



City Council Meeting Minutes

February 27, 2023

6:17 p.m.

Mayor: Carolyn Caiharr
Councilmember Chuck Adams Mark Bishop (*not present*) Garrett Mellott
Greg Scott Margaret Shriver

1. Requests or Comments from the public

- Lane Cooper, 1535 S. 105th Terrace, addressed the Council discussing his concerns with the amount of executive session the City conducted in 2022, noting that he felt the public had a different interpretation of “transparency.”

2. Consider approval of consent agenda items

- a) Approve minutes of February 13, 2023
- b) Statement of bills paid in the amount of \$91,291.87
- c) Consider Mayoral appointments of the following positions
 - i. Municipal Court Judge
 - ii. Judge Pro Tem
 - iii. City Prosecutor

- **Motion:** Councilmember Scott made the motion to approve Consent Agenda items 2a-2b, with 2c to be considered separately
- **Second:** Councilmember Shriver seconded the motion
- **Vote:** Passes, 5-0
- Assistant City Manager Zack Daniel reviewed item 2c, noting that these all were reappointments of existing officials. None of these positions have stipulated term limits in the City’s ordinances, as terms are spelled out in individual Independent Contractor Agreements. The City Prosecutor, Amy Mitchell, is at the end of her term and is requesting an increase in her monthly payment. The judge positions have no set term limit, but Mayor Caiharr requested these positions carry an annual reappointment process, built into their contracts. As such, their reappointment is taking place to reset the calendar. Consideration of reappointment for all of these officials would take place a year from now.
- Councilmember Adams asked about disposition numbers in municipal court. Police Chief Mathies noted that this represented the number of decisions rendered within a calendar year.
- **Motion:** Councilmember Adams made the motion to approve the reappointments as noted.
- **Second:** Councilmember Shriver seconded the motion
- **Vote:** Passes, 4-0

3. Hear presentation from Wyandotte County District 7 Commissioner Chuck Stites

- Commissioner Stites addressed the City Council, providing updates on projects related to CiFi funding, K-32 maintenance, property tax appraisals, BPU fees, and more.
- Mr. Stites also thanked the Chamber of Commerce for their recent banquet and noted he would be participating in the Polar Plunge for charity event on March 11.
- No action was required as part of this presentation.

4. **Consider any action stemming from the discussion held in the Agenda Development Workshop**
 - There was no discussion or action related to this item.

5. **Consider variance request for a right-of-way application from Evergy concerning work taking place between Kaw Drive and the 1100 Block of South 98th St.**
 - City Manager Michael Webb reviewed this item, noting the ROW application history that led to the variance request.
 - Mr. Webb reviewed the typical variance process for other applications, noting that similar standard were being applied when considering this variance.
 - In short, the City denied Evergy's right-of-way application for the installation of new distribution lines along 98th St. due to the fact that it did not conform with the underground utility ordinance adopted by the Council in 2022. Evergy's primary stance is that their application materials were being developed prior to the underground requirement.
 - Representatives from Evergy were present who provided additional context for the project as well as future plans related to electric infrastructure.
 - There was additional discussion about the need for phase 3 power that is needed at the City's north lift station.
 - Councilmember Adams noted his frustration with Evergy's lack of forthrightness regarding the specifics of their plans and projects in the area, leading to distrust and confusion.
 - Mayor Caiharr noted need to establish a precedence for variance request reviews for like projects.
 - There was discussion regarding a potential open house Evergy could hold to better inform residents on this project and other projects in the City.
 - **Motion:** Councilmember Adams made the motion requesting Evergy to hold an open house to display plans to the public regarding pole placement, to take place immediately prior to the 3/13/23 City Council meeting.
 - Evergy representatives requested some kind of threshold for the level of detail that would need to be provided related to the variance request. He also noted this was outside the normal procedure with other projects.
 - **Second:** Councilmember Shriver seconded the motion.
 - **Vote:** Passes, 4-0

6. **Consider Ordinance No. 1064 amending dates relating to fireworks sales and discharge in the City of Edwardsville**
 - Fire Chief Tim Whitham detailed this ordinance, noting it would expand sale and discharge dates for fireworks to last from June 27 until July 4.
 - This change would more closely follow the schedule allowed by the State of Kansas and would allow the City an additional four days of sales tax collection.
 - Chief Whitham pointed out that the item stems from a request to review from one of the City's current fireworks sales permit holders.
 - There was some discussion regarding discharge dates, with Chief Witham and Police Chief Mathies both noting the difficulty in catching violators outside of the allowable dates and that having the same discharge and sale dates was the most simple method.
 - **Motion:** Councilmember Scott made the motion to adopt Ordinance No. 1064 as presented.
 - **Second:** Councilmember Mellott seconded the motion.
 - **Vote:** Fails, 3-1, with Councilmembers Adams, Mellott, and Shriver dissenting

- **Motion:** Councilmember Shriver made the motion to adopt Ordinance No. 1065, changing the discharge dates to July 1-4.
- **Second:** Councilmember Adams seconded the motion
- **Vote:** Passes, 3-2, with Councilmembers Scott and Mellott dissenting and the Mayor Caiharr providing the tiebreaker vote in the affirmative.

7. Consider Ordinance No. 1065 amending Appendix A Fee Schedule of the Edwardsville Code of Ordinances

- Assistant City Manager Zack Daniel reviewed this item, noting the changes would increase the cost for fireworks sales permits to correspond with the expansion of sale dates, as well as codify existing fees charged in the planning department related to special and temporary use permits as well as zoning verification letters.
- **Motion:** Councilmember Mellott made the motion to adopt Ordinance No. 1065
- **Second:** Councilmember Shriver seconded the motion.
- **Vote:** Passes, 4-0

8. City Manager Report

- City Manager highlighted the Panasonic information sheet from a recent meeting he attended regarding upcoming development in the region.
- Chief Mathies provided a brief staffing updated for the EPD. He also recognized Officer Josh Brooks for his 15 years of service to the EPD.
- Public Works Director C.E. Goodall reviewed recent departmental activity.

9. Council and Mayor Comments

Prior to Councilmember comments, Mayor Caiharr announced the upcoming retirement of City Manager Michael Webb. She read a prepared statement summarizing Mr. Webb’s contributions to the City and thanked him for his 16 years of service.

Councilmember Adams thanked Mr. Webb for this service and all of the work he has done to get the City in good financial standing.

Councilmember Mellott provided additional context to his comments regarding transparency during the workshop held earlier in the evening. He also asked for an update on the RHID project, which Mr. Webb noted that the project is expected to start construction soon.

Councilmember Shriver thanked Mr. Webb for his service to the City as well as the recent work done by Commissioner Stites at Wyandotte County.

Councilmember Scott thanked Mr. Webb for his 16-year service to the City and his availability to residents over that amount of time. He noted he was interested to see how the Evergy project move forward.

Mayor Caiharr reviewed recent Harvesters food pantry events. She also requested that copies of the LKM code of procedure be provided to the City Council as it continues to review agenda development processes. She closed by referencing recent activity related to the Wyandotte County landbank, asking that staff look into it more.

ADJOURNMENT

The meeting was adjourned at 9:32 p.m.

Zachary Daniel

City Clerk

ITEM #2b

TO: MAYOR & CITY COUNCIL
FROM: ZACK DANIEL, ASSISTANT CITY MANAGER
DATE: MARCH 13, 2023
SUBJECT: STATEMENT OF BILLS PAID

FOR YOUR REVIEW

Review the statement of bills paid for the reported period.

RECOMMENDATION

City Council to approve the Statement of Bills as submitted in amount of \$

FINANCIAL IMPACT

The total of the Statement of Bills is as follows:

General	\$ 148,552.38
Cash Bond	\$ 1,280.00
General Obligation Bond	\$ 772.50
Pre-Authorized Payments	\$ 49,956.83
Payroll Pre-Authorized Payments	\$ 96,526.78
Total	\$ 297,088.49

