

City of



City of Clearwater Council Meeting Notice

Tuesday, August 9, 2016 at 6:30pm

129 E Ross Clearwater, KS 67026

www.clearwaterks.org

Please call the Clerk's office at 620-584-2311 or the Kansas Relay Service 800-8766-3777 at least 48 hours in advance if you require special accommodations to participate in this meeting. We make every effort to meet reasonable requests.

AGENDA

[Please note that the meeting agenda is subject to change during the meeting.]

1. Call meeting to order and welcome

Burt Ussery, Mayor

2. Invocation and flag salute

3. Roll Call

Courtney Meyer, City Clerk

Burt Ussery, Mayor

Laura Papish, Councilmember President

Paul Clark, Councilmember

Ron Marsh, Councilmember

Chris Griffin, Councilmember

4. Action: Approve August 9, 2016 meeting agenda

5. Public Forum

Pursuant to Ordinance No. 917 and Section 2.08.010 adopted by the governing body and approved by the Mayor on November 24, 2009, members of the public are allowed to address the Mayor and City Council for a period of time limited to not more than five minutes.

6. Action: Approve Consent Agenda

a. Minutes 07/26/16 Council Meeting

TAB A

7. Action: Consider a Request for A Temporary CMB Permit for the Fall Festival

8. Action: Consider a Request for a Temporary Extension of CMB Sales – First and Last Bar

9. **Action: Consider Ordinance #1014 Amending and Adopting the Standard Traffic Ordinance** TAB B
***Roll Call needed for adoption
10. **Action: Consider Ordinance #1015 Amending and Adopting the Uniform Public Offense Code** TAB C
***Roll Call needed for adoption
11. **Action: 2016 Amended Budget Adoption** TAB D
12. **Action: 2017 Budget Adoption** TAB E
13. **Discussion: City Wide Sales Tax** TAB F
14. **Action: Consider the Adoption of an Employee Manual** TAB G
 - a. **Consider the Adoption of Ordinance #1013 Repealing Certain Sections of the Clearwater City Code**
***Roll Call needed for adoption
 - b. **Consider the Adoption of Resolution #2016-06 Adopting the City of Clearwater Employee Manual**
15. **Action: Claims and Warrants**
Carol Reitberger, Deputy City Clerk
16. **City Administrator Report**
Justin Givens, City Administrator
17. **Council Reports**
18. **Executive Session:**
19. **Adjournment**

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 6:00 and 6:30 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

Honorable Mayor and City Council

**From: Justin S. Givens,
City Administrator**

Re: Agenda Summary 08 09 2016

Item 6: a. Approval of Minutes as submitted 07/26/16

-----end of Consent Items

Item 7: Fall Fest Beer Garden – Alicia Lange, owner of the First and Last Bar and the Fall Fest is requesting to have a beer garden again this year. The location last year was on one half of the basketball court. Based on feedback following last year’s Beer Garden, it was suggested that the entire court be used for the beer garden this year. The Fall Fest may come forward with a request to locate the Beer Garden in a different area all together. One such location that has been floated is the tent that is set up for events. After about 4:00 on Saturday it is not used and some on the Fall Festival Committee felt that it might be a good spot. I would have serious reservations about this as no matter how much cleaning they do, I think that it would still smell like stale beer the next morning for the Church service. I think that the intention is to move the Beer Garden closer to the stage so the music can be enjoyed from the Beer Garden.

Item 8: Temporary Extension of Sales Area for First and Last Bar - as they have done the last few years the bar is asking for a special event permit to extend the area in which they can drink. They have put fencing up closer to the alley to increase the size to accommodate the increased crowds during Fall Fest.

Item 9: Standard Traffic Ordinance – the city on a yearly basis incorporates the Standard Traffic Ordinance that is published by the League of Kansas Municipalities. It has been published yearly since 1960 and is designed as a comprehensive traffic code for Kansas cities. Each of our officers carries a copy with them for reference.

Item 10: Uniform Public Offense Code – the city on a yearly basis incorporates the Uniform Public Offense Code that is published by the League of Kansas Municipalities. It serves as a comprehensive public offense ordinance for Kansas cities. Each of our officers carries a copy with them for reference.

