

CITY OF HAYSVILLE

Agenda

March 10, 2014

CALL TO ORDER

ROLL CALL

INVOCATION BY: Pastor Phyllis Provost- Saas, Haysville United Methodist Church

PLEDGE OF ALLEGIANCE

SPECIAL ORDER OF BUSINESS

- A. [Public Hearing Re: Country Plaza Villas Special Assessments](#)

PRESENTATION AND APPROVAL OF MINUTES

- A. [Minutes of February 24, 2014](#)

ITEM #1 CITIZENS TO BE HEARD

ITEM #2 APPROVAL OF LICENSES AND BONDS

- A. [Refuse Haulers License Renewal – Waste Connections, 2745 N. Ohio St. Wichita, KS 67219](#)

ITEM #3 INTRODUCTION OF ORDINANCES AND RESOLUTIONS

- A. [AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF HAYSVILLE, KANSAS, AS HERETOFORE AUTHORIZED BY RESOLUTION NO. 11-06 OF THE CITY; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.](#)

ITEM #4 NOTICES AND COMMUNICATIONS

- A. [Governing Body Announcements](#)
- B. [Letter from Cox Communications Re: Channel Changes](#)
- C. [New Business, Fall Out Dance Company, 311 Cain Suite 3](#)

ITEM #5 OLD BUSINESS

ITEM #6 OTHER BUSINESS

- A. [Annual Street Report](#)

- B. [Consideration of New Ball Fields at Plagens Carpenter Sports Complex](#)
- C. [Consideration of Agreement with Haysville Youth Sports](#)
- D. [Consideration of 2014 Pool Manual](#)

ITEM #7 DEPARTMENT REPORTS

- A. Administrative Services – Will Black
- B. City Clerk – Janie Cox
- C. Police – Jeff Whitfield
- D. Public Works – Randy Dorner
- E. Recreation – Georgie Carter

ITEM #8 APPOINTMENTS

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 First Half of March](#)

ITEM #12 CONSENT AGENDA

ITEM #13 COUNCIL ITEMS

- A. Council Concerns
- B. Council Action Request Updates

ITEM #14 ADJOURNMENT

EXHIBIT C

(Published in *The Haysville Sun-Times*, on February 20, 2014)

NOTICE OF PUBLIC HEARING

TO: RESIDENTS OF THE CITY OF HAYSVILLE, KANSAS

You and each of you are hereby notified that the governing body of the City of Haysville, Kansas (the "City") will meet for the purpose of holding a public hearing, as provided by K.S.A. 12-6a01 *et seq.*, at City Hall, 200 W. Grand, Haysville, Kansas 67060, on March 10, 2014 at 7:00 P.M. Said public hearing is for the purpose of hearing any and all oral or written objections to proposed assessments in connection with the following described improvements:

Country Plaza Villas Addition - Street Improvements

Resolution No. 11-06

Paving of Plaza Drive, Chapman Street, Shahin Street, and Shaman Street within Country Plaza Villas Addition to the City of Haysville, Sedgwick County, Kansas.

Property Description:

Lots 1 to 10, inclusive, Block A; Lots 1 to 3, inclusive, Block B and Lots 1 to 3, inclusive, Block C; all in Country Plaza Villas Addition to the City of Haysville, Sedgwick County, Kansas.

Cost of Improvements:

\$382,000

100% to be assessed against the Improvement District and 0% to be paid by the City-at-large

An Assessment Roll prepared in accordance with the referenced Resolution(s) approved by the governing body is on file in the Office of the City Clerk and may be examined by any interested party. At the conclusion of the public hearing, the governing body will consider an Ordinance levying such special assessments.

DATED February 10, 2014.

/s/Janie Cox, City Clerk

Click to
Return to
Agenda

EXHIBIT D

**NOTICE OF HEARING
AND
STATEMENT OF COST PROPOSED TO BE ASSESSED**

February 20, 2014
Haysville, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on **Schedule I** attached hereto, that there is proposed to be assessed against said property, certain amounts for the costs of certain internal improvements (the "Improvements") heretofore authorized by the governing body of the City of Haysville, Kansas (the "City"). The description of the Improvements, the resolution number authorizing the same and the proposed amount of assessment are set forth on **Schedule I** attached hereto.

You are hereby further notified that the governing body of the City will meet on March 10, 2014, at 7:00 P.M., at City Hall, 200 W. Grand, Haysville, Kansas 67060, for the purpose of considering the proposed assessments.

The proposed Assessment Roll is on file in my office for public inspection. **WRITTEN OR ORAL OBJECTIONS TO THE PROPOSED ASSESSMENTS WILL BE CONSIDERED AT SAID PUBLIC HEARING**

At the conclusion of the public hearing, the governing body of the City will consider an ordinance levying such special assessments. A subsequent Notice of Assessment will be mailed to affected property owners at that time indicating that each property owner may pay the assessment in whole or in part within thirty (30) days from the date of such notice. Any amount not so paid within the time period prescribed will be collected in 15 annual installments, together with interest thereon at the rate obtained by the City for its general obligation bonds issued to finance the costs of the Improvements.

Janie Cox, City Clerk

Click to
Return to
Agenda

SCHEDULE I-1

**COUNTRY PLAZA VILLAS ADDITION - STREET IMPROVEMENTS
RESOLUTION NO. 11-06**

Country Plaza Villas Addition			Country Plaza Villas Addition			Country Plaza Villas Addition		
Property Description	Assessment		Property Description	Assessment		Property Description	Assessment	
Block A	West Half of Lot 1	\$ 11,937.50	Block B	North Half of Lot 1	\$ 11,937.50	Block C	North Half of Lot 1	\$ 11,937.50
Block A	North Half of Lot 2	\$ 11,937.50	Block B	North Half of Lot 2	\$ 11,937.50	Block C	West Half of Lot 2	\$ 11,937.50
Block A	North Half of Lot 3	\$ 11,937.50	Block B	North Half of Lot 3	\$ 11,937.50	Block C	West Half of Lot 3	\$ 11,937.50
Block A	North Half of Lot 4	\$ 11,937.50	Block B	South Half of Lot 1	\$ 11,937.50	Block C	South Half of Lot 1	\$ 11,937.50
Block A	West Half of Lot 5	\$ 11,937.50	Block B	South Half of Lot 2	\$ 11,937.50	Block C	East Half of Lot 2	\$ 11,937.50
Block A	North Half of Lot 6	\$ 11,937.50	Block B	South Half of Lot 3	\$ 11,937.50	Block C	East Half of Lot 3	\$ 11,937.50
Block A	North Half of Lot 7	\$ 11,937.50						
Block A	North Half of Lot 8	\$ 11,937.50						
Block A	North Half of Lot 9	\$ 11,937.50						
Block A	Lot 10 except the East 129.8 feet thereof	\$ 11,937.50						
Block A	East Half of Lot 1	\$ 11,937.50						
Block A	South Half of Lot 2	\$ 11,937.50						
Block A	South Half of Lot 3	\$ 11,937.50						
Block A	South Half of Lot 4	\$ 11,937.50						
Block A	East Half of Lot 5	\$ 11,937.50						
Block A	South Half of Lot 6	\$ 11,937.50						
Block A	South Half of Lot 7	\$ 11,937.50						
Block A	South Half of Lot 8	\$ 11,937.50						
Block A	South Half of Lot 9	\$ 11,937.50						
Block A	East 129.8 feet of Lot 10	\$ 11,937.50						
Total		<u>\$ 238,750.00</u>	Total		<u>\$ 71,625.00</u>	Total		<u>\$ 71,625.00</u>
						Grand Total		<u>\$ 382,000.00</u>

Click to
Return to
Agenda

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

Roll was taken by Recording Secretary Ginger Cullen: Crum here, Benner here, Ewert here, Kanaga here, Kessler here, Rardin here, Konkel here, Pierce here.

Invocation was given by Pastor Kurt Coleman, River of Life Worship Center.

Mayor Bruce Armstrong led everyone present in the Pledge of Allegiance.

Under Presentation and Approval of Minutes, Mayor Bruce Armstrong presented for approval the Minutes of February 10th, 2014.

Motion by Crum – Second by Pierce

Mr. Mayor, I'll go ahead and make a motion that we approve the minutes of February 10th, 2014.

Crum yea, Benner abstain, Ewert abstain, Kanaga yea, Kessler yea, Rardin yea, Konkel abstain, Pierce yea.

Motion declared carried.

Under Citizens to be Heard, Mayor Bruce Armstrong introduced the Sedgwick County Fire Department.

Lieutenant Adam Pickett from Sedgwick County Fire Station #34 presented alarm data for Haysville since January. He stated the new Fire Station on North Main should hopefully be opening on April 1st. Pickett also advised Fire Chief Gary Curmode would be retiring in the near future.

There were no Licenses or Bonds.

There were no Ordinances or Resolutions.

Under Notices and Communications, Mayor Bruce Armstrong asked for Governing Body Announcements.

Councilperson Pat Ewert gave details of upcoming events at the Senior Center.

Councilperson Steve Crum gave details of upcoming events at the Library including the second round of Imagi-games for children ages 4 to 12. He also gave details about a Swim-a-thon the Campus Men's Swim Team would be participating in on February 28th to benefit the Make-a-wish Foundation. Crum also gave contact information for himself and Swim Coach Kelly Kennedy.

There was no Old Business.

Regular Council Meeting

February 24, 2014

Page 2

Under Other Business, Mayor Bruce Armstrong presented Consideration of Final Plat for Tracy Electric Addition, Sedgwick County, Kansas. Planning/Community Relations Coordinator Zach McHatton was available to answer questions. City Attorney Alison McKinney Brown clarified wording on the memorandum which was presented to Council. McHatton stated wording on the memorandum was not correct and there were no additional comments made by Planning Commission that required stipulation in the motion made by Council.

Motion by Konkel – Second by Crum

If there are no questions, I move that we approve the Final Plat for Tracy Electric Second Addition, Sedgwick County, Kansas.

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel yea, Pierce yea.

Motion declared carried.

Mayor Bruce Armstrong introduced Consideration of Personnel Manual Update. Chief Administrative Officer Will Black made one adjustment to the update on page B4 regarding step increases in which the language was modified to say six months rather than 12 months. Black answered additional questions.

Motion by Crum – Second by Rardin

I'll go ahead and make a motion that we approve the Personnel Manual update as presented with the changes that were mentioned.

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel nay, Pierce yea.

Motion declared carried.

Mayor Bruce Armstrong introduced Consideration of Agreement with USD 261. Recreation Director Georgie Carter stated the only change to the contract was with the dates.

Motion by Konkel – Second by Pierce

I move that we approve the agreement with Haysville USD 261 for the Plagens-Carpenter ballfield.

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel yea, Pierce yea.

Motion declared carried.

Mayor Bruce Armstrong asked for Department Reports.

Chief Administrative Officer Will Black reported the ColtStrong 5K race would take place on March 1st. Black stated the next Sedgwick County Association of Cities meeting would be on March 8th in Derby at 9:00 a.m.

Regular Council Meeting

February 24, 2014

Page 3

City Clerk Janie Cox stated polling places for the Haysville Sales Tax Election would be the Haysville Activity Center and the Haysville Community Library, registration for the election closes on March 11th, and advance ballots would be mailed beginning on March 12th. Cox stated advance voting would be on March 27th and March 28th at the HAC from noon until 7:00 p.m. and on Saturday, March 29th from 9:00 a.m. to 4:00 p.m. Cox gave details on polling dates and location in Wichita.

Police Chief Jeff Whitfield stated the Kansas Department of Transportation would be doing a seat belt enforcement campaign aimed specifically at teen drivers for the next two weeks. Sedgwick County Sheriffs would be monitoring vehicles in the vicinity of Campus High School and Haysville Police Department would monitor Haysville High School. Whitfield stated severe weather awareness week would be March 3rd through March 9th and encouraged citizens to discuss safety plans with their families. Whitfield advised the state-wide tornado drill would be next week. He advised the police officer greeting everyone at the door was Master Police Officer Aaron Tabing.

Public Works Director Randy Dorner stated an East Grand Project preconstruction meeting was scheduled for Wednesday, February 26th.

Recreation Director Georgie Carter stated the Activity Center would have an SOS day on Friday, March 7th as USD 261 is not in session. Carter gave details about other HAC events.

Under Appointments, Mayor Bruce Armstrong presented the Appointment of Richard Meyer, 214 Hungerford Re: Appointment to Planning Commission Ward IV, three year term.

Motion by Kanaga – Second by Pierce

Mr. Mayor, I move that we allow the appointment of Richard Meyer, 214 Hungerford to the Planning Commission for a three year term from Ward IV.

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel yea, Pierce yea.

Motion declared carried.

There were no Off Agenda Citizens to be Heard.

There was no Executive Session.

Mayor Bruce Armstrong presented the Bills to be Paid for the Last Half of February.

Motion by Ewert-Second by Rardin

I'd like to ask that we pay the last half of February bills.

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel yea, Pierce yea.

Motion declared carried.

Regular Council Meeting

February 24, 2014

Page 4

There was nothing under the Consent Agenda.

Under Council Items, Mayor Bruce Armstrong asked for any Council concerns. Councilperson Steve Crum advised a pothole on Alice needed addressed. Councilperson Pat Ewert stated potholes near Sonic on Grand also needed attention. Public Works Director Randy Dornier stated those on Grand had already been repaired and he would address the pothole on Alice. Councilperson Bob Rardin stated there are still bike path lights with windstorm damage. Dornier stated there had been difficulties locating replacements but it was being addressed.

There were no Council Action Request Updates.

Mayor Bruce Armstrong presented for approval Adjournment.

Motion by Pierce-Second by Rardin

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

Crum yea, Benner yea, Ewert yea, Kanaga yea, Kessler yea, Rardin yea, Konkel yea, Pierce yea.

Motion declared carried.

The Regular Council Meeting adjourned at 7:27 p.m.

Janie Cox, City Clerk

Click to
Return to
Agenda

MEMORANDUM

TO: Honorable Mayor Bruce Armstrong; City Council

FROM: Amanda Crawford, Administrative Secretary

DATE: 3/6/14

RE: 2014 Refuse Haulers License

The following business has made application for their Refuse Haulers License.

Waste Connections- 2745 N. Ohio St. Wichita, KS 67219

All requirements have been met and fees have been paid. This matter is before you for informative purposes only and does not require any action.

Sincerely,

Amanda Crawford
Administrative Secretary
City of Haysville

(Published in *The Haysville Times*, on March 13, 2014)

ORDINANCE NO. ____

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF HAYSVILLE, KANSAS, AS HERETOFORE AUTHORIZED BY RESOLUTION NO. 11-06 OF THE CITY; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.

WHEREAS, the governing body of the City of Haysville, Kansas (the "City") has heretofore authorized certain internal improvements (the "Improvements") to be constructed pursuant to K.S.A. 12-6a01 *et seq.* (the "Act"); and

WHEREAS, the governing body has heretofore conducted a public hearing in accordance with the Act and desires to levy assessments on certain property benefited by the construction of the Improvements.

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

Section 1. Levy of Assessments. For the purpose of paying the costs of the following described Improvements:

Country Plaza Villas Addition - Street Improvements

Resolution No. 11-06

Paving of Plaza Drive, Chapman Street, Shahin Street, and Shaman Street within Country Plaza Villas Addition to the City of Haysville, Sedgwick County, Kansas;

there are hereby levied and assessed the amounts (with such clerical or administrative amendments thereto as may be approved by the City Attorney) against the property described on **Schedule 1** attached hereto.

Section 2. Payment of Assessments. The amounts so levied and assessed in **Section 1** of this Ordinance shall be due and payable from and after the date of publication of this Ordinance.

Section 3. Notification. The City Clerk shall notify the owners of the properties described in **Schedule 1** attached hereto insofar as known to said City Clerk, of the amounts of their respective assessments; and, said notice shall further state that unless such assessments are paid within thirty (30) days from the date of publication of this Ordinance, bonds will be issued therefor, and the amount of such assessment will be collected in installments with interest.

Section 4. Certification. The special assessments shall be certified by the City Clerk to the County Clerk in the same manner and at the same time as other taxes are certified and will be collected in

15 annual installments, together with interest on such amounts at a rate not exceeding the maximum rate therefor as prescribed by the Act. Interest on the assessed amount remaining unpaid between the effective date of this Ordinance and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

Section 5. Effective Date. This Ordinance shall take effect and be in force from and after its passage, approval and publication once in the official City newspaper.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

PASSED by the governing body of the City on March 10, 2014 and signed and **APPROVED** by the Mayor.

(SEAL)

Mayor

ATTEST:

City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of the original ordinance; that said Ordinance was passed on March 10, 2014; that the record of the final vote on its passage is found on page ____ of journal ____; and that it was published in *The Haysville Times* on March 13, 2014.

DATED: March 13, 2014.

City Clerk

Click to
Return to
Agenda

SCHEDULE I-1

**COUNTRY PLAZA VILLAS ADDITION - STREET IMPROVEMENTS
RESOLUTION NO. 11-06**

Country Plaza Villas Addition			Country Plaza Villas Addition			Country Plaza Villas Addition		
Property Description	Assessment		Property Description	Assessment		Property Description	Assessment	
Block A	West Half of Lot 1	\$ 11,937.50	Block B	North Half of Lot 1	\$ 11,937.50	Block C	North Half of Lot 1	\$ 11,937.50
Block A	North Half of Lot 2	\$ 11,937.50	Block B	North Half of Lot 2	\$ 11,937.50	Block C	West Half of Lot 2	\$ 11,937.50
Block A	North Half of Lot 3	\$ 11,937.50	Block B	North Half of Lot 3	\$ 11,937.50	Block C	West Half of Lot 3	\$ 11,937.50
Block A	North Half of Lot 4	\$ 11,937.50	Block B	South Half of Lot 1	\$ 11,937.50	Block C	South Half of Lot 1	\$ 11,937.50
Block A	West Half of Lot 5	\$ 11,937.50	Block B	South Half of Lot 2	\$ 11,937.50	Block C	East Half of Lot 2	\$ 11,937.50
Block A	North Half of Lot 6	\$ 11,937.50	Block B	South Half of Lot 3	\$ 11,937.50	Block C	East Half of Lot 3	\$ 11,937.50
Block A	North Half of Lot 7	\$ 11,937.50						
Block A	North Half of Lot 8	\$ 11,937.50						
Block A	North Half of Lot 9	\$ 11,937.50						
Block A	Lot 10 except the East 129.8 feet thereof	\$ 11,937.50						
Block A	East Half of Lot 1	\$ 11,937.50						
Block A	South Half of Lot 2	\$ 11,937.50						
Block A	South Half of Lot 3	\$ 11,937.50						
Block A	South Half of Lot 4	\$ 11,937.50						
Block A	East Half of Lot 5	\$ 11,937.50						
Block A	South Half of Lot 6	\$ 11,937.50						
Block A	South Half of Lot 7	\$ 11,937.50						
Block A	South Half of Lot 8	\$ 11,937.50						
Block A	South Half of Lot 9	\$ 11,937.50						
Block A	East 129.8 feet of Lot 10	\$ 11,937.50						
Total		<u>\$ 238,750.00</u>	Total		<u>\$ 71,625.00</u>	Total		<u>\$ 71,625.00</u>
						Grand Total		<u>\$ 382,000.00</u>

Click to
Return to
Agenda

NOTICE OF ASSESSMENT

March 13, 2014
Haysville, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on *Schedule I* attached hereto, that pursuant to Ordinance No. ____ (the "Ordinance") of the City of Haysville, Kansas (the "City") there has been assessed against said property, the costs of certain internal improvements heretofore authorized by the governing body of the City (the "Improvements"). The description of the Improvements, the resolution number authorizing the same and the amount of assessment are set forth on *Schedule I* attached hereto.

You may pay this assessment in whole or in part to the City Treasurer of the City within thirty (30) days from the date hereof; and if the amount is not paid within said time period, bonds will be issued therefor, and the balance of such assessment will be collected in 15 annual installments, together with interest on such amounts remaining unpaid at a rate not exceeding the maximum rate therefor as prescribed by K.S.A. 12-6a01 *et seq.* Interest accruing between the date set forth above and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

Janie Cox, City Clerk

Click to
Return to
Agenda

SCHEDULE I-1

**COUNTRY PLAZA VILLAS ADDITION - STREET IMPROVEMENTS
RESOLUTION NO. 11-06**

Description of Property	Amount of Assessment

Click to
Return to
Agenda

CERTIFICATE OF MAILING

STATE OF KANSAS)
) ss:
COUNTY OF SEDGWICK)

The undersigned, City Clerk of the City of Haysville, Kansas, do hereby certify that on March 13, 2014, the date on which Ordinance No. ____ (the "Ordinance") of the City was published, I caused to be mailed to the owners of the properties liable for the assessments set out in the Ordinance, at their last known post office addresses, a Notice of Assessment showing the respective assessments levied against their properties and stating the manner in which said assessments will be collected.

A sample copy of the form of such Notice of Assessment is attached hereto.

WITNESS my hand and seal as of March 13, 2014.

(Seal)

Janie Cox, City Clerk

[attach sample copy of form]

Click to
Return to
Agenda

CERTIFICATE OF CITY TREASURER

STATE OF KANSAS)
) ss:
COUNTY OF SEDGWICK)

The undersigned, City Treasurer of the City of Haysville, Kansas (the "City"), do hereby certify that within the time allowed by Ordinance No. ____ of the City for the payment of special assessments in cash, property owners specially assessed for the costs of certain internal improvements heretofore authorized by the governing body of the City, paid in cash the amounts set forth below:

Resolution No.	Amount
11-06	\$ _____
<i>TOTAL</i>	\$ _____

WITNESS my hand on April 14, 2014.

City Treasurer

Click to
Return to
Agenda



901 S. George Washington Blvd.
Wichita, Kansas 67211
316.260.7000 tel
www.cox.com

February 24, 2014

Mr. Will Black
Chief Administrative Officer
200 W. Grand
Haysville, KS 67060

Dear Mr. Black,

On Tuesday, March 25, the following channel changes will occur:

- Fox Business – moving from channel 253 to channel 82
- Fox Business HD – moving from channel 2253 to channel 2082
- FXX – moving from channel 250 to channel 87
- FXX HD – moving from channel 2250 to channel 2087

Fox Business, Fox Business HD, FXX and FXX HD will now be available with the Cox Advanced TV Package (Cox TV Essential with a digital receiver or CableCARD), instead of requiring the additional subscription to the Sports & Information Pak. FXX and FXX HD will also become available with the Cox TV Economy package.

More details are available at www.cox.com.

It is a pleasure to serve your community. Please feel free to contact me at 785-215-6720 should you have any questions.

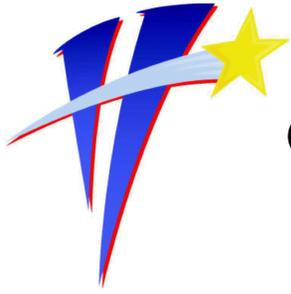
Sincerely,

Coleen Jennison
Government Affairs Director
Cox Communications Central Region

Click to
Return to
Agenda



In harmony with the Cox Conserves eco-friendly program, we are proud to print on Forest Stewardship Council-certified paper.



CITY OF HAYSVILLE, KANSAS

401 S. Jane-P.O. Box 404-Haysville, Kansas 67060

(316) 529-5940~Fax (316) 529-5945

www.haysville-ks.com

TO: The Honorable Mayor, Bruce Armstrong
Haysville City Councilmembers

FROM: Randal Dorner
City of Haysville, Public Works Director

DATE: March 7, 2014

RE: Street Rating Report
Pavement Preservation Program 2014

We have completed the Street Rating Report using the same methodology as last year. There have been some changes in the rating of the streets. Now that this is complete, we will be analyzing this data to come up with the 2014 maintenance schedule to be presented at a later date.