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

Page: 1

City of Edwardsville

BANK: BANK MIDWEST-CHECKING

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST-CHECKING Checks								
154705	02/24/23	Printed			JA19	ADVANTAGE COMPUTER	JAYHAWK REINSTALLATION	350.00
154706	02/24/23	Printed			AT&TC	AVAYA INC	IP OFFICE RENEWAL	470.86
154707	02/24/23	Printed			TA10	AXON ENTERPRISE INC	TASER 4 YEAR PAYMENT	3,828.00
154708	02/24/23	Printed			BA49	BARDAVON HEALTH INNOVATIONS	POET TESTING WRIGHT	75.00
154710	02/24/23	Printed			BH02	BHS TELECOM INC	VOICEMAIL & CALLER ID MAINTENA	225.00
154711	02/24/23	Printed			CE09	CENTRAL SALT	26.60 TNS SALT @ \$74.77 PER TN	1,988.88
154712	02/24/23	Printed			CL19	CLAYTON MOBILE REPAIR	2014 F450 REPAIRS	2,275.00
154713	02/24/23	Printed			SU22	CONSOLIDATE COMMUNICATIONS	CITY PHONE SERVICE	565.96
154714	02/24/23	Printed			CO63	CORPORATE HEALTH- KU MEDWEST	POST-INCIDENT SCREEN	20.00
154715	02/24/23	Printed			DA33	ZACHARY DANIEL	KACM	226.90
154716	02/24/23	Printed			KPL0	EVERGY	EVERGY ENERGY BILLS	7,323.97
154717	02/24/23	Printed			FR13	FRANKLIN LEGAL PUBLISHING	CITY CODE UPDATE	404.53
154718	02/24/23	Printed			FT01	FTC EQUIPMENT	INSPECTION FEES	1,440.00
154719	02/24/23	Printed			EX02	GO CAR WASH MANAGEMENT CORP.	FLEET CAR WASHES JAN. 2023	120.00
154720	02/24/23	Printed			IN34	IBTS	JAN 23 INSPECTION & PLAN FEES	1,900.00
154721	02/24/23	Printed			JA01	JACKSON SERVICE CENTER	VEHICLE MAINTENANCE	1,075.23
154722	02/24/23	Printed			JI01	JIMS LOCK & SAFE SERVICE INC	CHANGE OF LOCK COURT ROOM	60.50
154723	02/24/23	Printed			KA66	KANSAS MAYORS ASSOC	KANSAS MAYORS ASS. CAIHARR	50.00
154724	02/24/23	Printed			KC21	KC DISPOSAL	RESIDENTIAL TRASH PICKUP FEB23	20,596.31
154725	02/24/23	Printed			KI01	KIWANIS CLUB OF EDWARDSVILL	KIWANIS MEMBERSHIP MARTIN	125.00
154726	02/24/23	Printed			PR38	LINDE GAS & EQUIPMENT INC	ACETYLENE GAS	115.52
154727	02/24/23	Printed			NA32	NATIONWIDE DISCOUNT PRINTING	UTILITY BILLING POST CARDS	404.99
154728	02/24/23	Printed			NY01	NYP CPA, LLC	BANK RECONS	866.25
154729	02/24/23	Printed			OF01	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	275.81
154730	02/24/23	Printed			OM05	OMNI BILLING	EMS BILLING	1,813.30
154731	02/24/23	Printed			FI20	OPTIV SECURITY INC	3 YEARS KEY FOB TOKENS	508.40
154732	02/24/23	Printed			PA40	PACE ANALYTICAL SERVICES, LLC	1ST QT STORM WATER TESTING	606.20
154733	02/24/23	Printed			PR35	REDISHRED KANSAS INC.	DOCUMENT SHREDDING SERVICES	30.00
154734	02/24/23	Printed			TI02	SPECTRUM BUSINESS	MONTHLY INTERNET SERVICES	569.96
154735	02/24/23	Printed			UN18	SUMNERONE	CONTRACT PRINTER LEASE CHARGE	891.97
154736	02/24/23	Printed			SP16	THE SPRINGS CAR WASH	FLEET CAR WASHES JAN. 2023	168.70
154737	02/24/23	Printed			TR22	TRITON WINDOW CLEANING	PD WINDOW CLEANING (2 MONTHS)	100.00
154738	02/24/23	Printed			UN21	UNIFIED GOVERNMENT OF WYAN CTY	SEWER SERVICES JAN. 2023	24,176.84
154739	02/24/23	Printed			WY09	UNIFIED TREASURER	BOOKING FEES JAN. 2023	9,947.00
154740	02/24/23	Printed			UN31	UNIFIRST	OFFICE SUPPLIES JANITORIAL	576.07
154741	02/24/23	Printed			UN25	UNLEASHED PET RESCUE	ANIMAL IMPOUND FEES P202300138	125.00
154742	02/24/23	Printed			US08	US AUTO FORCE	8 TIRE FOR PATROL VEHICLES	1,223.28
154743	02/24/23	Printed			VE04	VERIZON WIRELESS	VERIZON WIRELESS PHONE BILL	2,207.21
154744	02/24/23	Printed			FL04	WEX BANK	FUAL COST	7,949.97
154745	02/24/23	Printed			WY21	WYANDOTTE COUNTY	ASSET FORFEITURE 2022-CV-0632	2,304.60
154746	02/24/23	Printed			ZO01	ZOLL MEDICAL CORP	MEDICAL SUPPLIES	46,553.21
154747	02/27/23	Printed			BH01	BHC RHODES CIVIL ENGINEERS	PROFESSTIONAL SERVICES 01-01-2023 - 01-21-2023	215.00
154748	02/27/23	Printed			BH01	BHC RHODES CIVIL ENGINEERS	PROFESSTIONAL SERVICES 01/01/2023 - 01/21/2023	3,301.96
154749	02/27/23	Printed			US03	UNITED STATES POSTAL SERVICE	PERMIT #20 UTILITY BILLING	500.00

Total Checks: 44

Checks Total (excluding void checks):

148,552.38

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

City of Edwardsville

BANK: BANK MIDWEST-CHECKING

Page: 2

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Total Payments: 44					Bank Total (excluding void checks):		148,552.38	

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

Page: 3

City of Edwardsville

BANK: BANK MIDWEST CASH BOND

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST CASH BOND Checks								
1852	02/24/23	Printed			CI19	CITY OF EDWARDSVILLE, KANSAS	BOND FORFEITED TICKET #78051	480.00
1853	02/24/23	Printed			LU13	YOMAIRA LUGO	BOND REFUNDED TICKET #50835	300.00
1854	02/24/23	Printed			PA44	ALEXANDRIA PALACIOS	BOND REFUNED TICKET #77532	500.00
Total Checks: 3						Checks Total (excluding void checks):		1,280.00
Total Payments: 3						Bank Total (excluding void checks):		1,280.00

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

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City of Edwardsville

BANK: BANK MIDWEST-GO BONDS

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST-GO BONDS Checks								
1747	02/27/23	Printed			BH01	BHC RHODES CIVIL ENGINEERS	PROFESSTIONAL SERVICES	247.50
1748	03/09/23	Printed			BH01	BHC RHODES CIVIL ENGINEERS	PROFESSTIONAL SERVICES JAN. 2023 - FEB. 2023	525.00
					Total Checks: 2		Checks Total (excluding void checks):	772.50
					Total Payments: 2		Bank Total (excluding void checks):	772.50

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

Page: 5

City of Edwardsville

BANK: PRE-AUTHORIZED PAYMENTS

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
PRE-AUTHORIZED PAYMENTS Checks								
6718	03/09/23	Printed			UMB01	UMB BANK	Feb 2023 UMB CC	49,956.83

Total Checks: 1

Checks Total (excluding void checks): 49,956.83

Total Payments: 1

Bank Total (excluding void checks): 49,956.83

Check Register Report

2/24 thru 3/1

Date: 03/09/2023

Time: 5:42 pm

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City of Edwardsville

BANK: PAYROLL PRE-AUTHORIZATION

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
PAYROLL PRE-AUTHORIZATION Checks								
558	03/09/23	Printed			AF01	AFLAC	FEB 2023 PREMIUM	37.90
559	03/09/23	Printed			AM26	AMERICAN FIDELITY ASSURANCE	SUPPLEMENTAL INSURANCE	1,183.66
560	03/09/23	Printed			FOP	FOP LODGE 42	PAYROLL POLICE DUES	135.00
561	03/09/23	Printed			IN24	INTL ASSOC FIRE FIGHTERS #64	PAYROLL FIRE DUES	153.50
562	03/09/23	Printed			KPER	K.P.E.R.S.	KPERS	5,187.19
563	03/09/23	Printed			KP&F	KANSAS POLICE & FIRE	KPF PD & FD PLAN 98 & 99	33,182.34
564	03/09/23	Printed			KA07	MIDWEST PUBLIC RISK	HEALTH INSURANCE	52,256.00
565	03/09/23	Printed			IC02	MISSION SQARE RETIREMENT	HEALTH INSURANCE	2,077.90
566	03/09/23	Printed			TR01	PRINCIPAL LIFE GROUP	PRINCIPAL LIFE INSURANCE	896.90
567	03/09/23	Printed			ST19	STANDARD INSURANCE COMPANY	SHORT TERM DISABILITY	1,082.99
568	03/09/23	Printed			TX01	TEXAS LIFE	LIFE INSURANCE	333.40

Total Checks: 11

Checks Total (excluding void checks):

96,526.78

Total Payments: 11

Bank Total (excluding void checks):

96,526.78

Total Payments: 61

Grand Total (excluding void checks):

