

**WORK SESSION**  
**AGENDA**  
**June 18<sup>th</sup>**

**Carl Miller, RMA**

County Appraiser, Carl Miller, will be at the meeting to visit with the City Council and answer any questions. We expect to have the 2018 Valuations in by then (due June 15<sup>th</sup>) and will be able to discuss this and its impact on the 2019 Budget process. I have attached a summary of *the Results of the Market Study Analysis for Pawnee County for the Assessment Year 2018*. This document talks about the general trend for residential and commercial land and improvements as well as Agricultural Use Values from the Kansas Department of Revenue Property Valuation Department.

**Annual Audit Presentation**

Aaron Koehn with VonFeldt, Bauer, & VonFeldt Chtd. will be at the meeting to make a presentation on the 2017 City Audit. Since this is a work session, the Council will need to approve the Audit in the Regular City Council Meeting on July 2<sup>nd</sup>.

**Performance Contracting**

Curtis Wondra with CTS Group will be at the meeting to talk about the process of performance contracting and the potential for energy efficiency solutions. CTS and other design/build performance contractors are required by State Statute to be “revenue neutral” in that the upgrades are paid for through guaranteed cost-savings. This process has great long-term potential for benefit to the City as well as Pawnee County, Ft. Larned School District, and Pawnee Valley Community Hospital. Mr. Wondra has visited with each of these entities on his visits to Larned. Information from CTS is included for your reference and additional information will be provided at the meeting.

**Budget Requests**

Attached is the letter that was sent to several organizations as part of the 2019 Budget process. Letters were sent to the Pawnee County Humane Society, the Recreation Commission, Circles, Jordaan Library, the Ministerial Alliance, Welcome Inn/Senior Center, and the Chamber of Commerce/Pawnee County Economic Development. Most of the entities contacted me and provided information. I have attached the information submitted by organizations and I expect attendance by most at the meeting.

**RESULTS OF THE MARKET STUDY ANALYSIS  
FOR PAWNEE COUNTY FOR THE ASSESSMENT YEAR  
2018**

PURSUANT TO K.S.A. 1995  
SUPP. 79-1460A

A study of the **residential** real estate market for older houses, i.e. **built before 1945**, indicated that the market is stable with no upward or downward trend.

A study of the **residential** real estate market for newer houses, i.e. **built after 1945**, indicated that the market is stable with no upward or downward trend.

A study of the **land** (vacant & improved) indicated that the market is stable with no upward or downward trend.

**They are as follows:**

Larned City	No Changes Warranted
Rozel City	No Changes Warranted
Burdett City	No Changes Warranted
Garfield City	No Changes Warranted
Zook Community	No Changes Warranted
Rural Home Sites (NBHD 501)	No Changes Warranted
Rural Home Sites (NBHD 401)	No Changes Warranted
Rural Secondary Site	No Changes Warranted
Rural Residual / Undeveloped Site	No Changes Warranted
Rural Other Site	No Changes Warranted

A study of the **commercial** real estate market indicated properties are stable with no upward or downward trend.

**Values on specific properties may change do to property characteristic data changing, correction of descriptive information, calibration of values based on sales of similar properties and a current sale of the subject property.**

In accordance with the provisions in K.S.A. 79-1476, the Division of Property Valuation is required to annually furnish each county the results of its study relating to changes, if any, of the Use Value of agricultural land. Changes can and do occur as a result of several factors including cropping practices (crop mix), commodity prices, production cost, Capitalization Rate and expenses. Pawnee County has received the 2018

Agricultural Use Values from Property Valuation Department,

**THE RESULTS ARE AS FOLLOWS:**



# CITY OF LARNED

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417 BROADWAY

LARNED, KANSAS 67550

(620) 285) 8500 • FAX (620) 285-8544

"Cities Are What People Make Them"

Annually, the Larned City Council approves a Budget for the next fiscal year. Our fiscal year begins in January. The Budget is a legal document and one of the most important functions for an elected official as it sets policy and priorities for the next and future years. It is used by the City staff as a guide for projects, programs, and for performing their duties. Numerous State Statutes guide and restrict these budgeting activities, including most recently a State imposed limitation on expenditures. In addition to approving a budget for public safety, infrastructure, utility services, and administrative activities, the Council approves allocations to other entities.

