

CITY OF HAYSVILLE

Agenda

September 27, 2010

CALL TO ORDER

ROLL CALL

INVOCATION BY: Reverend Paul Greene, River of Life Worship Center

PLEDGE OF ALLEGIANCE

PRESENTATION AND APPROVAL OF MINUTES

- A. Minutes of September 13, 2010

ITEM #1 CITIZENS TO BE HEARD

ITEM #2 APPROVAL OF LICENSES AND BONDS

ITEM #3 INTRODUCTION OF ORDINANCES AND RESOLUTIONS

ITEM #4 NOTICES AND COMMUNICATIONS

- A. Governing Body Announcements

- B. Court Activity Report for August

ITEM #5 OTHER BUSINESS

- A. Presentation by Management Partners, Inc. Re: E-911 Consolidation Report

- B. Memorandum from Planning/Community Relations Coordinator Jeana Morgan Re: Zone Change Request – Lots 6 & 7, Block B, South Field Addition

- C. Discussion of Nuisance Abatement Policy

ITEM #6 OLD BUSINESS

ITEM #7 DEPARTMENT REPORTS

- A. City Clerk – Beverly Rodgers

- B. Governmental Services – Carol Neugent

- C. Police – Mike McElroy
- D. Public Works – Randy Dorner
- E. Recreation – Georgie Carter

ITEM #8 APPOINTMENTS

- A. Pat Ferguson – 944 Alexander Drive, Re: Appointment to the Historic Committee

ITEM #9 OFF AGENDA CITIZENS TO BE HEARD

ITEM #10 EXECUTIVE SESSION

ITEM #11 BILLS TO BE PAID

- A. Bills to be Paid for the Last Half of September

ITEM #12 CONSENT AGENDA

ITEM #13 COUNCIL ITEMS

- A. Council Action Request Update
- B. Council Concerns Update
- C. New Council Concerns

ITEM #14 ADJOURNMENT

The Regular Council Meeting was called to order by Mayor Ken Hampton at 7:01 p.m. in the Haysville Municipal Building, 200 West Grand Avenue.

Roll was taken by Recording Secretary Camille Tullis: Pierce here, Wilkerson here, Bradshaw here, Kanaga here, Ewert here, Slocum here, and Conrady here. Councilperson Steve Crum was absent.

Invocation was given by Councilmember Sandy Bradshaw in absence of Reverend David Vetter, West Haysville Baptist Church.

Mayor Ken Hampton led everyone present in the Pledge of Allegiance.

Mayor Ken Hampton announced an additional proclamation would be added under Special Order of Business.

Under Special Order of Business, Mayor Ken Hampton presented Presentation of Proclamation for POW-MIA Recognition Week. Mayor Hampton proclaimed September 11 through 19, 2010 POW-MIA Recognition Week in the City of Haysville.

Mayor Ken Hampton presented a Proclamation for Haysville Healthy Habits Family Night. Mayor Ken Hampton proclaimed every fourth Monday in September as Family Day in the City of Haysville. Mayor Hampton presented the proclamation to Glenn Crum of Haysville Healthy Habits.

Under Presentation and Approval of Minutes, Mayor Ken Hampton presented for approval the Minutes of August 23, 2010.

Motion by Kanaga – Second by Ewert

Mr. Mayor, I move that we approve the minutes of August 23, 2010, regular meeting. Pierce yea, Wilkerson abstain, Bradshaw yea, Kanaga yea, Ewert yea, Slocum abstain, and Conrady abstain.

Motion declared carried.

Under Sedgwick County Fire District One – Monthly Report, Mayor Ken Hampton advised this would be a presentation of the report Council received prior to the beginning of the meeting. Captain Greg Harlan presented the report.

There were no Citizens to be Heard.

Under Approval of Licenses and Bonds Mayor Ken Hampton presented Kerrie's Korner – Drinking Establishment License Renewal.

Motion by Bradshaw – Second by Slocum

Mr. Mayor, I make a motion that we approve the license renewal for Kerrie's Korner. Pierce yea, Wilkerson yea, Bradshaw yea, Kanaga yea, Ewert yea, Slocum yea, and Conrady yea.

**Regular Council Meeting**

**September 13, 2010**

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Motion declared carried.

There were no Ordinances and Resolutions.

Under Notices and Communications, Mayor Ken Hampton asked for Governing Body Announcements.

Councilperson Michael Conrady thanked staff for their hard work on the Police Department and City Hall remodel project.

Councilperson Pat Ewert announced Mystery Lunch would be held at the Senior Center Friday, September 17. Ewert also encouraged citizens to sign up for the Senior Breakfast on Saturday, September 25.

Councilperson Rob Wilkerson also commended staff on their efforts in the Police Department and City Hall remodel project.

Mayor Ken Hampton presented a Letter from Cox Communications Re: New Subscription Service.

Mayor Ken Hampton presented a Memorandum from City Clerk Beverly Rodgers Re: Amanda Crawford – New Hire.

Under Other Business, Mayor Ken Hampton presented Consideration of Contract with PEC Re: Mead Drive Design Plans.

City Engineer Joe Hickle explained this proposal would be a design contract with Professional Engineering Consultants in regards to Mead Drive next to the turnpike. Hickle stated the proposal as submitted had been broken into three parts including; design services for \$13,500, construction administration services for \$3,200, and an optional daily inspection service for an amount not to exceed \$13,000. Hickle advised the entire amount for their services would be \$29,700. Hickle stated a typographical error had been corrected in the contract changing a Block 1 to a Block B.

Mayor Ken Hampton advised Council the cost would be the responsibility of the land owners of the two lots on Mead Drive.

Motion by Bradshaw – Second by Pierce

Mr. Mayor, I make a motion that Council approve a contract with PEC for Mead Drive Design Plans and services.

Pierce yea, Wilkerson yea, Bradshaw yea, Kanaga yea, Ewert yea, Slocum yea, and Conrady yea.

Motion declared carried.

There was no Old Business.

**Regular Council Meeting**

**September 13, 2010**

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Mayor Ken Hampton asked for Department Reports.

City Clerk Beverly Rodgers had nothing to report.

Director of Governmental Services Carol Neugent announced staff had been working on a redesign of the City's website which would launch soon. Neugent distributed to Council individual cards to create log in information for the new website. Neugent presented the new website explaining Multimedia Specialist Chase Brizendine had kept the same format so not to confuse citizens. Neugent advised the site would be on a different platform which would allow each department to update their information and pages. Neugent stated the site would have a new feature which would remove time specific information as it expires. Neugent hoped the new website would offer more services to Haysville citizens and make doing business with the City much easier.

Chief of Police Mike McElroy announced the Police Department would be moving to the new facility throughout the week. McElroy asked citizens to be patient during that time. McElroy invited all citizens to the Ribbon Cutting ceremony for the new Police and Court services facility on September 23 at 5:30 p.m. McElroy encouraged citizens to attend the event stating they would have tours after the ribbon cutting.

Director of Public Works Randy Dorner had nothing to report.

Recreation Director Georgie Carter announced the Haysville Activity Center would be offering a babysitting clinic the first weekend of October. Carter advised ballet, jazz, and hip-hop dance classes would also begin in October.

There were no Appointments.

There were no Off Agenda Citizens to be Heard.

Mayor Ken Hampton asked to add an Executive Session on the Agenda for Attorney Client Privilege and non-elected personnel (Not to Exceed 15 minutes) to include the Governing Body, Mayor, Director of Governmental Services, City Attorney, and the Chief of Police.

Motion by Bradshaw – Second by Ewert

Mr. Mayor I make a motion that Council go into Executive Session for a period of time not to exceed 15 minutes for the purpose of Attorney Client Privilege and Non-Elected Personnel to include Council, Mayor, City Attorney, Director of Governmental Services, and Chief of Police.

Pierce yea, Wilkerson yea, Bradshaw yea, Kanaga yea, Ewert yea, Slocum yea, and Conrady yea.

Motion declared carried.

**Regular Council Meeting**

**September 13, 2010**

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Council went into an Executive Session at 7:17 p.m. and reconvened the meeting at 7:32 p.m. with no biding action taken.

Mayor Ken Hampton presented Bills to be Paid for the First Half of September.

Motion by Ewert – Second by Kanaga

I'd like to make a motion that we pay the First Half of September bills.

Pierce yea, Wilkerson yea, Bradshaw yea, Kanaga yea, Ewert yea, Slocum yea, and Conrady yea.

Motion declared carried.

There was nothing on the Consent Agenda.

Under Council Items Mayor Ken Hampton announced he had looked into Councilperson Mike Kanaga's concern regarding the coverage of recycle bins. Mayor Hampton stated one trash service does provide their customers with lids to their recycle bins. Mayor Hampton advised Council would have to adopt something to require citizens to keep their recyclables covered. Mayor Hampton updated Council on the North Main Crosswalk. Mayor Hampton explained a Westar pole needed to be moved in order for the sidewalks to align before the crosswalk could be put in. Mayor Ken Hampton asked for comments or new Council concerns.

Councilperson Keith Pierce was concerned about four pieces of foundation with studs sticking out where Clark's Hardware used to be. Director of Public Works Randy Dorner thought the local tax service used that area to put up temporary signs. Dorner advised he would look into the issue. Pierce was concerned that someone could fall onto the studs and get hurt.

Mayor Ken Hampton presented for approval Adjournment.

Motion by Pierce – Second by Wilkerson

Mr. Mayor and Council, I move that we adjourn tonight's meeting.

Pierce yea, Wilkerson yea, Bradshaw yea, Kanaga yea, Ewert yea, Slocum yea, and Conrady yea.

Motion declared carried.

Meeting Adjourned at 7:35 p.m.

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Beverly Rodgers, City Clerk

# COURT DEPARTMENT ACTIVITY REPORT

AUGUST 2010

## NUMBER OF CASES FILED DURING MONTH

RECKLESS DRIVING	<u>3</u>
DUI	<u>6</u>
FLEE OFFICER	<u>4</u>
OTHER TRAFFIC VIOLATIONS	<u>95</u>
CRIMES AGAINST PERSONS	<u>5</u>
CRIMES AGAINST PROPERTY	<u>8</u>
CIGARETT/TOBACCO VIOLATION	<u>3</u>
OTHER CRIMES	<u>23</u>
 TOTAL FILINGS THIS MONTH	 <u>147</u>

## NUMBER OF CASES DISPOSED OF DURING MONTH

	DUI	ALL OTHER CASES
GUILTY PLEAS	<u>4</u>	<u>85</u>
BOND FORFEITURES	<u>0</u>	<u>0</u>
TRIALS (PLEA NOT GUILTY)	<u>2</u>	<u>3</u>
DIVERSION AGREEMENTS	<u>4</u>	<u>8</u>
NOTICES OF APPEAL TO THE DISTRICT COURT	<u>0</u>	<u>0</u>
 CASES FOR THE MONTH	 <u>10</u>	 <u>96</u>

PHONE CALLS 387

IN JAIL ON WARRANTS OTHER THAN HAYSVILLE	<u>11</u>
JAIL VIDEO	<u>5</u>
ADDITIONAL TO JAIL FROM OUR COURT	<u>5</u>

TOTAL CASES PROCESS THROUGH COURT FOR THE MONTH 253

# **DISPATCH CONSOLIDATION FEASIBILITY STUDY**

**CITY OF DERBY  
CITY OF HAYSVILLE**

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**August 2010**



**MANAGEMENT PARTNERS**  
INCORPORATED





August 18, 2010

Ms. Kathy Sexton  
City Manager  
City of Derby  
611 Mulberry Road, Suite 300  
Derby, KS 67037

Ms. Carol C. Neugent  
Director of Governmental Services  
City of Haysville  
200 West Grand  
Haysville, KS 67060

Dear Ms. Sexton and Ms. Neugent:

Management Partners is pleased to submit this final project report to you. The report assesses the possibility of consolidating the call taking and dispatch functions for emergency communications of the City of Derby and the City of Haysville into the Sedgwick County Emergency Communications Center.

The purpose of the review was to test the relative costs and benefits of the change to all parties involved, including the two primary suppositions regarding the revised service approach.

1. The change would bring the respective cities into conformance with current County practice for other cities in Sedgwick County, and
2. The change would result in some measurable amount of taxpayer savings, through either reduced current costs or avoided future costs.

During the past several months, Management Partners has identified and analyzed the operational issues and financial effects of merging the separate emergency dispatch systems of the City of Derby and the City of Haysville with the Sedgwick County Emergency Communications Center. The County currently provides call taking and dispatch services to most of the cities in the County.

Management Partners gathered data detailing the current operations of the participating jurisdictions including staffing, service quality standards, labor issues, service demand profiles, operating costs and the financing basis for operations. We also reviewed the operations of the Sedgwick County Emergency Communication Center including staffing, service quality standards, service demand profile and the financing basis for operations. As detailed in the report, Management Partners' analysis presents opportunities for the individual cities as well as the region to enjoy net cost savings through a more efficient and equally effective service delivery approach. The report includes two possible approaches to consolidation of call taking and dispatch services with the County that can yield a range of savings to the region.

The second presented option, while providing less total savings, ensures that continuing non-emergency communication service demands from existing dispatch staff members are met in the respective City operations. Although the approach requires reallocation of some staff resources from the respective cities to the County, the County emergency communications management has expressed the desire to work with displaced city staff members. Factoring in the existing number of vacant positions in the respective city operations, the region can ensure continuation of effective emergency communication services while enjoying net financial savings without a net loss in current employment.

This report details respective operating issues and alternatives associated with the consolidation and offers recommendations that will enhance emergency call taking and dispatching services in each jurisdiction and help guide implementation. Management Partners appreciates the cooperation and suggestions shared by the staff from the City of Derby and the City of Haysville as well as the staff of Sedgwick County Emergency Communications. Management Partners, of course, is responsible for the analysis and recommendations contained in this report.

We appreciate this opportunity to be of assistance to the cities of Derby and Haysville.

Sincerely,

A handwritten signature in black ink, appearing to read "Gerald E. Newfarmer". The signature is fluid and cursive, with a prominent initial "G" and "N".

Gerald E. Newfarmer  
President and CEO

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## **EXECUTIVE SUMMARY**

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Emergency communication center operation provides the critical link between residents and public employees who respond to safety and health emergencies. The challenge for elected officials and public managers is ensuring a high quality, state-of-the-art emergency communication operation in the face of limited resources and expanding demands for service.

Many jurisdictions throughout America have found that one method for meeting this challenge is to consolidate the operation of several smaller centers into a single, larger center. Service consolidation can capture the advantages of economies of scale while also providing the potential for higher quality service through investing a portion of the operations savings into better hardware, software and non-emergency communications services to the public.

As a result of historical development of emergency communications in Sedgwick County, the County currently provides emergency 911 call taking and dispatching services to 26 discrete agencies in the County. These services are financed through countywide taxes and are provided to participating municipalities with no additional charges or fees. The County currently serves as the Public Safety Answering Point (PSAP) for the City of Derby and the City of Haysville but these municipalities maintain, fund and staff their own dispatch centers.

Management Partners was engaged by the City of Derby, Kansas, and the City of Haysville, Kansas to study whether consolidation of their respective emergency communication centers with Sedgwick County's existing emergency communications center would provide operational and financial benefits.

Our study has determined the following:

- The call taking and dispatching workload currently managed by the City of Derby and the City of Haysville can be absorbed by the County emergency communication operation. Although additional staffing would be required in the County operation, economies of scale provided by the scope and size of the county operation can allow for the workload to be absorbed while still providing an overall net savings to the region as a whole.

The transfer of primary responsibility for call taking and dispatch from the respective cities to Sedgwick County Emergency

Communications will yield net savings to the residents of the region while maintaining service levels. Under the two options presented in the report, the City of Derby could save between \$244,070 and \$688,377 per year. The City of Haysville stands to save between \$40,015 and \$193,220 per year.

While there are clear benefits associated with consolidation, there are also a number of implementation considerations that must be addressed to ensure an effective consolidated operation. Those implementation considerations, which are discussed in detail in the report, are summarized below:

- Additional staff resources will be required by the County to accommodate the increased service levels as well as to maintain acceptable communication system access to participating communities through creation of a second Sheriff's radio channel.
- The consolidated center should continue to be governed and managed by Sedgwick County.
- Sedgwick County should continue and expand participation and outreach efforts to client agencies through a Technical Advisory Committee comprised of client representatives to advise the County Emergency Communications Department on operations matters. This should include active participation of appointed representatives from the City of Derby and the City of Haysville during a transition period and continued participation of a rotating member generally representing other communities receiving services.
- A project manager should be appointed who would be responsible for coordinating the activities of a Transition Team comprised of representatives from the City of Derby, the City of Haysville and the County Emergency Communications management team as well as managing the action steps necessary for implementation.

## OVERVIEW

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The objective of this project is to identify and analyze the operational issues and financial effects of merging the separate emergency dispatch systems of the City of Derby and the City of Haysville with the Sedgwick County Emergency Communications Center. The County already provides call taking and dispatch services to most of the cities in the County, but several cities have continued to separately provide their own dispatch services.

The scope of work for the analysis consisted of the following activities:

- Gather data about current operations of participating jurisdictions including staffing, service quality standards, labor issues, service demand profiles, costs and the financing basis;
- Review Sedgwick County Emergency Communication Center operations, including staffing, service quality standards, service demand profile, and the financing basis;
- Prepare a project report with a merged operations organization plan and financial analysis, including the financial and operational effects for each jurisdiction;
- Develop an implementation action plan; and
- Provide implementation assistance.

The difficult economic environment has placed strains on local government operations across the country. While opportunities for cost reduction may play a role in decision making about this issue, both cities have expressed a primary desire to ensure that the safety of the public and emergency responders will not be negatively impacted by any proposed changes. Management Partners was also tasked with considering all services provided by emergency communications staff members in the respective cities and developing a plan that provides recommendations for the continuation of those services.

## **APPROACH AND METHODOLOGY**

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Management Partners' analysis of the consolidation of dispatching operations was conducted from a variety of perspectives. As there can be many ways of viewing the same activities, our review included validating comments made during interviews by pursuing various sources of information. This approach to collecting and assessing information assures that the analysis and conclusions, and therefore the recommendations for improvement, are well founded.

The review process included a number of interviews with staff in each organization as well as other staff who are customers of the centers in the city or county organizations. Within the communications centers, interviews were conducted with members of the management team as well as selected supervisors and employees. Management Partners also interviewed customers of each of the three communications centers, including department directors and staff from police and fire departments who work closely with emergency communications staff.

In addition to interviewing key staff, project team members reviewed a variety of documents. These included call data and dispatch data by type of call, time of day, day of month, staff schedules, policy and procedures manuals, training manuals, job descriptions, collective bargaining agreements, fixed asset inventories, sample reports from the computer-aided dispatch (CAD) system and records management systems, departmental goals and objectives, department budgets and financial reports, and quality assurance programs.

Management Partners also conducted benchmarking research and examined best practices and standards for service through the Association of Public Communications Officers (APCO) and the National Emergency Number Association (NENA). This included articles about industry standards as well information shared from other local government communications organizations. Management Partners also incorporated the lessons learned from other local governments that have recently completed consolidations of their dispatch and communications centers based on our corporate experience.

## **CURRENT OPERATIONS**

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To appropriately assess the feasibility of consolidation, it is necessary to first develop a detailed understanding of the objectives, organization, operation and performance of each communication center. In this section of the report we provide a brief profile of each participating organization.

### **Sedgwick County, Kansas**

Emergency communications services are provided through a separate department-level agency within the County's Division of Public Safety. Emergency Communications was formed in February of 1977 and was located in the basement of the courthouse. The operation is now located in space built for that purpose at the Sedgwick County Public Safety Center located at 714 North Main Street in Wichita.

Prior to consolidation, each emergency response agency provided its own dispatching. In 1980, Sedgwick County Emergency Communications became a conventional 911 system with automatic number indicator (ANI) capabilities only. Later, it became an enhanced 911 (E911) system adding automatic location indicator (ALI) capabilities in 1985.

Radio communications were switched to the 800 MHz, single-site trunked system in 1991 and upgraded to a four-site system in 1996. To assist with the growing number of cellular phone calls, wireless Phase One technology was added in 2002 and Phase Two was implemented in 2003. In 2003, a new mapping system that visually provides the caller's location was added. In 2004, the department added recording systems to each console to allow for immediate playback of telephone calls and radio traffic. Automatic vehicle locator (AVL) was added in 2006 and new units continue to be equipped. In 2007, the long-awaited new Public Safety Center was occupied. Along with the new building, Sedgwick County Emergency Communications also added new CAD and phone systems.

Sedgwick County Emergency Communications handled 483,932 calls in 2008, including 314,556 cell phone calls. The operation also handled 15,456,548 radio transmissions during that year. The total FY2010 Sedgwick County Emergency Communications Center budget totaled \$4.9 million. Detailed financial history may be reviewed in Attachment A.

### **Services Provided by the Communications Center**

The Sedgwick County Emergency Communications Center is responsible for the following array of services.

1. **Call Taking for Public Safety.** Sedgwick County Emergency Communications is the primary PSAP for 911 calls in Sedgwick County. Call taking functions are separated from dispatching functions. The person taking the call is responsible for ensuring that the correct location, callback telephone number, call classification, and call information are recorded. They are also obligated to deliver the appropriate pre-arrival instructions.
2. **Call Dispatching for Public Safety.** The center provides dispatch services for the Sedgwick County Sheriff's Office, Sedgwick County Fire Department and Sedgwick County Emergency Medical Service (EMS). Additionally, the center provides dispatch services for the Wichita Police and Fire Departments, as well as outlying municipalities including: Andale, Bel Aire, Cheney, Clearwater, Colwich, Eastborough, Garden Plain, Goddard, Kechi, Maize, Mt. Hope and Park City. The Emergency Communications Center also provides fire dispatch services and EMS dispatch services for the City of Haysville and EMS dispatch services for Derby.

The person dispatching the call is responsible for ensuring that the appropriate type and number of units respond, based on the call classification and call information. They are also obligated to follow departmental guidelines with regard to the timeliness of sending units to a call and the notifications to make when calls are holding.

The person dispatching the call has two primary responsibilities following dispatch. The first is to ensure that additional information received from the caller is relayed to the responding units. The second is to ensure that additional information received from the responding units is relayed to other responding units.

Sedgwick County Emergency Communications dispatches the following Public Safety departments:

- |                            |  |
|----------------------------|--|
| Andale Police Department   | Colwich Police Department                |
| Bel Aire Police Department | Eastborough Police Department            |
| Bentley Police Department  | Garden Plain Police Department           |
| Bentley Fire Department    | Goddard Police Department                |
| Cheney Fire Department     | Kechi Police Department                  |
| Cheney Police Department   | Maize Police Department                  |
| Clearwater Police          | Mt. Hope Fire Department                 |
| Department                 | Mt. Hope EMS                             |
| Clearwater Fire Department | Mt. Hope Police Department               |
| Clearwater EMS             | Park City Police Department              |
| Colwich Fire Department    | Valley Center Fire (Occasional Dispatch) |

Valley Center Police  
Department (Occasional  
Dispatch)  
Viola Fire Department  
Wichita Fire Department

Wichita Police Department  
Sedgwick County EMS  
Sedgwick County Sheriff  
Sedgwick County Fire  
Department

3. **Radio Communication for Public Safety.** The system was partially upgraded to 800 MHz system in 1992 and this effort was completed in 1996. The County operates both operations channels as well as an on-demand tactical channel for major events. The tactical channel (TAC) is used to better coordinate the specific emergency response while freeing operations channels for regular radio traffic.
4. **National Crime Information Center (NCIC) Terminal Operations.** All telecommunicators are certified through the National Crime Information Center to access the records provided to law enforcement agencies. NCIC provides a computerized database of criminal justice information including criminal record history information, fugitives, stolen properties and missing persons that assist law enforcement officers with their duties. However, as a limited access agency, Sedgwick County operates a query only system and does not directly enter new or revised information to the system. Emergency communications staff members automatically run vehicle licenses on all vehicle stops but do not regularly run license checks for officers. If a caller to 911 provides tag information, the dispatcher will run the tag as part of the information developed for the response.
5. **Warrant Queries.** The County does not provide warrant queries directly. Detailed warrant queries are handled by the Special Police Information and Data Entry and Retrieval (SPIDER) unit. SPIDER is comprised of civilian employees of the Wichita Police Department who utilize the NCIC and the City of Wichita computer systems to answer requests and provide information to requesting field units. The operation is located on the fifth floor of City Hall in the Wichita Police Department's (WPD) Records Division and utilizes SPIDER1 and SPIDER2 radio frequencies. On request by the County (or other law enforcement agencies), the City of Wichita SPIDER staff members perform the following duties:
  - Check for persons wanted by local authorities or through the NCIC;
  - Check for items listed as stolen such as vehicles, license plates, guns, bicycles, or any items with unique serial numbers;
  - Check registration information on vehicles, license plates, bicycles and boats;
  - Dispatch wrecker services for private-tows and police impounds;
  - Contact the appropriate public service agency, utility company or other proper authority to respond to the scene of defective

traffic signals, hazardous street conditions, utility poles/lines down, water/gas lines broken, etc;

- Enter, retrieve, or modify information on store reports; and
- Enter, retrieve, modify, or cancel police information into the WPD and/or NCIC computer systems.

