



City Commission Meeting

July 5, 2023 at 5:30 PM

118 W Central Ave, Arkansas City, KS

Please join our meeting <https://global.gotomeeting.com/join/775628477>
Or dial in using your phone: United States: +1 (224) 501-3412 Access Code: 775 628 477

I. Routine Business

1. Roll Call
2. Opening Prayer and Pledge of Allegiance
3. Additions or Deletions (**Voice Vote**)
4. Approval of the Agenda (**Voice Vote**)

II. Recognition of Visitors/Staff

1. Introduce and swear in new police officer Shawntele Crownover.

III. Consent Agenda (Voice Vote)

Note: All matters listed below on the Consent Agenda are considered under one motion and enacted by one motion. There should be no separate discussion. If such discussion is desired, any item may be removed from the Consent Agenda and then considered separately under Section VI: New Business.

1. Approve the June 20, 2023, regular meeting minutes as written.
2. Approve a Resolution authorizing a public meeting of the Governing Body to attend a Land Bank Board of Trustees meeting at 5:00 p.m. Tuesday, July 18, 2023, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.
3. Ratify Mayor Diana Spielman's appointment of Sarah Long to the Beautification & Tree Advisory Board.

IV. New Business

City Manager Department

1. A Resolution adopting by reference the City's 2023 Comprehensive Fee Schedule and repealing Resolution No. 2022-12-3515. (**Voice Vote**)
2. Consider a Resolution approving the notice of intent to exceed the Revenue Neutral Rate (RNR) and set the date for a public hearing at 5:30 p.m. on September 5, 2023, for the purpose of hearing and answering objections of taxpayers relating to the Revenue Neutral Rate and the amount of ad valorem tax and proposed use of all funds. (**Voice Vote**)
3. A Resolution authorizing the City of Arkansas City to enter into an agreement with GettingGreatRates, LLC, to provide water rate analysis services, for an amount not to exceed \$15,000.00. (**Voice Vote**)

V. Items for Discussion by City Commissioners

VI. Comments from the Audience for Items not on the Agenda

The public will be allowed to speak on issues or items that are not scheduled for discussion on the agenda. Individuals should address all comments and questions to the Commission. Comments should be limited to issues and items relevant to the business of the Governing Body. The Commission will not discuss or debate these items, nor will the Commission make decisions on items presented during this time. Each person will be limited to three (3) minutes.

VII. City Manager Reminders & Updates

VIII. Adjournment



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Eric Burr, Chief of Police
Item: Introduce and swear in new police officer Shawntele Crownover

Purpose: Introduce and swear in new police officer Shawntele Crownover.

Background:

Shawntele Crownover started employment with the Arkansas City Police Department on June 5th, 2023, as a full-time police officer. Shawntele comes to the department after working at the Kansas Department of Corrections as a Parole Officer for the last 4 ½ years. Shawntele is enrolled in the 316th KLETC Basic Training Class which starts on July 17th, 2023.

Commission Options:

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Tiffany Parsons, City Clerk
Item: Approve the June 20, 2023, Regular Meeting Minutes

Purpose: Approve the June 20, 2023, regular meeting minutes as written.

Background:

Each meeting, the City Commission reviews and approves the minutes of its prior meeting(s).

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove item from consent agenda for further consideration.

Approved for Agenda by:

A handwritten signature in blue ink, appearing to read "Randy Frazer", is written over a horizontal line.

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Tiffany Parsons, City Clerk
Item: Scheduling Land Bank Board of Trustees Meeting

Purpose: **Consent Agenda Item:** Approve a Resolution authorizing a public meeting of the Governing Body to attend a Land Bank Board of Trustees meeting at 5:00 p.m. Tuesday, July 18, 2023, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

Background:

The **Land Bank Board of Trustees**, comprising the five city commissioners, is required by its bylaws to meet publicly at least twice annually — once in **January** for annual business and once in **July** to approve a budget for the following fiscal year. These meetings will be held on the third Tuesday in both months.

At this regular annual meeting, the Land Bank Board of Trustees will convene and conduct any business necessary, including establishing the budget for Fiscal Year 2024, as well as approving any necessary property transfers into or from the City’s Land Bank. The budget of the Land Bank shall be prepared, adopted, and published as provided by law for other political subdivisions of the State of Kansas. No budget shall be adopted by the Board until it has been submitted to, reviewed, and approved by the Governing Body.

Note: If the Governing Body elects not to ratify the budget, it must reject the plan in its entirety and remand it back to this Board with specific recommendations for reconsideration.

Commission Options:

- 1. Approve with the consent agenda
- 2. Remove from consent agenda for further consideration

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION AUTHORIZING A PUBLIC MEETING OF THE GOVERNING BODY TO ATTEND A LAND BANK BOARD OF TRUSTEES MEETING AT 5:00 P.M. ON JULY 18, 2023, IN THE COMMISSION ROOM AT CITY HALL, 118 W. CENTRAL AVE.

WHEREAS, all members of the Governing Body of the City of Arkansas City, Kansas, also serve as members of the City’s Land Bank Board of Trustees; and

WHEREAS, the Land Bank Board of Trustees is required to meet at least twice annually for regular business, meetings which traditionally occur on the third Tuesday in January and the third Tuesday in July, prior to a regular meeting of the Governing Body of the City of Arkansas City, Kansas; and

WHEREAS, in order to comply with the Kansas Open Meetings Act, the Governing Body of the City of Arkansas City, Kansas, must designate this upcoming Land Bank Board of Trustees meeting as a public meeting of the Governing Body.

NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby establishes that it shall hold a public meeting at 5:00 p.m. on Tuesday, July 18, 2023, in the Commission Room at City Hall, 118 W. Central Ave., Arkansas City, Kansas, to attend a Land Bank Board of Trustees meeting.

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes City staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment, and to also notify all persons requesting notice of such public meetings under the Kansas Open Meetings Act and K.A.R. 16-20-1.

SECTION THREE: This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of July, 2023.

(Seal)

Diana L. Spielman, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2023-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 5, 2023, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Tiffany Parsons, City Clerk
Item: City Board Appointment

Purpose: Ratify Mayor Diana Spielman’s appointment of Sarah Long to the Beautification & Tree Advisory Board.

Background:

Sarah has expressed an interest in serving on this committee. Currently, she serves the Burford Theater Arts Board of Directors, Friends of Wilson Park and Tacolalah committees. Formerly, Angels in the Attic and Ark Valley Players Board of Directors, has served as a SHICK Counselor (Sr. Health Insurance), and previously served as the Arkansas City Chamber of Commerce Chairman.

The Board and Mayor Spielman recommend Sarah Long be appointed to the Beautification & Tree Advisory Board committee.

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove from consent agenda for further consideration.

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager



Volunteer Form Boards, Commissions and Committees

Name: SARAH J. LONG Application Date: 6-14-2023
 Home Address: [REDACTED]
 Email: [REDACTED] Phone: [REDACTED]
 Current Employer: Retired
 Job Title: CEO Years Lived in Arkansas City: grew up between Ash Grove + Genoa Ark. City Schools - 2 1/2

Community and Professional Activities/Associations/Honors/Organizations:
Burford Theatre Arts BOB; Friends of Wilson Park - Gardening
Tacobalah, Forum - Angels in the Attic BOB - Ark Valley Players BOB
SHICK Counselor (Sr. Health Insurance)

Previous Civic Experience (please list any appointed or elected positions you have held in the past):
Arkansas City Chamber of Commerce BOB, PAST Chairman

Appointment(s) you are applying for [please indicate all of your choice(s) — when a vacancy occurs, you will be contacted; also, please note you may serve on only two (2) of these boards at one time]:

- | | |
|---|--|
| <input type="checkbox"/> ACPL (Public Library) Board of Trustees | <input type="checkbox"/> Northwest Community Center Board |
| <input checked="" type="checkbox"/> Beautification and Tree Advisory Board | <input type="checkbox"/> Outstanding Student Award Committee |
| <input type="checkbox"/> Building Trades Board | <input type="checkbox"/> Planning Commission / Board of Zoning |
| <small>*Professional certification required - call (620) 441-4412 or 441-4420</small> | <input type="checkbox"/> Public Building Commission |
| <input type="checkbox"/> Capital Improvement Planning Committee | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> City Commission <small>(only if vacancy occurs)</small> | <input type="checkbox"/> SCKMC (Hospital) Board of Trustees |
| <input type="checkbox"/> Community Spirit Award Committee | <input type="checkbox"/> Traffic Safety Committee |
| <input type="checkbox"/> Equal Opportunity & Accessibility Board | <input type="checkbox"/> Visit Ark City Board of Trustees |
| <input type="checkbox"/> Historic Preservation Board | |

Please indicate why you are interested in serving and what skills you might contribute: After being recruited by Regis Smith to assist w/ Wilson Park Flower Gardens, I have found that I enjoy being part of making AC a great place to live. I now have more time to enjoy doing these things

Signature: Sarah J Long Date: 6-14-2023

---APPLICANTS MUST BE APPOINTED BY THE MAYOR WITH THE CONSENT OF THE CITY COMMISSION---

Mail or deliver to:
 Tiffany Parsons, City Clerk
 City of Arkansas City | 118 W. Central Ave.
 Arkansas City, KS 67005

Or you can email this form to: tparsons@arkansascityks.gov

OFFICE USE ONLY:

Received Date: 6/14/2023 Commission Mtg Date: _____ Appointed Date: _____
 Info sent to Board Liaison: Notification Letter Date: _____ New Board Member Guide:

To Mayor 6/20/2023
- JP



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Tiffany Parsons, City Clerk
Item: Comprehensive Fee Schedule Update

Purpose: A Resolution adopting by reference the City’s 2023 Comprehensive Fee Schedule and repealing Resolution No. 2022-12-3515. **(Voice Vote)**

Background:

This resolution amends the City’s Comprehensive Fee Schedule. The Comprehensive Fee Schedule is in place to set fees the city will charge for services provided to citizens.

The proposed changes can be found on the attached document. New item addition(s) are highlighted in yellow; any changes have been redacted and new updates listed in red. There are no other changes to the comprehensive fee schedule.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION ADOPTING BY REFERENCE THE CITY’S 2023 COMPREHENSIVE FEE SCHEDULE AND REPEALING RESOLUTION NO. 2022-12-3515.

WHEREAS, the attached Comprehensive Fee Schedule presents all fees and other costs charged by the City in an accessible format, to allow City staff and citizens to easily access the amount of all such costs.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City hereby repeals Resolution No. 2022-12-3515.

SECTION TWO: The Governing Body of the City of Arkansas City hereby adopts and implements the Comprehensive Fee Schedule, attached hereto and incorporated by reference as if fully set forth herein. Such fees and costs listed in the Comprehensive Fee Schedule may only be amended by future Resolution of the Governing Body.

SECTION THREE: The Governing Body of the City of Arkansas City hereby authorizes the Mayor and/or City Manager of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION FOUR: This Resolution will be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of July, 2023.

(Seal)

Diana L. Spielman, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2023-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 5, 2023, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

City of Arkansas City Comprehensive Fee Schedule

Adopted by Resolution No. ~~2022-12-3515~~ 2023-07-



The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.





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A. Ambulance

a. Advanced Life Support, Category 1 (ALS-1)	\$850.00
b. Advanced Life Support, Category 2 (ALS-2)	\$925.00
c. Basic Life Support (Non-Emergent)	\$775.00
d. Basic Life Support (Emergent)	\$825.00
e. Loaded Mileage – Per Mile	\$25.00
f. Waiting Time – Per Hour	\$50.00
g. Fall Recovery/Medical Assist	\$100.00
h. Treat – No Transport	\$150.00

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B. Miscellaneous

a. CPR Class Session	\$60.00
b. Heart Saver Class	\$80.00
c. Consumer Fireworks Temporary Use Permit Base Fee (500 sq. ft. or less)	\$2,500.00
i. Per Square Foot Over 500 Square Feet	\$2.00 up to \$5,000.00
d. Temporary Discharge of Fireworks Permit	\$150.00

General Government Alcoholic Liquor

- A. **Agri-Business Building** Consumption Permit Fee (Per Day-Per Event)\$25.00
- B. **Cereal Malt Beverage**
 - a. Consumption on Premises\$150.00
 - b. Inspection Fee\$25.00
 - c. Consumption off Premises\$50.00
 - d. Department of Revenue Stamp\$25.00
 - e. Temporary License\$50.00
- C. **Alcoholic Liquor – Biennial License**
 - a. Consumption on Premises\$400.00
 - b. Consumption off Premises\$600.00
 - c. Temporary License\$50.00
- D. **Caterers**
 - a. Biennial License\$400.00

General Government Miscellaneous Fees

A. Bus License Fee	\$10.00/Year
B. Carnival or Circus Operation within City Limits License	\$25.00/Day
C. Clairvoyants License	
a. Daily.....	\$10.00
b. Yearly.....	\$150.00
D. "Going Out of Business Sale" License	\$25.00
E. Impounding Sign Recovery (within 30 days)	\$25.00/Sign
F. Junk Dealers License	\$100.00
G. Open Records Request Search Cost/Hourly Rates (Minimum 15 minutes)	
a. Staff (Each 15 Minute Increment).....	\$4.00
b. Administrative (Each 15 Minute Increment).....	\$6.00
c. Computer Staff (Each 15 Minute Increment).....	\$6.00
d. Photocopies – Black & White (Per Page).....	\$0.25
e. Photocopies – Color (Per Page).....	\$0.50
f. City Attorney Review.....	Actual Cost
H. Pawn Brokers License	\$25.00/Year
I. Peddler License (Door to Door)	
a. One Day License.....	\$40.00
b. License Valid for 2-30 Days.....	\$85.00
c. License Valid for 31-180 Days.....	\$160.00
d. License Valid for 181-365 Days.....	\$260.00
e. Additional Badge Fee for (each) Licensee.....	\$20.00
J. Private Security Officer	
a. Application for Permit.....	\$25.00
b. Permit Renewal.....	\$20.00
c. Replacement Fee for Lost /Stolen Certificate or ID Card.....	\$10.00
d. Firm License.....	\$100.00
e. Firm License Renewal (Annual).....	\$50.00
K. Property Abatement	\$100.00/Hour
L. Records Not Specific to Individual Department(s)	
a. DVD – City Commission and other Recorded City Meetings.....	\$5.00
b. Postage and Handling	
i. Actual Cost of Time, Material and Postage	
c. Facsimile Transmission	
i. \$0.50/Page + Actual Hourly Rate Charged (15 Minute Increment)	
d. Photograph – Digital Prints (Not Ran on Copy Paper)	
i. \$1.00/Photo + Actual Hourly Rate Charged (15 Minute Increment)	
e. Research, Compilation and Transfer of Date	
i. Actual Hourly Rate Charged (15 Minute Minimum Increment)	

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f. Records Not Identified	
i. Actual Cost to Reproduce	
M. Scrap Metal Dealers License	
a. Application.....	\$400.00
b. Application Renewal (Annual).....	\$50.00
N. Special Purpose Vehicle Permit (Side-by Side)	\$25.00
O. Special Use of City Personnel	
a. Two hours minimum per hour per employee.....	\$40.00 \$45.00
i. And after two hour minimum is met, the employee's time shall be charged at.....	1/100 per Hour
P. Taxicab License	\$40.00/Year
Q. Transient Vendor & Merchants License	
a. Daily.....	\$30.00
b. Monthly.....	\$50.00
c. Bi-Annual.....	\$125.00
d. Annual.....	\$250.00
A. Private Security Officer	
a. Application for Permit.....	\$25.00
b. Permit Renewal.....	\$20.00
c. Replacement Fee for Lost /Stolen Certificate or ID Card.....	\$10.00
d. Firm License.....	\$100.00
e. Firm License Renewal (Annual).....	\$50.00
B. Carnival or Circus Operation within City Limit License	\$25.00/Day
C. Clairvoyants License	
a. Daily.....	\$10.00
b. Yearly.....	\$150.00
D. Junk Dealers License	\$100.00
E. Pawn Brokers License	\$25.00/Year
F. Transient Vendor & Merchants License	
a. Daily.....	\$30.00
b. Monthly.....	\$50.00
c. Bi Annual.....	\$125.00
d. Annual.....	\$250.00
G. "Going Out of Business Sale" License	\$25.00
H. Scrap Metal Dealers License	
a. Application.....	\$400.00
b. Renewal Application.....	\$50.00
I. Taxicab License Fee	\$40.00/Year
J. Bus License Fee	\$10.00/Year
K.	Special
Use of City Personnel	
a. Two Hour Minimum Per Hour Per Employee.....	\$40.00
b. And after two hour minimum is met, the employee's time shall be charged at	1/100 per hour
L. Impounded Sign Recovery (within 30 days)	\$25.00/Sign
M. Property Abatement	\$100.00/Hour
N. Peddler License (Door to Door)	
a. One Day License.....	\$40.00
b. License Valid for 2-30 Days.....	\$85.00
c. License Valid for 31-180 Days.....	\$160.00
d. License Valid for 181-365 Days.....	\$260.00
e. Additional Badge Fee for Licensee.....	\$20.00