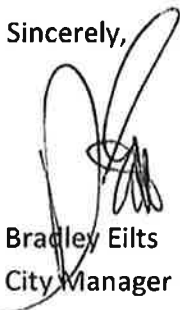
This year's budget process faces declining assessed valuations, infrastructure demands, escalating material costs, unfunded mandates, increased requests for assistance, and other challenges. All of these factors will require the Governing Body to address "competing priorities". They will be required to find a balance between organizations and causes that serve a public good while maintaining and upholding a fiduciary obligation to the citizens of Larned. That is not an easy task and one that they do not take lightly.

The City Council has set a budget work session for June 18<sup>th</sup> at City Hall beginning at 6:30 pm. At this work session, you will have the opportunity to present your requests for 2019. In order to provide the Governing Body with ample opportunity to consider all of the information, we will need your requests and any supporting material by 5:00 pm June 1<sup>st</sup>.

This will be the first of three budget work sessions. Two meetings will be held in July and the Council will approve the 2019 Budget in August. Work Sessions are limited to listening, discussing, and clarifying issues; the Council will not make final binding decisions that evening.

Please contact me with any questions or if I can assist you in any way. I can be reached at City Hall, 620/285-8500 or by email at [beilts@cityoflarned.com](mailto:beilts@cityoflarned.com). Thank you for your time.

Sincerely,



Bradley Eilts  
City Manager

## Who We Are / What We Do



CTS Group has been providing **Design/Build** and **Performance Contracting** services by developing and implementing **turnkey, comprehensive construction and energy efficiency projects** since our inception in 2000.

We ensure cost-effective, ethical, reliable, and high-quality solutions of strategic value. By promising excellent solutions – and delivering on them – we develop long-term partnerships built on a foundation of mutual trust and respect.

Our professional and seasoned team always demonstrates technical and managerial competence to design and implement projects that use multiple technologies. We are dedicated to providing **innovative energy efficiency solutions** that result in comfortable and healthy environments, not only for our customers, but also for who they serve.

We have met the rigorous standards to become an accredited Energy Services Company (ESCO) through the National Association of Energy Service Companies (**NAESCO**) and the United States Department of Energy (**DOE**). Additionally, we are an **Energy Star Partner** with numerous projects receiving the Energy Star Award.



### Company Snapshot

- Over 250 projects in 12 states
- Over 400 buildings
- Over \$480M in revenue
- Over 50% repeat customer rate
- \$6M+ in annual energy savings
- 16+ years of Performance Contracting and Design/Build experience
- NAESCO and DOE Accredited
- Energy Star Partner

### Performance Contracting:

*A method for public entities to obtain and finance capital improvements through guaranteed energy and operational cost savings. Key Provisions of the Law:*

- Partner with an energy services company (ESCO) to design, build and guarantee performance
- ESCO must provide a written guarantee
- Achieved savings must be project costs for a term of up to 20 years
- Low-interest, third party financing can be secured, preventing the need for capital outlay

### Potential Energy Conservation Measures:

- Mechanical System Upgrades, Building Automation Systems, Lighting Upgrades, Building Envelope Improvements, Plumbing Retrofits, and more

### Advantages:

- **Enhance facilities:** Address critical facility issues and deferred maintenance, improve comfort and efficiency
- **Fiscal Responsibility:** Redirect energy and operational savings to pay for the improvements
- **Guaranteed Savings:** If annual savings are not achieved, CTS will write a check for the shortfall
- **Environmental Stewardship:** Reduced energy use means a reduced carbon footprint



### Our Process

All successful projects are predicated on a partnership with the client and open, honest dialogue as to the goals and methods desired to achieve them. CTS utilizes a very thorough and straightforward approach for developing and implementing projects. We work very closely with our clients to determine the project scope, design, cost, energy and operational cost avoidance, and the need for ongoing support services. The results are highly successful projects and customers for life.



### CTS Advantages

- One fixed cost contract for design and construction. CTS assumes all the risk for the project.
- More input on design/solution and greater control over price and on time completion.
- Opportunity to include local contractors to keep more money in the community and maintain local support.
- Vendor neutral, not tied to any particular manufacturer or supplier.
- Onsite project manager during the implementation process to ensure the project runs smoothly.
- Partner with a contractor whose main focus is schools, local government, and higher education.