6. **Call Taking for Non-Public Safety.** Sedgwick County Emergency Communications receives and appropriately refers non-emergency calls when they come into the center. Public Works emergency calls are taken on a continuing basis and referred to specific individuals identified by the participating municipality.
7. **Call Dispatching for Special Duty Officers.** Sedgwick County Emergency Communications has established a dedicated work station staff on three shifts to support investigations staff members. The Communications Center capacity allows application of additional staff resources to meet short-term needs for special events or major incidents.
8. **Other Duties.** Sedgwick County Emergency Communications has clearly defined and delimited staff member roles and responsibilities to those that directly support call taking, dispatch, quality assurance and management. The organization does not allocate staff resources for other general tasks at this time.

### **Center Layout and Operations**

The Emergency Communications operation moved from the County Courthouse basement to space in the Sedgwick County Public Safety Center built especially for this purpose. The move provided a more appropriate environment for call taking and dispatch services. The County credits the improved work environment with contributing to a decrease in staff turnover and associated recruitment, hiring and training expenses.

### **Information Technology Systems**

Currently the center is using a NICE voice logger recorder; however, a newer version has been purchased and will replace this equipment.

Sedgwick County first implemented a computer-aided dispatch system in 1989. Sedgwick County Emergency Communications implemented a computer- aided dispatch software update in 2008. Each staff member received 40 hours of program specific training on the system and is fully qualified to operate the CAD.

All records management systems are customer systems that are managed by each respective jurisdiction, and are therefore not incorporated through CAD or the system at 714 N. Main Street.

### **Telephone System**

The center currently uses Vesta Pallas on a Meridian platform as its telephone equipment. Vesta Pallas is an Internet Protocol based integrated call taking solution specifically designed for operations of the size and scope of Sedgwick County Emergency Communications.

### **Radio System**

The following radio equipment is used:

- Radio: Motorola 800 MHz (Megahertz) 4 site simulcast system featuring 20 channels. The County is also connected to state emergency radio channels.
- Paging system: Digital through the CAD system or can be accessed via internet.
- CAD: Northrup-Grumman Command Point CAD and Automatic Vehicle Location AVL system. This is a multi-channel conventional 800 MHz system, which allows the reconstruction of call activity as a video sequence. Fire station alerting is facilitated through a Zetron system.

Sedgwick County Emergency Communications is converting public safety radios to provide digital capability as well as expand the 800 MHz radio system.

### **Staffing and Scheduling**

Sedgwick County Emergency Communications is currently supported by 82.5 full-time equivalent (FTE) positions. Of this number 3 FTE provide centralized management or administrative support. They are also supported by three part-time Dispatchers providing administrative support. Quality Assurance and Training is staffed with three management positions and supported with three full-time Dispatchers (from the authorized total of 58 Dispatchers for the agency). The Communications Center receives direction from six full-time supervisors working three shifts daily, the remaining 55 Dispatchers and 11 Call Takers. Table 1 shows the current staffing based on the FY 2010 budget resources.

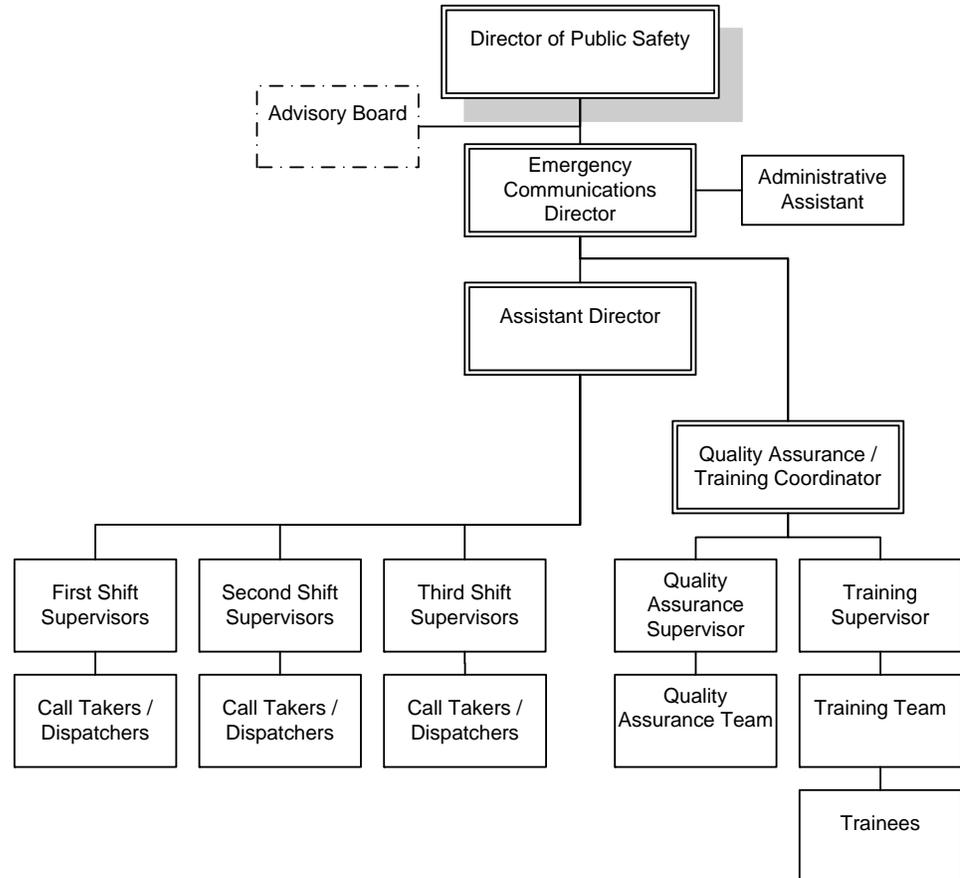
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**TABLE 1: SEDGWICK COUNTY EMERGENCY COMMUNICATIONS STAFFING**

	FTEs 2010 Budget
<b>Management and Administration</b>	
Director of Emergency Communication	1.0
Assistant Director of Emergency Communication	1.0
Administrative Support (Part-time Dispatchers)	1.5
Administrative Assistant	1.0
	4.5
<b>Quality Assurance and Training</b>	
QA / Tech Support Coordinator	1.0
Quality Assurance Supervisor	1.0
Training Supervisor	1.0
Dispatchers	3.0
	6.0
<b>Communications Center</b>	
Supervisors	6.0
Dispatchers	55.0
(Emergency Service Dispatch II & Emergency Service Dispatch I)	
Call Taker (Emergency Call Taker)	11.0
	72.0
<b>TOTAL</b>	<b>82.5</b>

Figure 1 shows the current staffing complement and assignment in Sedgwick County Emergency Communications:

**FIGURE 1: SEDGWICK COUNTY EMERGENCY COMMUNICATIONS ORGANIZATION**



Sedgwick County Emergency Communications operates three eight-hour shifts providing 24/7 coverage. Both call takers and dispatchers are assigned throughout the three daily shifts. Power shifts, which are custom shifts designed to accommodate extra workload during peak call volume periods, are used as necessary for call takers. Pager duty is assigned in four-hour blocks using a set schedule.

The organization assumes staffing for 24/7 coverage of a work station requiring five staff members, due to ongoing training and sick and vacation leave.

**Training**

Training takes place at the County back-up site that is co-located with the law enforcement training center. The back-up site is an eight-seat PSAP. The Sedgwick County Emergency Communications Center also allocates four positions in the center’s layout for training activities.

Telecommunicators receive a minimum of four weeks of classroom training and four weeks of one-on-one training in the communications center before being released to handle incoming telephone calls. Additional training is provided to move into the dispatcher position.

A Communication Training and Evaluation Program provides academic training and guided training. This training is organized, administered and evaluated by the Training Division of Sedgwick County Emergency Communications. A file is created for each trainee that contains all testing, daily observation reports (DOR), and DOR tracking sheets generated. The curriculum includes the following:

- The Academic Training phase consists of training using observation, lecture, discussion, simulation, and hands-on experience. The topics covered include:

Fire

Law Enforcement  
Customer Service  
Stress Management  
EMD Certification  
NCIC Certification  
CPR Certification

Sedgwick County Orientation

Policies and Procedures  
Call Types  
Call Taking and Entering CAD  
Phone Equipment and Use  
Radio Equipment and Use  
Geography/Mapping  
EMS

- The Guided Training phase focuses on one-on-one training efforts and immediate feedback. Dispatch trainee assignments are rotated through two Communications Training Officers (CTOs) in three-week rotations. Call taker trainee assignments are with one CTO for three weeks. Dispatcher guided training does not exceed nine weeks without remedial documentation in place. Call taker guided training does not exceed five weeks without remedial documentation in place. Trainee evaluations are reported daily to the Quality Assurance/Training Coordinator on a daily observation report form provided by the Training Department.

The shift supervisor meets with the trainee weekly to provide performance evaluations. These evaluations allow the trainee to recognize the areas in which s/he is doing well and to allow him/her to correct any weaknesses. The dispatch trainee may be released at any time after the conclusion of the fourth week at the discretion of the CTO, shift supervisor and QA/Training Coordinator. The call taker trainee may be released at any time after the conclusion of the second week at the discretion of the CTO, shift supervisor and QA/Training Coordinator.

### **Personnel Practices**

Sedgwick County Emergency Communications provides prospective and new employees with support information including orientation material and a detailed policy and procedures notebook. Prospective employees must pass a keyboarding test conducted by County Human Resources. Sedgwick County Emergency Communications also tests interest and ability through the following:

- Informational meetings
- Four-hour operational observation
- Applicant background checks
- Physical and drug screening
- Psychological screening

Emergency communications is an accredited agency for medical responses through the National Academy of Emergency Medical Dispatch. This accreditation program dictates how the County's medical quality assurance is conducted by setting the minimum percentage of medical calls to be reviewed and what is to be graded.

### **Quality Assurance**

Sedgwick County Emergency Communications has a dedicated staff group assigned to monitor and address quality assurance issues. Emergency Communications has developed an in-house system for reviewing law enforcement calls. Should telecommunicators receive low scores in either the medical or law enforcement area, training is provided to enable them to improve. Each telecommunicator receives written copies of their reviewed calls.

## **City of Derby, Kansas**

Emergency communications services are provided through the Technical Services Division of the Derby Police Department. The Technical Services Division includes the communications, records and training sections. The technical services commander is responsible for planning, directing and evaluating the overall effectiveness of the division as well as coordinating training programs for department personnel. The division commander also participates in planning and research, policy development, and budget preparation.

The FY2011 Derby Emergency Communications Center budget totaled \$688,377. Detailed budget history may be reviewed in Attachment B.

Prior to 1992 the City of Derby independently purchased and maintained all of the radio, telephone and computer equipment necessary to operate the communications center. Beginning in 1992 the City of Derby entered into a partnership with Sedgwick County to improve communication interoperability by integrating radio systems and utilizing Sedgwick

County's computer aided dispatch software. The result of this partnership has been a seamless and transparent service with calls received at the Derby Communication Center, handled essentially as if Derby dispatchers were working at another terminal inside the Sedgwick County 911 center. One exception is that automatic location information (ALI) and automatic number information (ANI) are not received.

### **Services provided by the City of Derby**

1. **Call Taking for Public Safety.** Telecommunicators are responsible for fielding emergency calls that come in through the City's seven digit emergency phone number. 911 calls are received, processed and entered into the CAD system by Sedgwick County. The incident entries are then available on the CAD terminal in the Derby Communications Center for either Police or Fire dispatches. Telecommunicators are responsible for taking information on calls for police, fire and emergency medical services. Callers are routinely asked a series of basic questions to determine the location and nature of the call, priority assigned to the call, injuries, descriptions, who is calling and where they are calling from. These initial questions may vary depending upon the situation.

Over 26,000 calls for service are handled by the Communication Section each year.

2. **Call Dispatching for Public Safety.** Dispatchers are responsible for dispatching the appropriate units to the scene. Police and fire services are dispatched through Derby Emergency Communications. EMS is dispatched through Sedgwick County.
3. **Radio Communication for Public Safety.** The dispatchers coordinate activities of the field units by transferring information to and from the units via radio and computer.
4. **National Crime Information Center Terminal Operations.** All communications staff are trained and certified to access and handle NCIC information.
5. **Warrant Queries.** Derby communications staff members run warrant queries directly and liaison between officers in the field and other law enforcement agencies.

The Derby Police Department is a terminal agency for the Automated Statewide Telecommunications Records Access (ASTRA) system. This terminal provides access to state motor vehicle and driver's licensing divisions nationwide; NCIC used to enter and query information on missing and wanted persons, stolen property and the Interstate Identification Index; Kansas Hot Files; National Law Enforcement Telecommunications System; INTERPOL; and Canadian law enforcement systems.

The ASTRA terminal user agreement requires that the terminal be maintained in a secure location that is monitored 24-hours a day to answer requests for verification of warrants, stolen property and missing persons. There are two types of responses when a hit confirmation is requested from a terminal agency: urgent (a response is required within 10 minutes) and routine (a response is required within one hour). The Communication Center also receives teletype inquiries from outside agencies attempting to ascertain if warrants exist for individuals when it is suspected that a warrant exists but was not located in the NCIC files.

6. **Call Taking for Non-Public Safety.** Non-emergency call taking related to public safety comprises a significant component of the telecommunicators' daily work effort. In addition, telecommunicators act as central customer service points of contact during all shifts, handling periodic walk-in traffic and fielding calls for other City departments (e.g., Public Works)
7. **Call Dispatching for Special Duty Officers.** Telecommunicators area also responsible for dispatching special duty officers and HAZMAT as needed.
8. **Other Duties.** The distribution of direct call taking and dispatching workload throughout the day enables the City to assign telecommunicators other ancillary duties. When dispatchers are not engaged in dispatching and monitoring calls, they perform other essential functions not directly related to emergency communications, which can include the following:
  - Enter citations into the local records management system;
  - Enter wanted persons, missing persons and stolen property into ASTRA system;
  - Validate NCIC entries (wanted, missing, stolen) from Derby Police Department (monthly);
  - Obtain criminal history information on subjects in-custody;
  - Research criminal history and driving records for city applicants;
  - Answer administrative lines;
  - Compile and document statistical data;
  - Process pawn tickets;
  - Maintain database for lost/found/impounded animals;
  - Maintain pet license database;
  - Maintain impounded vehicles file;
  - Maintain and serve as point of contact for store reports;
  - Serve as point of contact for residents claiming impounded vehicles/animals/property;
  - Serve as point of contact for residents needing general information, gun locks, bike helmets, alcohol test strips, vacation home requests, bicycle registrations;

- Maintain and monitor log of arrestees booked in Sedgwick County Jail;
- Monitor security/alarm system for various City buildings;
- Answer after-hours calls for wastewater, public works, and El Paso Water Company;
- Serve as point of contact for residents who need to pick up keys for public access to buildings after normal business hours;
- Maintain database of active warrants and notices to appear; and
- Conduct nightly backup of the records management system.

### **Center Layout and Operations**

The Derby Emergency Communications Center includes three permanent work stations located in the Derby Police Department headquarters. Because the center is located on the first floor, by default it becomes a point of contact for inquiries by the public.

### **Information Technology Systems**

Since April 2008, the Communications Unit has used the Northrop Grumman Command Point Computer Aided Dispatch system—the same system used by Sedgwick County. This program allows for data entry of emergency calls; tracking of units and call assignments; monitoring unit history; entry of additional data (caller, locations, etc.) regarding call assignments; and tracking entry, dispatch, and on-scene times.

The program interfaces with ProQa, allowing the EMD (Emergency Medical Dispatch) process to enhance emergency medical services to the public. Through the use of global positioning satellites, the program interfaces with mapping software to identify the closest unit to each call.

The Command Point System was selected by Sedgwick County as the CAD system for 911. The City joined in the implementation of the system to maintain continuity of operations. Derby Communications has the ability through Command Point to enter calls occurring anywhere in Sedgwick County. In the event that the Derby Police Department receives a call for an incident that has occurred elsewhere in the County, Derby dispatchers can input the call. CAD determines to which dispatcher (Derby or 911) the call should be routed, based on the call location.

The RMS in use at Derby's Police Department is the Sleuth program developed by Cardinal, Inc. This RMS has been in use at DPD since 2001. It does not interface in any way with the CAD system.

### **Telephone System**

Requests for service can come in through the 911 system via Sedgwick County Emergency Communications processing and CAD entry or directly via the seven-digit number "788-8888" still publicized as an option for local emergency calls.

The Derby Communication Center maintains seven telephone lines. Five telephone lines are designated for emergency calls and two are designated as administrative lines for routine calls. The Derby Emergency Communications Center is not a 911 PSAP. ALI and ANI are not provided when calls are received. The City has addressed this issue through the implementation of caller ID, which assists with identifying callers and verifying calls.

### **Radio System**

The Derby Communication Center operates on the same interoperable radio system as other emergency service entities within Sedgwick County. The Derby communication “talk groups” interface with Sedgwick County’s 800 MHz trunked radio system.

Derby dispatchers utilize a computer-controlled base station that is independently purchased and maintained by the City of Derby. This base station enables dispatchers to transmit and receive on each of the following nine radio channels:

- Main Police Dispatch Channel
- Tactical Channel
- Main Fire Dispatch Channel
- Fire Tactical Channel
- Sedgwick County Sheriff Patrol Dispatch Channel
- City of Derby Public Works Communications Channel
- Radio used to page fire personnel
- City of Derby Conventional Channel
- State of Kansas Project 25 compliant emergency channel

A conventional 800 MHz repeater is owned and maintained by the City of Derby. This independent repeater provides an additional communication channel during major events. This channel also serves as a backup means of communication for Derby police, Derby fire and the Sedgwick County Sheriff when the main system malfunctions, or is inaccessible by field units operating in geographical locations where reception on the main system is poor.

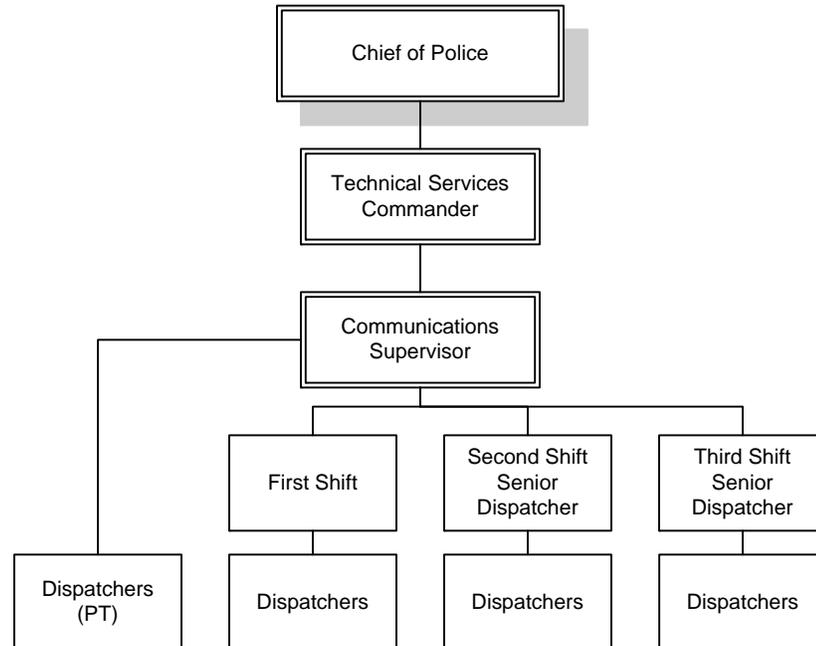
Additionally, the City of Derby maintains a conventional VHF repeater used by Derby dispatchers for paging the Derby Fire Department and for activating the severe weather sirens. Members of the Derby Fire Department who are not issued field radios are able to use the radio pagers as receivers to monitor for additional assistance or to receive information and instructions from dispatch and fire command. Full time and key volunteer positions within the Fire Department are issued field radios (walkie-talkies and/or mobile radios) for two way communications.

### **Staffing and Scheduling**

The Communications Section is staffed by eight dispatchers and a communications supervisor. At least one dispatcher is on duty in the Communication Section 24-hours a day. The current budget also includes

three part-time dispatcher positions. The proposed budget for 2011 also includes two additional full-time dispatchers. Two dispatchers are in senior dispatcher assignments and work on the second and third shifts, respectively. Figure 2 shows the organizational structure.

**FIGURE 2: DERBY EMERGENCY COMMUNICATIONS ORGANIZATION**



The Communications Section operates with three, eight-hour shifts with at least two dispatchers present in each shift. Shift scheduling is a voluntary process and no pagers are used.

### **Training**

The Derby Police Department Emergency Communications Training and Evaluation Program is a formal, standardized and structured teaching and evaluation tool used for the training of Emergency Communications Trainees. The trainee, being the primary focus of the program, undergoes 20 weeks of intense training.

The objective of the program is to produce an emergency communications dispatcher at the end of the 20-week period that can function in a safe, skillful, and professional manner. From the first day of observation through the final evaluation, a documentation checklist guides the trainee's path of instructions. The emergency communications dispatcher's training is conducted by at least three different communications training dispatchers (CTDs) and is divided into four phases. The last phase is an evaluation-only phase.

The first phase is four weeks long, beginning with one week of orientation, during which the trainee is not evaluated. The second and third phases are also each four weeks in duration. The trainee is then returned, if possible, to the first CTD for a two-week "evaluation only" phase.

After passing his/her evaluation, the trainee is assigned to a permanent watch to complete their probation. Should the trainee have correctable problems, s/he may be reassigned to a CTD for remedial training. Only when the trainee has demonstrated that s/he can meet the standards for acceptable performance by an emergency communications dispatcher of the Derby Police Department are they graduated from training to full duty. Should the trainee be unable to meet the standards, s/he is then subject to termination.

### **Personnel Practices**

Derby treats dispatchers in a manner similar to sworn officers in that all Police Department employees are "cleared" to the same level. This allows any staff member to access or use available information to complete assignments. Prospective employees must pass a series of tests including: criti-call systems (keyboarding), typing test, filing test, a panel interview, background check, medical check, psychological test and polygraph.

### **Quality Assurance**

Supervisors regularly review call samples, make assessments and work with telecommunicators to address perceived deficiencies or problems. Staff members are generally responsible for self appraisals with manager review. Each employee has a developed performance plan.