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O. ~~Records Request Fees (Search Cost/Hourly Rates (Minimum 15 Minutes))~~ **Open**

a. Staff (Each 15 Minute Increment)	\$4.00
b. Administrative (Each 15 Minute Increment)	\$6.00
c. Computer Staff (Each 15 Minute Increment)	\$6.00
d. Photocopies Black & White (per page)	\$.25
e. Photocopies Color (per page)	\$.50
f. City Attorney Review	Actual Cost

P. ~~Records not Specific to Individual Department~~

a. DVD City Commission and other Recorded City Meetings	\$5.00
b. Postage and Handling	
i. Actual Cost of Time, Materials and Postage	
c. Facsimile Transmission	
i. \$0.50/Page + Actual Hourly Rate Charged (15 Minute Increment)	
d. Photograph Digital Prints (Not run on Copy Paper)	
i. \$1.00/Photo + Actual Hourly Rate Charged (15 Minute Increment)	
e. Research, Compilation and Transfer of Data	
i. Actual Hourly Rate Charged (15 Minute Minimum Increment)	
f. Records not Identified	
i. Actual Cost to Reproduce	

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Municipal Court Fines and Fees

Uniform Public Offense Code

Description	Booking & Bonding Procedure	1st Offense	2 nd Offense	3 rd Offense	UPOC	KSA
Abusing toxic vapors	Sum/Must Appear	\$100.00	\$150.00	\$200.00	9.9	21-5712
Administration of an unlawful substance	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.11	21-5425
Aiding, abetting discharge of firearm	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.8	N/A
Air gun, rifle, bow, bb gun, paint ball	Sum/ No Appear	\$50.00	\$75.00	\$100.00	10.6	N/A
Alcohol without liquid machine	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.22	21-6321
Animals; cruelty	Sum/Must Appear	\$150.00	DISTRICT	DISTRICT	11.11	21-6412
Assault	Sum/Must Appear	\$50.00	\$75.00	\$100.00	3.3	21-5412
Assault on LEO	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.3	21-5412
Assembly, Unlawful	Sum/Must Appear	\$100.00	\$200.00	\$300.00	9.2	21-6202
Attempt	Sum/Must Appear	½ fine if offense completed	½ fine if offense completed	½ fine if offense completed	2.1	21-5301
Barbed wire	Sum/No Appear	\$50.00	\$100.00	\$200.00	10.13	N/A
Battery	<i>Special</i>	\$100.00 <i>Sum/Must Appear</i>	\$200.00 <i>Arrest/Bond</i>	\$300.00 <i>Arrest/Bond</i>	3.1	21-5413
Battery, Domestic	Arrest/Bond (<i>\$750 bond</i>)	\$200.00	DISTRICT	DISTRICT	3.1.1	21-5414
Battery, LEO	Arrest/Bond	\$250.00	\$350.00	\$500.00	3.2	21-5413
Carrying concealed explosives	Sum/Must Appear	\$300.00	\$400.00	\$500.00	10.9	21-6312
Cockfighting	Sum/Must Appear	\$250.00	\$500.00	\$600.00	11.12	21-6417
Commercialization of wildlife	Sum/Must Appear	\$250.00	\$500.00	\$600.00	11.3	32-1005
Conspiracy	Sum/Must Appear	\$100.00	\$150.00	\$200.00	2.2	21-5302
Contributing to child's misconduct	Sum/Must Appear	\$100.00	\$150.00	\$200.00	5.1	21-5603
Counterfeit drugs, trafficking	Sum/Must Appear	\$250.00	\$350.00	\$500.00	10.23	65-4167
Creating a hazard	Sum/Must Appear	\$100.00	\$200.00	\$300.00	10.11	21-6318
Criminal Carrying of Weapon	Sum/Must Appear	\$150.00	\$200.00	\$300.00	10.1	21-6302
Criminal Damage to Property	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.6	21-5813
Criminal Hunting	Sum/Must Appear	\$75.00	\$150.00	\$250.00	6.22	21-5810
Criminal Trespass	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.7	21-5808
Criminal Use of a Financial Card	Sum/Must Appear	\$150.00	\$250.00	\$500.00	6.17	21-5828

Description	Booking & Bonding Procedure	1st Offense	2nd Offense	3rd Offense	UPOC	KSA
Damaging Sewers	Sum/Must Appear	\$100.00	\$200.00	\$400.00	6.15	N/A
Defamation	Sum/No Appear	\$200.00	\$300.00	\$400.00	3.9	21-6103
Denial of civil rights	Sum/Must Appear	\$250.00	\$350.00	\$500.00	8.1	21-6102
Deposits in sewers	Sum/No Appear	\$75.00	\$100.00	\$150.00	6.14	N/A
Deprivation of property	Sum/Must Appear	\$100.00	\$200.00	\$300.00	6.5	21-5803
Desecration	Sum/Must Appear	\$150.00	\$250.00	\$500.00	9.8	21-6205
Discharge of Firearms	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.5	21-6308
Disorderly Conduct	Sum/Must Appear	\$75.00	\$100.00	\$150.00	9.1	21-6203
Disorderly Conduct -Domestic Violence	Arrest/Bond	\$100.00	\$150.00	\$200.00	9.1	21-6203
Distribute Firearm to Felon	Sum/Must Appear	\$250.00	\$350.00	\$500.00	10.3	21-5222
Drawing a weapon on another	Sum/Must Appear	\$200.00	\$250.00	\$300.00	10.2	21-5222
Electioneering	Sum/No Appear	\$50.00	\$75.00	\$100.00	7.14	25-2430
Endangering a child	Sum/Must Appear	\$300.00	\$400.00	\$500.00	5.4	21-5601
Equity Skimming	Sum/Must Appear	\$300.00	\$400.00	\$500.00	6.19	21-6504
Escape from Custody	Arrest/Bond	\$300.00	\$450.00	\$600.00	7.3	21-5911
Failure to Report a Wound	Sum/Must Appear	\$75.00	\$100.00	\$150.00	10.12	21-6319
False Impersonation	Sum/Must Appear	\$100.00	\$200.00	\$300.00	7.11	21-5917
False Signing of Petition	Sum/Must Appear	\$50.00	\$75.00	\$150.00	7.1	21-5916
Furnishing to a Minor	Arrest/Bond	\$200.00	\$300.00	\$500.00	5.2	21-5607
Gambling	Sum/No Appear	\$100.00	\$200.00	\$300.00	11.8	21-6403
Giving a False Alarm	Sum/Must Appear	\$200.00	\$300.00	\$500.00	9.7	21-6207
Harassment by telephone	Sum/Must Appear	\$50.00	\$75.00	\$100.00	9.1	21-6206
Hosting	Arrest/Bond	\$1,000.00	\$1,000.00	\$1,000.00	5.3	21-5608
Intent to Permanently Deprive	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.2	21-5804
Interference with firefighter	Sum/Must Appear	\$100.00	\$150.00	\$200.00	3.5	21-6325
Interference with Judicial Process	Sum/Must Appear	\$100.00	\$150.00	\$200.00	7.4	21-5905
Interference with Law Enforcement Officer	Arrest/Bond	\$250.00	\$500.00	\$1,000.00	7.2	21-5904
Interference with police dog	Arrest/Bond	\$100.00	\$150.00	\$200.00	7.13	N/A
Interference with public business	Sum/Must Appear	\$100.00	\$150.00	\$200.00	7.12	21-5922
Lewd, Lascivious behavior	Arrest/Bond	\$150.00	\$225.00	\$300.00	4.1	21-5513
Manufacture/disposal false tokens	Sum/Must Appear	\$50.00	\$75.00	\$150.00	6.11	21-5829
Material harmful to minors	Sum/Must Appear	\$200.00	\$300.00	\$400.00	11.7	21-6402
Mistreatment of confined person	Sum/Must Appear	\$200.00	\$300.00	\$500.00	3.7	21-5416
Motor vehicles, selling without license	Sum/Must Appear	\$500.00	\$1,000.00	\$2,500.00	6.18	8-2434
Nuisance, maintaining public	Sum/No Appear	\$100.00	\$150.00	\$300.00	9.5	21-6204
Operating motorboat, sailboat	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.14	32-1101
Operating vessel under the influence	Arrest/Bond	\$200.00	\$500.00	\$500.00	10.15	32-1131
Buying Sexual Relations	Sum/Must Appear	\$1,200.00	DISTRICT	DISTRICT	4.5	21-6421
Performing unauthorized official act	Sum/Must Appear	\$100.00	\$200.00	\$300.00	7.6	21-5919

Description	Booking & Bonding Procedure	1 st Offense	2 nd Offense	3 rd Offense	UPOC	KSA
Permitting premises for gambling	Sum/Must Appear	\$100.00	\$200.00	\$300.00	11.9	21-6406
Possession of gambling device	Sum/No Appear	\$50.00	\$100.00	\$150.00	11.1	21-6408
Possession of Marijuana	Sum/Must Appear	\$200.00	\$500.00	DISTRICT	9.9.1	21-5706
Possession of Paraphernalia	Sum/Must Appear	\$200.00	\$500.00	DISTRICT	9.9.2	21-5709
Posting Political Ads	Sum/No Appear	\$40.00	\$60.00	\$80.00	9.13	21-5820
Privacy, breach of	Sum/No Appear	\$150.00	\$200.00	\$300.00	3.12	21-6101
Promoting obscenity	Sum/Must Appear	\$400.00	DISTRICT	DISTRICT	11.1	21-6401
Promoting obscenity to minors	Sum/Must Appear	\$500.00	DISTRICT	DISTRICT	11.2	21-6401
Prostitution	Sum/Must appear	\$150.00	\$225.00	\$300.00	4.3	21-6419
Protective order, viol. Of	Arrest/Bond	\$150.00	\$300.00	\$500.00	3.8.1	60-3107
Purchase, consume intoxicant by minor	Sum/Must Appear	\$200.00	\$300.00	\$400.00	5.8	41-727
Purchase, possess tobacco by minor	Sum/No Appear	\$25.00	\$25.00	\$25.00	5.6	79-3321
Recording device, unlawful use	Sum/ Must Appear	\$300.00	DISTRICT	DISTRICT	6.23	51-301
Restraint, unlawful	Sum/Must Appear	\$100.00	\$150.00	\$300.00	3.6	21-5411
Riot	Sum/Must Appear	\$150.00	\$250.00	\$500.00	9.4	21-6201
Sale of medicine through vending mach.	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.19	65-650
Scrap metal, buying	Sum/No Appear	\$50.00	\$100.00	\$150.00	6.25	50-6111
Scrap metal, selling	Sum/No Appear	\$50.00	\$100.00	\$150.00	6.24	50-6111
Selling, furnishing tobacco to minor	Sum/ Must Appear	\$200.00	\$300.00	\$400.00	5.7	79-3321
Serial numbers	Sum/No Appear	\$100.00	\$200.00	\$300.00	6.12	N/A
Sexual battery	Arrest/bond	\$200.00	\$500.00	\$700.00	3.2.1	21-5505
Simulating legal process	Sum/Must Appear	\$100.00	\$200.00	\$400.00	7.7	21-5907
Smoke detector, failure to maintain	Sum/No Appear	\$25.00	\$25.00	\$25.00	10.18	31-162
Smoking Prohibited	Sum/No Appear	\$50.00	\$100.00	\$150.00	10.24	21-6110
Stalking	Sum/Must Appear	\$100.00	DISTRICT	DISTRICT	3.13	21-5427
Taking Game from Posted Land	Sum/Must Appear	\$75.00	\$100.00	\$150.00	6.21	32-1013
Tampering with landmark	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.9	21-5816
Tampering with public notice	Sum/Must Appear	\$250.00	\$350.00	\$500.00	7.9	21-5921
Tampering with public record	Sum/Must Appear	\$250.00	\$350.00	\$500.00	7.8	21-5920
Tampering with traffic signal	Sum/Must Appear	\$250.00	\$350.00	\$500.00	6.1	21-5817
Tattooing, body piercing under age 18	Sum/Must Appear	\$100.00	\$300.00	\$600.00	10.17	65-1953
Theft	<i>See Special</i>	\$100.00 <i>Sum/Must Appear</i>	\$150.00 <i>Arrest/Bond</i>	DISTRICT	6.1	21-5801
Theft, lost/mislaid property	Sum/Must Appear	\$100.00	\$150.00	\$200.00	6.3	21-5802
Throwing objects	Sum/Must Appear	\$150.00	\$250.00	\$500.00	10.16	21-5819
Trespass on railroad property	Sum/Must Appear	\$150.00	\$200.00	\$250.00	6.7.1	21-5809
Unlawfully Obtain Prescription Only Drug	Arrest/Bond	\$500.00	DISTRICT	DISTRICT	10.20	21-5708
Watercraft, lifesaving devices	Sum/No Appear	\$50.00	\$100.00	\$150.00	5.5	32-1129
Weapons, criminal use	Sum/Must Appear	\$100.00	\$150.00	\$200.00	10.1	21-4201
Withholding possession public property	Sum/Must Appear	\$200.00	\$300.00	\$400.00	6.13	N/A
Worthless check	Arrest/Bond	\$100.00	\$200.00	DISTRICT	6.16	21-5821

For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		
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Standard Traffic Ordinance

Description	Booking & Bonding Procedure	1 st Offense	2 nd Offense	3 rd Offense	STO	KSA
Barricades; driving around barriers	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-122	N/A
Blocking Traffic leaving <10' roadway	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-90	N/A
Child Safety Restraints	Sum/No Appear	\$60.00	\$60.00	\$60.00	17-182	8-1344
Commercial D.U.I.	Arrest/Bond	\$750.00	\$1,250.00	DISTRICT	6-30.1	8 2144
D.U.I.	Arrest/Bond	\$750.00	\$1,250.00	DISTRICT	6-30	8-1567
Disobey Traffic Control Officer	Sum/No Appear	\$50.00	\$100.00	\$180.00	3-6	8-1503
Driving in violation of restrictions	Sum/Must Appear Eye Wear/No Appear	\$100.00	\$150.00	\$200.00	19-195	8-291
Driving thru Funeral Procession	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-120	N/A
Driving thru Private Prop to avoid TCD	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-118	N/A
Driving thru yards w/intent to damage	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-125	8-1348
Driving while Suspended or Revoked	<i>See Special</i>	\$150.00 <i>Sum/Must Appear</i>	\$225.00 <i>Arrest/Bond</i>	DISTRICT	19-194	8-262
Duty to Report/Give Aid	Sum/Must Appear	\$150.00	\$225.00	\$300.00	5-25	8-1604
Duty upon striking unattended Vehicle	Sum/No Appear	\$75.00	\$113.00	\$180.00	5-26	8-1605
Eluding a police officer in vehicle	Arrest/Bond	\$250.00	\$325.00	\$500.00	6-31	8-1568
False Accident Report	Sum/Must Appear	\$100.00	\$150.00	\$200.00	5-28	8-1608
Habitual Violator	<i>See Special</i>	\$300.00 <i>Sum/Must Appear</i>	\$450.00 <i>Arrest/Bond</i>	\$600.00 <i>Arrest/Bond</i>	19-195.1	8-287
Handicapped Parking	Sum/No Appear	\$50.00	\$75.00	\$100.00	13-87	8-1,130a
Ignition Interlock Devices: Tampering	Sum/No Appear	\$100.00	\$150.00	\$200.00	6-30.3	8-1017
Illegal Parking	Sum/No Court Cost	\$10.00	\$20.00	\$30.00	13-85	8-1571
Improper parking in stall markings	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-89	N/A
Inattentive Driving	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-104	N/A
Leaving the Scene of IA	<i>See Special</i>	\$300.00 <i>Sum/Must Appear</i>	\$450.00 <i>Arrest/Bond</i>	\$600.00 <i>Arrest/Bond</i>	5-23	8-1602
Licensing	Sum/Must Appear	\$300.00	\$400.00	\$500.00	14-195	
Limited Time Parking Violation	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-97	N/A
Loading, unloading, or special zones	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-99	N/A
No Driver's License & Expired DL	Sum/Must Appear	\$200.00	\$300.00	\$400.00	19-192	8-235
No Driver's License In Possession	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-193	8-244
No Proof of Insurance	Sum/Must Appear	\$300.00	\$800.00	\$800.00	19-200	40-3104
No Seat Belt 14-18 (No Court Costs)	Sum/No Appear	\$60.00	\$60.00	\$60.00	17-182a	8-1578a
No Seat Belt 18+ (No Court Costs)	Sum/No Appear	\$30.00	\$30.00	\$30.00	17-182a	8-1578a
Obstructing License Plates	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-126.1	N/A
Description	Booking & Bonding Procedure	1 st Offense	2 nd Offense	3 rd Offense	STO	KSA