### Options

You can choose to fund needed building improvements through traditional funding methods for capital improvements – which often times means waiting years for the necessary resources and leads to piecemeal solutions. **A better choice would be to partner with CTS and comprehensively address facility improvements** and give you long-term control over energy expenditures.

### Results

At CTS, we're saving our customers millions of dollars in energy and operating costs each year. We do this by using "budget neutral" financing that allows for facility upgrades to be paid through guaranteed cost-savings achieved with those improvements. We design and implement building improvements that save you money.



**We look forward to discussing how we can help you achieve your goals.**



**LARNED**  
AREA CHAMBER OF COMMERCE  
**PAWNEE COUNTY**  
ECONOMIC DEVELOPMENT  
COMMISSION



May 30, 2018

Dear Larned City Council Members,

On behalf of the Larned Area Chamber of Commerce and Pawnee County Economic Development Commission, I would like you to consider our funding request of \$26,500 as you begin your budget planning for the upcoming fiscal year.

As you know, the past year for us has been full of new changes in our organizations – new director, new tiered membership levels, new programs and initiatives all under a newly combined and structured board of directors. Previously, we were often working against each other, rather than together for the greater good as separate boards overseeing two organizations both tasked to accomplish similar goals. In this past year, we've proactively brainstormed and placed new goals and tactics into motion because of these great changes.

In January, we merged the Larned Area Chamber of Commerce and Pawnee County Economic Development boards in efforts to come together and work alongside one another to better Larned and Pawnee County for the businesses, organizations, families and individuals whom reside here. We structured our new board to oversee four task forces to help us better manage our time and encourage more community participation in areas of entrepreneurship, community events, business retention, and business development. Since then, we've been able to incorporate new ways to give back to the community, as well as encourage more local shopping and support with our local businesses. We've also been working to bring quarterly business development workshops to benefit our local employers and business owners. In addition, we've restructured our Chamber Membership levels to better support our members.

Even with our two organizations working together, we cannot continue to move Larned and Pawnee County forward without your support. We have attached a copy of our combined budget for your convenience. Please contact us with any questions or need for clarification. We greatly appreciate your past partnership and are excited to continue strengthening it in the upcoming years!

Thank you kindly for your consideration,

A handwritten signature in blue ink that reads "Alex Filbert".

Alexandra (Lessard) Filbert  
Executive Director

## Larned Area Chamber of Commerce 2018 Budget

RECEIPTS	2017 BUDGETED	2017 ACTUAL	2018 BUDGETED	2018 ACTUAL
Membership Dues	\$ 25,000.00	\$ 8,315.00	\$ 18,500.00	
Pre-Paid Sponsorships			\$ 7,750.00	
PCEDC Receipts	\$ 53,400.00	\$ 53,400.00	\$ 65,000.00	
Project Receipts	\$ 36,400.00	\$ 34,480.99	\$ 26,000.00	
Tourism Reimbursements	\$ 6,100.00	\$ 2,661.05	\$ 4,200.00	
Interest Income	\$ 10.00	\$ 53.76	\$ 50.00	
		\$ -		
<b>Total Receipts</b>	<b>\$ 120,910.00</b>	<b>\$ 98,910.80</b>	<b>\$ 121,500.00</b>	<b>\$ -</b>
EXPENDITURES				
Wages, Benefits, & Taxes:				
Director	\$ 40,000.00	\$ 35,290.00	\$ 41,200.00	
Program Coordinator	\$ 21,746.00	\$ 23,682.41	\$ 23,400.00	
Summer Intern	\$ 2,600.00	\$ -	\$ 1,500.00	
Payroll Taxes	\$ 5,270.18	\$ 5,909.72	\$ 5,909.72	
Telephone/Internet	\$ 3,180.00	\$ 3,177.90	\$ 2,544.00	
Simple Matching (Retirement)	\$ 1,815.19	\$ 832.98	\$ 1,938.00	
Office Supplies	\$ 3,000.00	\$ 2,092.49	\$ 2,000.00	
Insurance	\$ 3,000.00	\$ 4,114.00	\$ 3,000.00	
Professional Fees	\$ 3,590.00	\$ 3,335.00	\$ 3,500.00	
Postage	\$ 800.00	\$ 701.00	\$ 800.00	
Meals & Lunches	\$ -			
Meetings	\$ 1,648.23	\$ 1,398.17	\$ 500.00	
Dues & Subscriptions	\$ 300.00	\$ 162.52	\$ 300.00	
Advertising	\$ 2,000.00	\$ 1,203.64	\$ 6,000.00	
Other Expenses	\$ 2,000.00	\$ 1,255.15	\$ 2,000.00	
Coffee Hour Expenses	\$ 1,000.00	\$ 672.37	\$ 600.00	
Maintenance/Repairs	\$ 500.00	\$ 419.56	\$ 500.00	
Health Insurance	\$ 6,000.00	\$ 5,250.00	\$ 6,000.00	
Project Expenses	\$ 24,500.00	\$ 13,350.61	\$ 16,000.00	
Leased Equipment	\$ -	\$ -	\$ 2,083.08	
Purchased Equipment	\$ 500.00	\$ 294.99	\$ 1,000.00	
Depreciation	\$ -			
Trainings & Conferences	\$ 500.00	\$ 1,100.00	\$ 2,000.00	
Local Support Contests	\$ -	\$ -	\$ 3,000.00	
Community Fund	\$ -	\$ -	\$ 1,500.00	
Business Development Workshops			\$ 4,000.00	
<b>Total Expenditures</b>	<b>\$ 123,949.60</b>	<b>\$ 104,242.51</b>	<b>\$ 131,274.80</b>	
<b>Projected Profit/Loss</b>	<b>\$ (3,039.60)</b>	<b>\$ (5,331.71)</b>	<b>\$ (9,774.80)</b>	