297,088.49

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Revenues					
Dept: 000.000					
401.000 CURRENT TAXES	2,763,274.00	1,651,982.98	0.00	1,111,291.02	59.78
402.000 DELINQUENT TAXES	55,265.00	7,878.95	0.00	47,386.05	14.26
405.000 SALES TAX-CITY LEVY	485,000.00	88,920.88	47,084.95	396,079.12	18.33
406.000 SALES TAX-COUNTY LEVY	850,000.00	154,504.02	80,477.43	695,495.98	18.18
407.000 USE TAX-CITY LEVY	395,000.00	54,885.29	34,323.10	340,114.71	13.90
408.000 USE TAX-COUNTY LEVY	222,000.00	40,964.59	22,761.42	181,035.41	18.45
409.000 MOTOR VEHICLE TAXES	154,006.00	25,433.82	0.00	128,572.18	16.51
409.001 REC. VEH. TAXES	1,036.00	149.53	0.00	886.47	14.43
409.002 HEAVY TRUCK	1,244.00	560.19	0.00	683.81	45.03
409.003 COM MTR VEH FEES	14,039.00	2,786.49	0.00	11,252.51	19.85
409.004 WATERCRAFT TAX	525.00	0.00	0.00	525.00	0.00
410.500 KS ALCOHOL TAX	2,070.00	0.00	0.00	2,070.00	0.00
412.000 RENTS RECEIVABLE	21,000.00	2,750.00	1,750.00	18,250.00	13.10
415.000 IRB/PILOT	216,593.00	65,753.96	0.00	150,839.04	30.36
416.000 REIMBURSED REVENUE	345,413.00	754.73	0.00	344,658.27	0.22
416.500 SALARY REIMBURSEMENT	1,200.00	0.00	0.00	1,200.00	0.00
419.005 SHELTER HOUSE RESERVATION	4,000.00	1,600.00	1,350.00	2,400.00	40.00
421.000 BUILDING PERMITS	42,000.00	350.00	350.00	41,650.00	0.83
422.000 SIGN PERMITS	1,500.00	0.00	0.00	1,500.00	0.00
426.000 REZONING PERMITS	5,500.00	285.00	0.00	5,215.00	5.18
427.000 MISCELLANEOUS PERMITS	7,000.00	3,245.00	2,245.00	3,755.00	46.36
431.000 CITY BUSINESS LICENSE	33,000.00	4,905.00	2,780.00	28,095.00	14.86
433.000 CEREAL MALT LICENSE	450.00	0.00	0.00	450.00	0.00
434.005 IMPOUND FEE	1,500.00	0.00	0.00	1,500.00	0.00
437.000 COMM CTR RESERVATION	10,000.00	2,350.00	2,350.00	7,650.00	23.50
437.500 COMM CTR DEPOSIT	250.00	0.00	0.00	250.00	0.00
441.503 TRANSFER IN FROM SEWER	25,000.00	0.00	0.00	25,000.00	0.00
450.000 REPORT FEES	5,000.00	530.00	425.00	4,470.00	10.60
451.000 COURT FINES	388,754.00	77,871.39	37,214.50	310,882.61	20.03
453.000 CASH BOND & FORFEITURE	22,000.00	12,520.00	10,925.00	9,480.00	56.91
460.000 AMBULANCE FEES	172,000.00	23,927.99	7,018.59	148,072.01	13.91
470.000 FRANCHISE TAXES	512,000.00	95,662.08	39,208.44	416,337.92	18.68
475.000 GAMING REVENUE	435,000.00	73,088.82	73,088.82	361,911.18	16.80
481.000 Sports Registration Fees	18,000.00	0.00	0.00	18,000.00	0.00
481.004 PROGRAM FEES	3,000.00	0.00	0.00	3,000.00	0.00
483.000 CONCESSION STAND REVENUE	3,000.00	3,113.00	3,113.00	-113.00	103.77
491.000 SALES OF ASSETS	33,000.00	0.00	0.00	33,000.00	0.00
495.000 INTEREST INCOME	10,000.00	2,058.96	0.00	7,941.04	20.59
499.000 MISCELLANEOUS REVENUES	40,000.00	34,620.65	162.40	5,379.35	86.55
Dept: 000.000	7,299,619.00	2,433,453.32	366,627.65	4,866,165.68	33.34

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Revenues					
Revenues	7,299,619.00	2,433,453.32	366,627.65	4,866,165.68	33.34
Expenditures					
Dept: 100.000 GENERAL ADMIN EXPENSES					
701.611 MEDICAL PLAN	97,496.00	9,172.00	4,586.00	88,324.00	9.41
701.612 MEDICAL HSA	16,500.00	2,431.40	1,141.86	14,068.60	14.74
701.613 DENTAL PLAN	2,916.00	396.00	198.00	2,520.00	13.58
701.615 VISION PLAN	1,075.00	102.40	51.20	972.60	9.53
701.910 FICA	31,748.00	3,756.49	1,907.86	27,991.51	11.83
701.911 MEDICARE	7,409.00	878.54	446.17	6,530.46	11.86
701.938 KPERS D&D	4,726.00	586.89	298.22	4,139.11	12.42
701.940 KPERS	47,263.00	5,013.34	2,514.10	42,249.66	10.61
701.941 LIFE INSURANCE,CITY	1,344.00	372.00	186.00	972.00	27.68
701.942 DISABILITY CITY PAID	1,846.00	432.32	216.16	1,413.68	23.42
701.951 WORKMANS COMPENSATIONS	613.00	565.34	0.00	47.66	92.23
701.952 UNEMPLOYMENT	1,456.00	392.89	154.35	1,063.11	26.98
711.000 PAYROLL	522,060.00	64,980.38	33,060.47	457,079.62	12.45
711.001 OVERTIME	1,500.00	0.00	0.00	1,500.00	0.00
726.010 POSTAGE	3,000.00	156.00	0.00	2,844.00	5.20
726.020 PUBLISHING & PRINTING	5,000.00	894.82	0.00	4,105.18	17.90
726.040 TRAINING TUITION & REGISTER	4,000.00	0.00	0.00	4,000.00	0.00
726.050 TRAVEL MEALS & ACCOM	5,000.00	2,483.34	0.00	2,516.66	49.67
726.060 BUILD & GROUNDS MAINTENANCE	10,000.00	525.85	224.89	9,474.15	5.26
726.070 UTILITIES	35,000.00	5,985.28	967.81	29,014.72	17.10
726.080 DUES AND MEMBERSHIPS	8,000.00	4,729.20	0.00	3,270.80	59.12
726.090 MISC. COMMODITIES	150.00	0.00	0.00	150.00	0.00
726.100 BOOKS/SUBSCRIPTIONS	150.00	139.00	0.00	11.00	92.67
726.110 OFFICE SUPPLIES	6,000.00	556.59	306.97	5,443.41	9.28
726.120 MILEAGE-REIMBURSEMENT	1,000.00	226.90	226.90	773.10	22.69
726.130 REPAIRS - NON VEHICLES	100.00	0.00	0.00	100.00	0.00
726.260 REIMBURSED EXPENSES	10,000.00	50.95	0.00	9,949.05	0.51
726.290 EDWARDSVILLE DAYS	6,000.00	0.00	0.00	6,000.00	0.00
726.300 REFUND	500.00	0.00	0.00	500.00	0.00
726.310 RETURNED CHECK	500.00	0.00	0.00	500.00	0.00
726.320 BANK FEES	12,000.00	0.00	0.00	12,000.00	0.00
775.020 COMPUTER EQUIPT	5,220.00	0.00	0.00	5,220.00	0.00
801.010 SERVICE CONTRACTS	53,700.00	13,955.47	5,049.54	39,744.53	25.99
801.020 PROFESSIONAL SERVICES	30,000.00	3,013.89	925.00	26,986.11	10.05
801.030 ATTORNEY-LEGAL FEES	23,000.00	0.00	0.00	23,000.00	0.00
801.040 JANITORIAL	8,580.00	178.86	0.00	8,401.14	2.08
801.060 INSURANCE	144,513.00	0.00	0.00	144,513.00	0.00
801.070 CITY INSPECTORS	0.00	1,200.00	1,200.00	-1,200.00	0.00
970.030 VEHICLE	0.00	101.36	101.36	-101.36	0.00
999.040 TRNSFR TO TECHNOLOGY FUND	15,000.00	0.00	0.00	15,000.00	0.00
GENERAL ADMIN EXPENSES	1,124,365.00	123,277.50	53,762.86	1,001,087.50	10.96