## **City of Haysville, Kansas**

Emergency communications services are provided through the Communications Division of the Haysville Police Department. The FY 2010 Haysville Emergency Communications Center budget totaled approximately \$193,220. Detailed budget history may be reviewed in Attachment C.

## **Services Provided by the City of Haysville**

1. **Call Taking for Public Safety.** 911 calls are fielded through the Sedgwick County Emergency Communications Center and forwarded to Haysville telecommunicators to be dispatched. The City of Haysville also maintains a seven-digit emergency telephone number which Haysville telecommunicators are responsible for answering and dispatching to the appropriate public safety department.
2. **Call Dispatching for Public Safety.** Police calls are dispatched through Haysville Emergency Communications. Fire and EMS calls are dispatched through Sedgwick County.
3. **Radio Communication for Public Safety.** Emergency communications staff members provide radio communication monitoring services. The dispatchers coordinate activities of the field units by transferring information to and from the units via radio.
4. **National Crime Information Center Terminal Operations.** Haysville emergency communications staff members are certified in NCIC for information retrieval and input and managing NCIC data entry for the City
5. **Warrant Queries.** Haysville emergency communications field warrant information and make amendments as necessary to the NCIC database. Telecommunicators also make outgoing warrant inquiries on behalf of police officers in the field. The Haysville Police Department is a terminal agency for the Automated Statewide Telecommunications Records Access (ASTRA) system.
6. **Call Taking for Non-Public Safety.** Emergency communications also handles Public Works dispatch. The dispatchers serve as central customer service points of contact during the second and third shifts as well as handle periodic walk-in traffic.
7. **Other Duties.** Emergency communications staff members also provide other services to the department and the public at large. These services include:
  - Act as the primary reception point for the Police Department
  - Provide notary services
  - Enter wanted persons, missing persons and stolen property into ASTRA system
  - Validate NCIC entries (wanted, missing, stolen) from Haysville Police Department (monthly)
  - Obtain criminal history information on subjects in-custody
  - Research criminal history and driving records for cases
  - Answer administrative lines
  - Compile and document statistical data
  - Notarize documents

- Maintain database for lost/found/impounded animals
- Maintain pet license database
- Maintain impounded vehicles file
- Maintain and serve as point of contact for store reports
- Serve as point of contact for residents claiming impounded vehicles/animals/property
- Serve as point of contact for residents needing general information, vacation home requests, bicycle registrations
- Maintain and monitor log of arrestees booked in Sedgwick County Jail
- Monitor security/alarm system for various City buildings
- Answer after-hours calls for public works including wastewater and water
- May act as female attendants during the intake and booking process for female criminal offenders
- Maintain database of notices to appear

### **Center Layout and Operations**

Haysville Emergency Communication currently uses a two-position work station configuration located in the Haysville Police Department headquarters. The allocated space will increase substantially with the planned expansion of the City Hall which will provide space for at least three work stations.

### **Information Technology Systems**

The City of Haysville uses the ITI Public Safety Software Series Enterprise Edition telephone and dispatching system. The system has several modules that are built around the “core functionality” of a public safety communications network. Enterprise system modules include:

- Computer Aided Dispatch
- Police Records Management
- Jail Management
- Personnel/Training Management
- Asset Management
- Civil Process, and
- Fleet Maintenance

### **Radio System**

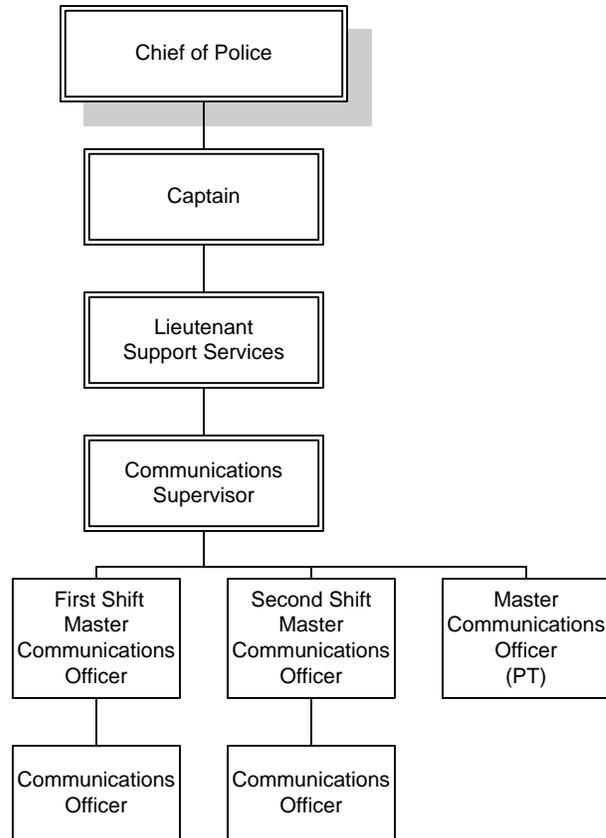
Dispatch radio equipment includes:

- 1 Uniden 780 500 Ch Scanner
- 4 Uniden BC895XLT Scanners (Voice Logger)
- 2 Kenwood Mobile (Voice Logger)
- 3 Kenwood Mobile (Public Works)
- 1 Motorola MCS2000 (PD Main)
- 2 EF Johnson Mobile (PD Repeater and 2<sup>nd</sup>)
- 1 Speco Amplifier

### **Staffing and Scheduling**

Haysville emergency communications operates using a 12-hour shift schedule. A minimum of one telecommunicator position is staffed during each shift and, in the event that a telecommunicator is unavailable for duty due to staffing shortages, Police Officers will fill in as needed. Figure 3 shows the organizational structure.

**FIGURE 3: HAYSVILLE EMERGENCY COMMUNICATIONS ORGANIZATION**



### **Training**

The training program for Haysville emergency communications includes the following subjects. Tests are given in each area.

- Orientation
- APCO Basic Telecommunicator Class
- Geography
- Terminology
- ITI Software
- CJIS Computer System
- Telephone
- Call Handling
- Radio
- Resources, Logs and Procedures

- Miscellaneous Equipment
- Records

The Haysville Police Department Communications Training Program is an in-house program. Applicants are assigned to various trained and certified communications training officers who introduce them to new information, policies, and procedures each week. This allows trainees to layer new information upon previously learned information. The CTO evaluates the training progress each workday using the Expectations software. The CTO discusses the daily observation report with the applicant to inform them of their training progress.

The communications supervisor leads the training using APCO's Public Safety Telecommunicator I Course. This course consists of nine modules and a final exam. Applicants also take part in the ride-along program (riding with Haysville police officers to become familiar with various landmarks, often-visited locations throughout the City, and the City limits).

Applicants receive instruction on issues regarding the privacy and security of police records, the department's 21 rules along with various department policies. Applicants also receive instruction regarding the proper use of the computer aided dispatch, records management, and civil and license modules of the ITI software.

The applicant's knowledge, skills and abilities are tested at various times throughout the training program. Remedial training, not to exceed eighty hours, is provided, if necessary. The training program utilizes a performance improvement plan (PIP) for defining the area of weakness and the method for improvement.

### **Personnel Practices**

The City of Haysville treats Dispatchers in a manner similar to sworn officers; all Police Department employees are investigated and receive clearances to the same level. This approach allows any staff member to access or use available information to complete assignments as necessary. Prospective employees must pass a series of tests including the following:

- Dispatch simulator
- Typing test
- Oral board examination
- Background check
- Physical and drug screen
- Psychological test
- Polygraph

The Dispatcher must also obtain his/her NCIC certification within 6 months.

## **ANALYSIS AND RECOMMENDATIONS**

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Management Partners conducted this study of the feasibility of consolidating communication centers by focusing on the similarities and differences between each operation. This approach facilitates documenting the actions that will be necessary to successfully consolidate the individual centers with Sedgwick County Emergency Communications, while ensuring that ancillary duties performed by each center (those duties not directly linked to emergency call taking and dispatch) are taken into consideration.

There are two key assumptions underpinning our recommendations:

- Maintenance of public safety standards including service to the public and first responders is the primary purpose in any approach.
- While some staff realignment may be recommended, services to the public and first responders in a 24/7 environment will be maintained.

The analysis and the recommendations that result address the following groups of issues: consolidated staffing needs, governance, cost and quality of performance, performance measures and standards, and implementation.

### **Consolidated Call Taker and Dispatcher Staffing Analysis**

To determine whether fully integrating the emergency call taking and dispatching functions of the City of Derby and the City of Haysville with Sedgwick County Emergency Communications is viable, it is necessary to analyze how the change in workload will affect staffing needs. In determining staffing needs it is also important that quality control standards are incorporated into the analysis to ensure that a fully integrated operation provides superior service.

To achieve this goal, Management Partners analyzed detailed call taking and workload data from each jurisdiction and applied nationally recognized staffing formulas and quality control standards to determine target staffing levels.

The Sedgwick County Emergency Communications Dispatch Center currently serves as the public safety answering point (PSAP) for both the City of Derby and the City of Haysville. A PSAP is where 911 calls are received and/or dispatched. It is a facility equipped and staffed to receive emergency calls requesting police, fire, emergency medical and other public safety services via telephone and other communication devices.

PSAPs are authorized to receive funding through user fees to support their operations. The state of Kansas authorized a wireline 911 tax in 1980 (KSA 12-5302). Each county receives their share of the wireline tax to support 911 operations. In 2004, the state established a monthly 50 cent fee for wireless subscribers to support 911 services. Half of the wireless fees are returned to local public safety answer points and the other half goes into a state fund to support the ongoing operation of enhanced wireless services throughout the state. Small counties are eligible for funding to purchase equipment, services, digital maps and other technologies required to receive wireless 911 calls and to locate the wireless caller on a digital map. In 2006, the wireless fee was extended to voice over internet protocol (VoIP) subscribers. The current state statutes include a sunset provision for the enhanced 911 grant fee for wireless and VoIP 911 services and a reduction in wireline surcharges by July 2010.

As the designated PSAP, the County fields all 911 calls and either enters call information to the CAD system for dispatch by the city (Derby) or forwards the calls themselves for system entry and dispatch (Haysville). In addition, as previously noted both Derby and Haysville maintain seven-digit emergency numbers. Therefore, if an individual dials one of the seven-digit emergency numbers, the PSAP is bypassed and the relevant municipal dispatch center is contacted directly.

In order to accurately assess call taker staffing levels in a consolidated operation, it is necessary to analyze workload data from the seven-digit emergency phone lines.

Call taking is a demand-related activity where the number of staff required to meet a given standard of service is directly related to the number of emergency calls received. As the number of emergency calls increase, the number of call takers required to service those calls also increases. While the relationship between call volume and staffing is direct, it is not proportional. Call volume may increase by a factor of three but call taker staffing may need to increase by a greater or lesser factor depending on other considerations such as timing or service quality standards. Thus, the method for calculating staffing for call takers is a function of volume, timing, and service quality. To merge each of these three elements into a staffing calculation, it is necessary to use a queuing model.

Management Partners used the queuing model methodology recommended by the National Emergency Number Association (NENA) to merge call volume, transaction time from Sedgwick County, the City of Derby and the City of Haysville and apply service quality standards to project the number of call takers required in a fully integrated operation.

Dispatch is a “coverage” position. It is a direct function of the number of radio channels that are in operation at any one time. In the case of dispatchers, the staffing relationship to radio channels in use is direct and proportional. If the number of channels in operation increases by one, the number of dispatchers must also increase by one. The method for determining dispatch staffing is to determine the number of radio channels that must be supported by dispatchers. Management Partners completed this task by analyzing dispatch transmission data and comparing that to dispatcher workload standards. This allowed us to determine the number of channels that must be staffed in an integrated operation.

After arriving at the number of positions (both call takers and dispatchers) that need to be staffed per shift, Management Partners then applied a relief factor that was derived from Sedgwick County leave history data to determine the number of personnel that must be employed to meet the staffing targets for each shift.

The following narrative describes in detail each of the three major analytical processes and the resulting staffing recommendations.

### **Call Taker Staffing**

To determine call taker staffing requirements with an integrated operation, it is first necessary to quantify both the baseline workload level as well as the projected increase in workload associated with the consolidation. The County was able to provide the workload data for a one-year period by both hour of the day and day of the week. The cities of Haysville and Derby were only able to provide aggregate seven-digit emergency number call volume data. To develop an hourly workload profile estimate (a necessity for determining shift staffing targets), Management Partners allocated the aggregate call volume data using the relative workload distribution experienced by the County.

Table 2 details the average number of daily 911 calls received by the County as well as the average number of seven digit emergency calls that are received daily by the City of Derby and the City of Haysville.

**TABLE 2: SUMMARY OF EMERGENCY CALL VOLUME WORKLOAD**

Time	Average Number of Daily Calls			Total
	Sedgwick County	City of Haysville	City of Derby	
Midnight	52.30	1.07	3.22	<b>56.59</b>
1AM	46.40	0.95	2.85	<b>50.20</b>
2AM	44.10	0.90	2.71	<b>47.71</b>
3AM	32.50	0.66	2.00	<b>35.16</b>
4AM	25.20	0.52	1.55	<b>27.26</b>
5AM	23.50	0.48	1.44	<b>25.43</b>
6AM	32.60	0.67	2.00	<b>35.27</b>
7AM	53.20	1.09	3.27	<b>57.56</b>
8AM	60.90	1.25	3.74	<b>65.89</b>
9AM	68.80	1.41	4.23	<b>74.44</b>
10AM	77.00	1.57	4.73	<b>83.31</b>
11AM	83.70	1.71	5.15	<b>90.56</b>
NOON	86.70	1.77	5.33	<b>93.80</b>
1PM	87.10	1.78	5.36	<b>94.24</b>
2PM	89.80	1.84	5.52	<b>97.16</b>
3PM	98.70	2.02	6.07	<b>106.79</b>
4PM	102.90	2.10	6.33	<b>111.33</b>
5PM	110.70	2.26	6.81	<b>119.77</b>
6PM	97.60	2.00	6.00	<b>105.60</b>
7PM	90.90	1.86	5.59	<b>98.35</b>
8PM	86.40	1.77	5.31	<b>93.48</b>
9PM	85.90	1.76	5.28	<b>92.94</b>
10PM	75.30	1.54	4.63	<b>81.47</b>
11PM	62.10	1.27	3.82	<b>67.19</b>

Having identified the average workload profile by hour of the day and day of the week, Management Partners then applied queuing calculations to determine the number of call takers required by shift. The queuing model, which was developed by NENA, includes a number of calculation assumptions that are detailed below:

- Call Duration – The average emergency call lasts approximately 95 seconds (baseline standard recommended by NENA).
- Quality of Service – P.01 grade of service. A P.01 grade of service indicates that only one call out of a theoretical 100 attempts would get a busy signal. This is the highest level of service that can be realistically attained in an emergency call taking operation.
- Call Taker Workload – The baseline standard applied to the NENA queuing model assumes a target of between 18 and 20 minutes per hour engaged in direct call taking duties.

Applying the NENA queuing model indicates that between four and eight call takers should be available, depending on the hour of day. This staffing pattern will allow the department to adequately meet workload and quality demands while limiting the average number of minutes that call takers spend directly engaged in fielding calls for service to 18 minutes per hour (the NENA baseline target). Table 3 details the queuing model calculation by hour of the day.

**TABLE 3: NENA QUEUING THEORY CALL TAKER CALCULATION (18 MINUTES PER HOUR WORKLOAD TARGET)**

Time	Average Number of Calls	Average Number of Seconds per Call	911 Erlangs (Queuing Data)	Staff Needed (Target 18 Minutes per Hour)
Midnight	56.59	95.00	1.49	6
1AM	50.20	95.00	1.32	5
2AM	47.71	95.00	1.26	5
3AM	35.16	95.00	0.93	5
4AM	27.26	95.00	0.72	4
5AM	25.43	95.00	0.67	4
6AM	35.27	95.00	0.93	5
7AM	57.56	95.00	1.52	6
8AM	65.89	95.00	1.74	6
9AM	74.44	95.00	1.96	7
10AM	83.31	95.00	2.20	7
11AM	90.56	95.00	2.39	7
NOON	93.80	95.00	2.48	7
1PM	94.24	95.00	2.49	8
2PM	97.16	95.00	2.56	8
3PM	106.79	95.00	2.82	8
4PM	111.33	95.00	2.94	8
5PM	119.77	95.00	3.16	8
6PM	105.60	95.00	2.79	8
7PM	98.35	95.00	2.60	8
8PM	93.48	95.00	2.47	7
9PM	92.94	95.00	2.45	7
10PM	81.47	95.00	2.15	7
11PM	67.19	95.00	1.77	6

While the NENA baseline target is for the average call taker to spend between 18 and 20 minutes per hour engaged in emergency call taking responsibilities, Sedgwick County has established an informal target that dictates that call takers can realistically spend an average of 40 minutes

per hour engaged in direct call taking responsibilities without experiencing overload. This target reflects the highly specialized and focused work of Sedgwick County call takers in that they do not have any other responsibilities outside of call taking. Therefore, it is an appropriate standard to apply.

To determine how many call takers are needed to regularly meet this workload target, Management Partners applied various staffing scenarios to the average number of calls by hour of the day and day of the week as well as the call duration standards detailed above. That analysis indicates that to operate conservatively within the 40 minute per hour workload standard, the County would need to staff a total of 11 call taker positions to handle all County emergency calls.

Table 4 summarizes the shift staffing analysis and staffing projections. Attachment D, entitled Call Taker Staffing Scenarios provides detailed calculations for the additional staffing scenarios that were considered in Management Partners analysis.

**TABLE 4: CALL TAKER STAFFING PROJECTIONS**

	<b>Call Takers Needed</b>	<b>Average Number of Minutes Consumed per Hour per Dispatcher</b>
Shift 1: 6:30 am - 3:00 pm	4	32.51
Shift 2: 2:30 pm - 11:00 pm	5	34.12
Shift 3: 10:30 pm - 7:00 am	2	32.05
<b>Total</b>	<b>11</b>	<b>N/A</b>

**Dispatcher Staffing**

Currently Sedgwick County Emergency Communications maintains seven law enforcement dispatch channels, including a “Sheriff’s channel,” which serves the Sheriff’s Office as well as several other smaller jurisdictions in the County. The County also maintains a fire resource channel, which is the dispatch channel for all fire calls. The proposal is for the City of Derby and City of Haysville to be dispatched from these channels under an integrated operation; law enforcement calls would be dispatched from the Sheriff’s channel and fire calls for Derby would be dispatched from the fire resource channel (Haysville Fire is already dispatched on this channel).

The addition of Derby and Haysville’s dispatch workload to the County channels will result in a measurable increase in workload. Therefore, it is necessary to analyze the workload impact against pre-defined workload standards to determine if additional dispatch channels and staff are required.

The workload standard, which is derived from both industry experience and local targets, dictates that a dispatcher should not spend more than an average of 40 minutes per hour engaged in direct dispatch responsibilities. This standard adequately allows for peaks in workload and balances the need for employee efficiency and productivity against the risk of dispatcher burn-out. Management Partners applied this standard to the workload analysis for both law enforcement and fire dispatchers.

To project the average number of minutes consumed per hour providing dispatch services in a consolidated operation, Management Partners worked with Sedgwick County, Derby and Haysville to gather one year of dispatch transmission workload data. This data showed the number of annual dispatch transmissions for all three jurisdictions. Management Partners allocated the aggregate data proportionally according to the County workload profile to estimate the distribution of dispatch transmission workload in a consolidated operation by hour of the day.

Management Partners then applied a standard of 12.5 seconds per dispatch transmission to estimate the average number of minutes, by hour of the day, that are consumed providing direct dispatch services. The standard of 12.5 seconds per transmission is based on the assumption that the average dispatch incident consumes approximately 50 seconds of radio time and is comprised of four transmissions: 1) call initiation; 2) call acceptance; 3) on-scene notification; and 4) call close-out. While individual calls may result in more than four dispatch transmissions, the goal of both dispatchers and officers is to minimize radio time and the goal of limiting transmissions to four per incident is both recognized and attainable.

Applying these standards allowed Management Partners to identify the number of staff and the correlating number of dispatch channels that must be in place during each shift to meet the 40 minutes per hour workload target. This process was completed for both the Sheriff's dispatch channel and the Fire Resource dispatch channel.

The analysis demonstrates that a single Sheriff's dispatch channel will adequately meet the workload demands of a consolidated operation for 13 hours of each day. The projected consolidated workload also indicates that between the hours of 11:00 a.m. and 9:00 p.m. (shifts one and two), the average daily workload for a dispatcher may exceed the 40 minute per hour standard, though only by a few minutes. To address this reality (and to accommodate future growth in demand for service) it will be necessary for the County to work with the Sheriff and other client agencies to develop the capacity to activate an additional Sheriff's dispatch channel. Once the channel and channel protocols are established, the county emergency communications managers may choose to activate the additional channel as necessary depending on operational requirements.

**Recommendation 1: Evaluate the timing of implementation of an additional Sheriff dispatch channel.**

Implementing an additional channel will require that the County work with the Sheriff’s Office and the other jurisdictions utilizing the Sheriff’s dispatch channel to determine how best to split the existing Sheriff’s channel into two channels. Table 5 details the calculations demonstrating the potential need for two law enforcement channels in a consolidated operation.

**TABLE 5: LAW ENFORCEMENT DISPATCHER STAFFING AND CHANNEL PROJECTIONS**

<b>Time</b>	<b>Average Number of Dispatch Transmissions (Integrated Operation)</b>	<b>Average Number of Minutes Consumed in Dispatch Operations</b>	<b>Target Staffing at 40 Minute per Hour Standard</b>	<b>Number of Channels Required</b>
Midnight	128.14	26.70	0.67	1
1AM	111.32	23.19	0.58	1
2AM	105.40	21.96	0.55	1
3AM	77.33	16.11	0.40	1
4AM	58.84	12.26	0.31	1
5AM	54.60	11.38	0.28	1
6AM	74.53	15.53	0.39	1
7AM	122.94	25.61	0.64	1
8AM	140.94	29.36	0.73	1
9AM	158.89	33.10	0.83	1
10AM	177.40	36.96	0.92	1
11AM	193.30	40.27	1.01	2
NOON	199.80	41.63	1.04	2
1PM	201.25	41.93	1.05	2
2PM	207.23	43.17	1.08	2
3PM	228.56	47.62	1.19	2
4PM	239.85	49.97	1.25	2
5PM	255.10	53.15	1.33	2
6PM	223.79	46.62	1.17	2
7PM	210.38	43.83	1.10	2
8PM	202.20	42.12	1.05	2
9PM	200.20	41.71	1.04	2
10PM	175.91	36.65	0.92	1
11PM	146.09	30.44	0.76	1

Applying the same workload standards to fire-related dispatch transmission data from each of the three jurisdictions indicates that the increase in fire dispatch workload associated with integration is negligible and can be effectively absorbed into existing channel operations. Table 6 details the relevant Fire Resource channel workload calculations.