## Pawnee County Economic Development 2018 Budget

RECEIPTS	2017 BUDGETED	2017 ACTUAL	2018 BUDGETED	2018 ACTUAL
Pawnee County	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
City of Larned	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00	
Burdett	\$ -	\$ -	\$ -	
Rozel	\$ 738.00	\$ 758.22	\$ 758.22	
Garfield	\$ -	\$ -	\$ -	
Project Income	\$ -	\$ 1,730.00	\$ 2,000.00	
E-Community Marketing Fund		\$ 270.00		
Interest	\$ 90.00	\$ 120.93	\$ 120.00	
<b>Total Receipts</b>	<b>\$ 57,328.00</b>	<b>\$ 59,379.15</b>	<b>\$ 59,378.22</b>	
EXPENDITURES				
Chamber Agreement			\$ 65,000.00	
Insurance	\$ -	\$ -	\$ -	
Professional Fees	\$ 1,000.00	\$ 763.00	\$ 5,000.00	
Travel	\$ 1,000.00	\$ 489.56	\$ 1,000.00	
Dues & Subscriptions	\$ 600.00	\$ 340.00	\$ 750.00	
<b>Total Expenditures</b>	<b>\$ 2,600.00</b>	<b>\$ 1,592.56</b>	<b>\$ 71,750.00</b>	
<b>Projected Profit/Loss</b>	<b>\$ 54,728.00</b>	<b>\$ 57,786.59</b>	<b>\$ (12,371.78)</b>	

## Events & Additional Expenses Breakdown 2018

Projects:	<u>Receipts</u>	<u>Expenses</u>	<u>Advertising</u>	<u>Net</u>
Antique Show	7,000.00	3,300.00	2,000.00	1,700.00
Golf Tournament	7,000.00	4,200.00	200.00	2,400.00
Santa Fe Trail Days	9,500.00	6,000.00	2,500.00	1,000.00
Annual Banquet	2,000.00	2,000.00	-	-
Christmas Celebration	500.00	500.00	-	-
<b>Totals</b>	<b>26,000.00</b>	<b>16,000.00</b>	<b>4,700.00</b>	<b>5,100.00</b>

<u>Position</u>	<u>Taxable Wage</u>	<u>FICA Exp</u>	<u>SUTA</u>	<u>FICA</u>
Director	41,200.00	3,151.80	61.20	3,057.25
Director Health INS	3,000.00			229.50
Program Coordinator	23,400.00	1,790.10	61.20	1,736.40
Assistant Health INS	3,000.00			229.50
Summer Intern	1,500.00			114.75
<b>Totals</b>	<b>70,600.00</b>	<b>4,941.90</b>	<b>122.40</b>	<b>5,367.39</b>

