



City Of Towanda, KS

Lovin' the Small Town Life!

Regular Council Meeting December 11th, 2024
7 pm at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

City Council Regular Meeting Agenda

Wednesday, December 11th, 2024, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

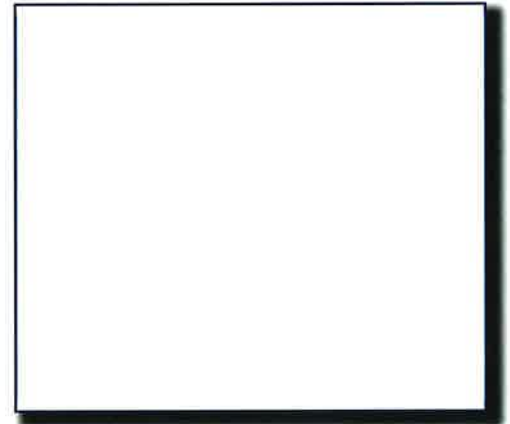
Regular Council Meeting

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 November 13th, 2024**
- **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 11-2024
- **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff Office Report
 - ii. Court Clerk’s Report
 - iii. Planning and Zoning
 - iv. Code Compliance Report
 - v. Towanda Fire Rescue
 - vi. Towanda Maintenance Department



Council Packet

4. PRESENTATIONS AND GUEST SPEAKERS

- i. None Scheduled

5. OLD BUSINESS

- Cameras for Council Meetings Update
- 254 & River Valley Rd Intersection Update
- Old Gas Station & KDHE Progress Update
- Further Discussion on Vacant Building Fees
 - i. Proposed Ordinance
- Sharing Cost of Lions Park Maintenance with New Circle Rec. Update
- Water Well for the Park Update

6. NEW BUSINESS

- Everyg & Replacement of Outdated Lights
- 2025 Mayoral Appointments
- Cereal Malt Beverage License Approval

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

- Resolution to Transfer Assets to Butler County Fire District #11
- Proposed Lease Agreement with Butler Fire District #11
- **Discussion:** Transferring funds each month to budgeted funds

7. OTHER NEW BUSINESS

-

8. PUBLIC COMMENT TIME

9. EXECUTIVE SESSION

- 30 Min. To:
 - i. Consult with attorney on matters deemed to be of attorney-client privilege.
 - ii. Personnel matters of non-elected personnel.

10. ADJOURN

* **“Discussion”** = No expectation of a final decision. The Council cannot discuss City issues as a group outside of a public meeting without violating the Kansas Open Meeting Act.

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 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”):

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

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;

(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.

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

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.

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.

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

- 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.

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.

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

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.

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

12.11.2024



The City of Towanda

City Council Meeting Minutes

Towanda City Hall – 110 S 3rd St.

Wednesday, November 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 – Jeff Banks
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Jennifer Watkins
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Council Member – Chris Hunt
<input type="checkbox"/>	<input type="checkbox"/>	Council Member –

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 checked="" type="checkbox"/>	<input 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

REGULAR COUNCIL MEETING:

1 Call To Order

- 7:04 pm by Jennifer Shaults

2 Roll Call

3 Mayor Shaults appoints TC Pyle to the Governing body. Mike Hayes moved to approve the appointment of TC Pyle to the Governing Body. Motion carried 3-0.

4 Consent Agenda

- Minutes of the October 9, 2024 meeting,
- Minutes from October 17, 2024 Special Council Meeting
- Treasure’s Information Reports
 - Statement of Activities
 - Fund Balance Report
 - Budget Execution Report
 - Water Loss Report
- Claims
 - Claims Report
 - 1. Appropriations Ordinance 10-2024
- Staff/Development Information Reports
 - Sheriff Office Report
 - Court Clerk’s Report
 - Planning and Zoning
 - Code Compliance Report
 - Towanda Fire and Rescue
 - Towanda Maintenance Department

- *Motion by Mike Hayes to approve the consent agenda in its entirety. Second by Jennifer Watkins. Motion carried (4-0).*

5 Presentation and Guest Speakers

- **JEO Presentation of Our Water System Evaluation, Next Steps, and Options Forward**

Michael Schultes, PE, PMP from JEO Consultants, presented the findings of their water study to the Council. The final draft of the study will be finished soon after January 1st, 2025. The City is waiting for the results of a \$4,200,000.00 grant request from the Kansas Water Office. Once the amount allocated to the City of Towanda is known, the system design phase will begin, as will the process of additional funding.

- **Correction of Resolution 2024-09**

Motion is made to change/correct the Resolution 2024-09 to 2024-10 by Jennifer Watkins. Second by Mike Hayes. Motion carried (4-0)

4 Old Business

- **Resolution Setting Hearing Date for the Main Street Building Demolition**

Lisa: Notes that the building permit for this location will expire soon, and no work has begun on the property. She is requesting approval to set a hearing date for demolition in March 2025.

Motion for approval made by TC Pyle. Second by Mike Hayes. Motion carried (4-0)

- **Cameras for Council Meetings Update**

Andy: Notes that the cameras have been set up and should be completed by the December 2024 Council Meeting.

- **Old Gas Station Update & Demo Prices**

Andy: Notes that there have been 3 estimates submitted. After further discussion, a motion is discussed.

Motion to not exceed \$9,000.00 by Mike Hayes. Second by Jennifer Watkins. Motion carried (4-0)

- **Ordinance to Establish a Water Meter Replacement Fund**

There was a discussion about establishing a Water Meter Replacement Fund to put money aside and ready for when the new radio-read meters need to be changed out.

Motion to approve Ordinance 720 Creating Meter Replacement Fund with a \$3.00 fee by Mike Hayes. Second by TC Pyle. Motion carried (4-0)

- **Further Discussion on Vacant Buildings Fees**

This is to be brought up at the next meeting in December.

- **Sharing Cost of Lions Park Maintenance with New Circle Rec. Update**

Andy met with the Circle Rec Commission Administrator to discuss cost sharing of the City-owned ball fields at the park on River Valley Rd, south

of Towanda. The annual average cost to maintain those fields has been approximately \$20,000 to \$25,000. Andy's opinion is that the Circle Rec Commission is now an independent taxing authority. If Towanda pays for the maintenance of fields that are only used by Circle Rec programs, the residents of Towanda are incurring an additional expense for their upkeep.

There will be further discussions with the Circle Rec Commission Board to come to an agreement.

- **Setting the Date for a Library Workshop**

Discussion and agreement reached to set the date: January 15, 2024, workshop.

5 New Business

- Resolution to Transfer Assets to Butler County Fire District #11
Discussion only – should have a resolution together for the next **meeting**.
- Proposed Lease Agreement with Butler County Fire District #11
Discussion only – the agreement needs some adjustments to address the sharing of utilities.

6 Other New Business

- **Sewer line replacement between 9th and 10 Street:**
Andy noted that 50 feet of sewer line needs to be replaced north of Highland, between 9th and 10th Street. Proposals have been submitted from Mayer Specialty Service and Griffin Max Construction.
 - *After discussion a motion by Jennifer Watkins is made to approve Griffin Max Construction for repairs on the sewer main at \$12,000. Second by Mike Hayes. Motion carried (4-0).*
- **Vet Signs:**
Andy: We are creating designs for replacing the Veterans billboards on 254. Examples are presented and the signs could be replaced before the end of 2024.

7 Public Comment Time

- **Nicole Mandina (Benton Township Resident, Towanda Property and Business Owner):** She would like to suggest that the school might be able to print and produce signs on 254 HWY.
- **Jen VanBuskirk (Towanda Resident):** Notes that the Library utilities may still include electricity for the pavilion and gazebo in the park. That is one reason why the City has paid for the electric over the years.

8 No Executive Session.

9 Adjourn

- *Motion by **Mike Hayes** to adjourn at 9:10 p.m. Second by **Jennifer Watkins**.
Motion carried (_4_-0).*

Andrew Newbrey
City Clerk

Approved the 11th day of December 2024 by the City Council, City of Towanda, Kansas.