**TABLE 6: FIRE RESOURCE CHANNEL DISPATCHER STAFFING AND CHANNEL PROJECTIONS**

Time	Average Number of Dispatch Transmissions (Integrated Operation)	Average Number of Minutes Consumed in Dispatch Operations	Target Staffing at 40 Minute per Hour Standard	Number of Channels Required
Midnight	9.83	2.05	0.05	1
1AM	8.93	1.86	0.05	1
2AM	8.16	1.70	0.04	1
3AM	6.28	1.31	0.03	1
4AM	5.25	1.09	0.03	1
5AM	4.87	1.01	0.03	1
6AM	6.48	1.35	0.03	1
7AM	9.96	2.07	0.05	1
8AM	11.65	2.43	0.06	1
9AM	13.41	2.79	0.07	1
10AM	14.78	3.08	0.08	1
11AM	15.56	3.24	0.08	1
NOON	15.93	3.32	0.08	1
1PM	16.62	3.46	0.09	1
2PM	16.51	3.44	0.09	1
3PM	18.10	3.77	0.09	1
4PM	18.54	3.86	0.10	1
5PM	19.52	4.07	0.10	1
6PM	18.10	3.77	0.09	1
7PM	16.98	3.54	0.09	1
8PM	16.29	3.39	0.08	1
9PM	15.88	3.31	0.08	1
10PM	13.82	2.88	0.07	1
11PM	11.28	2.35	0.06	1

### **Recommended Staffing Levels**

Having analyzed both call taking and dispatching workload data for Sedgwick County, the City of Haysville and the City of Derby we have determined that a consolidated operation would require a total of 11 call taker positions to meet target workload and quality standards. We have also determined that an additional Sheriff's dispatch channel may also be required, depending on specific operating conditions. The Fire Resource Channel is appropriately staffed to absorb Haysville and Derby workload.

County emergency communications management staff members have suggested the most viable approach to adding a second Sheriff's channel would be to split the County geographically. Each Sheriff's channel would serve approximately half of the call volume with an appropriate geographic distribution. Given logistical issues surrounding call continuity at shift change, we concur with the communications management team that the second Sheriff's channel would be best served with staffing on all three shifts. This also addresses the significant concerns of the City of Derby and the City of Haysville regarding timely and responsive radio communication access.

Adding these telecommunicator staffing requirements to the other channel staffing requirements in the existing County operation indicates that the total staffing target is 42.5 FTE telecommunicators. Table 7 details the staffing needs for each shift.

**TABLE 7: TARGET TELECOMMUNICATOR STAFFING LEVELS BY SHIFT AND FUNCTION**

<b>Function/Dispatch Channel</b>	<b>Shift 1</b>	<b>Shift 2</b>	<b>Shift 3</b>	<b>Total</b>
Call takers	4.0	5.0	2.0	11.0
Sheriff 1	1.0	1.0	1.0	3.0
Sheriff 2	1.0	1.0	1.0	3.0
Wichita PD East	1.0	1.0	1.0	3.0
Wichita PD West	1.0	1.0	1.0	3.0
Wichita PD North	1.0	1.0	1.0	3.0
Wichita PD South	1.0	1.0	1.0	3.0
Warrants/Detectives	1.0	1.0	1.0	3.0
Fire Resource	1.0	1.0	1.0	3.0
Fire Operations	1.0	1.0	1.0	3.0
EMS	1.0	1.0	1.0	3.0
KDOT	1.0	0.5	0.0	1.5
<b>Total</b>	<b>15.0</b>	<b>15.5</b>	<b>12.0</b>	<b>42.5</b>

Having identified the number of telecommunicator positions necessary to meet quality and workload targets in an integrated operation, it is necessary to calculate a relief factor to determine how many personnel must be hired to fill 42.5 positions 365 days per year. This is calculated by dividing the number of hours that must be filled during the year by the number of hours that an average telecommunicator is actually available to work.

One eight-hour shift over 365 days equates to 2,920 hours that must be staffed. By analyzing five years of employee leave data as well as estimates for hiring lag coverage and training coverage, we determined that the average telecommunicator is actually available to work 1,687 hours per year, after deducting time off for various forms of leave. This equates to a relief factor of 1.73. Table 8 details the relief factor calculation.

**TABLE 8: SEDGWICK COUNTY RELIEF FACTOR CALCULATION**

	2009	2008	2007	2006	2005	Average
Total Annual Hours	2,920	2,920	2,920	2,920	2,920	2,920
Hours Scheduled Per Year	2,080	2,080	2,080	2,080	2,080	2,080
Average annual hours vacation	92	88	95	84	77	87
Average annual hours sick leave	50	76	58	72	50	61
Guaranteed Break Hours avg	130	130	130	130	130	130
Total Leave Hours	272	294	284	286	257	279
Average annual hours for hiring lag coverage	15	36	17	12	24	21
Average annual hours for training coverage	68	160	78	52	108	93
<b>TOTAL HOURS AVAILABLE</b>	<b>1,725</b>	<b>1,590</b>	<b>1,701</b>	<b>1,731</b>	<b>1,691</b>	<b>1,687</b>
Relief Factor	1.69	1.84	1.72	1.69	1.73	1.73

Applying a relief factor of 1.73 to a telecommunicator staffing target of 42.5 FTE indicates that 73.5 FTE telecommunicators must be staffed to fill 41.5 positions 365 days per year.

At the time Management Partners' project team conducted field work, there were 69 FTE telecommunicators, including approximately 18 trainees at various stages in telecommunicator training. This analysis indicates that Sedgwick County Emergency Communications would require approximately 4.5 additional staff to absorb the call taking and dispatching workload from the City of Derby and the City of Haysville.

## Cost Savings Projections

Organizational and operational change may create opportunities through centralization and economies of scale to provide a total net benefit to the three organizations. In Tables 9 and 10, we present a conceptual analysis of how resource allocation in the three governments could change as a result of consolidating emergency communication services from the City of Derby and the City of Haysville with Sedgwick County Emergency Communications.

As discussed in the section above, we forecast that County Emergency Communications would require approximately 4.5 FTE additional staff resources to staff an additional Sheriff's channel and absorb the workload from the City of Derby and the City of Haysville associated with consolidation.

While the County will experience increased costs, they will also be in a position to more effectively leverage the investment through greater economies of scale and increased efficiency in government. Table 9 displays the elements of this increased cost to the County.

**TABLE 9: SEDGWICK COUNTY CONSOLIDATION IMPACT**

<b>Expenditures</b>	<b>Create 4.5 Telecommunicator Positions</b>
Salary and Benefits	\$212,540
Contractual Services	\$0
Commodities	\$3,375
<b>TOTAL Cost Increase</b>	<b>\$215,915</b>

There are two options available to City of Derby under a consolidated operation. Option one is to eliminate the positions and resources dedicated to the existing in-house dispatch operation. This would result in an annual savings of approximately \$688,000 – the FY2011 budget amount for the communications operation.

Option two would be to reassign a specified number of personnel to other mission-critical areas of the City. The transfer of all emergency call taking and dispatching responsibilities would represent a substantial reduction in workload for telecommunicator personnel; however, Derby's telecommunicators provide services beyond traditional call taking and emergency services dispatch. In fact, the organization has come to depend on these staff to answer administrative call lines, serve as primary customer service contacts, and even serve as after-hours stewards of City facility keys. Therefore, the City may wish to retain telecommunicator staff to meet this organizational need.

If the City were to continue providing these additional services after consolidation, it will need to staff three positions per day (one per 8 hour shift). With a general relief factor of 1.6 for administrative staff members, that means that 5 FTE would be required. Given the complexity and diversity of the ancillary, non-emergency communications services, provided by existing telecommunicators, there will also be a need to maintain a supervisory position to manage the integration and reorganization of responsibilities. This equates to a total target staffing of 6 FTE. 2011 budgeted staffing for the Derby Communications Center is

10.5 FTE. 1.0 FTE equivalent position is vacant. Therefore, the total recommended actual staffing reduction is 3.5 FTE. The total cost savings projection in option two – reassign specific telecommunications personnel – is approximately \$244,000.

The potential costs savings implications associated with each option are detailed in Table 10.

**TABLE 10: CITY OF DERBY CONSOLIDATION IMPACT**

<b>Expenditures</b>	<b>Option 1 - Eliminate 10.5 FTE Telecommunicator Positions</b>	<b>Option 2 - Eliminate 4.5 FTE Telecommunicator Positions</b>
Salary and Benefits	\$645,380	\$239,570
Contractual Services	\$34,997	-
Commodities	\$8,000	\$4,500
<b>TOTAL Cost Savings</b>	<b>\$688,377</b>	<b>\$244,070</b>

Depending on the age, condition, resale market as well as the desire to retain some in-house communications capacity, there may also be an opportunity to dispose of existing emergency communications equipment, yielding one-time revenues for the City.

The City of Haysville policy makers have two options available should the City choose to consolidate emergency communications with the County. The first option is to eliminate the staff and resources dedicated to in-house dispatch operations. This would yield a cost savings of approximately \$193,000.

The second option is to reassign select personnel to fill other mission critical duties in the City. The existing telecommunicators provide services beyond traditional call taking and emergency services dispatch. The organization has come to depend on these staff for these services and it is important to account for this organizational need. However, with the elimination of call taking and dispatching responsibilities, staffing resources can be reduced on shifts where additional customer service personnel are present (the day shift). The remaining staff would then be available to provide enhanced customer service and records processing support for the City after normal business hours.

With the transfer of primary responsibility for call taking and dispatch from the City of Haysville to Sedgwick County Emergency Communications, the City of Haysville can reduce staffing by 1 FTE. Current staffing is 5 authorized FTE with one current vacancy. The remaining 4 FTE will provide additional customer service capacity during the second and third shifts (assuming an 8 hour shift for customer service and records

personnel). Existing records clerk and city customer service contacts may serve in a customer service roll during the normal business hours of the City.

Therefore, assuming a staffing need of two positions (one position for both the second and third shift) and applying the general relief factor of 1.6 for administrative staff members yields a staffing requirement of 3.2 FTE. These service assumptions should be possible with a complement of 3 FTE staff. Current telecommunicator staffing is 5 authorized FTE with one current vacancy. Implementing option two – reassigning select telecommunicators – would generate approximately \$40,000 in cost savings.

The potential cost saving impact of consolidation to the City of Haysville are displayed below in Table 11.

**TABLE 11: CITY OF HAYSVILLE CONSOLIDATION IMPACTS**

<b>Expenditures</b>	<b>Option 1 - Eliminate 5 FTE Telecommunicator Positions</b>	<b>Option 2 - Eliminate 1 FTE Telecommunicator Positions</b>
Salary and Benefits	\$186,003	\$39,173
Contractual Services	\$3,006	-
Commodities	\$4,211	\$842
<b>TOTAL Cost Savings</b>	<b>\$193,220</b>	<b>\$40,015</b>

To an ever increasing extent, the application of technology and communications assets allows for a more seamless coordination of emergency communication services. As summarized in Table 12, the transfer of primary responsibility for call taking and dispatch from the respective cities to Sedgwick County Emergency Communications will yield net savings to the residents of the region while maintaining service levels. The City of Derby stands to save between \$244,000 and \$688,000 per year. The City of Haysville stands to save between \$40,000 and \$193,000 per year. After factoring in the additional costs to Sedgwick County, the total savings to the region range from \$68,000 to \$665,000 per year.

**TABLE 12: SUMMARY OF NET CONSOLIDATION CHANGES**

Option	Net Consolidation Changes	Sedgwick County	City of Derby	City of Haysville	Total
<b>Option 1</b> - Eliminate Resources Currently Dedicated to In-house Emergency Communications in Derby and Haysville	Expenditures	\$ 215,915	\$(688,377)	\$(193,220)	\$(665,682)
	Staffing (FTE)	4.50	(10.50)	(5.00)	(11.00)
<b>Option 2</b> - Reassign Select Personnel to Perform Other Mission Critical Work for Derby and Haysville	Expenditures	\$ 215,915	\$(244,070)	\$ (40,015)	\$(68,171)
	Staffing (FTE)	4.50	(4.50)	(1.00)	(1.00)

**Recommendation 2: Transfer responsibility for call taking and dispatch from the City of Derby Police Department Communications to Sedgwick County Emergency Communications.** Make appropriate changes to staff resource allocation to recognize a changed scope of services and reorganized customer service focus.

**Recommendation 3: Transfer responsibility for call taking and dispatch from the City of Haysville Police Department Communications to Sedgwick County Emergency Communications.** Make appropriate changes to staff resource allocation to recognize a changed scope of services and reorganized customer service focus.

**Recommendation 4: Designate Sedgwick County with primary responsibility for all emergency call taking and dispatch for the City of Derby and the City of Haysville.**

## Governance

Sedgwick County Emergency Communications operates as a County department. There is also an Advisory Board as a source of knowledgeable professional input.

The Advisory Board for Emergency Communications is made up of seven public safety department heads and a representative from both the City of Wichita and County Managers' Offices. The Board meets bi-monthly with the director of Emergency Communications to discuss issues as they relate to emergency communications. The Advisory Board is comprised of the following:

- Sedgwick County Sheriff

- City of Wichita Police Chief
- Sedgwick County Fire Chief
- City of Wichita Fire Chief
- Emergency Medical Services Director
- Emergency Management Director
- Representative of City Manager's Office
- Representative of County Manager's Office

The Advisory Board composition appears to be a vestige of the original team effort in the 1970s between the City of Wichita and Sedgwick County to consolidate emergency communications call taking and dispatch. The possible addition of the City of Derby and the City of Haysville to the Sedgwick County Emergency Communication service group brings additional suburban community issues and concerns. The current Advisory Board framework does not adequately address these issues and no alternative format exists for suburban and rural communities to regularly introduce, discuss and pursue their unique emergency services issues and concerns.

**Recommendation 5: Expand the appointed membership of the Advisory Board for Emergency Communications.** Include appointed representatives from the City of Derby and the City of Haysville during a five-year transition period. Include participation of a permanent rotating member representing the other municipalities receiving emergency communication services in succeeding years.

An additional area of concern among municipalities that would be served by Emergency Communications focuses on the ability to support officers in the field with timely information on wants and warrants. Both the City of Derby and the City of Haysville staff members have full access to NCIC information and their respective local approach provides a timely and high level of service to officers.

The current mechanism employed for wants and warrants inquiries for other municipalities served by Sedgwick County Emergency Communications utilizes the SPIDER service provided through the Wichita Police Department. This service, as currently constituted with only 2 FTE staff resources, could probably not meet the increased service demand following the emergency communication consolidation as discussed in this report.

The City of Wichita had introduced the possibility of the County taking over the SPIDER services several years ago. County assumption of this assignment could allow allocation of additional resources through a centralized approach that may be viewed as more responsive to all wants and warrants inquiries, regardless of the originating community. Any change should consider the merits of a fee for service arrangement to ensure the availability of appropriate staffing resources and to meter use

by requesting agencies. The project team did not develop this issue area further because it was beyond the scope of this review and involves the operation of another unit of government.

## Performance Measures and Standards

Sedgwick County Emergency Communications has expended time and effort to earn and maintain its industry certifications. While these efforts are commendable, the operation needs to go a step further to provide information to its “client agencies” regarding operations.

The primary concern of both the City of Derby and the City of Haysville leaders is that emergency communication services should not be allowed to decline in quality, quantity and effectiveness with consolidation of services. Safety of police officers and other first responders in those communities is the fundamental concern and any negative impacts related to communications coverage or communications response time must be identified, acknowledged and addressed.

In order for these performance expectations to have credibility, a process for developing consensus about measures and standards is crucial. The director of Emergency Communications, in consultation with the expanded Advisory Board can develop measures that can be used by emergency communications and each agency served as the basis for evaluating performance.

**Recommendation 6: Identify both transition performance measures and consolidated service measures to track consolidated service performance against current service levels.** The effort should be proactive to provide a forum to discuss and resolve service expectations as well as to provide an effective means for assessing implementation.

It will also be ideal to go further and develop service agreements between the Cities of Haysville and Derby and Sedgwick County. These service agreements should include specific performance metrics, customer service standards, and other service standards that must be enacted to maintain or improve the quality of public safety communications in the two cities.

**Recommendation 7: Develop service agreements between the Cities of Haysville and Derby and Sedgwick County communications.**

## Implementation

The success of any significant change in service delivery rests with the leadership of a clear “change agent” possessing sufficient organizational

capital to move the process forward. This change agent's efforts are best supported by a clear understanding by the organization of the goals, objectives, strategies, tactics and timetable for change implementation.

**Recommendation 8: Select a project manager who will be charged with the responsibility for guiding the implementation process.** The affected jurisdictions should collaborate together to select the project manager to guide the process. The project manager should lead a Transition Team comprised of Derby Police, Derby Fire, Haysville Police and County Emergency Communications management staff to plan and execute a successful transition process. The Transition team would remain active until all parties communicate satisfaction with the completion of the transition and resulting provision of services.

Many details must be considered and resolved in order to consolidate emergency communications services. If the consolidation will be accomplished in a timely manner to yield performance enhancements and/or cost reductions, work on the details must begin immediately upon approval of the necessary inter-local agreements. It is imperative to proceed with the appointment of a project manager so that momentum for the implementation of the consolidated communications services is not lost. The project manager should be prepared to begin work immediately upon approval of the necessary agreements by the affected legislative bodies. The target for the effective service consolidation should be achievable and mutually agreed by all parties.

## **CONCLUSION**

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Management Partners' analysis indicates that the Sedgwick County Emergency Communications provides professional service and is widely recognized as a top notch dispatch operation. It is also clear that the City of Derby and the City of Haysville dispatch personnel provide outstanding service. However, the fact remains that they are providing duplicative service. In this tight fiscal environment, it is imperative for local governments to find ways to improve their efficiency and effectiveness.

The analysis indicates that the County can effectively merge the emergency call taking and dispatching workload of both the City of Derby and the City of Haysville into its existing operation with only minimal increases to staffing. While some County operational costs would increase, they are more than matched by reduced costs to the respective cities' operations, yielding a net reduction in total costs to the region. Not only would this streamline emergency operations, but it would allow the cities of Derby and Haysville to realize efficiencies and potential cost savings by either reducing the complement of support personnel or reassigning those personnel affected by the consolidation to other mission critical areas of their respective police departments or cities.

While there are certainly opportunities for efficiency, there are a number of considerations that must be taken into account to ensure that the residents of Derby and Haysville continue to receive the high level of service they have come to expect. Management Partners has offered a series of recommendations to meet this goal and has gone further, offering recommendations to ensure good provider/customer relations between the County operations and the public safety departments of Derby and Haysville. These recommendations provide a sustainable and implementable model for consolidated emergency communications.

**ATTACHMENT A – SEDGWICK COUNTY EMERGENCY COMMUNICATIONS FINANCIAL HISTORY**

<b>Sedgwick County Emergency Communications All Funds - Total</b>	<b>2005 Actual</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Revised</b>	<b>2010 Budget</b>
<b>REVENUE</b>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 2,297,370	\$ 2,750,573	\$ 3,445,329	\$ 3,476,999	\$ 2,879,609	\$ 2,873,645
Charges for Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,949
Other Revenue	\$ ,375	\$ 504	\$ 5,345	\$ 4,671	\$ 2,020	\$ 4,822
<b>TOTAL REVENUES</b>	<b>\$ 2,299,745</b>	<b>\$ 2,751,077</b>	<b>\$ 3,450,674</b>	<b>\$ 3,481,670</b>	<b>\$ 2,881,629</b>	<b>\$ 2,989,416</b>
<b>EXPENDITURES</b>						
Personnel	\$ 3,076,287	\$ 3,346,235	\$ 3,425,753	\$ 3,639,771	\$ 4,057,989	\$ 4,300,829
Contractual Services	\$ 828,249	\$ 755,985	\$ 1,018,262	\$ 1,438,544	\$ 1,646,895	\$ 2,001,011
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 41,062	\$ 47,444	\$ 56,265	\$ 82,423	\$ 480,905	\$ 90,199
Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Capital Equipment	\$ 1,392,517	\$ 441,478	\$ 191,936	\$ 165,505	\$ 943,243	\$ 367,488
Interfund Transfers	\$ 1,272,513	\$ 1,319,430	\$ 1,470,612	\$ 951,251	\$ 569,213	\$ 468,703
<b>Subtotal</b>	<b>\$ 6,610,628</b>	<b>\$ 5,910,572</b>	<b>\$ 6,162,828</b>	<b>\$ 6,277,494</b>	<b>\$ 7,698,245</b>	<b>\$ 7,878,230</b>
FICA	\$ 235,336	\$ 255,987	\$ 262,070	\$ 278,442	\$ 310,436	\$ 329,013
KPERS	\$ 219,647	\$ 238,921	\$ 244,599	\$ 259,880	\$ 289,740	\$ 307,079
Medical	TBD	TBD	TBD	TBD	TBD	TBD
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,065,611</b>	<b>\$ 6,405,480</b>	<b>\$ 6,669,497</b>	<b>\$ 6,815,816</b>	<b>\$ 8,298,422</b>	<b>\$ 8,514,323</b>
<b>Full-Time Equivalentents (FTE)</b>	70.00	75.00	80.00	82.50	82.50	82.50

\* Represents direct communications center revenue. The remaining expenditures are funded through the General Fund

**ATTACHMENT B – CITY OF DERBY EMERGENCY COMMUNICATIONS FINANCIAL HISTORY \***

City of Derby Police Department - Communications General Fund	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Revised	2011 Budget
<b>REVENUE</b>							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>EXPENDITURES</b>							
Personnel	\$ 303,748	\$ 327,264	\$ 395,154	\$ 345,899	\$ 344,908	\$ 465,468	\$ 475,704
Contractual Services	\$ 26,678	\$ 26,459	\$ 29,941	\$ 30,858	\$ 27,558	\$ 34,997	\$ 34,997
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 6,064	\$ 4,732	\$ 6,660	\$ 5,546	\$ 6,632	\$ 7,400	\$ 8,000
Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 336,490</b>	<b>\$ 358,455</b>	<b>\$ 431,755</b>	<b>\$ 382,303</b>	<b>\$ 379,098</b>	<b>\$ 507,865</b>	<b>\$ 518,701</b>
FICA	\$ 23,236	\$ 25,035	\$ 30,229	\$ 26,461	\$ 26,385	\$ 35,608	\$ 36,391
KPERS	\$ 10,200	\$ 12,773	\$ 20,982	\$ 20,511	\$ 22,556	\$ 33,234	\$ 36,819
Medical	\$ 55,630	\$ 69,076	\$ 56,629	\$ 61,793	\$ 76,293	\$ 90,155	\$ 96,466
<b>TOTAL EXPENDITURES</b>	<b>\$ 425,556</b>	<b>\$ 465,339</b>	<b>\$ 539,595</b>	<b>\$ 491,068</b>	<b>\$ 504,332</b>	<b>\$ 666,863</b>	<b>\$ 688,377</b>
<b>Full-Time Equivalent (FTE)</b>	9.00	9.00	9.00	9.00	9.00	10.50	10.50

\* Detailed revenue data was unavailable.

**ATTACHMENT C – CITY OF HAYSVILLE EMERGENCY COMMUNICATIONS FINANCIAL HISTORY\***

City of Haysville Police Department - Communications General Fund	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Revised
<b>REVENUE</b>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>					
<b>EXPENDITURES</b>						
Personnel	\$ 194,898	\$ 214,786	\$ 196,772	\$ 166,557	\$ 178,887	\$ 151,878
Contractual Services	\$ 3,849	\$ 4,318	\$ 4,455	\$ 2,567	\$ 1,046	\$ 3,006
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 6,691	\$ 6,199	\$ 6,146	\$ 5,016	\$ 3,979	\$ 4,211
Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ 2,671	\$ 9,176	\$ 3,392	\$ 5,062	\$ -	\$ -
Interfund Transfers	\$ 264	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 208,373</b>	<b>\$ 234,479</b>	<b>\$ 210,765</b>	<b>\$ 179,202</b>	<b>\$ 183,912</b>	<b>\$ 159,095</b>
FICA	\$ 14,910	\$ 16,431	\$ 15,053	\$ 12,742	\$ 13,693	\$ 11,228
KPERS	\$ 8,010	\$ 10,116	\$ 10,449	\$ 9,877	\$ 11,706	\$ 10,480
Medical	\$ 17,676	\$ 22,328	\$ 19,586	\$ 20,617	\$ 21,702	\$ 12,417
<b>TOTAL EXPENDITURES</b>	<b>\$ 248,969</b>	<b>\$ 283,354</b>	<b>\$ 255,853</b>	<b>\$ 222,438</b>	<b>\$ 231,013</b>	<b>\$ 193,220</b>
<b>Full-Time Equivalent (FTE)</b>	5.00	6.00	5.00	5.00	5.00	5.00

\* Detailed revenue data was unavailable. Medical expenditures for 2005-2008 are estimates based on 2009 actual...