<u>Position Continued</u>	<u>Simple</u>
Director	1,236.00
Director Health INS	
Program Coordinator	702.00
Assistant Health INS	
Summer Intern	
<b>Totals</b>	<b>1,938.00</b>



Deborah Factor, CEO & Executive Director

June 13, 2018

Youth Core Ministries  
211 E. Garfield  
Greensburg, KS 67054

Larned City Council  
417 Broadway  
Larned, KS 67550

Dear Larned City Council:

As I know you are aware, a group of citizens in Pawnee County have come together with Youth Core Ministries and the Pawnee Learning Center to establish a Circles Project in Larned.

Our budget is \$51,000 annually and our desire is to launch this fall. In order to do so, we need 50% of the budget raised and/or pledged before August 1<sup>st</sup>. If we miss that date, we will continue to develop the funding and will target launching in April 2019. We have currently raised appx. \$12,000, with additional prospects for funding on the horizon. We would like to request from the city \$500 per month towards our project (\$6,000 annually). This pledge, along with another promising possibility on the table, would put us at \$23,000. This makes the goal within reach for this fall.

Youth Core Ministries currently has four Circles Projects operating in four different communities: Greensburg, Stafford, St. John, and Great Bend. We are successfully stabilizing the economic situations of families. We are seeing economic growth among some of our poorest families, and to date we have 10 adults and 7 children who have stepped out of financial poverty. In addition to people being newly employed and their income rising, they have also paid off over a combined \$105,000 in unsecured debt.

We believe an investment in this Circles Project is truly an investment in turning the tide of poverty that is gripping our rural towns. This investment is our best hope in changing the demographics of Pawnee County forever. Our model is proven, it is working, and it will change the landscape of this community forever.

In addition, both Rebecca Lewis-Pankratz of ESSDACK and myself are very interested in the success of helping our families gain employment at the Larned State Hospital, both for those who reside in Larned and for those in our neighboring communities. We are currently in conversations with the hospital of how we can create a model of seeing our families become gainfully employed there.

Combining Rebecca's previous work in McPherson County with the work we are doing in our current projects, we have seen 41 adults with 46 children walk out of financial poverty. The total combined income of that group when they began our project was appx. \$523,000 and is now \$1.8 Million.

Our project in Greensburg has completed three years, and we are just beginning to understand the economic impact in our rural town. If you talk to the leaders of Greensburg, they will tell you that Circles is making our entire community better. Some small examples of the economic impact include:

- A family whose kids are no longer on free and reduced lunch in our school.
- A family that had a \$3,000 debt from a local vendor that they were ignoring; now the vendor has been paid in full.
- Individuals who were not getting their utility bills paid are now consistently and regularly are up to date.
- A 16 and 17 year old who were having babies and sitting on the couch doing nothing now have their high school education completed and are gainfully employed.
- The list goes on and on.

I can say with all confidence that this investment is an investment in the bettering of this community, and that over the course of the next 3-5 years the landscape of poverty will look different in Larned.

Thank you for your consideration. I am available for a phone call or to sit face to face with any of you if you so desire.

Warmest Regards,

Deborah Factor  
CEO & Executive Director  
316-992-4629  
[deborahfactor@hotmail.com](mailto:deborahfactor@hotmail.com)

**Bradley Eilts**

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**From:** D Gore <dgorejordanlibrary@gmail.com>  
**Sent:** Monday, June 4, 2018 4:33 PM  
**To:** beilts@cityoflarned.com  
**Subject:** 2019 Budget

Good afternoon, Brad--I wanted to address your recent letter regarding the Budget for 2019. Jordaan Library has been operating on the approved 8 mils which is allocated for the Library, and was set quite a number of years ago. I did not look up the actual date for this, but it has been in place since way before I became Director of the Library in 2012. As you know, municipalities must show maintenance of effort in order to maintain eligibility for State Aid, which is something we do not want to lose. I shall be happy to continue to operate at this level, and am hopeful the council will not decrease the mils.

I have not presented specific budgetary needs for the last few years because as long as the 8 mils are maintained, we operate within that dollar amount.

