



Towanda High School Baseball team of 1915. The baseball team won both games that were played that year.

"On account of the lack of a building and other equipment at the beginning of our athletics three years ago, the T.H.S. has done nothing sensational in the athletic line. The present equipment has been bought through the industry of the student body. We are very glad to record at this time that Mr. Read secured a favorable vote at the annual school meeting of this year for the construction of a gymnasium. It will be built this summer. Hurray!"

- Towanda Chieftain yearbook of 1915.



City Of Towanda, KS

Lovin' the Small Town Life!

Regular Council Meeting April 10th, 2024
7 pm at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

City Council Regular Meeting Agenda

Wednesday, April 10th, 2024, 7:00 PM, City Hall – 110 S 3rd St., Towanda, KS

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA – *Consent agenda items will be acted on by one motion unless a majority of the City Council votes to remove an item for discussion and separate action.*

- **Minutes of March 13th, 2024, Regular City Council Meeting**
- **TREASURER’S INFORMATION REPORTS**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - iv. Water Loss Report
- **Claims**
 - i. Claims Report
 - 1. Appropriations Ordinance 03-2024
- **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff Office Report
 - ii. Court Clerk’s Report
 - iii. Planning and Zoning
 - iv. Towanda Fire Rescue
 - v. Towanda Maintenance Department



Council Packet

4. PRESENTATIONS AND GUEST SPEAKERS

- Nikolas Herrmann, Towanda Lions Club

5. OLD BUSINESS

- Water Loss Update
 - i. Meter for the Water Tower
- Comprehensive Development Plan Review
 - i. Ordinance No. 716 – Adoption of Updates to the Towanda, KS Comprehensive Development Plan
- Search for Compliance Officer Update

6. NEW BUSINESS

- Ordinance for Disposing of City Property – Discussion of Procedures

7. OTHER BUSINESS

- Towanda Hometown Action Commission Update

8. PUBLIC COMMENT TIME

**CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND
PUBLIC PARTICIPATION POLICY**

9. EXECUTIVE SESSION

- Personnel Matters

10. ADJOURN

INTRODUCTION

Under the Kansas Open Meetings Act (KOMA), the public has the right to observe the meetings of the Towanda City Council unless the City Council has recessed into a lawfully conducted executive session. The KOMA does not require the opportunity for public comment – that opportunity is provided at the discretion of the City Council, except as required by State law or City ordinance in certain specific circumstances. This policy outlines the various circumstances under which the City Council meets and elaborates on the City Council's Rules of Procedure by addressing the rules regarding the time, place, and manner of public participation in the City Council meetings from the standpoint of the participating member of the public. This policy is intended to strike a lawful balance between First Amendment protections and the substantial public interests of (1) assuring that meetings of the City Council can occur in an efficient, orderly, and safe manner and (2) promoting productive public discourse regarding the governance and administration of the City while maintaining decorum in an environment free from interference, distraction, or intimidation, whether real or perceived, by any person present in the meeting room toward the Council or members of the public.

SUBMISSION OF WRITTEN INFORMATION

Written information may be submitted to the City Clerk before noon on the Thursday prior to a City Council meeting for distribution to Council and key staff members or may be presented during the meeting upon recognition by the Mayor as a speaker in the manner described below. Ten (10) copies should be provided to ensure that all applicable parties are able to receive and review the information provided.

FORMS OF COMMUNICATION OR EXPRESSION NOT ALLOWED IN THE MEETING ROOM

To assure fulfillment of the substantial public interests outlined above, no member of the public attending the City Commission meeting shall in the meeting room engage in the following forms of communication or expression found by the City Council to be in conflict with the substantial public interests outlined above and, therefore, not allowed in the meeting room (the "disallowed conduct"):

Before, during, or after the meeting:

- (1) Possessing, placing, or displaying a sign, placard, flag, or banner, regardless of its size, the material of which it is made, or its written, graphic, or symbolic content;

During the meeting:

- (2) Audibly speaking, or making any sound or noise other than while speaking as a speaker recognized by the mayor;

**CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND
PUBLIC PARTICIPATION POLICY**

- (3) Applauding, whistling, cheering, clapping, or otherwise expressing agreement with a speaker recognized by the mayor;
- (4) Booing, jeering, taunting, ridiculing, mocking or otherwise expressing disagreement with a speaker recognized by the mayor;
- (5) Inaudibly mouthing or gesturing messages deemed to be distracting to other persons in the meeting room;
- (6) Making available or distributing written materials to those in attendance.

Persons attending a City Commission meeting must turn off or set on vibrate all cellular telephones. Any person exhibiting any form of the disallowed conduct will first be warned by the Mayor to cease. If the person continues the disallowed conduct, the Mayor may ask the person to leave the meeting room. If the person does not promptly leave the meeting room, the Mayor may direct that the person be escorted from the meeting room.

AGENDA ITEMS

CONSENT AGENDA

The Consent Agenda assembles routine action items for collective approval in the interest of efficiency of the meeting. Any item may be removed from the Consent Agenda for separate consideration either (a) at the request of a Council Member or City staff, or (b) by a majority vote of the City Council upon request by a Towanda resident directed to City staff or to a Council Member prior to the start of the meeting without discussion.

PRESENTATIONS AND GUEST SPEAKERS

Presentations and Guest Speakers Time is an opportunity for organizations or citizens to make special presentations before the City Council. Such are scheduled in advance of the meeting by calling the City Clerk Andy Newbrey at (316) 536-2243 by 5:00 pm the Thursday preceding the meeting. Presentations are limited to ten minutes. Any presentation is for information purposes only; no action will be taken.

PUBLIC HEARINGS AND REGULAR AGENDA ITEMS

Following the introduction of any public hearing or regular agenda item, consideration of the item will ordinarily begin with a staff report followed by Council Member questions of staff. If the matter involves an applicant, the applicant or the applicant's representative will be given the opportunity to address the City Council.

In the case of a public hearing, the public hearing shall be conducted in the manner required by State law or Towanda ordinance and any person entitled to address the City Council shall be provided that opportunity, regardless of his or her viewpoint on the matter, subject to the allowed time period.

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

In the case of a regular agenda item, subject to the discretion of the City Council, any interested persons wishing to address the City Council regarding the subject of the agenda item, regardless of his or her viewpoint on the matter, may be given the opportunity to do so, subject to the allowed time period.

In the case of either a public hearing or regular agenda item, those allowed to address the City Council may do so by, in turn, approaching the podium to be recognized by the mayor.

- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the subject of the agenda item for no longer than the allowed time period which is typically three (3) minutes but may be altered and announced by the Mayor based upon the number of persons expected to speak during the public hearing or regular agenda item.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information regarding the subject of the agenda item to City Council Members, the City Administrator/City Clerk.
- The speaker should avoid repeating what has already been said and should feel free to simply state whether he or she is or is not in support of the matter being discussed.
- A speaker should not expect to engage in two-way dialogue with the City Council.
- A speaker should provide his or her comments for Council consideration at their discretion.

PUBLIC COMMENT TIME

Public Comment Time provides an opportunity for Towanda citizens to address the City Council on a topic that is not on the meeting agenda.

After the Mayor announces the Public Comment Time:

- Any citizen wishing to address the City Council should, in turn, approach the podium to be recognized by the Mayor.
- There are no residency requirements.
- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the City Council for no longer than the allowed time period which is typically three (3) minutes but may be altered and announced by the Mayor based upon the number of persons expected to speak during the Public Comment Time.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information to Council Members, the City Manager, and the City Clerk.
- The City Council is not expected to take immediate action in response to the presentation.
- At the discretion of the City Council, subjects introduced under Public Comment Time may be referred to City staff for follow-up or may become an agenda item for a future meeting.
- A speaker should not expect to engage in two-way dialogue with the City Council.
- A speaker should provide his or her comments for Council consideration at their discretion.
 - Comments or questions will be directed **only** to the City Council.
- Debate or arguments between parties in the audience is not allowed.
- Comments on personnel matters and matters pending in court are not permitted.

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

In order for the Council to have an opportunity to review comments in advance of the meeting, please email your comments or questions to administrator@cityoftowanda.com by 5:00 p.m. the Tuesday prior to the Wednesday meetings.

EXECUTIVE SESSION

The Kansas Open Meetings Act allows the City Council to recess into an executive session based upon certain justifications outlined in the act. The City Council may recess into executive session based upon a motion that includes (1) a statement describing the subjects to be discussed during the executive session, (2) the statutory justification for the executive session, and (3) the time and place at which the open meeting shall resume. Executive sessions are closed to the public, however, once the executive session has concluded, members of the public may return to the meeting room.

AGENDA INFORMATION

Copies of the agenda are available on the Friday afternoon preceding the regular meetings. Items for the agenda should be submitted to the Towanda City Clerk's office prior to noon on the Thursday preceding a regularly scheduled Wednesday meeting. Information regarding the agenda may be obtained from City Hall, 110 S. 3rd, Towanda, KS, or by visiting our website at: www.cityoftowanda.com/agendas-minutes

OTHER ITEMS

STUDY/WORKSHOP SESSION

The City Council may meet in study session on topics determined by the City Administrator or the City Council on a specific date and time. As the name suggests, the study/workshop session is intended to provide a less formal opportunity for the City Council to study, discuss, and provide direction to City staff regarding the subject under study. Study sessions are open to the public; however, the extent of public participation is subject to the discretion of the City Council based upon available time during the study session and the need for public input in order to accomplish the objectives of the City Council in studying the subject of the study session.

SPECIAL LIMITED PUBLIC FORUM

A special limited public forum may be called by the City Council for the purposes of

- (a) conducting public discussion and
- (b) seeking public comment and/or the submission of written information regarding a particular subject matter.

A special limited public forum may be convened in the City Council's regular meeting room or at an alternative, publicly accessible site suitable for the anticipated number of participants in the forum.

**CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND
PUBLIC PARTICIPATION POLICY**

At the appointed time on the agenda, any persons wishing to address the City Council regarding the subject of the special limited public forum, regardless of their viewpoint on the matter, may do so by, in turn, approaching the podium or microphone to be recognized by the Mayor.

- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the subject of the special limited public forum for no longer than the allowed time period determined and announced by the mayor based upon the number of persons expected to speak during the forum.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information regarding the subject of the special limited public forum to the City Council, the City Administrator, and the City Clerk.

Consent
Agenda
Items
4.10.2024

The City of Towanda

City Council Meeting Minutes

Towanda City Hall – 110 S 3rd St.

Wednesday, March 13, 2024, 7:00 PM

Governing Body

Present Not Present

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mayor – Jennifer Shaults
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council President – Mike Hayes
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Grant Smith
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Kendall Pierce
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Bill Wolf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Jeff Banks

Staff

Present Not Present

<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Administrator – Andy Newbrey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Attorney – Rob Lane
<input type="checkbox"/>	<input checked="" type="checkbox"/>	City Superintendent – Sam French
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fire Chief – TC Pyle
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Planning/Zoning Administrator -Lisa Long
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Court Administrator – Emelia Toney

HEARING FOR PROPOSED FIRE DISTRICT RESOLUTION:

- 1. Call to Order**
 - at 7:03 pm
- 2. Presentation and Discussion of Resolution 2024-03**
- 3. Public Comment**
- 4. Roll Call Vote - Motion to approve by Kendall Pierce, 2nd by Mike Hayes, carries 5-0**
- 5. Hearing Adjourn**
 - Motion to adjourn at 7:05 p.m. by Kendall Pierce, 2nd by Mike Hayes (5-0).

REGULAR COUNCIL MEETING:

- 1 Call To Order**
 - 7:05pm
- 2 Roll Call**
- 3 Consent Agenda**
 - Minutes of the February 14, 2024, Regular Council Meeting
 - Treasure's Report
 - Statement of Activities
 - Fund Balance Report
 - Budget Execution Report
 - Claims Report
 - Appropriations Ordinance 02-2024
 - Sheriff Office Report

- Court Clerk's Report
- Planning and Zoning
- Towanda Fire Rescue
- Towanda Maintenance Department
- *Motion by Mike Hayes to approve the consent agenda from February 14, 2024. Second by Kendall Pierce. Motion carried (5-0).*

4 Presentation and Guest Speakers

- **Brad Shores, PE, JEO Consulting Group**
 - Discussed with the Council the services JEO offers and how the company can be beneficial for Towanda.
 - Two grants JEO is already helping us with.
 - KDOT Cost Share Grant to be used for rebuilding 6th Street
 - The Transportation Alternatives Grant to be used for a new sidewalk from Pine Ridge Mobile Home Park to Main St.
 - *Motion to Approve JEO Consulting Group as the city engineer by Kendall Pierce, 2nd by Bill Wolf (5-0).*

5 Old Business

- Water Loss Update
 - Still trying to track down where the leaks are. One gets fixed and nother pops up.
- Comprehensive Plan Update
 - A meeting of the Towanda Planning and Zoning Board was held on March 4, 2024 to review the community survey results. The goals of the old plan have been reviewed and updates have been proposed based on the survey results. The next P&Z meeting will be held on April 1, 2024, to finalize the new goals and updates. The Board will prepare an amendment to present to Counsel at the next meeting.
- Search for Compliance Officer Update
 - The City is looking for someone to help the code enforcement officer and make that department more efficient. It is not an easy position to fill, but we are still actively looking.

6 New Business

- Budgeting Costs and Considerations for 2025 – Andy reported that the City needs to start thinking about cost increases.
 - Our City equipment, property work comp, and general liability insurance coverage could potentially increase by 10 – 15% next year.
 - Our employee health insurance could increase by 5%
 - Typically there would be a 3% cost of living increase for staff.
 - Utilities could go up 5% or more
 - That's a potential cost increase of \$30,000. Those are costs we do not have much control over.