City of Towanda, KS
Statement of Activities
 November 2024

	Nov 24
1001 · GENERAL FUND INCOME	
1004140 · Franchise Fees	8,809.43
1004150 · Sales Tax Income	15,576.94
1004160 · Liquor Tax Revenue	75.00
1004413 · Business / Contractor Licenses	100.00
1004421 · Building / Remodeling Permit	166.50
1004501 · Court Fines	52.50
1004610 · Interest Revenue	114.59
1004640 · Land Rent Income	1,654.67
1004690 · Misc. Revenues	
1004699 · Reconciliation Income	-201.15
1004690 · Misc. Revenues - Other	3.00
Total 1004690 · Misc. Revenues	-198.15
1004693 · Colletions Fee	173.38
1004695 · Donations for Banners	-258.00
1005254 · Newsletter Income	30.00
Total 1001 · GENERAL FUND INCOME	26,296.86

100X · GENERAL FUND EXPENSES

12 · ADMINISTRATION EXPENSES

12-Administration/Finance

12-5200 · Non-Material Expenditures	29.50
12-5210 · Training / Meetings	49.37
12-5215 · Food For Meetings	122.55
12-5254 · Printing / Publications	65.76
12-5259 · Miscellaneous Services	6.70
12-5314 · Office Supplies	70.76
12-5315 · Operating Supplies	148.98
12-5319 · Misc. Supplies	9.99
12-5320 · Website and Related Fees	41.00
12-5323 · Office Equipment	1,313.75
12-5400 · Computer Software	363.99
12-5441 · PURCHASES WITH DONATED FUNDS	258.70

Total 12-Administration/Finance 2,481.05

12-5100 · Staff Expense Administration

12-5110 · Salaries	5,770.85
12-5140 · PR Tax Expense City Share	441.48
12-5150 · KPERS City Share	592.10
12-5160 · Health Ins. - City Share	2,947.22
12-5161 · Adj - Payroll Liab. Differences	-942.55

Total 12-5100 · Staff Expense Administration 8,809.10

12-5251 · Utilities 303.69

12-5253 · Insurance 3,177.08

Total 12 · ADMINISTRATION EXPENSES **14,770.92**

13 · COURT

13-Court General Expenses

 13-5251 · Utilities 81.52

Total 13-Court General Expenses 81.52

13-5100 · Staff Expense Court

City of Towanda, KS
Statement of Activities
 November 2024

	Nov 24
13-5110 · Salaries	520.13
13-5140 · PR Tax Expense City Share	40.30
13-5150 · KPERS City Share	0.00
13-5160 · Health Ins. - City Share	0.00
Total 13-5100 · Staff Expense Court	560.43
13-5120 · Bond Fee Administration	0.00
Total 13 · COURT	641.95
14 · LEGAL	
14-5110 · Salaries / Permanent	1,200.00
Total 14 · LEGAL	1,200.00
15 · PLANNING & ZONING	
15-5225 · Code Compliance Contract	1,400.00
15-5252 · Communications	59.71
15-5254 · Printing / Publications	90.56
15-5255 · Shipping Charges	199.20
Total 15 · PLANNING & ZONING	1,749.47
21 · PARKS and GROUNDSKEEPING	
21-5253 · Insurance	62.97
21-5319 · MISC SUPPLIES	161.98
21-5332 · Building / Facility Parts	142.80
21-5420 · Contractural Services	66.70
21-5550 · Groundkeeping	
21-5551 · Greenhouse Supplies & Parts	523.95
21-5552 · Fertilizer & Chemicals	336.01
21-5553 · Grass Seed, Plants & Supplies	64.14
21-5554 · Mowing	
21-5555 · Mower Gas & Oil	10.00
Total 21-5554 · Mowing	10.00
21-5550 · Groundkeeping - Other	790.70
Total 21-5550 · Groundkeeping	1,724.80
Total 21 · PARKS and GROUNDSKEEPING	2,159.25
22 · POOL	
22-Pool General Expenses	
22-5253 · Insurance	144.40
Total 22-Pool General Expenses	144.40
22-5100 · Staff Expense Pool	

City of Towanda, KS
Statement of Activities
 November 2024

	Nov 24
22-5110 · Salaries	0.00
22-5140 · PR Tax Expense City Share	0.00
Total 22-5100 · Staff Expense Pool	0.00
Total 22 · POOL	144.40
24 · LIBRARY-BILLING	
24-5242 · Building / Facilities R&M	566.50
24-5251 · Utilities	207.21
24-5253 · Insurance	146.19
24-5319 · Misc. Supplies	14.45
Total 24 · LIBRARY-BILLING	934.35
25 · SENIOR CENTER	
25-5251 · Utilities	101.69
25-5253 · Insurance	125.60
Total 25 · SENIOR CENTER	227.29
26 · MUSEUM	
26-5253 · Insurance	359.18
Total 26 · MUSEUM	359.18
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5200 · Non-Material Expenditures	29.50
31-5251 · Utilities	73.05
31-5253 · Insurance	146.19
Total 31-Police Genral Expenditures	248.74
Total 31 · SHERIFF DEPARTMENT CONTRACT	248.74
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5200 · Non-Material Expenditures	151.20
50-5241 · Vehicle / Mobile Equipment R/M	625.88
50-5251 · Utilities	132.57
50-5311 · Gasoline / Fuel / Lubricants	810.65
50-5312 · Chemicals	110.00
50-5315 · Operating / Shop Supplies	324.41
50-5321 · Maintenance Uniforms	168.36
50-5325 · Tools	237.29
50-5331 · Vehicle / Mobile Parts-Supplies	38.98
Total 50-Public Works General	2,599.34
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	1,608.43
50-5140 · PR Tax Expense City Share	124.61
50-5150 · KPERS City Share	154.47
50-5160 · Health Ins. - City Share	521.71
Total 50-5100 · Staff Expense Public Works	2,409.22
Total 50 · PUBLIC WORKS SHOP	5,008.56
Total 100X · GENERAL FUND EXPENSES	27,444.11

City of Towanda, KS
Statement of Activities
 November 2024

Nov 24

220I · FIRE INCOME	
2204331 · Fire Protection Services	50.00
Total 220I · FIRE INCOME	50.00
220X · FIRE RESCUE EXPENSE	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	733.45
2205140 · PR Tax Expense City Share	56.82
Total 2205100 · Staff Expense Fire Rescue	790.27
2205101 · Volunteer Fire Run Fund Payment	5,000.00
2205200 · Non-Material Expenditures	81.70
2205210 · Training / Meetings	105.46
2205213 · Lodging / Meals	63.16
2205241 · Vehicle / Mobile Equip. R/M	989.03
2205242 · Building / Facilities R&M	262.16
2205251 · Utilities	174.06
2205253 · Insurance	979.05
2205259 · Misc. Services	625.00
2205311 · Gasoline / Fuel / Lubricants	317.30
2205314 · Office Supplies	119.28
2205315 · Operating Supplies	35.41
2205319 · Misc. Supplies	10.72
2205322 · Personal Protective Equip	243.53
2205325 · Tools	265.61
2205326 · Medical	31.98
2205650 · Interfund Operate / TR Out	
220 - TFR To Fire District #11	600.00
Total 2205650 · Interfund Operate / TR Out	600.00
Total 220X · FIRE RESCUE EXPENSE	10,693.72

250I · STREETS INCOME	
2504690 · Misc. Revenues	83.83
Total 250I · STREETS INCOME	83.83
250X · STREETS OM FUND EXPENSE	
2505140 · PR Tax Expense City Share	
2505160 · Health Ins. - City Share	124.61
2505160 · Health Ins. - City Share	521.71
Total 2505100 · Staff Expense Streets	2,409.22
2505241 · Vehicle / Mobile Equip R&M	101.00
2505242 · STREET REPAIR AND MAINTENANCE	116.84
2505244 · Other Repair / Maintenance	125.19
2505251 · Utilities	41.51
2505253 · Insurance (WC)	93.84
2505254 · Printing / Publications	32.77
2505310 · Fuel for Township-Exch for Rock	200.00
2505319 · Misc. Supplies	6.45
2505541 · Machinery / Equipment	458.66
Total 250X · STREETS OM FUND EXPENSE	3,585.48

City of Towanda, KS
Statement of Activities
 November 2024

Nov 24

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	5,837.71
Total 251I · STREET RESERVE INCOME	5,837.71
251X · STREET RESERVE	
2515333 · Street Material / Supplies	841.11
Total 251X · STREET RESERVE	841.11

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	525.00
Total 260I · COMMUNITY CENTER INCOME	525.00
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	400.00
2605242 · Building / Facilities R&M	-149.75
2605251 · Utilities	115.77
2605253 · Insurance	261.92
Total 260X · COMMUNITY CENTER EXPENSE	627.94

611I · WATER INCOME	
6114349 · Bad Debt Collected Post JH	122.91
6114350 · Water Revenue	31,303.31
6114355 · Late Payment Charge	472.78
6114356 · Disconnect Fees	25.00
6114358 · Water Protection Fee	79.90
Total 611I · WATER INCOME	32,003.90
611X · WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	7,595.50
6115140 · PR Tax Expense City Share	586.79
6115150 · KPERS City Share	740.59
6115160 · Health Ins. - City Share	2,396.70
6116000 · Payroll Reallocation Adj.	-7,907.02
Total 6115100 · Staff Expense Water	3,412.56
6115200 · Non-Material Expenditures	20.76
6115212 · Transportation / Mileage	54.66
6115244 · Other Repair / Maintenance	101.85
6115251 · Utilities	69.09
6115253 · Insurance	250.24
6115254 · Printing / Publications	32.77
6115334 · Materials / Supplies Stock	13.89
6115341 · Water For Resale	26,146.72
6115420 · Contractual Services	236.60
6115541 · Machinery / Equipment	458.66
Total 611X · WATER FUND EXPENSE	30,797.80

City of Towanda, KS
Statement of Activities
 November 2024

Nov 24

612X · WATER RESERVE EXPENSE	
6125319 · Water Infrastructure Parts	5,436.42
6125320 · Water Well	5,800.00
Total 612X · WATER RESERVE EXPENSE	11,236.42
613X · WATER TOWER EXPENSE	
6135253 · Insurance	177.84
6135301 · Tower Inspection	14,589.63
Total 613X · WATER TOWER EXPENSE	14,767.47