Parking Disabled and Other Vehicles	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-93 (a)(b)	8-1102
Pedestrian under influence on roadway	Sum/Must Appear	\$50.00	\$75.00	\$100.00	11-74	8-1543
Permit unauthorized minor to drive	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-197	8-263
Permit unauthorized operator to drive	Sum/No Appear	\$50.00	\$75.00	\$100.00	19-196	8-264
Private Property Sales	Sum/Must Appear	\$100.00	\$150.00	\$200.00	18-223	N/A
Public Property Sales	Sum/Must Appear	\$100.00	\$150.00	\$200.00	18-221	N/A
Racing on Highways	Sum/Must Appear	\$75.00	\$100.00	\$150.00	7-37	8-1565
Reckless Driving	<i>See Special</i>	\$150.00 <i>Sum/Must Appear</i>	\$225.00 <i>Arrest/Bond</i>	\$300.00 <i>Arrest/Bond</i>	6-29	8-1566
Remove/deface traffic control device	Sum/ Must Appear	\$100.00	\$200.00	\$300.00	4-18	8-1513
Reporting Certain 2nd Hand Goods	Sum/No Appear	\$100.00	\$150.00	\$200.00	18-135	N/A
Skates, skateboards etc. on roadway	Sum/No Appear	\$40.00	\$60.00	\$80.00	15-136	N/A
Spilling Loads on Roadways	Sum/Must Appear	\$100.00	\$150.00	\$200.00	17-179	N/A
Trailers & Towed vehicles, safety hitches	Sum/No Appear	\$40.00	\$60.00	\$80.00	17-180	N/A
Transport Alcoholic Beverage Driver	Sum/No Appear	\$150.00	\$200.00	\$250.00	14-106	8-1599
Transport Alcoholic Beverage Passenger	Sum/No Appear	\$150.00	\$200.00	\$250.00	14-106	8-1599
Unlawful Riding on Vehicles 14 & older	Sum/No Appear	\$40.00	\$60.00	\$80.00	14-115	8-1343
Unlawful Riding on Vehicles under 14	Sum/No Appear	\$40.00	\$60.00	\$80.00	17-115	8-1578a
Unlawful use of Driver's License	Sum/Must Appear	\$200.00	\$300.00	\$500.00	19-199	8-260
Unlawful Use of Wireless Communication Device	Sum/No Appear	\$60.00	\$60.00	\$60.00	14-126.2	8-15,111
U-turn on curve or crest of grade	Sum/No Appear	\$40.00	\$60.00	\$80.00	9-52	8-1546
Vehicle for sale or on street repair, Prohibit	Sum/No Appear	\$40.00	\$60.00	\$80.00	13-88	N/A
For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		

Standard Traffic Ordinance – Infractions

Description	1 st Offense	2 nd Offense	3 rd Offense	STO	KSA
Blind pedestrian right of way	\$45.00	\$60.00	\$75.00	11-73	8-1542
Carrying articles on bicycle; one hand on handle bars handlebars	\$45.00	\$60.00	\$75.00	15-132	8-1591
Clinging to other vehicle	\$45.00	\$60.00	\$75.00	15-130	8-1589
Coasting	\$45.00	\$60.00	\$75.00	14-109	8-1580
Defective brakes	\$45.00	\$60.00	\$75.00	17-173	8-1734
Defective headlamps	\$45.00	\$60.00	\$75.00	17-146	8-1705
Defective horn, muffler, mirrors or tires	\$45.00	\$60.00	\$75.00	18-191	8-1810
Defective mirror	\$45.00	\$60.00	\$75.00	17-176	8-1740
Defective motorcycle lamp	\$45.00	\$60.00	\$75.00	18-183	8-1801
Description	1 st Offense	2 nd Offense	3 rd Offense	STO	KSA
Defective motorcycle or motor-driven cycle brakes	\$45.00	\$60.00	\$75.00	18-189	8-1807

Defective motorcycle reflector	\$45.00	\$60.00	\$75.00	18-185	8-1803
Defective motorcycle stop lamps and turn signals	\$45.00	\$60.00	\$75.00	18-186	8-1804
Defective motorcycle tail lamp	\$45.00	\$60.00	\$75.00	18-184	8-1802
Defective muffler	\$45.00	\$60.00	\$75.00	17-175	8-1739
Defective multi-beam lighting	\$45.00	\$60.00	\$75.00	18-187	8-1805
Defective or improper use of horn or warning device	\$45.00	\$60.00	\$75.00	17-174	8-1738
Defective reflector	\$45.00	\$60.00	\$75.00	17-148	8-1707
Defective tail lamps	\$45.00	\$60.00	\$75.00	17-147	8-1706
Defective wipers; obstructed windshield or windows	\$45.00	\$60.00	\$75.00	17-177	8-1741
Disobey ped. Traffic control device	\$45.00	\$60.00	\$75.00	11-63	8-1532
Disobey traffic control device	\$75.00	\$105.00	\$135.00	4-12	8-1507
Drivers View Obstructed	\$50.00	\$75.00	\$100.00	14-108	8-1576
Driving into intersection, crosswalk or crossing without sufficient space on other side	\$45.00	\$60.00	\$75.00	14-113	8-1584
Driving on left in no-passing zone	\$75.00	\$105.00	\$135.00	8-44	8-1520
Driving on left side of roadway	\$75.00	\$105.00	\$135.00	7-38	8-1514
Driving on Left side where curve, grade, intersection railroad crossing, or obstructed view	\$75.00	\$105.00	\$135.00	8-43	8-1519
Driving on Sidewalk	\$45.00	\$60.00	\$75.00	14-116	8-1575
Driving over fire hose	\$45.00	\$60.00	\$75.00	14-111	8-1582
Driving through safety zone prohibited	\$45.00	\$60.00	\$75.00	11-70	8-1539
Driving without lights when needed	\$45.00	\$60.00	\$75.00	17-144	8-1703
Driving wrong way on one-way road	\$75.00	\$105.00	\$135.00	8-45	8-1521
Fail of certain vehicles to stop RR crossing	\$195.00	\$255.00	\$315.00	12-78	8-1553
Fail to comply w/const. zone restrictions	\$105.00	\$150.00	\$195.00	10-62	8-1531
Fail to exercise due care to pedestrian	\$45.00	\$60.00	\$75.00	11-66	8-1535
Fail to obey railroad crossing signal	\$195.00	\$255.00	\$315.00	12-76	8-1551
Fail to stop railroad crossing stop sign	\$135.00	\$195.00	\$255.00	12-77	8-1552
Fail to yield pedestrian in crosswalk	\$75.00	\$105.00	\$135.00	11-64	8-1533
Fail to yield ROW from stop/yield sign	\$75.00	\$105.00	\$135.00	10-59	8-1528
Fail to Yield ROW to emergency vehicle	\$195.00	\$285.00	\$375.00	10-61	8-1530
Fail to yield ROW turning left	\$75.00	\$105.00	\$135.00	10-58	8-1527
Fail to yield ROW uncontrolled intersection	\$75.00	\$105.00	\$135.00	10-57	8-1526
Fail to Yield ROW upon entering road	\$75.00	\$105.00	\$135.00	10-60	8-1529
Fail to yield to emergency vehicle by pedestrian	\$45.00	\$60.00	\$75.00	11-72	8-1541
Fail to yield to pedestrian on sidewalk	\$45.00	\$60.00	\$75.00	11-71	8-1540
Failure to dim headlights	\$75.00	\$105.00	\$135.00	17-165	8-1725
Failure to keep right to pass on-coming vehicle	\$75.00	\$105.00	\$135.00	8-39	8-1515
Following fire apparatus too closely	\$75.00	\$105.00	\$135.00	14-110	8-1581
Following too close	\$75.00	\$105.00	\$135.00	8-47	8-1523
Description	1st Offense	2nd Offense	3rd Offense	STO	KSA
Illegal Window Tint	\$45.00	\$60.00	\$75.00	17-181	8-1749a
Impeding normal traffic by	\$55.00	\$60.00	\$75.00	7-34	8-1561

Improper Backing	\$45.00	\$60.00	\$75.00	14-117	8-1574
Improper bicycle lamps broken or reflectors	\$45.00	\$60.00	\$75.00	15-133	8-1592
Improper crossover on divided highway	\$45.00	\$60.00	\$75.00	8-48	8-1524
Improper driving on laned roadway	\$75.00	\$105.00	\$135.00	8-46	8-1522
Improper hand signal	\$45.00	\$60.00	\$75.00	9-56	8-1550
Improper lamp color of certain vehicles	\$45.00	\$60.00	\$75.00	17-152	8-1711
Improper Lamps and equipment on implements of husbandry, road machinery or animal drawn vehicles	\$45.00	\$60.00	\$75.00	17-158	8-1718
Improper lamps on Parked Vehicle - Improper lamps etc. on farm tractor or slow moving vehicle	\$45.00	\$60.00	\$75.00	17-157	8-1716
Improper lamps or lights on emergency vehicle	\$45.00	\$60.00	\$75.00	17-160	8-1720
Improper lighting equipment on certain vehicles	\$45.00	\$60.00	\$75.00	17-151	8-1710
Improper lights on highway construction or maintenance vehicles	\$45.00	\$60.00	\$75.00	17-172	8-1731
Improper method of giving notice of intention to turn	\$45.00	\$60.00	\$75.00	9-55	8-1549
Improper motorcycle handlebars or passenger equipment	\$75.00	\$105.00	\$135.00	16-141	8-1597
Improper mounting of reflectors and lamps on certain vehicles	\$45.00	\$60.00	\$75.00	17-153	8-1712
Improper multiple-beam lights	\$45.00	\$60.00	\$75.00	17-164	8-1724
Improper number of driving lamps	\$45.00	\$60.00	\$75.00	17-168	8-1728
Improper operation of motorcycle on laned roadway	\$75.00	\$105.00	\$135.00	16-139	8-1595
Improper operation of motorcycle; seats; passengers, bundles	\$45.00	\$60.00	\$75.00	16-138	8-1594
Improper operation of snowmobile on highway	\$45.00	\$60.00	\$75.00	14-114	8-1585
Improper passing on right	\$75.00	\$105.00	\$135.00	8-41	8-1517
Improper passing; increasing speed when passed	\$75.00	\$105.00	\$135.00	8-40	8-1516
Improper Pedestrian movement in walk	\$45.00	\$60.00	\$75.00	11-67	8-1536
Improper performance ability of brakes	\$45.00	\$60.00	\$75.00	18-190	8-1808
Improper riding of bicycle on roadway	\$45.00	\$60.00	\$75.00	15-131	8-1590
Improper road-lighting equipment on motor-driven cycle brakes	\$45.00	\$60.00	\$75.00	18-188	8-1806
Improper school bus lighting equipment and warning devices	\$45.00	\$60.00	\$75.00	17-170	8-1730
Improper single-beam headlights	\$45.00	\$60.00	\$75.00	17-166	8-1726
Improper speed with alternate lighting	\$45.00	\$60.00	\$75.00	17-167	8-1727
Improper stop lamp or turn signal	\$45.00	\$60.00	\$75.00	17-149	8-1708
Improper stop or turn signal	\$45.00	\$60.00	\$75.00	17-161	8-1721
Improper tires	\$45.00	\$60.00	\$75.00	17-178	8-1742,a
Improper turn or approach	\$75.00	\$105.00	\$135.00	9-49	8-1545
Improper use of roadway by pedestrian	\$45.00	\$60.00	\$75.00	11-68	8-1537
Improper U-turn	\$75.00	\$105.00	\$135.00	9-51	8-1546
Improper vehicular hazard warning lamp	\$45.00	\$60.00	\$75.00	17-162	8-1722
Improper visibility of reflectors and lamps on certain vehicles	\$45.00	\$60.00	\$75.00	17-154	8-1713
Improper wide-based single tires	\$75.00	\$105.00	\$135.00	17-178.1	8-1742b
Description	1st Offense	2nd Offense	3rd Offense	STO	KSA
Jay walking	\$45.00	\$60.00	\$75.00	11-65	8-1534
Lamps or Flags on Projecting Loads	\$75.00	\$105.00	\$135.00	17-156	8-1715
Motorcycle clinging to other vehicle	\$45.00	\$60.00	\$750.00	16-140	8-1596

Motorcycle helmet and eye protection requirements	\$45.00	\$60.00	\$75.00	16-142	8-1598
Moving heavy equip at RR crossing	\$75.00	\$105.00	\$135.00	12-79	8-1554
Not riding on bicycle seat; too many persons on bicycle	\$45.00	\$60.00	\$75.00	15-129	8-1588
Overtaking and passing church bus	\$195.00	\$285.00	\$375.00	12-82	8-1556a
Overtaking and passing school bus	\$315.00	\$750.00	\$1,000.00	12-81	8-1556
Parental responsibility of child riding bicycle	\$45.00	\$60.00	\$75.00	15-127	8-1586
Passing on left with insufficient clearance	\$75.00	\$105.00	\$135.00	8-42	8-1518
Pedestrian soliciting rides or contributions	\$45.00	\$60.00	\$75.00	11-69	8-1538
Pedestrian disobey railroad signals	\$45.00	\$60.00	\$75.00	11-75	8-1544
Putting glass, etc. on highway	\$105.00	\$150.00	\$195.00	14-112	8-1583
Refusal to submit to preliminary breath test	\$105.00	\$150.00	\$195.00	6-30.2	8-1012
Riding in house trailer	\$45.00	\$60.00	\$75.00	14-124	8-1578
Speeding on motor driven motorcycle	\$75.00	\$105.00	\$135.00	7-35	8-1562
Unattended Vehicle	\$25.00	\$50.00	\$100.00	14-107	8-1573
Unauthorized additional lighting equipment	\$45.00	\$60.00	\$75.00	17-163	8-1723
Unauthorized lights and devices on church or day-care bus	\$45.00	\$60.00	\$90.00	17-171	8-1730a
Unauthorized lights and signals	\$45.00	\$60.00	\$75.00	17-169	8-1729
Unauthorized sign, signal, marking or device	\$45.00	\$60.00	\$75.00	4-17	8-1512
Unlawful operation of all-terrain vehicle	\$75.00	\$105.00	\$135.00	14-114.1	8-15,100
Unlawful operation of a Micro Utility Truck	\$75.00	\$105.00	\$135.00	14-114.2	8-15,106
Unlawful operation of a low-speed vehicle	\$75.00	\$105.00	\$135.00	14-114.3	8-15,101
Unlawful operation of a Worksite Utility Vehicle	\$75.00	\$105.00	\$135.00	14-114.5	8-15,109
Unlawful riding on vehicle	\$75.00	\$105.00	\$135.00	17-143	8-1701
Unlawful use of spot, fog or auxiliary lamp	\$45.00	\$60.00	\$75.00	17-159	8-1719
Unsafe opening of vehicle door	\$45.00	\$60.00	\$75.00	14-123	8-1577
Unsafe speed for prevailing conditions	\$105.00	\$135.00	\$165.00	7-32	8-1557
Unsafe starting of stopping vehicle	\$45.00	\$60.00	\$75.00	9-53	8-1547
Unsafe turning or stopping, failure to give proper signal; unlawful turn signal	\$75.00	\$105.00	\$135.00	9-54	8-1548
Using headphones/TV while driving	\$45.00	\$60.00	\$75.00	14-103	8-1748
Vehicle enter roadway private drive w/o stop	\$75.00	\$105.00	\$135.00	12-80	8-1555
Violating flashing traffic signals	\$75.00	\$105.00	\$135.00	4-15	8-1510
Violating lane-control signal	\$75.00	\$105.00	\$135.00	4-16	8-1511
Violating pedestrian control signal	\$45.00	\$60.00	\$75.00	4-14	8-1509
Violating traffic control signal	\$75.00	\$105.00	\$135.00	4-13	8-1508

Municipal Code and Other Violations

Description	Booking Procedure	1st Offense	2nd Offense	3rd Offense	Mun Code	KSA
Angular Parking downtown	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 59	N/A
Animals at Large-(except dog)	Sum/No Appear	\$40.00	\$60.00	\$80.00	10 1	N/A

