellsworth community and have appreciated the support of our clients in the area. We want to continue to serve the Ellsworth community, and with today's available technology and the proximity of the Salina office we can consolidate our resources and be better able to continue to provide the high quality and timely services you expect and deserve. Effective Friday September 20, 2019, we will no longer maintain a physical location in Ellsworth. We will continue to serve the area from our Salina office at 3025 Courtland Circle, Suite 201.

We have multiple methods of receiving and delivering information and have long served many clients nationwide from our Kansas locations. We have secure client portals, through which information can be exchanged, that can be accessed anywhere you have an internet connection. We also utilize email, fax, US mail and delivery services for transmission of information and documents.

Primarily, the services we have provided to you in the past have been performed in our Salina office. In most cases you will continue to work with the same motivated and highly qualified members of our team. Jay Langley and the rest of our team will be available by phone, email or scheduled face to face meetings in Salina to answer questions and provide you the best accounting and tax services in the area.

We appreciate your business and look forward to continuing our relationship in the future. If you have any questions or concerns, please do not hesitate to reach out to any of our team members.

Yours respectfully,

SS&C Solutions, Inc.

SS&C Solutions, Inc.
Summers, Spencer & Company, PA

2019 Temp Note Project Funding Consideration

City Project	Funding Source	Amount	City Responsibility	
KDOT CCLIP (K156/8th Street Turn Lane Project)	KDOT	$ 854,938	$ 42,747	^
Engineering	2018 Temp Note	$ -	$ 100,000	*
Final Design	??		$ 25,000	^
KDOT CCLIP (Ave JJ/Drainage Ditches)	TIF	$ 123,770	$ 123,770	
KDOT T/A (Detention Basin (2) Project)	KDOT	$ 517,960	$ 103,592	^
Engineering	2018 Temp Note	$ -	$ 55,000	*
Final Design	??		$ 25,000	^
Airport New Runway	FAA	$ 7,783,800		
Design/Construction Eng./Project Mgmt Services	FAA	$ 1,397,000		
Ellsworth Upfront Cost-Reimbursable			$ 578,620	^
Total Projected Cost		**$ 9,180,800**		
Ballfield Development	????	$ -	$ 150,000	^
Preisker Park Improvements			$ 50,000	^
Community Trails	USDA/KDWP&T	$ 500,000		
City Hall Boiler		$ 92,000	$ 100,000	^
KDOT CCLIP (K156/K-140 Turn Lane Project)	KDOT	$ 600,000	$ -	
Engineering/City's Cost Share	??	$ 80,000	$ 80,000	^
Drainage - North Main/UP ROW		$ 125,000	$ 125,000	^
Drainage - West Street/1st & 2nd Street Drainage Way		$ 100,000	$ 100,000	^
Total Estimated Capital Projects		**$ 12,082,468**		
Projected Temp Note Funding Needed			**$ 1,379,959**	^
2018 Temp Note Funded			$ 155,000	*

Billing Statistics

City of Ellsworth

Bill Date: 8/19/2019 **Service Period:** 8 **Bill Cycle:** 1 **Due Date:** 9/10/2019

Accounts Billed by Status

Status	No. of Accounts	Total Billed
A	1058	$170,573.96
F	23	$1,314.86
N	21	$1,214.53
	1102	$173,103.35

Accounts Billed by Service

Service	Type	No. of Accounts	Total Billed
CITAX	T	137	$149.14
COTAX	T	138	$119.45
FFT	G	1089	$7,434.00
POOL	F	890	$2,040.00
STTAX	T	140	$776.26
SW	L	897	$27,376.83
SWC	L	156	$20,958.63
TR	F	868	$13,112.75
TRANS	I	13	$450.00
UF	F	39	$1,035.40
WA	M	1089	$99,349.80
WF	L	1087	$301.09
			$173,103.35

Accounts Billed by Rate

Rate	No of Accounts	Total Billed
(none)	754	$425.00
?	56	$25.00
C10	93	$11,568.20
C15	14	$2,085.37
C20	21	$8,485.34
C34	28	$1,790.02

Billing Statistics

City of Ellsworth

Bill Date: 8/19/2019 **Service Period:** 8 **Bill Cycle:** 1 **Due Date:** 9/10/2019