- There is a Andy proposed that the City sign a one-year agreement with Ziptility Software. This is an app using GIS and GPS technology for mapping out the City's water and sewer system.
 - *Motion to enter into a One-Year Contract with Ziptility by Bill Wolf, 2nd by Grant Smith (5-0)*
- Resolution No. 2024-04 Establishing Advertising Rates for the Towanda Herald
 - Andy wants to create a new Official City Newsletter called the Towanda Herald. It is named after the City's first newspaper published in 1885. It will be, primarily and online newsletter. There will be paper copies available at City Hall, the Towanda Senior Center and the Towanda Library.
 - *Motion to approve Resolution No. 2024-04 by Mike Hayes, 2nd Bill Wolf (5-0)*
- Grant Application for Sidewalk for South 6th Street from Pine Ridge Estates to Main Street.
 - This was covered during the JEO presentation.
- Grant Application for Rebuilding 6th Street from Pool Rd. North to Main.
 - This was covered during the JEO presentation.

7 Other Business

- Towanda Fire Rescue 2nd Annual Crawfish Broil – April 6th, 2024
 - To begin at 5pm till 8pm, or until they run out.
 - They are planning a Family Fun Night in June and more details to come later.
- Towanda Hometown Action Commission – meeting to get organized on April 4th, 2024
 - Meeting to be held at the museum.

8 Public Comment

- **Kit Williams** – County Waste Plan Report Update – All of the reports for this project will be available to the public when finished.
 - Drone question in regards to the use of taking pictures while searching for water leaks.
- **Victoria Haney**-code enforcement in regards to North 3rd street.
 - There is a vacant property that still needs cleaned up and stones/rubble were left. Lisa stated the stones were left for the foundation of possible new property and will touch base with them during code enforcement.
 - Also wanted to discuss her water bill regarding a leak. Questions on why she is being billed \$361.00 when the problem is not on her end. Andy advises her to stop by the office the next day as this needs to be discussed with him outside of the meeting
- **Kevin Hefner** – Had a question regarding car break-ins. States that there are plenty of enthusiastic citizens who are taking it upon themselves to address the problem. The City needs to do more. He had comments about the lack of police coverage in the

community. Another concerned citizen asked if more lighting or security cameras could be put up and maybe provided by BUSO.

- **Nicole Mandina (Towanda Business and Property Owner)** - Commented that she likes the idea of a newspaper but has concerns about how much time and work that would take. Andy stated that all we can do is try it and see how it goes. Lisa stated that she enjoys newsletters and that this would be a perfect way to advertise the city more.

9 Executive Session

- **20 minutes to discuss consultation with an attorney on matters deemed to be of attorney-client privilege, pursuant to the justification listed in K.S.A. 75-4319(b)2**
 - *Motion by Mike Hayes to start the executive session for a length of 20 minutes. Second by Grant Smith. Motion carried (5-0).*
 - Entered into executive session at 8:46 pm
 - *Motion by Mike Hayes to start a 2nd executive session for a length of 20 minutes. Second by Bill Wolf. Motion carried (5-0).*
 - Entered into 2nd executive session at 9:10 pm
- Resumed open meeting at 9:20 pm.
- Grant Smith announces that he will be stepping down. This will be his last meeting because he is moving out of town.

10 Adjourn

- *Motion by Mike Hayes to adjourn at 9:30 pm. Second by Grant Smith. Motion carried (5-0).*

Andrew Newbrey
City Clerk

Approved on the 10th day of April 2024 by the City Council, City of Towanda, Kansas.

City of Towanda, KS
Statement of Activity
March 2024

Mar 24

100I · GENERAL FUND INCOME	
1004110 · General Prop. Tax / AD Valorem	\$6,746.71
1004120 · General Prop Tax / Delinquent	\$1,845.62
1004130 · Motor Vehicle Tax	\$3,877.73
1004140 · Franchise Fees	\$5,986.08
1004150 · Sales Tax Income	\$28,467.35
1004327 · Pool Admissions / Passes	\$100.00
1004413 · Business / Contractor Licenses	\$100.00
1004420 · MHP License	\$45.00
1004421 · Building / Remodeling Permit	\$3,086.50
1004501 · Court Fines	\$360.00
1004610 · Interest Revenue	\$193.89
1004690 · Misc. Revenues	\$20.00
1004692 · Returned Check Fee	\$50.00
1004693 · Collections Fee	-\$1,442.11
1004695 · Donations for Banners	\$900.00
Total 100I · GENERAL FUND INCOME	<u>\$50,336.77</u>

100X · GENERAL FUND EXPENSES

12 · ADMINISTRATION EXPENSES

12-Administration/Finance

12-5200 · Non-Material Expenditures	\$13.66
12-5207 · Fees Paid to Collection Agency	\$93.72
12-5215 · Food For Meetings	\$30.75
12-5254 · Printing / Publications	\$437.98
12-5255 · Postage & Shipping Charges	\$30.75
12-5259 · Miscellaneous Services	\$4.20
12-5314 · Office Supplies	\$430.67
12-5315 · Operating Supplies	\$1,050.00
12-5319 · Misc. Supplies	\$35.70
12-5324 · Office Furniture	\$459.55
12-5400 · Computer Software	\$5,665.39
66900 · Reconciliation Discrepancies	-\$848.32

Total 12-Administration/Finance \$7,404.05

12-5100 · Staff Expense Administration

12-5110 · Salaries	\$14,598.34
12-5140 · PR Tax Expense City Share	\$1,140.40
12-5150 · KPERS City Share	\$1,238.36
12-5160 · Health Ins. - City Share	\$2,840.62

Total 12-5100 · Staff Expense Administration \$19,817.72

12-5251 · Utilities \$2,395.40

Total 12 · ADMINISTRATION EXPENSES \$29,617.17

**City of Towanda, KS
Statement of Activity**

March 2024

Mar 24

13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	\$81.48
13-5400 · Computer Software	\$499.00
Total 13-Court General Expenses	<u>\$580.48</u>
13-5100 · Staff Expense Court	
13-5110 · Salaries	\$621.20
13-5140 · PR Tax Expense City Share	\$51.86
13-5150 · KPERs City Share	\$0.00
13-5160 · Health Ins. - City Share	\$0.00
Total 13-5100 · Staff Expense Court	<u>\$673.06</u>
Total 13 · COURT	<u>\$1,253.54</u>
14 · LEGAL	
14-5110 · Salaries / Permanent	\$1,200.00
Total 14 · LEGAL	<u>\$1,200.00</u>
15 · PLANNING & ZONING	
15-5252 · Communications	\$59.71
15-5254 · Printing / Publications	\$149.97
Total 15 · PLANNING & ZONING	<u>\$209.68</u>
21 · PARKS	
21-5251 · Utilities	\$28.55
Total 21 · PARKS	<u>\$28.55</u>
22 · POOL	
22-Pool General Expenses	
22-5222 · Intergovernment / Permit Fees	\$250.00
22-5251 · Utilities	\$102.88
Total 22-Pool General Expenses	<u>\$352.88</u>
22-5100 · Staff Expense Pool	
22-5110 · Salaries	\$0.00
22-5140 · PR Tax Expense City Share	\$0.00
Total 22-5100 · Staff Expense Pool	<u>\$0.00</u>
Total 22 · POOL	<u>\$352.88</u>
24 · LIBRARY-BILLING	
24-5244 · Other Repair / Maintenance	\$134.83
24-5251 · Utilities	\$234.75
Total 24 · LIBRARY-BILLING	<u>\$369.58</u>
25 · SENIOR CENTER	
25-5251 · Utilities	\$521.95
Total 25 · SENIOR CENTER	<u>\$521.95</u>
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5200 · Non-Material Expenditures	\$0.00
31-5251 · Utilities	\$0.00
	<u>\$0.00</u>

City of Towanda, KS
Statement of Activity
March 2024

	Mar 24
Total 31-Police Genral Expenditures	\$913.60
31-5243 · Contractural Services	\$5,452.07
Total 31 · SHERIFF DEPARTMENT CONTRACT	\$6,365.67
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5200 · Non-Material Expenditures	\$14.18
50-5241 · Vehicle / Mobile Equipment R/M	\$159.16
50-5251 · Utilities	\$311.31
50-5311 · Gasoline / Fuel / Lubricants	\$212.85
50-5319 · Misc. Supples	\$187.60
50-5541 · Machinery / Equipment	\$1,774.96
Total 50-Public Works General	\$2,660.06
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	\$1,812.59
50-5140 · PR Tax Expense City Share	\$140.91
50-5150 · KPERS City Share	\$160.96
50-5160 · Health Ins. - City Share	\$580.27
Total 50-5100 · Staff Expense Public Works	\$2,694.73
Total 50 · PUBLIC WORKS SHOP	\$5,354.79
Total 100X · GENERAL FUND EXPENSES	\$45,273.81

City of Towanda, KS
Statement of Activity
March 2024

Mar 24

200 · DESIGNATED FUND INCOME

210I · LIBRARY COUNTY TAX INCOME	
2104110 · Gen. Property Tax / AD Valorem	\$855.75
2104120 · Gen. Property Tax / Delinquent	\$237.70
2104130 · Motor Vehicle Tax	\$498.08
Total 210I · LIBRARY COUNTY TAX INCOME	\$1,591.53
210X · LIBRARY BLDG COUNTY TAX DIS	
2105610 · Appropriations	\$1,591.53
Total 210X · LIBRARY BLDG COUNTY TAX DIS	\$1,591.53

220I · FIRE INCOME	
2204331 · Fire Protection Services	\$4,626.43
2204340 · Fireworks Permit Income	\$5,000.00
Total 220I · FIRE INCOME	\$9,626.43
220X · FIRE RESCUE EXPENSE	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	\$896.29
2205140 · PR Tax Expense City Share	\$74.83
Total 2205100 · Staff Expense Fire Rescue	\$971.12
2205210 · Training / Meetings	\$49.67
2205211 · Registration Fees	\$50.00
2205213 · Lodging / Meals	\$70.00
2205251 · Utilities	\$487.94
2205255 · Shipping Charges	\$108.60
2205311 · Gasoline / Fuel / Lubricants	\$167.70
2205314 · Office Supplies	\$185.55
2205315 · Operating Supplies	\$614.23
2205319 · Misc. Supplies	\$96.64
2205321 · Uniforms	\$262.00
2205326 · Medical	\$2,315.62
Total 220X · FIRE RESCUE EXPENSE	\$5,379.07

**City of Towanda, KS
Statement of Activity**

March 2024

Mar 24

250I · STREETS INCOME	
2504230 · City/County/State Highway Fund	\$1,435.94
2504690 · Misc. Revenues	\$66.59
Total 250I · STREETS INCOME	\$1,502.53
250X · STREETS OM FUND EXPENSE	
2505100 · Staff Expense Streets	
2505110 · Salaries	\$1,812.59
2505140 · PR Tax Expense City Share	\$140.91
2505150 · KPERS City Share	\$160.96
2505160 · Health Ins. - City Share	\$580.27
Total 2505100 · Staff Expense Streets	\$2,694.73
2505251 · Utilities	\$41.47
2505254 · Printing / Publications	\$41.17
2505310 · Fuel for Township-Exch for Rock	\$275.70
2505311 · Gasoline/ Fuel/ Lubricants	\$212.84
2505331 · Vehicle / Mobile Parts-Supplies	\$319.90
2505334 · Materials / Supplies Stock	\$486.50
2505420 · Contractural Services	\$0.00
2505541 · Machinery / Equipment	\$0.00
Total 250X · STREETS OM FUND EXPENSE	\$4,072.31

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	\$5,396.02
Total 251I · STREET RESERVE INCOME	\$5,396.02
251X · STREET RESERVE	
2515333 · Street Material / Supplies	\$504.57
2515420 · Contractural Services	\$3,900.00
Total 251X · STREET RESERVE	\$4,404.57

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	\$412.50
Total 260I · COMMUNITY CENTER INCOME	\$412.50
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	\$400.00
2605251 · Utilities	\$214.60
Total 260X · COMMUNITY CENTER EXPENSE	\$614.60

City of Towanda, KS
Statement of Activity

March 2024

Mar 24

310I - BOND FUND INCOME	
3104261 · Special Assessments	\$413.37
Total 310I · BOND FUND INCOME	\$413.37

611I - WATER INCOME	
6114349 · Bad Debt Collected Post JH	\$79.75
6114350 · Water Revenue	\$30,046.55
6114355 · Late Payment Charge	\$382.41
6114356 · Disconnect Fees	\$75.00
Total 611I · WATER INCOME	\$30,583.71
611X - WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	\$8,173.52
6115140 · PR Tax Expense City Share	\$635.14
6115150 · KPERs City Share	\$746.89
6115160 · Health Ins. - City Share	\$2,590.82
6116000 · Payroll Reallocation Adj.	-\$7,600.00
Total 6115100 · Staff Expense Water	\$4,546.37
6115200 · Non- Material Expenditures	
6115212 · Transportation / Mileage	\$80.12
6115226 · Testing Services	\$305.00
6115251 · Utilities	\$69.00
6115254 · Printing / Publications	\$41.17
6115311 · Gaoline / Fuel / Lubricants	\$212.84
6115334 · Materials / Supplies Stock	\$12.84
6115341 · Water For Resale	\$24,192.53
6115420 · Contractual Services	\$32.40
6115541 · Machinery / Equipment	\$1,110.00
Total 611X · WATER FUND EXPENSE	\$30,635.23