Bicycle/Skateboard Violation	Sum/No Appear	\$25.00	\$50.00	\$100.00	50 23	N/A
Burning within the City Limits	Sum/Must Appear	\$100.00	\$100.00	\$100.00	34-20	N/A
Careless Driving – IA involved	Sum/Must Appear	\$300.00	\$450.00	\$600.00	58 27	N/A
Careless Driving – NIA involved	Sum/No Appear	\$100.00	\$150.00	\$300.00	58 27	N/A
Careless Driving – No Accident Inv	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 27	N/A
City Pond Violations	Sum/No Appear	\$40.00	\$60.00	\$80.00	50 351	N/A
Curfew violation	See Special	\$100.00 Sum/No Appear	\$150.00 Sum/Must Appear	\$200.00 Sum/Must Appear	42-24	N/A
Defacement of Property	Sum/Must Appear	\$150.00	\$250.00	\$350.00		
Disturbing the peace	Sum/No Appear	\$50.00	\$75.00	\$100.00	42-22	N/A
Dog at Large	Sum/No Appear	\$60.00	\$80.00	\$100.00	10 34	47-122
Dogs Staked or Tethered	Sum/Must Appear	\$60.00	\$80.00	\$100.00	10 35	N/A
Enclosures (for swimming pools) (IPMC 303.2)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Failure to Appear	Arrest/Bond	\$25.00	\$25.00	\$25.00	42-21	21-5915
Failure to Maintain Property	Sum/Must Appear	\$100.00	\$200.00	\$300.00	IPMC 302.1	
Failure to Mow (IPMC 302.1)	Sum/Must Appear	\$100.00	\$100.00	\$100.00		
Failure to Pull a Permit (R105.1)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Food Preparation (IPMC 404.7)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Illegal Out-of-State Tag	Sum/No Appear	\$100.00	\$150.00	\$300.00	58-24(6)	8-1,138
Illegal Roof Overlay (R907.3)	Sum/Must Appear	\$350.00	\$350.00	\$350.00		
Illegal/Expired Tag	Sum/No Appear	\$100.00	\$150.00	\$300.00	58-24	8-142
Infestation (IPMC 309.1) Commercial	Sum/Must Appear	\$500.00	\$600.00	\$700.00		
Infestation (IPMC 309.1) Residential	Sum/Must Appear	\$200.00	\$300.00	\$400.00		
Littering	Sum/No Appear	\$50.00	\$75.00	\$100.00	42 26	21-5815
Motor Vehicles (IPMC 302.8)	Sum/Must Appear	\$200.00	\$300.00	\$400.00		
No Vaccination of Animal/Rabies Tag	Sum/No Appear	\$40.00	\$60.00	\$80.00	10 7	N/A
Noisy Dogs	Sum/No Appear	\$40.00	60.00	\$80.00	10 36	N/A
Nuisance	Sum/No Appear	\$100.00	\$150.00	\$200.00	42 27	N/A
Premise Cleaned	Sum/No Appear	\$100.00	\$150.00	\$200.00	46-4	N/A
Premises Identification (IPMC 304.3)	Sum/Must Appear	\$50.00	\$75.00	\$100.00		
Probation Violation		\$50.00 fine Def's \$ Only	** \$500.00 After 12 hrs	Cash Bond	42-21	21-5915
Prohibited Occupancy (IPMC 108.5) Includes Dangerous Equipment	Sum/Must Appear	\$400.00	\$500.00	\$600.00		
Rubbish/Garbage IPMC 308.1	Sum/Must Appear	\$50.00	\$75.00	\$100.00		
Site Violation-Number of Animals Limited	Sum/No Appear	\$60.00	\$80.00	\$100.00	10 6	N/A
Description	Booking Procedure	1st Offense	2nd Offense	3rd Offense	Mun Code	KSA
Transfer of Ownership (IPMC 107.6)	Sum/Must Appear	\$300.00	\$400.00	\$500.00		
Truck parking residential zone	Sum/No Appear	\$40.00	\$60.00	\$80.00	58 58	N/A
Truck Route Violation	Sum/No Appear	\$100.00	\$150.00	\$200.00	58 78	N/A
Unauthorized Tampering (IPMC 107.4)	Sum/Must Appear	\$200.00	\$300.00	\$400.00		

Unlawful Placard Removal (IPMC 108.4.1)	Sum/Must Appear	\$400.00				
Unsafe Conditions (IPMC 304.1.1)	Sum/Must Appear	\$100.00	\$150.00	\$200.00		
Vicious/Biting Dog	Sum/Must Appear	\$150.00	\$225.00	\$300.00	10 37	21-6418
Window peeping	Sum/Must Appear	\$100.00	\$200.00	\$300.00	42-23	N/A
Water Conservation	Sum/No Appear	\$250.00	\$500.00	\$500.00	62-203(b)	

Description	Booking Procedure	1 st Offense	2 nd Offense	3 rd Offense	Mun Code	KSA
Bench Warrant Fee per case	xx	\$25.00	xx	xx	2-361(b)	
Expungement Fee per case	xx	\$75.00	xx	xx	2-361(e)	
For any offense not specifically listed herein, the minimum fine shall be	Sum/Must Appear	\$100.00	\$200.00	\$300.00		

Speeding

Description	1 st Offense	2 nd Offense	3 rd Offense
Speeding 10 MPH & Under	\$45.00	\$60.00	\$75.00
11 MPH Over	\$51.00	\$66.00	\$81.00
12 MPH Over	\$57.00	\$72.00	\$87.00
13 MPH Over	\$63.00	\$78.00	\$93.00
14 MPH Over	\$69.00	\$84.00	\$99.00
15 MPH Over	\$75.00	\$90.00	\$105.00
16 MPH Over	\$81.00	\$96.00	\$111.00
17 MPH Over	\$87.00	\$102.00	\$117.00
18 MPH Over	\$93.00	\$108.00	\$123.00
19 MPH Over	\$99.00	\$114.00	\$129.00
20 MPH Over	\$105.00	\$120.00	\$135.00
21 MPH Over	\$114.00	\$129.00	\$144.00
22 MPH Over	\$123.00	\$138.00	\$153.00
23 MPH Over	\$132.00	\$147.00	\$162.00
24 MPH Over	\$141.00	\$156.00	\$171.00
25 MPH Over	\$150.00	\$165.00	\$180.00
26 MPH Over	\$159.00	\$174.00	\$189.00
27 MPH Over	\$168.00	\$183.00	\$198.00
28 MPH Over	\$177.00	\$192.00	\$207.00
29 MPH Over	\$186.00	\$201.00	\$216.00
30 MPH Over	\$195.00	\$210.00	\$225.00
31 MPH Over	\$210.00	\$225.00	\$240.00
32 MPH Over	\$225.00	\$240.00	\$255.00
33 MPH Over	\$240.00	\$255.00	\$270.00
34 MPH Over	\$255.00	\$270.00	\$285.00
35 MPH Over	\$270.00	\$285.00	\$300.00
36 MPH Over	\$285.00	\$300.00	\$315.00
37 MPH Over	\$300.00	\$315.00	\$330.00
38 MPH Over	\$315.00	\$330.00	\$345.00
39 MPH Over	\$330.00	\$345.00	\$360.00
40 MPH Over	\$345.00	\$360.00	\$375.00
Each Additional Mile	Previous Fine plus \$15.00	Previous Fine plus \$15.00	Previous Fine plus \$15.00

Description	1 st Offense	2 nd Offense	3 rd Offense
Speeding School/Construction Zone 10 MPH & Under	\$90.00	\$120.00	\$150.00
11 MPH Over	\$102.00	\$132.00	\$162.00
12 MPH Over	\$114.00	\$144.00	\$174.00
13 MPH Over	\$126.00	\$156.00	\$186.00
14 MPH Over	\$138.00	\$168.00	\$198.00
15 MPH Over	\$150.00	\$180.00	\$210.00
16 MPH Over	\$162.00	\$192.00	\$222.00
17 MPH Over	\$174.00	\$204.00	\$234.00
18 MPH Over	\$186.00	\$216.00	\$246.00
19 MPH Over	\$198.00	\$228.00	\$258.00
20 MPH Over	\$210.00	\$240.00	\$270.00
21 MPH Over	\$228.00	\$258.00	\$288.00
22 MPH Over	\$246.00	\$276.00	\$306.00
23 MPH Over	\$264.00	\$294.00	\$324.00
24 MPH Over	\$282.00	\$312.00	\$342.00
25 MPH Over	\$300.00	\$330.00	\$360.00
26 MPH Over	\$318.00	\$348.00	\$378.00
27 MPH Over	\$336.00	\$366.00	\$396.00
28 MPH Over	\$354.00	\$384.00	\$414.00
29 MPH Over	\$372.00	\$402.00	\$432.00
30 MPH Over	\$390.00	\$420.00	\$450.00
31 MPH Over	\$420.00	\$450.00	\$480.00
32 MPH Over	\$450.00	\$480.00	\$510.00
33 MPH Over	\$480.00	\$510.00	\$540.00
34 MPH Over	\$510.00	\$540.00	\$570.00
35 MPH Over	\$540.00	\$570.00	\$600.00
36 MPH Over	\$570.00	\$600.00	\$630.00
37 MPH Over	\$600.00	\$630.00	\$660.00
38 MPH Over	\$630.00	\$660.00	\$690.00
39 MPH Over	\$660.00	\$690.00	\$720.00
40 MPH Over	\$690.00	\$720.00	\$750.00
Each Additional Mile	Previous Fine plus \$15.00	Previous Fine plus \$15.00	Previous Fine plus \$15.00

Parks and Facilities Rentals

A. Agri-Business Building

- a. North Building\$125.00/Day
- b. South Building\$250.00/Day
- c. South Building with Kitchen\$300.00/Day
- ~~e.~~ ~~Not For~~
- ~~e.~~ Profit Organization Use or Commission Sponsored Event.....\$200.00/Day
- ~~e.d.~~ Damage Deposit North Building (Includes non-profits & is Non-Refundable non-refundable) within 48 hours of event)\$100.00/Event
- ~~f.e.~~ Damage Deposit South Building (Includes non-profits & is Non-Refundable non-refundable) within 48 hours of event)\$250.00/Event
- ~~g.f.~~ Tennis Association.....\$6.00/Hour ~~per~~ /Court

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B. Hogan

- a. Damage Deposit.....\$ 75.00
- b. Building and Grounds\$75.00/Day

C. Northwest Community Center

- a. Damage Deposit.....\$100.00
- b. Building Rental\$150.00/Day

D. Senior Center Rental

- a. Deposit.....\$100.00
- b. Main Room (Per hour up to 4 hours)\$30.00/Hour
- c. Main Room – All Day\$125.00/Day
- d. East or West Community Room\$15.00/Hour
- e. Kitchen Usage.....NO USE
- f. Chair & Tables.....Free

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E. Table and Chair Rentals for Private Functions

- a. Tables.....\$8.00 Each
- b. Chairs\$0.75 Each

F. Camping (Camping Permit Valid for 72 Hours) (5 day maximum)

- a. Walnut Park\$10.00/Day
- b. Newman Park.....\$10.00/Day

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G. Facility & Park Clean-Up

- a. Janitor/Staff Clean-Up Fee.....\$30.00/Hour per Employee

Parks and Facilities Special Event

Applicants for a special event permit pursuant to Section 50-1 of Municipal Code shall pay a non-refundable permit fee at the time of application, with the following exceptions: ~~(1) the application fee for official Arkalalah and Last Run Car Show events - event shall be waived. (1) Events sponsored by the City of Arkansas City; (2) Rentals of City-owned buildings for private events; and (3) Uses of a portion of City-owned park facilities that do not otherwise meet the definition of special event contained in Section 51-1 (b).~~

A. Special Event:

- a. Application Fee\$25.00
- b. Application Fee (Non-profit organizations office/location in Arkansas City)\$10.00

B. Equipment/Services

- ~~a.~~ Road Barricades, per set \$25.00
- ~~a-b.~~ Picnic Tables, each (free if already on site) ~~\$8.00~~
- ~~b-c.~~ Tables, each (free if already on site) \$ 8.00
- ~~e-d.~~ Folding Chairs, each (free if all ready on site) \$.75
- ~~d-e.~~ Police Security (2 hour minimum; only available for alcohol events at the Agri-Business building, subject to approval by the Police Chief) ~~\$40.00~~ \$15.00
- ~~e-f.~~ Sound System at Wilson Park Rotunda ~~\$75.00~~
- ~~f-g.~~ Trash Receptacles:
 - i. Per Cart\$10.00
 - ii. Per Dumpster\$35.00
- ~~g-h.~~ Park Rental, per hour\$15.00
- ~~h-i.~~ Electrical and/or Water hook-up fee.....\$10.00
- ~~i.~~ Water hook up fee..... \$10.00

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Parks and Facilities Riverview Cemetery

C. Spaces:

- a. Adult Space.....\$400.00
- b. Baby Space (Less than 1 year of age)..... No Charge
- c. Single Crypt.....\$550.00
- d. Companion Crypt.....\$1,250.00
- e. Columbarium
 - i. Niche (Holds 2 Urns).....\$250.00
 - ii. Ossuary (Cremains only).....\$100.00
- f. Deed Transfer.....\$35.00 Each

D. Services:

- a. Opening and Closing of Grave
 - iii. Adult Grave.....\$350.00
 - iv. Infant Grave.....\$200.00
 - v. Cremation Urn.....\$100.00
 - vi. Cremation Urn Including Vault (12"x12"x12" Maximum).....\$200.00
 - vii. Cremation Urn Including Vault (Larger than 12"x12"x12").....\$300.00
- b. Opening and Closing of Crypt
 - i. Long shutter crypt.....\$700.00
 - ii. Long shutter crypt (Open and view only).....\$400.00
 - iii. Single crypt.....\$250.00
 - iv. Companion crypt.....\$300.00
- c. Saturday and Holiday Surcharge.....\$300.00
- d. Funeral Services arriving @ Cemetery Gate at or later than 3:30 PM
will be charged an additional surcharge.....\$200.00
- e. Disinterment.....Double the Opening & Closing

E. Monuments:

- a. Monument Setting Fee.....\$35.00
- b. Re-Flag Location..... Additional \$20.00 Fee
- c. Move stone 48" in length or smaller.....\$50.00
- d. Move stone greater than 48" in length.....\$150.00

F. Miscellaneous:

- a. City Space Repurchase.....50% of Current Price Less \$35.00 Transfer Fee

Police Department General Fees

- A. Reports**
 - a. Police Reports (Cover Sheet of Offense Report)No Charge
 - b. Accident Report (Online)\$18.00
- B. Fingerprints**
 - a. Per Set\$20.00
- C. Electronic Media** Form of Data\$25.00
- D. Open Records** Request Fees (Search Cost/Hourly Rates (Minimum 15 Minutes):
 - a. Staff (Each 15 Minute Increment)\$4.00
 - b. Administrative (Each 15 Minute Increment)\$6.00
 - c. Computer Staff (Each 15 Minute Increment)\$6.00
 - d. Photocopies – Black & White (per page)\$.25
 - e. Photocopies – Color (per page).....\$.50
 - f. City Attorney Review.....Actual Cost

E. Police Security

- a. Two Hour Minimum Per Employee; Only available for Alcohol Events at the Agri-Business Building
Subject to Police Chief Approval.....\$45.00

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Neighborhood Services Fees

- A. Planning**
 - a. Comprehensive Plan\$50.00/Copy
 - b. Zoning Ordinance\$22.50/Copy
 - c. Subdivision Ordinance\$5.00/Copy
 - d. Map – Larger than 11 x 17 Black & White\$5.00/Copy
 - e. Map – Larger than 11 x 17 Color\$10.00/Copy
 - i. Commercially produced by the Chamber of Commerce
 - 1. No Charge/Unless Mailed
- B. Zoning**
 - a. Conditional Use Permit Application\$200.00
 - b. Rezone Application\$200.00
 - c. Planned Unit Development\$250.00
- C. Board of Zoning Appeals**
 - a. Appeals\$150.00
 - b. Variance\$150.00
 - c. Exception\$150.00
- D. Subdivision**
 - a. Plat (Additional Pages) Actual Cost
 - b. Lot Split\$75.00
 - c. Preliminary Plat\$200.00
 - d. Final Plat (Major Plats only).....\$200.00
 - e. Vacating Request\$200.00
- E. Miscellaneous**
 - a. Bid Documents & Plan Sets for Public Improvement & Maintenance Contracts\$25.00/Copy
 - b. Documents & Plan Sets for Public Improvement & Maintenance Contracts.....\$25.00/Copy
 - c. Neighborhood Revitalization Program Application\$25.00
 - d. Permit fee for Right-of-Way (excludes Franchise agreements)\$150.00
 - e. Supplemental Permit Fee for Right-of-Way\$75.00
- F. Neighborhood Services**

Cost of Cleanup (Labor and Equipment) plus \$100.00 Administrative Fee will be charged for each of the following:

 - a. Trash/Junk Vehicle
 - b. Property Maintenance
 - c. Weed Abatement
 - d. Mowing

Neighborhood Services Building and Construction

Definitions:

Dwellings are defined per the 2015 International Residential Code:

- **Dwelling:** Any building that contains one or two *dwelling units* used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes.
- **Dwelling Unit:** A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Multi-Unit Dwellings:

Whenever multi-family dwellings are being built by the same developer within the same project; permit fees for the building contractors and trades contractors are as follows:

- 0-9 Dwelling Units Full Price Permit Fee
- 10-25 Dwelling Units Half Price Permit Fee
- 26 + Dwelling Units Zero Permit Fee

City Utilities:

Whenever multi-family dwellings are being built by the same developer within the same project; the charge for city utilities are as follows:

- 0-9 Dwelling Units Full Price Permit Fee
- 10-25 Dwelling Units Half Price Permit Fee
- 26 + Dwelling Units Zero Permit Fee

Provisions:

The list below will be required:

- Dwelling Units that are permitted at half cost or zero cost must be completed (move-in ready) at the end of a ~~two-year~~two-year (24 month) period.
- The Neighborhood Revitalization Program fees will not be waived.