Randal Dorner
City of Haysville
Public Works Director

[Click to
Return to
Agenda](#)

Pavement Rating Total Distresses

Street Name	Location	Sum of Distresses
Alice	Nelson to Baughman	47
Raters Note	in front of 230 and 220 there is major fail in the road; curb needs fixed	
Street Name	Location	Sum of Distresses
Baughman	Alice to Grand	49
Raters Note	road needs redone; heavy trucks use it with school buses going to Nelson	
Street Name	Location	Sum of Distresses
Baughman	Alice to Hemphill	72
Raters Note	street has a bad drainage problem; curbs need to be redone; street has a low spot where water is being held	
Street Name	Location	Sum of Distresses
Grover	Corey to "A" street	74
Raters Note	needs to be sealed; needs a couple major patches and curb work	
Street Name	Location	Sum of Distresses
Ivah	Anita to Alexander	76
Raters Note	needs sealed; some medium patching needed	
Street Name	Location	Sum of Distresses
Stewart	Grand to Spring	77
Raters Note	street needs redone with curb redone or sealed drainage is poor	
Street Name	Location	Sum of Distresses
Mimosa	Timberlane to Willow	78
Raters Note	needs some medium patching done; need the shrinkage cracks cut out and replaced and needs cracks sealed	
Street Name	Location	Sum of Distresses
Pleasant	63rd to Sunflower	78
Raters Note	street needs some major patching done then crack sealed then sealed.	
Street Name	Location	Sum of Distresses
Spencer	Wayne to S. Main	79
Raters Note	needs crack sealed and then sealed	
Street Name	Location	Sum of Distresses
Blossom	Twin Pines to Broadway	79
Raters Note	needs major patching and then sealed	
Street Name	Location	Sum of Distresses
Corey	Grover to 63rd st	80
Raters Note	need to be crack sealed then sealed; has some crack seal done already	

Street Name	Location	Sum of Distresses
Fager	Main to Alexander	80
Raters Note	street has been crack sealed, there is a lot of Alligator cracks and only a few pot holes	
Street Name	Location	Sum of Distresses
Willow	Basswood to Meridian	80
Raters Note	has some block cracking that is coming up; has been cracked sealed but there is a lot of alligator cracks	
Street Name	Location	Sum of Distresses
Turkle	Spring to 7th	81
Raters Note	some of the street has been replaced. Need crack sealed and then sealed	
Street Name	Location	Sum of Distresses
Slade	Ivah to Anita	82
Raters Note	needs to be sealed	
Street Name	Location	Sum of Distresses
Wayne	Delos to Spencer	83
Raters Note	street needs sealed	
Street Name	Location	Sum of Distresses
N. Lamar	Sarah lane to Castle	83
Raters Note	needs some work on the shrinking cracks and needs cracks sealed	
Street Name	Location	Sum of Distresses
Clinton	Sarah lane to Anita	83
Raters Note	needs major patching and need sealed	
Street Name	Location	Sum of Distresses
Wire	Grand to 2nd	83
Raters Note	a lot of Alligator cracks; needs sealed; has had some crack sealing done	
Street Name	Location	Sum of Distresses
Wire	2nd to 4th	83
Raters Note	a lot of Alligator cracks need to be sealed; has had some crack sealing done	
Street Name	Location	Sum of Distresses
Campbell	Grand to N. Lamar	83
Raters Note	Due to the shrinkage cracks being so big, they are going to need to be cut out and new asphalt put in then crackseal	
Street Name	Location	Sum of Distresses
Anita	Clinton to Main	84
Raters Note	needs to be crack sealed soon	

Street Name	Location	Sum of Distresses
Linden Ln	Willow and Timberlane	84
Raters Note	needs to be cracked sealed and couple years needs sealed	
Street Name	Location	Sum of Distresses
Hillcrest	Anita to Sarah Lane	84
Raters Note	has had some crack sealing done but needs redone; needs some medium patching done	
Street Name	Location	Sum of Distresses
Stewart Cts.	@ Stewart	84
Raters Note	needs sealed	
Street Name	Location	Sum of Distresses
Hemphill	Baughman to Delos	84
Raters Note	has had some crack sealing done; there is a lot of Alligator cracking that needs sealed	
Street Name	Location	Sum of Distresses
Sarah Lane	Clinton to Hungerford	85
Raters Note	across the park there are patches that need to have a 2 inch lift on them	
Street Name	Location	Sum of Distresses
Slade	Sarah lane to Anita	85
Raters Note	needs to be cracked sealed and needs to be sealed	
Street Name	Location	Sum of Distresses
Sarah Lane	Main to Clinton	85
Raters Note	was sealed last summer, rock did not hld. So that left excess binder on the road	
Street Name	Location	Sum of Distresses
4th St.	Van Arsdale to German	86
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Hunter	Alexander to Fager	86
Raters Note	needs to be cracked sealed in a couple of years; needs sealed	
Street Name	Location	Sum of Distresses
Anita	Ivah to Clinton	86
Raters Note	need to be cracked sealed	
Street Name	Location	Sum of Distresses
Taylor	Wayne to Spencer	86
Raters Note	has been crack sealed	

Street Name	Location	Sum of Distresses
4th St.	Van Arsdale to Turkle	86
Raters Note	street needs crack sealed	
Street Name	Location	Sum of Distresses
Nelson	Alice to Hemphill	87
Raters Note	overall a good street; need sealed and some curb work done	
Street Name	Location	Sum of Distresses
Western	Grand to 2nd St.	87
Raters Note	First 50 yards off of Grand has been redone- concrete; need to be crack sealed	
Street Name	Location	Sum of Distresses
5th St.	German to Turkle	87
Raters Note	needs sealed	
Street Name	Location	Sum of Distresses
Waggoner	@ Spencer dr.	87
Raters Note	needs sealed	
Street Name	Location	Sum of Distresses
Ballard	Grand to Ct.	87
Raters Note	street has some holes where sub base has failed; makes it a rough ride	
Street Name	Location	Sum of Distresses
Trout	Grand to Turkle	88
Raters Note	Been crack sealed; may need sealed soon	
Street Name	Location	Sum of Distresses
Marlen North	Grand to Karla	88
Raters Note	street is in good shape but has a few transverse cracks that need fixed then crack sealed	
Street Name	Location	Sum of Distresses
Diedrich	Broadway to Ward Pkwy	88
Raters Note	street has been crack sealed; has alligator crack first 150 yards from Broadway	
Street Name	Location	Sum of Distresses
2nd St.	Ranger to Stearns	88
Raters Note	has been crack sealed; needs sealed	
Street Name	Location	Sum of Distresses
Stearns	4th to 2nd	89
Raters Note	been crack sealed; street has low spots in it that makes the road rough	

Street Name	Location	Sum of Distresses
Wire	4th to German	89
Raters Note	needs sealed	
Street Name	Location	Sum of Distresses
Apple Lane and Ct's	Sandalwood to Willow	89
Raters Note	Cts. Are good; transverse cracks need to be cut out and fixed; has been crack sealed	
Street Name	Location	Sum of Distresses
6th St.	Turkle to German	89
Raters Note	has had some crack sealing done; needs to be sealed	
Street Name	Location	Sum of Distresses
German	2nd to Grand	89
Raters Note	needs a patch at 146 German- small one; been crack sealed	
Street Name	Location	Sum of Distresses
Ranger	2nd to Grand	89
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Timberlane Ct.	@Timberlane	89
Raters Note	needs to be crack sealed; Transverse cracks too big to crack seal	
Street Name	Location	Sum of Distresses
2nd St.	Stearns to German	89
Raters Note	has been crack sealed; needs sealed soon	
Street Name	Location	Sum of Distresses
N. Twin Pines	@ Cottonwood	89
Raters Note	has been crack sealed, streets good	
Street Name	Location	Sum of Distresses
Cottonwood	Broadway to Sunnyside	89
Raters Note	needs to be crack sealed	
Street Name	Location	Sum of Distresses
Sandalwood	Meridian to Linden Lane	90
Raters Note	Transverse cracks need cut out and fit; has been crack sealed but needs redone	
Street Name	Location	Sum of Distresses
Western	2nd to 4th	90
Raters Note	needs crack sealed	

Street Name	Location	Sum of Distresses
Wayne	Grand to Delos	90
Raters Note	been crack sealed; street ok	
Street Name	Location	Sum of Distresses
German	4th to 2nd	90
Raters Note	been crack sealed; good street	
Street Name	Location	Sum of Distresses
Stearns	2nd to Grand	90
Raters Note	been crack sealed; may need sealed in a couple of years	
Street Name	Location	Sum of Distresses
Hungerford	2nd to 4th	90
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Christine Ct.	Hungerford to end of Ct.	90
Raters Note	shrinkage crack are the main concern on this road, does not need crack sealed	
Street Name	Location	Sum of Distresses
Twin Pines	Diedrich to Grand	90
Raters Note	has been crack sealed	
Street Name	Location	Sum of Distresses
German	4th to 7th	91
Raters Note	been crack sealed; good street	
Street Name	Location	Sum of Distresses
Karla	700 block of Karla Ct. to Kay	91
Raters Note	need transverse cracks fixed then crack sealed	
Street Name	Location	Sum of Distresses
2nd St.	Van Arsdale to German	91
Raters Note	been crack sealed; needs to be sealed soon	
Street Name	Location	Sum of Distresses
Spring St.	Turkle to Van Arsdale	91
Raters Note	good street; needs some curb work	
Street Name	Location	Sum of Distresses
Park Dr.	Timberlane to Mimosa	91
Raters Note	shrinkage cracks are the main problem on this road; makes for a rough ride	

Street Name	Location	Sum of Distresses
Peachtree Lane	Park to Timberlane	91
Raters Note	need to be cracked sealed	
Street Name	Location	Sum of Distresses
Loring	Ranger to 2nd St.	91
Raters Note	transverse cracks need cut out and fixed; one small patch needs done too.	
Street Name	Location	Sum of Distresses
Timberlane	Linden to Park Dr.	91
Raters Note	Road has been cracked sealed; may need two minor patches	
Street Name	Location	Sum of Distresses
4th Street	Ranger to Sunset	91
Raters Note	needs re-crack sealed	
Street Name	Location	Sum of Distresses
Moy	Hemphill to Freeman	91
Raters Note	there are 8 transverse cracks that need attention soon (safety hazard)	
Street Name	Location	Sum of Distresses
Ward Parkway	Diedrich to Grand	91
Raters Note	has been crack sealed	
Street Name	Location	Sum of Distresses
Delos	Grand to Wayne	92
Raters Note	street has been recently crack sealed	
Street Name	Location	Sum of Distresses
Freeman	Jane to Delos	92
Raters Note	transverse cracks are deep but has been crack sealed	
Street Name	Location	Sum of Distresses
Linden Ct.	Linden Ct.	92
Raters Note	needs to be cracked sealed	
Street Name	Location	Sum of Distresses
800 block of Karla Ct.	@Karla	92
Raters Note	need transverse cracks fixed and then crack sealed	
Street Name	Location	Sum of Distresses
900 block of Karla Ct.	@ Karla	92
Raters Note	Needs transverse cracks fixed and then cracked filled	

Street Name	Location	Sum of Distresses
Sunset	2nd to 4th	92
Raters Note	good street; been crack sealed	
Street Name	Location	Sum of Distresses
Sunset	Grand to 2nd	92
Raters Note	good street; been crack sealed	
Street Name	Location	Sum of Distresses
4th St.	German to Sunset	92
Raters Note	good street, needs to be crack sealed	
Street Name	Location	Sum of Distresses
7th St.	Turkle to dead end	92
Raters Note		
Street Name	Location	Sum of Distresses
Hemphill	Delos to Jane	93
Raters Note	has been crack sealed; transverse cracks are big but overall a good road	
Street Name	Location	Sum of Distresses
Freeman	Jane to Marlen	93
Raters Note	need transverse cracks fixed and then need crack sealed	
Street Name	Location	Sum of Distresses
Timberlane	Linden to Grand	93
Raters Note	has been crack sealed; Transverse cracks are a little rough but they have been crack sealed	
Street Name	Location	Sum of Distresses
2nd St.	Meridian to Ranger	93
Raters Note	transverse cracks need cut out and fixed	
Street Name	Location	Sum of Distresses
N. Hungerford	Sarah Lane to Park Dr.	93
Raters Note	road was just resealed but all the rock fell off of it therefore excess seal on the road	
Street Name	Location	Sum of Distresses
Jubilee	Ranger to 4th	94
Raters Note	needs crack sealed and 3 major patching	
Street Name	Location	Sum of Distresses
Alexander Ct		94
Raters Note	around the island there is a hole that needs patched; needs crack sealed	

Street Name	Location	Sum of Distresses
Basswood	Linden to Willow	94
Raters Note	has been crack sealed; has 7 patches	
Street Name	Location	Sum of Distresses
700 block of Karla Ct.	@Karla	94
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Dwight Ct.	@ Turkle	94
Raters Note	good street	
Street Name	Location	Sum of Distresses
200 block of Moy Ct.	@Moy	94
Raters Note	4 Transverse cracks need cut out and fixed	
Street Name	Location	Sum of Distresses
Sunnyside	Grand to Diedrich	94
Raters Note	needs crack sealed; may need to have transverse crack cut out and replaced	
Street Name	Location	Sum of Distresses
James	Freeman to Hemphill	94
Raters Note	transverse cracks are big; street has been crack sealed	
Street Name	Location	Sum of Distresses
Alexander	VG @Hillcrest to 944 Alexander	94
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
100 block of Moy Ct.	@Moy	94
Raters Note	transverse cracks; 3 of them need cut out and fixed	
Street Name	Location	Sum of Distresses
Van Arsdale	2nd to 4th	94
Raters Note	good street has been crack sealed	
Street Name	Location	Sum of Distresses
Van Arsdale	Grand to 2nd	94
Raters Note	good street; has been crack sealed	
Street Name	Location	Sum of Distresses
Hungerford	Grand to 2nd	95
Raters Note	good street	

Street Name	Location	Sum of Distresses
400 Block of Marlen	@ Marlen	95
Raters Note	(2) Transverse cracks need fixed	
Street Name	Location	Sum of Distresses
Delos	Grand to Hemphill	95
Raters Note	need crack sealed	
Street Name	Location	Sum of Distresses
Spring Cir	Broadway to Ct.	95
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
200 block of Marlen Ct.	@ Marlen	95
Raters Note	(2) transverse cracks need fixed; need patch done where water line was leaking	
Street Name	Location	Sum of Distresses
Champion	2nd to Peachwood	95
Raters Note	transverse cracks need fixed	
Street Name	Location	Sum of Distresses
Lamar plus Cts.	Grand to Turkle	96
Raters Note	good street' been crack sealed; Cts. Have been redone	
Street Name	Location	Sum of Distresses
Hollywood	Mabel to Hale	96
Raters Note	good street; curb holds water	
Street Name	Location	Sum of Distresses
Hale St.	Sunflower to Marion	96
Raters Note	good street; curbs holding water	
Street Name	Location	Sum of Distresses
South Marlen	Grand to Peach	96
Raters Note	need crack sealed really soon	
Street Name	Location	Sum of Distresses
Cain Drive	Broadway to Grand	96
Raters Note	there are 2 VG that need to be cleaned out so water can get off road way	
Street Name	Location	Sum of Distresses
300 block of Marlen Ct.	@ Marlen	96
Raters Note	(2) transverse cracks need fixed	

Street Name	Location	Sum of Distresses
100 block Alexander Ct.	Alexander Ct.	96
Raters Note	need sealed and crack sealed has one med patch	
Street Name	Location	Sum of Distresses
Ward Parkway	Sunflower to Grover	97
Raters Note	good street; curb holds water	
Street Name	Location	Sum of Distresses
Diedrich	Broadway to Pirner	97
Raters Note	good street needs one longitudinal crack sealed	
Street Name	Location	Sum of Distresses
Chatta	4th to Chelsea	97
Raters Note	good street; needs to be crack sealed in a couple of years	
Street Name	Location	Sum of Distresses
1000 Block of Karla Ct.	@ Karla	97
Raters Note	needs cracked filled	
Street Name	Location	Sum of Distresses
Schoolhouse	Country Lakes to dead end	97
Raters Note	needs crack sealed; new addition	
Street Name	Location	Sum of Distresses
300 block of Moy Ct.	@Moy	97
Raters Note	(2) transverse cracks need fixed	
Street Name	Location	Sum of Distresses
Shira Ct.	@ Shira	97
Raters Note	good street; needs crack sealed	
Street Name	Location	Sum of Distresses
Kay	Karla to Broadway	97
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Alexander	Fager to VG @Hillcrest	97
Raters Note	crack seal the street the VG@ Hillcrest needs replaced	
Street Name	Location	Sum of Distresses
Winesap	Hydraulic to 71st.	97
Raters Note	needs crack sealed	

Street Name	Location	Sum of Distresses
Riley Cir.	Peach to Peach	97
Raters Note	needs crack sealed	

Street Name	Location	Sum of Distresses
N. Jane	Hemphill to Grand	97
Raters Note	road has been crack sealed; good road	

Street Name	Location	Sum of Distresses
Keystone	Sunflower to Ward Parkway	98
Raters Note	good street	

Street Name	Location	Sum of Distresses
Summey Ave	Hale to Ward Parkway	98
Raters Note	good street; curb holding water	

Street Name	Location	Sum of Distresses
Boxwood	@Meridian	98
Raters Note	needs crack sealed; 1 pot hole	

Street Name	Location	Sum of Distresses
Bluestem	@ Saddlebrook to Firefly	98
Raters Note	good street; new addition	

Street Name	Location	Sum of Distresses
Jane	Grand to PW	98
Raters Note	good street	

Street Name	Location	Sum of Distresses
Place	@ Bluestem	98
Raters Note	good street; new addition	

Street Name	Location	Sum of Distresses
Country Lakes	@ Meridian to dead end	98
Raters Note	good street; new addition	

Street Name	Location	Sum of Distresses
300 block of Peach Cir.	@ South Marlen	98
Raters Note	good street; may need crack sealed in couple years	

Street Name	Location	Sum of Distresses
Leonard Ct.	@ Chatta	98
Raters Note	good street	

Street Name	Location	Sum of Distresses
Firefly	Bluestem to Windrose	98
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Twin Pines	Lonna. To Berlin	98
Raters Note	good street; needs crack sealed	
Street Name	Location	Sum of Distresses
Saddle Brooke	Meridian to dead end	98
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Marion	Hale to Grover	98
Raters Note	good street	
Street Name	Location	Sum of Distresses
Lonna	Ward Parkway to Spring Cr.	98
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Ward Parkway	Berlin to Lonna	98
Raters Note	needs crack sealed	
Street Name	Location	Sum of Distresses
Windrose	Saddle Brook to Firefly	98
Raters Note	good road; new addition	
Street Name	Location	Sum of Distresses
Ward Parkway North	Grand to dirt ct.	98
Raters Note	been sealed; road is good	
Street Name	Location	Sum of Distresses
Hemphill	Jane to Moy	98
Raters Note	there is 1 transverse crack that needs fixed; street is good	
Street Name	Location	Sum of Distresses
Hillcrest	Alexander to Anita	99
Raters Note	needs crack sealed and need 1 medium patch close to Alexander	
Street Name	Location	Sum of Distresses
Raintree	@Meridian	99
Raters Note	needs crack sealed	

Street Name	Location	Sum of Distresses
Saddle Brooke Ct.	@ Saddle Brooke	99
Raters Note	good street, new addition	
Street Name	Location	Sum of Distresses
Forest Ct.	@ South Marlen	99
Raters Note	good street; never sealed; may need crack sealed in two years	
Street Name	Location	Sum of Distresses
Peach	S. Marlen to Riley Ct.	99
Raters Note	good street; may need crack sealed in a couple years	
Street Name	Location	Sum of Distresses
Peach	Riley Cir. To Jane	99
Raters Note	new street; may need to be crack sealed in a couple of years	
Street Name	Location	Sum of Distresses
Greenwood	@ Jane	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Sunflower	"A" st. to Hale	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Forest Ct. 700 block	@ Jane	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Twin Pines	Spring Cir to dirt	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Windrose Ct.	@ Windrose	99
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Kansas	Hydraulic to 71st	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Lake view	Saddle Brooke to 79th St.	99
Raters Note	good street, new addition	

Street Name	Location	Sum of Distresses
Lakeview Ct.	@ Lakeview	99
Raters Note	good street, new addition	
Street Name	Location	Sum of Distresses
900 Block of Peach Ct.	Peach	99
Raters Note	newer street; needs crack sealed	
Street Name	Location	Sum of Distresses
Peachwood Dr.	Champion to 2nd	99
Raters Note	good street	
Street Name	Location	Sum of Distresses
Shahin	Shaman to Chapman	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Shira	Shira ct to Chatta	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Shira Cir	Shira	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
4th street	Meridian to Ranger	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Clesea	Meridian to Melvin	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
N. Lamar	Castle	100
Raters Note	Replaced Street	
Street Name	Location	Sum of Distresses
Castle	Clinton to N. Lamar	100
Raters Note	was just concreted	
Street Name	Location	Sum of Distresses
Clinton	Sarah lane to Castle	100
Raters Note	road was just concreted	

Street Name	Location	Sum of Distresses
Ranger	4th to 2nd	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Broadway Ct.	@ Broadway	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Clinton	Anita to Slade	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Shaman St.	Plaza to Shanin	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Plaza Drive	@ Grand to Shaman	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Melvin Ct.	@ Chelsea	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
North Sunnyside	dirt ct. to Ward pkwy to VG	100
Raters Note	been recently sealed; good street	
Street Name	Location	Sum of Distresses
Bluestem Ct.	@ Bluestem	100
Raters Note	good street, new addition	
Street Name	Location	Sum of Distresses
Bluestem Cir.	@ Bluestem	100
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Schoolhouse Cir.	@ Schoolhouse	100
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Schoolhouse Ct.	@ Schoolhouse	100
Raters Note	good street; new addition	

Street Name	Location	Sum of Distresses
Schoolhouse Place	@ Schoolhouse	100
Raters Note	good street; new addition	
Street Name	Location	Sum of Distresses
Erin Ct.	@ Chelsea	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Pirner	71st to Diedrich	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Hickory	Aspen to Hannah Lane	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Aspen	Caleb to Hickory	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Hannah Lane	Aspen to Caleb	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Caleb	Hannah lane to Aspen	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Kay & Baughman (River Forest)	@Karla	100
Raters Note	new Street	
Street Name	Location	Sum of Distresses
Maynard	Alice to Hemphill	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Willow	Mimosa to Basswood	100
Raters Note	just redid the street with concrete; no work needed	
Street Name	Location	Sum of Distresses
Hydraulic Ct.	@ Hydraulic	100
Raters Note	good street	

Street Name	Location	Sum of Distresses
Sunnyside	@ 63rd to Sandy	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Sandy	Sunnyside to "A" street	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
2nd St.	Hays to S. Main	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Mabel	63rd to Ct.	100
Raters Note	new street	
Street Name	Location	Sum of Distresses
Turkle	Grand to Spring	100
Raters Note	New Street	
Street Name	Location	Sum of Distresses
Pirner	Diedrich to Ct.	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Alexander	985 Alexander to 944 Alexander	100
Raters Note	road was redone not too long ago with concrete	
Street Name	Location	Sum of Distresses
Berlin	Broadway to Ward Pkwy	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Hurley	Broadway to Ward Pkwy	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
Southbrooke	Ward Parkway to Twin Pines	100
Raters Note	good street	
Street Name	Location	Sum of Distresses
N. Hungerford	Grand to Sarah Lane	100
Raters Note	no work needed	

Street Name	Location	Sum of Distresses
S. Main	Grand to City Limits	100
Raters Note	need 2 patches; one was from water dig, other was from new storm drainage put in	

Street Name	Location	Sum of Distresses
Karla (River Forest)	N. Main to N. Delos	100
Raters Note	New Street	

Street Name	Location	Sum of Distresses
Hays St.	2nd to S. Main	100
Raters Note	new street	

Street Name	Location	Sum of Distresses
Timber Creek	S. Main to dead end	100
Raters Note	new street	

Street Name	Location	Sum of Distresses
Timbercreek Ct.	@ Timbercreek	100
Raters Note	new street	

Street Name	Location	Sum of Distresses
"A" street	Grover to Sunflower	100
Raters Note	good street; might crack seal in 2 years	

Click to
Return to
Agenda



CITY OF HAYSVILLE, KANSAS

RECREATION DEPARTMENT - 7106 S BROADWAY/ P.O. BOX 404
HAYSVILLE, KANSAS 67060 – (316) 529-5922 (316) 529-5923 – FAX

TO: The Honorable Bruce Armstrong, Mayor
City Council Members

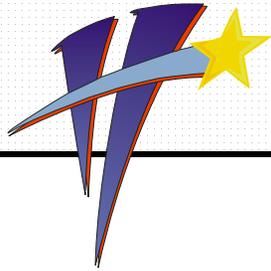
FROM: Randy Dorner, Public Works Director
Georgie Carter, Recreation Director

SUBJECT: Plagens Carpenter

DATE: March 5, 2014

Attached is a proposed drawing and a price sheet for the building of two additional baseball fields at Plagens Carpenter Sports Complex. This is before you for your consideration, please contact me if you have any questions.