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 102.100 GENERAL FUND FIRE DEPT.					
701.611 MEDICAL PLAN	313,993.00	28,346.80	14,173.40	285,646.20	9.03
701.612 MEDICAL HSA	19,500.00	3,125.00	1,500.00	16,375.00	16.03
701.613 DENTAL PLAN	9,720.00	1,134.00	567.00	8,586.00	11.67
701.615 VISION PLAN	3,263.00	320.00	160.00	2,943.00	9.81
701.910 FICA	80,509.00	12,053.11	6,319.51	68,455.89	14.97
701.911 MEDICARE	18,829.00	2,818.85	1,477.93	16,010.15	14.97
701.941 LIFE INSURANCE,CITY	4,480.00	1,134.60	558.00	3,345.40	25.33
701.942 DISABILITY CITY PAID	5,400.00	1,288.60	630.75	4,111.40	23.86
701.951 WORKMANS COMPENSATIONS	48,504.00	38,549.60	0.00	9,954.40	79.48
701.952 UNEMPLOYMENT	2,240.00	1,414.27	674.45	825.73	63.14
701.982 KP&F FD	319,564.00	48,228.89	24,109.61	271,335.11	15.09
711.000 PAYROLL	1,298,535.00	170,307.78	89,282.18	1,128,227.22	13.12
711.001 OVERTIME	72,000.00	33,132.78	17,155.76	38,867.22	46.02
726.010 POSTAGE	600.00	0.00	0.00	600.00	0.00
726.030 MEDICAL EXAMS/EMP. TEST	5,000.00	20.00	0.00	4,980.00	0.40
726.040 TRAINING TUITION & REGISTER	22,500.00	20.00	0.00	22,480.00	0.09
726.050 TRAVEL MEALS & ACCOM	8,000.00	67.30	0.00	7,932.70	0.84
726.060 BUILD & GROUNDS MAINTENANCE	20,000.00	3,203.23	2,743.90	16,796.77	16.02
726.070 UTILITIES	25,000.00	2,657.31	656.96	22,342.69	10.63
726.080 DUES AND MEMBERSHIPS	5,000.00	30.00	0.00	4,970.00	0.60
726.090 MISC. COMMODITIES	4,000.00	0.00	0.00	4,000.00	0.00
726.100 BOOKS/SUBSCRIPTIONS	4,500.00	78.24	0.00	4,421.76	1.74
726.110 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
726.130 REPAIRS - NON VEHICLES	5,500.00	568.52	0.00	4,931.48	10.34
726.140 VEHICLE MAINTENANCE	20,000.00	597.27	0.00	19,402.73	2.99
726.150 FUEL	25,000.00	1,825.15	1,825.15	23,174.85	7.30
726.160 ANNUAL EQUIPT TESTING	6,000.00	0.00	0.00	6,000.00	0.00
726.170 RADIO REPAIRS	1,500.00	0.00	0.00	1,500.00	0.00
726.180 OXYGEN RENTAL	900.00	68.88	0.00	831.12	7.65
726.190 MEDICAL SUPPLIES	35,000.00	3,460.52	0.00	31,539.48	9.89
726.200 CLOTHING ALLOWANCE	14,000.00	28.70	0.00	13,971.30	0.21
726.210 STATION SUPPLIES	4,500.00	713.52	0.00	3,786.48	15.86
775.010 NEW EQUIPMENT	39,800.00	4,966.40	0.00	34,833.60	12.48
775.020 COMPUTER EQUIPT	6,800.00	0.00	0.00	6,800.00	0.00
775.040 FIRE PREVENTION EQUIPMENT	100.00	0.00	0.00	100.00	0.00
801.010 SERVICE CONTRACTS	40,700.00	15,357.70	0.00	25,342.30	37.73
GENERAL FUND FIRE DEPT.	2,492,937.00	375,517.02	161,834.60	2,117,419.98	15.06

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 102.200 FIRE EMS					
726.030 MEDICAL EXAMS/EMP. TEST	0.00	516.84	516.84	-516.84	0.00
801.010 SERVICE CONTRACTS	0.00	1,813.30	1,813.30	-1,813.30	0.00
FIRE EMS	0.00	2,330.14	2,330.14	-2,330.14	0.00

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REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 103.000 GENERAL POLICE DEPT.					
701.611 MEDICAL PLAN	306,184.00	40,704.00	20,352.00	265,480.00	13.29
701.612 MEDICAL HSA	49,501.00	7,250.00	3,625.00	42,251.00	14.65
701.613 DENTAL PLAN	10,908.00	1,566.00	783.00	9,342.00	14.36
701.615 VISION PLAN	3,264.00	476.80	238.40	2,787.20	14.61
701.910 FICA	90,988.00	13,006.21	6,327.03	77,981.79	14.29
701.911 MEDICARE	21,279.00	3,041.75	1,479.66	18,237.25	14.29
701.938 KPERS D&D	0.00	141.91	71.82	-141.91	0.00
701.940 KPERS	10,271.00	1,212.24	605.34	9,058.76	11.80
701.941 LIFE INSURANCE,CITY	5,152.00	1,450.80	706.80	3,701.20	28.16
701.942 DISABILITY CITY PAID	6,210.00	1,798.76	899.38	4,411.24	28.97
701.951 WORKMANS COMPENSATIONS	38,397.00	28,792.83	0.00	9,604.17	74.99
701.952 UNEMPLOYMENT	2,576.00	1,560.47	698.63	1,015.53	60.58
701.980 KP&F PD	319,069.00	50,026.95	24,223.06	269,042.05	15.68
711.000 PAYROLL	1,531,535.00	213,250.91	102,198.06	1,318,284.09	13.92
711.001 OVERTIME	75,000.00	7,096.72	5,177.57	67,903.28	9.46
711.002 Special Pay	0.00	83.85	0.00	-83.85	0.00
726.010 POSTAGE	1,000.00	12.47	0.00	987.53	1.25
726.030 MEDICAL EXAMS/EMP. TEST	1,500.00	0.00	0.00	1,500.00	0.00
726.040 TRAINING TUITION & REGISTER	24,000.00	1,108.00	0.00	22,892.00	4.62
726.050 TRAVEL MEALS & ACCOM	6,500.00	1,192.06	0.00	5,307.94	18.34
726.060 BUILD & GROUNDS MAINTENANCE	3,500.00	199.00	52.56	3,301.00	5.69
726.070 UTILITIES	25,000.00	2,320.51	1,105.13	22,679.49	9.28
726.080 DUES AND MEMBERSHIPS	1,450.00	0.00	0.00	1,450.00	0.00
726.110 OFFICE SUPPLIES	13,000.00	424.22	0.00	12,575.78	3.26
726.130 REPAIRS - NON VEHICLES	500.00	0.00	0.00	500.00	0.00
726.140 VEHICLE MAINTENANCE	40,000.00	2,649.16	2,587.21	37,350.84	6.62
726.150 FUEL	60,000.00	5,190.52	5,190.52	54,809.48	8.65
726.160 ANNUAL EQUIPT TESTING	500.00	0.00	0.00	500.00	0.00
726.200 CLOTHING ALLOWANCE	25,000.00	1,161.29	0.00	23,838.71	4.65
726.220 POLICE SUPPLIES	10,000.00	508.40	508.40	9,491.60	5.08
726.230 RANGE SUPPLIES	8,900.00	0.00	0.00	8,900.00	0.00
726.240 INVESTIGATIVE SUPPLIES	2,200.00	140.00	0.00	2,060.00	6.36
726.250 ANIMAL CONTROL	3,500.00	578.95	125.00	2,921.05	16.54
775.020 COMPUTER EQUIPT	5,000.00	0.00	0.00	5,000.00	0.00
775.030 MISCELLANOUS SMALL EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00
801.010 SERVICE CONTRACTS	48,000.00	10,646.07	-3,603.96	37,353.93	22.18
801.040 JANITORIAL	3,500.00	77.61	0.00	3,422.39	2.22
970.050 VEHICLE	113,450.00	16,292.27	0.00	97,157.73	14.36
GENERAL POLICE DEPT.	2,871,834.00	413,960.73	173,350.61	2,457,873.27	14.41

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 105.000 COURT					
701.613 DENTAL PLAN	432.00	72.00	36.00	360.00	16.67
701.615 VISION PLAN	154.00	25.60	12.80	128.40	16.62
701.910 FICA	4,148.00	482.05	257.71	3,665.95	11.62
701.911 MEDICARE	970.00	112.74	60.27	857.26	11.62
701.938 KPERS D&D	0.00	77.82	41.60	-77.82	0.00
701.940 KPERS	4,649.00	664.06	350.68	3,984.94	14.28
701.941 LIFE INSURANCE,CITY	224.00	74.40	37.20	149.60	33.21
701.942 DISABILITY CITY PAID	270.00	86.04	43.02	183.96	31.87
701.951 WORKMANS COMPENSATIONS	55.00	40.11	0.00	14.89	72.93
701.952 UNEMPLOYMENT	112.00	58.24	29.29	53.76	52.00
711.000 PAYROLL	66,904.00	7,573.27	3,682.46	59,330.73	11.32
711.001 OVERTIME	1,500.00	746.62	746.62	753.38	49.77
726.010 POSTAGE	500.00	0.00	0.00	500.00	0.00
726.080 DUES AND MEMBERSHIPS	125.00	25.00	0.00	100.00	20.00
726.090 MISC. COMMODITIES	100.00	0.00	0.00	100.00	0.00
726.110 OFFICE SUPPLIES	850.00	0.00	0.00	850.00	0.00
726.330 PRISONER BOOKING FEES	60,000.00	9,947.00	0.00	50,053.00	16.58
726.340 COURT FEE REFUNDS	1,000.00	0.00	0.00	1,000.00	0.00
726.350 COURT FEES TO STATE	60,000.00	6,534.50	0.00	53,465.50	10.89
726.390 APPLIED RESTITUTION	100.00	0.00	0.00	100.00	0.00
726.410 CASH BOND REFUND	1,500.00	3,510.00	1,575.00	-2,010.00	234.00
726.420 FINED RESTITUTION	750.00	0.00	0.00	750.00	0.00
775.010 NEW EQUIPMENT	250.00	0.00	0.00	250.00	0.00
775.020 COMPUTER EQUIPT	1,740.00	0.00	0.00	1,740.00	0.00
801.010 SERVICE CONTRACTS	2,500.00	435.50	175.00	2,064.50	17.42
801.030 ATTORNEY-LEGAL FEES	19,200.00	0.00	0.00	19,200.00	0.00
801.080 PROSECUTOR & JUDGE FEES	70,800.00	2,250.00	0.00	68,550.00	3.18
COURT	298,833.00	32,714.95	7,047.65	266,118.05	10.95