## ATTACHMENT D – CALL TAKER STAFFING SCENARIOS

Time	Average Number of Calls	Staffing Level	Number of Minutes Consumed per Hour	Staffing Level	Number of Minutes Consumed per Hour	Staffing Level	Number of Minutes Consumed per Hour	Staffing Level	Number of Minutes Consumed per Hour	Staffing Level	Number of Minutes Consumed per Hour
Midnight	56.59	6	14.93	5	17.92	4	22.40	3	29.86	2	44.80
1AM	50.20	6	13.25	5	15.90	4	19.87	3	26.50	2	39.74
2AM	47.71	6	12.59	5	15.11	4	18.89	3	25.18	2	37.77
3AM	35.16	6	9.28	5	11.13	4	13.92	3	18.56	2	27.84
4AM	27.26	6	7.19	5	8.63	4	10.79	3	14.39	2	21.58
5AM	25.43	6	6.71	5	8.05	4	10.06	3	13.42	2	20.13
6AM	35.27	6	9.31	5	11.17	4	13.96	3	18.62	2	27.92
7AM	57.56	7	13.02	6	15.19	5	18.23	4	22.78	3	30.38
8AM	65.89	7	14.90	6	17.39	5	20.87	4	26.08	3	34.78
9AM	74.44	7	16.84	6	19.64	5	23.57	4	29.46	3	39.29
10AM	83.31	7	18.84	6	21.98	5	26.38	4	32.98	3	43.97
11AM	90.56	7	20.48	6	23.90	5	28.68	4	35.85	3	47.79
NOON	93.80	7	21.22	6	24.75	5	29.70	4	37.13	3	49.51
1PM	94.24	7	21.32	6	24.87	5	29.84	4	37.30	3	49.74
2PM	97.16	7	21.98	6	25.64	5	30.77	4	38.46	3	51.28
3PM	106.79	8	21.14	7	24.15	6	28.18	5	33.82	4	42.27
4PM	111.33	8	22.03	7	25.18	6	29.38	5	35.26	4	44.07
5PM	119.77	8	23.70	7	27.09	6	31.61	5	37.93	4	47.41
6PM	105.60	8	20.90	7	23.89	6	27.87	5	33.44	4	41.80
7PM	98.35	8	19.46	7	22.25	6	25.95	5	31.14	4	38.93
8PM	93.48	8	18.50	7	21.14	6	24.67	5	29.60	4	37.00
9PM	92.94	8	18.39	7	21.02	6	24.53	5	29.43	4	36.79
10PM	81.47	8	16.12	7	18.43	6	21.50	5	25.80	4	32.25
11PM	67.19	6	17.73	5	21.28	4	26.60	3	35.46	2	53.19

## ATTACHMENT E – SUGGESTED IMPLEMENTATION PLAN

Action	Beginning Date	Completion Date	Estimated Time	Person Responsible
ACCEPT STUDY FINDINGS IN PRINCIPLE AND REQUEST SERVICE CONSOLIDATION: Formal review and approval by each elected board	August 1	October 1	2 months	City of Derby City of Haysville
EXPAND PARTICIPATION OF EXISTING ADVISORY BOARD TO INCLUDE MEMBERSHIP OF MUNICIPALITIES CONSOLIDATING SERVICES: Include direct participation during transition period and rotating appointments carrying forward.	October 1	November 1	1 month	Advisory Board
ESTABLISH AGREEMENT FOR SERVICE CONSOLIDATION: Enact appropriate local ordinances directing staff members to support service consolidation efforts as well as inter-local agreements specifying governance, responsibility, performance and communication	October 1	December 1	2 months	Advisory Board Representatives of each local government
APPOINT A PROJECT MANAGER RESPONSIBLE FOR SERVICE CONSOLIDATION:	December 1	January 1	1 month	Advisory Board Representatives of each local government
ESTABLISH PERFORMANCE STANDARDS: Develop and adopt the standards, measures and accountability system for consolidated services and communication channels to municipalities	January 1	February 1	1 month	Advisory Board Project Manager Representatives of each local government
APPOINT TECHNICAL ADVISORY COMMITTEE: Develop committee mission statement and select representatives from local governments consolidating services and County Emergency Communications; establish project schedule, milestones and assignments	January 1	February 1	1 month	Project Manager Representatives of each local government

<b>Action</b>	<b>Beginning Date</b>	<b>Completion Date</b>	<b>Estimated Time</b>	<b>Person Responsible</b>
REVIEW HUMAN RESOURCES: Notify current staff members providing services of final expected date of locally-provided services; coordinate internal staff transition to other duties; coordinate application / recruitment of existing municipal staff to County systems	February 1	March 1	1 month	Project Manager Technical Advisory Committee Representatives of each local government (HR)
REVIEW INFORMATION SYSTEMS: Review each CAD and records management software and hardware system; determine mechanisms for archive / access of past data and data migration plans	February 1	March 1	1 month	Project Manager Technical Advisory Committee Representatives of each local government (IT)
PLAN and IMPLEMENT SERVICE CONSOLIDATION: Develop comprehensive transition plans for consolidating operations including timeframes for employee moves, data migration, moves and contingency plans for critical deliverables; this will include any necessary purchases of equipment, data replication, and testing.	February 1	April 1	3 months	Project Manager Technical Advisory Committee
POLICIES AND PROCEDURES: Review existing policies and procedures and recommend any revised policies and procedures	February 1	March 1	1 month	Project Manager Technical Advisory Committee
TRAINING: Develop and implement training plans for current and employees both for the transition and for ongoing education	February 1	April 1	3 months	Project Manager Technical Advisory Committee
COMMUNICATIONS: Develop guidelines for primary contact and communication for each agency/jurisdiction to handle requests for information, complaints, questions, etc.	March 1	April 1	1 month	Project Manager Technical Advisory Committee



# CITY OF HAYSVILLE, KANSAS

200 W. GRAND AVENUE - P.O. BOX 404 - HAYSVILLE, KS 67060  
(316) 529-5900 - FAX (316) 529-5925 - WWW.HAYSVILLE-KS.COM

## MEMORANDUM

**To:** Honorable Mayor Ken Hampton  
Haysville City Council Members

**From:** Planning/Community Relations Coordinator Jeana Morgan

**Subject:** Zone Change Request

**Date:** September 24, 2010

### MAYOR

KEN HAMPTON

### CITY COUNCIL

#### WARD I

KEITH PIERCE  
MIKE CONRADY

#### WARD II

ROB WILKERSON  
DERRICK K. SLOCUM

#### WARD III

STEVEN G. CRUM  
PAT EWERT

#### WARD IV

SANDY BRADSHAW  
MIKE KANAGA

On September 23, 2010 the Haysville Planning Commission held a public hearing for a zone change request to move from "D" Light Commercial to "E" Heavy Commercial on Lot 6 & 7, Block B, South Field Addition, commonly known as 7519 & 7539 S. Broadway. The following action was taken:

#### **Motion by Landers**

#### **Second by Kessler**

**I move we recommend approval for the zone change from "D" Light Commercial to "E" Heavy Commercial on Lot 6 & 7, Block B, South Field Addition.**

**Aziere yea, Conger yea, Kates yea, Kessler yea, Landers yea, Parton yea, Schneiter yea, Wethington yea, and Wiley yea.**

**Motion declared carried.**

This is now before you for action. Attached is the staff report.

Jeana M. Morgan, Coordinator  
Planning/Community Relations

# Staff Report

OWNER/APPLICANT/AGENT: Keever Wire VFW Post 6957 / Larry Tyson

REQUEST: "E" Heavy Commercial

CURRENT ZONING: "D" Light Commercial

LOCATION: 7519 & 7539 S. Broadway

LEGAL: Lot 6 & 7, Block B, South Field Addition

CURRENT USE: Vacant Commercial Lot

SITE SIZE: Said tract containing 1.7 acres more or less.

BACKGROUND: The applicant is requesting a zone change from "D" Light Commercial to "E" Heavy Commercial, to allow for construction of new facilities to house their Private Club establishment.

## ADJACENT ZONING AND LAND USES:

North "E" Heavy Commercial and P-O – Vacant Lot

South "A" Single Family – Single Family Housing

East "F" Light Industrial – Private Club

West "BB" One and Two Family – Duplex

PUBLIC SERVICES: Water and sewer are both available to the site. Electricity is available along Broadway. Entrance can be obtained from Broadway.

CONFORMANCE TO PLANS: The Land Use Plan shows this property as Commercial

August 31, 2010

## NOTICE OF PUBLIC HEARING

This letter serves to notify you that the Haysville Planning Commission will hold a public hearing to consider a zone change request from "D" Light Commercial to "E" Heavy Commercial for Lot 6 and 7, Block B, Southfield Addition to Haysville, Sedgwick County, Kansas. Generally known as 7519 and 7539 S. Broadway. A complete legal description is available for public inspection at City Hall, 200 W. Grand, during normal business hours.

You are hereby notified that a public hearing to consider this request is to be held before the Haysville Planning Commission on the following date, time and location:

**Thursday, September 23, 2010 at 7:00 p.m.**  
**Council Chambers, Haysville Municipal Building**  
**200 W. Grand, Haysville, Kansas**

As an owner or occupant of property in the area, you have the right to appear at the public hearing to express your views regarding this application. You are welcome to present your opinion, but past court rulings require that we make decisions based on facts, so factual evidence is much more helpful than opinion. You have no obligation to appear at the public hearing.

It is the policy of the Haysville Planning Commission that the following be considered in deliberations during public hearings for the purpose of making recommendations to the Haysville City Council:

- (a) The zoning, uses and character of the neighborhood;
- (b) The suitability of the subject property for the uses to which it has been restricted;
- (c) The extent to which removal of the restrictions will detrimentally affect nearby properties;
- (d) The length of time the subject property has remained vacant as zoned;
- (e) The relative gain to the public health, safety and welfare as compared to the hardship imposed upon the applicant;
- (f) The conformance of the requested change to the adopted or recognized comprehensive plan or other plans or policies being utilized by the city;
- (g) The impact of the proposed development on community facilities; and
- (h) Other appropriate information.

If you have questions, comments or concerns regarding this application prior to the public hearing, you may call the planning office at 529-5900. Written comments may be mailed to the Haysville Municipal Building, 200 W. Grand, Haysville, KS 67060, faxed to 529-5925 or emailed to [jmorgan@haysville-ks.com](mailto:jmorgan@haysville-ks.com)

***Area of Application***



(First Published in the Haysville Sun Times on the 1<sup>st</sup> day of October, 2010.)

THE CITY OF HAYSVILLE, KANSAS

ORDINANCE NO.

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM  
“D” TO “E” ON CERTAIN PROPERTY LOCATED WITHIN THE  
CORPORATE CITY LIMITS OF THE CITY OF HAYSVILLE, KANSAS.

WHEREAS, The property owner has submitted an application for the rezoning of a tract of land in accordance with the standards set forth in the Haysville Zoning Regulations;

WHEREAS, The legal description of the tract of land is as follows:

A tract of land located within the corporate city limits of Haysville, Kansas, described as:

**Lot 6 & 7, Block B, South Field Addition to Haysville, Sedgwick County,  
Kansas**

WHEREAS, The Planning Commission has submitted a report and recommendation to the Governing Body dated September 24, 2010 setting forth their findings of fact in reference to this matter in conformance with the guidelines set forth in the Zoning Regulations of the City of Haysville, Kansas;

WHEREAS, A public hearing was convened on the matter of rezoning the afore described tracts on September 23, 2010, by the Planning Commission for the City of Haysville, Kansas in conformance with the requirements set forth in the Zoning Regulations of the City of Haysville, Kansas;

WHEREAS, Following the public hearing, the Planning Commission found that the evidence that supported recommending approval of this requested zone change based upon the guidelines set forth in the Zoning Regulations of the City of Haysville, Kansas, which are:

1. The character of the neighborhood,
2. The zoning and uses of properties nearby,
3. The suitability of the subject property for the uses to which it has been restricted,
4. The extent to which removal of the restrictions will detrimentally affect nearby property,
5. The length of time the subject property has remained vacant as zoned,
6. The relative gain to the public health, safety and welfare by the destruction of the value of petitioner’s property as compared to the hardship imposed upon the individual landowners,
7. Recommendations of permanent staff, and
8. Conformance of the requested change to the adopted or recognized master plan being utilized by the City;

WHEREAS, The Planning Commission for the City of Haysville, Kansas recommends approval of the application by the property owner to change for the tract of land, as described above, from "D" to "E";

WHEREAS, The Governing Body has reviewed the Planning Commission's findings of fact and the factors upon which their recommendation is based; AND

WHEREAS, the Governing Body has considered the factors set forth in the Zoning Regulations of the City of Haysville, Kansas.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HAYSVILLE, KANSAS:

SECTION 1. The Governing Body adopts the recommendation of the Haysville Planning Commission and approves the PROPERTY OWNER'S request for rezoning of the tract of land described above, from "D" to "E".

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. This Ordinance shall take effect and be in force from and after its publication in the official city newspaper.

Passed by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2010.

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
MAYOR KEN HAMPTON

ATTEST:

\_\_\_\_\_  
CITY CLERK, BEVERLY RODGERS

SEAL

VENDOR NO NAME	PAYMENT AMT
195 A-FORD-ABLE	178.50
285 AMERICAN ELECTRIC COMPANY	45.40
292 AMERICAN FUN FOOD CO INC	56.10
305 AMERICAN PIONEER EQUIPMEN	3,659.00
368 ANDALE FARMER'S CO-	4,179.77
490 A T & T	1,171.42
495 AT&T MOBILITY	114.39
565 AWARDS FACTORY INC	56.25
577 B & B ELECTRIC MOTOR CO	2,766.30
633 BANK OF NEW YORK	531.00
680 BAYSINGER POLICE SUPPLY	160.60
685 BE AMAZED CARPET	876.00
695 BEALL & MITCHELL LLC	200.00
716 BEST OFFICE MACHINE REP	79.00
720 BEST SUPPLY CO INC	651.89
798 BLACK EAGLE MARTIAL	240.00
836 BRENNTAG SW	481.80
996 CAPITAL ONE BANK N A	5,844.26
1010 CARLSON HYDRAULICS	252.50
1097 CENTRAL EQUIPMENT	187.50
1430 D & D EQUIPMENT & SALES	910.00
1493 DE LAGE LANDEN PUBLIC FIN	203.27
1630 ESET LLC	80.50
1816 FAMILY MEDCENTERS PA	439.77
1819 FARM PLAN	246.23

VENDOR NO NAME	PAYMENT AMT
1825 FASTENAL COMPANY	83.46
1828 FASTSIGNS	59.00
1950 FOLEY EQUIP CO	256.15
2065 GLATT SABRINA	830.00
2168 GRAYBAR	153.42
2300 HAYSVILLE COMM LIBRARY	24,010.09
2320 HAYSVILLE FLORIST	39.00
2357 HAYSVILLE SAW & MOWER	200.00
2367 HAYSVILLE TRUE VALUE	893.40
2370 HAYSVILLE USD 261	2,773.71
2500 HOMELAND STORES INC	183.24
2635 INFORMATION TECHNOLOGIES	75.00
2770 J D'S GRAPHICS	164.50
2835 JOJAC'S LANDSCAPE &	665.00
2940 KANSAS DISC	240.66
2973 KANSAS BG INC	470.50
3085 KDHE -DIV OF ENVIRONMENT	200.00
3245 KS INTELLIGENCE ASSOCIATI	50.00
3385 KANSAS USSSA	170.00
3386 KS USSSA	60.00
3500 KONICA MINOLTA BUS SYS	64.87
3694 LIES TRASH SERVICE	620.00
3744 LOGO DEPOT	59.99
3964 METRO APPAREL IMPRINT CO	1,528.40
3965 METRO APPLIANCES &	499.00

VENDOR NO NAME	PAYMENT AMT
4010 MID-CONTINENT SAFETY LLC	285.60
4200 MURDOCK COMPANIES INC	220.75
4368 OCEAN SYSTEMS	900.00
4406 PACE ANALYTICAL SERVICES	83.00
4445 PARKER OIL COMPANY INC	163.65
4505 PEPSI-COLA	237.90
4520 PETTY CASH	1,162.58
4708 PRICHARD ANIMAL HOSPITAL	30.09
4780 PRO-KEM SUPPLIES INC	88.00
4860 QUILL CORPORATION	330.66
4920 RADIOSHACK CORP	70.41
5220 SALINA SUPPLY COMPANY	446.15
5326 SEDG CTY ANIMAL CONTROL	58.00
5430 SHERWIN-WILLIAMS COMPANY	29.29
5537 SOUTH CENTRAL KS CT	1,050.00
5690 STAR ELECTRIC SUPPLY INC	303.06
5740 STERICYCLE INC	85.56
5770 SUPERIOR COMP SUPPLY INC	1,493.70
6030 UNITED STATES POSTAL SERV	950.00
6135 UNIFIRST CORPORATION	484.42
6280 VOICE PRODUCTS INC	16,839.00
6300 WAL-MART COMMUNITY	129.45
6345 WASTE CONNECTIONS INC	204.25
6416 WESTERN IMAGING INC	16.95
6480 WICHITA TRACTOR CO	1,618.74

VENDOR NO NAME	PAYMENT AMT
6590 WICHITA PUMP &	3,594.22
6630 WICHITA WINWATER	517.90
6700 WILLIAMS JANITORIAL SUPPL	564.84
10160 MIDKIFF MARK	72.00
REPORT TOTAL	<u>89,991.01</u>

FUND	NAME	TOTAL
01	GENERAL FU	15,082.38
10	SEWER FUND	8,111.69
11	WATER FUND	5,400.24
12	MUNICIPAL	67.52
14	STORMWATER	14.73
21	STREET FUN	3,944.82
24	LAW ENFORC	499.00
25	LIBRARY FU	24,010.09
30	RECREATION	6,516.36
31	SP. PARKS	113.82
32	HAYSVILLE	141.98
33	FEDERAL LA	2,079.71
36	CAPITAL IM	6,891.26
39	CRA GRANT	50.92
81	EQUIPMENT	17,026.50
90	BOND SERIE	39.99
	TOTAL	<u>89,991.01</u>