[Click to
Return to
Agenda](#)



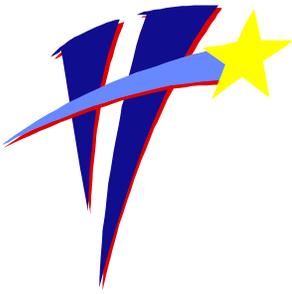
DATE
3/7/2014

City of Haysville
P-C Park
Fields 7 & 8

PROPOSED COST

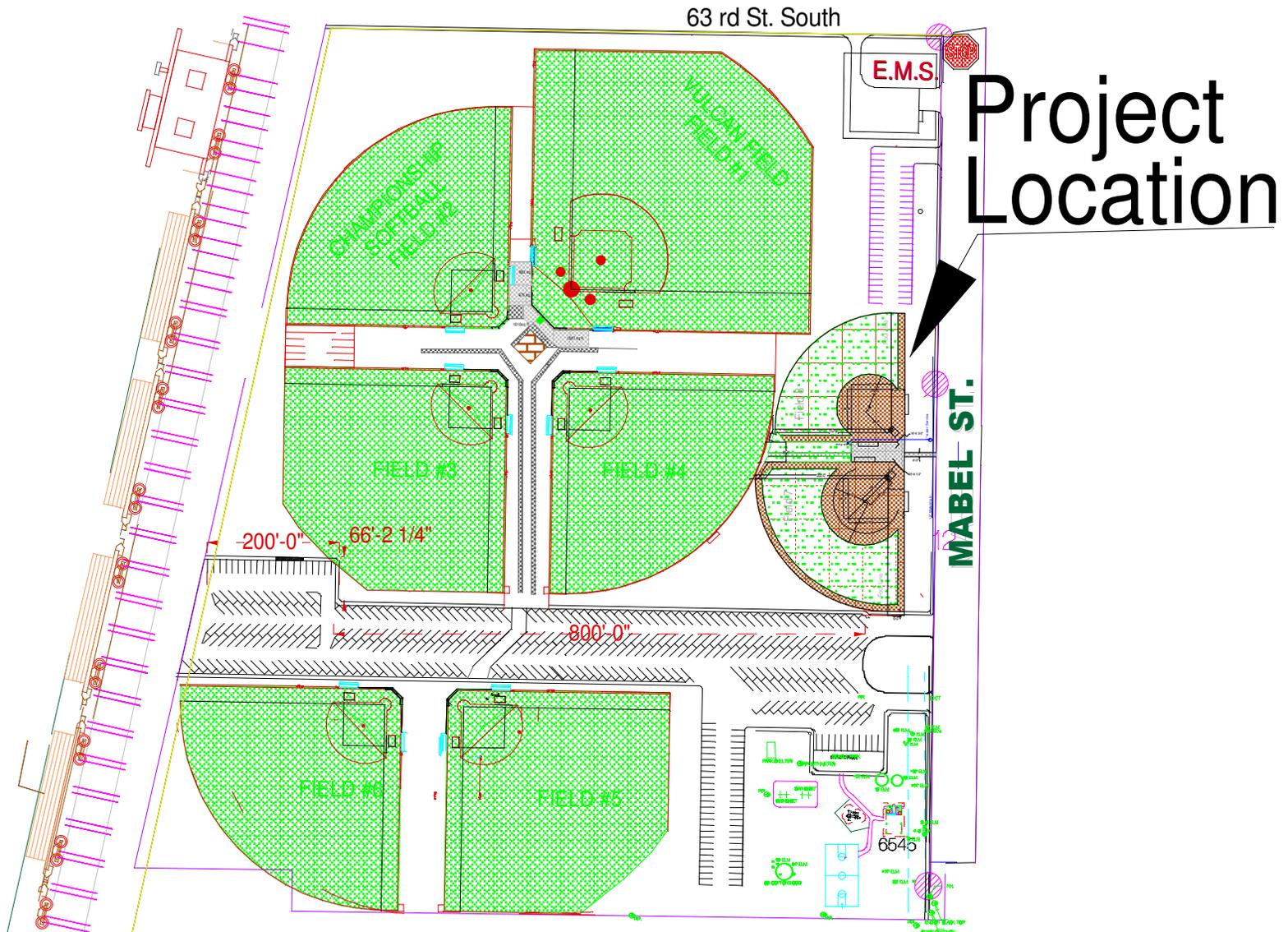
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ESTIMATE	
				UNIT PRICE	COST
1.	Locate & Tap Waterline & Backflow	1.0	LS	\$ 2,000.00	\$ 2,000.00
3.	Survey & Layout Fields for Quantities of Fill Material	1.0	LS	\$ 200.00	\$ 200.00
5.	Haul in Red Shale for Warning Tracks & Infields/Grade	555.0	CY	\$ 18.00	\$ 9,990.00
6.	Install Sprinkler System Field 7 & 8	1.0	LS	\$ 17,408.21	\$ 17,408.21
7.	Install Electric for Sprinkler System +110 Circuit	1.0	LS	\$ 1,500.00	\$ 1,500.00
8.	Sod	4777.0	SF	\$ 1.55	\$ 7,404.35
9.	Layout/Install Bases, Foul Lines, Poles & Signs	2.0	EA	\$ 500.00	\$ 1,000.00
10.	Install Backstops, Dugouts w/Benches	1.0	EA	\$ 29,096.00	\$ 29,096.00
11.	Drive and Approach	1.0	EA	\$ 2,000.00	\$ 2,000.00
12.	Install Outfield Fencing from Dugouts	1.0	LF	\$ 17,797.00	\$ 17,797.00
Sub Total					\$ 88,395.56
Completed					\$ -
Completed Sub Total					\$ 88,395.56
Contingencies 10.00%					\$ 8,839.56
Totals					\$ 97,235.12

Click to
Return to
Agenda



City of Haysville Proposal Documents

P-C Sports Complex Improvements



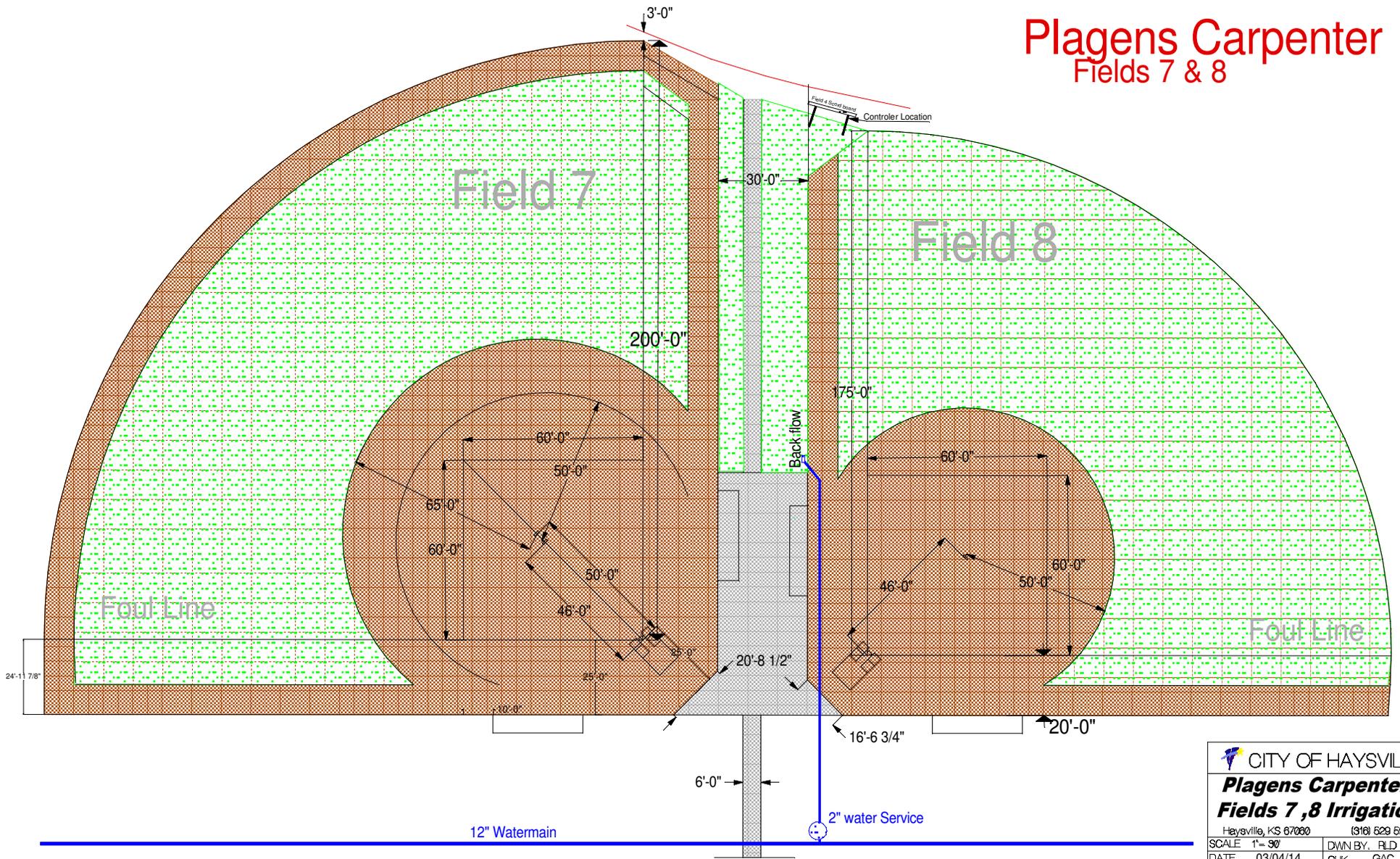
**Project
Location**

PLAGENS- CARPENTER

Project # 030614

Click to
Return to
Agenda

Plagens Carpenter Fields 7 & 8



CITY OF HAYSVILLE		
Plagens Carpenter		
Fields 7,8 Irrigation		
Haysville, KS 67000	(316) 629 6940	
SCALE 1"= 30'	DWN BY: RLD	F 8
DATE 03/04/14	CHK: GAC	

Click to
Return to
Agenda



CITY OF HAYSVILLE, KANSAS

RECREATION DEPARTMENT - 7106 S BROADWAY/ P.O. BOX 404
HAYSVILLE, KANSAS 67060 – (316) 529-5922 (316) 529-5923 – FAX

MEMORANDUM

TO: Mayor Bruce Armstrong
Council Members

FROM: Georgie Carter, Recreation Director

DATE: March 5, 2014

RE: Agreement with Haysville Youth Sports

Attached is the contract agreement between the City of Haysville and the Haysville Youth Sports (HYS) for the use of Plagens-Carpenter Sports Complex for the 2014 season. Changes are highlighted in red; this is before you for your consideration.

Click to
Return to
Agenda



CITY OF HAYSVILLE, KANSAS

RECREATION DEPARTMENT – 7106 S BROADWAY/ P.O. BOX 404
HAYSVILLE, KANSAS 67060 – (316) 529-5922 (316) 529-5923 – FAX

AGREEMENT

This Agreement is made and entered into as of this 10 day of March, 2014, by and between the **City of Haysville, Kansas (City)**, and the **Haysville Youth Sports (HYS)**.

WHEREAS, the **City** owns and operates a developing Sports Complex commonly known as Plagens-Carpenter Sports Complex (Sports Complex) located at 665 West 63rd Street South, Haysville, KS; and

WHEREAS, Sports Complex has a championship baseball field commonly known as Field One, a softball field commonly known as Field Two, a combination field commonly known as Field Three, a championship softball field commonly known as Field Four a softball field commonly known as Field Five, and a combination field commonly known as Field Six,

WHEREAS, **HYS** desires to obtain use of Field One, Two, Three, Four, Five, Six, Seven and Eight for junior league games and tournaments and the **City** is willing to permit such use upon the terms and conditions provided for herein. **Fields seven and eight are intended to be used only as back-up fields when issues outside the control of the parties make the other fields unusable on any given day.**

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, the **City** and **HYS** agree as follows:

- I. City agrees to and does hereby allow **HYS** use of Fields One, Two, Three, Four, Five, Six, **Seven and Eight** and necessary appurtenances thereto, for **HYS** games and tournaments, commencing on **May 1, 2014** and terminating on **July 31, 2014** pursuant to the **HYS** schedule of games (to be attached by **April 30, 2014**).
 - A. Fields will be available to **HYS** no later then 6:00 pm on each scheduled game day.
 - B. There shall be no practices or practice games on the baseball or softball fields other than those specifically negotiated with and agreed to by the **City**.
HYS will be allowed no more than one practice a week inside the complex (field 3) for the older boy's division (13 & under) pending availability. **HYS** will be allowed to practice on fields five and six pending availability.

- C. **HYS** will be responsible for supervision of the facility during practices/games, taking care of the infield, this will include: smoothing pitching mounds, raking home plate and the base paths at the conclusion of each game/practice.
 - D. Only one set of keys will be checked out to **HYS**; they will be responsible for the unlocking/locking of the gate. If those keys are lost or not returned by **August 1, 2014** **HYS** will be responsible for the costs associated to replace/rekey locks and reprint keys.
 - E. Any and all **HYS** games cancelled due to inclement weather or poor field conditions shall be rescheduled through and approved by **City's** Recreation Director or Assistant Recreation Director.
- II. **HYS** will operate the concession stand at Plagen's Carpenter on all game nights except when the **Haysville Aviators** are playing home games. Proceeds from concession sales when the **Haysville Aviators** are running the concession stand go to the **Haysville Aviators**. **HYS** shall be responsible for all trash clean up in and around the complex including the concession stand. The use of a barbeque grill will be allowed but a grease catch must be placed underneath the grill and the grease must be disposed of properly after each use. The grill must be removed after the last home game of the season. **HYS** shall remit 10% of its sales from the sale of concessions to the **City** by September 12, 2014. **HYS** shall conform to all health code standards and regulations of the **City, County, and State**.
- III. **HYS** agrees to abide by the Plagens-Carpenter Sports Complex Rules and Regulations (attached hereto as Exhibit 1) established by **City**, and to ensure that players, guests, invitees and other persons associated with **HYS** games and activities conducted at Sports Complex abide by the same, including the following:
- A. **HYS** shall replace divots and smooth pitching mounds and home plate areas at the conclusion of each game.
 - B. **HYS** shall provide a board member to supervise the facility on all game nights and tournaments.
 - C. No vehicles will be allowed to pass through any gates without **PRIOR** permission. All vehicles shall be parked in the parking lot. Vehicles may NOT use the access road to the fields.
 - D. **HYS** shall pick up trash in and around the sports complex and parking lot after use of Sports Complex.
 - E. No alcoholic beverages are allowed on **City** property, including parking lots.
- IV. **City** will provide mowing, watering and grading of the Sports Complex fields and **City** staff will be in charge of field maintenance for all games conducted at Sports Complex.
- V. **HYS** shall furnish a Certificate of Insurance evidencing coverage for any damage caused by **HYS**, or **HYS's** agents, servants, employees, guests, invitees, and/or individuals participating in the event(s) described herein. Such Certificate of Insurance shall name

"City of Haysville, Kansas, and its officers, employees, agents and volunteers" as additional insured's and shall be in the amount of \$500,000.00 combined single limit per occurrence for bodily injury, personal injury, and property damage. Said Certificate shall be submitted to the Recreation Department, to the attention of Georgie Carter, Recreation Director, 7106 S. Broadway, Haysville, Kansas, 67060. Said Certificate shall also contain 0a clause granting a minimum of ten (10) calendar days prior notice to **City** before any material change or cancellation of insurance is effective. Failure of **HYS** to provide **City** an approved Certificate of Insurance **prior to any practices** shall cancel and make void this agreement.

- VI. **HYS** shall reimburse **City** for any cost associated with damage to the Sports Complex fields and/or facility that exceed normal or routine maintenance requirements.
- VII. **City** will provide trash service and receptacles for the sports complex.
- VIII. **City** shall remove and abate immediately all nuisances that are potentially of a hazardous character and shall address issues of unsightliness in a timely manner.
- IX. **HYS** agrees to indemnify and hold harmless **City**, its agents, servants, employees or invitees, from and against any and all claims of every kind or character for injuries and/or damages to persons and/or property arising out of or in connection with the use and occupancy of said Sports Complex, and not caused by **City** negligence. **HYS** agrees to pay any costs of defense associated with claims brought against **City** arising from, or related to, this Agreement and/or the activities covered hereunder, including reasonable attorney's fees. **City** shall give to **HYS** notice of any claim made or litigation instituted which directly or indirectly contingently or otherwise in any way affects or might affect **HYS**. **HYS** shall have the right to compromise and participate in the defense of the same to the extent of their own interests.
- X. **HYS** agrees to such other requirements as may be desirable to promote the best usage of facilities as requested by the **City** including:
 - A. **HYS** shall provide an end of season report specifying the number of youths participating in each age group no later than **September 12, 2014**.
 - B. **HYS** shall provide a financial statement to the **City** for the previous season detailing the expenditures and revenues of **HYS** prior to utilizing Sports Complex.
 - C. **HYS** shall provide the **City** with a copy of their current by-laws at the time of the submission of their financial statement.
 - D. All requested items shall be submitted to the Recreation Department, and may be mailed to the attention of Georgie Carter, Recreation Director, 7106 S. Broadway, Haysville, Kansas, 67060.
- XI. **HYS** agrees to pay twenty-five dollars (\$25.00) per hour per field for fields two and four and forty dollars (\$40.00) per hour per field for fields one and three for usage of the Sports Complex's lights.
 - A. Said total accumulated fee is payable to the **City** at the conclusion of the **HYS** season, but no later than **September 12, 2014**.

- B. Monitoring of use of lights will be by Recreation Department staff.
- XII. **HYS** agrees to pay thirty dollars (\$30.00) per field for each day used to cover the costs of field maintenance. Said total accumulated fee is payable to the **City** at the conclusion of the **HYS** season, but no later than **September 12, 2014**.
- XIII. **HYS** agrees to pay two dollars & fifty cents per hour (\$2.50) with maximum of \$25.00 day) for usage fees to cover cost for the entire complex. Said total accumulated fee is payable to the **City** at the conclusion of the **HYS** season, but no later than **September 12, 2014**.
- XIV. This agreement may be canceled and/or terminated at any time by mutual agreement, or by either party upon giving thirty (30) days prior written notice of the cancellation to the other party.
- XV. This agreement may be modified, changed, or amended only as may be mutually agreed in writing between **City** and **HYS**.
- XVI. It is understood that this agreement supersedes and cancels any and all prior existing arrangement(s) between the parties hereto and their predecessors concerning the uses provided for herein. If any covenant, condition or provision herein contained is held to be invalid by any court of competent jurisdiction, the invalidity of any such covenant, condition or provision shall in no way affect any other covenant, condition or provision herein contained; provided, however, that the invalidity of any such covenant, condition, or provision does not materially prejudice either **HYS** or **City** in the respective rights and obligations contained in the valid covenants, conditions, or provisions in this agreement.
- XVII. It is understood and agreed that **HYS** shall not sell, sign or transfer any of its rights or privileges granted hereunder without the prior written consent of **City**.

IN WITNESS WHEREOF, **City** and **HYS** have executed this Agreement as of the day and year first above written.

GOVERNING BODY OF HAYSVILLE, KANSAS

ATTEST:

BRUCE ARMSTRONG, Mayor

Janie Cox, City Clerk

HAYSVILLE YOUTH SPORTS



President (Authorized Signature)

[Click to
Return to
Agenda](#)

EXHIBIT 1

Plagens-Carpenter Sports Complex - Rules and Regulations

1. League schedules must be turned in to the Recreation Director or Assistant Recreation Director **by April 30, 2014**. League games will not be allowed to start without league schedules on file.
2. Tournament dates must be submitted to the Recreation Director or Assistant Recreation Director by **March 14, 2014** and will be approved pending availability.
3. Tournament schedules must be turned in to the Recreation Director or Assistant Recreation Director by 6:00 pm two days prior to the tournament date.
4. Any organization/individual using any baseball and/or softball field shall supply a certificate of insurance liability of \$500,000 covering sanctioned activities and naming the City and its employees, volunteers, agents and representatives as additional insured's. A copy of your insurance will need to be on file prior to the usage of the fields.
5. **The organization will replace divots and smooth the pitching mounds and home plate areas at the conclusion of each practice/game.**
6. The City reserves the right to postpone or cancel any games and/or tournaments due to inclement weather conditions.
7. No vehicles will be allowed to pass through **any gates without PRIOR permission.**
8. No alcoholic beverages are allowed on city property; this includes the parking lot.
9. No practices, practice games or walk-on usage allowed at any time on the diamonds unless prior approval from the Recreation Director is obtained.
10. Deliberately hitting into fences is not allowed.
11. Facility users must provide adequate personnel to supervise their activities.
12. The field supervisor will be responsible for turning the field lights on and off. They will also be responsible for closing and locking all doors at the end of the night.
13. **Facility users are responsible for picking up the trash in and around the sports complex and the entire parking lot.**

Click to
Return to
Agenda



CITY OF HAYSVILLE, KANSAS

RECREATION DEPARTMENT - 7106 S BROADWAY/ P.O. BOX 404
HAYSVILLE, KANSAS 67060 – (316) 529-5922 (316) 529-5923 – FAX

MEMORANDUM

TO: Mayor Bruce Armstrong
Haysville City Council Members

FROM: Georgie Carter, Recreation Director

DATE: March 5, 2014

RE: Pool Manual

Enclosed in your packet is the 2014 pool manual. All revisions have been highlighted in red for quick reference.

This is before you for your consideration.

[Click to
Return to
Agenda](#)

Dewey Gunzelman Memorial Swimming Pool Staff Manual 2014

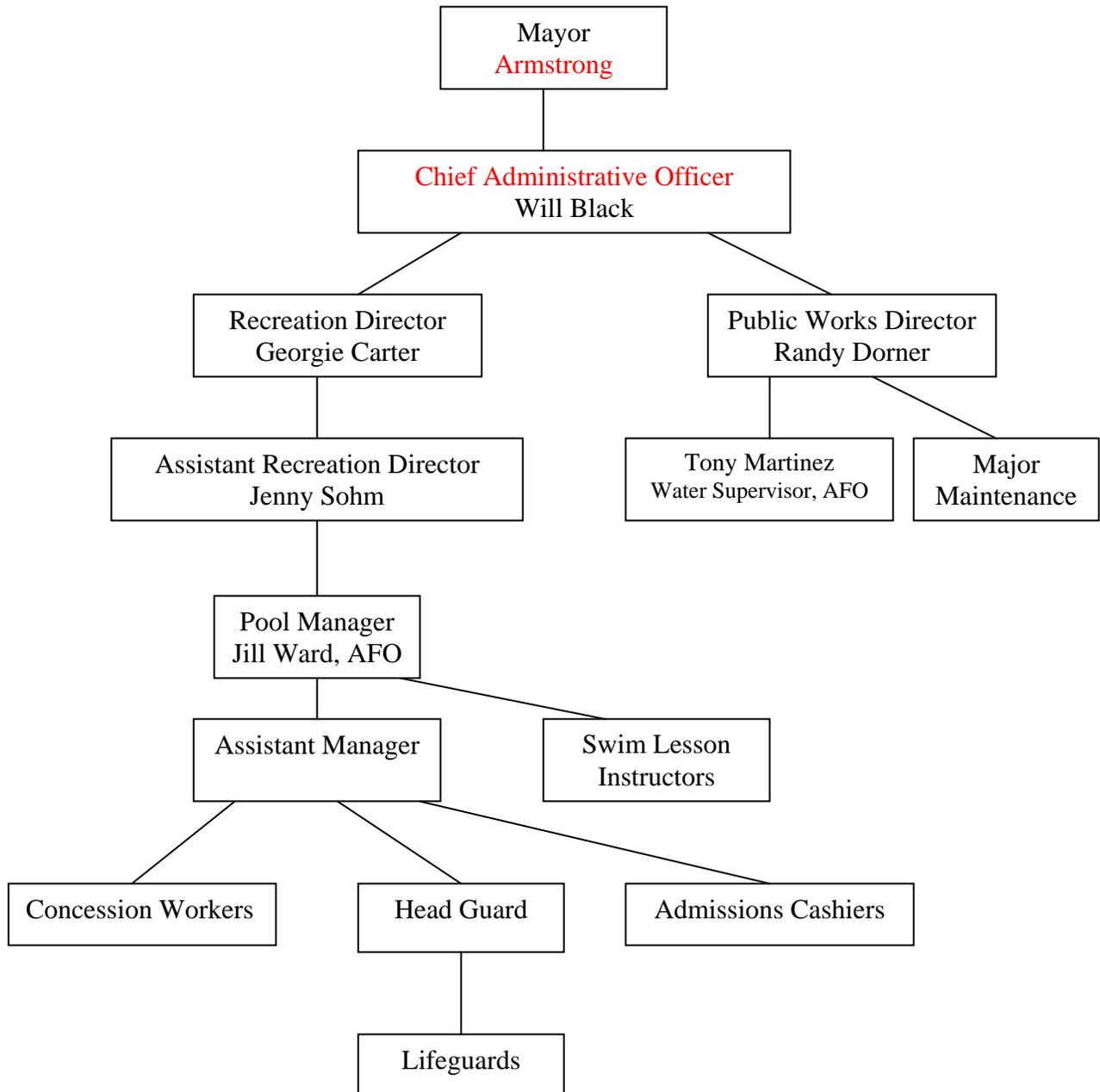


City of Haysville
Recreation Department
www.haysville-ks.com

IMPORTANT PHONE NUMBERS

EMERGENCIES Police, Ambulance, Fire, Chemical Spill	911
HAYSVILLE RECREATION DEPARTMENT Georgie Carter, Recreation Director Jenny Sohm, Assistant Recreation Director	529-5922
CITY BUILDING Will Black, Deputy Administrative Officer Janie Cox, City Clerk Teri Sanders, Assistant City Clerk	529-5900
POLICE DEPARTMENT - Non-Emergency Number Jeff Whitfield, Chief of Police Bruce Powers, Captain	911 529-5912
PUBLIC WORKS DEPARTMENT Randy Dorner, Public Works Director Roy Jolivet, Assistant Public Works Director Tony Martinez, Water Supervisor, AFO Kirby Manny, Park Supervisor Dave Harper, Wastewater Supervisor	529-5940
POOL MANAGER Jill Ward, AFO	
AMERICAN RED CROSS Midway Chapter - Health and Safety Office	219-4000

I. CHANNEL OF AUTHORITY



II. GENERAL INFORMATION FOR PERSONNEL

Pool Season Dates & Times

The Dewey Gunzelman Memorial Swimming Pool will open for the 2014 season on Saturday, May 24 and close on Sunday, August 10. The regular pool hours are 1:00 - 6:30 pm daily, unless otherwise posted.

The splash pad will be open daily from May 1 - October 1 (weather pending) from 9 am - 10 pm daily. The splash pad will be open free to the public.

Work Schedule

The Pool Manager shall establish the working schedule for all pool employees. The work week shall run from Sunday through Saturday. Employees are responsible for picking up a schedule from the Pool Manager's office. Schedules will be ready for pick-up, no later than the Friday prior to the work week.

The Pool Manager must receive request for days off two weeks prior to the work week in which time off is desired. Such requests will be handled on a first-come, first serve basis. Request MUST be in writing and handed directly to the Pool Manager or Assistant Manager.

Anyone wishing to trade hours with another employee must make that request directly to the Pool Manager. Both parties will be expected to contact the manager either by phone or in person to confirm that this arrangement is acceptable to both persons involved. The Pool Manager or Assistant Manager will NOT find someone to work for you. If you are unable to find someone to fill in for your shift, you will be expected to work.

If pool usage or participation is low, staff will be asked to leave by pool management to reduce payroll.

Work Absences

1. **Sickness:** If due to illness, an employee cannot report for work, that employee will be expected to call in at least two (2) hours prior to his/her shift. This is very important as arrangements will have to be made for another employee to staff this position. Except in the case of an emergency, no one shall be absent from the pool during assigned hours without expressed permission from the Pool Manager or Assistant Manager.
2. **Vacations:** All pool personnel hired for the summer are part-time seasonal workers. As such, employees are not eligible for any paid vacation time. All employees are expected to work until the pool closes unless special arrangements are made with the Pool Manager.

Professional Conduct

Your professional conduct will directly reflect upon the Haysville Recreation Department. We expect you to report ready to work at your scheduled time. You are to remain mindful of your coverage area at all times. You are to be polite and courteous to patrons. Profane language and gestures toward patrons or each other is strictly forbidden. Behavior on grounds includes the

parking lot. Only Recreation Department/City staff is allowed in the office. Remember: the public can see and hear you at all times! Inappropriate behavior could result in termination.

Uniform/Dress Code

Pool Employees shall wear a City-issued swimsuit while on duty. Lifeguards will be provided one swimsuit from the City. If a lifeguard terminates employment before the end of the season, the cost of the swimsuit will be deducted from their paycheck. Concession Stand and Cashiers will be provided three (3) staff shirts to wear while on duty. If a concession/cashier employee terminates employment before the end of the season, the cost of the shirts will be deducted from their paycheck. Staff shirts are property of the Recreation Department and can not be altered without permission from a supervisor.

No shirts with profanity, alcohol sayings or other derogatory statements can be worn while on duty or break. No visible body jewelry may be worn while on duty.

All City Employees

1. The hair will be worn in a neat style (extreme hairdos/exaggerated high styles are prohibited).
2. Fingernails shall be of a length that will not interfere with job duties such as typing or filing.
3. Beards must be neatly trimmed.
4. Visible piercings other than ears are prohibited (Earrings must not be distracting and length shall not interfere with job duties).
5. Gauge earrings are not allowed. Current employees who have gauge earrings when this policy is enacted shall not be allowed to increase the size of the gauge.
6. Tongue piercing is not allowed.
7. Cosmetic implants under the skin are not allowed.

Breaks

You will be given a break from assigned duties approximately every hour to hour and a half. This is your time to cool off, get some water and take a break away from the public.

Safety Breaks

A ten (10) minute safety break will be taken at 2:00 and 4:00 pm. The pool will be cleared of all patrons under the age of 18. The reasoning for this break is to keep patrons from becoming fatigued and to give lifeguards a short break in order to prevent monotony. Adult lap swimming will be available at this time. Guards must stay within 10 ft of their stand unless they're on break.