City of Towanda, KS
Statement of Activity

March 2024

Mar 24

612X · WATER RESERVE EXPENSE	
6125319 · Water Infrastructure Parts	\$883.82
6125400 · COMPUTER SOFTWARE	\$766.67
Total 612X · WATER RESERVE EXPENSE	\$1,650.49

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	\$2,238.61
Total 613I · WATER TOWER INCOME	\$2,238.61

621I · SEWER INCOME	
6214350 · Sewer Revenue	\$4,872.94
6214355 · Late Payment Charge	\$1,872.58
6214685 · Sewer Lagoon Fee	\$8,216.86
Total 621I · SEWER INCOME	\$14,962.38

621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	\$1,812.59
6215140 · PR Tax Expense City Share	\$140.91
6215150 · KPERs City Share	\$160.96
6215160 · Health Ins. - City Share	\$580.27
6216000 · Payroll Reallocation Adj.	\$7,600.00
Total 6215100 · Staff Expense Sewer	\$10,294.73
6215200 · Non-Material Expenditures	\$32.97
6215241 · Vehicle / Mobile Equip. R&M	\$148.42
6215251 · Utilities	\$652.96
6215254 · Printing / Publications	\$41.17
6215311 · Gasoline / Fuel / Lubricants	\$212.84
6215312 · Chemicals	\$1,101.41
6215331 · Vehicle / Mobile Parts-Supplies	\$1,125.80
6215334 · Materials / Supplies Stock	\$12.84
6215400 · Computer Software	\$766.66
Total 621X · SEWER FUND EXPENSE	\$14,389.80

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues	\$8,230.49
Total 622I · SEWER RESERVE INCOME	\$8,230.49

City of Towanda, KS
Statement of Activity
March 2024

Mar 24

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	\$12,944.26
6304355 · Late Payment Charge	\$169.48
Total 630I · TRASH REVENUE	<u>\$13,113.74</u>
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	\$10,942.09
6305254 · Printing / Publications	\$41.17
6305400 · Computer Software	\$766.67
Total 630X · TRASH FUND EXPENSE	<u>\$11,749.93</u>
800X · ARPA Funds Expense	<u>\$4,961.07</u>

9:38 AM
04/05/24
Cash Basis

City of Towanda, KS
Fund Balance Report
As of March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 - Vintage Bank	
100B - General Fund	
100PC - Change Fund	450.00
100B - General Fund - Other	278,474.35
Total 100B - General Fund	278,924.35
210B - Library Fund	-62.65
220B - Fire Rescue Fund	145,139.64
221B - Fire Reserve Fund	430,501.53
230B - OLD Rec Fund	200.00
240B - Equipment Reserve Fund	23,341.96
250B - Streets O/M Fund	910.56
251B - Street Reserve Fund	186,488.56
260B - Community Center Fund	34,568.30
310B - Bond Fund	38,428.22
410B - Capitol Improvemet Fund	81,095.66
611B - Water O/M Fund	38.63
612B - Water Reserve Fund	44,218.35
613B - Tower Fund	68,382.71
621B - Sewer O/M Fund	47,128.84
622B - Sewer Reserve Fund	191,698.49
624B - Sewer Debt Service Fund	10,984.27
630B - Trash and Refuse Fund	6,221.38
720B - Cemetery Fund	330.00
750B - Donated Funds	200.00
800B - ARPA Fund	52,845.81
1000 - Vintage Bank - Other	-6,843.10
Total 1000 - Vintage Bank	1,634,741.51
Total Checking/Savings	1,634,741.51
Total Current Assets	1,634,741.51
TOTAL ASSETS	1,634,741.51
LIABILITIES & EQUITY	0.00

Budget Execution Report 2024

Date: **Sunday, March 31, 2024**

90 Days

25% % of year that has transpired

Fund	Budget	YTD	% Expended	%w/oTransfers	Transfers	YTD w/Transfers	Remaining
General	\$822,268.00	\$158,235.53	19.24%	19.24%		\$158,235.53	\$664,032.47
Streets	\$63,373.00	\$22,333.60	35.24%	35.24%		\$22,333.60	\$41,039.40
Fire	\$258,484.00	\$27,631.72	10.69%	10.69%		\$27,631.72	\$230,852.28
Comm Cntr	\$27,846.00	\$2,922.07	10.49%	10.49%		\$2,922.07	\$24,923.93
Water	\$419,470.00	\$90,883.81	21.67%	21.67%		\$90,883.81	\$328,586.19
Sewer	\$209,849.00	\$50,131.73	23.89%	23.89%		\$50,131.73	\$159,717.27
Trash	\$138,808.00	\$33,627.83	24.23%	24.23%		\$33,627.83	\$105,180.17
Rec	\$130,503.00	\$13,799.05	10.57%	10.57%		\$13,799.05	\$116,703.95
Cemetery	\$7,860.00	\$2,290.00	29.13%	29.13%		\$2,290.00	\$5,570.00
Loan Pmt	\$72,616.00	\$702.50	0.97%	0.97%		\$702.50	\$71,913.50
Library	\$57,200.00	\$25,603.20	44.76%	44.76%		\$57,030.00	\$170.00
	\$2,208,277.00	\$428,161.04			\$0.00		

City of Towanda, KS
Claims Report
 March 2024

Ordinary Income/Expense	Date	Num	Name	Memo	Debit	Credit	Balance
100X - GENERAL FUND EXPENSES							
Expense							
12 - ADMINISTRATION EXPENSES							
12-Administration/Financa							
12-5200 - Non-Material Expenditures							
03/12/2024	39173	Culligan	Potable Water	\$13.66			\$13.66
Total 12-5200 Non-Material Expenditures				\$13.66	\$0.00		\$13.66
12-5207 - Fees Paid to Collection Agency							
03/12/2024	39179	CBK	Collection fees for Sean Patty and Risha Farthing	\$93.72			\$93.72
Total 12-5207 - Fees Paid to Collection Agency				\$93.72	\$0.00		\$93.72
12-5215 - Food For Meetings							
03/18/2024	39182	Bank of America	GAMBINOS COUNCIL MEETING	\$30.75			\$30.75
Total 12-5215 Food For Meetings				\$30.75	\$0.00		\$30.75
12-5254 - Printing / Publications							
03/10/2024	39183	DONS PRINTING	Water Bills	\$379.50			\$379.50
03/18/2024	39182	Bank of America	MAILCHIMP UPDATES TO EMPLOYEES AND COUNCIL MEMBERS	\$17.17			\$396.67
03/25/2024	39190	CANON SOLUTIONS AMERICA	Copy Machine	\$41.31			\$437.98
Total 12-5254 Printing / Publications				\$437.98	\$0.00		\$437.98
12-5255 - Postage & Shipping Charges							
03/18/2024	39182	Bank of America	SHIPPED BAD METER BACK TO MUELLER	\$30.75			\$30.75
Total 12-5255 Postage & Shipping Charges				\$30.75	\$0.00		\$30.75
12-5259 - Miscellaneous Services							
03/10/2024	ACH	Nextbill Pay	Paperless E-Bill	\$4.20			\$4.20
Total 12-5259 Miscellaneous Services				\$4.20	\$0.00		\$4.20
12-5314 - Office Supplies							
03/18/2024	39180	STAPLES	3X BOXES OF PENS	\$35.16			\$35.16
03/18/2024	39182	Bank of America	CAMERA AND WALL MOUNT, USB CARDS, STAPLERS, AND FLAGS	\$353.15			\$388.31
03/28/2024	39204	STAPLES	Paper and Envelope Moisteners	\$42.36			\$430.67
Total 12-5314 Office Supplies				\$430.67	\$0.00		\$430.67
12-5315 - Operating Supplies							
03/12/2024	39169	THE COMPUTER GUY	Computer for Compliance Officer and Set-up	\$1,050.00			\$1,050.00
Total 12-5315 Operating Supplies				\$1,050.00	\$0.00		\$1,050.00
12-5319 - Misc. Supplies							
03/18/2024	39182	Bank of America	COFFEE	\$35.70			\$35.70
Total 12-5319 Misc. Supplies				\$35.70	\$0.00		\$35.70
12-5324 - Office Furniture							
03/18/2024	39182	Bank of America	ANDY DESK	\$459.55			\$459.55
Total 12-5324 Office Furniture				\$459.55	\$0.00		\$459.55

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
12-5400 - Computer Software						
03/10/2024	39165	JAYHAWK SOFTWARE	City Jayhawk Software and Support	\$5,381.00		\$5,381.00
03/18/2024	39182	Bank of America	QUICKBOOKS AND ADOBE	\$284.39		\$5,665.39
Total 12-5400 Computer Software				\$5,665.39	\$0.00	\$5,665.39
66900 - Reconciliation Discrepancies						
03/31/2024	RECADJ				\$848.32	(\$848.32)
Total 66900 Reconciliation Discrepancies				\$0.00	\$848.32	(\$848.32)
12-Administration/Finance						
Total 12-Administration/Finance				\$8,252.37	\$848.32	\$7,404.05
12-5100 - Staff Expense Administration						
12-5110 - Salaries						
03/31/2024	EOMPRADJ			\$14,598.34		\$14,598.34
Total 12-5110 Salaries				\$14,598.34	\$0.00	\$14,598.34
12-5140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$1,140.40		\$1,140.40
Total 12-5140 PR Tax Expense City Share				\$1,140.40	\$0.00	\$1,140.40
12-5150 - KPERS City Share						
03/31/2024	EOMPRADJ			\$1,238.36		\$1,238.36
Total 12-5150 KPERS City Share				\$1,238.36	\$0.00	\$1,238.36
12-5160 - Health Ins. - City Share						
03/31/2024	EOMPRADJ			\$2,840.62		\$2,840.62
Total 12-5160 Health Ins - City Share				\$2,840.62	\$0.00	\$2,840.62
Total 12-5100 Staff Expense Administration						
Total 12-5100 Staff Expense Administration				\$19,817.72	\$0.00	\$19,817.72
12-5251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$1,858.59		\$1,858.59
03/04/2024	39155	BUTLER RURAL ELECTRIC	Electric Utility	\$61.19		\$1,919.78
03/12/2024	39175	COX	COX UTILITY	\$5.56		\$1,925.34
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$400.00		\$2,325.34
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$41.47		\$2,366.81
03/28/2024	39206	EVERGY	Evergy Utility	\$28.59		\$2,395.40
Total 12-5251 Utilities				\$2,395.40	\$0.00	\$2,395.40
Total 12 ADMINISTRATION EXPENSES						
Total 12 ADMINISTRATION EXPENSES				\$30,485.49	\$848.32	\$29,637.17
13 - COURT						
13-Court General Expenses						
13-5251 - Utilities						
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$81.48		\$81.48
Total 13-5251 Utilities				\$81.48	\$0.00	\$81.48
13-5400 - Computer Software						
03/10/2024	39164	JAYHAWK SOFTWARE	Jayhawk Software for Court	\$499.00		\$499.00
Total 13-5400 Computer Software				\$499.00	\$0.00	\$499.00
Total 13-Court General Expenses						
Total 13-Court General Expenses				\$499.00	\$0.00	\$499.00
13-5100 - Staff Expense Court						
13-5110 - Salaries						
Total 13-5100 Staff Expense Court				\$590.48	\$0.00	\$590.48

**City of Towanda, KS
Claims Report
March 2024**

Date	Num	Name	Memo	Debit	Credit	Balance
03/31/2024	EOMPRADJ			\$621.20		\$621.20
Total 13-5110 Salaries						
03/31/2024	EOMPRADJ			\$621.20	\$0.00	\$621.20
13-5140 - PR Tax Expense City Share						
Total 13-5140 PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$51.86		\$51.86
03/31/2024	EOMPRADJ			\$51.86	\$0.00	\$51.86
13-5160 - KPERS City Share						
Total 13-5160 KPERS City Share						
03/31/2024	EOMPRADJ			\$0.00	\$0.00	\$0.00
13-5160 - Health Ins. - City Share						
Total 13-5160 Health Ins - City Share						
03/31/2024	EOMPRADJ			\$0.00	\$0.00	\$0.00
Total 13-5100 Staff Expense Court						
Total 13 COURT						
14 - LEGAL						
14-5110 - Salaries / Permanent						
03/25/2024	39193	Robert Lane	Attorney for April 2024	\$1,200.00		\$1,200.00
Total 14-5110 Salaries / Permanent						
Total 14 LEGAL						
15 - PLANNING & ZONING						
15-5252 - Communications						
03/25/2024	39194	LISA HAMILTON	Lisa Phone for April 2024	\$59.71		\$59.71
Total 15-5252 Communications						
15-5254 - Printing / Publications						
03/18/2024	39182	Bank of America	COLUMN NOTICES X2	\$108.80		\$108.80
03/25/2024	39190	CANON SOLUTIONS AMERICA	Copy Machine	\$41.17		\$149.97
Total 15-5254 Printing / Publications						
Total 15 PLANNING & ZONING						
21 - PARKS						
21-5251 - Utilities						
03/25/2024	39187	EVERGY	Electric Utility	\$28.55		\$28.55
Total 21-5251 Utilities						
Total 21 PARKS						
22 - POOL						
22-Pool General Expenses						
22-5222 - Intergovernment / Permit Fees						
03/12/2024	EPAY	KANSAS DEPARTMENT OF AGRICULTURE	Food Safety and Lodging Program License	\$250.00		\$250.00
Total 22-5222 Intergovernment / Permit Fees						
22-5251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$38.08		\$38.08
03/04/2024	39161	VERIZON WIRELESS	Verizon Utility	\$64.80		\$102.88
Total 22-5251 Utilities						
Total 22-Pool General Expenses						