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REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 110.000 PUBLIC WORKS					
701.611 MEDICAL PLAN	24,439.00	4,358.00	2,493.00	20,081.00	17.83
701.612 MEDICAL HSA	3,000.00	750.00	375.00	2,250.00	25.00
701.613 DENTAL PLAN	1,296.00	180.00	108.00	1,116.00	13.89
701.615 VISION PLAN	288.00	40.00	24.00	248.00	13.89
701.910 FICA	10,908.00	1,367.41	778.13	9,540.59	12.54
701.911 MEDICARE	2,551.00	319.80	181.98	2,231.20	12.54
701.938 KPERS D&D	0.00	229.32	129.89	-229.32	0.00
701.940 KPERS	18,473.00	1,956.16	1,094.97	16,516.84	10.59
701.941 LIFE INSURANCE,CITY	672.00	111.60	74.40	560.40	16.61
701.942 DISABILITY CITY PAID	756.00	117.22	78.16	638.78	15.51
701.951 WORKMANS COMPENSATIONS	8,480.00	7,311.12	0.00	1,168.88	86.22
701.952 UNEMPLOYMENT	336.00	164.82	88.78	171.18	49.05
711.000 PAYROLL	175,933.00	22,931.88	12,988.89	153,001.12	13.03
711.001 OVERTIME	2,000.00	0.00	0.00	2,000.00	0.00
726.040 TRAINING TUITION & REGISTER	700.00	0.00	0.00	700.00	0.00
726.050 TRAVEL MEALS & ACCOM	500.00	0.00	0.00	500.00	0.00
726.060 BUILD & GROUNDS MAINTENANCE	2,500.00	0.00	0.00	2,500.00	0.00
726.070 UTILITIES	7,000.00	1,069.51	250.50	5,930.49	15.28
726.071 CEMETERY UTILITIES	0.00	160.72	0.00	-160.72	0.00
726.080 DUES AND MEMBERSHIPS	335.00	0.00	0.00	335.00	0.00
726.090 MISC. COMMODITIES	2,500.00	0.00	0.00	2,500.00	0.00
726.130 REPAIRS - NON VEHICLES	5,000.00	1,091.91	0.00	3,908.09	21.84
726.140 VEHICLE MAINTENANCE	5,000.00	3,442.44	2,275.00	1,557.56	68.85
726.150 FUEL	12,500.00	578.56	578.56	11,921.44	4.63
726.200 CLOTHING ALLOWANCE	1,500.00	0.00	0.00	1,500.00	0.00
726.430 PUBLIC WORKS SUPPLIES	7,000.00	1,792.87	0.00	5,207.13	25.61
726.440 STREET SIGNS	3,500.00	0.00	0.00	3,500.00	0.00
726.450 STREET MAINTENANCE	50,000.00	1,988.88	0.00	48,011.12	3.98
775.010 NEW EQUIPMENT	10,000.00	0.00	0.00	10,000.00	0.00
775.030 MISCELLANOUS SMALL EQUIPMENT	10,000.00	-455.12	0.00	10,455.12	-4.55
801.010 SERVICE CONTRACTS	22,900.00	0.00	0.00	22,900.00	0.00
801.020 PROFESSIONAL SERVICES	10,000.00	1,255.97	75.00	8,744.03	12.56
970.010 CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
970.050 VEHICLE	12,000.00	0.00	0.00	12,000.00	0.00
PUBLIC WORKS	417,067.00	50,763.07	21,594.26	366,303.93	12.17

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REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 124.000 PARKS & RECREATION					
701.611 MEDICAL PLAN	24,193.00	3,730.00	1,865.00	20,463.00	15.42
701.612 MEDICAL HSA	4,500.00	750.00	375.00	3,750.00	16.67
701.613 DENTAL PLAN	972.00	162.00	81.00	810.00	16.67
701.615 VISION PLAN	250.00	41.60	20.80	208.40	16.64
701.910 FICA	5,518.00	649.90	315.15	4,868.10	11.78
701.911 MEDICARE	1,291.00	151.99	73.70	1,139.01	11.77
701.938 KPERS D&D	0.00	114.98	55.91	-114.98	0.00
701.940 KPERS	9,346.00	984.71	471.37	8,361.29	10.54
701.941 LIFE INSURANCE,CITY	448.00	148.80	74.40	299.20	33.21
701.942 DISABILITY CITY PAID	528.00	172.80	86.40	355.20	32.73
701.951 WORKMANS COMPENSATIONS	2,287.00	0.00	0.00	2,287.00	0.00
701.952 UNEMPLOYMENT	224.00	78.03	34.84	145.97	34.83
711.000 PAYROLL	89,005.00	11,499.51	5,591.67	77,505.49	12.92
711.001 OVERTIME	1,500.00	0.00	0.00	1,500.00	0.00
726.010 POSTAGE	100.00	0.00	0.00	100.00	0.00
726.020 PUBLISHING & PRINTING	500.00	0.00	0.00	500.00	0.00
726.040 TRAINING TUITION & REGISTER	150.00	0.00	0.00	150.00	0.00
726.050 TRAVEL MEALS & ACCOM	100.00	0.00	0.00	100.00	0.00
726.060 BUILD & GROUNDS MAINTENANCE	18,000.00	245.23	0.00	17,754.77	1.36
726.065 BLD & GRNDS MTN CEMETERY	23,000.00	11,551.89	0.00	11,448.11	50.23
726.070 UTILITIES	10,000.00	1,366.00	41.37	8,634.00	13.66
726.090 MISC. COMMODITIES	500.00	0.00	0.00	500.00	0.00
726.110 OFFICE SUPPLIES	200.00	114.09	114.09	85.91	57.05
726.130 REPAIRS - NON VEHICLES	2,500.00	157.02	0.00	2,342.98	6.28
726.140 VEHICLE MAINTENANCE	1,000.00	54.55	0.00	945.45	5.46
726.150 FUEL	3,000.00	87.91	87.91	2,912.09	2.93
726.460 PARK PROGRAMS	18,000.00	2,013.91	0.00	15,986.09	11.19
726.480 SOCCER SHIRTS	9,000.00	0.00	0.00	9,000.00	0.00
726.490 REFUND ON SPORTS FEES	500.00	0.00	0.00	500.00	0.00
726.500 CONCESSION STAND SUPPLIES	2,000.00	95.11	76.59	1,904.89	4.76
726.610 SALES TAX	300.00	0.00	0.00	300.00	0.00
775.010 NEW EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00
775.050 SPORT EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
801.010 SERVICE CONTRACTS	12,525.00	29.63	0.00	12,495.37	0.24
801.020 PROFESSIONAL SERVICES	500.00	0.00	0.00	500.00	0.00
801.105 OFFICIALS	5,500.00	200.00	200.00	5,300.00	3.64
PARKS & RECREATION	251,437.00	34,399.66	9,565.20	217,037.34	13.68

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REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Dept: 136.000 STORM SHELTER/NEIGHBORHOOD CTR					
726.060 BUILD & GROUNDS MAINTENANCE	4,200.00	184.96	125.13	4,015.04	4.40
726.070 UTILITIES	8,000.00	1,371.40	266.00	6,628.60	17.14
726.300 REFUND	300.00	0.00	0.00	300.00	0.00
801.040 JANITORIAL	5,000.00	75.00	0.00	4,925.00	1.50
970.010 CAPITAL OUTLAY	3,000.00	0.00	0.00	3,000.00	0.00
STORM SHELTER/NEIGHBORHOOD CTR	20,500.00	1,631.36	391.13	18,868.64	7.96

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 101 - GENERAL FUND					
Expenditures					
Expenditures	7,476,973.00	1,034,594.43	429,876.45	6,442,378.57	13.84
Net Effect for GENERAL FUND	-177,354.00	1,398,858.89	-63,248.80	-1,576,212.89	-788.74
Change in Fund Balance:		1,398,858.89	-63,248.80		
Grand Total Net Effect:	-177,354.00	1,398,858.89	-63,248.80	-1,576,212.89	-788.74