In-Services

The management team will hold monthly in-service meetings that are mandatory to attend. If you are unable to attend, it is imperative that you meet with one of the management team members and set a time to learn about the material you missed. You will also need to swim your 300 per week before payday.

Blood-Borne Pathogens

All pool personnel shall attend a City of Haysville Blood-Borne Pathogens course. You will be given specific training on protecting yourself from blood-borne pathogens. This training includes how to handle incidents that involve blood or other potentially infectious materials. When giving first aid or cleaning, you always need to wear protective equipment such as rubber

gloves that will be provided for you. Never touch your face or eyes with soiled hands. Always wash equipment/objects that have been soiled by blood with a chlorine bleach solution. Throw away soiled gloves and gauze pads in a separate trash can labeled for biohazard material. Always wash your hands with anti-bacterial soap after cleaning or providing first aid – even if you wore gloves. Also, be careful in handling sharp objects that you may be asked to dispose of such as knives, needles or broken glass. If you believe, that in the course of providing first aid or cleaning that an exposure has occurred, contact the Pool Manager by the next work shift and take note of the possible exposure on an incident report form.

Visitors & Personal Phone Calls While on Duty

Visitors during working hours decrease the efficiency and usefulness of staff. Personal visits to your job by friends or family must be limited to emergency situations only. You are not allowed to receive phone calls while on duty, a message will be taken and when you are on break, you may return the call.

Cell Phones, Personal Electronic Devices

The use of personal cell phones and other electronic devices are prohibited while on duty. Use of such items may be used while on your scheduled breaks.

Paychecks

The Recreation Director or Pool Manager will pick up paychecks at City Hall every other Friday and distribute them to the pool staff. Employees shall not try to pick up their checks at City Hall. Employees are the only ones authorized to pick up their paychecks, no one else. If an employee needs their final paycheck for the season mailed to them, a written request must be made and turned in to the Pool Manager prior to their last day of employment.

Workman's Compensation

All municipal employees are covered by Worker's Compensation Insurance. This includes part-time and temporary employees as well as all regular full-time employees. Every on-the-job injury shall be reported to the Pool Manager or Assistant Manager and an Incident Report shall be completed by the employee and sent immediately to the Recreation Director.

Any medical care needed for on-the-job injuries shall be provided by the doctor designated by the City. The City shall not be billed for any medical care not provided or authorized by the City's doctor.

Harassment

Any uninvited behavior, verbal or physical, toward another employee or patron will not be tolerated. If at any time you feel uncomfortable due to a co-worker's or patron's actions, you should report the harassment to the management team or the Recreation Director.

Insubordination

Insubordination is broadly defined as an unwillingness to submit to authority either through an open refusal to obey an order or through a failure to carry one out. Examples of insubordination (or attempts to undermine managerial authority) include the following:

- Actively challenging or criticizing a superior's orders.
- Interfering with management.

- Showing open disrespect toward a supervisor.
- Showing open disrespect toward an appointed or elected official.
- Making threats or using coercion or physical violence.
- Using abusive language or making malicious or threatening statements.
- Ignoring instructions.

Insubordination of any kind will not be tolerated. Acts of insubordination may result in disciplinary action, up to and including termination.

Third Party Intervention

It shall be the policy of the City not to discuss specific and/or individual personnel matters with third parties. Only the individual involved, and/or their Legal Counsel, and appropriate supervisors shall take part in specific personnel discussions and/or decisions. The individual employee may invite a family member or friend to be present at such a personnel discussion, but, except for minors, only lawfully recognized advocates, or the employee him/herself shall be permitted to advocate on behalf of the individual employee. Minor employees shall be accompanied by a legal guardian. Personnel files are considered confidential and shall only be made available for inspection and reproduction by the specific employee, appropriate supervisors, legal counsel, or through appropriate subpoena. This restriction, however, does not apply to those individuals who are responsible for maintaining the City's personnel files system.

Nepotism

It is the policy of the City not to hire persons for any type of employment within departments who are members of the immediate family of other City full-time employees within the same department.

Immediate family members of the Governing Body will not be hired for any type of employment within any department in the City except for non-supervisory seasonal positions.

Immediate family and household members includes an employee's parents, step-parents, spouse, former spouse, children, step-children, siblings, grandparents, grandchildren, mother or father-in-law and brothers or sisters-in-law, son-in-law, daughter-in-law, people who reside together or who have resided together in the last three years, and people who have a child in common regardless of whether they have been married or have lived together. Family or household member also includes a man and woman if the woman is pregnant and the man is alleged to be the father, until such time that a determination is definitively made regarding the parentage of the born or unborn child.

If two employees within the same department marry or otherwise obtain a relationship whereby they become members of each other's immediate family, one of the employees will be transferred to another department, if possible, without loss of pay or benefits. The establishment of such relationship, however, shall not be the basis for termination of employment.

If an immediate family member of a current city employee is elected to an office within the Governing Body the current city employee shall not be terminated. The newly elected

Governing Body member, however, shall sign a conflict of interest statement and shall be prohibited from decisions directly affecting the related employee.

Any employees who are employed in contradiction to this policy upon its date of adoption (July 24, 2007) shall not be required to transfer or be subject to termination. All future employment decisions in regards to any such employee shall be in accordance with this policy.

Drug Testing

The City of Haysville is committed to providing a safe, efficient and productive environment for all employees and patrons. Using or being under the influence of drugs and alcohol on the job may pose serious safety and health risks. To help insure a safe and healthy working environment, all job applicants who have been tendered a qualified offer of employment for any part-time position will be required to provide body substance samples (such as urine and/or breath) to determine the illicit or illegal use of drugs and alcohol.

Rainy Day Procedures

The pool will open if the outside temperature reaches 75 degrees Fahrenheit or above. The pool will close due to rain, lightning, hail and/or tornadoes. The decision to open/remain open will be up to the pool manager and the Recreation Director.

In the event that the pool does not open due to inclement weather or in the case where the pool closes early due to inclement weather, the pool will not re-open that day, except for lessons weather permitting. Staff must be minimized if the pool remains open during poor weather.

If the pool does not open or closes early, the Pool Manager shall then put a message on the answering machine for the public to access. The Manager or designated staff will then notify the City Building and Activity Center personnel of the closing, whenever this is possible. An announcement can be found on the answering machine by calling 529-5924. Refunds will not be given if the pool closes due to weather conditions.

Thunder & Lightning

At the first sign of lightning, no matter how far away, the pool shall be cleared. All patrons must move to a location away from the water and open areas, preferably inside. If after fifteen (15) minutes no additional lightning strikes have been witnessed, the pool may be reopened. For every additional lightning strike witnessed wait fifteen (15) more minutes before allowing patrons to reenter the pool. The Pool Manager or designated person in charge will make the final determination on clearing of the pool and closing for the day if necessary. **REMEMBER:** Lightning can strike many miles away from storm clouds even when it is sunny.

Refunds

If bad weather seems imminent, the cashier should inform customers that money will not be refunded in the case of bad weather.

No Smoking Policy

Absolutely no smoking is allowed on the pool premises and entrance. Pool staff should courteously advise pool patrons and non-pool individuals of the policy and ask them to smoke in

the parking lot or the walking path. Explain that the ash and debris from smoking poses a health hazard to bare skin and feet and the smoke affects swimmers' breathing. If a smoker doesn't adhere to the policy, they will not be allowed to enter or re-enter the pool. Pool staff is not allowed to smoke while on the pool property. Smoking at work, if under age 18, will be grounds for immediate dismissal.

Concessions

No one is allowed to take any concession item without immediately paying for the item. Pool staff will receive a discount for concessions during or immediately following their shift, prices will be posted for staff. Failure to pay for concessions is grounds for immediate suspension. During times when it is particularly busy, guards may be required to assist in the concession area. Guards should never be asked to work in the concession during their scheduled break time.

Incentive

During the pool season (June, July & August) employees are entitled to a free single membership to the Haysville Activity Center. Employees that sign up for a single membership at the HAC will be subject to having the value of that membership added to their gross wages on their W-2s. The value of a single membership is \$40 (HS Student) or \$55 (Single), so your gross wage would increase by \$40 or \$55 at year end. Only those who actually sign up for the membership will have the value added to their W-2.

Procedures for Money Bags/Receipts

Pool receipts and money bags should be turned in daily to City Hall.

When a receipt is voided the white and yellow copies should be stapled together and placed in the daily bag, do not throw them away. The pink copy should remain in the receipt book. A brief explanation should be written on the receipt as to why it was voided. The pool manager or head life guard should initial all voided receipts. (Examples: Voided because customer changed mind, wrong amount was written, duplicate receipt was written - see receipt #___, etc.)

An End of Day Money Form should be completed daily by the staff person working both the front desk and concessions. There is a section at the bottom that should be initialed by the person completing the form. The pool manager or head life guard should then check the forms and initial them and list the receipt # used for that day's deposit.

The pool manager or head life guard is responsible for completing two separate receipts each day (one for the total admissions and one for the total concessions). They should write on the receipt "admissions" or "concessions" for account deposited into.

The Daily Track Sheet should be sent to City Hall every day inside the pool bag along with the tape from the cash register. The accounting office will make a copy of the Daily Track Sheet to keep for their records and then send the original to the Recreation Director.

If the pool is closed a Daily Track Sheet should be sent to City Hall the following day showing that the pool was closed. There will be a daily sign in sheet to be signed by every person

entering the pool each day, large daycare/latchkey groups will just write the organization name with a total number of students.

Pool employees will be required to sign for the pool bags when picking them up at City Hall.

III. FEES

Admission Prices

The Haysville Governing Body shall be responsible for establishing an admission and fees schedule. Friends and family of pool personnel will be subject to admissions and fees as well.

Daily Admission Fees	Age 0 - 5	\$1.00
	Age 6 - 61	\$2.50
	Age 62 +	\$1.50

Coupon Books:	20 Tickets	\$35
	50 Tickets	\$70

Individual Passes: \$65/Person

Season Family Passes:

Early Bird Price: (April 1 - May 22)	\$110	Limited to 4 People, Additional People \$25
Regular Price: (After May 22)	\$125	Limited to 4 People, Additional People \$25

- \$1 for fitness/lap swimming after 4:00 pm for anyone 18 or older (Lap lanes only)
- Reduced fee of \$1.50 for ages 6 - 61 and \$1.00 for age 62 + during Family Swim Nights from 5:30 - 6:30 pm on Saturdays and Sundays.

Facility Rentals

The Pool Manager and/or Assistant Manager will schedule all rentals. Rentals are subject to the availability of lifeguards. A minimum of two pool personnel, one of whom will be the Manager, Assistant Manager, or Head Lifeguard will be required to supervise each party. A Pool Rental Request form must be completed and **fees paid to reserve a date**. For safety reasons the participation number is limited to the number indicated on the Pool Rental Request form. No rentals over one hundred (100) people will be allowed after dark.

Reservations will be accepted on a first-come, first-serve basis. Rental requests will be accepted at the HAC beginning April 1st and then only at the pool beginning **May 24th**.

Rates: \$120 for (1 1/2 hours includes 2 guards) Deposit: \$50

- an additional \$30 if slide is used (extra guard)
- an additional \$30 if the intermediate pool will be used (extra guard)
- an additional \$30 for more than **50** ~~75~~ people

Deposits will be deposited; a refund can take up to two weeks to be returned after a rental. **The entire rental fee is due at reservation**, the deposit can not be used towards payment. A refund form will be filled out by the pool manager for deposit afterwards and turned into City Hall.

IV. SWIM LESSONS AND CLASSES

Swim Lesson Program

- Level I Tadpoles - The objective is to help swimmers feel comfortable and enjoy the water safely. Swimmers are taught elementary aspects of swimming such as face submerging, floating, kicking and breathing.
- Level II Froglets - The objective is to give swimmers success with the fundamental skills. Swimmers begin to develop independent movement in the water by establishing primary skills such as floating, gliding and kicking.
- Level III Otters - The objective is to coordinate the primary skills of the front and back crawl. Skills such as deep water work, treading water and diving from side are introduced.
- Level IV Fishes - The objective is to increase swimmer's endurance by swimming familiar strokes. The breaststroke and sidestroke are introduced.
- Level V Dolphins - The objective is to coordinate and refine key swimming strokes. Skills such as surface dives, turns and the butterfly are introduced.
- Level VI Sharks - The objective is to polish strokes so swimmers swim with more ease, efficiency, power and smoothness over greater distances.

Registration Deadline is the Saturday before each session begins.

Learn to Swim – Levels I-VI

- | | |
|-----------|--|
| Session 1 | June 2 - 12 (no pm class June ?) |
| Session 2 | June 16 - 26 (no pm class June ?) |
| Session 3 | June 30 - July 10 (no pm class July ?) |
| Session 4 | July 21 - 31 |

- Days: Classes held Monday - Thursday (Fridays will be used for make up days)
- Times: 9:45 - 10:30 am (Only available during session 3 and 4)
10:45 - 11:30 am
11:45 am - 12:30 pm
7:10 - 7:55 pm
- Ages: 5 Years Old & Older
- Fee: \$25/Student
- Min # of Participants: 8/Level

Tiny Tots

Introduce your toddler to the water with our creative instructors. Tots work on getting comfortable in the water, blowing bubbles and playing games. Tiny tots are taught in the intermediate pool with some orientation to the larger pool. Parent participation is not required.

Session 1	June 2 - 12 (no pm class June ?)
Session 2	June 16 - 26 (no pm class June ?)
Session 3	June 30 - July 10 (no pm class July ?)
Session 4	July 21 - 31

- Days: Classes held Monday - Thursday (Fridays will be used for make up days)
- Times: 11:45 am - 12:15 pm
6:30 pm - 7:00 pm
7:10 - 7:40 pm
- Ages: 3 - 5 Year Olds
- Fee: \$25/Student
- Min # of Participants: 8

Water Babies

A spin off from Tiny Tots! Infants ages 6 months up to 4 years old who may not be comfortable without mom or dad in the water. Children must be accompanied by an adult 16 years or older. Parents will work with kids in the water on orientation and swimming readiness.

Session 2	June 16 - 26 (no pm class June ?)
Session 3	June 30 - July 10 (no pm class July ?)
Session 4	July 21 - 31

- Days: Classes held Monday - Thursday (Fridays will be used for make up days)
- Times: 6:30 pm - 7:00 pm
- Ages: 6 Month - 4 Years Old
- Fee: \$25/Student
- Min # of Participants: 8

Private Lessons

- By Appointment Only
- \$40 - Four - 30 Minute Sessions
- \$60 - Four - 30 Minutes Sessions (Experienced guard, have taught for more than 2 years)

Guard Start

This program is designed to guide youth to the Lifeguarding program by building a foundation of knowledge, attitudes and skills for future lifeguards. This foundation consists of five categories: Prevention, Fitness, Response, Leadership and Professionalism. This program is an effective transition from upper-level Learn to Swim programs to the Lifeguard program.

- On Request - Contact Pool Manager
- Ages: 5th Grade & Older
- Fee: \$25/Student

Procedures for Swim Lessons

First day, after introduction, instructors take their class to a work area and go over pool rules, where to wait each day and what to expect. Teach basic safety. Learn student's names and interests. Instructors will test their students to determine if they are in the right class.

1. ALWAYS, report to work at least fifteen (15) minutes before your class is to begin.
2. Stretch out and warm up before class – no wasting time – in water within five (5) minutes.
3. The INSTRUCTOR should be in the water with the class. Demonstrate each skill before having the students do it.
 - a. Beginner Level Classes Tadpoles - Otters - Instructor should remain in the water during instruction.
 - b. Intermediate and Above Classes Fish - Shark - Instructor should demonstrate skill and then exit the water to observe.
4. NO FINAL TESTING OF STUDENTS until the day indicated on the class outline. Until that time instructors teach the students swimming skills.
5. Review and follow the teaching outline for classes.
6. Emphasize continuing instruction and improvement – even if a skill has been covered and can be performed by all students.
7. If a student is having difficulty you should not devote all class time to that student – give students who have mastered the skill something else to work on while working with students having difficulty or let aides work with students who are behind.
8. Each instructor will maintain a course record for each student to be given to the Lessons Coordinator.
9. Swimming instructor aides will be assigned to instructors. The aides are directly responsible to the instructor and the Manager. The instructor must take time to brief the aide on what he or she will be doing that day.
10. Avoid conversation with parents during lessons. Be courteous and offer to visit after class. Do not argue with parents. Refer all questions to the Pool Manager.
11. Parents must remain in the observation area (outside the gate on the east side) during class. Observers should not come onto the deck during class.

V. POLICIES AND REGULATIONS

Handling Extreme Behavior

Any time an injury or ejection occurs or when the police are called, an incident report will need to be filled out – with all pertinent information.

The Recreation Director must receive incident reports within 24 hours.

Guards may have a patron sit out of the water for up to fifteen (15) minutes for discipline purposes, if the patron is under 16 years of age. Patrons can be sat out twice; any time that behavior would result in a patron sitting out a third time that person will be removed from the pool by the manager on duty for the remainder of the day.

Pool Manager or Assistant Manager has the authority to suspend an individual for up to three (3) days, provided that the suspension guidelines have been followed and documented. If conduct

warrants a suspension over three (3) days, the Pool Manager has the Recreation Director's approval to suspend that individual for up to two (2) weeks.

The Pool Manager and/or Recreation Director have the authority to suspend an individual for the remainder of the season.

If a suspended person refuses to leave, call the police at 911 and avoid further contact until police arrive.

If an individual fails to give an accurate name, address and phone number that you can verify, the person is suspended until the appropriate information is provided.

Suspension Guidelines

Conduct Warranting Suspension:

1. Breaks three (3) or more rules during the same day.
Suspension for the remainder of the day.
2. Breaks rules on more than one visit.
Suspension for the day after ONE (1) warning.
3. Causes a minor disturbance – i.e. uses loud, profane language without threats.
Suspension for one (1) day.
4. Acts in a way, which may result in injury – i.e., holding someone under water.
Suspension for one (1) day.
5. Flagrant action on more than one visit.
Suspension for three (3) days.
6. Threatens or attempts to injure someone.
Suspension for two (2) weeks.
7. Shows outward disrespect – ignores guard instructions or makes inappropriate remarks concerning staff, facility or other patrons.
Suspension for one (1) day – phone call to parents if patron is under 16.
8. Police Involvement – whenever police are called to handle a disturbance.
Suspension for two (2) weeks & he/she must send a written request for reinstatement & meet with Recreation Director & Pool Manager before return.
9. Failure to provide correct name, address and phone number.
Age 17 & Over – Suspension indefinitely until written request for reinstatement is received which includes requested information.
Age 16 & Under – Suspension indefinitely until Pool Manager speaks with parent/guardian.

Staff Discipline Policy

SERIOUS OFFENSES, ESPECIALLY THOSE ENDANGERING THE LIVES OF PATRONS, WILL BE DISCIPLINED AT THE DISCRETION OF THE POOL MANAGER AND/OR RECREATION DIRECTOR AND CAN BE GROUNDS FOR IMMEDIATE DISMISSAL.

PLEASE TAKE YOUR JOB SERIOUSLY!

Breaking the rules of the pool or failure to perform guard duties at a satisfactory level will result in the initiation of the following Discipline Outline. You, as a pool employee, are expected to

act in a professional manner at ALL times. Your manual lists all of the pool rules, it is your responsibility to KNOW, ENFORCE and FOLLOW them.

1st Offense: Performance Notice / Expectation Clarification – Verbal
Assistant Manager or Head Guard notes problem, corrects employee immediately. Leave blue staff note for Pool Manager. Manager will meet informally with employee to explain performance expectation.

2nd Offense: One-Day Suspension – Written
When an employee receives a blue staff note, that employee will receive a one day (at least 8 hour) suspension from work. Assistant Manager or Head Guard notes the problem, finds a replacement for the employee if necessary, completes blue staff note, and sends employee home immediately. Notify Pool Manager or Recreation Director immediately if this occurs.

3rd Offense: Meet with Pool Manager and Recreation Director
A staff note for a same offense will result in immediate suspension for an undetermined amount of time. Follow same procedure as above, sending employee home immediately. A meeting with the Pool Manager and Recreation Director will be required before reinstatement will be considered.

All policies and regulations cannot be placed on paper. Many incidents and situations will occur that cannot be anticipated in advance. The following is a partial list of do's and don'ts. They are general in nature and should not be considered as a final list. These policies and regulations, however, shall apply at all times that the pool is in use (i.e., open swim, pool parties, lessons, swim team practices and swim meets).

Pool Rules

1. Conduct, which may result in injury, is not permitted.
2. No person may use the pool unless it is officially open and the City guards are on duty.
3. Minimum age for admission without an adult (18+) is eight years of age.
4. Only swimming apparel may be worn in the pool area (exception: plain white or gray t-shirts may be worn for sun protection).
5. Admission to pool will be refused to all persons having any skin disease or open cuts, sores or inflamed eyes, cold, nasal or ear discharge, recent diarrhea or any communicable disease.
6. Running, rough play, intentional splashing and personal conduct endangering safety of self and/or others is prohibited in the pool facility. This includes, but is not limited to: follow the leader, towel snapping, loitering, horseplay, etc.
7. No standing on shoulders or back.
8. No playing on lane ropes.
9. Lap lanes are for fitness swimming to be used by patrons 18+ only or with permission.
10. Persons unable to demonstrate to the guards their abilities to swim are not permitted in the deep water.
11. Food, paper, gum, drink, etc. shall not be permitted in the immediate pool enclosure. Food, drinks and snacks must remain in the concession area.
12. All refuse must be placed in containers provided.

13. Spitting, spouting water, blowing the nose and so on are not permitted in the pool.
14. Diving from the deck will be permitted only in areas over six feet in depth.
15. No glass or metal containers on the pool premises. **NO ALCOHOLIC BEVERAGES.**
16. No smoking within the pool premises. Adults are required to use the parking lot to the east or the walking path to the west for smoking.
17. Beach balls or any other object that are meant to be thrown are prohibited in all pools. Only USCG approved PFD's permitted in the main pool. Swim trainers will be allowed in the intermediate and wading pool **ONLY** if a responsible person 18+ is in the pool with the child actively assisting and within arms reach of the swimmer. Absolutely **NO** water wings in any pool at any time. No rafts or noodles.
18. Foreign objects including rocks and coins are not permitted in pools. Towels, colored or printed shirts shall not be permitted or worn in the pools.
19. Patrons are not to visit with the lifeguards while on duty unless an emergency occurs.
20. Management is not responsible for loss of or damage to any personal belongings left unattended in the pool area.
21. Patrons shall not bring outside food or drink to the pool area.
22. The Pool Manager shall determine the type and duration of disciplinary action on problems and questions relating to the pool employees and pool patrons supported by appropriate documentation. See Suspension Guidelines - page 15.
23. The Pool Manager may refuse admittance or remove anyone from the pool area. The Pool Manager is responsible for keeping order in the vicinity of the pool (i.e., parking lot, bleachers, and grounds). It is his/her responsibility to enforce disciplinary procedures as established by the Haysville Governing Body and to document all disciplinary action.
24. Whenever additional rules are deemed advisable for the proper protection of health and safety of participants, the Pool Manager is authorized to issue and place into effect such rules either printed or verbal.
25. The wading pool is for use by children five and younger who are accompanied by a responsible individual 18 or older.
26. The intermediate pool is for use by children eight and younger. Children five and younger will not be allowed in the intermediate pool unless accompanied by a responsible individual age (18+) who must remain and supervise the children. Lifeguards may require that a child be restricted to the wading pool, if they witness the child endangering him or others due to a lack of swimming skill.
27. Children six and under will not be allowed in the main pool, unless accompanied by a responsible individual (18+) who must remain and supervise the children. Lifeguards may require that a child be restricted to the wading or intermediate pool, if they witness the child endangering him or others due to a lack of swimming skill.
28. Untrained patrons must wear swim diapers at all times.
29. Anyone entering the pool area must pay or sit outside the fence.
30. Patrons under the age of 18 can only reenter the pool once on a daily admittance. This rule also applies to children under the age of 18 on a family pass.
31. Only bottled water (drinks) allowed in pool area.
32. No Outside Food.
33. Not responsible for lost or stolen items.
34. If there is any question in regard to these regulations or some that may be put into effect, the Haysville Governing Body shall be contacted.

Water Slide Rules

1. Riders must be at least 48" tall, **unless they have permission from management.**
2. Remove all jewelry.
3. No lifeguards under 16 years of age are allowed to work at the top of the slides.
4. Riders must enter the slide in a sitting position and wait for instructions from the guard.
5. All riders must ride feet first while lying on their back. Absolutely no riding on stomach or head first.
6. Riders must ride on their back with arms crossed and across their chest or hands clasped behind their head with their legs crossed at the ankles.
7. ~~Only one rider at a time.~~
8. Arms and hands must remain inside the flume.
9. No tubes **or** mats ~~or life jackets~~ are permitted on waterslides.
10. Line will form on the deck with one rider on each landing and one rider in the starting tub.
11. Pregnant women or individuals with heart or back conditions should not use the waterslide.

Diving Board Rules

1. There will be only one person at a time on each diving board.
2. Only one bounce may be taken on the diving board.
3. Only straight away FORWARD FACING diving permitted.
4. Enter diving area only from the diving board.
5. The next diver in line will begin up the ladder to the diving board, only when the diver in the water has reached the nearest ladder.
6. Exit diving area from the nearest ladder. High dive - swim under ropes.
7. No backwards flips, dives or gainers.
8. No goggles.
9. Persons 18 years old or older, who are able to demonstrate responsible diving practices may perform back flips, gainers, etc. during breaks only.

Splash Pad Rules

The splash pad will be open free daily from May 1 - **October 1** (weather pending) from 9 am - 10 pm daily.

1. Participation is at own risk. Children 7 and under must be accompanied by an adult.
2. Patrons engaging in horseplay and/or foul language, without regard for safety of others, will be asked to leave.
3. No RUNNING!
4. No glass or metal containers on the splash pad. NO ALCOHOLIC BEVERAGES.
5. No food on splash pad.
6. No skateboards, rollerblades or bikes on splash pad..
7. No pets allowed except for service animals.
8. During inclement weather the splash pad will be closed.
9. All refuse must be placed in containers provided.
10. No smoking on or near the splash pad. Adults are required to use the parking lot to the east or the walking path to the west for smoking.
11. Climbing on splash pad features is not permitted.
12. Untrained patrons must wear swim diapers at all times.