Item 11: 2016 Amended Budget Adoption – the 2016 amended budget will allow for additional expenditures in the bond and interest fund from \$438,799 to \$460,285 as well as in the city building fund from \$116,000 to \$150,000 for

2016 road projects. There is no additional revenue that will be needed for the 2016 year. This only increases the budget authority for each fund.

- Item 12:** 2017 Budget Adoption – approval of the 2017 Budget. The budget features a 2 mill increase from 54 to 56. A mill will be approximately \$14,590 this year for a total ad valorem tax of \$836,970. The total budget for General Fund Expenditures will be \$2,475,673 and including the utility funds the total operating budget for the City in 2017 will be \$4,362,761.
- Item 13:** City Wide Sales Tax Discussion – staff will present a report on information about City Wide Sales Tax including the process necessary to implement the ballot question and implement the tax if approved. Additional information provided is from a proposal presented earlier by Chamber members for the business development and incentives.
- Item 14:** Employee Manual – staff is presenting the Employee Manual in a final draft. All of the suggestions from Legal Counsel have been incorporated into the manual. An ordinance repealing sections of the municipal code that conflict with the manual has been crafted as well as a resolution that adopts the manual.
- Item 15:** Claims and Warrants – a full list of payables will be presented for approval at the Meeting.
- Item 16:** A full City Administrators report will be presented at the meeting on Tuesday.

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
July 26, 2016
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order

Mayor Burt Ussery called the meeting to order at 6:30 p.m.

2. Invocation and Flag Salute

Mayor Ussery gave the invocation which was followed by the pledge of allegiance and flag salute.

3. Roll Call

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mayor Burt Ussery, Councilmembers Ron Marsh, Chris Griffin, Laura Papish, and Paul Clark were present.

The following staff members were present:

Justin Givens, City Administrator; Courtney Meyer, City Clerk; Bill Hisle, Police Chief.

Others present: Ron Higgins.

4. Approval of the Agenda

Mayor Ussery stated that he asked to revise the agenda to make it as brief as possible because he didn't feel council should go about business as usual since councilmember Austin Wood had just passed. Mayor Ussery spoke a few words in memory of Austin Wood.

Givens stated that only items that needed to be done today were on the agenda. Mayor Ussery called for a motion to approve the July 26th revised agenda as presented.

Motion: *Clark* moved, *Papish* seconded to accept the revised July 26, 2016 agenda as presented. Voted and passed unanimously.

5. Public Forum

None

6. Consent Agenda

Mayor Ussery called for a motion to approve the consent agenda. On the consent agenda there is the minutes from July 12th, appoint Brit Robertson as a full-time officer, and approve the re-plat for the Garth Sub-division.

Motion: *Griffin* moved, *Clark* seconded to approve the consent agenda as presented. Voted and passed unanimously.

7. 2016 Amended Budget Hearing

Mayor Ussery called for a motion to open the 2016 amended budget hearing.

Motion: *Clark* moved, *Marsh* seconded to open the public hearing for the 2016 amended budget at 6:34 pm. Voted and passed unanimously.

Mayor Ussery stated no one approached the podium or had any comments. He asked for a motion to close the hearing.

Motion: *Griffin* moved, *Clark* seconded to close the public hearing for the 2016 amended budget at 6:35 pm. Voted and passed unanimously.

8. 2017 Budget Hearing

Mayor Ussery called for a motion to open the 2017 budget hearing.

Motion: *Marsh* moved, *Clark* seconded to open the public hearing for the 2017 budget at 6:36 pm. Voted and passed unanimously.

Mayor Ussery stated no one approached the podium or had any comments. He asked for a motion to close the hearing.

Motion: *Papish* moved, *Clark* seconded to close the public hearing for the 2017 budget at 6:37 pm. Voted and passed unanimously.

9. Claims and Warrants

Meyer presented the claims and warrants in the amount of \$55,971.91.

Motion: *Griffin* moved, *Papish* seconded to pay the claims and warrants in the amount of \$55,971.91. Voted and passed unanimously.

10. Council Reports

Griffins stated his church, Church of the Nazarene, will be celebrating their 100th anniversary this year.

Marsh had nothing to report

Clark had nothing to report

Papish pointed out that in the Wichita Eagle there are many small towns in Sedgwick County activities mentioned but nothing from Clearwater. She would like to see items about Clearwater in the Wichita Eagle. Also she asked for an update on the Tracy and Ross intersection. Marsh reported that the contractor had to order grates and as soon as they come it they will be finishing up the project.