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
-----														
INTRUST GENERAL FUND														
4520 PETTY CASH														
PO 11183	1 I	9/28/2010	9/23/2010	REIMBURSE FUND	350.00		350.00		350.00	01				1
								01-00-5016	GENERAL BUILDING RENTAL FEES					
				** VENDOR TOTALS *	350.00		350.00		350.00					
				REVENUE FUNDS	350.00		350.00		350.00					
490 A T & T														
SEPT 2010	1 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	124.07		124.07		124.07	01				1
								01-01-2002	CITY CLERK TELEPHONE					
				** VENDOR TOTALS *	124.07		124.07		124.07					
4520 PETTY CASH														
PO 11183	5 I	9/28/2010	9/23/2010	REIMBURSE FUND	7.94		7.94		7.94	01				1
								01-01-2012	CITY CLERK MISCELLANEOUS					
	6 I			REIMBURSE FUND	10.00		10.00		10.00	01				1
								01-01-2015	CITY CLERK TRG/EDUC/TRAVEL					
				* INVOICE TOTALS	17.94		17.94		17.94					
				** VENDOR TOTALS *	17.94		17.94		17.94					
				CITY CLERK	142.01		142.01		142.01					
195 A-FORD-ABLE-LOCKSMITHING INC														
601459	1 I	9/28/2010	9/14/2010	51 DUPLICATE KEYS @ 3.5	178.50		178.50		178.50	01				1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT					
				** VENDOR TOTALS *	178.50		178.50		178.50					
368 ANDALE FARMER'S CO-OP														
33055	1 I	9/28/2010	9/10/2010	1682 GAL UNLEADED GASOL @ 2.485 PG	4179.77		4179.77		4179.77	01				1
								01-02-2010	POLICE GASOLINE & OIL					
				** VENDOR TOTALS *	4179.77		4179.77		4179.77					
490 A T & T														
SEPT 2010	2 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	312.14		312.14		312.14	01				1
								01-02-2002	POLICE TELEPHONE					
				** VENDOR TOTALS *	312.14		312.14		312.14					
680 BAYSINGER POLICE SUPPLY INC														
39363	1 I	9/28/2010	9/10/2010	2-S/S UNIFORM SHIRTS @	75.90		75.90		75.90	01				1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT					
	2 I			ADD ZIPPERS/ CHEVRONS	17.90		17.90		17.90	01				1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT					
				* INVOICE TOTALS	93.80		93.80		93.80					
40033	1 I	9/28/2010	9/21/2010	CLIP TIE (DAILY)	6.95		6.95		6.95	01				1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
	2 I			VELCRO TIE (KIELHORN)	8.95	01-02-2016	8.95		POLICE UNIFORMS & EQUIPMENT	01			1
				* INVOICE TOTALS	15.90	01-02-2016	15.90		POLICE UNIFORMS & EQUIPMENT				
40069	1 I	9/28/2010	9/23/2010	L/S UNIFORM SHIRTS (ANT	41.95	01-02-2016	41.95		41.95 01				1
	2 I			ADD ZIPPER AND CHEVRON	8.95	01-02-2016	8.95		8.95 01				1
				* INVOICE TOTALS	50.90	01-02-2016	50.90		POLICE UNIFORMS & EQUIPMENT				
				** VENDOR TOTALS *	160.60		160.60		160.60				
				2168 GRAYBAR									
949824585	1 I	9/28/2010	9/14/2010	100 NYL CABLE TIES	15.40	01-02-2007	15.40		15.40 01				1
	2 I			100 -8 POS MOD PLUG ASM	35.66	01-02-2007	35.66		35.66 01				1
	3 I			4-SURGE PROTECTOR STRIP	57.92	01-02-2007	57.92		57.92 01				1
				* INVOICE TOTALS	108.98	01-02-2007	108.98		POLICE RADIO REPAIR				
				** VENDOR TOTALS *	108.98		108.98		108.98				
				2320 HAYSVILLE FLORIST									
848194	1 I	9/28/2010	9/21/2010	3 ROLL 40X100 CLEAR CEL	39.00	01-02-2012	39.00		39.00 01				1
				** VENDOR TOTALS *	39.00		39.00		POLICE MISCELLANEOUS				
				2367 HAYSVILLE TRUE VALUE									
AUG 2010	1 I	9/28/2010	8/31/2010	MONTHLY HARDWARE SUPPLI	40.00	01-02-2006	40.00		40.00 01				1
	2 I			HARDWARE SUPPLIES	5.59	01-02-2007	5.59		5.59 01				1
	3 I			HARDWARE SUPPLIES	26.15	01-02-2007	26.15		26.15 01				1
	4 I			HARDWARE SUPPLIES	2.53	01-02-2012	2.53		2.53 01				1
				* INVOICE TOTALS	74.27	01-02-2035	74.27		POLICE VEHICLE MAINTENANCE				
				** VENDOR TOTALS *	74.27		74.27		74.27				
				2635 INFORMATION TECHNOLOGIES INC									
1201012328	1 I	9/28/2010	9/16/2010	AFTER HOURS SUPPORT AID	75.00	01-02-2040	75.00		75.00 01				1
				COMPUTER AIDED DISPATCH									
				** VENDOR TOTALS *	75.00		75.00		POLICE CONTRACTUAL				
				2940 KANSAS DIVISION OF INFORMATION									
DISC1256	1 I	9/28/2010	7/31/2010	TELETYPE PHONE LINE SER	240.66	01-02-2002	240.66		240.66 01				1
				JULY 2010									
				** VENDOR TOTALS *	240.66		240.66		POLICE TELEPHONE				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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PO 20237	1 I	9/28/2010	9/22/2010	3245 KS INTELLIGENCE ASSOCIATION CHAD CASE-REGISTRATION	25.00		25.00		25.00	01			1
	2 I			MALCOLM YOUNG-REGISTRAT TRAINING 10/27/10	25.00	01-02-2015	25.00		25.00	01			1
				* INVOICE TOTALS	50.00		50.00		50.00				
				** VENDOR TOTALS *	50.00		50.00		50.00				
215673885	1 I	9/28/2010	9/07/2010	3500 KONICA MINOLTA BUSINESS COPIER MAINTENANCE BILL	47.27		47.27		47.27	01			1
				** VENDOR TOTALS *	47.27	01-02-2040	47.27		47.27				
E23389	1 I	9/28/2010	9/23/2010	3744 LOGO DEPOT EMBROIDERED S/S POLO B SIMMONS	59.99		59.99		59.99	01			1
				** VENDOR TOTALS *	59.99	01-02-2016	59.99		59.99				
10167	1 I	9/28/2010	9/10/2010	4368 OCEAN SYSTEMS DETECTIVE FORENSIC VIDE	900.00		900.00		900.00	01			1
				** VENDOR TOTALS *	900.00	01-02-2015	900.00		900.00				
PO 11183	7 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	357.38		357.38		357.38	01			1
	8 I			REIMBURSE FUND	7.72	01-02-2012	7.72		7.72	01			1
				* INVOICE TOTALS	365.10	01-02-2015	365.10		365.10				
				** VENDOR TOTALS *	365.10		365.10		365.10				
195374	1 I	9/28/2010	9/10/2010	4708 PRICHARD ANIMAL HOSPITAL PA 35# DOG FOOD- ROX	30.09		30.09		30.09	01			1
				** VENDOR TOTALS *	30.09	01-02-2047	30.09		30.09				
4489	1 I	9/28/2010	9/14/2010	4780 PRO-KEM SUPPLIES INC PULSE SERVICES PD OFFIC	40.00		40.00		40.00	01			1
				** VENDOR TOTALS *	40.00	01-02-2004	40.00		40.00				
8070626	1 I	9/28/2010	9/17/2010	4860 QUILL CORPORATION OFFICE SUPPLIES	330.66		330.66		330.66	01			1
				** VENDOR TOTALS *	330.66	01-02-2004	330.66		330.66				
259340	1 I	9/28/2010	9/14/2010	4920 RADIOSHACK CORPORATION 3-GP 20' 1/8" EXTEN @12	38.97		38.97		38.97	01			1
259578	1 I	9/28/2010	9/20/2010	3-36" MM CABLES @ 4.49	13.47	01-02-2007	13.47		13.47	01			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
	2 I			3-2PK RCA COUPLERS @ 5.	17.97	01-02-2006	17.97	POLICE	EQUIPMENT MAINTENANCE				1
				* INVOICE TOTALS	31.44	01-02-2006	31.44	POLICE	EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	70.41		70.41		70.41				
				5326 SEDGWICK COUNTY									
AUG 2010	1 I	9/28/2010	9/20/2010	2 DOGS PICKED UP @ 29.0	58.00	01-02-2013	58.00	POLICE	ANIMAL CONTROL				1
				** VENDOR TOTALS *	58.00		58.00		58.00				
				5740 STERICYCLE INC									
4001994808	1 I	9/28/2010	9/16/2010	QUARTERLY DISPOSAL FEE	85.56	01-02-2055	85.56	POLICE	HEALTH & SAFETY				1
				** VENDOR TOTALS *	85.56		85.56		85.56				
				6345 WASTE CONNECTIONS INC									
6892013	1 I	9/28/2010	10/01/2010	QUARTERLY COLLECTION FE	25.00	01-02-2013	25.00	POLICE	ANIMAL CONTROL				1
				** VENDOR TOTALS *	25.00		25.00		25.00				
				6700 WILLIAMS JANITORIAL SUPPLY									
404692	1 I	9/28/2010	9/14/2010	2-5X48 DUST MOPS W/DISCOUNT APPLIED	53.09	01-02-2016	53.09	POLICE	UNIFORMS & EQUIPMENT				1
	2 I			2-60" DUST MOP HANDLES	28.28	01-02-2016	28.28	POLICE	UNIFORMS & EQUIPMENT				1
	3 I			2-DUST MOP FRAMES 5X48	22.88	01-02-2016	22.88	POLICE	UNIFORMS & EQUIPMENT				1
	4 I			AEROSOL MOP TREATMENT	7.47	01-02-2016	7.47	POLICE	UNIFORMS & EQUIPMENT				1
				* INVOICE TOTALS	111.72	01-02-2016	111.72	POLICE	UNIFORMS & EQUIPMENT				
405008	1 I	9/28/2010	9/17/2010	3-70"X58" SUPER SOAKER	285.00	01-02-2016	285.00	POLICE	UNIFORMS & EQUIPMENT				1
	2 I			4X6 FLOOR MAT NEW FACILITY	75.00	01-02-2016	75.00	POLICE	UNIFORMS & EQUIPMENT				1
				* INVOICE TOTALS	360.00	01-02-2016	360.00	POLICE	UNIFORMS & EQUIPMENT				
				** VENDOR TOTALS *	471.72		471.72		471.72				
				POLICE	7902.72		7902.72		7902.72				
				490 A T & T									
SEPT 2010	5 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	11.67	01-03-2002	11.67	PARK	TELEPHONE				1
				** VENDOR TOTALS *	11.67		11.67		11.67				
				996 CAPITAL ONE BANK N A									
AUG 2010	12 I	9/28/2010	9/06/2010	HARBOR FRT-BLASTER SODA	115.97		115.97		115.97				1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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GRAFFITI REMOVAL													
						01-03-2009			PARK MATERIALS				
				** VENDOR TOTALS *	115.97		115.97		115.97				
284078	1 I	9/28/2010	9/04/2010	1819 FARM PLAN FILTERS, BELT, CAP, FRT PARK MOWER MAINTENANCE	246.23		246.23		246.23	01			1
				** VENDOR TOTALS *	246.23		246.23		246.23				
949718532	1 I	9/28/2010	9/08/2010	2168 GRAYBAR 3" SLIP-JOINT COUPLING	20.12		20.12		20.12	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
	2 I			3" STEEL LOCKNUT	2.61		2.61		2.61	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
	3 I			3" PLASTIC BUSHING	1.30		1.30		1.30	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
	4 I			REFLEX STRIPPER POWER UPGRADE @ RIGGS P	20.41		20.41		20.41	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	44.44		44.44		44.44				
				** VENDOR TOTALS *	44.44		44.44		44.44				
AUG 2010	5 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	27.73		27.73		27.73	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
	6 I			HARDWARE SUPPLIES	231.27		231.27		231.27	01			1
						01-03-2009			PARK MATERIALS				
	7 I			HARDWARE SUPPLIES	40.50		40.50		40.50	01			1
						01-03-2012			PARK MISCELLANEOUS				
				* INVOICE TOTALS	299.50		299.50		299.50				
				** VENDOR TOTALS *	299.50		299.50		299.50				
SEPT 2010	9 I	9/28/2010	9/14/2010	3694 LIES TRASH SERVICE RIGGS PARK TRASH REMOVA	160.00		160.00		160.00	01			1
						01-03-2012			PARK MISCELLANEOUS				
				** VENDOR TOTALS *	160.00		160.00		160.00				
8251-2	1 I	9/28/2010	9/09/2010	5430 SHERWIN-WILLIAMS COMPANY 1 GAL EXTERIOR PAINT PARK SHELTERS -RIGGS	29.29		29.29		29.29	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	29.29		29.29		29.29				
268712	1 I	9/28/2010	9/09/2010	5690 STAR ELECTRIC SUPPLY INC 1PH 200A MAIN BRK LOAD	221.77		221.77		221.77	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
	2 I			20A 120/240V POLE BREAK	50.70		50.70		50.70	01			1
						01-03-2006			PARK EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	272.47		272.47		272.47				
268713	1 I	9/28/2010	9/09/2010	225A 2POLE LUG BLOCK	30.59		30.59		30.59	01			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
RIGGS PARK POWER UPGRAD													
				** VENDOR TOTALS *	303.06		303.06		303.06				
6135 UNIFIRST CORPORATION													
PO 11184	4 I	9/28/2010	9/17/2010	2 WK UNIFORM RENT/CLEAN	69.85		69.85		69.85	01			1
				** VENDOR TOTALS *	69.85		69.85		69.85				
				PARK	1280.01		1280.01		1280.01				
490 A T & T													
SEPT 2010	6 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	11.67		11.67		11.67	01			1
				** VENDOR TOTALS *	11.67		11.67		11.67				
2367 HAYSVILLE TRUE VALUE													
AUG 2010	8 I	9/28/2010	8/31/2010	FAN ON A STAND/OSCILLAT	34.99		34.99		34.99	01			1
				** VENDOR TOTALS *	34.99		34.99		34.99				
4520 PETTY CASH													
PO 11183	9 I	9/28/2010	9/23/2010	REIMBURSE FUND	10.00		10.00		10.00	01			1
				** VENDOR TOTALS *	10.00		10.00		10.00				
				PLANNING COMMISSI	56.66		56.66		56.66				
490 A T & T													
SEPT 2010	3 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	90.22		90.22		90.22	01			1
				** VENDOR TOTALS *	90.22		90.22		90.22				
4520 PETTY CASH													
PO 11183	10 I	9/28/2010	9/23/2010	REIMBURSE FUND	12.50		12.50		12.50	01			1
				** VENDOR TOTALS *	12.50		12.50		12.50				
5537 RICHARD T COLLINS													
PO 11168	1 I	9/28/2010	9/01/2010	6 EVALUATIONS JAN-JUL 2	900.00		900.00		900.00	01			1
				** VENDOR TOTALS *	900.00		900.00		900.00				
	2 I			10 U/As FEB-AUG 2010	150.00		150.00		150.00	01			1
				COURT ORDERED SERVICES									
				* INVOICE TOTALS	1050.00		1050.00		1050.00				
				** VENDOR TOTALS *	1050.00		1050.00		1050.00				
5770 SUPERIOR COMPUTER SUPPLY INC													
184281	1 I	9/28/2010	9/17/2010	HP FUSER -COURT PRINTER	320.32		320.32		320.32	01			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
				** VENDOR TOTALS *	320.32		320.32		320.32				
						01-06-2004							
59408	1 I	9/28/2010	9/13/2010	6416 WESTERN IMAGING INC COPIER MAINTENANCE CONT	16.95		16.95		16.95	01			1
				** VENDOR TOTALS *	16.95		16.95		16.95				
						01-06-2004							
				MUNICIPAL COURT	1489.99		1489.99		1489.99				
AUG 2010	9 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A LOWES-CORK TILES VICKER	22.02		22.02		22.02	01			1
				** VENDOR TOTALS *	22.02		22.02		22.02				
						01-09-2009							
AUG 2010	9 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	9.98		9.98		9.98	01			1
				** VENDOR TOTALS *	9.98		9.98		9.98				
						01-09-2012							
SEPT 2010	1 I	9/28/2010	9/14/2010	3694 LIES TRASH SERVICE CITY BLDG TRASH REMOVAL	40.00		40.00		40.00	01			1
	11 I			COMMUNITY BLDG TRASH SE	50.00		50.00		50.00	01			1
				* INVOICE TOTALS	90.00		90.00		90.00				
				** VENDOR TOTALS *	90.00		90.00		90.00				
						01-09-2040							
PO 11183	11 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	30.61		30.61		30.61	01			1
				** VENDOR TOTALS *	30.61		30.61		30.61				
						01-09-2009							
4489	2 I	9/28/2010	9/14/2010	4780 PRO-KEM SUPPLIES INC AIR FRESHENERS	32.00		32.00		32.00	01			1
				** VENDOR TOTALS *	32.00		32.00		32.00				
						01-09-2012							
405009	1 I	9/28/2010	9/17/2010	6700 WILLIAMS JANITORIAL SUPPLY 2-PK VACCUM CLEANER BAG	26.94		26.94		26.94	01			1
405237	1 I	9/28/2010	9/22/2010	6 URINAL MATS/NEW PD-CT	66.18		66.18		66.18	01			1
				** VENDOR TOTALS *	93.12		93.12		93.12				
						01-09-2009							
				CITY BUILDINGS &	277.73		277.73		277.73				
SEPT 2010	1 I	9/28/2010	9/22/2010	695 BEALL & MITCHELL LLC ASST CITY ATTORNEY SERV	200.00		200.00		200.00	01			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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SEPTEMBER 2010 PAYMENT													
				** VENDOR TOTALS *	200.00		200.00		200.00				
				01-10-1100					SP FUNDS PERSONNEL SERVICES				
				716 BEST OFFICE MACHINE REPAIRS									
2132	1 I	9/28/2010	9/13/2010	PAPER SHREDDER SERVICE RESTORE FUNCTION	79.00		79.00		79.00	01			1
				** VENDOR TOTALS *	79.00		79.00		79.00				
				01-10-2012					SP FUNDS MISCELLANEOUS				
				5770 SUPERIOR COMPUTER SUPPLY INC									
184190	3 I	9/28/2010	9/16/2010	OFFICE SUPPLIES	544.73		544.73		544.73	01			1
				01-10-2077					SP FUNDS SHARED OFFICE EXPENSE				
184651	1 I	9/28/2010	9/22/2010	OFFICE SUPPLIES	311.25		311.25		311.25	01			1
				** VENDOR TOTALS *	855.98		855.98		855.98				
				01-10-2077					SP FUNDS SHARED OFFICE EXPENSE				
				SPECIAL FUNDS	1134.98		1134.98		1134.98				
				490 A T & T									
SEPT 2010	4 I	9/28/2010	9/11/2010	MONTHLY PHONE BILL	29.17		29.17		29.17	01			1
				** VENDOR TOTALS *	29.17		29.17		29.17				
				01-12-2003					SR CENTER UTILITIES				
				685 BE AMAZED CARPET CLEANING									
1019	1 I	9/28/2010	9/17/2010	CARPET & FURNITURE CLEA SCOTCHGARD TREATMENT	876.00		876.00		876.00	01			1
				** VENDOR TOTALS *	876.00		876.00		876.00				
				01-12-2025					SR CENTER BUILDING MAINTENANCE				
				3500 KONICA MINOLTA BUSINESS									
215679586	1 I	9/28/2010	9/08/2010	MONTHLY COPIER MAINTENA	17.60		17.60		17.60	01			1
				** VENDOR TOTALS *	17.60		17.60		17.60				
				01-12-2004					SR CENTER OFFICE EXPENSE				
				3694 LIES TRASH SERVICE									
SEPT 2010	5 I	9/28/2010	9/14/2010	SR CTR TRASH REMOVAL	50.00		50.00		50.00	01			1
				** VENDOR TOTALS *	50.00		50.00		50.00				
				01-12-2003					SR CENTER UTILITIES				
				4520 PETTY CASH									
PO 11183	12 I	9/28/2010	9/23/2010	REIMBURSE FUND	10.00		10.00		10.00	01			1
				** VENDOR TOTALS *	10.00		10.00		10.00				
				01-12-2015					SR CENTER TRG/EDUC/TRAVEL				
				4780 PRO-KEM SUPPLIES INC									
4489	3 I	9/28/2010	9/14/2010	SR CTR RESTROOMS	16.00		16.00		16.00	01			1
				** VENDOR TOTALS *	16.00		16.00		16.00				
				01-12-2025					SR CENTER BUILDING MAINTENANCE				
				SENIOR CENTER	998.77		998.77		998.77				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
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SEPT 2010	7 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	11.67		11.67		11.67	01				1
	16 I			COMMUNITY DEVELOPMENT	31.03	01-18-2002	31.03	GEN GOVT	TELEPHONE/POSTAGE	01				1
				* INVOICE TOTALS	42.70	01-18-2002	42.70	GEN GOVT	TELEPHONE/POSTAGE					
				** VENDOR TOTALS *	42.70		42.70		42.70					
AUG 2010	7 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A ACEP-PRE-CONFERENCE REG	25.00		25.00		25.00	01				1
	8 I			HILTON GARDEN-1 WK LODG ACEP CONFERENCE-D NEW	471.48	01-18-2015	471.48	GEN GOVT	TRAINING/EDUC/TRAVEL	01				1
	14 I			EXTENSOF-ARTISTER WEB AUTOMATION SOFTWARE	129.95	01-18-2015	129.95	GEN GOVT	TRAINING/EDUC/TRAVEL	01				1
				* INVOICE TOTALS	626.43	01-18-2012	626.43	GEN GOVT	MISCELLANEOUS					
				** VENDOR TOTALS *	626.43		626.43		626.43					
PO 11183	13 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	20.00		20.00		20.00	01				1
				** VENDOR TOTALS *	20.00	01-18-2012	20.00	GEN GOVT	MISCELLANEOUS					
				GENERAL GOVERNMEN	689.13		689.13		689.13					
SEPT 2010	10 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	43.76		43.76		43.76	01				1
				** VENDOR TOTALS *	43.76	01-20-2002	43.76	INSPECTION	TELEPHONE					
PO 11184	5 I	9/28/2010	9/17/2010	6135 UNIFIRST CORPORATION 2 WK UNIFORM RENT/CLEAN	28.28		28.28		28.28	01				1
				** VENDOR TOTALS *	28.28	01-20-2016	28.28	INSPECTION	UNIFORMS					
				INSPECTION	72.04		72.04		72.04					
SEPT 2010	8 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	11.67		11.67		11.67	01				1
				** VENDOR TOTALS *	11.67	01-21-2002	11.67	INFORMATION	SYS TELEPHONE					
				INFORMATION SYSTE	11.67		11.67		11.67					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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SEPT 2010	9 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	11.67		11.67		11.67	01			1
				** VENDOR TOTALS *	11.67		11.67	01-22-2002	11.67				
				MEDIA SPECIALIST	11.67		11.67		11.67				
				MEDIA SPECIALIST TELEPHONE									
-----													
2835 JOJAC'S LANDSCAPE & MOWING INC													
22653	1 I	9/28/2010	9/07/2010	701 S BLUESTEM-MOWED	65.00		65.00		65.00	01			1
22654	1 I	9/28/2010	9/07/2010	600 E GRAND AVE-MOWED	48.00		48.00	01-28-2012	48.00				1
22655	1 I	9/28/2010	9/07/2010	400 W HOLLYWOOD MOWED	65.00		65.00	01-28-2012	65.00				1
22656	1 I	9/28/2010	9/07/2010	432 E GRAND AVE-MOWED	48.00		48.00	01-28-2012	48.00				1
22657	1 I	9/28/2010	9/07/2010	6430 HALE-MOWED	65.00		65.00	01-28-2012	65.00				1
22658	1 I	9/28/2010	9/07/2010	63RD & SENECA -MOWED	165.00		165.00	01-28-2012	165.00				1
22659	1 I	9/28/2010	9/07/2010	734 KARLA CT-MOWED	48.00		48.00	01-28-2012	48.00				1
22660	1 I	9/28/2010	9/07/2010	6406 S OSAGE CT-MOWED	48.00		48.00	01-28-2012	48.00				1
22661	1 I	9/28/2010	9/07/2010	932 SUMMEY-MOWED	65.00		65.00	01-28-2012	65.00				1
22662	1 I	9/28/2010	9/07/2010	257 STEARNS-MOWED	48.00		48.00	01-28-2012	48.00				1
				** VENDOR TOTALS *	665.00		665.00	01-28-2012	665.00				
				NOXIOUS WEEDS	665.00		665.00		665.00				
				GENERAL FUND	15082.38		15082.38		15082.38				



INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
252908	1 I	9/28/2010	9/03/2010	1 WK BOOM LIFT RENTAL	570.00		570.00		570.00	10			1
						10-30-2040			SEWER CONTRACTUAL				
253043	1 I	9/28/2010	9/09/2010	1 DAY BOOM LIFT RENTAL HEADWORKS BLDG - ROOF E	190.00		190.00		190.00	10			1
						10-30-2040			SEWER CONTRACTUAL				
253057	1 I	9/28/2010	9/09/2010	10X14MM ASPHALT BLADE	10.00		10.00		10.00	10			1
						10-30-2009			SEWER MATERIALS				
253078	1 I	9/28/2010	9/09/2010	14X20MM ASPHALT BLADES	15.00		15.00		15.00	10			1
						10-30-2009			SEWER MATERIALS				
				** VENDOR TOTALS *	835.00		835.00		835.00				
				1816 FAMILY MEDCENTERS PA									
11177	1 I	9/28/2010	9/15/2010	WORK COMP MEDICAL TREAT	208.96		208.96		208.96	10			1
						10-30-2012			SEWER MISCELLANEOUS				
				** VENDOR TOTALS *	208.96		208.96		208.96				
				1825 FASTENAL COMPANY									
KSWI217763	1 I	9/28/2010	9/03/2010	ASST U-BOLTS & FASTENER SAFETY RAILS	83.46		83.46		83.46	10			1
						10-30-2006			SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	83.46		83.46		83.46				
				2367 HAYSVILLE TRUE VALUE									
AUG 2010	10 I	9/28/2010	8/31/2010	HARDWARE SUPPLIES	57.03		57.03		57.03	10			1
						10-30-2006			SEWER EQUIPMENT MAINTENANCE				
	11 I			HARDWARE SUPPLIES	92.10		92.10		92.10	10			1
						10-30-2012			SEWER MISCELLANEOUS				
				* INVOICE TOTALS	149.13		149.13		149.13				
				** VENDOR TOTALS *	149.13		149.13		149.13				
				2770 J D'S GRAPHICS									
2756	1 I	9/28/2010	9/20/2010	1M RED TAGS-WATER SHUT	66.25		66.25		66.25	10			1
						10-30-2004			SEWER OFFICE EXPENSE				
	3 I			4.5M WATER STUB BLANK C	16.00		16.00		16.00	10			1
						10-30-2004			SEWER OFFICE EXPENSE				
				* INVOICE TOTALS	82.25		82.25		82.25				
				** VENDOR TOTALS *	82.25		82.25		82.25				
				2973 KANSAS BG INC									
45420	1 I	9/28/2010	9/07/2010	SUPERCHARGE II FUEL ADD	156.83		156.83		156.83	10			1
						10-30-2006			SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	156.83		156.83		156.83				
				3085 KDHE -DIVISION OF ENVIRONMENT									
PO 11149	1 I	9/28/2010	9/22/2010	ACCREDITATION HYDROGEN ION (pH)	200.00		200.00		200.00	10			1
						10-30-2040			SEWER CONTRACTUAL				
				** VENDOR TOTALS *	200.00		200.00		200.00				
				3694 LIES TRASH SERVICE									
SEPT 2010	2 I	9/28/2010	9/14/2010	CITY BLDG TRASH REMOVAL	40.00		40.00		40.00	10			1
						10-30-2040			SEWER CONTRACTUAL				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
	6 I			PUB WKS TRASH REMOVAL	16.67		16.67		16.67	10			1
				* INVOICE TOTALS	56.67	10-30-2040	56.67	SEWER CONTRACTUAL	56.67				
				** VENDOR TOTALS *	56.67		56.67		56.67				
3038373	1 I	9/28/2010	9/24/2010	4010 MID-CONTINENT SAFETY LLC SAFETY GLASSES, DRINK M EAR PLUG, COOLING BANDA	95.20		95.20		95.20	10			1
				** VENDOR TOTALS *	95.20	10-30-2012	95.20	SEWER MISCELLANEOUS	95.20				
145361	1 I	9/28/2010	8/31/2010	4200 MURDOCK COMPANIES INC 1/2 X 81 V BELTS- 2 @ 1	27.84		27.84		27.84	10			1
	2 I			5/8 X 78 WEDGE BELTS-2	101.62	10-30-2006	101.62	SEWER EQUIPMENT MAINTENANCE	101.62	10			1
				* INVOICE TOTALS	129.46	10-30-2006	129.46	SEWER EQUIPMENT MAINTENANCE	129.46				
145409	1 I	9/28/2010	8/31/2010	4 FITTINGS	20.56		20.56		20.56	10			1
	2 I			84" HOSE	15.96	10-30-2006	15.96	SEWER EQUIPMENT MAINTENANCE	15.96	10			1
				* INVOICE TOTALS	36.52	10-30-2006	36.52	SEWER EQUIPMENT MAINTENANCE	36.52				
145531	1 I	9/28/2010	9/02/2010	PULLEY ADJUST REPAIR HEADWORKS	20.23		20.23		20.23	10			1
						10-30-2006		SEWER EQUIPMENT MAINTENANCE					
411239	1 I	9/28/2010	9/01/2010	HOSE	16.80		16.80		16.80	10			1
	2 I			FITTINGS	15.90	10-30-2006	15.90	SEWER EQUIPMENT MAINTENANCE	15.90	10			1
	3 I			COUPLINGS	1.84	10-30-2006	1.84	SEWER EQUIPMENT MAINTENANCE	1.84	10			1
				* INVOICE TOTALS	34.54	10-30-2006	34.54	SEWER EQUIPMENT MAINTENANCE	34.54				
				** VENDOR TOTALS *	220.75		220.75		220.75				
106080265	1 I	9/28/2010	9/17/2010	4406 PACE ANALYTICAL SERVICES INC BI-WEEKLY SAMPLING 9/8	83.00		83.00		83.00	10			1
				** VENDOR TOTALS *	83.00	10-30-2040	83.00	SEWER CONTRACTUAL	83.00				
1375485	1 I	9/28/2010	9/15/2010	4445 PARKER OIL COMPANY INC 3-5GAL MACH4 HYDRAULIC CHALLENGER	163.65		163.65		163.65	10			1
				** VENDOR TOTALS *	163.65	10-30-2006	163.65	SEWER EQUIPMENT MAINTENANCE	163.65				
PO 11183	14 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	3.34		3.34		3.34	10			1
				** VENDOR TOTALS *	3.34	10-30-2015	3.34	SEWER TRAINING/EDUC/TRAVEL	3.34				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
184190	1 I	9/28/2010	9/16/2010	5770 SUPERIOR COMPUTER SUPPLY INC OFFICE SUPPLIES	158.70		158.70		158.70	10			1
				** VENDOR TOTALS *	158.70	10-30-2004	158.70		SEWER OFFICE EXPENSE 158.70				
SEPT 2010	1 I	9/28/2010	9/22/2010	6030 UNITED STATES POSTAL SERVICE PAYMENT ON PERMIT #1	316.67		316.67		316.67	10			1
				** VENDOR TOTALS *	316.67	10-30-2011	316.67		SEWER POSTAGE 316.67				
PO 11184	1 I	9/28/2010	9/17/2010	6135 UNIFIRST CORPORATION SHOP TOWELS & SUPPLIES	17.61		17.61		17.61	10			1
	6 I			2 WK UNIFORM RENT/CLEAN	108.52	10-30-2009	108.52		108.52	10			1
				* INVOICE TOTALS	126.13	10-30-2016	126.13		SEWER UNIFORMS 126.13				
				** VENDOR TOTALS *	126.13		126.13		126.13				
6892013	2 I	9/28/2010	10/01/2010	6345 WASTE CONNECTIONS INC QUARTERLY COLLECTION FE	59.75		59.75		59.75	10			1
				** VENDOR TOTALS *	59.75	10-30-2040	59.75		SEWER CONTRACTUAL 59.75				
173000	1 I	9/28/2010	9/10/2010	6630 WICHITA WINWATER WORKS 4X10 PVC SDR BE PIPE	22.80		22.80		22.80	10			1
	2 I			4X10 PVC40 BE PIPE SEWER MAIN REPAIR	43.40	10-30-2009	43.40		43.40	10			1
				* INVOICE TOTALS	66.20	10-30-2009	66.20		SEWER MATERIALS 66.20				
				** VENDOR TOTALS *	66.20		66.20		66.20				
				SEWER	8111.69		8111.69		8111.69				
				SEWER FUND	8111.69		8111.69		8111.69				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	SQ	CK
WATER FUND														
412060	2 I	9/28/2010	8/26/2010	285 AMERICAN ELECTRIC COMPANY LABELING TAPE-WIRE MAR	15.13		15.13		15.13	11				1
				** VENDOR TOTALS *	15.13		15.13		15.13					
								11-31-2009	WATER MATERIALS					
2748	2 I	9/28/2010	8/28/2010	305 AMERICAN PIONEER EQUIPMENT INDUSTRIAL AIR COMPRESS INC AUTO TANK DRAIN & F	1829.50		1829.50		1829.50	11				1
				** VENDOR TOTALS *	1829.50		1829.50		1829.50					
								11-31-2080	WATER CAPITAL OUTLAY					
SEPT 2010	12 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	133.36		133.36		133.36	11				1
				** VENDOR TOTALS *	133.36		133.36		133.36					
								11-31-2002	WATER TELEPHONE					
SEPT 2010	3 I	9/28/2010	9/12/2010	495 AT&T MOBILITY MONTHLY CELL PHONE BILL	11.02		11.02		11.02	11				1
				** VENDOR TOTALS *	11.02		11.02		11.02					
								11-31-2002	WATER TELEPHONE					
BSW215877	1 I	9/28/2010	9/09/2010	836 BRENNTAG SOUTHWEST INC 600 LBS CHLORINE @ .678 4 - 150# CYLINDERS	406.80		406.80		406.80	11				1
								11-31-2009	WATER MATERIALS					
	2 I			FUEL SURCHARGE	50.00		50.00		50.00	11				1
								11-31-2009	WATER MATERIALS					
	3 I			SECURITY/INSURANCE	25.00		25.00		25.00	11				1
								11-31-2009	WATER MATERIALS					
				* INVOICE TOTALS	481.80		481.80		481.80					
				** VENDOR TOTALS *	481.80		481.80		481.80					
AUG 2010	2 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A HARBOR FREIGHT-1 HOSE R	45.00		45.00		45.00	11				1
								11-31-2009	WATER MATERIALS					
	5 I			GATEHOUSE-PW GATE REPAI	34.41		34.41		34.41	11				1
								11-31-2006	WATER EQUIPMENT MAINTENANCE					
				* INVOICE TOTALS	79.41		79.41		79.41					
				** VENDOR TOTALS *	79.41		79.41		79.41					
252859	2 I	9/28/2010	9/02/2010	1430 D & D EQUIPMENT & SALES INC 14X20MM CONCRETE BLADES 10 TOTAL @ 10.00 EACH	50.00		50.00		50.00	11				1
								11-31-2009	WATER MATERIALS					
253057	2 I	9/28/2010	9/09/2010	10X14MM ASPHALT BLADE	10.00		10.00		10.00	11				1
								11-31-2009	WATER MATERIALS					
253078	2 I	9/28/2010	9/09/2010	14X20MM ASPHALT BLADES 3 BLADES @ 10.00 EACH	15.00		15.00		15.00	11				1
								11-31-2009	WATER MATERIALS					
				** VENDOR TOTALS *	75.00		75.00		75.00					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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PO 11177	1 I	9/28/2010	9/09/2010	1816 FAMILY MEDCENTERS PA WORK COMP MEDICAL TREAT	230.81		230.81		230.81	11			1
				** VENDOR TOTALS *	230.81		230.81	11-31-2012	WATER MISCELLANEOUS 230.81				
383377	1 I	9/28/2010	9/10/2010	2357 HAYSVILLE SAW AND MOWER 2" ELEC TRASH PUMP+2-50	200.00		200.00		200.00	11			1
				** VENDOR TOTALS *	200.00		200.00	11-31-2009	WATER MATERIALS 200.00				
AUG 2010	12 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	3.98		3.98		3.98	11			1
	13 I			HARDWARE SUPPLIES	106.65		106.65	11-31-2006	WATER EQUIPMENT MAINTENANCE 106.65	11			1
	14 I			HARDWARE SUPPLIES	69.76		69.76	11-31-2009	WATER MATERIALS 69.76	11			1
				* INVOICE TOTALS	180.39		180.39	11-31-2012	WATER MISCELLANEOUS 180.39				
				** VENDOR TOTALS *	180.39		180.39		180.39				
2756	2 I	9/28/2010	9/20/2010	2770 J D'S GRAPHICS 1M RED TAGS-WATER SHUT	66.25		66.25		66.25	11			1
	4 I			4.5M WATER STUB BLANK C	16.00		16.00	11-31-2004	WATER OFFICE EXPENSE 16.00	11			1
				* INVOICE TOTALS	82.25		82.25	11-31-2004	WATER OFFICE EXPENSE 82.25				
				** VENDOR TOTALS *	82.25		82.25		82.25				
45420	2 I	9/28/2010	9/07/2010	2973 KANSAS BG INC SUPERCHARGE II FUEL ADD	156.83		156.83		156.83	11			1
				** VENDOR TOTALS *	156.83		156.83	11-31-2006	WATER EQUIPMENT MAINTENANCE 156.83				
SEPT 2010	3 I	9/28/2010	9/14/2010	3694 LIES TRASH SERVICE CITY BLDG TRASH REMOVAL	40.00		40.00		40.00	11			1
	7 I			PUB WKS TRASH REMOVAL	16.67		16.67	11-31-2040	WATER CONTRACTUAL 16.67	11			1
				* INVOICE TOTALS	56.67		56.67	11-31-2040	WATER CONTRACTUAL 56.67				
				** VENDOR TOTALS *	56.67		56.67		56.67				
3038373	2 I	9/28/2010	9/24/2010	4010 MID-CONTINENT SAFETY LLC SAFETY GLASSES, DRINK M EAR PLUGS, COOLING BAND	95.20		95.20		95.20	11			1
				** VENDOR TOTALS *	95.20		95.20	11-31-2012	WATER MISCELLANEOUS 95.20				
PO 11183	15 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	5.00		5.00		5.00	11			1
	16 I			REIMBURSE FUND	3.33		3.33	11-31-2006	WATER EQUIPMENT MAINTENANCE 3.33	11			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
				* INVOICE TOTALS	8.33		8.33		8.33				
				** VENDOR TOTALS *	8.33		8.33		8.33				
1048632	1 I	9/28/2010	8/31/2010	5220 SALINA SUPPLY COMPANY 6-18" YOKE-LW STOP WATER SERVICE SUPPLY PA	429.54		429.54		429.54	11			1
	2 I			FREIGHT	16.61		16.61		16.61	11			1
				* INVOICE TOTALS	446.15		446.15		446.15				
				** VENDOR TOTALS *	446.15		446.15		446.15				
184190	2 I	9/28/2010	9/16/2010	5770 SUPERIOR COMPUTER SUPPLY INC OFFICE SUPPLIES	158.70		158.70		158.70	11			1
				** VENDOR TOTALS *	158.70		158.70		158.70				
SEPT 2010	2 I	9/28/2010	9/22/2010	6030 UNITED STATES POSTAL SERVICE WATER BILL MAILING PERM	633.33		633.33		633.33	11			1
				** VENDOR TOTALS *	633.33		633.33		633.33				
PO 11184	2 I	9/28/2010	9/17/2010	6135 UNIFIRST CORPORATION SHOP TOWELS & SUPPLIES	17.62		17.62		17.62	11			1
	7 I			2 WK UNIFORM RENT/CLEAN	134.96		134.96		134.96	11			1
				* INVOICE TOTALS	152.58		152.58		152.58				
				** VENDOR TOTALS *	152.58		152.58		152.58				
6892013	3 I	9/28/2010	10/01/2010	6345 WASTE CONNECTIONS INC QUARTERLY COLLECTION FE	59.75		59.75		59.75	11			1
				** VENDOR TOTALS *	59.75		59.75		59.75				
172951	1 I	9/28/2010	9/09/2010	6630 WICHITA WINWATER WORKS 3-18X30 METER PIT	112.68		112.68		112.68	11			1
	2 I			2-6X1 HINGED SADDLE METER SERVICE SUPPLIES	85.82		85.82		85.82	11			1
				* INVOICE TOTALS	198.50		198.50		198.50				
173002	1 I	9/28/2010	9/10/2010	4X12 REPAIR CLAMP	115.53		115.53		115.53	11			1
				** VENDOR TOTALS *	314.03		314.03		314.03				
				WATER	5400.24		5400.24		5400.24				

HKMESSAGE  
04.02.09

Fri Sep 24, 2010 11:45 AM

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City of Haysville  
SCHEDULED CLAIMS LIST

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OPER: DMH

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INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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				WATER FUND	5400.24		5400.24		5400.24				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
STORMWATER SEWER													
6135 UNIFIRST CORPORATION													
PO 11184	8 I	9/28/2010	9/17/2010	2 WK UNIFORM RENT/CLEAN	14.73		14.73		14.73	14			1
				** VENDOR TOTALS *	14.73		14.73		14.73				
				STORMWATER DEPART	14.73		14.73		14.73				
				STORMWATER SEWER	14.73		14.73		14.73				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
----- STREET FUND													
412060	3 I	9/28/2010	8/26/2010	285 AMERICAN ELECTRIC COMPANY LABELING TAPE-WIRE MAR 2-3/4" WHT NYL LBL TAPE	15.14		15.14		15.14	21			1
				** VENDOR TOTALS *	15.14		15.14	21-41-2009	STREET MATERIALS 15.14				
SEPT 2010	14 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	74.76		74.76		74.76	21			1
				** VENDOR TOTALS *	74.76		74.76	21-41-2002	STREET TELEPHONE 74.76				
SEPT 2010	4 I	9/28/2010	9/12/2010	495 AT&T MOBILITY MONTHLY CELL PHONE BILL	11.02		11.02		11.02	21			1
				** VENDOR TOTALS *	11.02		11.02	21-41-2002	STREET TELEPHONE 11.02				
185461	1 I	9/28/2010	9/03/2010	720 BEST SUPPLY CO INC 4-1/4X48/96 HR PLATE TRUCK #26 BED REPAIR	651.89		651.89		651.89	21			1
				** VENDOR TOTALS *	651.89		651.89	21-41-2006	STREET EQUIPMENT MAINTENANCE 651.89				
AUG 2010	3 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A TW METAL-METAL DUMP TRK	630.00		630.00		630.00	21			1
				** VENDOR TOTALS *	630.00		630.00	21-41-2006	STREET EQUIPMENT MAINTENANCE 630.00				
29415	1 I	9/28/2010	9/03/2010	1010 CARLSON HYDRAULICS CLEAN/REPAIR 120G BLADE RESEAL & ASSEMBLE & TES	252.50		252.50		252.50	21			1
				** VENDOR TOTALS *	252.50		252.50	21-41-2006	STREET EQUIPMENT MAINTENANCE 252.50				
7134393	1 I	9/28/2010	9/03/2010	1950 FOLEY EQUIPMENT COMPANY 2 BEARINGS @ 41.70	83.40		83.40		83.40	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	2 I			4 SEALS @ 5.20	20.80		20.80		20.80	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	3 I			PIN	144.95		144.95		144.95	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	4 I			FREIGHT/120G LOADER	7.00		7.00		7.00	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	256.15		256.15		256.15				
				** VENDOR TOTALS *	256.15		256.15		256.15				
45420	3 I	9/28/2010	9/07/2010	2973 KANSAS BG INC SUPERCHARGE II FUEL ADD UNLEADED STORAGE TANK	156.84		156.84		156.84	21			1
				** VENDOR TOTALS *	156.84		156.84	21-41-2006	STREET EQUIPMENT MAINTENANCE 156.84				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
				3694 LIES TRASH SERVICE									
SEPT 2010	8 I	9/28/2010	9/14/2010	PUB WKS TRASH REMOVAL	16.66		16.66		16.66	21			1
						21-41-2040		STREET	CONTRACTUAL				
				** VENDOR TOTALS *	16.66		16.66		16.66				
				4010 MID-CONTINENT SAFETY LLC									
3038373	3 I	9/28/2010	9/24/2010	SAFETY GLASSES, DRINK M EAR PLUGS, COOLING BAND	95.20		95.20		95.20	21			1
						21-41-2012		STREET	MISCELLANEOUS				
				** VENDOR TOTALS *	95.20		95.20		95.20				
				4520 PETTY CASH									
PO 11183	17 I	9/28/2010	9/23/2010	REIMBURSE FUND	9.99		9.99		9.99	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	18 I			REIMBURSE FUND	3.33		3.33		3.33	21			1
						21-41-2015		STREET	TRAINING/EDUC/TRAVEL				
				* INVOICE TOTALS	13.32		13.32		13.32				
				** VENDOR TOTALS *	13.32		13.32		13.32				
				6135 UNIFIRST CORPORATION									
PO 11184	3 I	9/28/2010	9/17/2010	SHOP TOWELS & SUPPLIES	17.62		17.62		17.62	21			1
						21-41-2009		STREET	MATERIALS				
	9 I			2 WK UNIFORM RENT/CLEAN	75.23		75.23		75.23	21			1
						21-41-2016		STREET	UNIFORMS				
				* INVOICE TOTALS	92.85		92.85		92.85				
				** VENDOR TOTALS *	92.85		92.85		92.85				
				6345 WASTE CONNECTIONS INC									
6892013	4 I	9/28/2010	10/01/2010	QUARTERLY COLLECTION FE	59.75		59.75		59.75	21			1
						21-41-2040		STREET	CONTRACTUAL				
				** VENDOR TOTALS *	59.75		59.75		59.75				
				6480 WICHITA TRACTOR CO									
WI95067	1 I	9/28/2010	8/24/2010	HYDRAULIC PUMP	1450.52		1450.52		1450.52	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	2 I			BELT	23.33		23.33		23.33	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	3 I			FILTER ELEMENT	51.52		51.52		51.52	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	4 I			FILTER ELEMENT	69.53		69.53		69.53	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	5 I			O-RING	4.14		4.14		4.14	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
	6 I			FREIGHT - 6610 PARTS	19.70		19.70		19.70	21			1
						21-41-2006		STREET	EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	1618.74		1618.74		1618.74				
				** VENDOR TOTALS *	1618.74		1618.74		1618.74				
				STREET	3944.82		3944.82		3944.82				

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INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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				STREET FUND	3944.82		3944.82		3944.82				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
MUNICIPAL POOL													
PO 11183	2 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	50.00		50.00		50.00	12			1
								12-00-5016	MUN POOL RENTALS				
				** VENDOR TOTALS *	50.00		50.00		50.00				
				REVENUE FUNDS	50.00		50.00		50.00				
SEPT 2010	13 I	9/28/2010	9/11/2010	490 A T & T ADJ-DISCONNECTED SERVIC	12.16-		12.16-		12.16-	12			1
								12-32-2002	MUNICIPAL POOL TELEPHONE				
				** VENDOR TOTALS *	12.16-		12.16-		12.16-				NO CHECK ISSUIN
AUG 2010	15 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	6.27		6.27		6.27	12			1
								12-32-2025	MUNICIPAL POOL BLDG MAINTENANC				
				** VENDOR TOTALS *	6.27		6.27		6.27				
172792	1 I	9/28/2010	9/01/2010	6630 WICHITA WINWATER WORKS 2 @ 3 SXSXS PVC40 TEE	14.80		14.80		14.80	12			1
								12-32-2025	MUNICIPAL POOL BLDG MAINTENANC				
	2 I			3 @ 3 SXS PVC40 COUPLIN	8.61		8.61		8.61	12			1
								12-32-2025	MUNICIPAL POOL BLDG MAINTENANC				
				* INVOICE TOTALS	23.41		23.41		23.41				
				** VENDOR TOTALS *	23.41		23.41		23.41				
				MUNICIPAL POOL	17.52		17.52		17.52				
				MUNICIPAL POOL	67.52		67.52		67.52				