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	2,305.77
Total 613I · WATER TOWER INCOME	2,305.77

621I · SEWER INCOME	
6214350 · Sewer Revenue	3,631.91
6214355 · Late Payment Charge	327.05
6214685 · Sewer Lagoon Fee	8,992.68
Total 621I · SEWER INCOME	12,951.64
621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	1,608.43
6215140 · PR Tax Expense City Share	124.61
6215150 · KPERS City Share	154.47
6215160 · Health Ins. - City Share	521.71
6216000 · Payroll Reallocation Adj.	7,907.02
Total 6215100 · Staff Expense Sewer	10,316.24
6215200 · Non-Material Expenditures	20.77
6215243 · Contractural Sewer R&M	36.60
6215251 · Utilities	252.86
6215253 · Insurance	100.22
6215254 · Printing / Publications	199.44
6215315 · Operating Supplies	672.95
6215334 · Materials / Supplies Stock	13.90
Total 621X · SEWER FUND EXPENSE	11,612.98

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues	8,368.56
Total 622I · SEWER RESERVE INCOME	8,368.56

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	14,336.30
6304355 · Late Payment Charge	204.29
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	12,270.30
6305254 · Printing / Publications	199.43
Total 630X · TRASH FUND EXPENSE	12,469.73

City of Towanda, KS
Fund Balance Report
As of November 30, 2024

	<u>Nov 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Vintage Bank	
100B · General Fund	
100PC · Change Fund	450.00
100B · General Fund - Other	171,754.03
Total 100B · General Fund	<u>172,204.03</u>
200B · Mayor/Council Fund	2,576.00
220B · Fire Rescue Fund	51,509.31
221B · Fire Reserve Fund	351.73
240B · Equipment Reserve Fund	108.21
250B · Streets O/M Fund	23,221.27
251B · Street Reserve Fund	173,165.42
260B · Community Center Fund	30,793.94
310B · Bond Fund	58,399.37
410B · Capital Improvemnet Fund	80,738.52
611B · Water O/M Fund	-1,322.91
612B · Water Reserve Fund	30,767.08
613B · Tower Fund	72,483.34
621B · Sewer O/M Fund	47,128.30
622B · Sewer Reserve Fund	176,966.73
630B · Trash and Refuse Fund	31,771.80
720B · Cemetery Fund	30.00
750B · Donated Funds	200.00
Total 1000 · Vintage Bank	<u>951,092.14</u>
220CD · CD - Fire Rescue Mat. 12.18.24	101,293.69
221CD · CD-Fire Reserve Mat. 12.18.24	306,919.87
Total Checking/Savings	<u>1,359,305.70</u>
Total Current Assets	<u>1,359,305.70</u>
TOTAL ASSETS	<u><u>1,359,305.70</u></u>
LIABILITIES & EQUITY	1,359,305.70

Budget Execution Report 2024

Date **Saturday, November 30, 2024**

334 Days

92% % of year that has transpired

Fund		Budget	YTD	% Expended	%w/oTransfers	Transfers	YTD w/Transfers	Remaining
General	100	\$822,268.00	\$701,726.87	85.34%	85.34%	\$54,181.00	\$755,907.87	\$66,360.13
Streets	250	\$63,373.00	\$33,235.69	52.44%	52.44%		\$33,235.69	\$30,137.31
Fire	220	\$258,484.00	\$112,808.53	43.64%	43.64%		\$112,808.53	\$145,675.47
Comm Cntr	260	\$27,846.00	\$10,918.17	39.21%	39.21%		\$10,918.17	\$16,927.83
Water	611	\$419,470.00	\$329,838.26	78.63%	78.63%		\$329,838.26	\$89,631.74
Sewer	621	\$209,849.00	\$143,436.67	68.35%	68.35%		\$143,436.67	\$66,412.33
Trash	630	\$138,808.00	\$124,739.75	89.86%	89.86%		\$124,739.75	\$14,068.25
Rec	230	\$130,503.00	\$81,802.27	62.68%	62.68%		\$81,802.27	\$48,700.73
Cemetery	720	\$7,860.00	\$7,440.00	94.66%	94.66%		\$7,440.00	\$420.00
Loan Pmt	310	\$72,616.00	(\$9,559.57)	-13.16%	-13.16%		(\$9,559.57)	\$82,175.57
Library	210	\$57,200.00	\$48,373.76	84.57%	84.57%		\$48,373.76	\$8,826.24
		\$2,208,277.00	\$1,584,760.40			\$54,181.00		

**City of Towanda
Water Consumption Totals (Gallons)**

2024

*Consumption totals are for the billed month stated (readings from the end of the previous month).

Usage Month Billed Month	Dec		Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sep		Oct		Nov		Dec		Total
	Jan	Feb	Feb	Mar	Mar	Apr	Apr	May	May	Jun	Jun	Jul	Jul	Aug	Aug	Sep	Sep	Oct	Oct	Nov	Nov	Dec	Dec	Jan	Jan		
RWD #5 (Account #1310)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 (Account #1309)	3,724,400	4,880,100	4,134,400	3,449,900	4,170,500	4,170,500	4,038,700	3,753,800	5,058,900	4,506,400	4,506,400	3,508,000	4,432,800	3,240,500	48,898,400												
RWD #5 (Account #1297)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 Total	3,724,400	4,880,100	4,134,400	3,449,900	4,170,500	4,170,500	4,038,700	3,753,800	5,058,900	4,506,400	4,506,400	3,508,000	4,432,800	3,240,500	48,898,400												
Jayhawk Billed	2,526,000	2,567,000	2,590,000	2,106,000	2,521,000	2,521,000	3,396,000	2,290,000	3,029,000	3,385,000	3,125,000	2,471,000	2,295,000	32,301,000													
Bulk Water Billed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Known Water Loss																											
Total Billed	2,526,000	2,567,000	2,590,000	2,106,000	2,521,000	2,521,000	3,396,000	2,290,000	3,029,000	3,385,000	3,128,000	2,563,000	2,295,000	32,396,000													
Consumption Difference	(1,198,400)	(2,313,100)	(1,544,400)	(1,343,900)	(1,649,500)	(1,649,500)	(642,700)	(1,463,800)	(2,029,900)	(1,121,400)	(383,000)	(1,961,800)	(945,500)	(16,502,400)													
Percent Different	32%	47%	37%	39%	40%	40%	16%	39%	40%	25%	11%	44%	29%	34%													

Jayhawk Water \$ Amount	\$32,343.12	\$29,558.06	\$29,892.18	\$26,378.96	\$29,347.22	\$28,993.22	\$27,311.82	\$32,192.00	\$34,205.54	\$35,007.26	\$29,561.54	\$28,332.66	\$363,123.58
Rural Water 5 Billing Amount	\$21,574.84	\$28,208.55	\$23,928.24	\$19,999.21	\$23,676.70	\$23,320.11	\$21,707.58	\$28,830.15	\$25,967.29	\$20,052.06	\$25,089.65	\$18,802.30	\$281,156.68
Total Income from Water	\$10,768.28	\$1,349.51	\$5,963.94	\$6,379.75	\$5,670.52	\$5,673.11	\$5,604.24	\$3,361.85	\$8,238.25	\$14,955.20	\$4,471.89	\$9,530.36	\$81,966.90

City of Towanda, KS
Claims Report
November 2024

Type	Date	Numb	Name	Memo	Debit	Credit	Balance
100X - GENERAL FUND EXPENSES							
12 - ADMINISTRATION EXPENSES							
12-Administration/Finance							
12-5200 - Non-Material Expenditures							
Check	11/12/2024	40288	Culligan	POTABLE WATER	29.50		29.50
Total 12-5200 - Non-Material Expenditures					29.50	0.00	29.50
12-5210 - Training / Meetings							
Check	11/18/2024	40298	Bank of America	GAMBINOS FOR COUNCIL MEETING	49.37		49.37
Total 12-5210 - Training / Meetings					49.37	0.00	49.37
12-5215 - Food For Meetings							
Check	11/18/2024	40298	Bank of America	PAULS GOING AWAY PARTY FOOD	122.55		122.55
Total 12-5215 - Food For Meetings					122.55	0.00	122.55
12-5254 - Printing / Publications							
Check	11/18/2024	40298	Bank of America	MASS MALINGS THROUGH MAILCHIMP	33.00		33.00
Check	11/25/2024	40323	CANON FINANCIAL SERVICES	CANON PRINTER CONTRACT	32.76		65.76
Total 12-5254 - Printing / Publications					65.76	0.00	65.76
12-5259 - Miscellaneous Services							
Check	11/12/2024	AUTO	Nexbill Pay	NOVEMBER PAPERLESS E-BILL	6.70		6.70
Total 12-5259 - Miscellaneous Services					6.70	0.00	6.70
12-5314 - Office Supplies							
Check	11/18/2024	40298	Bank of America	ADDRESS LABELS FOR LEAD AND COPPER RUBBER STAMP FOR WHEN CHECKS COME IN UP FRONT (FOR DEPOSIT ONLY CITY OF TOWANDA)	41.56		41.56
Total 12-5314 - Office Supplies					41.56	0.00	41.56
12-5315 - Operating Supplies							
Check	11/18/2024	40299	SUPERIOR RUBBER STAMP	TV FOR OFFICE FOR SECURITY CAMERAS AND BRACKET FOR TV	29.20		70.76
Total 12-5315 - Operating Supplies					70.76	0.00	70.76
12-5319 - Misc. Supplies							
Check	11/18/2024	40298	Bank of America	SECURITY CAMERA SIGN X4	148.98		148.98
Total 12-5319 - Misc. Supplies					148.98	0.00	148.98
12-5520 - Website and Related Fees							
Check	11/18/2024	40298	Bank of America	COMMUNITY CALENDAR TOCKIFY ANDY'S PICTURES FOR NEWSLETTER	9.99		9.99
Total 12-5520 - Website and Related Fees					9.99	0.00	9.99
Check	11/18/2024	40298	Bank of America		8.00		8.00
Check	11/18/2024	40298	Bank of America		33.00		41.00