Ussery had nothing to report.

11. Adjournment

With no further discussion Ussery called for a motion to adjourn.

MOTION: *Marsh* moved, *Clark* seconded to adjourn the meeting. Voted and passed unanimously
The meeting adjourned at 6:41 p.m.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I, Courtney Meyer, City Clerk of the City of Clearwater, Sedgwick County, Kansas, hereby certify that the foregoing is a true and correct copy of the approved minutes of the July 26, 2016 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 9th day of August 2016.

Courtney Meyer, City Clerk

(Summary First Published in the Times Sentinel
on the ____ day of August, 2016.)

THE CITY OF CLEARWATER, KANSAS

ORDINANCE NO. 1014

AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF CLEARWATER, KANSAS; INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES," EDITION OF 2014, WITH CERTAIN CHANGES AND ADDITIONS; AND REPEALING SECTION 1 OF ORDINANCE NUMBER 999 AND ALL OTHER CONFLICTING ORDINANCES.

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

Section 1. Amending Section 10.08.010 of the Code

Section 10.08.010 of the Code of the City of Clearwater, Kansas is hereby amended to read as follows:

"Section 10.08.010. INCORPORATING STANDARD TRAFFIC ORDINANCE

There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Clearwater, Kansas, that certain standard traffic ordinance known as the "Standard Traffic Ordinance for Kansas Cities," Edition of 2016, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except certain articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than three (3) copies of said Standard Traffic Ordinance shall be marked "Official Copy as adopted by Ordinance No. 1014," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this Ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The Police Department, Municipal Judge and all administrative departments of the City charged with enforcement of the Ordinance shall be supplied, at the cost of the City, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient."

Section 2. Repeal

Section 1 of Ordinance Number 999 is hereby repealed. All other ordinances or parts of other ordinances in conflict herewith are repealed. However, any section of an existing ordinance not in conflict herewith is not repealed and remains in full force and effect.

Section 3. Effective Date

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

Passed by the City Council this 9th day of August, 2016.

Approved by the Mayor this 9th day of August, 2016.

MAYOR, BURT USSERY

SEAL

ATTEST:

CITY CLERK, COURTNEY MEYER

(Summary First Published in the Times-Sentinel
on the ____ day of August, 2016.)

THE CITY OF CLEARWATER, KANSAS

ORDINANCE NO. 1015

AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF CLEARWATER, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES," EDITION OF 2016, WITH CERTAIN CHANGES AND ADDITIONS; AND REPEALING SECTION 1 OF ORDINANCE 1000 AND ALL OTHER CONFLICTING ORDINANCES.

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

Section 1. Amending Section 11.01.010 of the Code

Section 11.01.010 of the Code of the City of Clearwater, Kansas is hereby amended to read as follows:

"Section 11.01.010. INCORPORATING UNIFORM PUBLIC OFFENSE CODE

There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Clearwater, Kansas, that certain uniform public offense code known as the "Uniform Public Offense Code for Kansas Cities," Edition of 2016, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except certain articles, sections, parts or portions as are hereafter omitted, deleted, modified or changed. No fewer than three (3) copies of said Uniform Public Offense Code shall be marked "Official Copy as adopted by Ordinance No. 1015," with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this Ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The Police Department, Municipal Judge and all administrative departments of the City charged with enforcement of the Code shall be supplied, at the cost of the City, such number of official copies of such Uniform Public Offense Code similarly marked, as may be deemed expedient."

Section 2. Repeal

Section 1 of Ordinance Number 1000 is hereby repealed. All other ordinances or parts of other ordinances in conflict herewith are repealed. However, any section of an existing ordinance not in conflict herewith is not repealed and remains in full force and effect.

Section 3. Effective Date

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

Passed by the City Council this 9th day of August, 2016.

Approved by the Mayor this 9th day of August, 2016.

MAYOR, BURT USSERY

SEAL

ATTEST:

CITY CLERK, COURTNEY MEYER

**City of Clearwater
City Council Meeting
August 9, 2016**

TO: Mayor and City Council
SUBJECT: Approval of FY 2016 Amended Budget
INITIATED BY: City Administrator
PREPARED BY: City Administrator
AGENDA: New Business

Background: At the July 26, 2016 City Council meeting, the Governing Body did hold a public hearing as scheduled. At that hearing no public comment was provided to the Amended Budget. A public hearing is required to amend the budget during the current fiscal year. The city has in the past amended their budget to increase expenditure authority within certain funds. Generally, budget amendments are only done for funds that are going to exceed their budget authority but do not require additional ad valorem taxes to support those expenditures.