C40	2	$564.22
C58	913	$36,756.34
C60	1	$1,588.66
C80	1	$30,117.61
CITX	137	$149.14
COTX	138	$119.45
FFT	1089	$7,434.00
POOL	890	$2,040.00
R10	5	$504.78
R20	1	$5,327.43
R58	9	$561.83
SC10	22	$1,451.40
SC15	10	$697.88
SC20	15	$3,070.32
SC34	6	$264.64
SC40	2	$439.18
SC58	99	$3,123.15
SC60	1	$1,007.16
SC80	1	$10,904.90
SR10	63	$2,432.42
SR15	3	$206.69
SR20	3	$609.48
SR34	21	$576.71
SR58	807	$23,551.53
STTX	140	$776.26
TR	868	$13,112.75
UFC	38	$1,023.00
UFR	1	$12.40
WF	1087	$301.09
		$173,103.35

Metered Accounts Billed

Service	No of Meters	Consumed	Total Billed
[illegible]	[illegible]	[illegible]	[illegible]

Billing Statistics

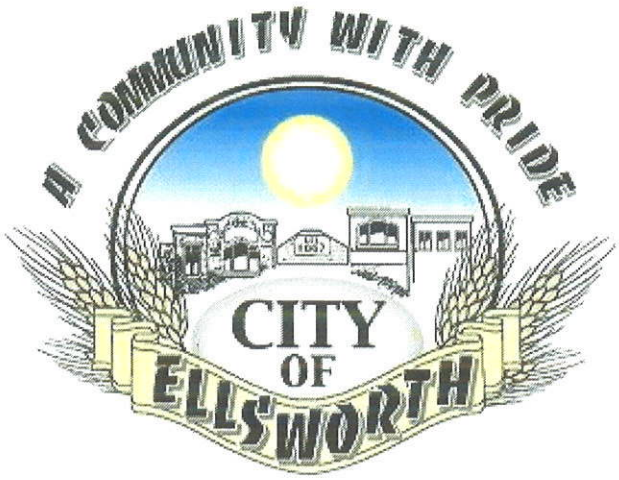
City of Ellsworth

Bill Date: 8/19/2019 **Service Period:** 8 **Bill Cycle:** 1 **Due Date:** 9/10/2019

WA	1091	9431.00	$99,349.80
Totals		9431.00	$99,349.80

Metered Accounts Billed by Rate

Rate	No of Accounts	Consumed	Total Billed
C10	93	1086.00	$11,568.20
C15	14	201.00	$2,085.37
C20	21	899.00	$8,485.34
C34	28	167.00	$1,790.02
C40	3	56.00	$564.22
C58	913	3338.00	$36,756.34
C60	2	202.00	$1,588.66
C80	1	3115.00	$30,117.61
FW15	1	4.00	$0.00
R10	5	27.00	$504.78
R20	1	309.00	$5,327.43
R58	9	27.00	$561.83
Totals		9431.00	$99,349.80



For Your Info (FYI) Items:

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

DEPARTMENT: GOLF COURSE

WEEK OF August 4 thru August 10

TASK		SU 4	MO 5	TU 6	WE 7	TH 8	FR 9	SA 10
MOWING	GREENS	X	X	X	X	X	X	
	TEES/COLLARS		X		X		X	
	FAIRWAYS		X		X		X	
	ROUGH		X			X	X	
	GRASS BUNKERS			X			X	
	~~GRIND PATIOS~~ 1st Cut			X			X	
SPRAYING	GREENS		X	X				
	TEES/FAIRWAYS			X				
	OTHER		X	X				
MISC.	CUT PINS						X	
	WEED EAT					X		
	IRRIGATION WORK		X	X	X	X	X	
	POND WORK		X	X	X		X	
	~~PICKUP RANGE BALLS~~							
	TRIM TREES			X				
	EMPTY TRASH/FILL WASHERS		X				X	
	WORK BUNKERS	X	X	X	X	X	X	X