City of Towanda, KS
Claims Report
November 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 12-5320 - Website and Related Fees							
12-5323 - Office Equipment							
Check	11/01/2024	40267	SHAWN SHIDELER'S COMPANY	HOURS OF INSTALLING CABLE FOR CAMERA'S AND HOOKING UP ALL THE TECHNICAL STUFF	41.00	0.00	41.00
Total 12-5323 - Office Equipment							
12-5400 - Computer Software							
Check	11/18/2024	40298	Bank of America	QUICKBOOKS ACCTING SOFTWARE	334.00		334.00
Check	11/18/2024	40298	Bank of America	ADOBE SOFTWARE	29.99		363.99
Total 12-5400 - Computer Software							
12-5441 - PURCHASES WITH DONATED FUNDS							
Check	11/26/2024	40326	WALMART COMMUNITY BRC	HALLOWEEN CANDY	258.70		258.70
Total 12-5441 - PURCHASES WITH DONATED FUNDS							
Total 12-Administration/Finance							
12-5100 - Staff Expense Administration							
12-5110 - Salaries							
General Journal	11/30/2024	1			5,770.85		5,770.85
Total 12-5110 - Salaries							
12-5140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			441.48		441.48
Total 12-5140 - PR Tax Expense City Share							
12-5150 - KPERS City Share							
General Journal	11/30/2024	1			592.10		592.10
Total 12-5150 - KPERS City Share							
12-5160 - Health Ins. - City Share							
General Journal	11/30/2024	1			2,947.22		2,947.22
Total 12-5160 - Health Ins. - City Share							
12-5161 - Adj. - Payroll Liab. Differences							
General Journal	11/30/2024	EOMLBCLNUP				942.55	-942.55
Total 12-5161 - Adj. - Payroll Liab. Differences							
Total 12-5100 - Staff Expense Administration							
12-5251 - Utilities							
Check	11/01/2024	40259	COX	Cox Utility	33.32		33.32
Check	11/01/2024	40262	BUTLER RURAL ELECTRIC	LIGHT AT HUNTER RD AND 254	67.00		100.32
Check	11/01/2024	40265	ACCENTLOGIC	PHONE SERVICE NOVEMBER 2024	32.65		132.97
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	41.51		174.48
Check	11/25/2024	40314	KANSAS GAS SERVICE	GAS UTILITY	66.58		241.06
Check	11/25/2024	40320	EVERGY	OLD GAS STATION ELECTRIC UTILITY	28.55		269.61
Check	11/25/2024	40325	EVERGY	EVERGY UTILITY	34.08		303.69

City of Towanda, KS
Claims Report
November 2024

Type	Date	Numb	Name	Memo	Debit	Credit	Balance
Total 12-5251 - Utilities					303.69	0.00	303.69
12-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	3,177.08	0.00	3,177.08
Total 12-5253 - Insurance					3,177.08	0.00	3,177.08
Total 12 - ADMINISTRATION EXPENSES					15,713.47	942.55	14,770.92
13 - COURT							
13-Court General Expenses							
13-5251 - Utilities							
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	81.52	0.00	81.52
Total 13-5251 - Utilities					81.52	0.00	81.52
Total 13-Court General Expenses					81.52	0.00	81.52
13-5100 - Staff Expense Court							
13-5110 - Salaries							
General Journal	11/30/2024	1			520.13	0.00	520.13
Total 13-5110 - Salaries					520.13	0.00	520.13
Total 13-5140 - PR Tax Expense City Share							
13-5140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			40.30	0.00	40.30
Total 13-5140 - PR Tax Expense City Share					40.30	0.00	40.30
13-5150 - KPERS City Share							
General Journal	11/30/2024	1			0.00	0.00	0.00
Total 13-5150 - KPERS City Share					0.00	0.00	0.00
13-5160 - Health Ins. - City Share							
General Journal	11/30/2024	1			0.00	0.00	0.00
Total 13-5160 - Health Ins. - City Share					0.00	0.00	0.00
Total 13-5100 - Staff Expense Court					560.43	0.00	560.43
13-5120 - Bond Fee Administration							
Check	11/18/2024	40301	STUART SMITH	STUART SMITH CASH SURETY BOND 11/15/2024 CHARGE DATE	500.00	0.00	500.00
Deposit	11/18/2024	10116	Butler County Sheriff Inmate Housing	STURART SMITH CASH SURETY BOND PAYMENT	500.00	500.00	0.00
Total 13-5120 - Bond Fee Administration					0.00	500.00	500.00
Total 13 - COURT					1,141.95	500.00	641.95
14 - LEGAL							
14-5110 - Salaries / Permanent							
Check	11/18/2024	40307	Robert Lane	ATTORNEY FEES DECEMBER 2024	1,200.00	0.00	1,200.00
Total 14-5110 - Salaries / Permanent					1,200.00	0.00	1,200.00
Total 14 - LEGAL					1,200.00	0.00	1,200.00
15 - PLANNING & ZONING							

City of Towanda, KS
Claims Report
November 2024

Type	Date	Numb	Name	Memo	Debit	Credit	Balance
15-5225 - Code Compliance Contract							
Check	11/01/2024	40263	PIERCE CODE COMPLIANCE LLC	CODE COMPLIANCE NOVEMBER 2024	1,400.00		1,400.00
Total 15-5225 - Code Compliance Contract					1,400.00	0.00	1,400.00
15-5252 - Communications							
Check	11/18/2024	40306	LISA HAMILTON	PHONE BILL PAYMENT	59.71		59.71
Total 15-5252 - Communications					59.71	0.00	59.71
15-5254 - Printing / Publications							
Check	11/18/2024	40298	Bank of America	COLUMN PUBLIC NOTICE CANON PRINTER CONTRACT	57.80		57.80
Check	11/25/2024	40323	CANON FINANCIAL SERVICES		32.76		90.56
Total 15-5254 - Printing / Publications					90.56	0.00	90.56
15-5255 - Shipping Charges							
Check	11/18/2024	40298	Bank of America	LISA CERTIFIED MAIL FOR CLEANUP	199.20		199.20
Total 15-5255 - Shipping Charges					199.20	0.00	199.20
Total 15 - PLANNING & ZONING					1,749.47	0.00	1,749.47
21 - PARKS and GROUNDSKEEPING							
21-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	62.97		62.97
Total 21-5253 - Insurance					62.97	0.00	62.97
21-5319 - MISC SUPPLIES							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	SUPPLIES FOR TRUNK OR TREAT	133.48		133.48
Check	11/13/2024	40296	SUTHERLANDS CREDIT	SPERRY 2 IN 1 TESTER	28.50		161.98
Total 21-5319 - MISC SUPPLIES					161.98	0.00	161.98
21-5332 - Building / Facility Parts							
Check	11/12/2024	40289	HIZEY SERVICE AND SUPPLY	REBUILDING BLEACHERS AT BASEBALL DIAMOND	142.80		142.80
Total 21-5332 - Building / Facility Parts					142.80	0.00	142.80
21-5420 - Contractual Services							
Check	11/18/2024	40302	AAA PORTABLE SERVICES	PORTA POTTY FOR PARK	66.70		66.70
Total 21-5420 - Contractual Services					66.70	0.00	66.70
21-5550 - Groundkeeping							
21-5551 - Greenhouse Supplies & Parts							
Check	11/18/2024	40298	Bank of America	GREENHOUSE & NUTS AND WASHERS FOR GREENHOUSE	523.95		523.95
Total 21-5551 - Greenhouse Supplies & Parts					523.95	0.00	523.95
21-5552 - Fertilizer & Chemicals							
Check	11/01/2024	40264	MAXIMUM OUTDOOR EQUIPMENT	5- 325 50G RAPID MICRO, MOTOMIX 1GAL 4 CONTAINER	188.78		188.78