Analysis: At this time it is anticipated that two funds, the Bond and Interest Fund and the City Building Fund will exceed the approved expenditure authority. The Bond and Interest Fund approved expenditure authority in 2016 was for \$438,799. The actual total amount needed to meet all obligations is \$460,285. The City Building Fund was slated for expenditures of \$116,000 when the budget was approved last year but additional cash carry over for road maintenance projects was not factored in. This request is to increase the budget authority to \$150,000.

Financial: There is a small fee for the publication for the budget page.

Legal Considerations: Review and Comment as Necessary.

Recommendations/Actions: It is recommended the City Council:

- 1) Approve the Amended Budget as Presented;
- 2) Approve the Amended Budget as Modified;
- 3) Not Approve the Amended Budget;
- 4) Table the Budget for Further Study;

2016

**Amended
Certificate
For Calendar Year 2016**

To the Clerk of Sedgwick, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Clearwater
certify that: (1) the hearing mentioned in the attached publication was held;(2) after the Budget Hearing this Budget was duly approved and adopted as the maximum expenditure for the various funds for the year.

			2016 Amended Budget		
		Page No.	Amount of 2015 Tax that was Levied	Adopted 2016 Expenditures	Proposed Amended 2016 Expenditures
Table of Contents:	<u>K.S.A.</u>				
Fund					
City Building	12-1736	1	31,974	116,000	150,000
Debt Service	10-113	2	35,957	438,799	460,285
Totals		xxxxxxxx	67,931	554,799	610,285
Summary of Amendments		3			

Attested date: _____

County Clerk

Assisted by:
Courtney Meyer

City Clerk

Address:
129 E Ross

Clearwater, KS 67026

Email:
cmeyer@clearwaterks.org

Governing Body

**City of Clearwater
City Council Meeting
August 9, 2016**

TO: Mayor and City Council
SUBJECT: Adopt FY 2017 Budget
INITIATED BY: City Administrator
PREPARED BY: City Administrator
AGENDA: New Business

Background: At the July 26, 2016 City Council meeting, the Governing Body did conduct a public hearing as scheduled. During that hearing there was no public comment on the proposed budget. Each year the City is required by state statute to adopt, publish, and conduct a public hearing for their budget on an annual basis. Staff and the City Council have prepared budgets for departments and work thru a budget for 2017.

Analysis: The proposed budget for 2017 includes a 2 mill increase over 2016. From a rate of 54 to 56 mills. The budget includes approximately \$71,000 in transfers to equipment reserve funds as well as approximately \$275,000 in Capital Improvements. The FY 2017 Budget provides for an overall budget expenditure authority of \$4,291,034. Each mill will equal approximately \$14,945 and is expected to generate approximately \$836,920 in property taxes in 2017.

The proposed increase would result in an increase on a \$100,000 house from \$621.00 to \$644.00. For a \$150,000 house the resulting increase would be from \$931.00 to approximately \$966.00 per year.

Financial: There is a small fee for the publication for the budget page.

Legal Considerations: Review and Comment as Necessary.

Recommendations/Actions: It is recommended the City Council:

- 1) Approve the Budget as Presented;
- 2) Approve the Budget as Modified;
- 3) Not Approve the Budget;
- 4) Table the Budget for Further Study;

2017

CERTIFICATE

To the Clerk of Sedgwick County, State of Kansas

We, the undersigned, officers of

City of Clearwater

- certify that: (1) the hearing mentioned in the attached publication was held;
 (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2017; and
 (3) the Amount(s) of 2016 Ad Valorem Tax are within statutory limitations.