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
22-5100 - Staff Expense Pool						
22-5110 - Salaries						
03/31/2024	EOMPRADJ			\$0.00		\$0.00
Total 22-5110 Salaries						
22-5140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$0.00	\$0.00	\$0.00
Total 22-5140 PR Tax Expense City Share						
Total 22-5100 Staff Expense Pool						
Total 22 POOL						
24 - LIBRARY-BILLING						
24-5244 - Other Repair / Maintenance						
03/04/2024	39158	ORKIN	Termite Seive Renewal 03/2024	\$134.83		\$134.83
Total 24-5244 Other Repair / Maintenance						
24-5251 - Utilities						
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$142.51		\$142.51
03/28/2024	39206	EVERGY	Evergy Utility	\$52.24		\$234.75
Total 24-5251 Utilities						
Total 24 LIBRARY-BILLING						
25 - SENIOR CENTER						
25-5251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$128.65		\$128.65
03/10/2024	39168	COX	Cox Utility	\$286.74		\$415.39
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$106.56		\$521.95
Total 25-5251 Utilities						
Total 25 SENIOR CENTER						
31 - SHERIFF DEPARTMENT CONTRACT						
31-Police General Expenditures						
31-5200 - Non-Material Expenditures						
03/12/2024	39173	Culligan	Potable Water	\$13.66		\$13.66
Total 31-5200 Non-Material Expenditures						
31-5251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$91.41		\$91.41
03/04/2024	39156	COX	Cox Utility	\$517.96		\$609.37
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$99.92		\$709.29
03/28/2024	39208	COX	cox utility	\$191.65		\$899.94
Total 31-5251 Utilities						
Total 31-Police General Expenditures						
31-5243 - Contractual Services						
03/27/2024	39203	BUTLER COUNTY SHERIFF LE	1X DEPUTY FOR APRIL 2024	\$5,452.07		\$5,452.07
Total 31-5243 Contractual Services						
Total 31 - SHERIFF DEPARTMENT CONTRACT						
50 - PUBLIC WORKS SHOP						
Total 50 - PUBLIC WORKS SHOP						

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
50-Public Works General						
50-5200 · Non-Material Expenditures						
03/12/2024	39173	Culligan	Potable Water	\$14.18		\$14.18
Total 50-5200 Non-Material Expenditures				\$14.18	\$0.00	\$14.18
50-5241 · Vehicle / Mobile Equipment R/M						
03/10/2024	39166	O'REILLY AUTO PARTS	2004 Ford F-350 Super Duty Starter	\$159.16		\$159.16
Total 50-5241 Vehicle / Mobile Equipment R/M				\$159.16	\$0.00	\$159.16
50-5251 · Utilities						
03/04/2024	39164	EVERGY	Evergy Utility	\$311.31		\$311.31
Total 50-5251 Utilities				\$311.31	\$0.00	\$311.31
50-5311 · Gasoline / Fuel / Lubricants						
03/10/2024	39162	JUMPSTART	Fuel for Shop	\$212.85		\$212.85
Total 50-5311 Gasoline / Fuel / Lubricants				\$212.85	\$0.00	\$212.85
50-5319 · Misc. Supplies						
03/04/2024	39157	FASTENAL COMPANY	SQPLUGSOLID 3/4 BLK X 4	\$6.64		\$6.64
03/12/2024	39170	SUTHERLANDS CREDIT	Paint, Water to drink, Adapters, Connectors, and Hose Clamps	\$180.96		\$187.60
Total 50-5319 Misc Supplies				\$187.60	\$0.00	\$187.60
50-5541 · Machinery / Equipment						
03/18/2024	39182	Bank of America	PUMPER AND HOSES	\$664.96		\$664.96
Total 50-5541 Machinery / Equipment				\$664.96	\$0.00	\$664.96
Total 50-Public Works General						
50-5100 · Staff Expense Public Works				\$1,550.06	\$0.00	\$1,550.06
50-5110 · Salaries						
03/31/2024	EOMPRADJ			\$1,812.59		\$1,812.59
Total 50-5110 Salaries				\$1,812.59	\$0.00	\$1,812.59
50-5140 · PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$140.91		\$140.91
Total 50-5140 PR Tax Expense City Share				\$140.91	\$0.00	\$140.91
50-5150 · KPERS City Share						
03/31/2024	EOMPRADJ			\$160.96		\$160.96
Total 50-5150 KPERS City Share				\$160.96	\$0.00	\$160.96
50-5160 · Health Ins. - City Share						
03/31/2024	EOMPRADJ			\$580.27		\$580.27
Total 50-5160 Health Ins - City Share				\$580.27	\$0.00	\$580.27
Total 50-PUBLIC WORKS SHOP						
Total 50-PUBLIC WORKS SHOP				\$4,244.79	\$0.00	\$4,244.79
Total 100X GENERAL FUND EXPENSES				\$45,012.13	\$848.32	\$44,163.81

DESIGNATED FUND EXPENDITURES
 210X · LIBRARY BLDG COUNTY TAX DIS

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
2105610 - Appropriations						
03/25/2024	39196	TOWANDA LIBRARY BOARD	County Tax Refund 03/21/2024	\$1,591.53		\$1,591.53
Total 2105610 Appropriations				\$1,591.53	\$0.00	\$1,591.53
220X - FIRE RESCUE EXPENSE						
2205100 - Staff Expense Fire Rescue				\$1,591.53	\$0.00	\$1,591.53
2205110 - Salaries						
03/31/2024	EOMPRADJ			\$896.29		\$896.29
Total 2205110 Salaries				\$896.29	\$0.00	\$896.29
2205140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$74.83		\$74.83
Total 2205140 PR Tax Expense City Share				\$74.83	\$0.00	\$74.83
2205100 Staff Expense Fire Rescue				\$971.12	\$0.00	\$971.12
2205210 - Training / Meetings						
03/28/2024	39205	WALMART COMMUNITY BRC	Food	\$49.67		\$49.67
Total 2205210 Training / Meetings				\$49.67	\$0.00	\$49.67
2205211 - Registration Fees						
03/18/2024	39183	Bank of America	FIRE FIGHTERS ASSOCIATION	\$50.00		\$50.00
Total 2205211 Registration Fees				\$50.00	\$0.00	\$50.00
2205213 - Lodging / Meals						
03/18/2024	39183	Bank of America	FOOD	\$70.00		\$70.00
Total 2205213 Lodging / Meals				\$70.00	\$0.00	\$70.00
2205251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$201.26		\$201.26
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$215.22		\$416.48
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$71.46		\$487.94
Total 2205251 Utilities				\$487.94	\$0.00	\$487.94
2205255 - Shipping Charges						
03/18/2024	39183	Bank of America	PO BOX RENEWAL AND MAILING	\$108.60		\$108.60
Total 2205255 Shipping Charges				\$108.60	\$0.00	\$108.60
2205311 - Gasoline / Fuel / Lubricants						
03/10/2024	39162	JUMPSTART	Fuel for Fire Dept	\$167.70		\$167.70
Total 2205311 Gasoline / Fuel / Lubricants				\$167.70	\$0.00	\$167.70
2205314 - Office Supplies						
03/18/2024	39183	Bank of America	WIFI HUB, PAPER, TP, PAPER TOWELS, AND SCREEN PROTECTOR	\$185.55		\$185.55
Total 2205314 Office Supplies				\$185.55	\$0.00	\$185.55
2205315 - Operating Supplies						
03/18/2024	39183	Bank of America	FIRE HOSES	\$614.23		\$614.23
Total 2205315 Operating Supplies				\$614.23	\$0.00	\$614.23
2205319 - Misc. Supplies						

**City of Towanda, KS
Claims Report
March 2024**

Date	Num	Name	Memo	Debit	Credit	Balance
03/18/2024	39183	Bank of America	STREAMERS AND PARTY SUPPLIES FOR BANQUET	\$96.64		\$96.64
Total 2205319 Misc Supplies				\$96.64	\$0.00	\$96.64
2205321 - Uniforms						
03/18/2024	39183	Bank of America	BADGES	\$262.00		\$262.00
Total 2205321 Uniforms				\$262.00	\$0.00	\$262.00
2205326 - Medical						
03/18/2024	39183	Bank of America	SPORT PACKS, 2X GUARDIAN DEVICE, 2X STAT PACKS, TEST STRIPS, MEDICAL SUPPLIES	\$2,315.62		\$2,315.62
Total 2205326 Medical				\$2,315.62	\$0.00	\$2,315.62
Total 220X FIRE RESCUE EXPENSE				\$5,379.07	\$0.00	\$5,379.07
250X - STREETS OM FUND EXPENSE						
2505100 - Staff Expense Streets						
2505110 - Salaries						
03/31/2024	EOMPRADJ			\$1,812.59		\$1,812.59
Total 2505110 Salaries				\$1,812.59	\$0.00	\$1,812.59
2505140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$140.91		\$140.91
Total 2505140 PR Tax Expense City Share				\$140.91	\$0.00	\$140.91
2505150 - KPERS City Share						
03/31/2024	EOMPRADJ			\$160.96		\$160.96
Total 2505150 KPERS City Share				\$160.96	\$0.00	\$160.96
2505160 - Health Ins. - City Share						
03/31/2024	EOMPRADJ			\$580.27		\$580.27
Total 2505160 Health Ins - City Share				\$580.27	\$0.00	\$580.27
Total 2505100 Staff Expense Streets				\$2,694.73	\$0.00	\$2,694.73
2505251 - Utilities						
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$41.47		\$41.47
Total 2505251 Utilities				\$41.47	\$0.00	\$41.47
2505254 - Printing / Publications						
03/25/2024	39190	CANON SOLUTIONS AMERICA	Copy Machine	\$41.17		\$41.17
Total 2505254 Printing / Publications				\$41.17	\$0.00	\$41.17
2505310 - Fuel for Township-Exch for Rock						
03/10/2024	39162	JUMPSTART	Fuel for Township	\$275.70		\$275.70
Total 2505310 Fuel for Township-Exch for Rock				\$275.70	\$0.00	\$275.70
2505311 - Gasoline/ Fuel/ Lubricants						
03/10/2024	39162	JUMPSTART	Fuel for Shop	\$212.84		\$212.84
Total 2505311 Gasoline/ Fuel/ Lubricants				\$212.84	\$0.00	\$212.84
2505331 - Vehicle / Mobile Parts-Supplies						
03/25/2024	39198	TOWANDA BATTERY COMPANY	2X 31-MHD Batteries	\$319.90		\$319.90
Total 2505331 Vehicle / Mobile Parts-Supplies				\$319.90	\$0.00	\$319.90
2505334 - Materials / Supplies Stock						

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
03/25/2024	39159	PEARSON CONSTRUCTION	7 Ton SC-1 15% Rap 64-22	\$486.50	\$0.00	\$486.50
Total 2505334 Materials / Supplies Stock						
2505420 - Contractual Services						
03/18/2024	39181	PAULINO SIGALA	CONCRETE WORK AT 322 MAIN STREET	\$3,900.00	\$0.00	\$3,900.00
Total 2505420 Contractual Services						
2505541 - Machinery / Equipment						
03/25/2024	39197	CONTRACTOR SOLUTIONS	Vac Blower, MD 4007	\$1,110.00	\$0.00	\$1,110.00
Total 2505541 Machinery / Equipment						
Total 250X STREETS OM FUND EXPENSE						
251X - STREET RESERVE						
2515333 - Street Material / Supplies						
03/25/2024	39201	PEARSON CONSTRUCTION	7.28 Ton SC-1 15% RAP 64-22	\$504.57	\$0.00	\$504.57
Total 2515333 Street Material / Supplies						
260X - COMMUNITY CENTER EXPENSE						
2605225 - Cleaning / Disposal Service						
03/25/2024	39195	Hamilton, Lea K	Community Building Cleaning March 2024	\$400.00	\$0.00	\$400.00
Total 2605225 Cleaning / Disposal Service						
2605251 - Utilities						
03/25/2024	39186	KANSAS GAS SERVICE	Gas Utility	\$134.10	\$0.00	\$134.10
03/25/2024	39191	COX	Cox Utility	\$60.50	\$0.00	\$214.60
Total 2605251 Utilities						
Total 260X COMMUNITY CENTER EXPENSE						
611X - WATER FUND EXPENSE						
6115100 - Staff Expense Water						
6115110 - Salaries						
03/31/2024	EOMPRADJ			\$8,173.52	\$0.00	\$8,173.52
Total 6115110 Salaries						
6115140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$635.14	\$0.00	\$635.14
Total 6115140 PR Tax Expense City Share						
6115150 - KPERS City Share						
03/31/2024	EOMPRADJ			\$746.89	\$0.00	\$746.89
Total 6115150 KPERS City Share						
6115160 - Health Ins. - City Share						
03/31/2024	EOMPRADJ			\$2,590.82	\$0.00	\$2,590.82
Total 6115160 Health Ins - City Share						
6116000 - Payroll Reallocation Adj.						
03/31/2024	RECADJ			\$0.00	\$7,600.00	(\$7,600.00)
Total 6116000 Payroll Reallocation Adj						
Total 6115100 Staff Expense Water						
Total 6115100 Staff Expense Water						