13. Whenever additional rules are deemed advisable for the proper protection of health and safety of participants, the Pool Manager is authorized to issue and place into effect such rules either printed or verbal.

14. Do not cover/block drains.

Anyone failing to obey rules and/or instructions, either verbal or written, may be ejected from the splash pad/pool area without a refund of admission fees.

VI. POOL EMERGENCY PROCEDURES

All Types of Emergencies & Accidents

- Prevent interference by outsiders.
- Do not give out names of injured persons.
- Do not make any statements, commitment or judgment about an incident.
- Refer all questions to management.
- Maintain and review an accident chart to identify where accidents occur.

Life-Threatening Emergencies

1. First lifeguard: blows three (3) short whistle blasts to activate Emergency Action Plan, rescue victim, provide rescue breathing/CPR if needed.
2. Closest guard on surveillance duty repeats the whistle and covers the area of the responding lifeguard. If more than one guard is required to participate in the rescue, the closest guard will respond and the pool must be cleared.
3. Off guard-station staff makes sure the Manager on duty knows of the emergency.
4. Remaining guards and concession staff will work crowd control. Patrons should be moved to the concession area.
5. Cashier locks register and goes to where he/she can assist.
 - Under Manager's direction, cashier will call emergency number 911 – if needed.
 - If the emergency number is called the cashier will state name of pool, address of pool and nature of emergency.
 - Cashier remains on the phone until EMS terminates the call.
 - If an ambulance is called the cashier unlocks the gate and assists emergency staff.
6. After accident is under control – Manager calls Recreation Director.
7. Fill out an incident report: include names, addresses and telephone numbers of witnesses.
8. If victim is under age, contact parents or guardian.
9. If a victim is sent to the hospital with recovery in doubt, close the pool for the rest of the day.

Non Life-Threatening Emergencies

1. The first lifeguard sounds two (2) long loud whistle blasts and responds. (If the emergency does not require rescue, such as first aid for cuts, the lifeguard sounds two (2) short blasts to get the off guard-station staff or manager to handle the situation.)
2. Lifeguard on surveillance duty closest to the emergency repeats the whistle blasts and covers the area of the responding guard. If there are only two guards on duty the last guard covers the entire pool.

3. Guards not on surveillance duty make sure that the Manager knows of the emergency and then go and assist. If the Manager is guarding, a guard not on surveillance duty relieves the Manager.
4. Fill out an incident report (include names, addresses, and telephone numbers of all witness) if a water rescue is made.
5. Call parent or guardian if victim is under age and incident is serious enough that a rescue had to be performed, first aid was administered or the child has to leave the pool.

Whistle Signals

One Long Loud Blast
Clear the pool.

One Short Blast

Get attention of a swimmer. If a swimmer does not respond, repeat signal. If whistles are ignored, signal for Manager. Do NOT allow patrons to ignore whistle signals.

Two Short Blasts

Get attention of another guard, manager or other staff. Assistance is needed.

Going in to assist swimmer. Non-life threatening situation suspected. Alerts guard posted closest to you to cover your area.

Three Short Blasts

Suspected emergency situation - three short blasts activate the emergency action plan. On hearing an emergency signal, other guards REPEAT the signal in case the first round of whistles was not heard.

When you use two blasts to get other staff's attention, hold your arm over your head so they can easily see who needs assistance.

Solid Fecal Matter/Vomit/Blood

1. Once matter/vomit/blood is identified clear all pools immediately. Do not allow anyone to enter the contaminated pool until decontamination is completed.

2a. When an incident occurs a chlorine reading needs to be taken as soon as possible from the deep end and documented.

2b. If fecal matter is solid, remove feces at once with a net; dispose of the fecal matter into the toilet and make sure you disinfect the net after use; this can be done by leaving the net in the pool.

3. Raise the chlorine to 2 mg/l (if less than 2 mg/l and ensure the water's pH is between 7.2-7.5 and temperature is about 77F (25C). The chlorine concentration was selected to keep the pool closure time to approximately 45 minutes. See chart below for approximate times.

4. Maintain the chlorine level at 2 mg/l and pH between 7.2-7.5 for up to 45 minutes before allowing anyone into the pool.
5. A second chlorine reading should be taken before reopening. Documentation needs to include both readings and how long the pool was closed.
6. A fecal incident report needs to be filled out.

Loose Fecal Matter/Diarrhea

1. Once loose matter/diarrhea is identified clear all pools immediately. Do not allow anyone to enter the contaminated pool until decontamination is completed.
 - 2a. When an incident occurs a chlorine reading needs to be taken as soon as possible from the deep end and documented.
 - 2b. If there is any matter to remove, remove feces at once with net; dispose of the fecal matter into the toilet and make sure you disinfect the net after use; this can be done by leaving the net in the pool. Vacuuming the stool from the pool is not recommended.
3. Raise the chlorine concentration to 20 mg/l and maintain the water's pH between 7.2-7.5 and temperature at about 77F. The chlorine and pH should remain at these levels for at least 12.75 hours to achieve the CT inactivation value of 15,300. At this chlorine concentration the pool will remain closed until levels are at normal operating levels. See chart below for approximate times.
4. Ensure that the filtration system is operating when the pool reaches and maintains the proper chlorine level during disinfection. The reason for this is the contaminated water has run through the filters therefore the super chlorinated water needs to disinfect the filters as well.
5. Backwash the filters thoroughly after reaching the CT value of 20 mg/l (12.75 hrs) four times. Be sure the effluent is discharged directly to waste instead of returning the contaminated water back to the pool. Do not return the backwash through the filter.
6. A second chlorine reading should be taken before reopening. Documentation needs to include both readings and how long the pool was closed. Allow swimmers back into the pool after the required CT value has been achieved and the chlorine level has been returned to the normal operating range. 1-5 mg/l.

Vomit or Blood on Deck

1. Clean deck with bleach solution and rinse.

Pool Disinfection Time

Refer to the following tables to determine the length of disinfection.

Giardia inactivation for formed-stool fecal accident

Chlorine level in mg/L	Disinfection time
1.0	45 minutes
2.0	25 minutes
3.0	19 minutes

Crypto inactivation for diarrhea fecal accident

Chlorine level in mg/L	Disinfection time
1.0	255 hours
10.0	25.5 hours
20.0	12.75 hours

Germ inactivated time for chlorinated water*

Germ	Time
E. Coli	Less than 1 minute
Hepatitis A	About 16 minutes
Giardia	About 45 minutes
Crypto	About 15,300 minutes or 10.6 days

A sign is posted at the front desk stating that swim diapers are required. Do not allow any untrained patron to enter the water without a swim diaper. Swim diapers will be sold at the cashier's window.

VII. RESPONSIBILITIES OF POOL EMPLOYEES

All persons will be assigned specific hours and duties. Without exception it will be expected that all personnel will fully accept the hours and duties assigned. The Pool Manager will guarantee all persons a minimum of 15 minutes of break time every two hours as assigned. All persons have been informed that:

1. All employees will be available for the entire summer's work.
2. All employees must be available for their regular assigned working shift, including holidays.
3. Arrive ready for work at least 15 minutes before time scheduled in order to get instructions from the attendant going off duty or the Manager.
4. Each employee shall maintain and keep their area clean during their shift, this includes the guard room.
5. Employees are to be available to patrons at all times while on duty. (No camping out in the concession stand or office.)
6. All employees shall see that papers and trash are picked up in the area, both inside and outside of the pool enclosure.
7. The use of personal cell phones and other electronic devices are prohibited while on duty. Use of such items may be used while on your scheduled breaks.
8. Employees are expected to be polite and not let their personal likes and dislikes of the patrons show (do not play favorites).
9. Employees are expected to show an interest in swimmers, but do not encourage their friends to visit with them while they are on duty. Employees are being paid for their time and as such owe that loyalty to their job.

Job Descriptions

Any one position may not include all of the duties listed nor do the listed examples include all tasks, which may be found in this position.

All positions require the following:

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently is required to walk, sit and talk or hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals.

The noise level in the work environment is usually quiet while in the office and moderately loud when in the field.

Selection Guidelines

Formal application, rating of education and experience, oral interview and reference check, job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

POOL MANAGER

SEASONAL

The Pool Manager works under the general supervision of the Recreation Director.

Overview

The Pool Manager performs administrative duties of the swimming pool. The Pool Manager exercises supervision over certain seasonal employees. The position requires attending meetings that may involve the particular knowledge of that position.

Responsibilities

1. Manages and supervises assigned operations to achieve goals within available resources; ~~plans and organizes workloads and staff assignments~~; trains, motivates and evaluates assigned staff, ~~reviews progress and~~ directs changes as needed; coordinates pool activities with the Haysville Recreation Department.
2. Communicates ~~official plans~~ policies and procedures to staff, including distribution and familiarization of the pool manual ~~and to the general public~~. Documents all discipline actions in writing.
3. Assures effective and efficient use of ~~budgeted funds~~, personnel, materials, facilities and time.
4. ~~Determines work procedures, prepares work schedules and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operation.~~
5. **Prepares work schedules**; ~~Issues written and oral instructions~~; assigns duties and examines work for exactness, neatness and conformance to policies and procedures.
6. Maintains harmony among workers and resolves grievances; performs or assists subordinates in performing duties; adjusts errors and complaints.
7. Prepares daily reports, incident, inventory, payroll sheets and routine accounting reports on a daily basis. Delivers all monies to a designated person prior to leaving for the day.
8. Directs the patrolling of the pool, facilities building and associated grounds and the enforcement of safety rules and regulations.
9. Performs a variety of miscellaneous duties such as answering the phone, running errands, ~~picking up supplies needed for activities~~, conducting classes, ~~selling tickets~~, collecting fees, making arrangements for rental and use of pool, helping set up for classes, events, etc.
10. Oversees the **daily** maintenance of the swimming pool. Monitors pool water chemistry through testing of water samples. Monitors water level of the pools.
11. Performs minor maintenance on equipment or calls maintenance as necessary.
12. Prepares emergency procedures; conducts and documents training and drills on monthly basis.
13. Notifies ~~City Building personnel~~ **Recreation Department** of emergencies, rainy day closing, or equipment failures and remains on premises for a minimum of one hour or until closing time if pool is required to close.
14. Works as lifeguard/teaches lessons/works parties.
15. Responds to public inquiries about aquatics programs made by telephone or in person.
16. Assists in inventory, contracting and staffing.
17. Performs a variety of other related duties as assigned.

Knowledge, Skills and Abilities

Must possess considerable knowledge of recreation philosophy, planning and administration, knowledge of the pool equipment, facilities, operations and techniques used in the operation of as swimming pool and facility. Must possess skill in First Aid and CPR. Must possess skill in operation of hand tools. Must possess ability to develop, coordinate and direct varied activities involved in the swimming program; ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, community leaders, and the general public; ability to communicate effectively orally and in writing; ability to plan and supervise the work of paid staff.

Education Skills and Abilities

High school graduate or GED.

Special Requirements

Must have a valid Kansas driver's license/valid Kansas ID or be able to obtain one within two (2) weeks of employment. Must possess current CPR/AED, First Aid and Lifeguarding certification cards. Must be AFO certified. Must be 18 or older.

Tools and Equipment Used

Calculator; copy machine; telephone; public address system; emergency rescue equipment; pool testing equipment; small hand tools; ~~motor vehicle~~.

ASSISTANT POOL MANAGER

SEASONAL

The Assistant Pool Manager works under the general supervision of the Pool Manager.

Overview

The Assistant Pool Manager performs administrative duties of the swimming pool. The Assistant Pool Manager exercises supervision over certain seasonal employees as directed by the Pool Manager.

Responsibilities

1. All duties of the Manager when the Manager is not present.
2. Performs a variety of other related duties as assigned.

Knowledge, Skills and Abilities

Must possess considerable knowledge of recreation philosophy, planning and administration, knowledge of the pool equipment, facilities, operations and techniques used in the operation of a swimming pool and facility. Must possess skill in First Aid, CPR/AED and Basic Lifeguarding ~~or Lifeguard Training~~. Must possess skill in operation of hand tools. Must possess ability to develop, coordinate and direct varied activities involved in the swimming program; ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, community leaders and the general public; ability to communicate effectively orally and in writing; ability to plan and supervise the work of paid staff.

Education Requirements

High school graduate or GED.

Special Requirements

Must have a valid Kansas driver's license/valid Kansas ID or be able to obtain one within two (2) weeks of employment. Must possess current CPR/AED, First Aid and Lifeguarding certification cards. Must be 18 or older.

Tools and Equipment Used

Calculator; copy machine; telephone; public address system; small hand tools; pool testing equipment. ~~motor vehicles.~~

HEAD LIFEGUARD

SEASONAL

The Head Lifeguard works under the general direction of the Pool Manager and Assistant Pool Manager.

Overview

The Head Lifeguard coordinates the activities and exercises supervision of the Lifeguards as directed by the Pool Manager.

Responsibilities

1. Duties of the Pool Manager and/or Assistant Manager if such an emergency arises that both the Pool Manager and Assistant Manager are absent.
2. Other duties as described in the Lifeguard responsibilities.
3. Works as a lifeguard as needed/teaches lessons/work parties.
4. Performs a variety of other related duties as assigned.

Knowledge, Skills and Abilities

Must possess knowledge of recreation philosophy, planning and administration, knowledge of the pool equipment, facilities, operations and techniques used in the operation of a swimming pool and facility. Must possess skill in First Aid, CPR/AED and Basic Lifeguarding ~~or Lifeguard Training~~ and have experience as a lifeguard. Must possess ability to develop, coordinate, and direct varied activities involved in the swimming program; ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, community leaders and the general public; ability to communicate effectively orally and in writing; ability to plan and supervise the work of paid staff.

Education Requirements

Preferred high school graduate or GED.

Special Requirements

Must have a valid Kansas driver's license/valid Kansas ID or be able to obtain one within two (2) weeks of employment. Must possess current CPR/AED, First Aid and Lifeguarding certification cards. Must be 18 or older.

Tools and Equipment Used

Public address system; pool testing equipment; small hand tools. ~~motor vehicle.~~

LIFEGUARD

SEASONAL

The Lifeguard works under the general direction of the Pool Manager, Assistant Manager and/or Head Lifeguard.

Overview

The Lifeguard performs routine public contact and safety work in serving as a pool lifeguard.

Responsibilities

1. Monitors the use of the swimming pools; enforces safety and discipline rules in a courteous and polite manner according to pool policies.
2. Notifies Manager immediately of repeated violations of safety rules by patrons, incidents or pullouts.
3. Patrols the swimming pool, grounds and aquatics facility.
4. Performs a variety of miscellaneous duties such as answering the telephone, ~~running errands, picking up supplies needed for activities, selling tickets~~, collecting fees, helping set up for classes, events, etc.
5. Assists in the maintenance of the swimming pool. Monitors and maintains facility building and grounds, cleans pool and deck, vacuums pool, sanitizes and cleans restrooms and other duties as assigned by the Pool Manager, Assistant Manager, or Head Lifeguard.
6. Reports defective equipment to the Pool Manager.
7. Remains at assigned post until properly relieved.
8. Tests swimming skill levels of patrons, if in doubt, and assigns to appropriate water level.
9. Familiarizes themselves with emergency procedures of the pool.
10. Performs a variety of other related duties as assigned.
11. Assist with swimming lessons/work parties.

Knowledge, Skills and Abilities

Must possess considerable knowledge of the pool equipment, facilities, operations and techniques used in the operation of a swimming pool and facility. Skill in operation of listed tools and equipment. Must possess skill in First Aid, CPR/AED and Lifeguarding. ~~or Lifeguard Training~~. Must possess ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, community leaders and the general public; ability to communicate effectively orally; ability to give and understand oral instructions.

Education Requirements

Completion of the freshman year of high school.

Special Requirements

Must possess current CPR/AED, First Aid and Lifeguarding certification cards. Must be 16 or older

Tools and Equipment Used

Public address system; small hand tools used in the maintenance of swimming pool equipment; telephone; emergency rescue equipment.

SWIM LESSON INSTRUCTOR

SEASONAL

The Swim Lesson Instructor works under the general supervision of the Pool Manager.

Overview

The Instructor performs routine public contact and safety work in teaching swimming lessons and serving as a pool lifeguard.

Responsibilities

1. Teaches swimming lessons according to a prescribed routine and curriculum.
2. Assists in testing program participants for swimming skill levels; passes participants for participation in more advanced classes.
3. Monitors the use of the swimming pool; enforces safety rules.
4. Assists in maintaining related records for aquatic programs.
5. Performs a variety of other related duties as assigned.

Knowledge, Skills and Abilities

Must possess knowledge of the pool equipment, facilities, operations and techniques used in the operation of a swimming pool and facility. Must possess skill in First Aid, CPR/AED, and Water Safety Instruction. Skill in operation of listed tools and equipment. Must possess ability to establish and maintain effective working relationships with employees, supervisors, participants, community leaders, and the general public; ability to communicate effectively orally and in writing.

Education Requirements

Junior in high school or GED.

Special Requirements

Must possess current Water Safety Instructor, First Aid and CPR/AED cards. Must be 16 years of age or older.

Tools and Equipment Used

Telephone, public address system, small hand tools, emergency rescue equipment.

ADMISSIONS CASHIER

SEASONAL

The Admissions Cashier works under the general supervision of the Pool Manager and Assistant Manager.

Overview

The Admissions Cashier performs routine contact with the general public.

Responsibilities

1. Performs a variety of miscellaneous duties such as answering the telephone, ~~running~~ ~~errands~~, office maintenance, selling daily and season admission tickets, collecting fees, inventorying lost and found articles, etc.
2. Responds to public inquiries about aquatics programs made by telephone or in person.
3. Maintains daily receipts and records, makes accurate change, files records as necessary.
4. Maintains order among waiting patrons.
5. Performs various other related duties as assigned.

Knowledge, Skills and Abilities

Must possess ability to give, understand and carry out written and oral instructions. Must possess ability to operate telephone, cash register and small hand tools. Should have experience counting change and handling money. Must possess ability to establish and maintain effective working relationships with employees, supervisors, participants and general public.

Special Requirements

Must be 14 years of age or older.

Tools and Equipment Used

Cash register, calculator, small hand tools, telephone.

CONCESSION STAND WORKER

SEASONAL

The Concession Stand Worker works under the general supervision of the Pool Manager and Assistant Manager.

Overview

The Concession Stand Worker performs routine contact with the general public.

Responsibilities

1. Performs a variety of miscellaneous duties such as concession stand maintenance, selling of merchandise, collecting monies, inventorying of merchandise, etc.
2. Maintains daily receipts, makes accurate change. Delivers all monies to designated person prior to leaving for the day.
3. Maintains order among waiting patrons.
4. Responsible for cleanliness of the concession stand and concession area.
5. Notifies supervisor of equipment problems, inventories stock and notifies supervisor of needs.
6. Cleaning, picking up trash and cleaning restrooms.
7. Performs various other related duties as assigned.

Knowledge, Skills and Abilities

Must possess ability to give, understand and carry out written and oral instructions. Must possess ability to operate telephone, cash register and small hand tools. Should have experience counting change and handling money. Must possess ability to establish and maintain effective working relationships with employees, supervisor, participants and general public.

Special Requirements

Must be 14 years of age or older.

Tools and Equipment Used

Cash register, small hand tools.

VIII. POOL CARE AND MAINTENANCE

Pool Care

The importance of keeping the swimming pool safe and sanitary cannot be over emphasized. It is obviously the first duty of the Pool Manager to protect the health and safety of those who use the pool. The Manager must subordinate every other consideration to this primary responsibility.

It should be further emphasized that safe pool operation is chiefly a matter of individual responsibility. Modern equipment is an important asset, but even the best facilities cannot take the place of strict personal supervision of every phase of good operation.

While safe water is the first prerequisite in protecting the health of patrons, a pool sanitation program must embrace every part of the premises; including locker rooms, shower rooms, toilets, walkways, diving boards, ladders, towels, etc. Such an "entrance to exit" program shall be established by the Manager as a rigid everyday procedure at the Dewey Gunzelman Memorial Swimming Pool.

Maintenance

The Pool Manager shall establish maintenance schedules for the following work points. The list is partial. Any action that will be termed as desirable for good pool operation shall be required. Most of these actions are daily:

1. Pool Duties - ~~Two pool~~ Personnel will attend to the cleaning of the pool each morning.
 - a. Starting vacuums ~~cleaning~~;
 - b. Sweeping sides of the diving well ~~bottom of the pool~~;
 - c. Checking and cleaning skimmer drains (daily);
 - d. Checking PH and Chlorine readings (every hour); and
 - e. Cleaning hair-strainer in pump daily (more often if needed).
2. Area Duties
 - a. Cleaning and hosing of deck space, poolside, deck drains and concession area;
 - b. Emptying all trash cans, washing and disinfecting (every evening);
 - c. Wading and intermediate pool cleaned and check water levels;
 - d. All other cleaning, checking and safety measures necessary (drain covers);
 - e. Pick up paper and other debris around outside daily; and
 - f. Keep vegetation out of concrete cracks, filter area, and fence.
3. Dressing Room Duties
 - a. Cleaning, disinfecting, etc. all available space (floors, benches and etc.) daily;
 - b. Cleaning and disinfecting of toilets, washbasins, etc.;
 - c. Checking of shower room area, shower heads, etc.; and
 - d. All other cleaning, checking and safety measures necessary.
4. Equipment and Supplies
 - a. Checking of all equipment - check diving boards, first aid kit, life saving equipment, etc.
 - b. Checking of supplies - toilet paper, towels, cleaning and blood borne supplies, change wrappers, requisition forms, report forms, incident report forms, etc.

5. Backwashing
 - a. Shall only be done by Public Works personnel, the pool manager, assistant manager or head lifeguard only.
 - b. Backwashing shall only be done when there are no patrons in the pool.
6. Pump
 - a. If the pump is turned off, the pool will need to be vacated before turning it back on.

The Public Works Department personnel will be responsible for ordering and replacing the chlorine canisters.

Daily Procedures

1. Pre-opening of the pool each day:
 - a. Prepare change for cashier;
 - b. Take water readings (PH and chlorine).
2. Closing the pool:
 - a. Check water level and adjust water valves as necessary;
 - b. Turn off showers;
 - c. Secure all monies;
 - d. Test water in pool;
 - e. Complete all required forms;
 - f. Secure building;
 - g. Turn off lights, except lights for security; and
 - h. Secure complete pool area.

IX. REMINDERS FOR LIFEGUARDS

1. Keep your eyes moving back and forth across the assigned area of responsibility at all times. Your entire area should be scanned approximately once every thirty (30) seconds. Change your posture and body position occasionally to maximize alertness.
2. Remember to “scan” the pool by looking back & forth, up & down and to the pool bottom constantly. Don’t forget to check the most common blind spot: under your lifeguard chair.
3. Look for the unusual. Expect the unexpected and anticipate dangers. Preventive lifeguarding is the key.
4. Use your peripheral vision to notice thrashing or excessive movement (such as in an active drowning victim) and use your frontal vision to examine a patron and his/her characteristics more closely.

Characteristics	Distressed	Active Drowning	Passive
Body Position	Diagonal, vertical or horizontal	Vertical	Face down submerged or near surface
Breathing	Breathing & <u>can</u> call for help	Struggling & <u>cannot</u> call for help	None
Arm & Leg	Floating or treading water; can wave for help	Arms to sides, pressing down, no kick	None
Locomotion	Little to no forward progress; less & less able to support self	None; victim has only 20-60 seconds before submerging	None

5. Be alert at all times and make this alertness observable by your head movement and posture.
6. Watch underwater swimming and breathe holding contests closely.
7. Enforce rules consistently and fairly keeping in mind the purpose behind the rules: safety. Be firm, not mean.
8. Use whistle sparingly. When possible, get patron’s attention verbally and use common hand signals to explain what you would like them to do or not to do.
9. When correcting an unsafe behavior, call the patron to your lifeguard station (rather than shout across the pool) and explain the rule while you continue patron surveillance.
10. While at a roving lifeguard station, move so as to always have your body facing the swimming area and scan around play structures/objects that create blind spots.

11. Rotate to your next assigned station quickly so that the guards after you have a chance to get a full break.
12. Always help keep the pool area clean. The pool's appearance reflects on you too.
13. Be constantly aware that you can be held liable for your actions or omission of actions.
14. Remember, as a profession rescuer, you have the legal duty to act in an emergency.

It is strongly advised that you eat a healthy diet, get plenty of rest and keep yourself hydrated to avoid being fatigued or ill. This will help you remain fully alert while guarding lives.

X. CPR PROCEDURES

IT CAN BE AS EASY AS C-A-B



C - CIRCULATION

- Check for carotid pulse by feeling for 5-10 seconds at side of victims' neck.
- If there is a pulse but victim is not breathing, give **Rescue breathing** at rate of **1 breath every 5 seconds** or **12 breaths per minute**
- If there is no pulse, begin chest compressions as follows:
- Place heel of one hand on lower part of victim's sternum. With your other hand directly on top of first hand, depress sternum 1.5 to 2 inches.
- Perform **30 compressions** to every **2 breaths**. (Rate: 80-100 per minute)
- Check for return of pulse every 4 cycles



A - AIRWAY

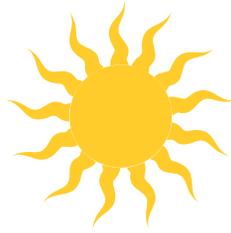
- Place victim flat on his/her back on a hard surface.
- Shake victim at the shoulders and shout, "Are you okay?"
- If no response, call emergency medical system **911** then,
- **Head-tilt/chin-lift** - open victims' airway by tilting their head back with one hand while lifting up their chin with your other hand.



B - BREATHING

- Position your cheek close to victims' nose and mouth, look toward victims' chest, and
- **Look, listen, and feel** for breathing (5-10 seconds)
- If not breathing, pinch victim's nose closed and give **2 full breaths** into victim's mouth (use pocket mask).
- If breaths won't go in, reposition head and try again to give breaths. If still blocked, perform abdominal thrusts (Heimlich maneuver)

CONTINUE UNINTERRUPTED UNTIL ADVANCED LIFE SUPPORT IS AVAILABLE or told to stop by Medical Professionals.