		2017 Adopted Budget		
		Budget Authority for Expenditures	Amount of 2016 Ad Valorem Tax	County Clerk's Use Only
Table of Contents:		Page No.		
Computation to Determine Limit 2017		2		
Allocation of MVT, RVT, and 16/20M Veh Tax		3		
Schedule of Transfers		4		
Statement of Indebtedness		5		
Statement of Lease-Purchases		6		
Computation to Determine State Library Grant		7		
Fund	K.S.A.			
General	12-101a	8	2,475,673	657,617
Debt Service	10-113	9	570,785	78,229
Library 204	12-1220	9	70,694	59,785
Library Employee Benefits 202	12-16,102	10	14,226	11,724
Employee Benefits 203	12-16,102	10	18,320	
City Capital Improvements 212	12-1736	11	116,000	21,751
Special Liability 205	75-6110	11	8,180	7,863
Special Highway 206		12	63,600	
Special Parks 209		12	57,212	
Senior Center 207		13	23,678	
EVS \$2 215		13	23,500	
Water 501		14	424,949	
Sewer 550		14	495,944	
Non-Budgeted Funds		15		
Totals		xxxxxx	4,362,761	836,970
Resolution required? Notice of the vote to adopt required to be published?			No	County Clerk's Use Only
Budget Summary		16		
Neighborhood Revitalization				Nov 1, 2016 Total Assessed Valuation

Assisted by:

 Courtney Meyer

 City Clerk

 Address:

 129 E Ross

 Clearwater, KS

 Email:

 cmeyer@clearwaterks.org

Date Attested: _____ 2016

 County Clerk

 Governing Body

To: Mayor and City Council
From: Justin Givens, City Administrator
Date: August 9, 2016

RE: City Wide Sales Tax

Historically, cities have used local sales tax options to fund a multitude of projects either for a specific purpose with a specified date to expire or for more general purposes with no expiration date. Based on data from the Kansas Department of Revenue, the city of Clearwater would have received between \$130,000 to \$140,000 a year from 2010 to 2014. Specific data from 2014 showed that the city would have received approximately \$171,000 if a 1% local sales tax was in place.

Process:

Before imposing a local sales tax, the governing body of the city must receive the approval of a majority of its voters. Cities may levy a local sales tax in fivehundredth percent increments (0.05%). Cities are authorized to impose a maximum sales tax rate of 3 percent (2 percent general and 1 percent special)

Resolution:

The Governing Body is required to adopt a resolution that states the ballot question. Upon adoption of the resolution, the County is notified and the provision is placed on the ballot for the determined election or to be done thru a special election via mail.

Ballot Question:

The ballot question must be framed to ask voters to approve the tax for the purpose that it will be levied for. The need would be to determine whether the question:

- Will be general – a 1% sales tax dedicated to 25% general property tax relief / 75% capital improvements;
- Will be specific – a 1% sales tax dedicated to fund street and road repairs or new facilities at Chisholm Trail Sports Complex;
- Will be Open ended – no expiration date;
- Will have a sunset date – to expire in 5 years

The following are samples of a specific ballot question and a general measure:

Mulvane Specific Question:

“Shall the following be adopted?

Shall a retailers’ sales tax in the amount of one percent (1.0%) be levied in the City of Mulvane, Kansas for the special purpose of paying the cost of financing, site preparation, acquisition, construction, improvement, installation, furnishing, and equipping a new public library within the City, said tax to take effect on the 1st day of October, 2014, and expire on the 30th day of September, 2024 or such earlier date as all obligations incurred for said purpose shall have been paid in full?”

Goddard General Question:

“Shall the following be adopted?

Shall the City of Goddard, Kansas, be authorized to impose a one percent (1.0%) city-wide retailers’ sales tax, with (1) 75% of such tax applied to pay the costs of City capital improvements and infrastructure; and (2) 25% of such tax applied to the general property tax relief in the City; with collection of such sales tax to commence on January 1, 2015; all pursuant to the provisions of K.S.A. 12-187 et seq., and K.S.A. 10-101 et seq., as amended?”

Election:

The voters of Clearwater must approve any local sales tax at either a general, primary or special election. The next available election to approve a sales tax would be at the November General Election. Only a simple majority of voters is needed to approve the local sales tax. To be included on the ballot the question must be submitted to the Sedgwick County Election Office by August 31st.

If the ballot measure is approved; the city must notify the State. There must be approximately 45 days before the tax can take affect and it must start on the first day of a calendar quarter (January 1, April 1, July 1, October 1)

Based on past elections and reviewing both failed and approved local sales tax options on of the key components to getting a sales tax approved in community buy-in and feedback as well as educating the public on why the tax is beneficial. Following are a few notes on the aspect of community buy in as it might apply to Clearwater.