Neighborhood Services Permits and Licenses

Building Permit Fees:	
Structure Moving	\$250.00
Driveway Permit	\$35.00
Re-Inspection Fee	\$50.00
Investigation Fee	\$100.00
After Hours Inspection	\$70.00/HR
Plan Review	Permit Value x \$0.65
Failure to Apply	Equal to Permit x 2
Residential Permit Fees:	
\$1.00 - \$10,000	\$25.00
\$10,001 - \$20,000	\$30.00
\$20,001 - \$30,000	\$50.00
\$30,001 - \$40,000	\$70.00
\$40,001 - \$50,000	\$90.00
\$50,001 - \$70,000	\$110.00
\$70,001 - \$95,000	\$155.00
\$95,001 - \$125,000	\$220.00
\$125,001 – And Over	Value x .002
Commercial Permit Fees:	
\$1.00 - \$10,000	\$30.00
\$10,001 - \$20,000	\$45.00
\$20,001 - \$30,000	\$75.00
\$30,001 - \$40,000	\$100.00
\$40,001 - \$50,000	\$130.00
\$50,001 - \$60,000	\$160.00
\$60,001 - \$70,000	\$190.00
\$70,001 - \$80,000	\$220.00
\$80,001 - \$90,000	\$250.00
\$90,001 – \$100,000	\$275.00
\$100,001 - \$125,000	\$375.00
\$125,001 – And Over	Value x .0030
Demolition Permit Fees:	
\$1.00 - \$2,000	\$30.00
\$2,001 - \$10,000	\$60.00
\$10,001 - \$100,000	\$100.00
\$100,001 – And Over	\$150.00

Electrical Permit Fees:	
Electrical Inspection	Based on Value

Plumbing Permit Fees:	
Plumbing Inspections	Based on Value
New Septic System Inspection	\$100.00
Sewer Tap & Service Line	\$110.00 + Cost

Mechanical Inspections:	
Mechanical Inspect.	Based on Value

Contractor Licenses:		
Type	New Fee	Renewal
General	\$400.00	\$200.00
Building	\$300.00	\$150.00
Residential	\$200.00	\$100.00
Limited	\$150.00	\$80.00
Sign Hanger	\$200.00	\$100.00
Private Sewage	\$200.00	\$100.00
Plumbing Cont.	\$200.00	\$100.00
Master	\$200.00	\$60.00
Journeyman	\$100.00	\$30.00
Electrical Cont.	\$200.00	\$100.00
Master	\$200.00	\$60.00
Journeyman	\$100.00	\$30.00
Mechanical Cont.	\$200.00	\$100.00
Master	\$200.00	\$60.00
Journeyman	\$100.00	\$30.00

Public Services General Fees

Disconnect Fee:

Whenever any service is terminated for nonpayment as provided for in Section 62-32 of the Arkansas City Municipal Code, the customer shall owe to the City, in addition to all incurred costs and fees for services provided, a disconnect fee of Thirty-Five Dollars (\$35.00). The City will waive such disconnect fee should the entire overdue balance be paid in full by a non-profit and/or charitable organization.

Payment of Bills:

- A. All accounts receivable due to the City for water and other services shall be due and payable upon receipt and shall be deemed delinquent if not paid on or before the delinquent date, which shall be no less than 25 days after the billing statement is issued. Those accounts not paid in full on or before the delinquent date shall be assessed a penalty of five percent (5%) of the amount due shown on the billing statement. For those accounts not paid in full on or before the delinquent date following the billing date, all accounts and charges currently owed shall become immediately due and shall be deemed delinquent.
- B. Service at other locations, or new service to any address, may be refused by the City until the previous delinquent accounts as indexed against the new customer are paid in full; should the City become aware of service to an existing account holder which is delinquent for nonpayment at another address, existing service may be terminated if the delinquent accounts are not paid within forty-eight (48) hours after notification is sent.
- C. The account holder shall pay all costs the City pays to a third party to collect the delinquent account, and/or any other collection agency fees, including a 25 percent (25%) fee on accounts sent to the Kansas State Set-Off Program to fully reimburse the City for collection of the account through that Program.

D.

F Street Limb & Compost Site:	
City Resident:	Free
Commercial/Non-Resident:	
Pickup/Small Utility Trailer	\$15.00
Dump Truck/Flatbed/Car Trailer	\$25.00
Tandem Dump Truck/Large Dump Trailer	\$30.00



Public Services Water Utility

A. Every consumer shall pay for each new water service installed, which includes the water raw tap, service line and meter installation. The customer or contractor must have the water main ready for immediate tap. Therefore, these costs do not include removal and replacement of pavement or excavation costs. The customer or contractor must submit plans to Neighborhood Services for approval prior to construction a new service. A permit will not be issued until Neighborhood Services verifies and approves the plans.

1" Tap, Service Line and 5/8" meter (25 gpm)	\$850.00
1" Tap, Service Line and 3/4" meter (35 gpm)	\$1,500.00
2" Tap, Service Line and 1" meter (55 gpm)	\$3,000.00
2" Tap, Service Line and 1.5" Meter (200 gpm)	\$3,800.00
4" Tap and 2" meter (250 gpm)*	\$3,000.00
4" Tap and 3" meter (650 gpm)*	\$3,500.00
6" Tap and 4" meter (1,250 gpm)*	\$4,200.00
8" Tap and 6" meter (2,500 gpm)*	\$8,800.00
12" Tap and 8" meter (3,500 gpm)*	\$13,900.00
4" Fire Services Detector Check Valve*	\$2,500.00
6" Fire Services Detector Check Valve*	\$3,800.00
8" Fire Service Detector Check Valve*	\$5,000.00
12" Fire Service Detector Check Valve*	\$8,000.00
Reinstall 1" or smaller meter in existing meter pit	\$450.00
* Costs include water main tap, meter/detector check valve and installation in customers vault only. All piping, valves and vault shall be the responsibility of the customer or contractor.	
Note: Public Works will always be responsible for the service line and meter set on 1" or 2" taps.	

- B. When an account is placed in a customer's name, or when a customer transfers from one account to another, a nonrefundable account service charge in the amount of Twenty-five Dollars (\$25.00), payable in advance, shall be levied to cover the costs of servicing the new account or the transfer request.
- C. The City offers three sets of water rates to users depending on their classification: Inside City Limits, Outside City Limits or Wholesale Customer.
- D. Sales tax and other state fees will be applied to customer bills when applicable according to state law and other regulations.
- E. Bulk water rate shall be ten dollars (\$10.00) per thousand gallons (\$10.00 per month minimum).
- F. A fifty dollar (\$50.00) metering fee shall be charged when applicable.

WHOLESALE RATES AND CONTRACTS ARE NEGOTIABLE FOR LARGE CUSTOMERS.

GENERAL FEES:

G. Inside City Limits:

Meter Size	2018	2019	2020	2021	2022	2023	2024
5/8"	\$19.64	\$20.03	\$20.43	\$20.84	\$21.26	\$21.69	\$22.12
3/4"	\$29.63	\$30.22	\$30.82	\$31.44	\$32.07	\$32.71	\$33.36
1"	\$49.31	\$50.30	\$51.31	\$52.34	\$53.39	\$54.46	\$55.55
1 1/2"	\$98.17	\$100.13	\$102.13	\$104.17	\$106.25	\$108.38	\$110.55
2"	\$157.13	\$160.27	\$163.48	\$166.75	\$170.09	\$173.49	\$176.96
3"	\$442.11	\$450.95	\$459.97	\$469.17	\$478.55	\$488.12	\$497.88
4"	\$982.16	\$1,001.80	\$1,021.84	\$1,042.28	\$1,063.13	\$1,084.39	\$1,106.08
6"	\$1,166.01	\$1,189.33	\$1,213.12	\$1,237.38	\$1,262.13	\$1,287.37	\$1,313.12
8"	\$3,432.63	\$3,501.28	\$3,571.31	\$3,642.74	\$3,715.59	\$3,789.90	\$3,865.70
Additional Charges per Thousand Gallons Usages above 2,000 Gallons							
Next 28,000 Gal.	\$7.44	\$7.59	\$7.74	\$7.89	\$8.05	\$8.21	\$8.37
Next 70,000 Gal.	\$5.58	\$5.69	\$5.80	\$5.92	\$6.04	\$6.16	\$6.28
Next 300,000 Gal.	\$4.73	\$4.82	\$4.92	\$5.02	\$5.12	\$5.22	\$5.32
Next 2,600,000 Gal.	\$3.68	\$3.75	\$3.83	\$3.91	\$3.99	\$4.07	\$4.15
Next 7,000,000 Gal.	\$2.85	\$2.91	\$2.97	\$3.03	\$3.09	\$3.15	\$3.21
All Over 10,000,000 Gal.	\$2.50	\$2.55	\$2.60	\$2.65	\$2.70	\$2.75	\$2.81

H. Outside City Limits:

Meter Size	2018	2019	2020	2021	2022	2023	2024
5/8"	\$39.23	\$40.01	\$40.81	\$41.63	\$42.46	\$43.31	\$44.18
3/4"	\$59.30	\$60.49	\$61.70	\$62.93	\$64.19	\$65.47	\$66.78
1"	\$98.62	\$100.59	\$102.60	\$104.65	\$106.74	\$108.87	\$111.05
1 1/2"	\$196.38	\$200.31	\$204.32	\$208.41	\$212.58	\$216.83	\$221.17
2"	\$314.28	\$320.57	\$326.98	\$333.52	\$340.19	\$346.99	\$353.93
3"	\$884.23	\$901.91	\$919.95	\$938.35	\$957.12	\$976.26	\$995.79
4"	\$1,964.31	\$2,003.60	\$2,043.67	\$2,084.54	\$2,126.23	\$2,168.75	\$2,212.13
6"	\$2,332.02	\$2,378.66	\$2,426.23	\$2,474.75	\$2,524.25	\$2,574.74	\$2,626.23
8"	\$6,865.33	\$7,002.64	\$7,142.69	\$7,285.54	\$7,431.25	\$7,579.88	\$7,731.48
Additional Charges per Thousand Gallons Usages above 2,000 Gallons							
Next 28,000 Gal.	\$14.93	\$15.23	\$15.53	\$15.84	\$16.16	\$16.48	\$16.81
Next 70,000 Gal.	\$11.18	\$11.40	\$11.63	\$11.86	\$12.10	\$12.34	\$12.59
Next 300,000 Gal.	\$9.40	\$9.59	\$9.78	\$9.98	\$10.18	\$10.38	\$10.59
Next 2,600,000 Gal.	\$7.32	\$7.47	\$7.62	\$7.77	\$7.93	\$8.09	\$8.25
Next 7,000,000 Gal.	\$5.70	\$5.81	\$5.93	\$6.05	\$6.17	\$6.29	\$6.42
All Over 10,000,000 Gal.	\$5.00	\$5.10	\$5.20	\$5.30	\$5.41	\$5.52	\$5.63

I. Water Conservation Violations Municipal Code Section 62-203b:

Reconnect Fee:	1 st	2 nd	Additional Connections within one year
		\$75.00	\$150.00



Public Services Stormwater Utility

A. There is established a Stormwater Utility, the purpose of which is to assist the City in its responsibility for the operation, construction, ~~maintenance~~maintenance, and repair of stormwater drainage system facilities to provide adequate systems of collections, conveyance, detention, treatment & release of stormwater and the reduction of potential hazards to property and life resulting from stormwater runoff.

Type	Monthly Stormwater Fee
Residential	\$ 3.00
Non - Residential	\$ 6.00



Public Services Sewer Utility

- A. There is levied on each sewerage system user having any sewer connection with the sewerage system of the City or otherwise discharging sewage, industrial waste, or other liquids, either directly or indirectly into the City's sewerage system, a sewer service charge. Subject to the exceptions provided in this chapter, such charge shall be based upon the quantity of water used in or on the premises as the same is measured by a water or sewage meter or meters approved by the City. Additional charges for extra strength sewage, toxic pollutants, and sewage monitoring will be levied where applicable.
- B. The monthly charges for residential classification shall be based on the average monthly billing of water usage during the calendar months of January, February, and March billing cycles. The billing of April of each year shall first reflect the base usage so determined. Non-residential customers' charges shall be based on one hundred percent of monthly metered water usage. New residential sewer customers will be assessed a minimum of 4,000 gallons sewer average until a ~~three-month~~three-month average over January, February, and March billing cycles can be established. Customers may request one recalculation of the sewer average based on the most prior consecutive three months usage prior to the request.
- C. Sewer Service Rate: The following rates are established for all customers for the use of the City's sewerage system:

Description	2021	2022	2023	2024	2025	2026
Base Charge (Includes first 2,000 Gal.)	\$22.85	\$25.53	\$28.54	\$31.89	\$32.61	\$33.34
Per Thousand Gallons (Over 2,000 Gal.)	\$4.27	\$4.77	\$5.33	\$5.96	\$6.09	\$6.23

Upon application to Neighborhood Services for a new sewer service tap, a fee of Two Hundred Dollars (\$200.00) shall be paid by the applicant for any such tap up to six (6) inches in diameter. All taps and connections made to the sewerage system shall be made by a licensed plumber under inspection of authorized city staff. The licensed plumber shall coordinate all work and materials with the authorized city staff prior to installation of the tap.

Description	Fee:
New Sewer Service Tap	\$200.00
Relocate Existing Sewer Tap & Service Line	\$110.00

- D. The City shall accept septic tank sewage at the wastewater treatment plant by licensed contractors with a valid permit for Cowley County. Each load (<1,500 gpm) shall be accompanied by a fifteen dollar (\$15.00) fee. At the wastewater treatment plant superintendent's direction, the following items may be required prior to accepting the load:
- a. A Manifest Form;
 - b. A pH Analysis
 - c. A sample obtained for seventy-two (72) hour holding period;
 - d. Physical characteristics of the sewage; and
 - e. Application for private disposal

Public Services Sanitation

A. The following rates and charges for the collection and disposition of garbage and trash, as contained in a polycart issued by the City, from the public street or alley right-of-way (without the collector entering upon private property) are established and fixed as follows:

Rates & Standards for Residential Sanitation	Monthly Fee
Single Family:	\$ 18.44 <u>22.73</u>
Multiple Family (Per Unit):	\$ 18.44 <u>22.73</u>

B. Trash carts are the property of the City and each cart should stay at the address it was delivered. The City is responsible for the maintenance and repair of the trash carts. However, the City will charge the owner or occupant a fee for any necessary repair or replacement due to the owner's or occupant's abuse, misuse or neglect of the cart. The replacement fee for each trash cart is \$~~50.00~~ 61.63.

C. Customers who require an additional polycart for the provision of services is an extra \$~~9.22~~ 11.36 per month.

Rates & Standards for Commercial Sanitation Containers:

A. The following monthly base rate shall apply to refuse collection and disposal of commercial type containers:

Collections Per Weeks						
Container size (cubic yards)	1	2	3	4	5	6
1	\$61.33	\$107.24	n/a	n/a	\$244.97	n/a
1.5	\$57.09 \$70.36	\$95.77 \$118.04	\$134.12 \$165.30	\$172.68 212.83	\$211.13 \$260.23	n/a
2	\$64.41 \$79.39	\$103.70 \$127.81	\$143.97 \$177.44	\$183.68 \$226.38	\$223.50 \$275.46	n/a
3	\$79.08 \$97.47	\$121.39 \$149.61	\$163.67 \$201.72	\$205.96 \$253.85	\$248.25 \$305.97	n/a
3.5	\$86.43	\$129.99	\$173.52	\$217.05	\$260.62	n/a
4	\$93.79 \$115.60	\$138.57 \$170.79	\$183.40 \$226.04	\$228.19 \$281.24	\$273.00 \$336.47	n/a
5	\$108.44	\$155.76	\$203.08	\$250.39	\$297.49	n/a
6	\$123.44 \$152.14	\$173.76 \$214.16	\$224.08 \$276.18	\$274.39 \$338.19	\$327.49 \$403.63	\$367.49
8	\$156.44 <u>\$192.81</u>	\$209.76 <u>\$48.77</u>	\$263.08 <u>\$324.25</u>	\$316.39 <u>\$389.95</u>	\$372.49 <u>\$459.09</u>	\$412.49

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B. In addition to the foregoing refuse rates, commercial customers are required to enter a rental program for refuse containers wherein the City, as owner, shall be responsible for their maintenance, ~~repair~~ repair, and replacement, based upon the following monthly rental fee schedule:

Container Size (Cubic Yards)	1	1.5	2	3	3.5	4	5	6	8
Fees	\$9.08	\$8.00 9.86	\$8.68 10.70	\$9.92 12.23	\$10.34	\$11.17 13.77	\$11.98	\$13.78 16.98	\$15.57 19.19

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C. Commercial and Business Establishments refuse rates using City issued polycarts:

Number of City issued Polycarts	Collections Per Week	
	1	2
1	\$25.29 31.17	\$49.25 60.70
2	\$31.50 38.82	\$61.65 75.61
3	\$37.75 46.53	\$74.05 91.27
4	\$43.97 54.19	\$86.45 106.55

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D. Commercial refuse rates to service "dig-out" boxes, cages and other manually serviced refuse containers:

Monthly rates shall apply to commercial and business establishment refuse collection and disposal from boxes, cages and other manually serviced containers, other than standard City issued containers shall be established by the Public Services Superintendent, based on equivalent size and collections per week.