Should you have questions I would be happy to try to answer them for you. Otherwise, we are hopeful our full 8 mils will be approved, or we are in jeopardy of losing our State Aid.

If you need additional information, just let me know.

Thank you,  
Debby Gore, Director  
Jordaan Memorial Library

**Purpose:**

The Pawnee County Humane Society is seeking financial assistance from the City of Larned. PCHS is looking for \$1500 a month from the city. On June 11<sup>th</sup>, 2018, the Pawnee County commissioners agreed to match what the City of Larned has been giving PCHS a month (\$500) during the latter half of 2017 and the early half of 2018. Because of that, PCHS feels that it is fair to request \$1500 from the City of Larned.

Data from the last three years (2015, 2016, 2017) shows that, on average, PCHS intake (dogs and cats) is roughly 80% from Larned with 20% coming from areas outside of Larned (within Pawnee County).

**What we have done to cut costs/raise money:**

1. March 2018 – Fuller Industries, in Great Bend, agreed to donate our cleaning chemicals saving us roughly \$600.00 per year.
2. March 2018 – Submitted the PetSmart Operations Grant for \$6,500.00 worth of vaccinations, microchips, and other necessary supplies needed for maintain the well-being and adoptability of our animals. Notification of approval or denial will be received by July 31, 2018.
3. May 2018 – Board of Directors voted for, and approved, increases in dog and cat adoption fees and to reduce the returned adoption fees (no refund after 6 weeks). These increases alone could add over \$2800.00 to our finances over the next year (based on adoption figures from 2015, 2016, and 2017).
4. May 2018 – Submitted the Orvis Animal Care Grant - \$200.00 for mentally stimulating toys which would reduce shelter stress, boredom, and aggression of our dogs thus making them more adoptable with the potential for a reduced length of stay which means less resources and money used to care for those animals.
5. June 2018 – Pawnee County commissioners agreed to give PCHS \$500 a month, matching what City of Larned has given PCHS in 2017 and 2018 thus far.
6. June 2018 – PetSmart Retention Grant – PCHS will request grant money (amount TBD) for subsidizing basic wellness/maintenance costs for those in Pawnee County who are underserved, underprivileged, and low-income. The

money requested would be used for microchipping, rabies vaccinations, and Revolution (flea/tick/heartworm) medicine. The goal is to reduce owner surrenders and to keep pets in their homes and out of the shelter, thus reducing costs for PCHS, the City of Larned, and Pawnee County. This type of program would also ensure that animals owned by loving owners (who may have fallen upon hard times) that enjoy and need their company and the emotional support that animals can bring, are maintained (for wellness and in accordance with local laws). This is a necessary outreach function of PCHS and will elevate PCHS to a community entity instead of just another place to house animals until they are adopted.

### **Current community involvement/programs/benefits of PCHS:**

- PCHS walks dogs in every holiday/city parade with locals commenting each time how nice it is to see our animals. The "Glow Parade" was the most recent parade we walked in after which PCHS received inquiries about various dogs seen at that event.

- Annual dog swim generates much needed funds and is an event that citizens look forward to every year. It is a staple of the end-of-summer activities. In 2018, we are looking to expand the swim with a "Paws in the Park" type event to be held at Schnack park which will include roasted corn, drinks, and will potentially have a beer tent. Over 80 dogs showed up for the dog swim in 2017.

- PCHS benefits the children and teenagers of Larned and Pawnee County. Kids often used money they've received as presents, or through yard sales and lemonade stands, to buy supplies and food as donations for PCHS. Many high school children have used PCHS for their "Do Something Hard" projects. Child involvement with PCHS teaches them kindness and empathy towards animals which has the potential to extend to humans.

- PCHS has given tours of its facility to local school children and participates in other local events, such as Agriculture Day. The Girl and Boy Scouts have also been involved in PCHS.

- PCHS has an enduring partnership with the DoC. PCHS utilizes inmate labor (typically three) who work during the day, Monday through Friday. PCHS also has four dogs enrolled in the Best Chance Dog Training program with those

dogs living with the inmates at West Unit. These programs provide work and enrichment opportunities for inmates which teaches them empathy as well as skills necessary for post-incarceration endeavors. Several dogs who went through the Best Chance training program were adopted as animal therapy dogs for the State Hospital (Milo).