XI. HEAT EMERGENCIES

Heat Exhaustion Symptoms:

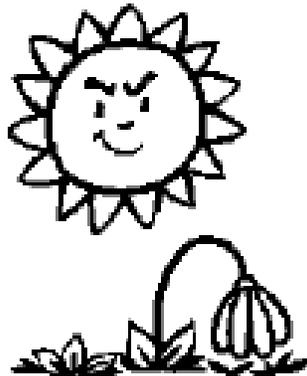
- Weakness and exhaustion
- Nausea, dizziness
- Skin moist, cool, pale or flushed
- Headache

Heat Stroke Symptoms:

- Skin dry, hot, red
- Rapid weak pulse
- Rapid weak breathing
- Frequently loses consciousness

Heat Emergency Treatment:

- Get victim out of the heat
- Loosen clothing, remove perspiration and soaked clothing
- Apply cool, wet cloths and fan the victim
- If conscious, give cool water to slowly drink



Call an ambulance if victim:

Is unconscious or starts to lose consciousness,
Shows symptoms of heat stroke,
Refuses water,
Vomits

XII. Acknowledgement and Receipt of Book

I, _____, have received a copy of the most current Dewey Gunzelman Memorial Swimming Pool Staff Manual and have read it. I understand the policies and procedures, as outlined. I also understand that I must wear the standard pool uniform for my job at all times when on duty. If I am terminated or leave before the end of the pool season, I will reimburse the City of Haysville for the cost of my uniform or my last check will be held or deducted.

Signed

Date

This is to be removed from the booklet and returned to the Pool Manager.

Click to
Return to
Agenda

VENDOR NO NAME	PAYMENT AMT
10 A & E ANALYTICAL	570.00
195 A-FORD-ABLE	785.38
285 AMERICAN ELECTRIC COMPANY	318.25
720 BEST SUPPLY CO INC	546.75
777 BIG TOOL STORE	64.18
844 BROOKS JIM	35.00
972 CONSOLIDATED ELECTRICAL D	627.72
996 CAPITAL ONE BANK N A	1,693.60
1023 CARTWRIGHT CLINT	35.00
1155 CINTAS CORPORATION	543.10
1325 COX COMMUNICATIONS	874.36
1378 CRITES ROBERT	35.00
1480 DAN'S HEATING & COOL	123.75
1592 DOUBLE CHECK COMPANY INC	150.45
1736 ENGINEERING UNLIMITED	448.20
1790 FBI - LEEDA	100.00
1860 FERGUSON ENTERPRISES INC	277.46
1890 FISHER SCIENTIFIC	105.30
1950 FOLEY INDUSTRIES	430.73
1959 FORT SCOTT COMMUNITY CLG	280.00
2150 GRAINGER	1,297.80
2240 HAJOCA CORPORATION	32.64
2246 HAMPEL OIL	7,495.04
2261 HARPER DAVE	35.00
2290 HAYSVILLE CHAMBER	2,500.00

VENDOR NO NAME	PAYMENT AMT
2325 HAYSVILLE FORWARD	5,000.00
2345 HAYSVILLE RENTAL CENTER	106.00
2367 HAYSVILLE TRUE VALUE	819.35
2375 HEART AMERICA- ICC	175.00
2425 HIGH SCHOOL SPORTS MAG	550.00
2500 HAC DBA HOMELAND	103.83
2583 HURTIG BECKY	75.00
2795 JASCOTT LISA	450.00
2838 JOLIVET ROY	35.00
2843 JOHN DEERE LANDSCAPES	78.53
2844 JOHN DEERE FINANCIAL	813.16
2850 JOHNSTONE SUPPLY	683.55
2874 K & A PROPERTY MAINT	1,625.00
2973 KS BG INC	1,150.14
3050 KS FIRE EQUIPMENT CO	785.00
3080 KDHE -CERTIFICATE FEES	125.00
3100 KS DEPT AGRICUL	450.00
3150 KDOR WATER SALES TAX	515.46
3230 KS GAS SERVICE-PRIMARY	8,872.63
3280 KMJA	25.00
3295 KS ONE-CALL SYSTEM	58.80
3320 KS RECREATION & PARK ASSN	400.00
3350 KS STATE TREASURE REINST	5,242.34
3357 KSU CONTINUING EDUCATION	5.00
3441 KENWORTH	261.71

VENDOR NO NAME	PAYMENT AMT
3500 KONICA MINOLTA BUS SYS	275.54
3502 KONICA MINOLTA PREMIERE	1,114.98
3730 LOCKE SUPPLY INC	323.54
3770 LOWE'S BUSINESS ACCOUNT	542.56
3840 MARTINEZ, ANTONIO JR.	35.00
3880 MAYER SPECIALTY SERVICES	1,250.00
3945 MCHATTON ZACH	88.96
4010 MID-CONTINENT SAFETY	66.00
4098 MOBILE RADIO SERVICE	510.00
4200 MURDOCK COMPANIES INC	291.00
4246 NADEL JACK INTERNATIONAL	1,075.19
4260 NATIONAL ASSN OF CHIEFS	60.00
4339 NEOPOST USA INC	96.00
4370 OFFICE DEPOT	382.44
4377 OLTMAN JAMES	104.44
4520 PETTY CASH	927.28
4648 POORMAN'S AUTO SUPPLY #5	60.70
4750 PROFESSIONAL ENGINEERING	200.00
4780 PRO-KEM SUPPLIES INC	88.00
4860 QUILL CORPORATION	570.10
4905 RADAR SHOP INC	116.32
5032 COWELL RICHARD TACTICAL	422.00
5056 RINEHART SEAN	35.00
5231 SAM'S CLUB	676.01
5330 SEDGWICK COUNTY ELECTRIC	1,559.10

VENDOR NO NAME	PAYMENT AMT
5335 SEDG CTY FIN-JAIL FEES	5,871.26
5444 SIMONS JOHNATHAN	35.00
5463 SIRCHIE FINGER PRINT LABS	83.53
5484 SMITH NOEL	35.00
5530 SNAP-ON TOOLS	1,985.99
5886 TAP OF KANSAS	740.91
5913 TIGERDIRECT	227.69
5916 TIMES-SENTINEL NEWSPAPERS	353.50
5927 TOW SERVICE INC	273.70
5940 TRUCK PARTS & EQUIPMENT	96.64
5943 TRAILER TOWN	12,898.00
6030 UNITED STATES POSTAL SERV	272.00
6407 WESTAR ENERGY	23,285.84
6471 WICHITA AREA BUILDERS ASS	35.00
6610 WICHITA STATE UNIVERSITY	250.00
6624 CITY OF WICHITA	75.00
6630 WICHITA WINWATER	1,548.41
6700 WILLIAMS JANITORIAL SUPPL	255.00
10140 MCKELVEY TRACI	78.00
10270 RITTHALER DYLAN	22.50
10280 RITTHALER GORDON	108.00
10390 STONE WILLIAM G	105.00
10720 YBARRA JESSIE	54.00

VENDOR NO NAME	PAYMENT AMT
REPORT TOTAL	107,370.34

FUND	NAME	TOTAL
01	GENERAL FU	27,350.87
10	SEWER FUND	32,059.27
11	WATER FUND	10,259.01
12	MUNICIPAL	157.81
14	STORMWATER	15.24
21	STREET FUN	6,669.56
24	LAW ENFORC	259.90
30	RECREATION	7,037.28
36	CAPITAL IM	738.21
81	EQUIPMENT	12,898.00
92	TR GUEST T	9,925.19
	TOTAL	107,370.34



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

INTRUST GENERAL FUND													
996 CAPITAL ONE BANK N A													
FEB 2014	1	I	3/11/2014	3/06/2014	AMAZON MARKET PLACE	78.58		78.58	78.58	01			1
								01-22-2012	MEDIA SPECIALIST MISCELLANEOUS				
	2	I			VIMEO PLUS	59.95		59.95	59.95	01			1
								01-22-2012	MEDIA SPECIALIST MISCELLANEOUS				
	3	I			USTREAM TV415	49.00		49.00	49.00	01			1
								01-18-2012	GEN GOVT MISCELLANEOUS				
	8	I			USPS STAMPS FOR ECO DEV	61.25		61.25	61.25	01			1
								01-18-2012	GEN GOVT MISCELLANEOUS				
	9	I			DRURY HOTEL	90.47		90.47	90.47	01			1
								01-02-2015	POLICE TRAINING/EDUC/TRAVEL				
	22	I			RADIOSHACK	69.95		69.95	69.95	01			1
								01-09-2009	BLDG & GROUNDS MATERIALS				
					* INVOICE TOTALS	409.20		409.20	409.20				
					** VENDOR TOTALS *	409.20		409.20	409.20				
1023 CLINT CARTWRIGHT													
FEB 2014	1	I	3/11/2014	3/06/2014	MONTHLY CELL PHONE REIM	35.00		35.00	35.00	01			1
								01-02-2040	POLICE CONTRACTUAL				
					** VENDOR TOTALS *	35.00		35.00	35.00				
1155 CINTAS CORPORATION #451													
451713352	4	I	3/11/2014	2/18/2014	UNIFORM CLEAN & RENT	16.11		16.11	16.11	01			1
								01-03-2012	PARK MISCELLANEOUS				
	5	I			UNIFORM CLEAN & RENT	3.75		3.75	3.75	01			1
								01-20-2016	INSPECTION UNIFORMS				
					* INVOICE TOTALS	19.86		19.86	19.86				
451715879	4	I	3/11/2014	2/25/2014	UNIFORM CLEAN & RENT	16.11		16.11	16.11	01			1
								01-03-2012	PARK MISCELLANEOUS				
	5	I			UNIFORM CLEAN & RENT	3.75		3.75	3.75	01			1
								01-20-2016	INSPECTION UNIFORMS				
					* INVOICE TOTALS	19.86		19.86	19.86				
451718397	4	I	3/11/2014	3/04/2014	UNIFORM CLEAN & RENT	16.11		16.11	16.11	01			1
								01-03-2012	PARK MISCELLANEOUS				
	5	I			UNIFORM CLEAN & RENT	3.75		3.75	3.75	01			1
								01-20-2016	INSPECTION UNIFORMS				
					* INVOICE TOTALS	19.86		19.86	19.86				
					** VENDOR TOTALS *	59.58		59.58	59.58				
1325 COX COMMUNICATIONS													
FEB 2014	1	I	3/11/2014	3/06/2014	SR CTR CABLE & DATA SER	109.43		109.43	109.43	01			1
								01-12-2003	SR CENTER UTILITIES				
	4	I			200 W GRAND DATA SERVIC	64.38		64.38	64.38	01			1
								01-01-2002	CITY CLERK TELEPHONE				
	5	I			200 W GRAND DATA SERVIC	195.71		195.71	195.71	01			1
								01-02-2002	POLICE TELEPHONE				
	6	I			200 W GRAND DATA SERVIC	6.60		6.60	6.60	01			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
							01-20-2015	INSPECTION TRAINING/EDUC/TRAV					
** VENDOR TOTALS *					175.00		175.00		175.00				
2500 HAC INC													
FEB 2014	2	I	3/11/2014	3/07/2014 MONTHLY GROCERIES	10.17		10.17		10.17	01			1
							01-18-2012	GEN GOVT MISCELLANEOUS					
** VENDOR TOTALS *					10.17		10.17		10.17				
2583 BECKY C HURTIG													
12114	1	I	3/11/2014	3/06/2014 PROTEM JUDGE 1/21/14	75.00		75.00		75.00	01			1
							01-06-2012	MUN COURT MISCELLANEOUS					
** VENDOR TOTALS *					75.00		75.00		75.00				
2843 JOHN DEERE LANDSCAPES													
67187692	1	I	3/11/2014	3/06/2014 TIP N POUR 1GAL CONTAIN	29.64		29.64		29.64	01			1
							01-03-2046	PARK P-C SPORTS COMPLEX					
	2	I		MOLE BAIT 2 TRAYS	48.89		48.89		48.89	01			1
							01-03-2046	PARK P-C SPORTS COMPLEX					
* INVOICE TOTALS					78.53		78.53		78.53				
** VENDOR TOTALS *					78.53		78.53		78.53				
2844 JOHN DEERE FINANCIAL													
899644	1	I	3/11/2014	3/06/2014 AM116304 FUEL FILTER 2E	9.10		9.10		9.10	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
	2	I		MIU13038 AIR CLEANER	13.06		13.06		13.06	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
	3	I		,800420 DIPSTICK	12.98		12.98		12.98	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
* INVOICE TOTALS					35.14		35.14		35.14				
900375	1	I	3/11/2014	3/06/2014 M800313 BELT	19.48		19.48		19.48	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
	2	I		AM108184 FILTER ELEMENT	37.30		37.30		37.30	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
	3	I		AM108185 FILTER ELEMENT	31.03		31.03		31.03	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
* INVOICE TOTALS					87.81		87.81		87.81				
900504	1	I	3/11/2014	3/06/2014 M805441 V-BELT	19.32		19.32		19.32	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
	2	I		M800313 BELT	19.48-		19.48-		19.48-	01			1
							01-03-2006	PARK EQUIPMENT MAINTENANCE					
* INVOICE TOTALS					.16-		.16-		.16-				
** VENDOR TOTALS *					122.79		122.79		122.79				
2874 K & A PROPERTY MAINTENANCE LLC													
3398	1	I	3/11/2014	3/01/2014 CLEAN CITY BUILDING	528.00		528.00		528.00	01			1
							01-09-2040	BLDG & GROUNDS CONTRACTUAL					
	2	I		CLEAN PD	440.00		440.00		440.00	01			1
							01-09-2040	BLDG & GROUNDS CONTRACTUAL					
	3	I		CLEAN COMMUNITY BLDG	132.00		132.00		132.00	01			1
							01-09-2040	BLDG & GROUNDS CONTRACTUAL					

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
4	I			CLEAN SR CTR COMPLETE	425.00		425.00		425.00	01			1
								01-12-2025	SR CENTER BUILDING MAINTENANCE				
				* INVOICE TOTALS	1525.00		1525.00		1525.00				
				** VENDOR TOTALS *	1525.00		1525.00		1525.00				
3050 KANSAS FIRE EQUIPMENT CO INC													
385352	1	I	3/11/2014	2/28/2014 ADMIN BUILDING ANNUAL S	45.00		45.00		45.00	01			1
								01-09-2006	BLDG & GROUNDS EQUIP MAINT				
385353	1	I	3/11/2014	2/28/2014 COMM BLDG ANNUAL SERVIC	48.00		48.00		48.00	01			1
								01-09-2006	BLDG & GROUNDS EQUIP MAINT				
385354	1	I	3/11/2014	2/28/2014 LIBRARY ANNUAL SERVICE	36.00		36.00		36.00	01			1
								01-09-2048	BLDG & GROUNDS LIBRARY BLDG				
385356	1	I	3/11/2014	2/28/2014 SENIOR CENTER ANNUAL SE	25.50		25.50		25.50	01			1
								01-12-2006	SR CENTER EQUIPMENT MAINT				
385360	1	I	3/11/2014	2/28/2014 BLACKSMITH SHOP ANNUAL	15.00		15.00		15.00	01			1
								01-09-2079	BLDG & GROUNDS HISTORIC BLDGS				
385361	1	I	3/11/2014	2/28/2014 140 N MAIN ANNUAL SERVI	15.00		15.00		15.00	01			1
								01-09-2006	BLDG & GROUNDS EQUIP MAINT				
385362	1	I	3/11/2014	2/28/2014 WIRE HOUSE ANNUAL SERVI	15.00		15.00		15.00	01			1
								01-09-2079	BLDG & GROUNDS HISTORIC BLDGS				
385363	1	I	3/11/2014	2/28/2014 POLICE DEPARTMENT ANNUA	176.00		176.00		176.00	01			1
								01-02-2006	POLICE EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	375.50		375.50		375.50				
3230 KANSAS GAS SERVICE													
FEB 2014	1	I	3/11/2014	3/06/2014 PD MONTHLY GAS	427.34		427.34		427.34	01			1
								01-02-2013	POLICE ANIMAL CONTROL				
	2	I		BLDGS & GRDS MONTHLY GA	847.05		847.05		847.05	01			1
								01-09-2003	BLDG & GROUNDS UTILITIES				
	3	I		SENIOR CENTER MONTHLY G	711.65		711.65		711.65	01			1
								01-12-2003	SR CENTER UTILITIES				
				* INVOICE TOTALS	1986.04		1986.04		1986.04				
				** VENDOR TOTALS *	1986.04		1986.04		1986.04				
3280 KMJA													
2014 DUES	1	I	3/11/2014	3/06/2014 ANNUAL DUES 2014	25.00		25.00		25.00	01			1
								01-06-2064	MUN COURT DUES & SUBSCRIPTIONS				
				** VENDOR TOTALS *	25.00		25.00		25.00				
3350 KANSAS STATE TREASURER													
FEB 2014	1	I	3/11/2014	3/06/2014 REINSTATEMENT FEE	1829.00		1829.00		1829.00	01			1
								01-06-2060	MUN COURT REINSTATEMENT FEES				
	2	I		JUDICIAL BRANCH SURCHAR	682.00		682.00		682.00	01			1
								01-06-2060	MUN COURT REINSTATEMENT FEES				
	3	I		JUDICIAL BRANCH ED FUND	35.00		35.00		35.00	01			1
								01-06-2073	MUN COURT JUDGES' TRAINING FEE				
	4	I		COURT COSTS/LAW ENF TRN	1406.00		1406.00		1406.00	01			1
								01-06-2074	MUN COURT LAW ENF TRAINING FEE				
	5	I		DUI FEES	1290.34		1290.34		1290.34	01			1
								01-06-2075	MUN COURT DUI FEE				
				* INVOICE TOTALS	5242.34		5242.34		5242.34				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					5242.34		5242.34		5242.34				
3500 KONICA MINOLTA BUSINESS													
228003567	1 I	3/11/2014	2/27/2014	ADMIN COPIER MAINTENANC	275.54		275.54		275.54	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
** VENDOR TOTALS *					275.54		275.54		275.54				
3502 KONICA MINOLTA PREMIERE													
247825581	1 I	3/11/2014	2/20/2014	KONICA C554E COPIER ADM	312.00		312.00		312.00	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
	2 I			KONICA C554E PD	311.99		311.99		311.99	01			1
								01-02-2040	POLICE CONTRACTUAL				
	3 I			ORIGIN FEE	37.50		37.50		37.50	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
	4 I			ORIGIN FEE	37.50		37.50		37.50	01			1
								01-02-2040	POLICE CONTRACTUAL				
	5 I			TRANSITIONAL BILLING	415.99		415.99		415.99	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
* INVOICE TOTALS					1114.98		1114.98		1114.98				
** VENDOR TOTALS *					1114.98		1114.98		1114.98				
3770 LOWES BUSINESS ACCT/GEGRB													
MAR 2014	2 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	120.47		120.47		120.47	01			1
								01-12-2025	SR CENTER BUILDING MAINTENANCE				
	3 I			MONTHLY HARDWARE SUPPLI	110.57		110.57		110.57	01			1
								01-09-2025	BLDG & GROUNDS BUILDING MAINT				
* INVOICE TOTALS					231.04		231.04		231.04				
** VENDOR TOTALS *					231.04		231.04		231.04				
3945 ZACH McHATTON													
FEB 2014	1 I	3/11/2014	3/06/2014	TRAVEL EXPENSE REIMBURS	78.96		78.96		78.96	01			1
								01-18-2015	GEN GOVT TRAINING/EDUC/TRAVEL				
	2 I			GRANT WRITING WORKSHOP	10.00		10.00		10.00	01			1
								01-18-2012	GEN GOVT MISCELLANEOUS				
* INVOICE TOTALS					88.96		88.96		88.96				
** VENDOR TOTALS *					88.96		88.96		88.96				
4098 MOBILE RADIO SERVICE													
2992700	1 I	3/11/2014	2/24/2014	3600 ANALOG PACKAGE	400.00		400.00		400.00	01			1
								01-02-2007	POLICE RADIO REPAIR				
	2 I			FLASH UPGRADE PACKAGE	35.00		35.00		35.00	01			1
								01-02-2007	POLICE RADIO REPAIR				
	3 I			MICROPHONE	75.00		75.00		75.00	01			1
								01-02-2007	POLICE RADIO REPAIR				
* INVOICE TOTALS					510.00		510.00		510.00				
** VENDOR TOTALS *					510.00		510.00		510.00				
4260 NATIONAL ASSN OF CHIEFS													
311144260	1 I	3/11/2014	3/06/2014	J WHITFIELD ANNUAL DUES	60.00		60.00		60.00	01			1
								01-02-2012	POLICE MISCELLANEOUS				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					60.00		60.00		60.00				
4339 NEOPOST USA INC													
51446796	1 I	3/11/2014	3/01/2014	WJ150 QUARTERLY METER R	96.00		96.00		96.00	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
** VENDOR TOTALS *					96.00		96.00		96.00				
4370 OFFICE DEPOT													
36506001	1 I	3/11/2014	2/14/2014	LASER JET CARTRIDGE	243.94		243.94		243.94	01			1
								01-10-2077	SP FUNDS SHARED OFFICE EXPENSE				
	3 I			3-HOLE SLASH JACKETS 10	61.90		61.90		61.90	01			1
								01-12-2004	SR CENTER OFFICE EXPENSE				
	4 I			MISC OFFICE SUPPLIES	59.14		59.14		59.14	01			1
								01-10-2077	SP FUNDS SHARED OFFICE EXPENSE				
* INVOICE TOTALS					364.98		364.98		364.98				
** VENDOR TOTALS *					364.98		364.98		364.98				
4377 JAMES OLTMAN													
FEB 2014	1 I	3/11/2014	3/06/2014	TRAVEL EXPENSES	69.44		69.44		69.44	01			1
								01-18-2015	GEN GOVT TRAINING/EDUC/TRAVEL				
	2 I			MONTHLY CELL PHONE REIM	35.00		35.00		35.00	01			1
								01-18-2015	GEN GOVT TRAINING/EDUC/TRAVEL				
* INVOICE TOTALS					104.44		104.44		104.44				
** VENDOR TOTALS *					104.44		104.44		104.44				
4520 PETTY CASH													
031114	1 I	3/11/2014	3/06/2014	REIMBURSE FUND	45.21		45.21		45.21	01			1
								01-18-2012	GEN GOVT MISCELLANEOUS				
	5 I			REIMBURSE FUND	250.00		250.00		250.00	01			1
								01-00-5016	GENERAL BUILDING RENTAL FEES				
	7 I			REIMBURSE FUND	9.98		9.98		9.98	01			1
								01-10-2012	SP FUNDS MISCELLANEOUS				
	8 I			REIMBURSE FUND	30.45		30.45		30.45	01			1
								01-09-2012	BLDG & GROUNDS MISCELLANEOUS				
* INVOICE TOTALS					335.64		335.64		335.64				
** VENDOR TOTALS *					335.64		335.64		335.64				
4780 PRO-KEM SUPPLIES INC													
8753	1 I	3/11/2014	2/28/2014	PULSE SERVICE PD 5EA	40.00		40.00		40.00	01			1
								01-02-2004	POLICE OFFICE EXPENSE				
	2 I			PULSE SERV CITY BLDG 4E	32.00		32.00		32.00	01			1
								01-09-2012	BLDG & GROUNDS MISCELLANEOUS				
	3 I			PULSE SERVICE SR CTR 2E	16.00		16.00		16.00	01			1
								01-12-2025	SR CENTER BUILDING MAINTENANCE				
* INVOICE TOTALS					88.00		88.00		88.00				
** VENDOR TOTALS *					88.00		88.00		88.00				
4860 QUILL CORPORATION													
9787448	1 I	3/11/2014	2/21/2014	HP 305X LASER CARTRIDGE	160.03		160.03		160.03	01			1
								01-02-2004	POLICE OFFICE EXPENSE				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
	2	I		G2 INK REFILL 3EA	7.14		7.14		7.14	01			1
								01-02-2004	POLICE OFFICE EXPENSE				
				* INVOICE TOTALS	167.17		167.17		167.17				
9806895	1	I	3/11/2014	2/20/2014 SOVEREIGN 4 ROW COIN SO	125.99		125.99		125.99	01			1
								01-01-2004	CITY CLERK OFFICE EXPENSE				
9885238	1	I	3/11/2014	2/21/2014 HP305A TRI COLOR LASER	276.94		276.94		276.94	01			1
								01-02-2004	POLICE OFFICE EXPENSE				
				** VENDOR TOTALS *	570.10		570.10		570.10				
				4905 THE RADAR SHOP INC									
RS-8118	1	I	3/11/2014	2/06/2014 RE CERTIFIED RADIO KA69	116.32		116.32		116.32	01			1
								01-02-2006	POLICE EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	116.32		116.32		116.32				
				5032 RICHARD COWELL TACTICAL									
4706	1	I	3/11/2014	1/15/2014 ARMOR BEARING DUTY VEST	319.50		319.50		319.50	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
	2	I		RADIO POCKET	24.50		24.50		24.50	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
	3	I		HANDCUFF CARRIER	22.00		22.00		22.00	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
	4	I		ADMIN POUCH	22.00		22.00		22.00	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
	5	I		2 PIECE ID PLACARD	22.00		22.00		22.00	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
	6	I		SHIPPING	12.00		12.00		12.00	01			1
								01-02-2016	POLICE UNIFORMS & EQUIPMENT				
				* INVOICE TOTALS	422.00		422.00		422.00				
				** VENDOR TOTALS *	422.00		422.00		422.00				
				5335 SEDGWICK COUNTY DIV OF FINANCE									
FEB 2014	1	I	3/11/2014	3/06/2014 PRISONER HOUSING 2539 H	5871.26		5871.26		5871.26	01			1
								01-06-3066	MUN COURT JAIL FEES				
				** VENDOR TOTALS *	5871.26		5871.26		5871.26				
				5463 SIRCHIE FINGER PRINT LABS INC									
154143	1	I	3/11/2014	2/17/2014 PRINTMATIC FLAWLESS INK	20.95		20.95		20.95	01			1
								01-02-2047	POLICE SPECIAL INVESTIGATIONS				
	2	I		DUPLEX CARDHOLDER	46.95		46.95		46.95	01			1
								01-02-2047	POLICE SPECIAL INVESTIGATIONS				
	3	I		SHIPPING & HANDLING	15.63		15.63		15.63	01			1
								01-02-2047	POLICE SPECIAL INVESTIGATIONS				
				* INVOICE TOTALS	83.53		83.53		83.53				
				** VENDOR TOTALS *	83.53		83.53		83.53				
				5886 THE TAP OF KANSAS INC									
22489268	1	I	3/11/2014	3/04/2014 1-1/2X48X100 DUCT WRAP	300.34		300.34		300.34	01			1
								01-12-2025	SR CENTER BUILDING MAINTENANCE				
				** VENDOR TOTALS *	300.34		300.34		300.34				