E. Any customer found by the Public Services Superintendent or his designee to be in violation of the Standards for Commercial Sanitation Containers, as listed above, shall be issued a written Notice of such violation. The Notice shall be personally delivered to the customer or shall be sent Certified Mail, postage prepaid, return receipt requested, and such Notice shall state:

- a. The condition which has caused the violation; and
- b. That the customer shall have ten (10) days from the receipt of the Notice to abate the violation or make plans satisfactory to the Public Services Superintendent for the abatement of such violation.
- c. If the customer should fail to make the repairs or respond within the time limitations provided, the City may proceed to make the necessary repairs or, if necessary, replace the container and the costs expended thereof shall be added to the bill of the customer for water and other municipal services and be collected as a combined bill for such municipal utility services.

F. Any commercial refuse customer utilizing a trash compactor or requiring special or unusual service, including but not limited to special collection hours, abnormal number of collections or refuse volume, abnormal or unusual refuse characteristics or special refuse containers, shall be charged a fee based upon cost of collection and disposal and any administrative or other costs attributable thereto.

G. Any non-household refuse or other item unsuitable for collection by regular refuse service or special flatbed service may be collected by the Sanitation Division upon the customer making a request therefore in the Finance office and paying in advance or having it placed on the bill. The special fees will start out at a minimum of ~~Twenty-five Dollars~~ thirty dollars and eighty-one cents (~~\$25.00~~ \$30.81) and it will go higher with having more refuse as determined by the Sanitation Supervisor, or Sanitation employee

- H. Portable 3-yard dumpster rentals are available for residential customers upon signing a rental agreement and paying the fees in advance in the Finance Office. The setting fee is ~~\$45.00~~ \$55.46. Every time the dumpster is dumped and returned, there is an additional ~~\$45.00~~ \$55.46 fee. The dumpster will be placed for 3 days. After the 3 days, every day that the resident has the rental dumpster, \$5.00 will be added to the bill.

- I. A ~~16-yard~~ 16-yard dump trailer is available for residential customers upon signing a rental agreement and paying the fees in advance in the Finance Office. The setting fee is \$125.00. Every time the dump trailer is dumped and returned, there is an additional \$125.00 fee. The dump trailer will be placed for 3 days.



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Jennifer Waggoner, Finance Director/Treasurer
Item: Resolution of Intent to Exceed Revenue Neutral Rate

Purpose: Consider a Resolution approving the notice of intent to exceed the Revenue Neutral Rate (RNR) and set the date for a public hearing at 5:30 p.m. on September 5, 2023, for the purpose of hearing and answering objections of taxpayers relating to the Revenue Neutral Rate and the amount of ad valorem tax and proposed use of all funds. **(Voice Vote)**

Background:

Senate Bill 13 requires the governing body to notify the county clerk of its proposed intent to exceed the revenue neutral rate and provide the date, time and location of the public hearing and its proposed tax rate. This must be done on or before July 20, 2023.

Annually, between August 20th and September 20th taxing subdivisions hold their RNR Hearings per KSA 79-2988. If a date other than September 5th is preferred, keep in mind that the hearing must be held by September 20, 2023.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION OF THE CITY OF ARKANSAS CITY, KANSAS REGARDING THE GOVERNING BODY’S INTENT TO LEVY A PROPERTY TAX EXCEEDING THE REVENUE NEUTRAL RATE.

WHEREAS, the Revenue Neutral Rate for the City of Arkansas City, KS was calculated as 63.074 mills by the Cowley County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the City of Arkansas City, KS will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body intends to hold a hearing and hear testimony from all interested taxpayers desiring to be heard as required by state law.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS

SECTION ONE: The Governing Body of the City of Arkansas City, KS hereby sets a public hearing regarding its intention to exceed the Revenue Neutral Rate for September 6, 2023 at 5:30 PM to be held at City Hall, 118 W Central Ave, Arkansas City, KS and directs that notice of the public hearing be given as required by state law.

SECTION TWO: The Governing Body of the City of Arkansas City, KS expresses its intention to exceed the Revenue Neutral Rate with a proposed mill levy of 63.074 mills.

SECTION THREE: The Governing Body of the City of Arkansas City, KS directs the City Clerk to provide this resolution to the Cowley County Clerk as notice of the City’s proposed intent to exceed the Revenue Neutral Rate.

SECTION FOUR: This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of July, 2023.

(Seal)

Diana L. Spielman, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution No. 2023-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 5, 2023, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: July 5, 2023
From: Randy Frazer, City Manager
Item: Water Rate Analysis Proposal

Purpose: A Resolution authorizing the City of Arkansas City to enter into an agreement with GettingGreatRates, LLC, to provide water rate analysis services, for an amount not to exceed \$15,000.00. **(Voice Vote)**

Background:

The City of Arkansas Cities water rates are no longer keeping up with the cost to operate the water system. After an initial rate review with a Wichita based financial consultant, it was determined that the current structure of the water rate schedule is not meeting the needs of the system and the consultant didn't have the resources to do this kind of in-depth analysis.

After soliciting a Request for Proposal (RFP) for a water rate analysis, to identify a qualified consultant who demonstrates experience and implementation, two (2) proposals were received. Staff recommends the proposal submitted by Carl Brown, President of GettingGreatRates, LLC dba GettingGreatRates.com (GGF), as it describes the need, responsibilities, timing, investment, and other issues for rate analysis of the Arkansas City, Kansas water utility. As a member of the Kansas Rural Water Association (KRWA), the City of Arkansas City qualifies for the 25 percent Kansas RATE Program discount.

In this proposal, the following options are available for services, materials, and travel costs, when we request service(s), including the net fee after the KRWA membership RATES Program discount:

- **Service Package 1**, water rate analysis – full fee of \$14,785, less the Kansas RATES Program discount of \$3,696 yields a **net fee of \$11,089.**
- **Service Package 2**, on-site visits – \$1,842, less the Kansas RATES Program discount of \$460 yields a **net fee of \$1,381 per visit.**
- **Service Package 3**, hourly rate for anything not included in Service Packages 1 or 2 – \$176.02, less the Kansas RATES Program discount of \$44.00 yields a **net fee of \$132.01 per hour.**

To adequately fund operation of our utility, build and maintain reserves, fund capital improvements and related debt service, and establish rates that are fairly structured for ratepayers, we need to have our rates and fees analyzed, so we can set them appropriately and periodically reset them in the future on your own. The proposed analysis work for this project would be performed by consultant Carl Brown of GettingGreatRates.com, who has been doing rate analysis since 1993.

Fiscal Impact:

Amount: **Not to exceed \$15,000**

Fund: **16 – Water** Department: **201 – City Commission** Expense Code: **6214 – Other Professional Services**

Included in budget Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2023-07-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ENTER INTO AN AGREEMENT WITH GETTINGGREATRATES, LLC, TO PROVIDE WATER RATE ANALYSIS SERVICES, FOR AN AMOUNT NOT TO EXCEED \$15,000.00.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to enter into an agreement with GettingGreatRates, LLC, to provide water rate analysis services, for an amount not to exceed \$15,000.00. Such Agreement is attached hereto and incorporated by reference as if fully set forth herein.

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the mayor and/or city staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption by the Governing Body of the City of Arkansas City.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 5th day of July, 2023.

(Seal)

Diana L. Spielman, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2023-07-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on July 5, 2023, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

Proposal for Water Rate Analysis Arkansas City, Kansas

Synopsis

You need rates that are adequate and fairly structured. Rate analysis examines your incomes, costs, capital improvement needs, impacts of high-volume and high-capacity customers and other things and calculates such rates and fees.

Purpose and Need

This proposal describes the need, responsibilities, timing, investment, and other issues for rate analysis (later referred to as the “analysis”) of the Arkansas City, Kansas water utility (later referred to as the “City” or “you”). This analysis will be performed by GettingGreatRates.com (later referred to as “I”). To adequately fund operation of your utility, build and maintain reserves, fund capital improvements and related debt service, and establish rates that are fairly structured for ratepayers, you need to have your rates and fees analyzed, so you can set them appropriately and periodically reset them in the future on your own.

Expected Results

With completion of the analysis:

1. You will discover at what level your utility needs to be funded to accomplish needed system development and funding, refurbishment, repair, maintenance, and operation.
2. You will have the “proof” you need to convince commission members, ratepayers, and property owners why rates and fees should be set as modeled.
3. You will have the “proof” you need to show funding agencies and the lending market why your system deserves the grants, loans, and loan terms you desire.
4. You will successfully comply with your permit to dispense water, and other requirements from the regulatory agencies.

Revenues, Qualifications and References of GettingGreatRates.com

The firm’s revenues all come from rate analysis and related work. See the attached references list for details. The list includes all rate analysis clients since 2019. GettingGreatRates.com has one office in Jefferson City, Missouri but we operate nation-wide.

Carl Brown, President, will perform all analysis work for this project. He has been doing rate analysis since 1993. For most of that time he has also been teaching practitioners all over the U.S. on rate analysis and rate setting, writing guidance, including the rate setting book, “How to Get Great Rates,” the “Rate Setting Best Practices Guide,” and designing rate analysis software.

Jacki Hicks, Vice-president, will assist in the analysis by doing data testing and data input. Ms. Hicks prepares analysis models, especially those for analyses that require databases. Ms. Hicks has approximately 26 years of experience in accounting, financial assurance and complex spreadsheet and database design. Nine of those years have been devoted to utility rate analysis.

You may expect your analysis results package to look much like the rate analysis report packages that can be found on the right side of this Webpage <https://gettinggreatrates.com/freebies/freebies.shtml>.

Form of Agreement

This proposal and your acceptance, perhaps by e-mail message of one or more service packages, is all the agreement I need. Nearly all my clients acquire my services this way.

Guarantee

If you are not satisfied with our work, don't pay us.

Details: If you are unsatisfied with our work, simply tell me about it. I will do my best to make it right by you. If I still am not able to satisfy you, notify me by mail or e-mail. I will cease the services in question at that point, you will owe me nothing for those services and I will refund any payments you may have already made for those services.

This has been my guarantee from the day the company was formed. No client has invoked this guarantee to-date and I do not plan to have you be the first.

Insurance

The firm carries the following insurance:

- Professional liability, \$2,000,000 limit, United States Liability Insurance Company (USLI)
- General liability, \$1,000,000 limit, USLI
- Auto liability, \$1,000,000 limit, American Family Insurance Company

Scope of Services That You May Select or Decline, at Your Option

The following service packages are intended to satisfy your rate analysis and rate setting needs.

- Service Package 1 is analysis of your water utility's user charge and other fee adjustment needs. Modeling will cover all important issues that are expected to arise over the next ten years. It will arrive at the rates and fees needed to pay the costs of your situation. I call that a "scenario." Service Package 1 will cover up to four scenarios of issues and events you want me to examine. You are not likely to ask for more than two or three scenarios.
- Service Package 2 is for on-site visits. Each visit will be one instance of this service package. I generally recommend one on-site visit to present completed analyses and recommendations and to answer questions at a public commission meeting.
- Service Package 3 is an hourly rate for doing an on-line "meeting" rather than an on-site visit, modeling of scenarios over four, or any other service not covered by Service Package 1 or 2. If, for example, the goal of an on-site meeting can be accomplished to your satisfaction by having me attend remotely, such as by Zoom, we can do that.

You may add or drop service packages at any time.

I have verified the City is a member system of the Kansas Rural Water Association (KRWA), so the City qualifies for the 25 percent RATES Program <https://krwa.net/TECHNICAL-ASSISTANCE/Rate-Reviews> discount.

Approach and Timeline

I have scoped your situation. I have a clear idea of how the analysis needs to be done to arrive at fair and adequate rates. However, as the project proceeds, I or you may discover that conditions are different than they first appeared. Or you may decide you desire a different rate structure than I will initially propose. Such things happen. Regardless of how the project unfolds, I will carry you all the way through to rate structures and levels that work for you.

For most of my clients, rate analysis and eventual rate adjustments take about six months from start to finish. That is mainly because clients must gather data for analysis, make some interim decisions as the project proceeds and review analysis models and draft reports. That takes time. If we start on your project quickly and if your contact can get all the required data to us promptly, we can trim a month or two off that.

Most analyses include the same basic elements, but they do not necessarily get completed in the same order. And each situation calls for special considerations and treatments. However, your project will likely proceed approximately as follows:

1. I will call your contact person, probably the day I am notified that I will be doing the analysis, to discuss data needs and get the contact started on initial data retrieval.
2. Your staff will assemble and send to me data and information, most of which is described in the "Data Needs Sheet," attached. I will guide your staff through the entire process. Where data is missing, I will create estimates or help you to create estimates. When your staff has difficulty understanding what data I need or how to get it, I will talk them through it. Initial data retrieval will be accomplished early on, preferably within a few weeks. But some data will be acquired throughout the project.
3. I will analyze this data and information and build your rate analysis model(s).
 - a. Coordinating with your contact, I will target a set of goals ten years in the future. At a minimum these will include covering all costs, including capital improvements over that time period, and building appropriate reserves.

A "scenario" is a set of data and assumptions for which I build a separate model, and I write a narrative report to explain the results of that modeling. I generally run five to perhaps 20 data and assumption sets while modeling to arrive at the optimum set of rates and fees that are adequate, fairly structured, and "doable" in the eyes of the governing body. I generally report the best of those options as my recommended rates – that is one scenario. Only a model that I separately name and include in a report to you is a "scenario."

I may run an additional scenario to depict capital improvements or repair and replacement costs running a certain percentage more than assumed in the first model. A third model may depict the effects of changing the rate structure markedly. Scenarios will enable you to adjust rates further on your own once you have better estimates for those improvements and costs.

If I prepare a model or report and you ask for changes or corrections to that model or report, the new version is not a new scenario. It is a revised or corrected version of the original scenario.

- b. I will model rates on a “cost-to-serve” basis to satisfy those goals, and I will model rates in other structures you may desire as well as cost and other variations you or we think may come about. Quite likely, you will want to see a declining unit charge structure, and perhaps various financing options and their rate effects.
 - c. If we receive data at the more common slower pace, key model building will probably be completed about three months into the project. Some modeling will continue through nearly the end of the project.
 - d. Once models have been built, “what-if” scenarios will be run to find the optimum mix of rate and fee levels and structures, capital improvement funding options, reserve levels, etc. to suit the needs of your utility and customer base.
4. During the last half of the project, I will examine as many scenarios of your possible future as it makes sense. I will share with you all that you want to see. Each such “scenario” that gets reported to you will be one of the four covered by Service Package 1.
 5. You will likely choose to consider adopting rates and funding levels from the one or two most promising scenarios.
 6. Final output will include a cover letter, a narrative report of my findings and recommendations and copies of the analysis scenarios that interest you.
 - a. The project is “complete” when you say it is. Until then, I will reanalyze and issue supplemental reports until you are satisfied.
 7. If you have me make an on-site visit, I will present my final analysis results and recommendations to your commission in person. While there I would also like to meet with staff to discuss how to make needed changes to billing, equipment replacement scheduling, capital improvements planning, wholesale supply agreement stipulations, and any other administration or operational issues that are discovered.
 8. As you draft proposed amendments to your ordinances or rules and budgets to make the rate, fee, and other changes, at your request I will review those changes to assure that they will accomplish what you intend to accomplish.
 9. The commission will pass ordinance or rule amendments to set new rates and fees and make budget revisions and other changes. From this point forward, your utility will be headed to a better financial future.