**City of Towanda, KS
Claims Report
March 2024**

Date	Num	Name	Memo	Debit	Credit	Balance
6115200 · Non-Material Expenditures						
03/12/2024	39172	AMERICAN MESSAGING	Sewer Emergency Phone	\$32.96		\$32.96
Total 6115200 · Non-Material Expenditures				\$32.96	\$0.00	\$32.96
6115212 · Transportation / Mileage						
03/10/2024	39187	METRO COURIER	Water Sample Shipping	\$53.12		\$53.12
03/25/2024	39188	METRO COURIER	Water Sample Shipping	\$27.00		\$80.12
Total 6115212 · Transportation / Mileage				\$80.12	\$0.00	\$80.12
6115226 · Testing Services						
03/12/2024	39178	MERIDIAN ANALYTICAL LABS	WATER TESTING 10/06/2023	\$305.00		\$305.00
Total 6115226 · Testing Services				\$305.00	\$0.00	\$305.00
6115251 · Utilities						
03/04/2024	39154	EVERGY	Energy Utility	\$27.53		\$27.53
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$41.47		\$69.00
Total 6115251 · Utilities				\$69.00	\$0.00	\$69.00
6115254 · Printing / Publications						
03/25/2024	39180	CANON SOLUTIONS AMERICA	Copy Machine	\$41.17		\$41.17
Total 6115254 · Printing / Publications				\$41.17	\$0.00	\$41.17
6115311 · Gasoline / Fuel / Lubricants						
03/10/2024	39162	JUMPSTART	Fuel for Shop	\$212.84		\$212.84
Total 6115311 · Gasoline / Fuel / Lubricants				\$212.84	\$0.00	\$212.84
6115334 · Materials / Supplies Stock						
03/04/2024	39159	Lampton Welding Supply	Welding Supplies	\$12.84		\$12.84
Total 6115334 · Materials / Supplies Stock				\$12.84	\$0.00	\$12.84
6115341 · Water For Resale						
03/04/2024	39160	RURAL WATER DIST NO 5	Water For Resale	\$23,928.24		\$23,928.24
03/04/2024	39160	RURAL WATER DIST NO 5	Water For Resale	\$196.78		\$24,125.02
03/04/2024	39160	RURAL WATER DIST NO 5	Water For Resale	\$67.51		\$24,192.53
Total 6115341 · Water For Resale				\$24,192.53	\$0.00	\$24,192.53
6115420 · Contractual Services						
03/12/2024	39176	KANSAS ONE CALL SYSTEM	KANSAS ONE CALL	\$32.40		\$32.40
Total 6115420 · Contractual Services				\$32.40	\$0.00	\$32.40
6115541 · Machinery / Equipment						
03/25/2024	39197	CONTRACTOR SOLUTIONS	Vac Blower, MD 4007	\$1,110.00		\$1,110.00
Total 6115541 · Machinery / Equipment				\$1,110.00	\$0.00	\$1,110.00
612X · WATER RESERVE EXPENSE						
6125319 · Water Infrastructure Parts						
03/12/2024	39170	SUTHERLANDS CREDIT	Water Leak Supplies for fixing Leaks	\$883.82		\$883.82
Total 6125319 · Water Infrastructure Parts				\$883.82	\$0.00	\$883.82
6125400 · COMPUTER SOFTWARE						
03/18/2024	39184	ZIPTILITY	ZIPTILITY START UP SOFTWARE AND IMPLEMENTATION SERVICES	\$766.67		\$766.67

City of Towanda, KS
Claims Report
 March 2024

Date	Num	Name	Memo	Debit	Credit	Balance
Total 6125400	COMPUTER SOFTWARE			\$766.67	\$0.00	\$766.67
Total 612X	WATER RESERVE EXPENSE			\$1,650.49	\$0.00	\$1,650.49
621X - SEWER FUND EXPENSE						
6215100 - Staff Expense Sewer						
6215110 - Salaries						
03/31/2024	EOMPRADJ			\$1,812.59		\$1,812.59
Total 6215110	Salaries			\$1,812.59	\$0.00	\$1,812.59
6215140 - PR Tax Expense City Share						
03/31/2024	EOMPRADJ			\$140.91		\$140.91
Total 6215140	PR Tax Expense City Share			\$140.91	\$0.00	\$140.91
6215150 - KPERS City Share						
03/31/2024	EOMPRADJ			\$160.96		\$160.96
Total 6215150	KPERS City Share			\$160.96	\$0.00	\$160.96
6215160 - Health Ins. - City Share						
03/31/2024	EOMPRADJ			\$580.27		\$580.27
Total 6215160	Health Ins. - City Share			\$580.27	\$0.00	\$580.27
6216000 - Payroll Reallocation Adj.						
03/31/2024	RECADJ			\$7,600.00		\$7,600.00
Total 6216000	Payroll Reallocation Adj			\$7,600.00	\$0.00	\$7,600.00
6215200 - Non-Material Expenditures						
03/12/2024	39172	AMERICAN MESSAGING	Sewer-Emergency Phone	\$32.97		\$32.97
Total 6215200	Non-Material Expenditures			\$32.97	\$0.00	\$32.97
6215241 - Vehicle / Mobile Equip. R&M						
03/12/2024	39177	CONTRACTOR SOLUTIONS	HYDROVAC	\$148.42		\$148.42
Total 6215241	Vehicle / Mobile Equip. R&M			\$148.42	\$0.00	\$148.42
6215251 - Utilities						
03/04/2024	39154	EVERGY	Evergy Utility	\$289.34		\$289.34
03/25/2024	39187	EVERGY	Electric Utility	\$42.11		\$331.45
03/25/2024	39189	LINGO	Sewer-Emergency Line	\$90.79		\$412.24
03/25/2024	39192	VERIZON WIRELESS	Verizon Utility	\$41.47		\$453.71
03/28/2024	39206	EVERGY	Evergy Utility	\$199.25		\$652.96
Total 6215251	Utilities			\$652.96	\$0.00	\$652.96
6215254 - Printing / Publications						
03/25/2024	39190	CANON SOLUTIONS-AMERICA	Copy Machine	\$41.17		\$41.17
Total 6215254	Printing / Publications			\$41.17	\$0.00	\$41.17
6215311 - Gasoline / Fuel / Lubricants						
03/10/2024	39162	JUMPSTART	Fuel for Shop	\$212.84		\$212.84
Total 6215311	Gasoline / Fuel / Lubricants			\$212.84	\$0.00	\$212.84
6215312 - Chemicals						
03/12/2024	39174	GOLDSTAR PRODUCTS INC	2 CASES LIQUID ENZYMES	\$1,101.41		\$1,101.41
Total 6215312	Chemicals			\$1,101.41	\$0.00	\$1,101.41

**City of Towanda, KS
Claims Report
March 2024**

Date	Num	Name	Memo	Debit	Credit	Balance
6215331 - Vehicle / Mobile Parts-Supplies						
03/25/2024	39197	CONTRACTOR SOLUTIONS	Vac Blower, MD 4007	\$1,110.00		\$1,110.00
03/25/2024	39200	EQUIPMENTSHARE	CASE LATCH	\$15.80		\$1,125.80
Total 6215331 Vehicle / Mobile Parts-Supplies					\$0.00	\$1,125.80
6215334 - Materials / Supplies Stock						
03/04/2024	39159	Lampton Welding Supply	Welding Supplies	\$12.84		\$12.84
Total 6215334 Materials / Supplies Stock					\$0.00	\$12.84
6215400 - Computer Software						
03/18/2024	39184	ZIPTILITY	ZIPTILITY START UP SOFTWARE AND IMPLEMENTATION SERVICES	\$766.66		\$766.66
Total 6215400 Computer Software					\$0.00	\$766.66
Total 621X - SEWER FUND EXPENSE						
630X - TRASH FUND EXPENSE				\$14,369.80	\$0.00	\$14,369.80
6305225 - Cleaning / Disposal Service						
03/01/2024	39150	WASTE CONNECTIONS OF KANSAS	TRASH PICKUP FOR FEBRUARY 2024	\$10,830.00		\$10,830.00
03/28/2024	39209	BUTLER COUNTY LANDFILL	Mixed Solid Waste to the Dump	\$112.09		\$10,942.09
Total 6305225 Cleaning / Disposal Service					\$0.00	\$10,942.09
6305254 - Printing / Publications						
03/25/2024	39190	CANON SOLUTIONS AMERICA	Copy Machine	\$41.17		\$41.17
Total 6305254 Printing / Publications					\$0.00	\$41.17
6305400 - Computer Software						
03/18/2024	39184	ZIPTILITY	ZIPTILITY START UP SOFTWARE AND IMPLEMENTATION SERVICES	\$766.67		\$766.67
Total 6305400 Computer Software					\$0.00	\$766.67
Total 630X TRASH FUND EXPENSE						
800X - ARPA Funds Expense				\$11,749.93	\$0.00	\$11,749.93
03/28/2024	39207	Schulte Supply	9x 1" Water Meters	\$4,961.07		\$4,961.07
Total 800X ARPA Funds Expense					\$0.00	\$4,961.07
Total DESIGNATED FUND EXPENDITURES				\$88,158.60	\$7,600.00	\$80,558.60
Total Other Expense				\$88,158.60	\$7,600.00	\$80,558.60

General Fund Expenditures

\$44,163.81

Designated Fund Expenditures

\$80,558.60

Total Expenditures

\$124,722.41

Payroll Expenditures

\$41,682.46

Expenditures Other than Payroll

\$83,029.95

ANDY NEWBREY

Business Card

February 08, 2024 - March 07, 2024

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$1,985.22
 Minimum Payment Due **\$25.00**
 Payment Due Date **04/03/24**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
 \$0.00 for balance less than \$100.01
 \$29.00 for balance less than \$1,000.01
 \$39.00 for balance less than \$5,000.01
 \$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$2,028.04
 Payments and Other Credits -\$2,028.04
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$1,985.22
Fees Charged \$0.00
Finance Charge \$0.00

New Balance Total \$1,985.22

Credit Limit \$7,500
 Credit Available \$5,514.78
 Statement Closing Date 03/07/24
 Days in Billing Cycle 29

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
02/20	02/20	PAYMENT - THANK YOU	0511530000000575514323	- 2,028.04
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				- \$2,028.04
Purchases and Other Charges				
02/09	02/08	HARBOR FREIGHT TOOLS35 8004443353 KS	55263524040091040085363	524.98
02/09	02/08	HARBOR FREIGHT TOOLS35 8004443353 KS	55263524040091040085520	139.98
02/12	02/09	OFFICEMAX/DEPOT 6061 WICHITA KS	02305374041100161111881	35.70
02/15	02/14	iStockphoto 1866478625 NY	02703404045010510810138	33.00
02/15	02/14	BEST BUY 00000513 WICHITA KS	05410194045295004078751	171.97
02/15	02/14	WAL-MART #0186 EL DORADO KS	55483824046091003459862	16.94

Handwritten notes:
 Pump hose
 Hasc
 coffee
 photo
 camera
 USB cards

Account Number: 5474 9706 9218 **1969**
 February 08, 2024 - March 07, 2024

New Balance Total \$1,985.22
 Minimum Payment Due **\$25.00**
 Payment Due Date **04/03/24**

Enter payment amount

\$

For change of address/phone number, see reverse side.

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 or make your payment online at
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 WILMINGTON, DE 19886-5796



ANDY NEWBREY
 THE CITY OF TOWANDA
 PO BOX 160
 TOWANDA, KS 67144-0160

**N0001168

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
02/16	02/15	COLUMN PUBLIC NOTICE 2027135613 DC	82305094047000001606316	55.25
02/19	02/16	AMZN Mktp US*RW5BN6FQ0 8662161072 WA	55432864047207439978823	459.55
02/19	02/17	AMAZON RET* COUNCIL RO SEATTLE WA	82305094048000018723780	40.29
02/21	02/20	INTUIT *QuickBooks 8004468848 CA	55432864051208489534543	254.40
02/22	02/21	ADOBE INC. 4085366000 CA	55429504052719120356316	29.99
02/29	02/28	Mailchimp 6789990141 GA	12302024059000803240076	13.00
02/29	02/28	AMZN MKTP US*RZ4X90J82 8007728574 WA	55310204059083735403415	90.95
03/05	03/04	SQ *GAMBINO'S PIZZA TO 8774174551 KS	55432864065202818246840	34.92
03/05	03/04	USPS PO 1989541202 TOWANDA KS	02305374065000583442925	30.75
03/06	03/05	COLUMN PUBLIC NOTICE 2027135613 DC	82305094065000013536250	53.55
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,985.22

Handwritten notes:
 Lisa notice
 Andy desk
 accounts
 come from
 cancel notes
 Step of flags
 food
 mail metr
 Lisa notice

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99%	\$0.00	\$0.00
CASH	29.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Important Messages

TIP: Stay ahead of upcoming due dates by signing up for payment alerts.

You can get alerts about small business credit card payments five days before they're due to avoid any late fees and finance charges. They can be delivered by text, email or through Business Advantage 360 and our Mobile Banking app. Turn on alerts at bankofamerica.com/SmallBusiness by clicking on **Alerts** in the **Activity Center**.

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We see the importance of your business

At Bank of America, we are grateful that you have chosen us for your everyday banking needs and are here for you with tools, resources and expertise you can count on for continued financial growth.