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 105 - TECHNOLOGY FUND					
Revenues					
Dept: 000.000					
441.504 TRANSFER IN FROM GEN FUND	15,000.00	0.00	0.00	15,000.00	0.00
454.000 TECHNOLOGY FEE	15,000.00	5,314.50	4,361.00	9,685.50	35.43
Dept: 000.000	30,000.00	5,314.50	4,361.00	24,685.50	17.72
Revenues	30,000.00	5,314.50	4,361.00	24,685.50	17.72
Expenditures					
Dept: 000.000					
801.010 SERVICE CONTRACTS	25,000.00	0.00	0.00	25,000.00	0.00
Dept: 000.000	25,000.00	0.00	0.00	25,000.00	0.00
Expenditures	25,000.00	0.00	0.00	25,000.00	0.00
Net Effect for TECHNOLOGY FUND	5,000.00	5,314.50	4,361.00	-314.50	106.29
Change in Fund Balance:		5,314.50	4,361.00		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 108 - LAW ENFORCEMENT TRUST FUND					
Revenues					
Dept: 000.000					
416.012 DRUG MONEY - CONFISCATED	0.00	20,692.00	20,692.00	-20,692.00	0.00
Dept: 000.000	0.00	20,692.00	20,692.00	-20,692.00	0.00
Revenues	0.00	20,692.00	20,692.00	-20,692.00	0.00
Expenditures					
Dept: 000.000					
726.090 MISC. COMMODITIES	0.00	2,304.60	2,304.60	-2,304.60	0.00
Dept: 000.000	0.00	2,304.60	2,304.60	-2,304.60	0.00
Expenditures	0.00	2,304.60	2,304.60	-2,304.60	0.00
Net Effect for LAW ENFORCEMENT TRUST FUND	0.00	18,387.40	18,387.40	-18,387.40	0.00
Change in Fund Balance:		18,387.40	18,387.40		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 203 - SPECIAL EVENTS					
Revenues					
Dept: 000.000					
484.000 SPONSORSHIPS	20,000.00	0.00	0.00	20,000.00	0.00
485.000 VENDOR FEES	3,500.00	750.00	0.00	2,750.00	21.43
Dept: 000.000	23,500.00	750.00	0.00	22,750.00	3.19
Revenues	23,500.00	750.00	0.00	22,750.00	3.19
Expenditures					
Dept: 000.000					
726.020 PUBLISHING & PRINTING	3,000.00	0.00	0.00	3,000.00	0.00
726.291 ENTERTAINMENT	10,000.00	0.00	0.00	10,000.00	0.00
726.293 GAMES & ACTIVITIES	5,000.00	0.00	0.00	5,000.00	0.00
726.295 SUPPORT SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
Dept: 000.000	20,000.00	0.00	0.00	20,000.00	0.00
Expenditures	20,000.00	0.00	0.00	20,000.00	0.00
Net Effect for SPECIAL EVENTS	3,500.00	750.00	0.00	2,750.00	21.43
Change in Fund Balance:		750.00			

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 205 - CASH BOND					
Revenues					
Dept: 000.000					
452.000 CASH BOND	0.00	19,250.00	10,350.00	-19,250.00	0.00
Dept: 000.000	0.00	19,250.00	10,350.00	-19,250.00	0.00
Revenues	0.00	19,250.00	10,350.00	-19,250.00	0.00
Expenditures					
Dept: 000.000					
726.380 APPLIED CASH BOND	0.00	3,040.00	775.00	-3,040.00	0.00
726.400 CASH BOND FORFEITURE	0.00	8,330.00	2,480.00	-8,330.00	0.00
Dept: 000.000	0.00	11,370.00	3,255.00	-11,370.00	0.00
Expenditures	0.00	11,370.00	3,255.00	-11,370.00	0.00
Net Effect for CASH BOND	0.00	7,880.00	7,095.00	-7,880.00	0.00
Change in Fund Balance:		7,880.00	7,095.00		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 227 - SPECIAL STREET CITY/CTY HIWAY					
Revenues					
Dept: 000.000					
410.000 STATE FUND REVENUE	124,980.00	32,145.13	0.00	92,834.87	25.72
419.000 COUNTY HIGHWAY FUNDS	78,270.00	0.00	0.00	78,270.00	0.00
Dept: 000.000	203,250.00	32,145.13	0.00	171,104.87	15.82
Revenues	203,250.00	32,145.13	0.00	171,104.87	15.82
Expenditures					
Dept: 000.000					
726.450 STREET MAINTENANCE	20,000.00	0.00	0.00	20,000.00	0.00
775.010 NEW EQUIPMENT	30,000.00	0.00	0.00	30,000.00	0.00
970.010 CAPITAL OUTLAY	200,000.00	0.00	0.00	200,000.00	0.00
Dept: 000.000	250,000.00	0.00	0.00	250,000.00	0.00
Expenditures	250,000.00	0.00	0.00	250,000.00	0.00
Net Effect for SPECIAL STREET CITY/CTY HIWAY	-46,750.00	32,145.13	0.00	-78,895.13	-68.76
Change in Fund Balance:		32,145.13			

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 240 - Transient Guest Tax					
Revenues					
Dept: 000.000					
408.250 TRANSIENT GUEST TAX	0.00	850.14	850.14	-850.14	0.00
Dept: 000.000	0.00	850.14	850.14	-850.14	0.00
Revenues	0.00	850.14	850.14	-850.14	0.00
Net Effect for Transient Guest Tax	0.00	850.14	850.14	-850.14	0.00
Change in Fund Balance:		850.14	850.14		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 244 - ECONOMIC DEVELOPMENT					
Expenditures					
Dept: 000.000					
726.050 TRAVEL MEALS & ACCOM	1,000.00	0.00	0.00	1,000.00	0.00
726.080 DUES AND MEMBERSHIPS	16,000.00	0.00	0.00	16,000.00	0.00
801.010 SERVICE CONTRACTS	3,000.00	2,355.33	0.00	644.67	78.51
801.020 PROFESSIONAL SERVICES	25,000.00	0.00	0.00	25,000.00	0.00
Dept: 000.000	45,000.00	2,355.33	0.00	42,644.67	5.23
Dept: 725.000 VILLAGE SOUTH					
801.030 ATTORNEY-LEGAL FEES	25,000.00	0.00	0.00	25,000.00	0.00
VILLAGE SOUTH	25,000.00	0.00	0.00	25,000.00	0.00
Expenditures	70,000.00	2,355.33	0.00	67,644.67	3.36
Net Effect for ECONOMIC DEVELOPMENT	-70,000.00	-2,355.33	0.00	-67,644.67	3.36
Change in Fund Balance:		-2,355.33			

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 275 - SPECIAL SALES TAX FUND					
Revenues					
Dept: 000.000					
405.000 SALES TAX-CITY LEVY	242,500.00	44,453.77	23,538.94	198,046.23	18.33
407.000 USE TAX-CITY LEVY	197,500.00	27,438.52	17,158.97	170,061.48	13.89
Dept: 000.000	440,000.00	71,892.29	40,697.91	368,107.71	16.34
Revenues	440,000.00	71,892.29	40,697.91	368,107.71	16.34
Expenditures					
Dept: 102.100 GENERAL FUND FIRE DEPT.					
775.010 NEW EQUIPMENT	60,615.00	46,036.37	46,036.37	14,578.63	75.95
970.050 VEHICLE	167,820.00	6,160.68	0.00	161,659.32	3.67
GENERAL FUND FIRE DEPT.	228,435.00	52,197.05	46,036.37	176,237.95	22.85
Dept: 110.000 PUBLIC WORKS					
726.450 STREET MAINTENANCE	100,000.00	0.00	0.00	100,000.00	0.00
PUBLIC WORKS	100,000.00	0.00	0.00	100,000.00	0.00
Dept: 124.000 PARKS & RECREATION					
775.010 NEW EQUIPMENT	25,000.00	0.00	0.00	25,000.00	0.00
801.010 SERVICE CONTRACTS	100,000.00	0.00	0.00	100,000.00	0.00
PARKS & RECREATION	125,000.00	0.00	0.00	125,000.00	0.00
Expenditures	453,435.00	52,197.05	46,036.37	401,237.95	11.51
Net Effect for SPECIAL SALES TAX FUND	-13,435.00	19,695.24	-5,338.46	-33,130.24	-146.60
Change in Fund Balance:		19,695.24	-5,338.46		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 300 - DEBT SERVICE FUND					
Revenues					
Dept: 000.000					
401.000 CURRENT TAXES	920,562.00	550,325.47	0.00	370,236.53	59.78
402.000 DELINQUENT TAXES	18,411.00	2,572.76	0.00	15,838.24	13.97
409.000 MOTOR VEHICLE TAXES	51,306.00	8,083.25	0.00	43,222.75	15.75
409.001 REC. VEH. TAXES	345.00	49.02	0.00	295.98	14.21
409.002 HEAVY TRUCK	414.00	178.04	0.00	235.96	43.00
409.003 COM MTR VEH FEES	4,677.00	913.35	0.00	3,763.65	19.53
415.000 IRB/PILOT	77,214.00	21,811.31	0.00	55,402.69	28.25
441.503 TRANSFER IN FROM SEWER	183,525.00	0.00	0.00	183,525.00	0.00
Dept: 000.000	1,256,454.00	583,933.20	0.00	672,520.80	46.47
Revenues	1,256,454.00	583,933.20	0.00	672,520.80	46.47
Expenditures					
Dept: 000.000					
712.003 PRINCIPAL - G.O. BONDS	680,000.00	0.00	0.00	680,000.00	0.00
712.004 INTEREST DUE	208,193.00	0.00	0.00	208,193.00	0.00
Dept: 000.000	888,193.00	0.00	0.00	888,193.00	0.00
Expenditures	888,193.00	0.00	0.00	888,193.00	0.00
Net Effect for DEBT SERVICE FUND	368,261.00	583,933.20	0.00	-215,672.20	158.57
Change in Fund Balance:		583,933.20			