City of Towanda, KS
Claims Report
November 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/18/2024	40298	Bank of America	POLY WEB, WEED KILLER, GARDEN STAPLES AND KIT	147.23		336.01
Total 21-5552 - Fertilizer & Chemicals							
Check	11/18/2024	40298	Bank of America	WATERING TOOL FOR BARRIER AROUND WELL	31.16		31.16
Check	11/25/2024	40324	BOMGAARS SUPPLY		32.98		64.14
Total 21-5553 - Grass Seed, Plants & Supplies							
21-5554 - Mowing							
21-5555 - Mower Gas & Oil							
Check	11/07/2024	40280	JUMPSTART	FUEL AT JUMPSTART FROM 09/30/2024 TO 10/31/2024	10.00		10.00
Total 21-5555 - Mower Gas & Oil							
Total 21-5554 - Mowing							
21-5550 - Groundkeeping - Other							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	5X GEAR DRIVE, TOOL CUTTER, BALL VALVE - SPRINKLER SYSTEM REPAIR	182.34		182.34
Check	11/13/2024	40296	SUTHERLANDS CREDIT	LIGHTS AT BASEBALL DIAMONDS	286.37		468.71
Check	11/13/2024	40296	SUTHERLANDS CREDIT	ELBOWS AND COUPLING FOR PARK	113.56		582.27
Check	11/13/2024	40296	SUTHERLANDS CREDIT	REPAIR OF PARK BLEACHERS	208.43		790.70
Total 21-5550 - Groundkeeping - Other							
Total 21-5550 - Groundkeeping							
Total 21 - PARKS and GROUNDSKEEPING							
22 - POOL							
22-Pool General Expenses							
22-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	144.40		144.40
Total 22-5253 - Insurance							
Total 22-Pool General Expenses							
22-5100 - Staff Expense Pool							
22-5110 - Salaries							
General Journal	11/30/2024	1			0.00		0.00
Total 22-5110 - Salaries							
22-5140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			0.00		0.00
Total 22-5140 - PR Tax Expense City Share							
Total 22-5100 - Staff Expense Pool							

City of Towanda, KS
Claims Report
November 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 22 - POOL					144.40	0.00	144.40
24 - LIBRARY-BILLING							
24-5242 - Building / Facilities R&M							
Check	11/18/2024	40298	Bank of America	CHANGED LOCKS ON LIBRARY CHARGED FOR SERVICE CALL, LOCK CHANGE, 4X KEYS, AND NEW DOOR HANDLE	566.50		566.50
Total 24-5242 - Building / Facilities R&M					566.50	0.00	566.50
24-5251 - Utilities							
Check	11/25/2024	40312	KANSAS GAS SERVICE	Library Gas Utility	106.77		106.77
Check	11/25/2024	40319	EVERGY	LIBRARY ELECTRIC UTILITY	28.55		135.32
Check	11/25/2024	40325	EVERGY	EVERGY UTILITY	71.89		207.21
Total 24-5251 - Utilities					207.21	0.00	207.21
24-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	146.19		146.19
Total 24-5253 - Insurance					146.19	0.00	146.19
24-5319 - Misc. Supplies							
Check	11/18/2024	40298	Bank of America	R.R.ORDER FOR LIBRARY BOARD	14.45		14.45
Total 24-5319 - Misc. Supplies					14.45	0.00	14.45
Total 24 - LIBRARY-BILLING					934.35	0.00	934.35
25 - SENIOR CENTER							
25-5251 - Utilities							
Check	11/01/2024	40265	ACCENTLOGIC	PHONE SERVICE NOVEMBER 2024	32.65		32.65
Check	11/25/2024	40313	KANSAS GAS SERVICE	GAS UTILITY	69.04		101.69
Total 25-5251 - Utilities					101.69	0.00	101.69
25-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	125.60		125.60
Total 25-5253 - Insurance					125.60	0.00	125.60
Total 25 - SENIOR CENTER					227.29	0.00	227.29
26 - MUSEUM							
26-5253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	359.18		359.18
Total 26-5253 - Insurance					359.18	0.00	359.18
Total 26 - MUSEUM					359.18	0.00	359.18
31 - SHERIFF DEPARTMENT CONTRACT							
31-Police Genral Expenditures							
31-5200 - Non-Material Expenditures							

City of Towanda, KS
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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/12/2024	40288	Culligan	POTABLE WATER	29.50		29.50
Total 31-5200 - Non-Material Expenditures							
31-5251 - Utilities					29.50	0.00	29.50
Check	11/25/2024	40315	KANSAS GAS SERVICE	GAS UTILITY	73.05		73.05
Total 31-5251 - Utilities							
31-5253 - Insurance					73.05	0.00	73.05
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	146.19		146.19
Total 31-5253 - Insurance							
Total 31-Police General Expenditures					146.19	0.00	146.19
Total 31 - SHERIFF DEPARTMENT CONTRACT					248.74	0.00	248.74
50 - PUBLIC WORKS SHOP					248.74	0.00	248.74
50-Public Works General							
50-5200 - Non-Material Expenditures							
Check	11/01/2024	40260	Butler County Health Department	KALEB MONEY HEP B AND TETNUS SHOTS	121.70		121.70
Check	11/12/2024	40288	Culligan	POTABLE WATER	29.50		151.20
Total 50-5200 - Non-Material Expenditures							
50-5241 - Vehicle / Mobile Equipment R/M					151.20	0.00	151.20
Check	11/05/2024	40271	MID-AMERICAN RESEARCH CHEMICALS	12- BREAK-A-WAY OIL, 12- BRAKE PARTS CLEANER, 12- CHOKE AND CARBURETOR CLEANER, 10 THERO GREASE	625.88		625.88
Total 50-5241 - Vehicle / Mobile Equipment R/M							
50-5251 - Utilities					625.88	0.00	625.88
Check	11/01/2024	40259	COX	Cox Utility	33.32		33.32
Check	11/01/2024	40265	ACCENTLOGIC	PHONE SERVICE NOVEMBER 2024	32.66		65.98
Check	11/25/2024	40314	KANSAS GAS SERVICE	GAS UTILITY	66.59		132.57
Total 50-5251 - Utilities							
50-5311 - Gasoline / Fuel / Lubricants					132.57	0.00	132.57
Check	11/07/2024	40280	JUMPSTART	FUEL AT JUMPSTART FROM 09/30/2024 TO 10/31/2024	810.65		810.65
Total 50-5311 - Gasoline / Fuel / Lubricants							
50-5312 - Chemicals					810.65	0.00	810.65
Check	11/18/2024	40303	Lampton Welding Supply	OXYGEN FOR WELDING	110.00		110.00
Total 50-5312 - Chemicals							
50-5315 - Operating / Shop Supplies					110.00	0.00	110.00
Check	11/13/2024	40296	SUTHERLANDS CREDIT	COUPLING, GALV NIPPLE, HEX NUTS, 4X REBAR	59.58		59.58
Check	11/13/2024	40296	SUTHERLANDS CREDIT	BITS, SAWBLADES, AND WHEELS	201.21		260.79

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/13/2024	40296	SUTHERLANDS CREDIT	GREASE GUN AND COMPRESSOR OIL	63.62		324.41
					324.41	0.00	324.41
Total 50-5315 - Operating / Shop Supplies							
50-5321 - Maintenance Uniforms							
Check	11/05/2024	40268	UNIFIRST CORPORATION	MAINTENANCE UNIFORMS 11/04/2024	42.09		42.09
Check	11/12/2024	40291	UNIFIRST CORPORATION	UNIFORMS 11-11-2024	42.09		84.18
Check	11/18/2024	40308	UNIFIRST CORPORATION	MAINTENANCE UNIFORMS 11/18/2024	42.09		126.27
Check	11/25/2024	40322	UNIFIRST CORPORATION	MAINTENANCE UNIFORMS	42.09		168.36
					168.36	0.00	168.36
Total 50-5321 - Maintenance Uniforms							
50-5325 - Tools							
Check	11/05/2024	40276	ANDOVER RENTAL CENTER	Compressor and Air Hose Rental	77.34		77.34
Check	11/18/2024	40298	Bank of America	DRILL BIT SHARPENER FOR	159.95		237.29
					237.29	0.00	237.29
Total 50-5325 - Tools							
50-5331 - Vehicle / Mobile Parts-Supplies							
Check	11/25/2024	40324	BOMGAARS SUPPLY	SUPPLIES FOR DIESEL TRUCKS	38.98		38.98
					38.98	0.00	38.98
					2,599.34	0.00	2,599.34
Total 50-5331 - Vehicle / Mobile Parts-Supplies							
Total 50-Public Works General							
50-5100 - Staff Expense Public Works							
50-5110 - Salaries							
General Journal	11/30/2024	1			1,608.43		1,608.43
					1,608.43	0.00	1,608.43
Total 50-5110 - Salaries							
50-5140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			124.61		124.61
					124.61	0.00	124.61
Total 50-5140 - PR Tax Expense City Share							
50-5150 - KPERS City Share							
General Journal	11/30/2024	1			154.47		154.47
					154.47	0.00	154.47
Total 50-5150 - KPERS City Share							
50-5160 - Health Ins. - City Share							
General Journal	11/30/2024	1			521.71		521.71
					521.71	0.00	521.71
Total 50-5160 - Health Ins. - City Share							
Total 50-5100 - Staff Expense Public Works							
Total 50 - PUBLIC WORKS SHOP							
					5,008.56	0.00	5,008.56
Total 100X - GENERAL FUND EXPENSES							
					28,886.66	1,442.55	27,444.11