ADDITIONAL WORK

SUNDAY	
MONDAY	Spray weeds @ splash pad
TUESDAY	Vertical Greens Spray Baseball Field Infields
WEDNESDAY	
THURSDAY	Spray Weeds @ Pool and East Cemetary
FRIDAY	Aerate Greens / Roll Greens
SATURDAY	

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

DEPARTMENT: GOLF COURSE

WEEK OF August 11 thru August 17

TASK		11 SU	12 MO	13 TU	14 WE	15 TH	16 FR	17 SA
MOWING	GREENS	X	X	X	X	X	X	X
	TEES/COLLARS		X		X		X	
	FAIRWAYS		X		X		X	
	ROUGH		X		X	X	X	
	GRASS BUNKERS			X				
	~~GRAVEL PATCH~~ 1st Cut			X			X	
SPRAYING	GREENS							
	TEES/FAIRWAYS							
	OTHER							
MISC.	CUT PINS							X
	WEED EAT					X		
	IRRIGATION WORK					X		
	POND WORK					X		
	~~PICKUP RANGEBALLS~~							
	TRIM TREES			X	X			
	EMPTY TRASH/FILL WASHERS		X				X	X
	WORK BUNKERS		X	X	X	X	X	X

ADDITIONAL WORK

SUNDAY	
MONDAY	
TUESDAY	
WEDNESDAY	
THURSDAY	
FRIDAY	
SATURDAY	Chamber Tournament (22 Teams - 88 Players)

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: INMATE DETAIL

WEEK OF 7-28 - 8-3 - 19

TASK		SU	MO	TU	WE	TH	FR	SA
GENERAL	Empty Trash on Douglas Avenue		X	X	X	X	X	
	Clean Restrooms at Parks		X	X	X	X	X	
	Clean Pins at Animal Shelter							
	Water Trees, Bushes & Flowers							
MOWING & TRIMMING	Krizek Park		X	X				
	Priesker Park							
	Old County Jail & Fire Station							
	City Hall							
	Triangles on 8th Street/Douglas Ave							
	City Side E. No. Main Street Ditch							
	Blake & N. Main Street							
	Museum & CowTown Plaza						X	
	Swimming Pool							
	Water Tower & Guard Rails by GC		X					
	East & West Cemetery							
	Cashco Ditch							
	North Douglas and Hwy 14						X	
	City Shop & Fence							
	Rodeo Grounds & 4-H Barn							
	Rec Center & Shop					X		
	Guard Rails & Slopes at River Bridge							
	Scout Cabin							
	Evans Street Curb & Signs							
	8th Street Ball Field				X			
	Animal Shelter							

ADDITIONAL WORK

SUNDAY	
MONDAY	
TUESDAY	trimmed Foster Rd.
WEDNESDAY	trimmed on Dees Acres property north of Helen Plaut's
THURSDAY	changed blades on Bonnie's mower, trimmed around rec center, trimmed backer at city hall
FRIDAY	Ditch on 55,
SATURDAY	

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: INMATE DETAIL

WEEK OF 8-4-8-10-19

TASK		SU	MO	TU	WE	TH	FR	SA
GENERAL	Empty Trash on Douglas Avenue		X	X	X	X	X	
	Clean Restrooms at Parks		X	X	X	X	X	
	Clean Pins at Animal Shelter							
	Water Trees, Bushes & Flowers							
MOWING & TRIMMING	Krizek Park							
	Priesker Park				X			
	Old County Jail & Fire Station							
	City Hall						X	
	Triangles on 8th Street/Douglas Ave		X					
	City Side E. No. Main Street Ditch							
	Blake & N. Main Street							
	Museum & CowTown Plaza							
	Swimming Pool				X			
	Water Tower & Guard Rails by GC							
	East & West Cemetery							
	Cashco Ditch							
	North Douglas and Hwy 14							
	City Shop & Fence							
	Rodeo Grounds & 4-H Barn						X	
	Rec Center & Shop		X					
	Guard Rails & Slopes at River Bridge							
	Scout Cabin							
	Evans Street Curb & Signs							
	8th Street Ball Field							
	Animal Shelter							

ADDITIONAL WORK

SUNDAY

MONDAY trimmed trail cut outs by CC mill, hauled off branches from priesker and took to airport, landfill, sprayed fire dept, cleaned up fence on l.n.col