Determining the Use of the Tax;

- The General Property Tax Relief / Capital Improvements does work well as a question. Property Owners understand that the sales tax, while they are paying it, is also a way to capture revenue from outsiders to help pay for improvements in the City. Based on the 75/25 model the city would have had at its discretion:
 - \$128,531 – City Capital Improvement for 2016
 - All of New Park Improvements (\$40,000)
 - Drainage Improvements – Chisholm Ridge Sports Park (\$20,000)
 - ADA Improvements – (\$13,000)
 - City Park Sidewalk (\$30-50,000)
 - Future Year Projects
 - Street and Road Improvements
 - Sidewalks and Trails Thru Town
 - Drainage Improvements
 - Park Building and Facility Improvements
 - New Concession Stand at CTSC
 - Lights at CTSC
 - Irrigation at City Park
 - \$42,843 – General Property Tax Relief
 - Would equal 2.866 mills
 - Could be used to Reduce Mill Levy or Stabilize Future Increases
 - \$171,375 would cover the \$125,580 in reserves that are being budgeted for expenditure in 2017 plus an additional \$45,795.
- If a specific need is identified it must be a common good that will likely get voters to approve. Spaces such as pools, libraries, community centers, etc. have been successful in getting approved. Most often times these have a sunset date and use bonds to finance and the sales tax to pay off the bond. Some communities have specified road maintenance for sales taxes, these generally do not have sunset dates but are limited specifically to the use voted upon.

The following information was provided on local sales tax rates near Clearwater. Four cities, Haysville, Derby, Mulvane, and Goddard have implemented local sales taxes. Many cities have avoided city sales taxes because of the fact that Wichita does not impose a sales tax and often they feel that this would further hurt local business.

Sales Tax Rates within 30 miles of Clearwater, KS									
Zip Code	City	City Mill	County	Distance	Sales Tax Rates				
					State	County	City	Total	
Sedgwick County No City Sales Tax									
1	67026	CLEARWATER	54	SEDGWICK	0.00 miles	6.50%	1.00%	0.00%	7.50%
2	67149	VIOLA	23	SEDGWICK	6.61 miles	6.50%	1.00%	0.00%	7.50%
3	67120	PECK		SEDGWICK	7.81 miles	6.50%	1.00%	0.00%	7.50%
5	67227	WICHITA	33	SEDGWICK	8.50 miles	6.50%	1.00%	0.00%	7.50%
10	67050	GARDEN PLAIN	49	SEDGWICK	14.68 miles	6.50%	1.00%	0.00%	7.50%
13	67221	MCCONNELL AFB		SEDGWICK	15.44 miles	6.50%	1.00%	0.00%	7.50%
17	67025	CHENEY	61	SEDGWICK	17.74 miles	6.50%	1.00%	0.00%	7.50%
19	67001	ANDALE	42	SEDGWICK	19.55 miles	6.50%	1.00%	0.00%	7.50%
20	67101	MAIZE	43	SEDGWICK	19.75 miles	6.50%	1.00%	0.00%	7.50%
21	67030	COLWICH	48	SEDGWICK	20.04 miles	6.50%	1.00%	0.00%	7.50%
25	67067	KECHI	34	SEDGWICK	23.65 miles	6.50%	1.00%	0.00%	7.50%
26	67108	MOUNT HOPE	55	SEDGWICK	24.45 miles	6.50%	1.00%	0.00%	7.50%
27	67055	GREENWICH		SEDGWICK	25.11 miles	6.50%	1.00%	0.00%	7.50%
32	67016	BENTLEY	54	SEDGWICK	26.62 miles	6.50%	1.00%	0.00%	7.50%
33	67147	VALLEY CENTER	55	SEDGWICK	26.78 miles	6.50%	1.00%	0.00%	7.50%
Sedgwick County With City Sales Tax									
4	67060	HAYSVILLE	49	SEDGWICK	7.85 miles	6.50%	1.00%	1.00%	8.50%
7	67052	GODDARD	32	SEDGWICK	10.68 miles	6.50%	1.00%	1.00%	8.50%
12	67110	MULVANE	43	SEDGWICK	15.37 miles	6.50%	1.00%	0.50%	8.00%
14	67037	DERBY	47	SEDGWICK	15.61 miles	6.50%	1.00%	0.50%	8.00%
Sumner County With City Sales Tax									
6	67031	CONWAY SPRINGS		SUMNER	9.68 miles	6.50%	0.50%	1.00%	8.00%
8	67013	BELLE PLAINE		SUMNER	14.12 miles	6.50%	0.50%	1.00%	8.00%
11	67103	MAYFIELD		SUMNER	15.15 miles	6.50%	0.50%	0.50%	7.50%
15	67152	WELLINGTON		SUMNER	16.75 miles	6.50%	0.50%	2.00%	9.00%
16	67004	ARGONIA		SUMNER	17.73 miles	6.50%	0.50%	1.00%	8.00%
31	67119	OXFORD		SUMNER	26.34 miles	6.50%	0.50%	1.00%	8.00%
35	67022	CALDWELL		SUMNER	28.51 miles	6.50%	0.50%	1.00%	8.00%
Sumner County No City Sales Tax									
9	67106	MILTON		SUMNER	14.26 miles	6.50%	0.50%	0.00%	7.00%
18	67105	MILAN		SUMNER	18.72 miles	6.50%	0.50%	0.00%	7.00%