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 505 - SEWER FUND					
Revenues					
Dept: 000.000					
494.000 LATE FEES	0.00	2,545.00	-105.00	-2,545.00	0.00
496.000 SEWER FEE	845,000.00	-927.32	-930.21	845,927.32	-0.11
Dept: 000.000	845,000.00	1,617.68	-1,035.21	843,382.32	0.19
Revenues	845,000.00	1,617.68	-1,035.21	843,382.32	0.19
Expenditures					
Dept: 000.000					
701.611 MEDICAL PLAN	18,579.00	2,930.00	1,465.00	15,649.00	15.77
701.612 MEDICAL HSA	0.00	500.00	250.00	-500.00	0.00
701.613 DENTAL PLAN	540.00	90.00	45.00	450.00	16.67
701.615 VISION PLAN	154.00	35.20	17.60	118.80	22.86
701.910 FICA	3,482.00	446.68	229.54	3,035.32	12.83
701.911 MEDICARE	814.00	104.46	53.68	709.54	12.83
701.938 KPERS D&D	0.00	87.76	44.88	-87.76	0.00
701.940 KPERS	5,896.00	749.44	378.32	5,146.56	12.71
701.941 LIFE INSURANCE,CITY	224.00	74.40	37.20	149.60	33.21
701.942 DISABILITY CITY PAID	270.00	90.00	45.00	180.00	33.33
701.952 UNEMPLOYMENT	112.00	54.19	26.17	57.81	48.38
711.000 PAYROLL	56,160.00	8,765.16	4,477.41	47,394.84	15.61
711.001 OVERTIME	1,500.00	10.43	10.43	1,489.57	0.70
726.040 TRAINING TUITION & REGISTER	500.00	0.00	0.00	500.00	0.00
726.060 BUILD & GROUNDS MAINTENANCE	10,000.00	0.00	0.00	10,000.00	0.00
726.070 UTILITIES	20,000.00	2,308.72	581.38	17,691.28	11.54
726.090 MISC. COMMODITIES	1,000.00	0.00	0.00	1,000.00	0.00
726.130 REPAIRS - NON VEHICLES	50,000.00	4,367.37	0.00	45,632.63	8.73
726.140 VEHICLE MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
726.150 FUEL	5,000.00	166.47	166.47	4,833.53	3.33
726.200 CLOTHING ALLOWANCE	750.00	0.00	0.00	750.00	0.00
726.430 PUBLIC WORKS SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00
775.010 NEW EQUIPMENT	15,000.00	0.00	0.00	15,000.00	0.00
775.030 MISCELLANOUS SMALL EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00
801.010 SERVICE CONTRACTS	60,000.00	73.99	47.25	59,926.01	0.12
801.015 TREATMENT CONTRACT	355,000.00	24,176.84	24,176.84	330,823.16	6.81
801.020 PROFESSIONAL SERVICES	15,000.00	5,293.46	0.00	9,706.54	35.29
970.010 CAPITAL OUTLAY	15,000.00	0.00	0.00	15,000.00	0.00
999.010 TRANSFER TO OTHER FUNDS	25,000.00	0.00	0.00	25,000.00	0.00
999.030 TRANSFER TO DEBT	183,525.00	0.00	0.00	183,525.00	0.00
Dept: 000.000	853,006.00	50,324.57	32,052.17	802,681.43	5.90
Expenditures	853,006.00	50,324.57	32,052.17	802,681.43	5.90
Net Effect for SEWER FUND	-8,006.00	-48,706.89	-33,087.38	40,700.89	608.38
Change in Fund Balance:		-48,706.89	-33,087.38		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 515 - SOLID WASTE FUND					
Revenues					
Dept: 000.000					
494.000 LATE FEES	3,500.00	0.00	0.00	3,500.00	0.00
496.500 SOLID WASTE FEES	247,000.00	-343.96	-373.38	247,343.96	-0.14
Dept: 000.000	250,500.00	-343.96	-373.38	250,843.96	-0.14
Revenues	250,500.00	-343.96	-373.38	250,843.96	-0.14
Expenditures					
Dept: 000.000					
712.560 SOLID WASTE CHARGES	240,000.00	40,867.58	20,596.31	199,132.42	17.03
712.561 BILLING CHARGES	2,500.00	939.96	404.99	1,560.04	37.60
801.010 SERVICE CONTRACTS	5,000.00	2,355.33	0.00	2,644.67	47.11
Dept: 000.000	247,500.00	44,162.87	21,001.30	203,337.13	17.84
Expenditures	247,500.00	44,162.87	21,001.30	203,337.13	17.84
Net Effect for SOLID WASTE FUND	3,000.00	-44,506.83	-21,374.68	47,506.83	-1,483.56
Change in Fund Balance:		-44,506.83	-21,374.68		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

City of Edwardsville

CY MTD: 2/1/2023 to 2/28/2023 CY YTD: 1/1/2023 to 2/28/2023
 CY ATD: 1/1/2023 to 12/31/2023

	CY Original Annual Budget	CY YTD Actual	CY MTD Actual	CY Unencumb. Balance	Current Year % of Budget
Fund: 999 - CEMETERY OPERATING FUND					
Revenues					
Dept: 000.000					
492.000 CHARGES FOR SERVICES	0.00	1,325.00	0.00	-1,325.00	0.00
Dept: 000.000	0.00	1,325.00	0.00	-1,325.00	0.00
Revenues	0.00	1,325.00	0.00	-1,325.00	0.00
Net Effect for CEMETERY OPERATING FUND	0.00	1,325.00	0.00	-1,325.00	0.00
Change in Fund Balance:		1,325.00			
Grand Total Net Effect:	241,570.00	606,296.36	-26,885.79	-364,726.36	250.98

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

ITEM #3

TO: MAYOR & CITY COUNCIL
FROM: MICHAEL WEBB, CITY MANAGER
JOSHUA NEY, CITY ATTORNEY
ZACK DANIEL, ASSISTANT CITY MANAGER
DATE: MARCH 13, 2023
SUBJECT: AGENDA DEVELOPMENT PROCESSES

RECOMMENDATION

City Council to review materials prepared by the City Attorney related to City Council agenda development.

FINANCIAL IMPACT

Not applicable.

BACKGROUND

The City Council previously considered Ordinance No. 1063 on February 13, 2023. The original version of this ordinance was not adopted at that time. The City Council held a subsequent work session reviewing possible procedures and processes for agenda development prior to their regular meeting held on February 27, 2023.

Based on comments from that session, the City Attorney has developed the draft version of Ordinance No. 1063 included in this evening's agenda. The ordinance spells out a specific process for the agenda development and adoption process. Within this document, there are several areas for the City Council to review and discuss among the body and with City staff prior to adoption. There is also the option to adopt agenda development procedures via resolution, which has been past practice when adopting City policies.

Staff recommends the City Council review the materials developed by the City Attorney and provide additional comments and feedback prior to action.

ORDINANCE NO. 1063

AN ORDINANCE OF THE GOVERNING BODY OF THE CITY OF EDWARDSVILLE, KANSAS REGARDING THE DEVELOPMENT AND APPROVAL OF REGULAR MEETING AGENDAS.

WHEREAS, a written meeting agenda provided to the public is consistent the highest standards for transparency with residents and preparedness of the governing body and staff; and

WHEREAS, from time to time, agenda items are amended or added to an agenda during the course of a meeting via a motion and vote to address emerging issues, unexpected developments, or other issues that were not able to be considered during development of the regular agenda; and

WHEREAS, it is the policy of the governing body to conduct as much business of body as possible during open public meetings pursuant to K.S.A. 75-4317 and to avoid meeting executive session except when necessary to discuss confidential matters.

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

Section 1. Preliminary Meeting Agenda. The following protocol shall be followed by all members of the governing board and city staff regarding the development of preliminary draft agendas and finalized proposed agendas for consideration by the governing body at its regular meetings:

- (a) The city manager, assisted by city staff, shall be responsible for developing a draft preliminary agenda for review by the mayor prior to the next regular meeting of the governing body.
- (b) During the period of time between regular meetings, the city manager shall receive agenda item requests from mayor and city council members, as well as city staff, and compile the list of requested agenda item as part of a draft preliminary agenda to be submitted to the mayor as provided in this section.
- (c) The city manager may use discretion in determining whether the agenda requests can be accommodated at the next meeting and included in the draft preliminary agenda draft, but each draft preliminary agenda shall include a list of all pending requests for additions to the draft preliminary agenda for review by the mayor.
- (d) The city manager, city staff, mayor, and city council persons shall adopt measures to prevent serial communications of the governing body that violate K.S.A. 75-4318(f) in the development of the draft preliminary agenda. Such preventative measures include, but are not limited to, the use of one-way “blind carbon copy” emails to staff and other methods that prevent serial communications, defined by K.S.A. 75-4318(f) as “interactive communications in a series collectively involv[ing] a majority of the membership of the public body or agency, shar[ing] a common topic of discussion concerning the business or affairs of the public body or agency, and are intended by any or all of the participants to reach agreement on a matter that would require binding action to be taken by the public body or agency.”