TUESDAY painted lines on Foster, sprayed ditch on 8th & 1st, took down snow fence around bee tree, sprayed dog pound, worked on crack sealer

WEDNESDAY Research sealed

THURSDAY sharpened blades, misc trimmings, changed blades, cleaned hanger. no inmates

FRIDAY trimmed trees & bushes at 1st & 8th, sprayed bleachers at rodeo grounds, crack sealed

SATURDAY

City of Ellsworth Weekly Update For City Council Newsletter

Department: **Recreation**

Week of: Aug 9 - 10

TASK		SUN	MON	TUE	WED	THU	FRI	SA
GENERAL	Administrative		X	X	X	X	X	
	Recreational Programming							
	City Hall		X	X	X	X	X	
	Gymnasium							
	- Volleyball							
	- Basketball							
	- Open Gym		X	X	X	X	X	
RECREATIONAL ACTIVITIES	**Basement**							
	- Dance							
	- Tumbling							
	- Zumba							
	Armory / Baseball Fields / Parks							
	- Safety Meeting							
	- Building / Field Maintenance		X	X	X	X	X	
	- 4-H Kstate Extenstion Activities							
	- USD 327 Activities							
	- Flag Football							
	- Soccer							
	- Tee Ball							
	- Rec Baseball / Softball / Tournaments							
	Swimming Pool							
	- Safety Meeting							
	- Pool / Park Maintenance		X		X		X	
	- Chlorine / Chemical Check		X		X		X	
	- Swimming Lessons							
	- Aqua size Sessions		X		X			
	- Special Event Request							

MISCELLANEOUS

Additional Work Request

Sunday -
Monday - Field Maintenance + Office Work; Payroll
Tuesday - " "
Wednesday - Paint Scoreboards
Thursday - " "
Friday - Field Maintenance & Scoreboards
Saturday -

City of Ellsworth Weekly Update For City Council Newsletter

Department: **Recreation**

Week of: Aug 11 - 17

TASK		SUN	MON	TUE	WED	THU	FRI	SA
GENERAL	Administrative		X	X	X	X	X	
	Recreational Programming							
	City Hall		X	X	X	X	X	
	Gymnasium							
	- Volleyball							
	- Basketball							
	- Open Gym		X	X	X	X	X	
RECREATIONAL ACTIVITIES	**Basement**							
	- Dance							
	- Tumbling							
	- Zumba							
	Armory / Baseball Fields / Parks							
	- Safety Meeting							
	- Building / Field Maintenance		X	X	X	X	X	
	- 4-H Kstate Extenstion Activities							
	- USD 327 Activities							
	- Flag Football							
	- Soccer							
	- Tee Ball							
	- Rec Baseball / Softball / Tournaments							
	Swimming Pool							
	- Safety Meeting							
	- Pool / Park Maintenance		X		X		X	
	- Chlorine / Chemical Check		X		X		X	
	- Swimming Lessons							
	- Aqua size Sessions							
	- Special Event Request							

MISCELLANEOUS

Additional Work Request

Sunday -
Monday - Mow + payroll Pool Maintenance
Tuesday - Pool Clean-up
Wednesday - Bleachers in City Hall, Gym Prep + Mow
Thursday - Worked on VB + FB Teams
Friday - VB + FB Teams prep for Mtg
Saturday -

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: STREET

WEEK OF 8/4/19 - 8/10/19

TASK		SU	MO	TU	WE	TH	FR	SA
MOWING	Right of Ways			X	X		X	
	Ditches							
	Cemeteries							
	Parks		X			X		
GENERAL	Work on Equipment		X	X	X	X		
	Snow Removal							
	Spread Salt/Sand							
	Durapatch		X		X			
	Repair Roadways							
	Repair Curb & Gutter							
	Sweep Streets							
	Dig Grave(s)							
	Cover Grave(s)							
	Trim Trees							
	Grade Streets/Alleys					X		
	get emulsion in Salina			X				
	clean storm drains					X		
MISC.	spray curb + gutter			X			X	