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

5913 TIGERDIRECT													
7318120101	1 I	3/11/2014	3/06/2014	2048MB DDR MODULE 7EA	218.75		218.75		218.75	01			1
								01-02-2006	POLICE EQUIPMENT MAINTENANCE				
	2 I			SHIPPING	8.94		8.94		8.94	01			1
								01-02-2006	POLICE EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	227.69		227.69		227.69				
				** VENDOR TOTALS *	227.69		227.69		227.69				
5916 TIMES-SENTINEL NEWSPAPERS													
10846	2 I	3/11/2014	2/20/2014	HEARING NOTICE	73.50		73.50		73.50	01			1
								01-01-2014	CITY CLERK LEGAL PRINTING				
				** VENDOR TOTALS *	73.50		73.50		73.50				
6030 UNITED STATES POSTAL SERVICE													
2014	1 I	3/11/2014	3/06/2014	ANNUAL POST OFFICE BOX	90.67		90.67		90.67	01			1
								01-10-2040	SP FUNDS CONTRACTUAL				
				** VENDOR TOTALS *	90.67		90.67		90.67				
6407 WESTAR ENERGY													
FEB 2014	1 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	83.93		83.93		83.93	01			1
								01-02-2013	POLICE ANIMAL CONTROL				
	2 I			MONTHLY ELECTRIC UTILIT	986.39		986.39		986.39	01			1
								01-03-2003	PARK UTILITIES				
	3 I			MONTHLY ELECTRIC UTILIT	859.55		859.55		859.55	01			1
								01-08-2003	STREET LIGHT UTILITIES				
	4 I			MONTHLY ELECTRIC UTILIT	2579.34		2579.34		2579.34	01			1
								01-09-2003	BLDG & GROUNDS UTILITIES				
	5 I			MONTHLY ELECTRIC UTILIT	374.36		374.36		374.36	01			1
								01-12-2003	SR CENTER UTILITIES				
				* INVOICE TOTALS	4883.57		4883.57		4883.57				
				** VENDOR TOTALS *	4883.57		4883.57		4883.57				
6610 WICHITA STATE UNIVERSITY													
14CCMFOA	1 I	3/11/2014	3/06/2014	CONFERENCE REGISTRATION	250.00		250.00		250.00	01			1
								01-01-2015	CITY CLERK TRG/EDUC/TRAVEL				
				** VENDOR TOTALS *	250.00		250.00		250.00				
6700 WILLIAMS JANITORIAL SUPPLY													
469812	1 I	3/11/2014	2/27/2014	UPRIGHT SWEEPER PRO SER	255.00		255.00		255.00	01			1
								01-09-2009	BLDG & GROUNDS MATERIALS				
				** VENDOR TOTALS *	255.00		255.00		255.00				
				GENERAL FUND	27350.87		27350.87		27350.87				
SEWER FUND													
10 A & E ANALYTICAL LAB INC													
4878	1 I	3/11/2014	2/24/2014	2 AMMONIA	40.00		40.00		40.00	10			1
								10-30-2040	SEWER CONTRACTUAL				
	2 I			2 TOTAL KJELDAHL NITROG	50.00		50.00		50.00	10			1
								10-30-2040	SEWER CONTRACTUAL				
	3 I			2 TOTAL PHOSPHOROUS	50.00		50.00		50.00	10			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
	2	I		7/16 HOLE SAW ARBOR	14.19		14.19		14.19	10			1
						10-30-2012			SEWER MISCELLANEOUS				
				* INVOICE TOTALS	64.18		64.18		64.18				
				** VENDOR TOTALS *	64.18		64.18		64.18				
				996 CAPITAL ONE BANK N A									
FEB 2014	4	I	3/11/2014	3/06/2014 PAYFLOW PAYPAL	14.83		14.83		14.83	10			1
						10-30-2040			SEWER CONTRACTUAL				
	15	I		NORTHERN TOOL	31.00		31.00		31.00	10			1
						10-30-2009			SEWER MATERIALS				
	24	I		SEDGWICK CO EXTENSIONS	16.00		16.00		16.00	10			1
						10-30-2012			SEWER MISCELLANEOUS				
				* INVOICE TOTALS	61.83		61.83		61.83				
				** VENDOR TOTALS *	61.83		61.83		61.83				
				1155 CINTAS CORPORATION #451									
451713352	1	I	3/11/2014	2/18/2014 SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	10			1
						10-30-2009			SEWER MATERIALS				
	6	I		UNIFORM CLEAN & RENT	35.51		35.51		35.51	10			1
						10-30-2016			SEWER UNIFORMS				
				* INVOICE TOTALS	59.38		59.38		59.38				
451715879	1	I	3/11/2014	2/25/2014 SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	10			1
						10-30-2009			SEWER MATERIALS				
	6	I		UNIFORM CLEAN & RENT	35.51		35.51		35.51	10			1
						10-30-2016			SEWER UNIFORMS				
				* INVOICE TOTALS	59.38		59.38		59.38				
451718397	1	I	3/11/2014	3/04/2014 SHOP TOWELS & SUPPLIES	22.20		22.20		22.20	10			1
						10-30-2009			SEWER MATERIALS				
	6	I		UNIFORM CLEAN & RENT	35.51		35.51		35.51	10			1
						10-30-2016			SEWER UNIFORMS				
				* INVOICE TOTALS	57.71		57.71		57.71				
				** VENDOR TOTALS *	176.47		176.47		176.47				
				1325 COX COMMUNICATIONS									
FEB 2014	14	I	3/11/2014	3/06/2014 PUBLIC WORKS DATA SERVI	31.80		31.80		31.80	10			1
						10-30-2002			SEWER TELEPHONE				
				** VENDOR TOTALS *	31.80		31.80		31.80				
				1592 DOUBLE CHECK COMPANY INC									
463071	1	I	3/11/2014	2/24/2014 MAINT ON DIESEL DISPENS	50.15		50.15		50.15	10			1
						10-30-2006			SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	50.15		50.15		50.15				
				1890 FISHER SCIENTIFIC									
9293843	1	I	3/11/2014	2/07/2014 FUEL SURCHARGE	5.50		5.50		5.50	10			1
						10-30-2012			SEWER MISCELLANEOUS				
	2	I		SHIPPING	20.70		20.70		20.70	10			1
						10-30-2012			SEWER MISCELLANEOUS				
	3	I		CLEANERS CONTREZ 1 GAL	79.10		79.10		79.10	10			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
					10-30-2012		SEWER MISCELLANEOUS						
* INVOICE TOTALS					105.30		105.30		105.30				
** VENDOR TOTALS *					105.30		105.30		105.30				
1950 FOLEY INDUSTRIES													
9256	1 I	3/11/2014	3/03/2014	120G ROAD GRADER PUMP A	31.00		31.00		31.00	10			1
					10-30-2006		SEWER EQUIPMENT MAINTENANCE						
** VENDOR TOTALS *					31.00		31.00		31.00				
1959 FORT SCOTT COMMUNITY COLLEGE													
13280220	1 I	3/11/2014	3/06/2014	C STARNES 'ACTIVATED SL	140.00		140.00		140.00	10			1
					10-30-2015		SEWER TRAINING/EDUC/TRAVEL						
	2 I			J DOWNER 'ACTIVATED SLU	140.00		140.00		140.00	10			1
					10-30-2015		SEWER TRAINING/EDUC/TRAVEL						
* INVOICE TOTALS					280.00		280.00		280.00				
** VENDOR TOTALS *					280.00		280.00		280.00				
2150 GRAINGER													
9372285966	1 I	3/11/2014	2/24/2014	BLOW OFF VALVE, SUNFLOW	1297.80		1297.80		1297.80	10			1
					10-30-2006		SEWER EQUIPMENT MAINTENANCE						
** VENDOR TOTALS *					1297.80		1297.80		1297.80				
2246 HAMPEL OIL													
90554684	1 I	3/11/2014	3/06/2014	GASOLINE 1492 GALLONS	4655.04		4655.04		4655.04	10			1
					10-30-2009		SEWER MATERIALS						
	2 I			DIESEL 800 GALLONS	2840.00		2840.00		2840.00	10			1
					10-30-2009		SEWER MATERIALS						
* INVOICE TOTALS					7495.04		7495.04		7495.04				
** VENDOR TOTALS *					7495.04		7495.04		7495.04				
2261 DAVE HARPER													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONEL	35.00		35.00		35.00	10			1
					10-30-2002		SEWER TELEPHONE						
** VENDOR TOTALS *					35.00		35.00		35.00				
2345 HAYSVILLE RENTAL CENTER													
17498	1 I	3/11/2014	3/06/2014	WELDING SUPPLIES	24.00		24.00		24.00	10			1
					10-30-2009		SEWER MATERIALS						
** VENDOR TOTALS *					24.00		24.00		24.00				
2367 HAYSVILLE TRUE VALUE													
FEB 2014	1 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	118.55		118.55		118.55	10			1
					10-30-2006		SEWER EQUIPMENT MAINTENANCE						
	4 I			MONTHLY HARDWARE SUPPLI	280.01		280.01		280.01	10			1
					10-30-2012		SEWER MISCELLANEOUS						
* INVOICE TOTALS					398.56		398.56		398.56				
** VENDOR TOTALS *					398.56		398.56		398.56				

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

2838 ROY JOLIVET													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	11.67		11.67		11.67	10			1
								10-30-2002	SEWER TELEPHONE				
				** VENDOR TOTALS *	11.67		11.67		11.67				
2973 KANSAS BG INC													
A40319	1 I	3/11/2014	3/06/2014	FUEL STORAGE TANKS ADDI	383.38		383.38		383.38	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	383.38		383.38		383.38				
3050 KANSAS FIRE EQUIPMENT CO INC													
385359	1 I	3/11/2014	2/28/2014	PW WELLS/GARAGE ANNUAL	110.42		110.42		110.42	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
385364	1 I	3/11/2014	2/28/2014	PUBLIC WORKS BLDG ANNUA	5.00		5.00		5.00	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	115.42		115.42		115.42				
3080 KDHE - BUREAU OF WATER													
31114	1 I	3/11/2014	3/07/2014	J DOWNER CERT WW CLASS	25.00		25.00		25.00	10			1
								10-30-2015	SEWER TRAINING/EDUC/TRAVEL				
	2 I			C STARNES CERT WW CLASS	25.00		25.00		25.00	10			1
								10-30-2015	SEWER TRAINING/EDUC/TRAVEL				
	3 I			R TUCKER CERT WW CLASS	25.00		25.00		25.00	10			1
								10-30-2015	SEWER TRAINING/EDUC/TRAVEL				
				* INVOICE TOTALS	75.00		75.00		75.00				
				** VENDOR TOTALS *	75.00		75.00		75.00				
3230 KANSAS GAS SERVICE													
FEB 2014	4 I	3/11/2014	3/06/2014	SEWER MONTHLY GAS	4467.80		4467.80		4467.80	10			1
								10-30-2003	SEWER UTILITIES				
				** VENDOR TOTALS *	4467.80		4467.80		4467.80				
3295 KANSAS ONE-CALL SYSTEM INC													
4020289	1 I	3/11/2014	2/28/2014	LOCATE FEES	19.60		19.60		19.60	10			1
								10-30-2040	SEWER CONTRACTUAL				
				** VENDOR TOTALS *	19.60		19.60		19.60				
3730 LOCKE SUPPLY INC													
22489490	1 I	3/11/2014	3/04/2014	WORK LIGHT & WIRING	107.85		107.85		107.85	10			1
								10-30-2012	SEWER MISCELLANEOUS				
				** VENDOR TOTALS *	107.85		107.85		107.85				
3770 LOWES BUSINESS ACCT/GECRB													
MAR 2014	4 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	3.51		3.51		3.51	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
	5 I			MONTHLY HARDWARE SUPPLI	73.33		73.33		73.33	10			1
								10-30-2012	SEWER MISCELLANEOUS				
				* INVOICE TOTALS	76.84		76.84		76.84				
				** VENDOR TOTALS *	76.84		76.84		76.84				

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

3880 MAYER SPECIALTY SERVICES LLC													
2014087	1 I	3/11/2014	2/28/2014	2.75HRS LABOR ON JET TR	550.00		550.00		550.00	10			1
								10-30-2040	SEWER CONTRACTUAL				
				** VENDOR TOTALS *	550.00		550.00		550.00				
4200 MURDOCK COMPANIES INC													
198007	1 I	3/11/2014	2/12/2014	TRAC HOE THUMB	97.00		97.00		97.00	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	97.00		97.00		97.00				
4648 POORMAN AUTO SUPPLY #5													
FEB 2014	1 I	3/11/2014	3/07/2014	TRUCK #40 BRAKE SHOE	20.24		20.24		20.24	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	20.24		20.24		20.24				
4750 PROFESSIONAL ENGINEERING													
511360	1 I	3/11/2014	3/07/2014	MONTHLY RETAINER	66.67		66.67		66.67	10			1
								10-30-2040	SEWER CONTRACTUAL				
				** VENDOR TOTALS *	66.67		66.67		66.67				
5056 SEAN RINEHART													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	11.67		11.67		11.67	10			1
								10-30-2002	SEWER TELEPHONE				
				** VENDOR TOTALS *	11.67		11.67		11.67				
5231 SAM'S CLUB / GECRB													
FEB 2014	6 I	3/11/2014	3/06/2014	MONTHLY SUPPLIES	67.35		67.35		67.35	10			1
								10-30-2012	SEWER MISCELLANEOUS				
				** VENDOR TOTALS *	67.35		67.35		67.35				
5484 SMITH NOEL													
FEB 2014	1 I	3/11/2014	3/07/2014	CELL PHONE REIMBURSEMEN	11.67		11.67		11.67	10			1
								10-30-2002	SEWER TELEPHONE				
				** VENDOR TOTALS *	11.67		11.67		11.67				
5530 SNAP-ON TOOLS													
1201411805	1 I	3/11/2014	2/28/2014	POCKET IQ KIT & CARBIDE	993.00		993.00		993.00	10			1
								10-30-2012	SEWER MISCELLANEOUS				
				** VENDOR TOTALS *	993.00		993.00		993.00				
5940 TRUCK PARTS & EQUIPMENT INC													
1163136	1 I	3/11/2014	1/29/2014	LED LIGHTS	32.22		32.22		32.22	10			1
								10-30-2006	SEWER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	32.22		32.22		32.22				
6030 UNITED STATES POSTAL SERVICE													
2014	2 I	3/11/2014	3/06/2014	ANNUAL POST OFFICE BOX	90.67		90.67		90.67	10			1
								10-30-2040	SEWER CONTRACTUAL				
				** VENDOR TOTALS *	90.67		90.67		90.67				
6407 WESTAR ENERGY													
FEB 2014	6 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	12822.06		12822.06		12822.06	10			1
								10-30-2003	SEWER UTILITIES				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					12822.06		12822.06		12822.06				
6630 WICHITA WINWATER WORKS													
196749	1 I	3/11/2014	2/19/2014	2X3/4 IP HINGED SADDLE	20.79		20.79		20.79	10			1
								10-30-2009	SEWER MATERIALS				
196778	1 I	3/11/2014	2/20/2014	STOCK TO FIX KWIK SHOP	951.73		951.73		951.73	10			1
								10-30-2009	SEWER MATERIALS				
** VENDOR TOTALS *					972.52		972.52		972.52				
SEWER FUND					32059.27		32059.27		32059.27				
WATER FUND													
195 A-FORD-ABLE-LOCKSMITHING INC													
140191	3 I	3/11/2014	2/28/2014	LOCKS FOR SHOP DOORS	227.44		227.44		227.44	11			1
								11-31-2012	WATER MISCELLANEOUS				
** VENDOR TOTALS *					227.44		227.44		227.44				
844 JIM BROOKS													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	17.50		17.50		17.50	11			1
								11-31-2002	WATER TELEPHONE				
** VENDOR TOTALS *					17.50		17.50		17.50				
996 CAPITAL ONE BANK N A													
FEB 2014	5 I	3/11/2014	3/06/2014	PAYFLOW PAYPAL	14.82		14.82		14.82	11			1
								11-31-2040	WATER CONTRACTUAL				
	16 I			NORTHERN TOOL	30.99		30.99		30.99	11			1
								11-31-2009	WATER MATERIALS				
	23 I			SEDGWICK CO EXTENSIONS	16.00		16.00		16.00	11			1
								11-31-2012	WATER MISCELLANEOUS				
* INVOICE TOTALS					61.81		61.81		61.81				
** VENDOR TOTALS *					61.81		61.81		61.81				
1155 CINTAS CORPORATION #451													
451713352	2 I	3/11/2014	2/18/2014	SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	11			1
								11-31-2009	WATER MATERIALS				
	7 I			UNIFORM CLEAN & RENT	37.76		37.76		37.76	11			1
								11-31-2016	WATER UNIFORMS				
* INVOICE TOTALS					61.63		61.63		61.63				
451715879	2 I	3/11/2014	2/25/2014	SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	11			1
								11-31-2009	WATER MATERIALS				
	7 I			UNIFORM CLEAN & RENT	37.76		37.76		37.76	11			1
								11-31-2016	WATER UNIFORMS				
* INVOICE TOTALS					61.63		61.63		61.63				
451718397	2 I	3/11/2014	3/04/2014	SHOP TOWELS & SUPPLIES	22.20		22.20		22.20	11			1
								11-31-2009	WATER MATERIALS				
	7 I			UNIFORM CLEAN & RENT	37.76		37.76		37.76	11			1
								11-31-2016	WATER UNIFORMS				
* INVOICE TOTALS					59.96		59.96		59.96				

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

2838 ROY JOLIVET													
FEB 2014	2 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	11.67		11.67		11.67	11			1
								11-31-2002	WATER TELEPHONE				
				** VENDOR TOTALS *	11.67		11.67		11.67				
2973 KANSAS BG INC													
A40319	2 I	3/11/2014	3/06/2014	FUEL STORAGE TANKS ADDI	383.38		383.38		383.38	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
	3 I			FUEL STORAGE TANKS ADDI	383.38		383.38		383.38	21			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	766.76		766.76		766.76				
				** VENDOR TOTALS *	766.76		766.76		766.76				
3050 KANSAS FIRE EQUIPMENT CO INC													
385359	2 I	3/11/2014	2/28/2014	PW WELLS/GARAGE ANNUAL	110.42		110.42		110.42	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
385364	2 I	3/11/2014	2/28/2014	PUBLIC WORKS BLDG ANNUA	5.00		5.00		5.00	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	115.42		115.42		115.42				
3080 KDHE - BUREAU OF WATER													
31114	4 I	3/11/2014	3/07/2014	L MICMILLAN CERT W CLAS	25.00		25.00		25.00	11			1
								11-31-2015	WATER TRAINING/EDUC/TRAVEL				
	5 I			K LYONS CERT CLASS I	25.00		25.00		25.00	11			1
								11-31-2015	WATER TRAINING/EDUC/TRAVEL				
				* INVOICE TOTALS	50.00		50.00		50.00				
				** VENDOR TOTALS *	50.00		50.00		50.00				
3150 KANSAS DEPT OF REVENUE													
FEB 2014	1 I	3/11/2014	3/06/2014	WATER SALES TAX RETURN	515.46		515.46		515.46	11			1
								11-31-2022	WATER SALES TAX				
				** VENDOR TOTALS *	515.46		515.46		515.46				
3230 KANSAS GAS SERVICE													
FEB 2014	5 I	3/11/2014	3/06/2014	WATER MONTHLY GAS	488.84		488.84		488.84	11			1
								11-31-2003	WATER UTILITIES				
				** VENDOR TOTALS *	488.84		488.84		488.84				
3295 KANSAS ONE-CALL SYSTEM INC													
4020289	2 I	3/11/2014	2/28/2014	LOCATE FEES	19.60		19.60		19.60	11			1
								11-31-2040	WATER CONTRACTUAL				
				** VENDOR TOTALS *	19.60		19.60		19.60				
3730 LOCKE SUPPLY INC													
22489490	2 I	3/11/2014	3/04/2014	WORK LIGHT & WIRING	107.85		107.85		107.85	11			1
								11-31-2012	WATER MISCELLANEOUS				
				** VENDOR TOTALS *	107.85		107.85		107.85				
3770 LOWES BUSINESS ACCT/GEGRB													
MAR 2014	6 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	73.33		73.33		73.33	11			1
								11-31-2012	WATER MISCELLANEOUS				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					73.33		73.33		73.33				
3840 MARTINEZ, ANTONIO JR.													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	35.00		35.00		35.00	11			1
								11-31-2002	WATER TELEPHONE				
** VENDOR TOTALS *					35.00		35.00		35.00				
3880 MAYER SPECIALTY SERVICES LLC													
2014086	1 I	3/11/2014	2/25/2014	1/2" TAP AT WATER PUMP	400.00		400.00		400.00	11			1
								11-31-2040	WATER CONTRACTUAL				
	2 I			2 HRS LABOR	300.00		300.00		300.00	11			1
								11-31-2040	WATER CONTRACTUAL				
* INVOICE TOTALS					700.00		700.00		700.00				
** VENDOR TOTALS *					700.00		700.00		700.00				
4010 MID-CONTINENT SAFETY													
6625200	1 I	3/11/2014	2/28/2014	THERMAL WATERPROOF FLOW	66.00		66.00		66.00	11			1
								11-31-2012	WATER MISCELLANEOUS				
** VENDOR TOTALS *					66.00		66.00		66.00				
4200 MURDOCK COMPANIES INC													
198007	2 I	3/11/2014	2/12/2014	TRAC HOE THUMB	97.00		97.00		97.00	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
** VENDOR TOTALS *					97.00		97.00		97.00				
4370 OFFICE DEPOT													
36506001	2 I	3/11/2014	2/14/2014	G2 GEL PEN 2DZ	17.46		17.46		17.46	11			1
								11-31-2004	WATER OFFICE EXPENSE				
** VENDOR TOTALS *					17.46		17.46		17.46				
4648 POORMAN AUTO SUPPLY #5													
FEB 2014	2 I	3/11/2014	3/07/2014	TRUCK #40 BRAKE SHOE	20.23		20.23		20.23	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
** VENDOR TOTALS *					20.23		20.23		20.23				
4750 PROFESSIONAL ENGINEERING													
511360	2 I	3/11/2014	3/07/2014	MONTHLY RETAINER	66.67		66.67		66.67	11			1
								11-31-2040	WATER CONTRACTUAL				
** VENDOR TOTALS *					66.67		66.67		66.67				
5056 SEAN RINEHART													
FEB 2014	2 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	11.67		11.67		11.67	11			1
								11-31-2002	WATER TELEPHONE				
** VENDOR TOTALS *					11.67		11.67		11.67				
5231 SAM'S CLUB / GECRB													
FEB 2014	5 I	3/11/2014	3/06/2014	MONTHLY SUPPLIES	67.35		67.35		67.35	11			1
								11-31-2012	WATER MISCELLANEOUS				
** VENDOR TOTALS *					67.35		67.35		67.35				

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

5330 SEDGWICK COUNTY ELECTRIC COOP													
FEB 2014	1 I	3/11/2014	3/07/2014	ELECTRIC USE @ WEST WAT	1092.82		1092.82		1092.82	11			1
								11-31-2003	WATER UTILITIES				
	2 I			ELECTRIC USE @ EAST WAT	466.28		466.28		466.28	11			1
								11-31-2003	WATER UTILITIES				
				* INVOICE TOTALS	1559.10		1559.10		1559.10				
				** VENDOR TOTALS *	1559.10		1559.10		1559.10				
5444 JOHNATHAN SIMONS													
FEB 2014	1 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON PERSONEL PHONE	35.00		35.00		35.00	11			1
								11-31-2002	WATER TELEPHONE				
				** VENDOR TOTALS *	35.00		35.00		35.00				
5484 SMITH NOEL													
FEB 2014	2 I	3/11/2014	3/07/2014	CELL PHONE REIMBURSEMEN	11.67		11.67		11.67	11			1
								11-31-2002	WATER TELEPHONE				
				** VENDOR TOTALS *	11.67		11.67		11.67				
5940 TRUCK PARTS & EQUIPMENT INC													
1163136	2 I	3/11/2014	1/29/2014	LED LIGHTS	32.22		32.22		32.22	11			1
								11-31-2006	WATER EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	32.22		32.22		32.22				
6030 UNITED STATES POSTAL SERVICE													
2014	3 I	3/11/2014	3/06/2014	ANNUAL POST OFFICE BOX	90.66		90.66		90.66	11			1
								11-31-2040	WATER CONTRACTUAL				
				** VENDOR TOTALS *	90.66		90.66		90.66				
6407 WESTAR ENERGY													
FEB 2014	7 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	3437.17		3437.17		3437.17	11			1
								11-31-2003	WATER UTILITIES				
				** VENDOR TOTALS *	3437.17		3437.17		3437.17				
6630 WICHITA WINWATER WORKS													
19644002	1 I	3/11/2014	2/18/2014	3/4 ANGLE METER VALVE 1	480.92		480.92		480.92	11			1
								11-31-2009	WATER MATERIALS				
19668100	1 I	3/11/2014	2/19/2014	12"x1" TAP DOUBLE STRAP	65.85		65.85		65.85	11			1
								11-31-2009	WATER MATERIALS				
196842	1 I	3/11/2014	2/25/2014	IPS BALL VALVE 2EA	29.12		29.12		29.12	11			1
								11-31-2009	WATER MATERIALS				
				** VENDOR TOTALS *	575.89		575.89		575.89				
				WATER FUND	10259.01		10259.01		10259.01				
MUNICIPAL POOL													
3050 KANSAS FIRE EQUIPMENT CO INC													
385355	1 I	3/11/2014	2/28/2014	POOL ANNUAL SERVICE	33.00		33.00		33.00	12			1
								12-32-2006	MUNICIPAL POOL EQUIPMENT MAINT				
				** VENDOR TOTALS *	33.00		33.00		33.00				