### **Survey results thus far:**

- survey has been live since May 7<sup>th</sup> and will run through June 25<sup>th</sup>. There have been 93 responses thus far. 79% of respondents are residents of Larned.

- 53% of respondents (Pawnee County and Larned) think that Larned has a problem with stray cats. In August, grants through PetSmart and Petco open which deal with spay/neuter funds. One grant will be written for TNR money while the other grant will be written for spay/neuter vouchers for those who are low-income, underserved, and underprivileged. PCHS has offered these vouchers before with great success. As of right now, TNR money comes from regular PCHS funds and we do not currently have the money to offer for spay/neuter vouchers. Having funds for these programs would decrease the amount of unwanted litters which will eventually reduce PCHS intake and associated costs.

- There were open ended questions asking for input on where PCHS could improve as well as what people liked about us. At least 50% of respondents complained that PCHS was not present in the community enough. It is something PCHS is working to address and which could, in the long run, gain more volunteer, community, and financial support. PCHS gets high marks for a friendly staff and cleanliness of the shelter. Shelter cleanliness and adherence to state regulations has been noted by state inspectors year after year.

### **Plans:**

1. Continue grant writing: TNR is a real need for Larned and Pawnee County. Larned residents, as well as PC residents, state that there is a problem with stray cats. Cats that are neutered/spayed will not procreate and will eventually lead to less stray cats, especially diseased ones. All cats, whether they are in the TNR program or a shelter cat, undergo FeLV and FIV testing with positive tests resulting in immediate euthanasia. Some survey respondents



lamented that our TNR program has all but disappeared over the years (it hasn't but we haven't had grant funding and therefore it isn't advertised and promoted as heavily). Although TNR continues to be a part of our operations, having more financial assistance with our TNR program would enable PCHS to divert more funds to other issues while bringing our TNR program back to the forefront as the county needs and benefits from this program immensely. Grant writing takes time and it is often months before a decision is made on grants. PCHS needs a bit of help while it gets the grant process rolling again and until we can get back on our feet.

2. Outreach, education, and community involvement are vital components of any non-profit organization. It is an area where PCHS has fallen behind. The shelter manager wishes to implement a once a month "workshop" type of educational program which would cover a different topic each month. Topics include: history of PCHS, importance of spay/neuter, dog behavior, cat behavior, how the TNR program works, the importance of animal wellness endeavors, etc. This could be implemented at almost no cost to the PCHS. Renting a room at the library would be free. Also, grants could be written to cover the costs of renting bigger rooms (such as the Jordaan Room) elsewhere.

3. PCHS plans to work more closely with other local civic organizations to improve conditions for shelter animals and animals owned by Pawnee County citizens. One idea is to start taking certain shelter dogs through the local 4-H dog training program. This will increase PCHS's visibility and will make PCHS's dogs more adoptable so that length of stay is reduced, thus reducing costs associated with housing dogs. PCHS has worked with Diversicare and Country Living in the past to provide animals for an animal therapy program. PCHS plans to restart this program soon.

4. More adoption events (to be held at local businesses) that are held on a consistent basis.

5. Survey respondents also wish to see extended hours of operation. Shelter manager is willing to extend hours of operation pending BoD approval.

**Impact of financial assistance received by city and county:**

- First and foremost, financial assistance benefits the animals while they are part of PCHS. These funds provide vaccinations, microchips, rabies, and other medical needs as well as enrichment toys. The happier and healthier PCHS's animals are, the likelier they will be adopted and in a shorter period.

- Funds are also used to help with fundraisers. Most survey respondents who answered the fundraising question expressed interest in our cash raffle giveaway and calendar contests. These are long-standing and great sources of funds for PCHS. PCHS would like to do bigger fundraisers. Survey respondents also expressed interest in a "murder mystery dinner" as well as a wine tasting event. These events have start up costs attached which PCHS cannot financially support currently. Bigger events of these types would bring in more members of the community along with the potential for increase donations, in amount and quantity.