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-----													
LAW ENFORCEMENT FUND													
8668877#2	1 I	9/28/2010	9/10/2010	3965 METRO APPLIANCES & MORE ESTATE TPM REFRIGERATOR ADD ON TO ORIG INVOICE	499.00		499.00		499.00	24			1
				** VENDOR TOTALS *	499.00		499.00	24-44-2012	LAW ENF MISCELLANEOUS 499.00				
				LAW ENFORCEMENT	499.00		499.00		499.00				
				LAW ENFORCEMENT F	499.00		499.00		499.00				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
LIBRARY FUND													
2300 HAYSVILLE COMMUNITY LIBRARY													
PO 11175	1 I	9/28/2010	9/20/2010	DELINQUENT REAL ESTATE	502.46		502.46		502.46	25			1
	2 I			16/20 TRUCK	14.69		14.69		14.69	25			1
	3 I			AD VALOREM	8853.78		8853.78		8853.78	25			1
	4 I			DELINQUENT PERSONAL	145.88		145.88		145.88	25			1
	5 I			DELINQUENT SHERIFF	419.67		419.67		419.67	25			1
	6 I			MOTOR VEHICLE	13745.33		13745.33		13745.33	25			1
	7 I			REFUND PRIOR YEAR TAX	2.68-		2.68-		2.68-	25			1
	8 I			MOTOR VEHICLE EXCISE TA	16.63		16.63		16.63	25			1
	9 I			RECREATIONAL VEHICLE	314.33		314.33		314.33	25			1
				* INVOICE TOTALS	24010.09		24010.09		24010.09				
				** VENDOR TOTALS *	24010.09		24010.09		24010.09				
				LIBRARY	24010.09		24010.09		24010.09				
				LIBRARY FUND	24010.09		24010.09		24010.09				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
RECREATION DEPARTMENT													
PO 11183	3 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	40.00		40.00		40.00	30			1
	4 I			REIMBURSE FUND	50.00	30-00-5077	50.00		50.00	30			1
						30-00-5078							
				* INVOICE TOTALS	90.00		90.00		90.00				
				** VENDOR TOTALS *	90.00		90.00		90.00				
				REVENUE FUNDS	90.00		90.00		90.00				
133635	1 I	9/28/2010	9/14/2010	292 AMERICAN FUN FOOD CO INC CHEESE SAUCE -1 CS TOTA	14.10		14.10		14.10	30			1
	2 I			CHEESE SAUCE -1 CS TOTA	42.00	30-50-2026	42.00		42.00	30			1
						30-50-2031							
				* INVOICE TOTALS	56.10		56.10		56.10				
				** VENDOR TOTALS *	56.10		56.10		56.10				
SEPT 2010	15 I	9/28/2010	9/11/2010	490 A T & T MONTHLY PHONE BILL	148.94		148.94		148.94	30			1
						30-50-2002							
				** VENDOR TOTALS *	148.94		148.94		148.94				
SEPT 2010	1 I	9/28/2010	9/12/2010	495 AT&T MOBILITY MONTHLY CELL PHONE BILL	81.32		81.32		81.32	30			1
						30-50-2094							
				** VENDOR TOTALS *	81.32		81.32		81.32				
SEPT 2010	1 I	9/28/2010	9/22/2010	798 BLACK EAGLE MARTIAL ARTS 16 STUDENTS @ 15.00 EAC TAE KWON DO LESSONS	240.00		240.00		240.00	30			1
						30-50-1100							
				** VENDOR TOTALS *	240.00		240.00		240.00				
AUG 2010	6 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A ORIENTAL TRADING-CRAFT STICKERS -HALLOWEEN	210.46		210.46		210.46	30			1
						30-50-2092							
				** VENDOR TOTALS *	210.46		210.46		210.46				
7046584	1 I	9/28/2010	9/02/2010	1493 DE LAGE LANDEN PUBLIC FINANCE LANIER COPIER LEASE PYM DUE 10/16/10	203.27		203.27		203.27	30			1
						30-50-2004							
				** VENDOR TOTALS *	203.27		203.27		203.27				
EST34974	1 I	9/28/2010	9/02/2010	1630 ESET LLC 7-ANTIVIRUS 1 YR RENEWA	80.50		80.50		80.50	30			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
				** VENDOR TOTALS *	80.50		80.50		80.50				
				1828 FASTSIGNS									
179-40007	1 I	9/28/2010	9/16/2010	2'X4'PUMPKIN PAINTING B	59.00		59.00		59.00	30			1
				** VENDOR TOTALS *	59.00		59.00		59.00				
				2367 HAYSVILLE TRUE VALUE									
AUG 2010	16 I	9/28/2010	8/31/2010	HARDWARE SUPPLIES	6.99		6.99		6.99	30			1
				** VENDOR TOTALS *	6.99		6.99		6.99				
				2370 HAYSVILLE USD 261									
PO 11146	1 I	9/28/2010	9/16/2010	JUN & JUL 2010 TRANSPOR	2303.67		2303.67		2303.67	30			1
				** VENDOR TOTALS *	2303.67		2303.67		2303.67				
				2 I	470.04		470.04		470.04	30			1
				AUG 2010 TRANSPORTATION SUMMER ELEMENTS									
				* INVOICE TOTALS	2773.71		2773.71		2773.71				
				** VENDOR TOTALS *	2773.71		2773.71		2773.71				
				2500 HAC INC									
PO 11147	1 I	9/28/2010	9/15/2010	TRASH BAGS-HAC	6.88		6.88		6.88	30			1
				** VENDOR TOTALS *	6.88		6.88		6.88				
				2 I	16.84		16.84		16.84	30			1
				BANANAS/DRINK MIXES/WAT									
				3 I	128.48		128.48		128.48	30			1
				BEVERAGES/ MISC GROCI									
				* INVOICE TOTALS	152.20		152.20		152.20				
				** VENDOR TOTALS *	152.20		152.20		152.20				
				3385 KANSAS USSSA									
PO 11156	1 I	9/28/2010	9/18/2010	TOURNAMENT SANCTION FEE	50.00		50.00		50.00	30			1
				** VENDOR TOTALS *	50.00		50.00		50.00				
				2 I	100.00		100.00		100.00	30			1
				10 REGISTERED TEAMS @ 1									
				3 I	20.00		20.00		20.00	30			1
				1 NEW TEAM REGISTERED									
				* INVOICE TOTALS	170.00		170.00		170.00				
				** VENDOR TOTALS *	170.00		170.00		170.00				
				3386 KANSAS USSSA									
PO 11188	1 I	9/28/2010	9/24/2010	3 ADULT TEAMS REGISTERI FALL 2010 USSSA LEAGUE	60.00		60.00		60.00	30			1
				** VENDOR TOTALS *	60.00		60.00		60.00				
				3694 LIES TRASH SERVICE									
SEPT 2010	4 I	9/28/2010	9/14/2010	ACTIVITY CTR TRASH REMO	80.00		80.00		80.00	30			1
				** VENDOR TOTALS *	80.00		80.00		80.00				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
10	I			PLAGENS/CARPENTER SERVI	110.00		110.00		110.00	30			1
						30-50-3065			RECREATION DEPT				
				* INVOICE TOTALS	190.00		190.00		190.00				
				** VENDOR TOTALS *	190.00		190.00		190.00				
				3964 METRO APPAREL IMPRINT COMPANY									
348	I	9/28/2010	8/31/2010	63 TEE SHIRTS, SCREEN C RUNNING INTO FALL	425.25		425.25		425.25	30			1
						30-50-2092			RECREATION DEPT				
									PROGRAMS				
354	I	9/28/2010	9/15/2010	169 SOCCER SHIRTS & CHG SCREEN PRINT CHGS & SHI	1103.15		1103.15		1103.15	30			1
						30-50-2092			RECREATION DEPT				
									PROGRAMS				
				** VENDOR TOTALS *	1528.40		1528.40		1528.40				
				4505 PEPSI-COLA									
80939762	I	9/28/2010	9/14/2010	BEVERAGE CONCESSIONS	106.90		106.90		106.90	30			1
						30-50-2026			RECREATION DEPT				
									P-C CONCESSION				
	2	I		BEVERAGE CONCESSIONS	131.00		131.00		131.00	30			1
						30-50-2031			RECREATION DEPT				
									CONCESSIONS				
				* INVOICE TOTALS	237.90		237.90		237.90				
				** VENDOR TOTALS *	237.90		237.90		237.90				
				4520 PETTY CASH									
PO 11183	19	I	9/28/2010	9/23/2010	REIMBURSE FUND	10.00	10.00		10.00	30			1
						30-50-2015			RECREATION DEPT				
									TRG/EDUC/DUES				
	20	I		REIMBURSE FUND	36.00		36.00		36.00	30			1
						30-50-2094			RECREATION DEPT				
									LATCHKEY PROG				
				* INVOICE TOTALS	46.00		46.00		46.00				
				** VENDOR TOTALS *	46.00		46.00		46.00				
				6300 WAL-MART COMMUNITY/GEMB									
AUG 2010	1	I	9/28/2010	9/16/2010	BEVERAGES, RECEIPTS, MI	79.80	79.80		79.80	30			1
						30-50-2094			RECREATION DEPT				
									LATCHKEY PROG				
	3	I		TENSION ROD, MISC	15.85		15.85		15.85	30			1
						30-50-2004			RECREATION DEPT				
									OFFICE EXPENSE				
	4	I		SHEER PANELS	13.92		13.92		13.92	30			1
						30-50-2025			RECREATION DEPT				
									BLDG MAINT				
				* INVOICE TOTALS	109.57		109.57		109.57				
				** VENDOR TOTALS *	109.57		109.57		109.57				
				10160 MARK MIDKIFF									
PO 11165	1	I	9/28/2010	9/18/2010	UMPIRE SERVICES 4 GAMES @ 18.00 EACH	72.00	72.00		72.00	30			1
						30-50-1100			RECREATION DEPT				
									SALARY/GRANT				
				** VENDOR TOTALS *	72.00		72.00		72.00				
				RECREATION DEPART	6426.36		6426.36		6426.36				

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				RECREATION DEPART	6516.36		6516.36		6516.36				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
SP. PARKS & RECREATION													
2010-3076	1 I	9/28/2010	9/16/2010	565 AWARDS FACTORY INC CAST PLAQUE	56.25		56.25		56.25	31			1
				** VENDOR TOTALS *	56.25		56.25	31-51-2012	56.25	SP PARK/REC MISCELLANEOUS			
AUG 2010	17 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	57.57		57.57		57.57	31			1
				** VENDOR TOTALS *	57.57		57.57	31-51-2012	57.57	SP PARK/REC MISCELLANEOUS			
				SP. PARKS & RECRE	113.82		113.82		113.82				
				SP. PARKS & RECRE	113.82		113.82		113.82				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
HAYSVILLE HISTORICAL FUND													
AUG 2010	18	I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	11.98		11.98	11.98	32			1
					** VENDOR TOTALS *	11.98		11.98	11.98				
					4520 PETTY CASH REIMBURSE FUND	130.00		130.00	130.00	32			1
					** VENDOR TOTALS *	130.00		130.00	130.00				
					HAYSVILLE HISTORI	141.98		141.98	141.98				
					HAYSVILLE HISTORI	141.98		141.98	141.98				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
-----													
FEDERAL LAW ENF. TRUST													
AUG 2010	13	I	9/28/2010	996 CAPITAL ONE BANK N A 9/06/2010 SAM'S-CHAIR MATS, CHAIR TABLES- DIVIDED ORDER	1346.89		1346.89		1346.89	33			1
	15	I		SAM'S-FURNISH NEW PD BL	262.28	33-53-2012	262.28		262.28	33			1
	16	I		PRO-AUDIO WAREHOUSE-2 C TITLERS W/TIME-DATE GEN	470.54	33-53-2012	470.54		470.54	33			1
				* INVOICE TOTALS	2079.71	33-53-2012	2079.71		2079.71				
				** VENDOR TOTALS *	2079.71		2079.71		2079.71				
				FEDERAL LAW ENF T	2079.71		2079.71		2079.71				
				FEDERAL LAW ENF.	2079.71		2079.71		2079.71				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
CAPITAL IMPROVEMENTS													
2521498076	1 I	9/28/2010	9/01/2010	633 THE BANK OF NEW YORK MELLON COP SERIES 2002 ADMIN F PERIOD 9/1/09 - 8/31/10	500.00		500.00		500.00	36			1
	2 I			PYMT, BONDHOLDER, WIRE	31.00		31.00		31.00	36			1
				* INVOICE TOTALS	531.00		531.00		531.00				
				** VENDOR TOTALS *	531.00		531.00		531.00				
AUG 2010	11 I	9/28/2010	9/06/2010	996 CAPITAL ONE BANK N A CARTER-WATERS-PARKING L CONSTRUCTION MATERIALS	1794.00		1794.00		1794.00	36			1
				** VENDOR TOTALS *	1794.00		1794.00		1794.00				
OCT 2010	1 I	9/28/2010	9/22/2010	2065 SABRINA GLATT 240 S MAIN LEASE/PURCHA	830.00		830.00		830.00	36			1
				** VENDOR TOTALS *	830.00		830.00		830.00				
AUG 2010	19 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	22.34		22.34		22.34	36			1
				** VENDOR TOTALS *	22.34		22.34		22.34				
PO 11183	22 I	9/28/2010	9/23/2010	4520 PETTY CASH REIMBURSE FUND	5.44		5.44		5.44	36			1
				** VENDOR TOTALS *	5.44		5.44		5.44				
10-3454	1 I	9/28/2010	9/16/2010	6590 WICHITA PUMP & SUPPLY CO INC IRRIGATION PARTS CITY GROUNDS COMPLEX	3594.22		3594.22		3594.22	36			1
				** VENDOR TOTALS *	3594.22		3594.22		3594.22				
173033	1 I	9/28/2010	9/14/2010	6630 WICHITA WINWATER WORKS 1 1/2 FIPXFIP CURB STOP	109.22		109.22		109.22	36			1
	2 I			6-SXM PVC40 ADPT CITY HALL COMPLEX IRRIG	5.04		5.04		5.04	36			1
				* INVOICE TOTALS	114.26		114.26		114.26				
				** VENDOR TOTALS *	114.26		114.26		114.26				
				CAPITAL IMPROVEME	6891.26		6891.26		6891.26				
				CAPITAL IMPROVEME	6891.26		6891.26		6891.26				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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CRA GRANT													
PO 11147	4 I	9/28/2010	9/15/2010	2500 HAC INC GROCERIES GRANT CLASS	31.04		31.04		31.04	39			1
				** VENDOR TOTALS *	31.04	39-59-2009	31.04		CRA GRANT MATERIALS 31.04				
AUG 2010	2 I	9/28/2010	9/16/2010	6300 WAL-MART COMMUNITY/GEMB SCISSORS, SEWING PINS-C	19.88		19.88		19.88	39			1
				** VENDOR TOTALS *	19.88	39-59-2009	19.88		CRA GRANT MATERIALS 19.88				
				CRA GRANT	50.92		50.92		50.92				
				CRA GRANT	50.92		50.92		50.92				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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EQUIPMENT RESERVE FUND													
24090	1 I	9/28/2010	8/31/2010	1097 CENTRAL EQUIPMENT LABOR/SERVICE CALL- EVALUATE-INSPECT LIFT E	187.50		187.50		187.50	81			1
				** VENDOR TOTALS *	187.50		187.50	81-66-3001	EQUIPMENT RESERVE MISC EXPENSE 187.50				
AR37928	1 I	9/28/2010	9/16/2010	6280 VOICE PRODUCTS INC 16 CH RECORDER SYSTEM NICE CALL FOCUS III BUN	16839.00		16839.00		16839.00	81			1
				** VENDOR TOTALS *	16839.00		16839.00	81-66-3001	EQUIPMENT RESERVE MISC EXPENSE 16839.00				
				RESERVE/PROJECT F	17026.50		17026.50		17026.50				
				EQUIPMENT RESERVE	17026.50		17026.50		17026.50				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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BOND SERIES 2010													
AUG 2010	20 I	9/28/2010	8/31/2010	2367 HAYSVILLE TRUE VALUE HARDWARE SUPPLIES	39.99		39.99		39.99	90			1
				** VENDOR TOTALS *	39.99		39.99		39.99				
				RESERVE/PROJECT F	39.99		39.99		39.99				
				BOND SERIES 2010	39.99		39.99		39.99				
				BANK TOTALS	89991.01		89991.01		89991.01				
				TOTAL MANUAL CHECKS					.00				
				TOTAL E-PAYMENTS					.00				
				TOTAL PURCH CARDS					.00				
				TOTAL OPEN PAYMENTS					89991.01				
				GRAND TOTALS	89991.01		89991.01		89991.01				

CK #	DATE	PAYEE	DESCRIPTION	DEPARTMENT	AMOUNT
42168	09/10/10	Tess Haws	Refund Deposit on Comm. Bldg. Rental 9/4 - Rcpt. #83216	General Revenue - Bldg. Rentals	50.00
42169	09/13/10	Document Resources	Secure Shredding of Court Documents	Municipal Court - Office Expense	12.50
42170	09/14/10	Party City	Supplies for Law Enforcement Center Ribbon Cutting	Police - Miscellaneous	79.86
42171	09/14/10	Dollar General	Supplies for Law Enforcement Center Ribbon Cutting	Police - Miscellaneous	20.00
42172	09/14/10	Joetta Branch	Face Painting at Hometown Market	Historic - Miscellaneous	60.00
42173	09/14/10	Bill Breen	Horse Rides at Hometown Market	Historic - Miscellaneous	70.00
42174	09/14/10	Jeana Morgan	Reimburse for Supplies Purchased at Office Depot for PD	Police - Miscellaneous	6.75
42175	09/16/10	Donna Goff	Refund Deposit on Senior Center Rental - Rcpt. #402	General Revenue - Bldg. Rentals	50.00
42176	09/16/10	Haysville Chamber of Commerce	Chamber Lunch	City Clerk - Training/Educ/Travel	10.00
				General Government - Misc.	20.00
				Planning - Miscellaneous	10.00
				Sr. Ctr. - Training/Educ/Travel	10.00
				Recreation - Training/Educ/Dues	10.00
				Wastewater - Training/Educ/Travel	3.34
				Water - Training/Educ/Travel	3.33
				Street - Training/Educ/Travel	3.33
42177	09/17/10	Sam's Club	Shelves & Liquid Hand Soap	Police - Miscellaneous	54.98
				Bldg. & Grounds - Materials	30.61
42178	09/17/10	VOID	VOID	VOID	-
42179	09/20/10	American Red Cross	CPR Cards	Recreation - Latchkey	36.00
42180	09/20/10	Austin Distributing	Adapter	Street - Equipment Maintenance	5.00
42181	09/20/10	USA Mobility Wireless, Inc.	Pager Replacement	Water - Equipment Maintenance	5.00
				Street - Equipment Maintenance	4.99
42182	09/20/10	Rachel Jansen	Refund Deposit on Pool Rental - Rcpt. #8852	Municipal Pool Revenue - Rentals	50.00
42183	09/21/10	Wichita Stamp & Seal, Inc.	Nameplate Insert - Inv. #179755	City Clerk - Miscellaneous	7.94
42184	09/21/10	Susan Brown	Refund Deposit on HAC Rental - Rcpt. #37282	Recreation Revenue - Misc.	50.00
42185	09/21/10	Deidra Butterfield	Refund for Cancelled Program - Rcpt. #38149	Recreation Revenue - Programs	40.00
42186	09/21/10	Tess Haws	Refund Deposit on Comm. Bldg. Rental 9/18 - Rcpt. #83216	General Revenue - Bldg. Rentals	50.00
42187	09/22/10	Dennis Heckerman	Refund Deposit on Senior Center Rental - Rcpt. #402	General Revenue - Bldg. Rentals	50.00
42188	09/22/10	Party City	Supplies for Law Enforcement Center Ribbon Cutting	Police - Miscellaneous	29.38
42189	09/22/10	Party City	Supplies for Law Enforcement Center Ribbon Cutting	Police - Miscellaneous	8.69
42190	09/22/10	Heather Parker	Refund Deposit on Comm. Bldg. Rental 9/17 - Rcpt. #85033	General Revenue - Bldg. Rentals	50.00
42191	09/22/10	Jennifer Lespagnard	Refund Deposit on Comm. Bldg. Rental 9/19 - Rcpt. #85043	General Revenue - Bldg. Rentals	50.00
42192	09/22/10	Colby Davis	Refund Deposit on Comm. Bldg. Rental 9/12 - Rcpt. #84990	General Revenue - Bldg. Rentals	50.00
42193	09/22/10	Mike McElroy	Reimburse for Supplies & KAPC Meals	Police - Uniforms & Equipment	50.43
				Police - Training/Educ/Travel	7.72
42194	09/22/10	Kevin Sexton	Reimburse for Desk Purchased for PD	Police - Miscellaneous	107.29
42195	09/22/10	Wichita Winnelson	City Hall Irrigation Supplies - Inv. #219036	Cap. Impr. - Misc. Project	5.44
				<b>TOTAL CHECKS WRITTEN</b>	<b>1,162.58</b>

VENDOR NO	NAME	PAYMENT AMT
1781	EXPRESS SERVICES INC	778.85
	REPORT TOTAL	<u>778.85</u>

FUND	NAME	TOTAL
10	SEWER FUND	778.85
	TOTAL	<u>778.85</u>

HKMESSAGE  
04.02.09

Tue Sep 21, 2010 10:25 AM

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City of Haysville  
SCHEDULED CLAIMS LIST

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OPER: DMH

PAGE 1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
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INTRUST													
1781 EXPRESS SERVICES INC													
98818098-0	1	I	9/23/2010	9/07/2010	32.05 HRS @ 12.16 PH	389.73		389.73	389.73	10			1
98838456-6	1	I	9/23/2010	9/13/2010	32 HRS @ 12.16 PH	389.12		389.12	389.12	10			1
WASTEWATER TECH-AARON L													
** VENDOR TOTALS *					778.85		778.85		778.85				
BANK TOTALS					778.85		778.85		778.85				
TOTAL MANUAL CHECKS									.00				
TOTAL E-PAYMENTS									.00				
TOTAL PURCH CARDS									.00				
TOTAL OPEN PAYMENTS									778.85				
GRAND TOTALS					778.85		778.85		778.85				

## Council Action Requests: Open Cases and Requests Received 3rd Quarter 2010

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Cleared request

Case in Municipal Court System

Request forwarded to different department

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To: **Public Works Director # 116-10**  
Date: 8-2-2010  
Address of Request: Blossom - E. Berlin area  
Action Requested: I have had several complaints about multiple addresses with cars parked in yards. Could we please go through this area at different times of the day so that we can make sure we get the majority of the violators.  
Please: Check Into  
Submitted by: Steve Crum

**UPDATE:**

Remarks from Staff: I drove around the entire area of Blossom to Berlin and found 298 S. Ward Parkway with a vehicle and trailer parked in the yard, 1301 Spring with a wrecked vehicle in the driveway, 1401 Lonna-trailer in yard, 1401 South Brooke-trailer in yard, 1410 South Brooke-boat in yard, and 638 S. Twin Pines-untagged vehicle in driveway. I will send letters today and reinspect when I receive the confirmation receipts back.  
Staff Name: Rick Linebarger  
Date: 8-5-10

**UPDATE:**

Remarks from Staff: The following addresses have complied: 298 S. Ward Pky, 1401 Lonna, 1401 South Brooke, 1410 South Brooke, and 638 S. Twin Pines.  
Staff Name: Rick Linebarger  
Date: 8-17-10

**UPDATE:**

Remarks from Staff: I'm going to file a complaint against 1301 Spring Cir. They are not cooperating.  
Staff Name: Rick Linebarger  
Date: 8-19-10

**UPDATE:**

Remarks from Staff: I have extended the compliance date for 1301 Spring Circle. The owners are waiting on a title

Staff: for the wrecked vehicle from Topeka. Once they receive the title they will then take the vehicle a junk yard. The junk yard will not accept their vehicle without the title.

Staff Name: Rick Linebarger

Date: 9-10-10

To: **Director of Governmental Services # 122-10**

Date: 9-09-2010

Address of Request: 214 Hemphill

Action Requested:

Received calls from a couple people in the area of this address about old Tornado debris from 1999. Was informed that they have been trying for over 10 years to get this cleaned up and that there has not been any action on this situation. Took a look of the debris in question and, I don't know if its either on City property or property belonging to the River Forest Addition, either way we need to get this cleaned up or get the owner of the Addition to clean it up. I would really like to see something done about this, especially since this has been ongoing for the past 10 years.

Please: Check Into

Submitted by: Derrick Slocum

**UPDATE:**

Remarks from Staff: The Mayor, Director of Public Works, and I have reviewed the property. We decided to remove some of the trees and trim the rest to a manageable height in order for a tractor to mow the area. After everything is mowed we will then haul off the trash. This project, which is scheduled to begin the first of November, should take about 15 to 30 days to complete, weather permitting. This request will now be forwarded to the Public Works Department to complete.

Staff Name: Carol Neugent

Date: 9-10-10

## COUNCIL CONCERNS – CITY COUNCIL MEETING OF SEPTEMBER 13, 2010

RECAP/UPDATE – SEPTEMBER 24, 2010

In order to better ensure that all Council Concerns are answered/addressed, a Recap/Update sheet will be included in the packet. Concerns will be taken directly from the draft minutes. Any Council Concerns will be included on the sheet, including those answered during the meeting. Those Concerns not answered during the meeting or when there is additional information/clarification will include an Update. Following are the Council Concerns stated during the meeting of September 13, 2010.

### Councilperson Keith Pierce

- Councilperson Keith Pierce was concerned about four pieces of foundation with studs sticking out where Clark's Hardware used to be. Director of Public Works Randy Dorner thought the local tax service used that area to put up temporary signs. Dorner advised he would look into the issue. Pierce was concerned that someone could fall onto the studs and get hurt.
  - **September 24 Update:** Two of the concrete slabs have been removed; the other two are scheduled to be removed.

### ➤ **Previous Council Concerns Updates**

### Councilperson Steve Crum

- Councilperson Steve Crum asked Director of Public Works Randy Dorner to check if a sidewalk could be placed in a half of a block area from North Delos to Freeman where Kay runs through.
  - **September 10 Update:** Staff is looking into the issue.
  - **September 24 Update:** This area is unimproved and the grade has not been established. It would take further research with the developer to see what is doable prior to development.
- Councilperson Steve Crum reported to Public Works Director Dorner the bike path on both sides of the North entrance drive in front of Dollar General was falling down and cracked.
  - **September 10 Update:** The City will soon be seeking bids for the North Main crosswalks and sidewalks. During that time, all of the problematic sidewalks and bike paths around town will be evaluated.
  - **September 24 Update:** The upcoming North Main Crosswalk sidewalk bids will include numerous areas around the City including this particular area.

### Councilperson Keith Pierce

- Councilperson Keith Pierce reported to Director of Public Works Randy Dorner that the cracks in the sidewalks and bike paths continued to get worse. Pierce stated he understood the issue would require money to fix; he wanted to make sure Dorner was aware he was still receiving complaints. Dorner advised he was hoping to do a sidewalk project with the crosswalk to

include some of these other spots to see figures on the cost to fix the issue. Dorner stated the project would include several sidewalks. Pierce stated some complaints concerned the area behind the bandshell and the West side of Riggs Park where the tractor pull used to be.

- [September 10 Update](#): Bids for the North Main crosswalks and sidewalks will soon be released. During that time, all of the problematic sidewalks and bike paths around town will be evaluated.
- [September 24 Update](#): The upcoming North Main Crosswalk sidewalk bids will include numerous areas around the City including this particular area.

No Supporting Documents