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

6407 WESTAR ENERGY													
FEB 2014	8 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	124.81		124.81		124.81	12			1
								12-32-2003	MUNICIPAL POOL UTILITIES				
				** VENDOR TOTALS *	124.81		124.81		124.81				
				MUNICIPAL POOL	157.81		157.81		157.81				
STORMWATER SEWER													
1155 CINTAS CORPORATION #451													
451713352	8 I	3/11/2014	2/18/2014	UNIFORM CLEAN & RENT	5.08		5.08		5.08	14			1
								14-34-2012	STORMWATER MISCELLANEOUS				
451715879	8 I	3/11/2014	2/25/2014	UNIFORM CLEAN & RENT	5.08		5.08		5.08	14			1
								14-34-2012	STORMWATER MISCELLANEOUS				
451718397	8 I	3/11/2014	3/04/2014	UNIFORM CLEAN & RENT	5.08		5.08		5.08	14			1
								14-34-2012	STORMWATER MISCELLANEOUS				
				** VENDOR TOTALS *	15.24		15.24		15.24				
				STORMWATER SEWER	15.24		15.24		15.24				
STREET FUND													
195 A-FORD-ABLE-LOCKSMITHING INC													
140191	4 I	3/11/2014	2/28/2014	LOCKS FOR SHOP DOORS	227.42		227.42		227.42	21			1
								21-41-2012	STREET MISCELLANEOUS				
				** VENDOR TOTALS *	227.42		227.42		227.42				
285 AMERICAN ELECTRIC COMPANY													
570580	1 I	3/11/2014	2/19/2014	CLR HPS LAMP 19EA	318.25		318.25		318.25	21			1
								21-41-2009	STREET MATERIALS				
				** VENDOR TOTALS *	318.25		318.25		318.25				
720 BEST SUPPLY CO INC													
217575	1 I	3/11/2014	3/06/2014	3/16X48X96 HR PLATE, TR	431.76		431.76		431.76	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	431.76		431.76		431.76				
844 JIM BROOKS													
FEB 2014	2 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	17.50		17.50		17.50	21			1
								21-41-2002	STREET TELEPHONE				
				** VENDOR TOTALS *	17.50		17.50		17.50				
972 CED - COLUMBIA													
537864	1 I	3/11/2014	3/03/2014	MAIN STREET LIGHTS	240.27		240.27		240.27	21			1
								21-41-2009	STREET MATERIALS				
537881	1 I	3/11/2014	3/03/2014	MAIN STREET LIGHTS	387.45		387.45		387.45	21			1
								21-41-2009	STREET MATERIALS				
				** VENDOR TOTALS *	627.72		627.72		627.72				
996 CAPITAL ONE BANK N A													
FEB 2014	17 I	3/11/2014	3/06/2014	NORTHERN TOOL	30.99		30.99		30.99	21			1
								21-41-2009	STREET MATERIALS				
	18 I			HARBOR FREIGHT	47.96		47.96		47.96	21			1

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
					21-41-2012		STREET MISCELLANEOUS						
* INVOICE TOTALS					78.95		78.95		78.95				
** VENDOR TOTALS *					78.95		78.95		78.95				
1155 CINTAS CORPORATION #451													
451713352	3 I	3/11/2014	2/18/2014	SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	21			1
					21-41-2009		STREET MATERIALS						
9 I				UNIFORM CLEAN & RENT	12.88		12.88		12.88	21			1
					21-41-2016		STREET UNIFORMS						
* INVOICE TOTALS					36.75		36.75		36.75				
451715879	3 I	3/11/2014	2/25/2014	SHOP TOWELS & SUPPLIES	23.87		23.87		23.87	21			1
					21-41-2009		STREET MATERIALS						
9 I				UNIFORM CLEAN & RENT	12.88		12.88		12.88	21			1
					21-41-2016		STREET UNIFORMS						
* INVOICE TOTALS					36.75		36.75		36.75				
451718397	3 I	3/11/2014	3/04/2014	SHOP TOWELS & SUPPLIES	22.21		22.21		22.21	21			1
					21-41-2009		STREET MATERIALS						
9 I				UNIFORM CLEAN & RENT	12.88		12.88		12.88	21			1
					21-41-2016		STREET UNIFORMS						
* INVOICE TOTALS					35.09		35.09		35.09				
** VENDOR TOTALS *					108.59		108.59		108.59				
1325 COX COMMUNICATIONS													
FEB 2014	16 I	3/11/2014	3/06/2014	PUBLIC WORKS DATA SERVI	31.80		31.80		31.80	21			1
					21-41-2002		STREET TELEPHONE						
** VENDOR TOTALS *					31.80		31.80		31.80				
1592 DOUBLE CHECK COMPANY INC													
463071	3 I	3/11/2014	2/24/2014	MAINT ON DIESEL DISPENS	50.15		50.15		50.15	21			1
					21-41-2006		STREET EQUIPMENT MAINTENANCE						
** VENDOR TOTALS *					50.15		50.15		50.15				
1950 FOLEY INDUSTRIES													
20000684	1 I	3/11/2014	3/06/2014	F/R LBR	54.00		54.00		54.00	21			1
					21-41-2006		STREET EQUIPMENT MAINTENANCE						
2 I				SHOP LABOR	271.98		271.98		271.98	21			1
					21-41-2006		STREET EQUIPMENT MAINTENANCE						
3 I				COOLANT ELC	11.76		11.76		11.76	21			1
					21-41-2006		STREET EQUIPMENT MAINTENANCE						
* INVOICE TOTALS					337.74		337.74		337.74				
9256	3 I	3/11/2014	3/03/2014	120G ROAD GRADER PUMP A	30.99		30.99		30.99	21			1
					21-41-2006		STREET EQUIPMENT MAINTENANCE						
** VENDOR TOTALS *					368.73		368.73		368.73				
2345 HAYSVILLE RENTAL CENTER													
17498	3 I	3/11/2014	3/06/2014	WELDING SUPPLIES	24.00		24.00		24.00	21			1
					21-41-2009		STREET MATERIALS						
** VENDOR TOTALS *					24.00		24.00		24.00				

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

2367 HAYSVILLE TRUE VALUE													
FEB 2014	3 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	66.07		66.07		66.07	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	6 I			MONTHLY HARDWARE SUPPLI	119.36		119.36		119.36	21			1
								21-41-2012	STREET MISCELLANEOUS				
				* INVOICE TOTALS	185.43		185.43		185.43				
				** VENDOR TOTALS *	185.43		185.43		185.43				
2838 ROY JOLIVET													
FEB 2014	3 I	3/11/2014	3/07/2014	REIMBURSE CELL PHONE US ON CALL PERSONNEL	11.66		11.66		11.66	21			1
								21-41-2002	STREET TELEPHONE				
				** VENDOR TOTALS *	11.66		11.66		11.66				
2844 JOHN DEERE FINANCIAL													
895623	1 I	3/11/2014	3/06/2014	R80136 FILLER CAP	11.75		11.75		11.75	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
896670	1 I	3/11/2014	2/14/2014	57M8048 FUSE	10.38		10.38		10.38	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
896960	1 I	3/11/2014	3/06/2014	AL168711 TIE ROD EN	180.00		180.00		180.00	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	2 I			P3750 FREIGHT	21.90		21.90		21.90	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
	3 I			SE501827 ALTERNATOR	466.34		466.34		466.34	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
				* INVOICE TOTALS	668.24		668.24		668.24				
				** VENDOR TOTALS *	690.37		690.37		690.37				
3050 KANSAS FIRE EQUIPMENT CO INC													
385359	3 I	3/11/2014	2/28/2014	PW WELLS/GARAGE ANNUAL	110.41		110.41		110.41	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
385364	3 I	3/11/2014	2/28/2014	PUBLIC WORKS BLDG ANNUA	5.00		5.00		5.00	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	115.41		115.41		115.41				
3230 KANSAS GAS SERVICE													
FEB 2014	6 I	3/11/2014	3/06/2014	STREET MONTHLY GAS	458.53		458.53		458.53	21			1
								21-41-2003	STREET UTILITIES				
				** VENDOR TOTALS *	458.53		458.53		458.53				
3295 KANSAS ONE-CALL SYSTEM INC													
4020289	3 I	3/11/2014	2/28/2014	LOCATE FEES	19.60		19.60		19.60	21			1
								21-41-2040	STREET CONTRACTUAL				
				** VENDOR TOTALS *	19.60		19.60		19.60				
3357 KSU CONTINUING EDUCATION													
2014 TASK	1 I	3/11/2014	3/06/2014	J SIMMONS TRAFFIC SAFET	5.00		5.00		5.00	21			1
								21-41-2015	STREET TRAINING/EDUC/TRAVEL				
				** VENDOR TOTALS *	5.00		5.00		5.00				
3441 KENWORTH													
240380083	1 I	3/11/2014	2/07/2014	FREIGHT	17.00		17.00		17.00	21			1

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

5940 TRUCK PARTS & EQUIPMENT INC													
1163136	3 I	3/11/2014	1/29/2014	LED LIGHTS	32.20		32.20		32.20	21			1
								21-41-2006	STREET EQUIPMENT MAINTENANCE				
				** VENDOR TOTALS *	32.20		32.20		32.20				
6407 WESTAR ENERGY													
FEB 2014	9 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	949.71		949.71		949.71	21			1
								21-41-2003	STREET UTILITIES				
				** VENDOR TOTALS *	949.71		949.71		949.71				
				STREET FUND	6669.56		6669.56		6669.56				
LAW ENFORCEMENT FUND													
4520 PETTY CASH													
031114	6 I	3/11/2014	3/06/2014	REIMBURSE FUND	259.90		259.90		259.90	24			1
								24-44-2031	LAW ENF VENDING MACHINE EXPENS				
				** VENDOR TOTALS *	259.90		259.90		259.90				
				LAW ENFORCEMENT F	259.90		259.90		259.90				
RECREATION DEPARTMENT													
996 CAPITAL ONE BANK N A													
FEB 2014	10 I	3/11/2014	3/06/2014	AMAZON MARKET PLACE	148.97		148.97		148.97	30			1
								30-50-2092	RECREATION DEPT PROGRAMS				
	11 I			ORIENTAL TRADING	512.47		512.47		512.47	30			1
								30-50-2092	RECREATION DEPT PROGRAMS				
	12 I			NATIONAL ALLIANCE FOR Y	100.00		100.00		100.00	30			1
								30-50-2015	RECREATION DEPT TRG/EDUC/DUES				
	13 I			PAYPAL RILEY COUNTY	40.00		40.00		40.00	30			1
								30-50-2012	RECREATION DEPT MISCELLANEOUS				
	14 I			CASEY'S GENERAL STORE	15.87		15.87		15.87	30			1
								30-50-2092	RECREATION DEPT PROGRAMS				
	19 I			KANSAS RECREATION & PAR	30.00		30.00		30.00	30			1
								30-50-2015	RECREATION DEPT TRG/EDUC/DUES				
	20 I			LITTLE CEASARS	150.00		150.00		150.00	30			1
								30-50-2092	RECREATION DEPT PROGRAMS				
	21 I			IDRIVE.COM	49.50		49.50		49.50	30			1
								30-50-2004	RECREATION DEPT OFFICE EXPENSE				
				* INVOICE TOTALS	1046.81		1046.81		1046.81				
				** VENDOR TOTALS *	1046.81		1046.81		1046.81				
1325 COX COMMUNICATIONS													
FEB 2014	2 I	3/11/2014	3/06/2014	ACT CTR CABLE	125.03		125.03		125.03	30			1
								30-50-2003	RECREATION DEPT UTILITIES				
	3 I			ACT CTR DATA SERVICE	159.00		159.00		159.00	30			1
								30-50-2002	RECREATION DEPT TELEPHONE				
				* INVOICE TOTALS	284.03		284.03		284.03				
				** VENDOR TOTALS *	284.03		284.03		284.03				

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

1860 FERGUSON ENTERPRISES INC #216													
633209	1 I	3/11/2014	2/20/2014	TOILET TANK & BOWL	277.46		277.46		277.46	30			1
								30-50-2025					RECREATION DEPT BLDG MAINT
				** VENDOR TOTALS *	277.46		277.46		277.46				
2367 HAYSVILLE TRUE VALUE													
FEB 2014	7 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	25.65		25.65		25.65	30			1
								30-50-2025					RECREATION DEPT BLDG MAINT
				** VENDOR TOTALS *	25.65		25.65		25.65				
2500 HAC INC													
FEB 2014	1 I	3/11/2014	3/07/2014	MONTHLY GROCERIES	93.66		93.66		93.66	30			1
								30-50-2094					RECREATION DEPT LATCHKEY PROG
				** VENDOR TOTALS *	93.66		93.66		93.66				
2874 K & A PROPERTY MAINTENANCE LLC													
3399	1 I	3/11/2014	3/01/2014	CLEAN HAC AFTER DANCE 3	100.00		100.00		100.00	30			1
								30-50-2092					RECREATION DEPT PROGRAMS
				** VENDOR TOTALS *	100.00		100.00		100.00				
3050 KANSAS FIRE EQUIPMENT CO INC													
385357	1 I	3/11/2014	2/28/2014	ACT CTR ANNUAL SERVICE	30.25		30.25		30.25	30			1
								30-50-2006					RECREATION DEPT EQUIP MAINT
				** VENDOR TOTALS *	30.25		30.25		30.25				
3100 KANSAS DEPT OF AGRICULTURE													
FEB 2014	1 I	3/11/2014	3/07/2014	PLAGENS-CARPENTER FOOD	450.00		450.00		450.00	30			1
								30-50-2046					RECREATION DEPT P-C SPORTS COM
				** VENDOR TOTALS *	450.00		450.00		450.00				
3230 KANSAS GAS SERVICE													
FEB 2014	7 I	3/11/2014	3/06/2014	HAC MONTHLY GAS	1471.42		1471.42		1471.42	30			1
								30-50-2003					RECREATION DEPT UTILITIES
				** VENDOR TOTALS *	1471.42		1471.42		1471.42				
3320 KANSAS RECREATION & PARK ASSN													
6771525	1 I	3/11/2014	3/07/2014	2014 AGENCY MEMBERSHIP	400.00		400.00		400.00	30			1
								30-50-2015					RECREATION DEPT TRG/EDUC/DUES
				** VENDOR TOTALS *	400.00		400.00		400.00				
3770 LOWES BUSINESS ACCT/GEGRB													
MAR 2014	1 I	3/11/2014	3/07/2014	MONTHLY HARDWARE SUPPLI	88.02		88.02		88.02	30			1
								30-50-2025					RECREATION DEPT BLDG MAINT
				** VENDOR TOTALS *	88.02		88.02		88.02				
4520 PETTY CASH													
031114	2 I	3/11/2014	3/06/2014	REIMBURSE FUND	176.74		176.74		176.74	30			1
								30-50-2092					RECREATION DEPT PROGRAMS
	3 I			REIMBURSE FUND	35.00		35.00		35.00	30			1
								30-00-2001					RECREATION DEPT PR YEAR A/P
	4 I			REIMBURSE FUND	120.00		120.00		120.00	30			1
								30-00-5077					RECREATION DEPT PROGRAMS
				* INVOICE TOTALS	331.74		331.74		331.74				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
** VENDOR TOTALS *					331.74		331.74		331.74				
5231 SAM'S CLUB / GECRB													
FEB 2014	1 I	3/11/2014	3/06/2014	MONTHLY SUPPLIES	403.49		403.49		403.49	30			1
								30-50-2094	RECREATION DEPT	LATCHKEY PROG			
	2 I			MONTHLY SUPPLIES	27.54		27.54		27.54	30			1
								30-50-2092	RECREATION DEPT	PROGRAMS			
	3 I			MONTHLY SUPPLIES	11.18		11.18		11.18	30			1
								30-50-2009	RECREATION DEPT	MATERIALS			
	4 I			MONTHLY SUPPLIES	99.10		99.10		99.10	30			1
								30-50-2004	RECREATION DEPT	OFFICE EXPENSE			
* INVOICE TOTALS					541.31		541.31		541.31				
** VENDOR TOTALS *					541.31		541.31		541.31				
5886 THE TAP OF KANSAS INC													
450471	1 I	3/11/2014	2/24/2014	WATER HEATER 50GAL	363.02		363.02		363.02	30			1
								30-50-2025	RECREATION DEPT	BLDG MAINT			
	2 I			FLEX CONNECTOR	14.42		14.42		14.42	30			1
								30-50-2025	RECREATION DEPT	BLDG MAINT			
	3 I			3/4 BALL VALVE	6.54		6.54		6.54	30			1
								30-50-2025	RECREATION DEPT	BLDG MAINT			
	4 I			3/4 NIPPLE	1.93		1.93		1.93	30			1
								30-50-2025	RECREATION DEPT	BLDG MAINT			
* INVOICE TOTALS					385.91		385.91		385.91				
** VENDOR TOTALS *					385.91		385.91		385.91				
6407 WESTAR ENERGY													
FEB 2014	10 I	3/11/2014	3/06/2014	MONTHLY ELECTRIC UTILIT	973.37		973.37		973.37	30			1
								30-50-2003	RECREATION DEPT	UTILITIES			
	11 I			MONTHLY ELECTRIC UTILIT	95.15		95.15		95.15	30			1
								30-50-3065	RECREATION DEPT	P-C UTILITIES			
* INVOICE TOTALS					1068.52		1068.52		1068.52				
** VENDOR TOTALS *					1068.52		1068.52		1068.52				
6624 CITY OF WICHITA													
311146624	1 I	3/11/2014	3/06/2014	RUTH CLARK SAP	75.00		75.00		75.00	30			1
								30-50-2094	RECREATION DEPT	LATCHKEY PROG			
** VENDOR TOTALS *					75.00		75.00		75.00				
10140 TRACI MCKELVEY													
3111410140	1 I	3/11/2014	3/06/2014	VOLLEYBALL REFEREE 2/20	20.00		20.00		20.00	30			1
								30-50-1100	RECREATION DEPT	SALARY/GRANT			
	2 I			VOLLEYBALL REFEREE 2/27	20.00		20.00		20.00	30			1
								30-50-1100	RECREATION DEPT	SALARY/GRANT			
	3 I			HAC DANCE CHAPERONE	38.00		38.00		38.00	30			1
								30-50-1100	RECREATION DEPT	SALARY/GRANT			
* INVOICE TOTALS					78.00		78.00		78.00				
** VENDOR TOTALS *					78.00		78.00		78.00				

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

10270 DYLAN RITTHALER													
3111410270	1 I	3/11/2014	3/06/2014	CAMPUS SCOREKEEPER 2/26	22.50		22.50		22.50	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
				** VENDOR TOTALS *	22.50		22.50		22.50				
10280 GORDON RITTHALER													
31114	1 I	3/11/2014	3/07/2014	BASKETBALL REFEREE 3-5-	54.00		54.00		54.00	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
3111410280	1 I	3/11/2014	3/06/2014	BASKETBALL REFEREE 2/26	54.00		54.00		54.00	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
				** VENDOR TOTALS *	108.00		108.00		108.00				
10390 WILLIAM G STONE													
3111410390	1 I	3/11/2014	3/06/2014	ARENABALL 2/23/14	52.50		52.50		52.50	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
	2 I			ARENABALL 3/2/14	52.50		52.50		52.50	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
				* INVOICE TOTALS	105.00		105.00		105.00				
				** VENDOR TOTALS *	105.00		105.00		105.00				
10720 JESSIE YBARRA													
31114	1 I	3/11/2014	3/07/2014	BASKETBALL REFEREE 3-5-	54.00		54.00		54.00	30			1
						30-50-1100			RECREATION DEPT				SALARY/GRANT
				** VENDOR TOTALS *	54.00		54.00		54.00				
				RECREATION DEPART	7037.28		7037.28		7037.28				
CAPITAL IMPROVEMENTS													
2850 JOHNSTONE SUPPLY													
76790	1 I	3/11/2014	3/06/2014	PROGRAMMABLE THERMOSTAT	531.65		531.65		531.65	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
77182	1 I	3/11/2014	2/27/2014	PROGRAMMABLE THERMOSTAT	151.90		151.90		151.90	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
				** VENDOR TOTALS *	683.55		683.55		683.55				
5886 THE TAP OF KANSAS INC													
450124	1 I	3/11/2014	2/18/2014	1-1/2 PVC P-TRAP	2.16		2.16		2.16	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
	2 I			3/8 COMPRESSION NUT 2EA	.80		.80		.80	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
	3 I			STA-PUT PUTTY	1.50		1.50		1.50	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
	4 I			INSULATION GUARD	38.09		38.09		38.09	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
	5 I			1-1/2X16 EXTENSION TUBE	8.97		8.97		8.97	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
	6 I			3/8X36 LAV TUBE 2EA	3.14		3.14		3.14	36			1
						36-00-2001			CAP IMPR PRIOR YR ACCTS PAYABL				
				* INVOICE TOTALS	54.66		54.66		54.66				
				** VENDOR TOTALS *	54.66		54.66		54.66				

INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN	CHCK	CK SQ
CAPITAL IMPROVEME					738.21		738.21		738.21				
EQUIPMENT RESERVE FUND													
5943 TRAILER TOWN													
44876	1 I	3/11/2014	2/27/2014	16'X91" DECKOVER DUMP B	12898.00		12898.00		12898.00	81			1
								81-00-5012	EQUIPMENT RESERVE MISCELLANEOU				
** VENDOR TOTALS *					12898.00		12898.00		12898.00				
EQUIPMENT RESERVE					12898.00		12898.00		12898.00				
TR GUEST TAX													
996 CAPITAL ONE BANK N A													
FEB 2014	6 I	3/11/2014	3/06/2014	DOUG'S AUTO SERVICE	25.00		25.00		25.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
	7 I			CASEY'S GENERAL STORE	10.00		10.00		10.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
* INVOICE TOTALS					35.00		35.00		35.00				
** VENDOR TOTALS *					35.00		35.00		35.00				
2290 HAYSVILLE CHAMBER OF COMMERCE													
2014 SUP	1 I	3/11/2014	3/06/2014	FINACIAL SUPPORT DONATI	2500.00		2500.00		2500.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
** VENDOR TOTALS *					2500.00		2500.00		2500.00				
2325 HAYSVILLE FORWARD INC													
2014 SUP	1 I	3/11/2014	3/06/2014	FINACIAL SUPPORT DONATI	5000.00		5000.00		5000.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
** VENDOR TOTALS *					5000.00		5000.00		5000.00				
2425 HIGH SCHOOL SPORTS MAGAZINE													
2925	1 I	3/11/2014	3/06/2014	FULL PAGE AD FEB ISSUE	550.00		550.00		550.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
** VENDOR TOTALS *					550.00		550.00		550.00				
2795 LISA JASCOTT													
311142795	1 I	3/11/2014	3/06/2014	HAYSVILLE POSTCARD DESI	400.00		400.00		400.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
	2 I			IMAGES PURCHASED FOR CO	50.00		50.00		50.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
* INVOICE TOTALS					450.00		450.00		450.00				
** VENDOR TOTALS *					450.00		450.00		450.00				
4246 JACK NADEL INTERNATIONAL													
3R-14	1 I	3/11/2014	2/12/2014	TRNASLUCENT RED PEN 103	339.90		339.90		339.90	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
	2 I			SETUP CHARGE	40.00		40.00		40.00	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
	3 I			ALIGATOR CLIP W/LOGO 77	501.15		501.15		501.15	92			1
								92-66-3001	TR GUEST TAX EXPENSE				
	4 I			SETUP CHARGE	50.00		50.00		50.00	92			1

CK #	DATE	PAYEE	DESCRIPTION	DEPARTMENT	AMOUNT
43891	02/24/14	Robert Perez	Refund Deposit on Comm. Bldg. Rental - Rcpt. #92313	General Revenue - Bldg. Rentals	50.00
43892	02/24/14	Tiffany Carroll	Refund Comm. Bldg. Rental - Rcpt. #92242	General Revenue - Bldg. Rentals	150.00
43893	02/24/14	Vicki Caballero	Basketball Coaches Refund - Rcpt. #54362	Recreation Revenue - Prior Year A/P	35.00
43894	02/24/14	Michael Swart	Refund Over-Payment on Daddy Daughter Dance - Rcpt. #56382	Recreation Revenue - Programs	5.00
43895	02/24/14	Mindy Clements	Refund Over-Payment on Daddy Daughter Dance - Rcpt. #56381	Recreation Revenue - Programs	5.00
43896	02/25/14	Sam's Club	Miscellaneous Supplies	Bldg & Grounds - Miscellaneous Sp Funds - Miscellaneous Law Enf - Vending Machine Expense	30.45 9.98 259.90
43897	02/27/14	Target	Administrative Supplies	General Government - Miscellaneous	45.21
43898	02/27/14	Jessica Moser	Refund Over-Payment on Daddy Daughter Dance - Rcpt. #56470	Recreation Revenue - Programs	20.00
43899	02/27/14	Glenn Blackman	Refund Cancellation of Daddy Daughter Dance - Rcpt. #56530	Recreation Revenue - Programs	20.00
43900	02/28/14	Sam's Club	Fruits & Veggies for HAC Programs	Recreation - Programs	144.74
43901	02/28/14	Dollar Tree	Art Supplies for HAC Programs	Recreation - Programs	32.00
43902	03/06/14	City of Haysville	Refund Deposit for Cathy Deitchler on Comm. Bldg. Rental - Rcpt. #92229 - Applied to UB Acct. #8236002	General Revenue - Bldg. Rentals	50.00
43903	03/06/14	Tila Holloway	Basketball Coaches Refund - Rcpt. #54518	Recreation Revenue - Programs	35.00
43904	03/06/14	Mark McFerson	Basketball Coaches Refund - Rcpt. #54520	Recreation Revenue - Programs	35.00
TOTAL CHECKS WRITTEN					927.28

Click to
Return to
Agenda

FEBRUARY TRANSFERS

TRANSFER TO:	DESCRIPTION	FUND	AMOUNT	TOTAL
Capital Improvements	Transfer 1/2 Sales/Use Tax/January Collection	General Fund	73,815.47	73,815.47
General - Office Rent	Transfer for February 2014	Wastewater Water	150.00 150.00	300.00
W/W Revenue Bond Debt Service	Transfer for February 2014	Wastewater	32,793.75	32,793.75
W/W G.O. Bond Debt Service Fund	Transfer for February 2014	Wastewater	5,548.03	5,548.03
General	Transfer Employee Benefits - February 2014	Wastewater	6,962.70	6,962.70
General	Transfer Employee Benefits - February 2014	Water	7,378.84	7,378.84
General	Transfer Employee Benefits - February 2014	Street	4,692.87	4,692.87
General	Transfer Employee Benefits - February 2014	Stormwater	744.87	744.87
Recreation	Transfer for HAC COP Payment	Cap. Impr.	5,850.00	5,850.00

Click to
Return to
Agenda

No Supporting Documents