DESIGNATED FUND EXPENDITURES

220X - FIRE RESCUE EXPENSE

2205100 - Staff Expense Fire Rescue

2205110 - Salaries

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Journal	11/30/2024	1			733.45		733.45
Total 2205110 - Salaries					733.45	0.00	733.45
2205140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			56.82		56.82
Total 2205140 - PR Tax Expense City Share					56.82	0.00	56.82
Total 2205100 - Staff Expense Fire Rescue					790.27	0.00	790.27
2205101 - Volunteer Fire Run Fund Payment							
Check	11/18/2024	40300	TOWANDA FIREFIGHTER ASSOCIATION	TOWANDA FIREFIGHTER RUNS 2024	5,000.00		5,000.00
Total 2205101 - Volunteer Fire Run Fund Payment					5,000.00	0.00	5,000.00
2205200 - Non-Material Expenditures							
Check	11/01/2024	40266	NATIONAL SCREENING BUREAU	BACKGROUND CHECK JASON CRUMRINE	81.70		81.70
Total 2205200 - Non-Material Expenditures					81.70	0.00	81.70
2205210 - Training / Meetings							
Check	11/06/2024	40278	JACOB STORM	DONUTS FOR FIRE DEPARTMENT REIMBURSEMENT DAYLIGHT DONUTS RECEIPT 11/07/2024	21.54		21.54
Check	11/18/2024	40309	Bank of America	T-BIRD GRILL FOOD FOR MEETING	15.75		37.29
Check	11/18/2024	40309	Bank of America	GAMBINOS	68.17		105.46
Total 2205210 - Training / Meetings					105.46	0.00	105.46
2205213 - Lodging / Meals							
Check	11/18/2024	40309	Bank of America	ARBY'S LUNCH FOR GUYS WORKING ON TRUCK	63.16		63.16
Total 2205213 - Lodging / Meals					63.16	0.00	63.16
2205241 - Vehicle / Mobile Equip. R/M							
Check	11/05/2024	40275	BUMPER TO BUMPER OF EL DORADO	PIGTAIL SOCKET, 2X MINATURE BULB	23.27		23.27
Check	11/13/2024	40294	TOWANDA BATTERY COMPANY	4X BATTERIES FOR P5 TRUCK	759.80		783.07
Check	11/13/2024	40296	SUTHERLANDS CREDIT	TEFLON TAPE, BUSHING, ADAPTERS, COUPLING	22.26		805.33
Check	11/18/2024	40309	Bank of America	WATERPROOF RED LED SPST ROCKER SWITCH WITH LIGHT	29.49		834.82
Check	11/18/2024	40309	Bank of America	AIR HORN	26.95		861.77
Check	11/18/2024	40309	Bank of America	CANDY BARS FOR HALLOWEEN	127.26		989.03
Total 2205241 - Vehicle / Mobile Equip. R/M					989.03	0.00	989.03
2205242 - Building / Facilities R&M							

City of Towanda, KS
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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/05/2024	40269	IT HALOS, LLC	UNIFI G4 CAMERA & INSTALL AND CONFIGURE ADD ON CAMERA	180.44		180.44
Check	11/13/2024	40296	SUTHERLANDS CREDIT	HOSE RACK	81.72		262.16
Total 2205242 - Building / Facilities R&M					262.16	0.00	262.16
2205251 - Utilities							
Check	11/01/2024	40259	COX	Cox Utility	33.31		33.31
Check	11/01/2024	40265	ACCENTLOGIC	PHONE SERVICE NOVEMBER 2024	32.65		65.96
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	41.51		107.47
Check	11/25/2024	40314	KANSAS GAS SERVICE	GAS UTILITY	66.59		174.06
Total 2205251 - Utilities					174.06	0.00	174.06
2205253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	979.05		979.05
Total 2205253 - Insurance					979.05	0.00	979.05
2205259 - Misc. Services							
Check	11/01/2024	40267	SHAWN SHIDELER'S COMPANY	HOURS OF INSTALLING CABLE FOR CAMERA'S, 3 PATCH CABLES, CABLE AND ENDS FOR 3 DATA RUNS 1 CAMERA...	625.00		625.00
Total 2205259 - Misc. Services					625.00	0.00	625.00
2205311 - Gasoline / Fuel / Lubricants							
Check	11/05/2024	40272	MEARS FERTILIZER	DIESEL QUANTITY 21.02 @ \$3.06	64.32		64.32
Check	11/07/2024	40280	JUMPSTART	FUEL AT JUMPSTART FROM 09/30/2024 TO 10/31/2024	252.98		317.30
Total 2205311 - Gasoline / Fuel / Lubricants					317.30	0.00	317.30
2205314 - Office Supplies							
Check	11/18/2024	40309	Bank of America	PRINTER INK	119.28		119.28
Total 2205314 - Office Supplies					119.28	0.00	119.28
2205315 - Operating Supplies							
Check	11/18/2024	40309	Bank of America	TRASH BAGS	35.41		35.41
Total 2205315 - Operating Supplies					35.41	0.00	35.41
2205319 - Misc. Supplies							
Check	11/18/2024	40309	Bank of America	WATER BOTTLES	10.72		10.72
Total 2205319 - Misc. Supplies					10.72	0.00	10.72
2205322 - Personal Protective Equip							
Check	11/18/2024	40309	Bank of America	BOOTS, HARD HAT, TACTICAL INDUSTRIAL SHOE BLACK	243.53		243.53
Total 2205322 - Personal Protective Equip					243.53	0.00	243.53

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
2205325 - Tools							
Check	11/18/2024	40309	Bank of America	FIRE PICK, SWIPE TOOL X2 NOT RECEIVED & PRY BAR ENTRY TOOL	228.97		228.97
Check	11/18/2024	40309	Bank of America	BROOMS	36.64		265.61
Total 2205325 - Tools					265.61	0.00	265.61
2205326 - Medical							
Check	11/18/2024	40309	Bank of America	SPINE BOARD WITH STRAPS	31.98		31.98
Total 2205326 - Medical					31.98	0.00	31.98
2205650 - Interfund Operate / TR Out							
220 - TFR To Fire District #11							
Check	11/07/2024	40279	FIRE DISTRICT 11	TRANSFER TO FIRE DISTRICT 11	600.00		600.00
Total 220 - TFR To Fire District #11					600.00	0.00	600.00
Total 2205650 - Interfund Operate / TR Out					600.00	0.00	600.00
Total 220X - FIRE RESCUE EXPENSE					600.00	0.00	600.00
250X - STREETS OM FUND EXPENSE							
2505100 - Staff Expense Streets							
2505110 - Salaries							
General Journal	11/30/2024	1			1,608.43		1,608.43
Total 2505110 - Salaries					1,608.43	0.00	1,608.43
2505140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			124.61		124.61
Total 2505140 - PR Tax Expense City Share					124.61	0.00	124.61
2505150 - KPERS City Share							
General Journal	11/30/2024	1			154.47		154.47
Total 2505150 - KPERS City Share					154.47	0.00	154.47
2505160 - Health Ins. - City Share							
General Journal	11/30/2024	1			521.71		521.71
Total 2505160 - Health Ins. - City Share					521.71	0.00	521.71
Total 2505100 - Staff Expense Streets					2,409.22	0.00	2,409.22
2505241 - Vehicle / Mobile Equip R&M							
Check	11/13/2024	40295	TOWANDA BATTERY COMPANY	PAVER BATTERY AND CORE CHARGE	101.00		101.00
Total 2505241 - Vehicle / Mobile Equip R&M					101.00	0.00	101.00
2505242 - STREET REPAIR AND MAINTENANCE							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	SAN ANGELO BAR AND WEED DRAGON TORCH KIT	116.84		116.84
Total 2505242 - STREET REPAIR AND MAINTENANCE					116.84	0.00	116.84
2505244 - Other Repair / Maintenance							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	PROPANE CYLINDER	34.15		34.15
Check	11/13/2024	40296	SUTHERLANDS CREDIT	BARICAID BY SCHOOL	91.04		125.19