- (e) The draft preliminary agenda shall be submitted to the mayor for review or modification no later than five (5) days prior to a regular meeting of the board (ex. city manager shall send mayor a draft preliminary agenda by close of business on Wednesday prior to a Monday regular meeting of the city council).
- (f) Upon receipt and review of the draft preliminary agenda, the mayor may approve or modify the agenda prior to finalization. Upon approval of the original or modified draft preliminary agenda by the mayor in writing, the approved agenda shall be finalized as the finalized proposed agenda and distributed and published as further provided in this section.
- (g) The mayor shall approve a finalized proposed agenda no later than 4:00 pm on the fourth day prior to the regular meeting (ex. mayor shall approve a finalized proposed agenda no later than 4:00 pm on Thursday prior to a Monday regular meeting of the city council).
- (h) Upon approval by the mayor, the city staff shall distribute the finalized proposed agenda to the city council members no later than close of business four days prior to the regular meeting (ex. after approval of finalized proposed agenda by the mayor, the city manager shall send the city council members the finalized proposed agenda no later than 5:00 pm on Thursday prior to a Monday regular meeting of the city council).
- (i) Upon approval by the mayor and distribution to the city council, the city staff shall publish the finalized proposed agenda no later than close of business three days prior to the regular meeting (ex. after approval of finalized proposed agenda by the mayor, the city manager shall send the city council members the proposed agenda no later than 5:00 pm on Friday prior to a Monday regular meeting of the city council).
- (j) The draft preliminary agenda and finalized proposed agenda shall be available for inspection by the mayor and members of the city council upon request, but the draft preliminary agenda shall not be considered an open record pursuant to K.S.A. 45-221(a)(20).
- (k) Pursuant to K.S.A. 75-4318(d), the finalized proposed agenda shall be an open public record upon publication by the city staff on the city's website.

Section 2. Approved Proposed Meeting Agenda. A regular meeting agenda shall not be adopted by the governing body except as provided in this section. The following protocol shall be followed by all members of the governing board and city staff regarding the adoption of a meeting agenda at the beginning of any regular meeting:

- (a) After calling the meeting to order and holding initial public comment, the mayor shall move or receive a motion for the adoption of the proposed agenda. Upon a duly seconded motion, the matter of the agenda shall be discussed.
- (b) A motion to adopt the originally proposed agenda may be approved by a majority of city council members then present.
- (c) A motion to approve an originally proposed agenda may be made part of the consent agenda.
- (d) After the proposed agenda is opened for discussion upon a duly seconded motion, any member of the governing body, including the mayor, may move to amend the proposed agenda in any manner, except as otherwise provided in this section.

- (e) Except in matters involving an emergency, all proposed amendments to a proposed agenda at the beginning of a regular meeting must have previously been sent to the city manager in the development of the preliminary agenda prior to being added to an approved meeting agenda.
- (f) No motion to amend a proposed agenda shall pass unless approved by **by 4/5 / unanimous consent** of the city council persons then present.
- (g) The board shall not commence business within a regular meeting until a meeting agenda is adopted by the city council.

Section 4. Additions to Subsequent Meeting Agendas. The following protocol shall be followed by all members of the governing board and city staff regarding the addition of items to a subsequent meeting agenda:

- (a) Prior to the adjournment of any regular meeting, any motion of any city council member regarding the addition of an agenda item to a subsequent meeting agenda shall be in order.
- (b) After the proposed agenda is opened for discussion upon a duly seconded motion to add an item to a subsequent meeting agenda, the matter shall be discussed and put to a vote.
- (c) No motion to add an agenda item to a subsequent meeting agenda shall pass unless approved by **2/3 / by 4/5 / unanimous consent** of the city council members then present.
- (d) Any addition of an agenda item to a subsequent meeting agenda approved by the city council as provided in this section shall be added by the mayor to the finalized proposed agenda for the subsequent regular meeting in the manner stated in the approved motion.

Section 5. Executive Session. It is the policy of the governing body to conduct as much business of body as possible during open public meetings pursuant to K.S.A. 75-4317. However, from time to time the governing body may need to enter into executive session for the purpose of discussing limited confidential matters as provided in K.S.A. 75-4319. Upon a duly seconded motion approved by a majority of the city council members then present, the governing body may enter executive session at any time for consultation with an attorney for the governing body which would be deemed privileged in the attorney-client relationship for matters involving non-elected personnel. All other justifications for entering executive session shall require the approval of **2/3 / by 4/5 / unanimous consent**.

Section 6. A Special Meeting may be called should an urgent matter arise in accordance with Section 1.03.003(b) Special Meetings. The development of an agenda for a special meeting shall follow the same protocol for the development of an agenda for a regular meeting as provided in this ordinance, to the extent circumstances allow.

Section 7. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance shall be and are hereby repealed.

Section 8. This Ordinance shall take effect and be in force from and after its passage and publication as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF EDWARDSVILLE, KANSAS ON THIS 13TH DAY OF MARCH, 2023.

Carolyn Caiharr, Mayor

ATTEST:

Zachary Daniel, Assistant City Manager/City Clerk

APPROVED AS TO FORM:

Joshua Ney, City Attorney

ITEM #4

TO: MAYOR & CITY COUNCIL
FROM: MARK M. MATHIES, CHIEF OF POLICE
DATE: MARCH 13, 2023
SUBJECT: ACQUISITION OF INFORMATION TECHNOLOGY INFRASTRUCTURE

RECOMMENDATION

City Council to consider authorizing the purchase of composite hardware, software, network resources, and services required for the replacement of the city's existing physical server components, as well as various software and network components critical to the existence, operation, and management of the City's IT environment.

FINANCIAL IMPACT

This is an unbudgeted item. The projected cost for the purchase of server hardware components including two Dell PowerEdge R650 servers and one Dell Unity XT 380F Storage Array is \$52,185.99. Setup labor and required licensing are expected to cost an additional \$30,000. Allowing for unanticipated costs, the project is expected to not exceed \$95,000.

Funding for the project will be derived from various sources, including CARES funds and General Fund Reserves.

BACKGROUND

The City's existing Dell server and network are 10 years old. As such, the hardware components and related software have far exceeded their lifecycle. Recently, the server has entered into a state of instability and a critical component failure is highly probable.

The City has previously experienced a complete component failure, which disrupted the delivery of critical city services, including bill paying, banking functions, and overall computing and internet capabilities. Therefore, it is imperative to take this preemptive action in order to avoid repeating that experience.

By design, deploying two Dell PowerEdge servers and the storage array will build redundancy, ensuring continuity of service (i.e., ensuring at least one server continues to function while performing offline maintenance tasks or failures of the other server). This design is the prevailing deployment standard for environments similar to ours. Other municipalities and counties within our area deployed their systems using this standard.

City staff is confident we are receiving the best pricing available, as we are utilizing the City's purchasing power by buying the components directly from Dell under the State and Local Government procurement program. Staff has received extensive price reductions and negotiated for additional price cuts in recent days.

In closing, staff recommends the City Council authorize the procurement of the necessary hardware, software, licensing, and services critical to the existence, operation, and management of the City's IT environment.

CITY COUNCIL MEETING – MARCH 13, 2023

CITY MANAGER REPORT

ADMINISTRATION

- Auditors were on site on Friday, March 6 performing field work. It is expected that the final report will be presented to the City Council in May.
- Calculation for 2023 utility bills was completed earlier this week and bills sent to the printers. Due dates for all bills has shifted out five days to the 20th of every odd n

FIRE DEPARTMENT/EMS

- The FEMA grant-funded exhaust capture system installation is complete and the City is awaiting the grant monies to be deposited into the City's bank account prior to contractor payment.
- EFD has submitted for the SAFER staffing grant, as previously authorized in an earlier City Council meeting. Awards announcement is expected in the fall.
- Chief Whitham and Captain Hubbel are attending the fire grounds operations training in Leavenworth, KS on 3/13 and 3/14
- Staff will be preparing annual prescribed burns in previously established locations.

POLICE DEPARTMENT

- Please join the members of the police department in congratulating Erin Krauze on her selection as Employee of the Year. The command staff and Police Chief Mathies unanimously selected Mrs. Krauze for the honor. Throughout 2023, she demonstrated a positive, can-do attitude and took the initiative to lead numerous projects to success. Her willingness to go the extra mile, along with her pleasant disposition and work ethic, were readily recognizable and very welcomed. For those and many other reasons, Mrs. Krauze stood out as the unanimous selection amongst a great pool of candidates. Again, congratulations to Erin Krauze on her selection as 2022 Employee of the Year!
- EPD has completed the final installation phase of the fiber optics and related components. This connects city hall, the police department, the fire department, and the community center through a secure fiber optic connection to a centralized server and other IT components thereby eliminating the need for existing external WIFI and remoted connections from those buildings. Within the next few months, staff will begin work on the connection between the Public Safety Answering Point (911 center) and the PD.
- The City is transitioning to Outlook 365 for its email service. The City currently utilize Microsoft "Exchange." Citing major security concerns with the current setup, our vendor made this change a priority. There are one-time fees associated with the changeover; however, the reoccurring costs will be similar to what we currently pay.

PUBLIC WORKS

- Staff performed 8 tons of pothole patching in late February and early March
- Maintenance at the PW shop is ongoing, including shelf installation, new faucets, eye washing stations, etc.
- The round-about sign at Riverview and 110th has been reinstalled.
- Spot inspection on streets is ongoing, with staff identifying trash, downed signs, damage, etc.
- Staff reinstalled the bollard at the River Front Park Trail.
- Road closed signs and Type-III barricades set up at Steele Rd. and Crestwood Ave.

PARKS & REC

CITY COUNCIL MEETING – MARCH 13, 2023

- The Wyandotte County Land Bank accepted the transfer of a small strip of land to the City related to the historic cemetery restoration project. The initial appraisal report for the church-owned area is also complete and will be reviewed with church officials this week.
- Parks & Rec announced the launch of a new Disc Golf League to kick off in late spring.
- The CPPS Board approved two applicants for the Adopt-a-Planter program.