ADDITIONAL WORK

SUNDAY

MONDAY

TUESDAY

water plants

WEDNESDAY

water plants

THURSDAY

cut tree out of Street

FRIDAY

SATURDAY

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: STREET

WEEK OF 9/11/19 - 8/17/19

TASK		SU	MO	TU	WE	TH	FR	SA
MOWING	Right of Ways		X	X	X	X		
	Ditches							
	Cemeteries				X			
	Parks				X			
	Rec center					X		
GENERAL	Work on Equipment						X	
	Snow Removal							
	Spread Salt/Sand							
	Durapatch				X	X		
	Repair Roadways							
	Repair Curb & Gutter							
	Sweep Streets							
	Dig Grave(s)					X		
	Cover Grave(s)							
	Trim Trees							
	Grade Streets/Alleys		X					
	spray curb & gutter		X					
	painted (cross walk)			X	X			
MISC.	haul rock from Lipscomb					X		
	haul trees to landfill						X	
	get emulsion in Salina					X		

ADDITIONAL WORK

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY
shoulder work on chipseal streets

SATURDAY
remove downed trees from storm

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: Water/Sewer

WEEK OF 8-4 8-10

TASK		SU	MO	TU	WE	TH	FR	SA
Water Plant	Operation	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							
Lift Stations	Daily Check	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							
Ponds	Daily Check	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							

Additional Tasks	
4Sunday	Reg Water Sewer Maint OPPS
5 Monday	5 Service Call's. Well Punch List for State. Dirt WORK 11th & Prospect. Car wash meeting Freeman & Carico. Locate new depen Clean Paint Well's. New Service Locate @ 221 Court.
6 Tuesday	New Service @ [redacted] across from pad. Contractor Hit Line. Dig up for new Service X 2. 5 Locate's 5 service call's.
7Wednesday	Cleaning Build up off clafier. meeting with Wilson Co, RE Well 9. Carried Lift station. & Lagoon Project. New service @ 221 Court. flushing Hydrants East side of Town.
8 Thursday	[redacted] INStall Service ON Court. flush hydrant's. Trip To Manhat for Splash Pad Part's. INstall Part's @ PAD.
9 Friday	Read meters. Dirt WORK Court st INstall. Pulled post & Snow Fence Splash pad
10Saturday	Joe Called out To Splash Pad. Reg Water Sewer Maint. OPP's
	Joe Called out To Splash Pad.

CITY OF ELLSWORTH WEEKLY UPDATE FOR CITY COUNCIL NEWS LETTER

Department: Water/Sewer

WEEK OF 8-11 8-17

TASK		SU	MO	TU	WE	TH	FR	SA
Water Plant	Operation	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							
Lift Stations	Daily Check	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							
Ponds	Daily Check	✓	✓	✓	✓	✓	✓	✓
	Maintenance/Repairs							

Additional Tasks	
11 Sunday	Reg Water Sewer OPP's maint. 4 Call's RE Splash pad.
12 Monday	Reg Water Sewer maint OPP's. 6 Service Call's 2 Locate's
	mow & weedeat Lift station's. Phone con Wilson & Co.
	Council meeting. Splash pad maint
13 Tuesday	Splash pad maint. Reg Water Sewer maint.
	finish mowing. Installed ~~new~~ Check valves
	on Chemical feed Splash pad. WORKing
	on Plan To Repair Sewer on 6th.
14 Wednesday	Sewer Pond Samp. Reg water sewer maint.
	Install 4 new meter's South of Hospital
	Late meeting With Carrico RE lawn.
15 Thursday	finish 4 meter Install, spray weed's
	2 Samples To SALINA Repair meter pit's
	Built Temp Cat walk To Clean clafier
	meeting with Carrico RE sewer extention
16 Friday	Reg water Sewer maint. Generator @
	Sewer Pond failure, mark man hole's
	for chip seal project. At To Install Check
	Valve @ ~~Sewer Pond~~ Also Lift station,
17 Saturday	To much Back flow. will be sub Contract
	WORK TO ED Hickman.
	mid Co Dive Team here To Inspect

& Clean Clear well @ Plant.
Bid meeting with viKing TANK CO
Re Pool Tower.
Call out Splash Pad Chemical over feed.
Call out Prospect Sewer Back up. Joe RanKer.
Problem was on his side.