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 2505244 - Other Repair / Maintenance					125.19	0.00	125.19
2505251 - Utilities							
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	41.51	0.00	41.51
Total 2505251 - Utilities					41.51	0.00	41.51
2505253 - Insurance (WC)							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	93.84	0.00	93.84
Total 2505253 - Insurance (WC)					93.84	0.00	93.84
2505254 - Printing / Publications							
Check	11/25/2024	40323	CANON FINANCIAL SERVICES	CANON PRINTER CONTRACT	32.77	0.00	32.77
Total 2505254 - Printing / Publications					32.77	0.00	32.77
2505310 - Fuel for Township-Exch for Rock							
Check	11/07/2024	40280	JUMPSTART	FUEL AT JUMPSTART FROM 09/30/2024 TO 10/31/2024	200.00	0.00	200.00
Total 2505310 - Fuel for Township-Exch for Rock					200.00	0.00	200.00
2505319 - Misc. Supplies							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	SPRING SNAP	6.45	0.00	6.45
Total 2505319 - Misc. Supplies					6.45	0.00	6.45
2505541 - Machinery / Equipment							
Check	11/11/2024	40285	MAXIMUM OUTDOOR EQUIPMENT	CUTOFF SAW	458.66	0.00	458.66
Total 2505541 - Machinery / Equipment					458.66	0.00	458.66
Total 250X - STREETS OM FUND EXPENSE					3,585.48	0.00	3,585.48
251X - STREET RESERVE							
2515333 - Street Material / Supplies							
Check	11/18/2024	40298	Bank of America	3X SOLENOID FOR DUMP TRUCK	122.67		122.67
Check	11/18/2024	40298	Bank of America	GLOW PLUG, SWITCH FOR DUMP TRUCK	465.51		588.18
Check	11/18/2024	40298	Bank of America	26X TINES FOR TRACTOR AND CLIPS FOR STREET BANNERS	252.93		841.11
Total 2515333 - Street Material / Supplies					841.11	0.00	841.11
Total 251X - STREET RESERVE					841.11	0.00	841.11
260X - COMMUNITY CENTER EXPENSE							
2605225 - Cleaning / Disposal Service							
Check	11/18/2024	40305	Lisa K. Hamilton	COMMUNITY BUILDING CLEANING NOVEMBER 2024	400.00	0.00	400.00
Total 2605225 - Cleaning / Disposal Service					400.00	0.00	400.00
2605242 - Building / Facilities R&M							
Check	11/13/2024	40296	SUTHERLANDS CREDIT	TOILET REPAIR	25.16		25.16
Deposit	11/26/2024	155886	SHERWIN-WILLIAMS	Refund for Overpayment		174.91	-149.75

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 2605242 - Building / Facilities R&M					25.16	174.91	-149.75
2605251 - Utilities							
Check	11/01/2024	40265	ACCENTLOGIC	PHONE SERVICE	32.65		32.65
Check	11/25/2024	40316	KANSAS GAS SERVICE	GAS UTILITY	83.12		115.77
Total 2605251 - Utilities					115.77	0.00	115.77
2605253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	261.92		261.92
Total 2605253 - Insurance					261.92	0.00	261.92
Total 260X - COMMUNITY CENTER EXPENSE					802.85	174.91	627.94
611X - WATER FUND EXPENSE							
6115100 - Staff Expense Water							
6115110 - Salaries							
General Journal	11/30/2024	1			7,595.50		7,595.50
Total 6115110 - Salaries					7,595.50	0.00	7,595.50
6115140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			586.79		586.79
Total 6115140 - PR Tax Expense City Share					586.79	0.00	586.79
6115150 - KPERS City Share							
General Journal	11/30/2024	1			740.59		740.59
Total 6115150 - KPERS City Share					740.59	0.00	740.59
6115160 - Health Ins. - City Share							
General Journal	11/30/2024	1			2,396.70		2,396.70
Total 6115160 - Health Ins. - City Share					2,396.70	0.00	2,396.70
6116000 - Payroll Reallocation Adj.							
General Journal	11/30/2024	EOMPRADJ				7,907.02	-7,907.02
Total 6116000 - Payroll Reallocation Adj.						7,907.02	-7,907.02
Total 6115100 - Staff Expense Water					11,319.58	7,907.02	3,412.56
6115200 - Non-Material Expenditures							
Check	11/05/2024	40270	AMERICAN MESSAGING	EMERGENCY PHONE	20.76		20.76
Total 6115200 - Non-Material Expenditures					20.76	0.00	20.76
6115212 - Transportation / Mileage							
Check	11/08/2024	40283	METRO COURIER	SHIPPING WATER SAMPLES TO KDHE 10/16/2024 TO 10/31/2024	27.44		27.44
Check	11/25/2024	40317	METRO COURIER	WATER SAMPLE DELIVERY	27.22		54.66
Total 6115212 - Transportation / Mileage					54.66	0.00	54.66
6115244 - Other Repair / Maintenance							

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/13/2024	40296	SUTHERLANDS CREDIT	HOSE CLAMPS, ELOBOWS, BUSHINGS, CONNECTORS, HAMMER DRILL BITS	101.85	0.00	101.85
Total 6115244 - Other Repair / Maintenance					101.85		101.85
6115251 - Utilities							
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	41.51		41.51
Check	11/25/2024	40325	EVERGY	EVERGY UTILITY	27.58		69.09
Total 6115251 - Utilities					69.09	0.00	69.09
6115253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	250.24	0.00	250.24
Total 6115253 - Insurance					250.24		250.24
6115254 - Printing / Publications							
Check	11/25/2024	40323	CANON FINANCIAL SERVICES	CANON PRINTER CONTRACT	32.77	0.00	32.77
Total 6115254 - Printing / Publications					32.77		32.77
6115334 - Materials / Supplies Stock							
Check	11/05/2024	40273	Lampton Welding Supply	WELDING SUPPLIES	13.89		13.89
Total 6115334 - Materials / Supplies Stock					13.89	0.00	13.89
6115341 - Water For Resale							
Check	11/05/2024	40274	RURAL WATER DIST. NO. 5	Water Billed to City Residents 09/26/24 to 10/30/24	25,089.65		25,089.65
Check	11/05/2024	40274	RURAL WATER DIST. NO. 5	City of Towanda Rec River Valley Rd 09/26/24 to 10/30/24	663.51		25,753.16
Check	11/05/2024	40274	RURAL WATER DIST. NO. 5	Bypass Meter SE High School 09/26/24 to 10/30/24	196.78		25,949.94
Check	11/15/2024	40297	RURAL WATER DIST. NO. 5	Payment for Shorted Water Bill 09/26/2024 to 10/30/2024	196.78		26,146.72
Total 6115341 - Water For Resale					26,146.72	0.00	26,146.72
6115420 - Contractual Services							
Check	11/18/2024	40304	GRIFFIN MAX CONSTRUCTION INC	DECEMBER 2024 WATER OPERATOR	200.00		200.00
Check	11/18/2024	40310	KANSAS ONE CALL SYSTEM	ONE CALL SYSTEM	36.60		236.60
Total 6115420 - Contractual Services					236.60	0.00	236.60
6115541 - Machinery / Equipment							
Check	11/11/2024	40285	MAXIMUM OUTDOOR EQUIPMENT	CUTOFF SAW	458.66		458.66
Total 6115541 - Machinery / Equipment					458.66	0.00	458.66
Total 611X - WATER FUND EXPENSE					38,704.82	7,907.02	30,797.80
612X - WATER RESERVE EXPENSE							
6125319 - Water Infrastructure Parts							

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	11/01/2024	40261	Schulte Supply	3X 2" NEPTUNE MACH 10 ULTRASONIC WATER METER 6" ANTENNA	5,360.58		5,360.58
Check	11/01/2024	40261	Schulte Supply	12- 5/8" STEEL NUT	8.04		5,368.62
Check	11/01/2024	40261	Schulte Supply	12- 5/8" X 2 1/2" STAINLESS STEEL BOLTS	31.68		5,400.30
Check	11/01/2024	40261	Schulte Supply	6- 2" RUBBER METER GASKETS	36.12		5,436.42
					5,436.42	0.00	5,436.42
Total 6125319 - Water Infrastructure Parts							
6125320 - Water Well							
Check	11/25/2024	40321	BILL MCPHERSON	WATER WELL DRILLING	5,800.00		5,800.00
Total 6125320 - Water Well					5,800.00	0.00	5,800.00
Total 612X - WATER RESERVE EXPENSE					11,236.42	0.00	11,236.42
613X - WATER TOWER EXPENSE							
6135253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	177.84		177.84
Total 6135253 - Insurance					177.84	0.00	177.84
6135301 - Tower Inspection							
Check	11/12/2024	40287	UTILITY SERVICE COMPANY INC.	2024 ANNUAL TOWER INSPECTION	14,589.63		14,589.63
Total 6135301 - Tower Inspection					14,589.63	0.00	14,589.63
Total 613X - WATER TOWER EXPENSE					14,767.47	0.00	14,767.47
621X - SEWER FUND EXPENSE							
6215100 - Staff Expense Sewer							
6215110 - Salaries							
General Journal	11/30/2024	1			1,608.43		1,608.43
Total 6215110 - Salaries					1,608.43	0.00	1,608.43
6215140 - PR Tax Expense City Share							
General Journal	11/30/2024	1			124.61		124.61
Total 6215140 - PR Tax Expense City Share					124.61	0.00	124.61
6215150 - KPERS City Share							
General Journal	11/30/2024	1			154.47		154.47
Total 6215150 - KPERS City Share					154.47	0.00	154.47
6215160 - Health Ins. - City Share							
General Journal	11/30/2024	1			521.71		521.71
Total 6215160 - Health Ins. - City Share					521.71	0.00	521.71
6216000 - Payroll Reallocation Adj.							
General Journal	11/30/2024	EOMPRADJ			7,907.02		7,907.02
Total 6216000 - Payroll Reallocation Adj.					7,907.02	0.00	7,907.02
Total 6215100 - Staff Expense Sewer					10,316.24	0.00	10,316.24
6215200 - Non-Material Expenditures							
Check	11/05/2024	40270	AMERICAN MESSAGING	EMERGENCY PHONE	20.77		20.77