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When you use the QRC feature, certain information is collected from your mobile device for business purposes. SSM 10-23 0365 C | 6024375

T C PYLE


Business Card February 08, 2024 - March 07, 2024 Cardholder Statement

Account Information:
 www.bankofamerica.com

Mail Billing Inquiries to:
 BANK OF AMERICA
 PO BOX 660441
 DALLAS, TX 75266-0441

Mail Payments to:
 BUSINESS CARD
 PO BOX 15796
 WILMINGTON, DE 19886-5796

Customer Service:
 1.800.673.1044, 24 Hours

Outside the U.S.:
 1.509.353.6656, 24 Hours

For Lost or Stolen Card:
 1.800.673.1044, 24 Hours

Business Offers:
 www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$3,702.64
 Minimum Payment Due **\$37.03**
 Payment Due Date **04/03/24**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
 \$0.00 for balance less than \$100.01
 \$29.00 for balance less than \$1,000.01
 \$39.00 for balance less than \$5,000.01
 \$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$66.44
 Payments and Other Credits -\$66.44
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$3,702.64
Fees Charged **\$0.00**
Finance Charge **\$0.00**

New Balance Total \$3,702.64

Credit Limit \$6,000
 Credit Available \$2,297.36
 Statement Closing Date 03/07/24
 Days in Billing Cycle 29

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
02/20	02/20	PAYMENT - THANK YOU	0511530000000575514307	- 66.44
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				- \$66.44
Purchases and Other Charges				
02/09	02/08	WPSG, INC. 6108578070 PA	85456674039900016303859	906.33
02/09	02/08	USPS PO 1989541202 TOWANDA KS	02305374040000559694558	100.00
02/12	02/09	PARTY CITY 936 9734538600 KS	55432864041205531185640	96.64
02/12	02/10	SQ *T-BIRD GRILL LLC 8774174551 KS	55432864041205649835474	70.00
02/16	02/15	GUARDIANANGELDEVICE MILWAUKEE CA	82711164047000000005261	318.94
02/19	02/16	SP LOCKLY SAN FRANCISCO CA	82711164048000001318548	79.99


SPM Pack
box renewal
banquet table
Food
Device
wifi Hub



Account Number: 5474 9740 0395 1144
 February 08, 2024 - March 07, 2024

New Balance Total \$3,702.64
 Minimum Payment Due **\$37.03**
 Payment Due Date **04/03/24**


 BUSINESS CARD
 PO BOX 15796
 WILMINGTON, DE 19886-5796


 T C PYLE
 THE CITY OF TOWANDA
 PO BOX 160
 TOWANDA, KS 67144-0160
 **N0003318

Enter payment amount
 \$

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Mail this coupon along with your check payable to:
BUSINESS CARD,
 or make your payment online at
 www.bankofamerica.com



T C PYLE

February 08, 2024 - March 07, 2024

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
02/19	02/17	WPSG, INC. 6108578070 PA	85456674048900017282333	727.64 -
02/21	02/20	GUARDIANANGELDEVICE MILWAUKEE CA	82711164051000015726235	253.91 -
02/21	02/20	POLLARDWATER.COM #3325 4258618755 WA	55446414051839207706134	614.23 -
02/21	02/21	BADGEANDWALLET.COM 9142361260 NY	55429504052719051019594	262.00 -
02/26	02/23	WM SUPERCENTER #186 EL DORADO KS	05436844055400079736500	19.08 -
03/04	03/02	WM SUPERCENTER #186 EL DORADO KS	05436844063400089372098	17.35 -
03/04	03/03	VITALITY MEDMED STORE 8017334449 UT	55429504063719194493315	51.88 -
03/04	03/03	MEDICALRITE 8041193254 NY	55436874063270637690297	56.92 -
03/04	03/03	WM SUPERCENTER #186 EL DORADO KS	05436844064400083239706	41.44 -
03/05	03/04	KSFFA* INV-2292 MILFORD NE	82711164064000014635606	50.00 -
03/05	03/04	USPS PO 1989541202 TOWANDA KS	02305374065000583449797	8.60 -
03/07	03/06	WM SUPERCENTER #186 EL DORADO KS	05436844067400074898483	27.69 -
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$3,702.64

2x Stat pads
Deuce
Fire Hoses
Badges
paper
paper
Test strips
Medical Supp
TP Paper towel
F & Assoc
mailing
Screen protector

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99%	\$0.00	\$0.00
CASH	29.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Important Messages

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Capital One
PO BOX 60506
CITY OF INDUSTRY, CA 91716-0506



Credit Account # [REDACTED]
Statement Date 03/19/24
Statement # 1654554275

01041445 434 06 016616 02 NNNNNY



Cami Jones
CITY OF TOWANDA
PO BOX 160
TOWANDA, KS 67144

Previous Account Balance \$40.85
New Purchases \$49.67
Other Charges/Credits \$0.00
Payments -\$40.85
Account Balance \$49.67

Credit Limit	\$1,500.00	Payment Due Date(s)	
Account Balance	\$49.67	04/13/24	\$49.67
Available Credit	\$1,450.33		

Pay online - it's fast, easy and secure!

Don't forget you can make quick and easy payments online! Log into your secure account today!

Pay online at <https://www.WalmartCommunityCard.com>.

For questions, or to report an unauthorized use claim, call Walmart Community Card Customer Service at 877-294-7548.

For online or phone payments, your account will be credited as of the business day we receive it, as long as it is made by 5 PM ET. Mail payments will be credited the same business day, as long as it is received by 5 PM ET at the correct address, noted below, with remit coupon. Payments received by us at any other location or in any other form may not be credited as of the day we receive them. Allow at least 7 business days for mail delivery.

Please detach and return stub with payment to address below.

Cami Jones
CITY OF TOWANDA
PO BOX 160
TOWANDA, KS 67144

Credit Account # [REDACTED]
Statement Date 03/19/24
Statement # 1654554275

Address Change:

Account Balance \$49.67

Amount Enclosed \$

Capital One
PO BOX 60506
CITY OF INDUSTRY, CA 91716-0506





Capital One
 PO BOX 60506
 CITY OF INDUSTRY, CA
 91716-0506

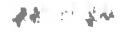


Cami Jones
 CITY OF TOWANDA
 PO BOX 160
 TOWANDA, KS 67144

Credit Account #


Purchase Details		Purchase Location	
Invoice Date	03/01/2024	Name	WM SUPERCENTER #186 186 EL
Purchaser	CORPORATE CARD		DORADO KS
Type	Sale	Address	301 S VILLAGE RD
Authorization #	634269266		EL DORADO, KS 67042
Terms	Standard	Phone	(316) 322-8100
Due Date	04/13/2024		
Amount Due	\$49.67		

SKU	Description	\$/Unit	Units	Total
0182056937	POPCORN CHICKEN	\$2.96	4.00	\$11.84
0182056941	8PC FRIED CHICKEN	\$7.97	2.00	\$15.94
0352835848	FG ORIGINAL POTATO SALAD	\$5.67	1.00	\$5.67
0057019722	CHERRY COKE ZERO FRIDGE P	\$6.78	2.00	\$13.56
			Sub Total:	\$47.01
			Sales Tax:	\$2.66
			Invoice Total:	\$49.67



Pay online at <https://www.WalmartCommunityCard.com>
 For questions, or to report an unauthorized use claim, contact Walmart Community Card Customer Service at (877) 294-7548.



Capital One
 PO BOX 60506
 CITY OF INDUSTRY, CA 91716-0506



Credit Account #
 Statement Date
 Statement #

[REDACTED]
 03/19/24
 1654554275

CREDITS & ADJUSTMENTS	CURRENT	PAST DUE			ACCOUNT BALANCE
		1-59 DAYS	60-89 DAYS	90+ DAYS	
\$0.00	\$49.67	\$0.00	\$0.00	\$0.00	\$49.67

OPEN ITEMS

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	03/01/24	04/13/24	\$49.67	\$49.67
						Account Balance	\$49.67

PURCHASES

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	03/01/24	04/13/24	\$49.67	\$49.67
						Total Purchases	\$49.67

OTHER CHARGES AND CREDITS

Description	Trans Date	Due Date	Trans Total	Balance Due
No other charges and credits in current period.				

PAYMENTS

Date	Payment Number	Amount
03/12/24	Check # 39147	-\$40.85
		Total Payments
		-\$40.85

CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 03-2024

For period March 1st, 2024 through, March 31st, 2024

Be it ordained by the Governing Body of the City of Towanda that the above dated ordinance is and shall be passed and all claims honored and paid by the City Clerk.

**Section 1. Claims paid prior to approval of the City Council,
authorized by Ordinance No. 279. \$83,029.95**

Section 2. Payroll \$41,692.46

Total this Ordinance: \$124,722.41

Paul Erickson
Treasurer

Jennifer Shaults
Mayor

Report Attestation for the Month of March 2024.

I have reviewed the Financial Statements and reports contained herein and, to the best of my knowledge, believe they present an accurate record of the City of Towanda's financial transactions for the indicated month.



Paul Erickson

Treasurer, City of Towanda, KS

Towanda March, 2024 Calls for Service

Call Breakdown by Deputy

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service	Hinz	Brown	District	Open
3/1/2024	Miscellaneous	500 blk N 9th St	HBO	Hinz	17	17	13	40	
3/1/2024	Miscellaneous	600 blk E Mills Dr	HBO	Hinz	11	11	7	30	
3/1/2024	Battery	600 blk E Mills Dr	Report	Hinz	0	0	0	0	
3/2/2024	Traffic Stop	N 3rd St / E Main St	Warning	Hinz	1	1	2	4	
3/3/2024	Arrest/ Drug	800 blk E Main St	Arrest	Hinz					
3/3/2024	Assist Other	600 blk E Mills Dr	HBO	District	0	0	0	0	
3/4/2024	Traffic Stop	500 blk N 6th St	Warning	District	4	4	2	4	
3/5/2024	Miscellaneous	200 blk S 4th St	HBO	District	1	1	2	1	
3/5/2024	Traffic Stop	S 2nd St/ E Main St	Warning	District					
3/5/2024	Missing Person	200 blk S 5th	Report	District					
3/6/2024	Harassment	300 blk S 3rd St	HBO	Hinz					
3/6/2024	Miscellaneous	600 blk E Main St	HBO	District					
3/8/2024	Green Tag	SW Ohio St / SW HWY 254	HBO	District					
3/8/2024	Accident/ 10-47	700 E Bever Dr	Accident	District					
3/8/2024	Check Welfare	100 blk N 3rd St	HBO	District					
3/8/2024	Assist Other	600 blk E Mills Dr	Report	District					
3/8/2024	Miscellaneous	500 blk N 8th St	Report	Brown					
3/8/2024	Arrest/ Warrant	500 blk N 8th St	Arrest	Brown					
3/9/2024	Noise Complaint	600 blk E Mills Dr	HBO	District					
3/9/2024	Check Welfare	SW HWY 254 / SW Ohio St	HBO	District					
3/9/2024	Miscellaneous	600 blk E Mills Dr	HBO	Brown					
3/9/2024	Suspicious Activity	600 blk E Mills Dr	HBO	Brown					
3/10/2024	Suspicious Person	500 blk N 3rd St	HBO	District					
3/11/2024	Noise Complaint	200 blk S 2nd St	HBO	District					
3/12/2024	Traffic Stop	E Main St / N Lions Ave	Warning	District					
3/12/2024	Suspicious Activity	300 blk N 9th St	HBO	District					
3/12/2024	CINC	300 blk S 3rd St	Report	District					
3/13/2024	Check Welfare	SW HWY 254 / SW Ohio St	HBO	District					
3/13/2024	Disturbance	1200 E Rainbow Dr	HBO	Brown					
3/14/2024	Traffic Stop	SW HWY 254 / SW Ohio St	Warning	District					
3/14/2024	Traffic	500 blk N 8th St	HBO	District					
3/15/2024	Check Welfare	400 blk N 10th St	HBO	Hinz					
3/15/2024	Traffic Hazard	N 5th St / E High St	HBO	Hinz					
3/15/2024	Traffic Stop	N 2nd St / E Main St	Warning	Hinz					
3/15/2024	Traffic Hazard	SW HWY 254 / SW Ohio St	HBO	Hinz					
3/15/2024	Noise Complaint	300 blk S 3rd St	HBO	District					
3/16/2024	Motorist Assist	300 blk S 3rd St	HBO	Hinz					
3/16/2024	Traffic Stop	SW Hunter Rd/ SW Old HWY 254	Warning	Hinz					

Date	Incident Description	Address	Offense	Offender	Agency
3/16/2024	Traffic Stop	E Main St/ E Kechi Rd	Warning	Hinz	
3/16/2024	Noise Complaint	300 blk N 3rd St	HBO	District	
3/16/2024	Suspicious Person	300 blk E Main St	HBO	District	
3/17/2024	Check Welfare	600 blk E Mills Dr	HBO	District	
3/18/2024	Check Welfare	500 blk N 6th St	HBO	District	
3/18/2024	Arrest/ Warrant	700 blk E Bever Dr	Arrest	District	
3/19/2024	Miscellaneous	200 blk S 4th St	HBO	District	
3/19/2024	Suspicious Activity	300 blk N 8th St	HBO	District	
3/19/2024	Miscellaneous	600 blk E Mills Dr	HBO	District	
3/20/2024	Littering	100 blk S 3rd St	HBO	District	
3/21/2024	Assist Other	600 blk E North St	HBO	Hinz	
3/22/2024	PFS/PFA Service	900 blk E Main St	HBO	District	
3/22/2024	Miscellaneous	300 blk S 3rd St	HBO	District	
3/22/2024	Traffic Complaint	N 4th St/ E Highland Dr	HBO	Brown	
3/22/2024	Death	600 blk E Mills Dr	Report	District	
3/23/2024	Suspicious Activity	N 3rd St / E High	HBO	District	
3/23/2024	Disturbance	700 blk E Bever Dr	Report	Brown	
3/23/2024	Arrest/ Warrant	700 blk E Bever Dr	Arrest	Brown	
3/24/2024	Traffic Stop	400 blk E Man St	Warning	Brown	
3/24/2024	Traffic Hazard	HWY 254 / Ohio St	HBO	District	
3/25/2024	Motorist Assist	SW 30th St / SW River Valley Rd	HBO	District	
3/25/2024	Assist Other	700 blk E Bever Dr	HBO	District	
3/26/2024	Miscellaneous	600 blk E Mills Dr	HBO	District	
3/26/2024	Miscellaneous	600 blk E Main St	HBO	District	
3/26/2024	Civil Stand By	300 blk S 3rd St	HBO	District	
3/27/2024	Civil	300 blk S 6th St	HBO	District	
3/27/2024	Miscellaneous	S 3rd St / E Bigelow St	HBO	Brown	
3/28/2024	Traffic Complaint	300 blk S 3rd St	HBO	Brown	
3/28/2024	Traffic Stop	700 blk E Main St	Warning	Brown	
3/28/2024	Noise Complaint	300 blk S 3rd St	HBO	Brown	
3/29/2024	Traffic Complaint	SW Old 254/ SW Hunter Rd	HBO	District	
3/29/2024	Check Welfare	600 blk E Mills Dr	HBO	Hinz	
3/30/2024	Miscellaneous	400 blk S 3rd St	HBO	Hinz	
3/31/2024	Civil	600 blk E Mills Dr	HBO	Hinz	

MUNICIPAL COURT OF TOWANDA, KS
CASELOAD SUMMARY
For the Period March 1, 2024 through March 31, 2024

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

*Fines/Court Costs listed in this section are often waived in dismissed cases.