Work Coordination and Contacts

Generally, I will only communicate with your designated contact(s) about the analysis. There are degrees of exceptions:

1. I keep my KRWA contacts informed of my activities through the RATES Program. Therefore, I copy them on proposals, invoices, rate analysis reports and other communications of similar importance. But I have an understanding with them that they will not divulge information I share with them to others. Other than, perhaps, using your project as a teaching example after the project is complete, they have little call for discussing your situation anyway. **Sharing with them is focused on enabling them to oversight my work in real time.**

2. It is sometimes beneficial for me to contact funding or permitting agencies, engineers and similar entities about funding options, capital improvements and such. But I would discuss that with your contact first. I generally like to have my contact do all such contact work, so they can be “in the loop” on everything.
3. On occasion, a ratepayer, developer, or someone else who would be affected by new rates will call or e-mail me direct. In those situations, I speak courteously with people and give them general information about how I perform analyses and the like, and then I refer them to my contact. I do not divulge important specific information about the client’s analyses. I leave that up to the client. I apply this to commission members, staff and other people who are not designated contacts but who are concerned about the rate analyses, or they want to “guide” the analyses even though they are not one of my contacts. To put it bluntly, I guard against a commission member “going rogue.” It has happened.

Early on you will probably designate your City manager and finance director/treasurer to be my contacts. This stage is primarily a data gathering and modeling function. When we progress to the reporting out stage you may want to also designate a policy-related person, such as the mayor, as I prepare rate, fee, and proposed policy action recommendations. That will help me arrive at “doable” rates easier.

I sum up my contacts policy like this. You are my client. I work for you. When I give my work product to your designated contact, it becomes your property and no one else’s until you make it public.

Use of Electronic Technology

I do almost all analysis work electronically and remotely, usually receiving and sharing data and information by e-mail attachment, or OneDrive for the rare large file. I prefer to receive numerical data (financial statements, customer usage data and the like) in a spreadsheet format and textual material (proposed ordinances or rules) in a word processor format. But we can work with other formats, too. When I return material to you that you need to manipulate further, such as a revised ordinance, I will return it electronically in a format you can conveniently use. You will receive my analysis report and the analysis model output, and any follow-up reports electronically as PDF documents.

Investment

Following are your complete investments for my services, materials, and travel costs, if you select a listed service, with the net fee after the KRWA membership discount:

- **Service Package 1**, water rate analysis – full fee of \$14,785, less the Kansas RATES Program discount of \$3,696 yields a **net fee of \$11,089**
- **Service Package 2**, on-site visits – \$1,842, less the Kansas RATES Program discount of \$460 yields a **net fee of \$1,381 per visit**
- **Service Package 3**, hourly rate for anything not included in Service Packages 1 or 2 – \$176.02, less the Kansas RATES Program discount of \$44.00 yields a **net fee of \$132.01 per hour**

If you choose Service Package 1 and one visit from Package 2, the group of services you most likely need, the total investment will be \$12,470, which includes total discounts of \$4,157.

Once the project gets started you may add or drop service packages as your needs become clearer.

Proposal Acceptance

This proposal is effective through July 1, 2024, if you choose at least one service package by July 1, 2023. If the project runs past July 1, 2024, I likely will be glad to extend the end date, but I would seek your approval of increasing the rate of my fees for any fees still owed by the annual increase amount (normally five percent per year) I will have made to my fees by that time.

Action item: If you accept this proposal call me to tell me what services you desire. Or give me the same information in writing by e-mail message.

Once you tell me what service packages you desire, and you provide data to work with, I will immediately start to produce the analysis.

Payment

- I will first invoice you for one-half of Service Package 1 after three calendar months from proposal acceptance made by phone call, e-mail or however you choose to notify me.
- I will invoice you for the balance of Service Package 1, Service Package 2, if selected, and Service Package 3 (hourly work), if requested and performed, at 12 calendar months after proposal acceptance. If the project is complete before 12 calendar months, I will invoice you for the balance of all services at project completion.
- If additional services like an on-site visit or hourly work are requested and delivered after the twelfth month, I will invoice for those soon after those services are completed.

It is likely the project will be complete in six months or a bit less. In that case you would make the first partial payment at three months and a payment for the balance of services when the project is completed.

In Closing

I am looking forward to the opportunity to conduct your rate analysis to set your utility's rates and finances on an excellent trajectory.

Best regards,
GettingGreatRates.com



Carl E. Brown
President

Qualifications and References

Last update: June 9, 2023

Accessible electronically at <https://gettinggreatrates.com/>, "Freebies" link

General

GettingGreatRates, LLC, doing business as GettingGreatRates.com (GGR), was formed by Carl Brown on April 16, 2008, in Missouri as a limited liability company. GGR does *comprehensive utility rate analysis, training and related hands-on assistance. It also produces rate setting spreadsheet templates and written guidance on rates-related issues.* GGR was formed to succeed and broaden services of its forerunner, Carl Brown Consulting, LLC, formed in 2005. GGR operates nationally from a single office in Jefferson City, Missouri. Our NAICS Code is 541618, and is described as, "utilities management consulting services."

Staff

Carl Brown serves as president of GGR.

Mr. Brown graduated from Missouri University in 1977 with a B.S. in Forestry. Through 1989, Mr. Brown managed corporate timberlands, related personnel, contracts and operations. A corporate buyout ended that career.

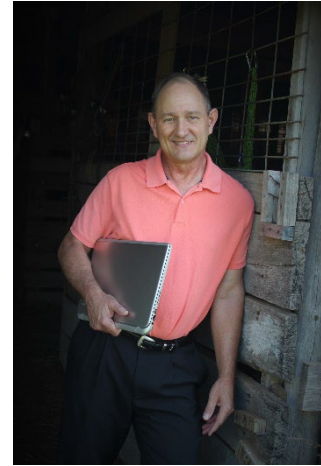
From 1989 through 1991, Mr. Brown worked as a municipal lease-purchase finance originator with two municipal finance firms.

From 1991 through 1993, Mr. Brown coordinated water and sewer loans and grants with the Water Pollution Control Program of the Missouri Department of Natural Resources (MDNR). In that capacity he served as the user charge rate structure compliance officer for the Clean Water State Revolving Fund (CWSRF) loan program. He developed the pre-cursor to the rate model that is now called, "Rate Assist." This program became the State's template for compliant CWSRF rates.

From 1993 through 2005, Mr. Brown headed the Local Government Assistance Unit in the Technical Assistance Program of MDNR. He developed the "Show-me Ratemaker" program, a do-it-yourself rate calculation spreadsheet. Mr. Brown's unit helped cities and other utility providers solve technical and regulatory compliance problems, with Mr. Brown focusing on financial and rates issues.

In late 2005, Mr. Brown left State employment and launched his water and sewer rate analysis practice. In 2007, he added electric and solid waste rate analyses. In 2013, he added stormwater rate and fee analysis. In 2020, he added fire suppression service rate analysis.

Mr. Brown has completed 358 rate analyses as of the date above. He develops rate analysis and related software and guidance materials. That includes the book, "How to Get Great Rates," the "Rate Setting Issues Guide," the "Rate Setting Best Practices Guide," do-it-yourself spreadsheets for calculating the cost and rate impacts of capital improvements and equipment repair and replacement, and dozens of articles on rates-related issues for trade journals. Many of these resources are available at <https://gettinggreatrates.com/>. All are free downloads.



Presenting to 300-1,000 people each year, Mr. Brown trains community leaders and assistance providers all over the U.S. on rate setting, rate analysis, asset management, capital improvement planning, repair and replacement scheduling and other issues related to rate setting. Mr. Brown has trained several rural water associations' staff in how to do basic rate calculations. He built a spreadsheet application and licensed it to those associations, so they can accurately help their member systems set rates appropriately.

Jacki Hicks, the firm's vice-president, graduated from Missouri Southern State University with a B.S. in Business Administration, emphasis in accounting, in 1991. She prepares analysis models, especially those for analyses that require complex databases. She performs data entry and quality control. Ms. Hicks has approximately 26 years of experience in accounting, financial assurance and complex spreadsheet and database design. The last ten years have been devoted to rate analysis. She develops substantial components of the rate analysis templates we use.

Disclosure: Mr. Brown and Ms. Hicks have been happily married since 1998.

Firm Revenues

All firm revenues come from doing rate analyses; helping clients adjust user charge rates, fees, and policies; helping wholesale water buyers and sellers arrive at appropriate wholesale rates and avoid or resolve disagreements; creating rate and fee calculation applications; and conducting rate setting workshops and training. Everything we do is related to rate setting.

Example Rate Analysis Reports

A selection of approximately 12 rate analysis report packages from past clients is available at <https://gettinggreatrates.com/> under the "Freebies" link.

Our Client List

The following is not a "reference list" in the usual sense. I did not ask each client listed if they liked our work and if they would like to be a reference (give us a good review). Instead, I have listed every rate analysis client for the past four-plus years, starting in 2019. My guarantee on every project is that the client will be satisfied with our work, or they do not have to pay us. To-date, all have paid. All projects have been completed on schedule or promptly after clients produced all needed data (clients sometimes gather data slowly and delay project completion). As to fees, except for lawsuit projects, nearly all projects are done on a lump-sum fee basis, so none has gone over budget.

Our client list is presented in two parts; those that came through the "RATES" Programs, listed next; and those that were not covered by a "RATES" Program.

The "RATES" Programs

GGR was chosen by eight rural water associations to serve as the analyst for their "RATES" Programs. *Rate Analysis and Training for Environmental Systems* is a supervised approach to assuredly get great rate analyses at a discount to association member systems. Visit <https://gettinggreatrates.com/> to learn more about the program and its results. As you do your reference checking, you may want to contact the program contacts in those rural water associations first. They have seen my work more often than past clients. They know me quite well. Some have known and worked with me for 25+ years. Other analysts could apply to participate in the RATES Programs. To-date, GGR is the only analyst authorized by the associations to provide services through their programs.

Arizona RATES Program, initiated 1/31/2023, Rural Water Association of Arizona (RWAAZ) – Tamara De Leon-Baeza, Executive Director, (928) 707-3721, t.deleon@rwaaz.org; Andrew Sandoval, Circuit Rider, (520) 238-2415, a.sandoval@rwaaz.org

- Colorado River Indian Tribes (CRIT), Parker, AZ, water, sanitation, 1,378 connections. Accepted: 4/25/2023. Fee: \$15,482. Jeremiah Brosowske, Utilities Director, (760) 927-5560, Jeremiah.Brosowske@crit-nsn.gov
- Gila Bend, AZ, water, sewer, 613 connections. Accepted: 2/28/2023. Fee: \$14,384. Kathy Valenzuela, Town Manager, (928) 683-2255, kvalenzuela@gilabendaz.org

Colorado RATES Program, initiated in 2017, Colorado Rural Water Association (CRWA) – Claude Strait, Executive Director, (719) 225-7338, cstrait@crwa.net

- Hermosa Sanitation District, Durango, CO, sewer, 1,500 connections. Accepted: 5/15/2023. Fee: \$8,231. Steve Janes, Plant Manager, (970) 759-0185, hsdsteve96@gmail.com
- 2022, Divide Water Providers, Inc., Divide, CO, water, 120 connections. Fee: \$5,828. Bryan Johnson, Board Member, (719) 687-6011, ext. 23, bryan@pkenterprisesinc.com
- 2020, South Fork Water and Sanitation District, South Fork, CO, sewer, 769 equivalent residential units. Fee: \$5,405. Ron Carpenter, District Manager, (719) 873-5860, sfsan@sfwsd.org
- 2019, Palmer Lake, CO, water, 900 connections. Fee: \$5,887. Dawn Palmer, new Town Administrator/Clerk, dawn@palmer-lake.org, (719) 481-2953. Former contact Valerie Remington, Finance Officer/H.R. Director.

Kansas RATES Program, initiated in 2012, Kansas Rural Water Association (KRWA) – (785) 336-3760, Elmer Ronnebaum, General Manager, krwa@krwa.net; Daryn Martin, Technical Assistant, (316) 621-0314, dmartin@krwa.net

- Public Wholesale Water Supply District #25, Lawrence, KS, 2 water connections (water districts). Accepted: 2/23/2023, completed 5/12/2023. Fee: \$6,874. Ron Wyatt, Lead Water Plant Operator, (785) 551-0026, ron@pw25.org.
- Butler Co, KS, RWD #5, 2,199 water connections. Accepted: 2/2/2023, completed 4/15/2023. Fee: \$7,410. Terry Brown, District Manager, (316) 461-9427, terrybrown@bucorwd5.com.
- Douglas Co, KS, RWD #6, 254 water connections. Accepted: 9/30/2021, completed 7/24/2022. Fee: \$6,764. Janette Funk, Clerk, (785) 318-0070, rwdsix@gmail.com.
- 2022, Ellsworth, KS (re-engagement for full rate analyses after 2015 and 2019 projects), 1,100 water and sewer connections. Fee: \$14,545. Rusty Varnado, City Administrator, (785) 432-2800, rvarnado@ellsworthks.net.
- 2021, Kechi, KS, 670 water and sewer connections. Fee: \$12,794. Kamme Sroufe, City Administrator, (316) 744-3595, ksroufe@kechiks.gov

By e-mail:

...Carl, you seem to have unending capacity to "get things done". I am impressed.

–Elmer Ronnebaum, General Manager
Kansas Rural Water Association

- 2020, Black & Veatch Corporation (engineering consultancy) to update water rate analysis done for Bonner Springs, KS to cover cost of new water treatment plant being planned, 2,815 water connections. Fee: \$2,400. James Winger, P.E., Project Manager, (913) 458-3484, WingerJG@bv.com
- 2020, Bonner Springs, KS (re-engagement following 2008 and 2017 analyses due to recent changed conditions), 2,815 water, sewer and stormwater connections. Fee: \$21,173. Tillie LaPlante, Finance Director, (913) 667-1745, Tilliel@bonnersprings.org and Frank Abart, Public Works Director, (913) 441-1961, fabart@bonnersprings.org
- 2020, Council Grove, KS (re-engagement following 2016 water rate analysis), 1,158 water and sewer connections. Fee: \$11,224. Nick Jones, City Administrator, citycg@tctelco.net and Derrick Craige, Water Superintendent, watercg@tctelco.net, (620) 767-5321
- 2019, Tonganoxie, KS, 1,969 water and sewer connections. Fee: \$11,353. George Brajkovic, City Manager, (913) 845-2620, gbrajkovic@tonganoxie.org
- 2019, Ellsworth, KS (re-engagement to assess CIP effects on rates for on-going financial planning following 2014 rate analyses), 1,100 water and sewer connections. Fee: \$3,978. Rusty Vornado, current City Administrator, (785) 432-2800, rvornado@ellsworthks.net. Scott Moore, former City Administrator.

New Mexico RATES Program, initiated in 2013, New Mexico Rural Water Association (NMRWA) – Bill Conner, Executive Director, (505) 884-1031, bill@nmrwa.org

- Dona Ana Mutual Domestic Water Consumers Association, Dona Ana, NM, (re-engagement following 2016 project), 6,229 water and 1,500 sewer connections. Accepted: 12/19/2022. Fee: \$18,949. Jennifer Horton, Executive Director, (575) 526-3491, jennifer@dawater.org
- 2022, Ranchos de Placitas Sanitary District, Placitas, NM, (re-engagement following 2014 project), 91 water connections. Fee: \$6,889. Jeffrey Ollendorf, Board Member, (860) 309-6384, jeffreyllendorf@gmail.com

Note: Mr. Brown presented his analysis report at the Council meeting before the one referenced in the following comments.

We received comments from the Mayor and each member of the Council last night. I would sum up the comments as conveying that the Council appreciated the work that Carl and staff put into the preparation of the report and analysis. The honest evaluation of current and future requirements to run the utility in a responsible manner, together with the thoughtfulness of the evaluation of the impacts to customers was critical. It is now the responsibility of staff and the Council to demonstrate to the public that the proposed structure is based on defensible information and (will serve as) a roadmap for the future of the utility.

–Dan Porter, Assistant City Manager
Tonganoxie, Kansas

Nevada RATES Program, initiated 10/28/2022, Nevada Rural Water Association (NVRWA) – Kevin Baughman, Executive Director, (775) 841-4222, kevinb@nvrwa.org, and Max Sosa, (775) 781-8353, max@NVRWA.ORG

Projects: No rate analyses – yet.

North Dakota RATES Program, initiated in 2013, North Dakota Rural Water Systems Association (NDRWSA) – Eric Volk, Executive Director, (701) 391-5080, ericvolk@ndrw.org

Projects: No rate analyses – yet.