38	67140	SOUTH HAVEN		SUMNER	29.33 miles	6.50%	0.50%	0.00%	7.00%
Other Communities With City Sales Tax									
22	67146	UDALL		COWLEY	22.25 miles	6.50%	0.25%	1.00%	7.75%
28	67002	ANDOVER		BUTLER	25.33 miles	6.50%	0.25%	1.75%	8.50%
24	67133	ROSE HILL		BUTLER	23.13 miles	6.50%	0.25%	1.00%	7.75%
34	67039	DOUGLASS		BUTLER	27.65 miles	6.50%	0.25%	2.00%	8.75%
Other Communities No City Sales Tax									
29	67111	MURDOCK		KINGMAN	26.07 miles	6.50%	0.75%	0.00%	7.25%
30	67036	DANVILLE		HARPER	26.18 miles	6.50%	0.00%	0.00%	6.50%
36	67135	SEDGWICK		HARVEY	28.80 miles	6.50%	2.00%	0.00%	8.50%
37	67543	HAVEN		RENO	29.15 miles	6.50%	1.50%	0.00%	8.00%
23	67118	NORWICH		KINGMAN	22.47 miles	6.50%	0.75%	0.00%	7.25%
39	67049	FREEPART		HARPER	29.63 miles	6.50%	0.00%	0.00%	6.50%
Average:						6.50%	0.77%	0.42%	7.69%

Source: Sale-Tax.com 10/1/2015 information

Sales Tax used to Subsidize Business Growth

General Concept:

City adds/increases the sales tax rate by X% and utilizes those funds by subsidizing current and future business in a financial manner that improves the quality of life in the community and aids in the overhead of the business to continue/start operations.

Eligibility Criteria Options:

1. Business must create a sales tax Y/N
2. Business must have X or more employees in addition to the owner(s)
3. Business annual revenues must exceed \$XX,XXX/year
4. Business must increase employees by X and maintain that during subsidy period
5. Business must be current on Sales Tax payments
6. Business must be in operation for the last X months/years
7. Business must be a member of the local Chamber of Commerce
8. Business must clock X hours of local community service
9. Business must maintain their property in "Fair" or better condition

How to Subsidize the Business Options:

1. Provide a per employee (over X employees) flat allotment
2. Credit city provided utilities up to \$X
3. Give back X% of Sales Tax revenue generated by the business
4. Approximately 55 businesses in Clearwater city limits
5. Approximately 634 people are employed in Clearwater city limits (includes city employees)
6. Average employees per business is 11.5

Financial Assumptions:

1. \$17,000,000+ in sales from businesses inside city limits of Clearwater in 2014
2. 1% Sales Tax = \$171,375/year
3. .5% Sales Tax = \$85,687/year
4. .42% Sales Tax = \$71,977/year
5. .25% Sales Tax = \$42,843/year
6. .19% Sales Tax = \$32,561/year

Average Sales Tax Rate within 30 mile radius of 67026 is: 7.69%

Average Sales Tax directly to city within 30 mile radius is: .42%

Clearwater Sales Tax now is 7.5% with 6.5% to State, 1% to County and 0% to City

Highest Sales Tax within 30 mile radius is 9.0% (Wellington)

Clearwater Business Incentive Scenarios

- A. Return 30% of the City Sales Tax revenue to the Business that generated it
Return 30% to City of Clearwater for beautification projects/quality of life improvements
Chamber of Commerce keeps 40% to subsidize overhead, programs, annual banquet, etc.