FINES + COURT COSTS

	0	\$0.00
a. Speeding.....	0	\$0.00
b. No/Invalid Insurance.....	0	\$0.00
c. Invalid/Expired Registration.....	0	\$0.00
d. No/Invalid Driver's License/Improper Use of DL.....	0	\$0.00
e. Driving Under the Influence.....	0	\$0.00
f. FTY or Failure to Stop.....	0	\$0.00
g. Other Traffic Violations.....	1	\$50.00
h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism).....	1	\$50.00
i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals).....	0	\$0.00

[(i. Offense Breakdown)]

TOTAL THIS MONTH	2	\$100.00
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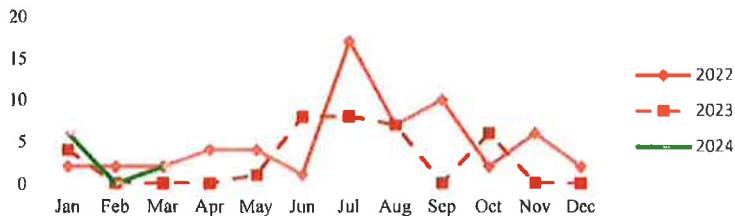
*YTD: [Amount] collected of estimated annual revenue of [Amount]: [%]

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

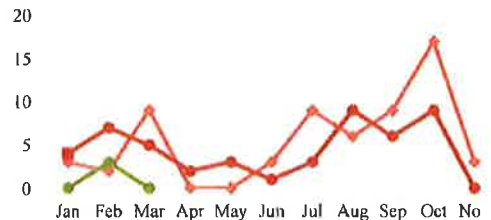
a. Guilty Pleas.....	0	
b. Bond Forfeitures.....	0	
c. Dismissals.....	2	
Reason.....		Case brought into compliance-Disposed
Reason.....		Fines paid-Disposed
Reason.....		[Reason (#)]
d. Guilty by Trial (on plea of not guilty).....	0	
e. Diversion Agreements.....	0	

TOTAL DISPOSITIONS THIS MONTH	2	
--------------------------------------	---	--

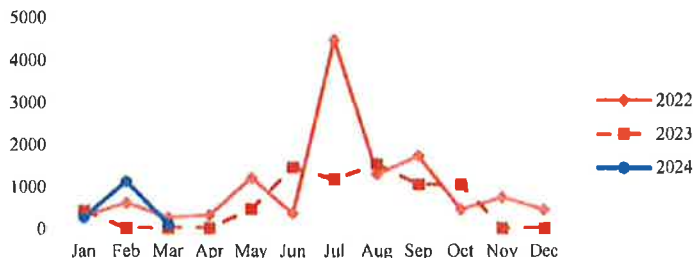
Offense Filings



Offense Dispositions



Estimated Revenue





TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long

March 2024 Activity April 3, 2024 Report

What we have been doing:

- Working on updating the Comprehensive Plan
- Providing Excellent Public Service
- Processing Licensing for 2024 Contractors
- Assisting Residents/Contractors daily with building code questions
- Cemetery Lot Sales, Paperwork, and Questions
- Issuing Building Permits
- Working always to make the PZ Department more efficient and functional

What we plan to do:

- | | |
|--|--|
| Continue Serving Towanda Citizens | Continue to improve the efficiency of PZ Department |
| Continue Contractor Licensing and Permit Issuing | Cemetery Paperwork |
| Code Enforcement processing cases | Continue work to update the Comprehensive Plan |
| Continue with duties as listed above | Misc. other work as needed |
| Secretary duties for the Planning Board | Animal Control Records and Renewal/Licensing Shelter |
| Preparing Information for PZ Hearings | |

Permits:

- | | |
|----------------------------------|--------------------------------------|
| 1222 Willow Brook Plumbing | 717 High Egress Window |
| 202 S 3 rd Demolition | 544 N. 11 th Electrical |
| 503 Main Fence | 775 Bever Plumbing |
| 337 N 8 th Plumbing | 416 Cincinnati- Concrete Steps/Porch |

Statistics and Lists:

Inspections Completed

- | | |
|-------------------------------------|----------------------------------|
| 319 N 3 rd Electrical | 905 Main Ballfields update |
| Review of Projects ongoing | 904 Main Consult |
| 121 S. 2 nd Roof Consult | 905 Main Elect Consult |
| 605 North Remodel Walk thru | 1312 Willow Brook review |
| 605 North Electrical | 316 N 9 th Foundation |
| 114 Sunset Roof | 121 S 2 nd Roof |

New Contractors Licensed & Certificates Issued:

- | | |
|--|-----------------------------|
| Masters Basement Repair - El Dorado KS | Apollo Electric-Douglass KS |
| | Opps Concrete – Wichita KS |

NTA Citations Issued/ Court: Complied

PZ Board Meeting/BZA March: Continued from the March Hearing for the oversized garage at 1311 Rainbow Dr.

Business Permit for Door-to-Door Sales: None

Fire Dept Report

March 2024

Summary: March and April are typically the busiest months due to grass fires. While March was busy, medical calls took the front stage. We expect April to be busy with grass fires, but so far the precipitation has staved off the grass fires. There is plenty more going on with severe weather potential and fundraisers.

Membership: 16. Two candidates

YTD (as of 3/31/24) Calls: 105

March Calls: Number of calls 37 (5-yr avg. for Mar. calls: 31.2. Avg. Mar. calls since 1985-22.9)

- 8 – Fire calls: 5 grass, 2 unauthorized fires, 1 fire alarm
- 20 – Medical
- 2 – Vehicle accidents
- 4 – Public Assist (Lift, standby, etc.)
- 2 – Hazardous Condition: Natural gas leak, arcing electric line
- 1 – Assist other agency

Training:

- Driver Mar 3, Storm Spotter Mar 4 with BuCo EMA
- Industrial Firefighting Mar 11-14 in Texas
- Medical Mar 12 (Grand Rounds), ICS 400 Mar 13-14 in El Dorado
- Pump Operation Mar 19, Officer Mar 26, Fire Behavior Mar 30

Equipment:

- Engine 1: Still awaiting valve replacement.
- Engine 3: Engine 3 failed a monthly check when it unexpectedly lost power and died on the road on Mar. 20. On December 4, the City Administrator signed a contract to purchase a new, demonstrator model fire engine. This truck should arrive May 2024.
- Pumper 4: Is approaching its 15 year expected replacement date.
- Pumper 5: Electric line auto-eject is bad
- Pumper 6: No change (out of service)
- Pickups: PU8 & PU9: PU9 was damaged along the driver's side when it struck a cattle panel in high grass.
- Tanker 12: Latest brake repairs seemed to have corrected the issue. Battery charger is suspect as the batteries are not cranking the engine fast enough.
- SCBAs: Due to all the government entity changes coming up in the near future, we opted NOT to apply for the AFG grant. It is likely that even IF we were awarded the grant, we would be later disqualified due to being an entirely different entity.
- KSFM Grant. Awaiting confirmation of order for two sets of coat and pants.

Upcoming:

- Task Force meeting April 4
- Crawfish Boil April 6
- LEPC meeting April 18
- BuCo Fire Chiefs meeting April 25
- Family Fun Day in June 1 with Lions Club
- Rib feed in September

Fire Dept Report

March 2024

For Discussion:

Conex Box

- More space is required for storage. The current conex box is full.

Tanker

- In order to repair the lost hauled water rating (for our out of town citizens and those of neighboring districts) we should acquire a tanker of at least 300 gallons that will fit inside our small station.

Command/Utility Vehicle

- TFR does not have a vehicle to haul large items such as tires, fire hose, fire extinguishers, etc. that need to be transferred for service or repair.
- Chief Pyle began using his personal vehicle in 2005 for command/inspection functions. Over the 15 years it was in use, the truck was dented, scratched, bent and no mileage or damage was reimbursed.
- Chief Pyle accrued over 5000 miles on personal vehicles in 2023 for TFR business, e.g.
 - to Hillsboro for 2, 300# tires to haul to Wichita to have them mounted on P4,
 - drive to Mayfield to retrieve driver after delivering a fire engine for repairs.
 - To Eureka to retrieve driver after delivering a fire engine for repairs (x2)
 - To Manhattan to retrieve parts for fire truck (x2)

Building:

Due to lack of space, dilapidation and many regulatory requirements, the emergency responders serving the Towanda and Fairview communities need a new facility in order to better serve and maintain their own safety.

Other:

- OSHA is updating their 29CFR 1910.156. This has been the "Fire Brigade" standard for Industrial facilities since 1980. It will be revised and called the "Emergency Response" standard. The new language will pull in nearly ALL fire departments in the USA and make mandatory many more NFPA standards. For instance, certification as a FF will become mandatory. Certification as a driver will become mandatory. Same for Rescue (vehicle, trench, urban, rope, water, etc.) Officer, Wildland, RIT, and more. Also the standard for replacement of fire apparatus will be law, not recommendation. Comprehensive medical programs, and on and on.

Expect costs to operate a fire department to double and many volunteer fire departments will not survive. Bigger, paid departments will take over, but they, too, will have to comply with the higher costs to operate in compliance.

Fire Dept Report

March 2024

2024 Fire Dept Calls by Month

What the Calls Are															
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%	
Grass Fire	1	3	5										9	9%	
Vehicle Fire														0%	
Structure Fire	2												2	2%	
HazMat			2										2	2%	
Carbon Monoxide		1											1	1%	
Other Fire			3										3	3%	
Vehicle Accident	5	4	2										11	11%	
Medical	22	23	20										65	62%	
Rescue														0%	
Public Assist	3	4	4										11	11%	
Storm Watch														0%	
Other			1										1	1%	
Total	33	35	37										105		
Where the Calls Are															
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%	
Towanda Twp	11	12	14										37	35%	
Fairview Twp	1	5	1										7	7%	
City	16	14	17										47	45%	
KTA	4	3	1										8	8%	
Mutual Aid Given	1	1	4										5	5%	
Total	33	35	37										105		
Mutual Aid Rec'd	1		1										2	2%	
YTD Percentage															
	Fire			EMS			Other			YTD % per Area			Fire	EMS	Other
	13%			62%			25%			27%			19%	51%	30%
	19%			0%			86%			14%			4%	74%	21%
	0%			63%			38%			17%			83%	0%	0%

CITY OF TOWANDA

MAINTENANCE REPORT



| MARCH 2024

WATER

We are still currently looking for major and small leaks throughout the system. I am starting to figure out that our mapping system has some discrepancies of what is actually out there. With using ziptility we are going to be able to update and fix a lot of those problems that we are running into. One thing that I believe that needs to happen is that we need to install an ultrasonic water meter on the tower and give us the ability to read the exact amount of water that leaves the tower, and that can be done in a way less invasive way than installing an inline main meter. I am currently working on getting a price point together for that and also some minor upgrades to our tower that will be beneficial to us.

- Completed all daily and monthly coliform samples
- Installed the last 130 radio read meters (all 476 are installed)
- Found and fixed 5 service line leaks
- Tore apart all the old meters

STREETS

I am currently putting a plan together with the guys to make some repairs on Clay Hill Rd. The intersections of 11th, 10th, and 9th along Clay Hill will all be replaced along with some bad spots along the actual road itself. With asphalt now being able to be delivered to us we will be able to get a lot more of these bigger patches and fixes done,

- Fixed and laid asphalt in 4 places including 6th st at thunderbird estates and 6th and Mechanic
- Grated and graveled 3 alleyways.

FACILITIES

Main work is that we have started on the swimming pool. All of the equipment is installed in the shack and hooked up. After we drained and did a quick clean I don't foresee us having to use a lot of paint this year which is a big win.

- Hooked up all plumbing in baseball field concessions and installed new door knobs for bathrooms
- Fixed broken window on the back of the community building
- Cleaned and inspected the lift station
- Hauled junk and trash from the sewer plant to the dump
- Cleaned and organized the shop

NOTES

I am going to be taking some classes through KMU to become certified to be able to train and help Rylan and Chris get their CDL. New laws now make it mandatory for new CDL applicants attend a truck driving school but with someone certified on staff that negates that and saves a ton of money.