Virginia RATES Program, initiated in 2014, Virginia Rural Water Association (VRWA) – (540) 261-7178, Rebecca Batis, Office Assistant, email@vrwa.org, and Mike Ritchie, Executive Director, mritchie@vrwa.org

- Powhatan County Public Works, Powhatan, VA, 121 water and 236 sewer connections. Fee: \$13,969. Ramona Carter rcarter@powhatanva.gov, Public Works Director and Johnny Melis jmelis@powhatanva.gov, Utilities Manager, (804) 598-5764
- Waynesboro, VA, by subcontract to Thompson & Litton engineers, 8,900 water and sewer connections. Fee: \$17,832. Michael Jeffries, PE, Senior Project Manager, (540) 633-1897, mjeffries@t-l.com; James Powers, Assistant City Engineer, (540) 942-6627, PowersJH@ci.waynesboro.va.us
- Rocky Mount, VA, 3,000 water and sewer connections. **Accepted: 1/19/2023, completed 5/16/2023.** Fee: \$12,676. Vincent K. Copenhaver, CPA, Director of Finance, (540) 483-5243, vcopenhaver@rockymountva.org
- 2022, Chincoteague, VA, 3,556 water connections. Fee: \$4,076. Harvey Spurlock, Public Works Director, harvey@chincoteague-va.gov, (757) 336-3366
- 2020, Dinwiddie County Water Authority, North Dinwiddie, VA (**re-engagement following 2015 rate analyses**), 3,200 water and sewer connections. Fee: \$18,168. Brandon Luebbers, Office Manager, (804) 861-0998, bluebbers@dcwa.org
- 2020, Richlands, VA, 2,550 water and sewer connections, several major wholesale customers. Fee: \$16,465. Timothy Taylor, Utilities Director, (276) 701-2885, ttaylor@richlands-va.gov, and Adrienne Cordle, Director of Finance, (276) 964-2566, acordle@richlands-va.gov
- 2020, Prince George County, VA (**re-engagement after 2017 analysis due to changed conditions**), 3,200 water and sewer connections. Fee: \$16,654. Frank Haltom, P.E., (new) Director of Engineering and Utilities, (804) 722-8688, FHaltom@princegeorgecountyva.gov

By e-mail response from the Finance Director after sending him the Rocky Mount, VA final rate analysis report:

Thanks Carl,

It has certainly been a pleasure to work with you during the past several months! I really appreciate your years of experience with these types of studies and your expertise in the arena of utility rates. Please do not hesitate to use our locality as a reference for any future localities or utility systems that may require this type of analysis.

Thanks again!
Vincent

Wyoming RATES Program, initiated in 2013, Wyoming Association of Rural Water Systems (WARWS) – Kathy Weinsaft, Training Specialist, (307) 436-8636, kweinsaft@warws.com

- Northwest Rural Water District, Cody, WY, 450 water and sewer connections. **Accepted: 3/28/2023.** Fee: \$15,748. Will Newbold, Project Engineer, (307) 655-2283, ranengineer@ranchesterwy.gov

- Rancheater, WY, 450 water and sewer connections. Accepted: 2/1/2023. Fee: \$15,748. Will Newbold, Project Engineer, (307) 655-2283, ranengineer@rancheaterwy.gov
- 2022, Rawlins, WY, 3,662 water connections. Fee: \$10,237. The City's collection system for its primary water source (springs) failed. This analysis supports replacement of that system. Shawn Metcalf, City Manager, (307) 328-4500, smetcalf@rawlinswy.gov and Austin Gilbert, P.E., City Engineer, (709) 722-4822, agilbert@rawlinswy.gov
- 2022, Byron, WY, 224 water and sewer connections. Fee: \$13,781. Misty Turnupseed, Clerk/Treasurer, (307) 548-7490, clerk.treasurer@byronwyoming.org
- 2022, Mountain View, WY (re-engagement after 2014 analyses), 700 water and sewer connections. Fee: \$12,218. Penny Robbins, Clerk/Treasurer, (307) 782-3100, admin@mtvwvy.com
- 2022, Skyline Ranch Improvement & Service District, Jackson, WY, 91 water connections. Fee: \$7,342. Jim Lewis jamesl5546@gmail.com, Treasurer, (307) 413-0829.
- 2020, 3 Creek, a subdivision a few miles out of Jackson, WY, 142 water and sewer connections. Fee: hourly. 3 Creek is disputing rates assessed by Jackson, its water and sewer service provider. Laurie Stern, Associate Attorney, Wylie Baker LLP, Jackson, WY; and Tina Korpi, Grand Teton Property Management (3 Creek)
- 2019, Northern Arapaho Water and Sewer Department (Wind River Indian Reservation), Ethete, WY, approximately 650 water connections – in some ways, this is a new system start-up totaling almost \$18M in system construction. GGR worked by subcontract to Argonne National Laboratories (ANL) to initiate rates and management of this system. Fee: \$10,030. ANL contact: Mary Picel, (630) 252-7669, mpicel@anl.gov
- 2019, Wardwell Water and Sewer District, Mills, WY, 1,584 water and sewer connections. Fee: \$11,030. Gloria Brainard, District Manager, (307) 265-7034, wardwellwater@gmail.com
- 2019, Riverton, WY, 3,500 water and sewer connections, sanitation, 3,500 customers. Fee: \$17,973. Tony Tolstedt, City Administrator, (307) 857-7705, ttolstedt@rivertonwy.gov. (Note: Mr. Tolsted hired my firm previously when he was City Administrator for Douglas, WY, listed next. He soon moved to Riverton and subsequently hired my firm again for his new employer. Thus, this was a re-engagement for the same City Administrator, but for different cities.)

Said in an e-mail from this board member of Skyline Improvement & Service District to Mark Pepper, Executive Director of the Wyoming Association of Rural Water Systems:

Hi Mark-
I'm Jim Lewis, Skyline ISD, and I know that Kathy, and you, recommended that we engage Carl Brown for a Water Rate Analysis, which we did earlier this summer. I've been working with Carl these past couple of months and we're almost to the final, final, report. His approach and methodology is breathtakingly thorough and provides us with a road map on how we should fund our needed capital improvements and associated future debt service & reserve build-up over the next 10 years. I wish we had become members of the Association much earlier.
Sincerely,
Jim Lewis

Carl, I have known and worked with you for more decades than I suspect either of us would care to admit. You still amaze me. Thank you from the bottom of my heart. I always learn from you, and you make me a better TA provider for it.
–Kathy Weinsaft,
WARWS Training Specialist

(Said in response to my showing Kathy how to calculate rates for a WARWS member system she was helping.)

- 2019, Douglas, WY, 2,500 water and sewer connections; sanitation and landfill, 2,500 customers plus outside haulers. Fee: \$23,226. Karen Rimmer, City Clerk, (307) 358-3462, krimmer@cityofdouglas.org; and Mary Nichol, Treasurer, mnicol@cityofdouglas.org

Projects Outside of the RATES Programs

- Rogersville, MO, 1,500 water and sewer connections. Accepted: 3/9/2023. Fee: \$17,651. Chad Bybee, City Administrator, (417) 540-1486, cbybee@rogersvillemo.org.
- Cape Girardeau, MO, 18,000 water connections. Accepted: 1/13/2023. Fee: \$18,457. Casey Brunke, P.E., Assistant Public Works Director, (573) 339-6351, cbrunke@cityofcapегirardeau.org; Erica Bogenpohl, Local Manager, Alliance Water Resources (contract operations firm for Cape), (573) 339-6609, ebogenpohl@alliancewater.com.
- Jefferson Co, MO Public Sewer District, Crystal City and Festus, MO, 8,500 sewer connections. Accepted: 1/6/2023. The cities and District are jointly my "client." The cities are considering selling their sewer systems to the District. This analysis will determine the rates and fees the District would likely assess to the now-current city customers, should the sale occur, and it will calculate payments that may be made by the District to the cities for their systems. (This engagement follows 2018 water and sewer rate analyses, then done separately for the District and Crystal City.) Fee: the base is \$23,681, with possible hourly work and additional advisement later. Douglas Bjornstad, P. E., District Manager/Engineer, (636) 797-9900, dbjornstad@jeffcopsd.org.
- Normal, IL, 17,402 water connections, development of an industrial water rates calculation model for town staff use to set industrial rates. The town later added comprehensive water rate analysis (all rates) to the project. (This engagement follows 2007 water and sewer rate analyses for the town.) Accepted: 9/1/2021, completed 5/12/2023. Fee: \$18,741. Andrew Huhn, Finance Director, (309) 454-9742, ahuhn@normal.org
- 2021, Fort Mojave Tribal Utilities Authority, Mohave Valley, AZ, 1,500 water connections. (This engagement followed 2011 analyses for the Authority.) Fee: \$10,039. Jan Christopher, Accounting Manager, (928) 768-2200, jchristopher@FMTUA.com
- 2020, East Central Missouri Water and Sewer Authority (ECM). ECM is owned by Public Water Supply District #2, St. Charles County, MO. (This is a follow-on project to a 2017 analysis for PWSD #2.) Sewer, 2,002 connections. Fee: \$7,798. Kevin Dunn, General Manager, (636) 561-3737, kdunn@waterdistrict2.com
- 2020, Hillsboro, MO, 1,200 water and sewer connections. (This engagement followed analyses in 2006 and 2011.) Fee: \$14,675. Jesse Wallis, City Administrator/City Clerk, (636) 797-3334, administrator@hillsboromo.org
- 2019, Ava, MO, 1,550 water and sewer connections. (This was the third round of water analyses and the first sewer rate analysis for Ava.) Fee: \$14,124. Peggy Porter, Administration Director/Treasurer, (417) 683-5516, pporter@avamissouri.org

Carl, I would like to thank you for your assistance in resolving our conflict with the City of King (Brookcliff's supplier) over water and sewer rates. Your detailed report helped us make our case.

Mike Cashion
MRC Homes, Inc. (Brookcliff)

Note: The City settled a lawsuit in a sealed agreement following submission of GGR's analysis report.

- 2019, Kimberling City, MO, 1,435 sewer connections. (This engagement follows an analysis in 2010.) Fee: \$8,732. Jerry Harman, City Administrator, (417) 739-4903, administrator@ckmo.com

Mr. Brown provides training on rates-related issues.

Workshop and Event References

Scheduled Events:

- June 13, 2023, ESRI conference, session on asset management and rate setting, co-trained with Arnab Bhowmick, CEO of Aktivov Asset Management

Completed Events:

- Full-day sessions on asset management and rate setting, co-trained with Arnab Bhowmick, CEO of Aktivov Asset Management, for the following rural water association conferences in 2023: Arizona, May 25; Wyoming, April 20; Virginia, April 17 (by Zoom); New Mexico, April 6; Colorado, April 4; Kansas, March 28;
- *March 13, 2023 (by Teams), in-service staff training for RWAAZ in rate calculation principles and methods, and how to use the "Basic Rate Calculations Workbook" I created for them*
- February 14 (by Zoom), Evergreen Rural Water Association (Washington), "Excellent Asset Management and Great Rate Setting," presented with Arnab Bhowmick, Aktivov Asset Management
- September 20 and October 4, 2022 (by Zoom), "Excellent Asset Management and Great Rate Setting" over two sessions, VRWA on-line workshop, presented with Arnab Bhowmick, Aktivov Asset Management
- August 31, 2022 (by Zoom), "Excellent Asset Management and Great Rate Setting" session, Evergreen Rural Water Association (Washington) on-line training, presented with Arnab Bhowmick, Aktivov Asset Management
- July 20, 2022 (by Zoom), "Rate Setting" session, WARWS mini-conference at Thermopolis
- June 15, 2022, "Excellent Asset Management and Great Rate Setting" session, NMRWA annual conference, presented with Arnab Bhowmick, Aktivov Asset Management
- May 24, 2022 (by Zoom), "Asset Management and Rate Setting Partnership" session, WARWS mini-conference, presented with Arnab Bhowmick, Aktivov Asset Management
- April 20, 2022, "Excellent Asset Management and Great Rate Setting" session, WARWS annual conference, presented with Arnab Bhowmick, Aktivov Asset Management; and April 21 rate setting session presented with Kathy Weinsaft, Training Coordinator, WARWS
- March 29, 2022, "Excellent Asset Management and Great Rate Setting" pre-conference workshop, KRWA annual conference, presented with Arnab Bhowmick, Aktivov Asset Management
- *March 1, 2022 (by Zoom), in-service staff training for VRWA in rate calculation principles and methods, and how to use the "Basic Rate Calculations Workbook" I created for them*
- February 9, 2022 (by GoToWebinar), "Excellent Asset Management and Great Rate Setting" workshop, Evergreen (Washington) Rural Water Association annual conference, presented with Arnab Bhowmick, Aktivov Asset Management

- December 14, 2021 (by Zoom), “Excellent Asset Management and Great Rate Setting” workshop, second session, WARWS, presented with Arnab Bhowmick, Aktivov Asset Management
- November 30, 2021 (by Zoom), “Excellent Asset Management and Great Rate Setting” workshop, first session, WARWS, presented with Arnab Bhowmick, Aktivov Asset Management
- *April 12, 2021 (by Zoom), in-service staff training for NMRWA in rate calculation principles and methods, how to use the “Basic Rate Calculations Workbook” I created for them and how to do repair and replacement and capital improvements planning, also using workbooks I created*
- March 25, 2021 (by Zoom), “What Lenders Want” session, WARWS
- *March 8, 2021 (by GoToWebinar), in-service staff training for KRWA in rate calculation principles and methods, how to use the “Basic Rate Calculations Workbook” I created for them and how to do repair and replacement and capital improvements planning, also using workbooks I created*
- January 14, 2021 (by Zoom), Repair and Replacement, and capital improvements planning training, VRWA
- December 1, 2020 (by Zoom), “COVID-19 and Sustainability” and “Rate Setting” sessions, WARWS virtual mini-conference
- November 18, 2020 (by Teams), “Financial Impacts of COVID-19” session, WARWS virtual conference
- October 27, 2020 (by Zoom), “Rates in the Age of COVID” session, WARWS virtual conference
- September 10, 2020 (by Zoom), Repair and Replacement, and capital improvements planning, VRWA
- August 27, 2020 (by Teams), Asset Management for WARWS fall conference, Casper, WY
- August 11, 12, 2020 (by Zoom), Rate Setting Issues for WARWS mini conference, Evanston, WY
- July 29, 2020 (by Zoom), “Sustainability in the Time of COVID,” WARWS mini conference, Pinedale, WY
- July 28, 2020 (by GoToWebinar), Repair and Replacement, and capital improvements planning training, KRWA
- June 11 and June 18, 2020 (by Zoom), sustainable utilities for the New Jersey water association
- *June 1, 2020 (by GoToWebinar), in-service staff training on rate setting, repair and replacement scheduling and capital improvements planning for National Rural Water Association*
- May 21, 2020 (by Zoom), member workshop on rate setting for WARWS
- *May 22, 2020 (by Zoom), in-service staff training for WARWS in rate calculation principles and methods, how to use the “Basic Rate Calculations Workbook” I created for them and how to do repair and replacement and capital improvements planning, also using workbooks I created*
- April 23 and May 7, 2020 (by Zoom), workshops on sustainable utilities for the Wyoming and New Jersey water associations

Carl, one of the things that I have learned from working with Native Americans is that if you want people to remember a concept, tell them a story. You do that intuitively and it is only one of the many things I like about your teaching style.

–Kathy Weinsaft,
WARWS Training Specialist

- April 18 and 19, 2019, rate setting, R&R and CIP sessions, WARWS annual conference
- April 8-10, 2019, rate setting, R&R and CIP planning sessions, NMRWA annual conference
- March 26 and 27, 2019, rate setting, R&R and CIP sessions, KRWA annual conference
- February 11, 2019, rate setting session, CRWA annual conference
- February 13 and 14, 2019, rate setting sessions, NDRWSA annual conference

Publications and Resource Development

Mr. Brown writes guidance and software programs. All free items are available at <https://gettinggreatrates.com/>, under the “Freebies” link. (The rate setting book is a free download, but it can be purchased in hard copy by calling us.) Example resources:

- “Rate Setting Best Practices Guide©” – covers rate setting dos and don’ts, myths and truths; latest update February, 2021.
- “Rate Setting Issues Guide©” – a companion to “How to Get Great Rates” book, first posted November, 2018; latest update January, 2019.
- “How to Get Great Rates©” – a book on rate setting for community and system leaders, second printing August, 2010.
- “Ratepayer’s Survival Guide©” – a guide for ratepayers (and systems) that shows what they can do to foster fair and adequate utility rates.
- “Rate Analyst Guide©” – a guide to show utilities why, when and how to solicit and select rate analysts.
- “Replacement Scheduler©” – a spreadsheet for scheduling equipment repairs and replacements that calculates the annual annuity needed to pay for them.
- “CIP Planner©” – a spreadsheet for scheduling capital improvements, how they will be paid for (loans, grants, etc.) and the annual cash needed to fund the program.
- “Basic Rate Calculation Worksheet©” – a spreadsheet for the RATES Program water associations to use to calculate simple rates for member systems. Note: This application is licensed to these associations for use by only their staff.