### **Conclusion:**

PCHS appreciates the partnership they have with the DoC, City of Larned, and Pawnee County. We look forward to continuing those partnerships while actively seeking ways to increase funds (grants, community support, county/city funding, etc.). PCHS is hoping, within the next year, to implement and improve programs that will benefit the community and Pawnee County at large. PCHS aims to be a bigger presence in the community while providing assistance in various forms for citizens of Larned and Pawnee County. Requested assistance from the City of Larned, as well as Pawnee County, will go a long way towards helping PCHS regain their footing and focus.

Pawnee County Humane Society  
Proposed Budget  
Period Ending June 30, 2018

PC HS

Description	FY2017 Actuals	Annual Budget	Monthly Budget
<b>Income</b>			
Donations	12,171.66	14,000.00	\$ 1,166.67
Donated Supplies	-	2,400.00	\$ 200.00
Memberships	4,840.00	4,840.00	\$ 403.33
Adoptions	10,805.00	11,000.00	\$ 916.67
Memorials	3,927.00	4,000.00	\$ 333.33
T-Shirt Sales	364.00	365.00	\$ 30.42
Microchip Sales	40.00	100.00	\$ 8.33
Sales-Calendar	3,855.11	3,900.00	\$ 325.00
Sales-Misc	45.00	50.00	\$ 4.17
Raffle	1,720.00	11,000.00	\$ 916.67
Dog Swim	410.07	425.00	\$ 35.42
Dog Fund	2,200.00	2,200.00	\$ 183.33
Impound Fee	330.00	350.00	\$ 29.17
Harvest Cash Income	9,778.85	-	\$ -
Misc. Receipts	2,143.32	2,100.00	\$ 175.00
Kroger Rewards	2,441.02	2,400.00	\$ 200.00
LSH-TNR	1,350.00	1,350.00	\$ 112.50
Interest Income	305.36	305.00	\$ 25.42
Support from City of Larned			\$ 500.00
<b>Total Income</b>	<b>\$ 56,726.39</b>	<b>\$ 60,785.00</b>	<b>\$ 5,565.42</b>
<b>Expenses</b>			
Salary & Wages	21,015.67	21,000.00	\$ 1,750.00
Payroll Taxes	8,157.28	7,950.00	\$ 662.50
Veterinary Fees	12,027.88	12,000.00	\$ 1,000.00
Rent	-	3,600.00	\$ 300.00
Liability Insurance	2,356.00	2,356.00	\$ 196.33
Accounting Services	1,538.50	1,540.00	\$ 128.33
Sterilization Refunds	1,345.00	1,200.00	\$ 100.00
Lawn Mower Maintenance/Repair	172.93	173.00	\$ 14.42
Flea/Tick Heartworm Meds	1,225.54	3,600.00	\$ 300.00
Food		2,400.00	\$ 200.00
Cat Litter	1,600.00	1,500.00	\$ 125.00
Microchips	1,400.00	1,400.00	\$ 116.67
Cleaning Supplies	350.00	300.00	\$ 25.00
Checks (Deluxe Checks)	145.47	145.00	\$ 12.08
Chamber of Commerce Annual Membership Dues	80.00	80.00	\$ 6.67
Postage	48.00	50.00	\$ 4.17
Various Service Fees			
On-Line Donation Fee			

Pawnee County Humane Society  
Proposed Budget  
Period Ending June 30, 2018

PCHS

Merchant Bank	116.32	110.00	\$	9.17
Qgive	153.69	-	\$	-
Annual State License & Fees Fee	40.00	40.00	\$	3.33
Fund Raising Expenses:				
Gun Purchase	876.91	875.00	\$	72.92
Shirt Purchases	-		\$	-
Calendars	784.80	784.80	\$	65.40
Raffle Ticket Winner Payouts	4,550.00	3,600.00	\$	300.00
Holiday Fair Booth Rental	70.00	70.00	\$	5.83
Sales Tax	115.64	-	\$	-
Depreciation Expense	7,571.64	7,571.64	\$	630.97
Miscellaneous	727.71	500.00	\$	41.67
<b>Total Expenses</b>	<u>\$ 66,468.98</u>	<u>\$ 72,845.44</u>	<u>\$</u>	<u>6,070.45</u>
<b>Net Income (Loss)</b>	<u><b>\$ (9,742.59)</b></u>	<u><b>\$ (12,060.44)</b></u>	<u><b>\$</b></u>	<u><b>(505.04)</b></u>