- B. Give \$50/employee back to the business to use for approved employee recognition programs.
Cost Estimate: 634 people x \$50 is \$31,700
Using the .42% Sales Tax brings in \$71,977 (Net \$40,277 to Chamber)

- C. Chamber keeps 100% of whatever Sales Tax to use at its discretion for:
 - a. Staffing/Overhead
 - b. Special Programs
 - c. Beautification Projects
 - d. Quality of Life Improvements
 - e. City Orientation Tours
 - f. Grant writing for local businesses
 - g. Annual Banquet

(Summary First Published in the Times Sentinel
on the ____ day of August, 2016.)

THE CITY OF CLEARWATER, KANSAS

ORDINANCE NO. 1013

AN ORDINANCE REVISING POLICIES AND PROCEDURES CONCERNING OFFICERS AND EMPLOYEES OF THE CITY OF CLEARWATER, KANSAS BY AMENDING SECTION 2.40.040 AND REPEALING SECTIONS 2.40.041 THROUGH 2.40.045 AND SECTIONS 2.50.010 THROUGH 2.50.050 OF THE CODE OF THE CITY OF CLEARWATER, KANSAS; AND REPEALING ALL OTHER CONFLICTING ORDINANCES.

WHEREAS, the City of Clearwater has adopted various Ordinances related to municipal officers and employees and their benefits; and

WHEREAS, the City of Clearwater has determined that Title 2, Chapter 2.40, Section 2.40.040 of the Code of the City of Clearwater, Kansas related to municipal employee compensation should be amended for clarity; and

WHEREAS, the City of Clearwater has determined that other municipal officer and employee policies and procedures should be addressed exclusively in the City's Personnel Policies and Guidelines document(s); and

WHEREAS, the City of Clearwater has determined that Title 2, Chapter 2.40, Sections 2.40.041 through 2.40.045 and Title 2, Chapter 2.50, Sections 2.50.010 through 2.50.050 of the Code of the City of Clearwater, Kansas should be repealed.

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

Section 1. Title 2, Chapter 2.40, Section 2.40.040, Compensation of Employees, amended.

Section 2.40.040 of the Code of the City of Clearwater, Kansas shall be amended to read as follows:

“All municipal employees will be compensated pursuant to a pay plan approved by the city council, which will be reviewed at least annually in January of each year.”

Section 2. Repeal.

Title 2, Chapter 2.40, Sections 2.40.041 through 2.40.045 and Title 2, Chapter 2.50, Sections 2.50.010 through 2.50.050 of the Code of the City of Clearwater, Kansas are hereby repealed. All other ordinances or parts of other ordinances in conflict herewith are repealed. However, any section of an existing ordinance not in conflict herewith is not repealed and remains in full force and effect.

Section 3. Effective Date.

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

Passed by the City Council this 9th day of August, 2016.

Approved by the Mayor this 9th day of August, 2016.

MAYOR, BURT USSERY

SEAL

ATTEST:

CITY CLERK, COURTNEY MEYER

THE CITY OF CLEARWATER, KANSAS

RESOLUTION NO. 06-2016

A RESOLUTION ADOPTING THE CITY OF CLEARWATER EMPLOYEE MANUAL

WHEREAS, Section 2.10.041 of the Clearwater City Code provides for the promulgation of personnel rules and regulations;

WHEREAS, the City Administrator has presented such personnel rules and regulations to the Governing Body;

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

Section 1. Employee Manual Adopted.

That said proposed Employee Manual be hereby adopted as the official policy of the City of Clearwater, Kansas and;

That this this Employee Manual is intended to and shall replace all previous versions, and that copies of said manual shall be available in the office of the City Clerk.

Section 2. Effective Date.

This Resolution shall take effect and be in force from and after September 1, 2016.

ADOPTED by the City Council this 9th day of August, 2016.

APPROVED by the Mayor this 9th day of August, 2016.

MAYOR, BURT USSERY

SEAL

ATTEST:

CITY CLERK, COURTNEY MEYER