Old
Business
4.10.2024

ORDINANCE NO- 2024- _____

AN ORDINANCE APPROVING THE 2022-2042 ADDENDUM TO THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE TOWANDA AREA, KANSAS: 2009-2013

WHEREAS, pursuant to K.S.A. 12-747, et seq., the Towanda City Planning Commission is authorized to make and amend a Comprehensive Plan for the Towanda Planning Area; and

WHEREAS, the City of Towanda, Kansas has previously adopted a comprehensive plan titled "Comprehensive Development Plan 2009-2013 for the Towanda Area Kansas" by previous ordinance, for the city pursuant to the authority granted by Kansas Statutes, and

WHEREAS, pursuant to provisions of K.S.A.12-747, the Towanda Planning Commission did give published notice on March 9, 2024 and held a public hearing on April 1, 2024 to consider the adoption of an amendment to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013; and

WHEREAS, on April 1, 2024, the Towanda Planning Commission approved a resolution adopting an amendment to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013, and said resolution and a certified copy of the 2022-2042 ADDENUM for the Comprehensive Development Plan for the Towanda Area, Kansas: has been submitted to the governing body of the City for consideration.

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

Section 1. Plan Amendment Approval. The 2022-2042 ADDENDUM to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013 as adopted by resolution by the Towanda Planning Commission which is certified and on file in the City Clerk's office, is hereby approved as part of the official Comprehensive Plan for the city of Towanda, Kansas.

Section 2. Effective Date. This Ordinance shall be effective upon its passage and publication once in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Towanda, Kansas on the 10th day of April, 2024.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

SUMMARY



The City of Towanda

Planning Commission Meeting Minutes
Towanda City Hall – 110 S 3rd St.
Monday, April 1, 2024, 7:00 PM

Towanda Planning Commission Members

Present	Not Present	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	David Wohlgemuth
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Don White
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kit Williams
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bruce Clark
<input type="checkbox"/>	<input type="checkbox"/>	Bruce Clark
<input type="checkbox"/>	<input type="checkbox"/>	

Auxiliary Members and City Staff

Present	Not Present	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amy Knowles
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lisa Hamilton- Zoning Administrator
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Andy Newbrey- City Administrator
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Emelia Toney-Court Clerk
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

1. Call To Order

- Meeting called to order 7:02 pm by David Wohlgemuth

2. Roll Call

- 3. Approval of Minutes (March 4, 2024):** *Motion to approve minutes from March 4, 2024 by Kit Williams motion, second by Amy Knowles. All in favor*

Visitors Present:

Gary & Carolyn Aikens	Shirley Mullin	TC Pyle
Eric A. Hollinger	Krystal Mullin	Kurt Reeves
Russell Mullin	A. J. Wary	

Agenda Item #1 BZA CU-2024-01 Conditional Use Hearing

Agenda Item #2 Hearing for approval of 2022-2042 ADDENDUM to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2015.

At the conclusion of Agenda Item #1, Conditional Use hearing for a 32' x 50' garage at 1311 Rainbow, all of the visitors left the meeting except for TC Pyle and Kurt Reeves.

PZ Administrator opened the hearing for Agenda Item #2 and reviewed for the audience the amended goals. There were no comments or questions from the audience about the proposed Amendment. The hearing was closed.

Don White was approved as Vice Chairman of the Towanda Planning Commission .

A motion was made by Amy Knowles to approve the Resolution for the 2022-2042 ADDENDUM to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013. Second by Kit Williams. Passed 3-0. Don White signed the Resolution.

The documents will be forwarded to the Towanda City Council for approval.

PLAN ADOPTION RESOLUTION NO. 05

WHEREAS, pursuant to authority granted by statutes of the State of Kansas, the Towanda City Planning Commission was created by the City Council of the City of Towanda Kansas by Ordinance No. 401 and given authority to make and amend a comprehensive plan for all of the City plus certain surrounding area in Benton, Fairview, and Towanda Township in Butler County, Kansas; and

WHEREAS, pursuant to the authority granted by the statutes of the State of Kansas, in K.S.A. 12-747 et seq., the Towanda City Planning Commission developed a Comprehensive Plan, adopted by the City of Towanda in 2009 and

WHEREAS, the Comprehensive Plan may be amended as needed to ensure it reflects timely and relevant information and the needs of the community; and

WHEREAS, pursuant to provisions of K.S.A. 12-747(g), the Planning Commission did give notice by publication in the official city newspaper on March 9, 2024, of a public hearing on a Plan Amendment to be held on April 1, 2024, and

WHEREAS, the Planning Commission at said hearing did hear all comments and remarks relating to said Plan and did give consideration to all statements and,

NOW, THEREFORE, BE IT RESOLVED, by a majority of the members of the Towanda City Planning Commission that the 2022-2042 ADDENDUM to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013 dated April 1, 2024, be hereby adopted as an official amendment, and shall become effective upon its passage and


BE IT FURTHER RESOLVED, that in compliance with K.S.A. 12-747 (b), the action of the Planning Commission be provided to the Towanda City Council in the form of a certified copy of said Amendment with this accompanying Resolution and a written summary of the public hearing and, furthermore, to recommend that they approve the Amendment by publication of an Ordinance as required by K.S.A. 12-747 (b).

APPROVED, by at least a majority of the Towanda City Planning Commission members at Towanda Kansas this 1st day of April 2024.



Donald White
Vice Chairperson,
Towanda City Planning Commission

ATTEST:



Lisa Long Hamilton
Secretary,



\$3,290



TTFM 6.1

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Ultrasonic Transit Time Flow Meter NCMB2-F/E series

DESCRIPTION

The NCMB2-F/E Series is a non-invasive clamp-on ultrasonic transit time flow meter used to measure volumetric flow rate, total, and heating/cooling energy rates in liquids.

FEATURES:

- Clamp-on transducers
- Pipe sizes 0.5 to 100 inches
- Bi-directional flow
- Install with no process shutdown
- No pressure head loss
- No moving parts to maintain or replace
- Reynolds, sound speed & temp compensation
- Display flow rate, total, temp, BTU
- Data logging stored on 8GB Micro SD Card
- Outputs 4-20mA, Pulse
- Communications Modbus, BACnet & more

\$3,760

TECHNOLOGY:

The NCMB2 ultrasonic transit time flow meter clamps onto the outside of pipes and does not contact the internal liquid. It operates on clean liquids as well as those with small amount of suspended solids or aeration. It utilizes the latest innovations in non-contact flow metering technology to optimize the performance of your flow monitoring, process control, balancing or batching applications.

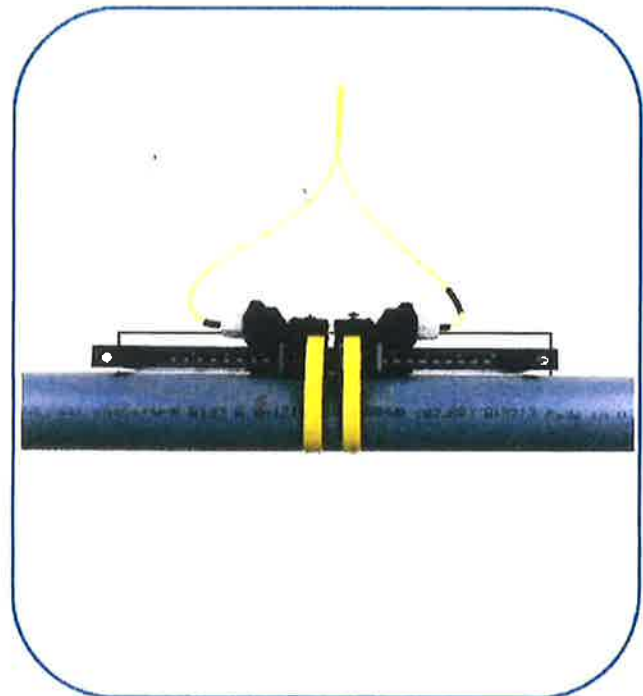
The NCMB2 is available in two versions:

NCMB2-F: Flow Meter model indicates flow rate and total with a pulse, 4-20mA output, Modbus RTU or BACnet MS/TP communications. Other communications options available. Typical applications are water, sewage, cooling water, and chemicals.

NCMB2-E: Energy model indicates flow rate, total, temperature, BTU with a pulse, 4-20mA output, Modbus RTU or BACnet MS/TP communications. Other communications options available. Typical applications are heating/cooling hydronic loops.



NCMB2-F/E Transmitter



NCMTX-C-RZ-AC-WW Transducer

Product Data Sheet

TIME DELTA SERIES

ULTRASONIC FLOWMETER <TIME DELTA-C>

DATA SHEET

FSV-2, FSS, FLY

This flowmeter is a clamp-on type ultrasonic flow meter based on transit-time measuring method.

Making full use of the latest electronics and digital signal processing technologies, we realized a compact and light-weight design, and improved the accuracy and easiness to use while keeping with anti-bubble performance.

The communication function (MODBUS: Option) is also applicable.

FEATURES

1. High accuracy

The flowmeter is designed for high accuracy (better than $\pm 1.0\%$ of rate) by dynamic correction of fully-developed flow profile. Reynolds Number is calculated and a meter factor (K) is automatically applied for best accuracy at all flow velocities. Further, the adoption of new sound velocity measurement system permits measurements of fluids of unknown sound velocity. Moreover, affection from fluid temperature and pressure is negligible (Auto-Temp./ Press. compensation).

2. Excellent resistance against aerated flow

Fuji's unique ABM feature improves measurement reliability for different flow like slurries, sludge, raw sewage and bubble-contained flow (acceptable up to air bubble of 12% volume at 1m/s velocity).

3. Compact and light-weight

Thanks to the adoption of the latest electronics the flow transmitter size and mass are 1/3 of our traditional instrument.

4. Full variety of sensors

The flowmeter can be used with various types of sensors applicable for wide range of pipe size ($\phi 13$ to $\phi 6000\text{mm}$) and fluid temperature (-40 to $+200^\circ\text{C}$).

5. Quick response

With the use of high-speed micro-processor suited for digital signal processing, the fast response time is realized.

6. Multi-lingual

The following languages are supported for display: Japanese (Katakana), English, German French, and Spanish.

7. Excellent performance and easy operation

LCD and function keys are allowing easy configuration and trouble shooting.

- LCD with back light
- Easy mounting of sensor
- Extendable rail type detector up to $\phi 50$ to $\phi 1200\text{mm}$
- Trouble shooting
- Easy operation with keypad on the front surface of the flow transmitter (FSV...S)



Flow transmitter (FSV...S)

Flow transmitter (FSV...H)



Detector (FSSA)



Detector (FSSC)

SPECIFICATIONS

Operational specifications

System configuration:

Single-path system of a flow transmitter (Model FSV) and a detector (Model FSS)

Applicable detector:

FSSA (2MHz), FSSC (1MHz)

Applicable fluid:

Homogenous liquid where the ultrasonic signal can be transmitted
 Bubble quantity: 0 to 12vol% (for pipe size 50A, water, velocity 1m/s)
 Fluid turbidity: 10000mg/L max.
 Type of flow: Fully-developed turbulent or laminar flow in a full-filled pipe

Flow velocity range:

0 to $\pm 0.3 \dots \pm 32\text{m/s}$

New
Business
4.10.2024

Article 4. Disposal of Surplus Property

12-401. Definitions.

The following definitions are applicable to this article:

(a) Surplus property is defined as any property that is no longer needed by the City, fully depreciated, junk, obsolete, not cost effective to repair or no longer technologically functional.

(b) Junk property is property that would be unsafe to use, damaged beyond use, worn out with no salvage value or items considered to be trash. It may be items that contain hazardous materials that require special methods or procedures to render it safe and the disposal of which is regulated by State or Federal law.

(Ord. 1277; Code 2018)

12-402. Declaration of surplus property.

The governing body may from time to time, by resolution adopted by the majority vote of the council, declare personal property of the City to be surplus as defined in section 12-401, and dispose of it on the terms and conditions set forth herein.

(Ord. 1277; Code 2018)

12-403. Bids and advertising.

(a) The governing body shall solicit sealed bids by public notice published at least once in the official city newspaper. Sale shall be to the highest responsible bidder after such notice, except that the governing body may reject any and all bids, and, in any such case, new bids may be solicited for as in the first instance; and

(b) A resolution accepting a bid has been passed and made a part of the records of the governing body.

(c) Personal property of the City declared surplus as junk, otherwise insignificant, or dangerous to sell may be disposed of by the City Administrator in a safe and practical manner. This would include but not be limited to rotten, split utility poles not safe for reuse, old tires, anything containing hazardous materials or materials normally considered trash.

(d) Items declared surplus with a salvage value of at least \$500 may be advertised for sale on the internet or through any other electronic media that allows the sale of like items to the public or other government agencies.

(Ord. 1277; Code 2018)

12-404. Disposal.

Upon compliance with the requirements of section 12-403, the City, by its Mayor and City Clerk, is authorized to make, execute, and deliver a good and sufficient bill of sale or other instrument of transfer to the purchaser, purchasers, or recipients of the surplus personal property.

(Ord. 1277; Code 2018)

12-405. Donations and exceptions.

Notwithstanding any provision to the contrary contained in this article the governing body of the City may, by resolution passed and made a part of the records of the governing body, donate personal property declared surplus to any non-profit religious, fraternal or civic organization having a chapter or subdivision organized and functioning within the boundaries of the City. Without soliciting bids, the Council may sell directly to any other government entity, such as a school district, county, state, or other municipality, any equipment or vehicle determined to be surplus by the Council of a value not to exceed \$2,000.00 upon recommendation by the City Administrator.

(Ord. 1277; Code 2018)

12-406. Prohibition on city employee purchases.

No City employee, either directly or indirectly may purchase any surplus property while in the employment of the City. They may not use a second party to purchase City property.

(Ord. 1277; Code 2018)

Other
Business
4.10.2024