City of Towanda, KS
Claims Report
November 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 6215200 - Non-Material Expenditures					20.77	0.00	20.77
6215243 - Contractural Sewer R&M							
Check	11/18/2024	40310	KANSAS ONE CALL SYSTEM	ONE CALL SYSTEM	36.60	0.00	36.60
Total 6215243 - Contractural Sewer R&M					36.60	0.00	36.60
6215251 - Utilities							
Check	11/12/2024	40286	VERIZON WIRELESS	VERIZON UTILITY	41.51		41.51
Check	11/25/2024	40318	LINGO	LIFT STATION PHONE	96.03		137.54
Check	11/25/2024	40325	EVERGY	EVERGY UTILITY	115.32		252.86
Total 6215251 - Utilities					252.86	0.00	252.86
6215253 - Insurance							
Check	11/12/2024	40290	EMC INSURANCE	EMC COMMERCIAL POLICY 11-2024	100.22		100.22
Total 6215253 - Insurance					100.22	0.00	100.22
6215254 - Printing / Publications							
Check	11/18/2024	40311	TOWANDA POST OFFICE	WATER BILL MAILINGS CANON PRINTER CONTRACT	166.67		166.67
Check	11/25/2024	40323	CANON FINANCIAL SERVICES		32.77		199.44
Total 6215254 - Printing / Publications					199.44	0.00	199.44
6215315 - Operating Supplies							
Check	11/08/2024	40281	INDUSTRIAL CHEM LABS & SERVICES	LIFT STATION DEGREASER 50LB	214.28		214.28
Check	11/11/2024	40285	MAXIMUM OUTDOOR EQUIPMENT	CUTOFF SAW	456.67		672.95
Total 6215315 - Operating Supplies					672.95	0.00	672.95
6215334 - Materials / Supplies Stock							
Check	11/05/2024	40273	Lampson Welding Supply	WELDING SUPPLIES	13.90		13.90
Total 6215334 - Materials / Supplies Stock					13.90	0.00	13.90
6215334 - Materials / Supplies Stock							
Check	11/05/2024	40273	Lampson Welding Supply	WELDING SUPPLIES	11,612.98		11,612.98
Total 6215334 - Materials / Supplies Stock					11,612.98	0.00	11,612.98
6215334 - Materials / Supplies Stock							
Check	11/08/2024	40282	WASTE CONNECTIONS INC	10/01/24 TO 10/31/24 TRASH SERVICE	12,201.00		12,201.00
Check	11/08/2024	40284	BUTLER COUNTY LANDFILL	MIXED SOLID WASTE	69.30		12,270.30
Total 6215334 - Materials / Supplies Stock					12,270.30	0.00	12,270.30
6305225 - Cleaning / Disposal Service							
Check	11/18/2024	40311	TOWANDA POST OFFICE	WATER BILL MAILINGS CANON PRINTER CONTRACT	166.67		166.67
Check	11/25/2024	40323	CANON FINANCIAL SERVICES		32.76		199.43
Total 6305225 - Cleaning / Disposal Service					199.43	0.00	199.43
6305254 - Printing / Publications							
Check	11/25/2024	40323	CANON FINANCIAL SERVICES		12,469.73		12,469.73
Total 6305254 - Printing / Publications					12,469.73	0.00	12,469.73
6305254 - Printing / Publications							
Check	11/25/2024	40323	CANON FINANCIAL SERVICES		104,714.58	8,081.93	96,632.65
Total 6305254 - Printing / Publications					104,714.58	8,081.93	96,632.65
630X - TRASH FUND EXPENSE							
Total 630X - TRASH FUND EXPENSE							\$27,444.11
Total DESIGNATED FUND EXPENDITURES							\$96,632.65

General Fund Expenditures \$27,444.11
Designated Fund Expenditures \$96,632.65

City of Towanda, KS
Claims Report
November 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
			Total this Ordinance	Total Expenditures			\$124,076.76
			Section 2	Payroll Expenditures			\$29,649.59
			Section 1	Expenditures Other than Payroll			\$94,427.17

ANDY NEWBREY

Business Card

October 08, 2024 - November 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 \$3,351.79
Minimum Payment Due **\$33.62**
Payment Due Date **12/04/24**

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 \$3,077.64
 Payments and Other Credits -\$3,077.64
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$3,351.79
Fees Charged **\$0.00**
Finance Charge **\$0.00**
 New Balance Total \$3,351.79

Credit Limit \$7,500
 Credit Available \$4,148.21
 Statement Closing Date 11/07/24
 Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
10/28	10/26	PAYMENT - THANK YOU	3011530000000523077389	- 3,077.64
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$3,077.64
		Purchases and Other Charges		
10/08	10/07	TOCKIFY WEB CALENDAR BRIGHTON LND <i>Comm Calendar</i>	85383904281000015291223	8.00 X
10/08	10/07	BOMGAARS 133 7122265000 KS <i>Greenhouse</i>	55488724281019845210921	500.00 X
10/09	10/08	AMAZON MKTPL *5640B0Y83 8662161072 WA <i>Drill bit sharpener</i>	55432864282206723804269	159.95 X
10/10	10/09	AMAZON MKTPL *NK8HV5OF3 8662161072 WA <i>Splendid Truck</i>	55432864283207186218558	122.67 X
10/10	10/09	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>Food Cancil</i>	55432864284207255594896	49.37 X
10/11	10/10	RUSH TRK CTR WICHITA 3162628413 KS <i>Glow Plug, Switch Dump Truck</i>	55480774285035173158077	465.51 X



Account Number [Redacted]
 October 08, 2024 - November 07, 2024

New Balance Total \$3,351.79
Minimum Payment Due **\$33.62**
Payment Due Date **12/04/24**



BUSINESS CARD
 PO BOX 15796
 WILMINGTON, DE 19886-5796

Enter payment amount
 \$



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

**N0000977

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

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



ANDY NEWBREY

October 08, 2024 - November 07, 2024

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
10/14	10/11	SUTHERLANDS 2302 3163227788 KS <i>watering tool</i>	75265864286486701724228	31.16 <i>553</i>
10/14	10/11	MENARDS WICHITA EAST KWICHITA KS <i>polyweb, weed killer</i>	02305374286100140082538	147.23 <i>21-5880</i>
10/15	10/14	AMAZON MKTPL*X017Z0Q53 8662161072 WA <i>order staples, kit</i>	55432864288208898792778	9.98 <i>21-5552</i>
10/16	10/14	SUTHERLANDS 2302 3163227788 KS <i>TV brackets</i>	75265864289503100891957	23.95 <i>12-5315</i>
10/16	10/15	AMAZON RETA* G36GZ2HF3 SEATTLE WA <i>Greenhouse</i>	82305094290000005199056	139.00 <i>21-5551</i>
10/17	10/17	HOG WILD PIT BAR-B-Q 3163219453 KS <i>TV security</i>	35187424291000001520049	122.55 <i>12-5315</i>
10/21	10/18	DOOR LOCK & KEYS 9419284848 FL <i>Paul going away</i>	55480774293037669368566	566.50 <i>12-6215</i>
10/21	10/19	AMAZON RETA* UP3LY3743 SEATTLE WA <i>library books</i>	82305094293000033458729	14.45 <i>210-5242</i>
10/21	10/20	INTUIT *QuickBooks 8004468848 CA <i>Acct software</i>	55432864294200761960998	334.00 <i>210-5242</i>
10/22	10/21	ADOBE *ADOBE 4085366000 CA <i>software</i>	57540244295716119280624	29.99 <i>12-5400</i>
10/28	10/25	COLUMN PUBLIC NOTICE 2027135613 DC <i>Lisa</i>	82305094299000051562885	57.80 <i>15-5254</i>
10/28	10/27	AMAZON MKTPL*005VD53T3 8662161072 WA <i>Security cameras</i>	55432864301203037917876	9.99 <i>12-5319</i>
10/28	10/28	Mailchimp 6789990141 GA <i>mass mailing</i>	12302024302000302113076	33.00 <i>12-5254</i>
10/31	10/30	OFFICE DEPOT #2190 WICHITA KS <i>Address labels</i>	02305374305500301087373	41.56 <i>12-5314</i>
11/01	10/31	iStockphoto 1866478625 NY <i>Andy pictures</i>	02703404305050850724888	33.00 <i>12-5320</i>
11/04	10/31	AGRI SUPPLY 8003450169 NC <i>26 Tins</i>	85120714306900018761373	223.94 <i>251-6333</i>
11/04	11/02	AMAZON MARK* Z68O31KF2 SEATTLE WA <i>Clips for boxes</i>	82305094307000035633422	28.99 <i>251-5333</i>
11/05	11/04	USPS PO 1989541202 TOWANDA KS <i>Lisa certified mail</i>	02305374310000605122581	199.20 <i>15-5255</i>
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$3,351.79

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	28.99% V	\$0.00	\$0.00

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

Important Messages

We want to remind you of a few things you can do to help avoid late fees and finance charges:

- Schedule automatic payments to your corporate account, so they're not late.
- Create alerts to let you know when your payments are due or posted to your corporate account, and have them delivered to your phone or email.

Turn on automatic payments and alerts through Business Advantage 360 at Bankofamerica.com/SmallBusiness or our mobile app.

T C PYLE

Business Card

October 08, 2024 - November 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 \$1,037.31
Minimum Payment Due \$25.00
Payment Due Date 12/04/24

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 \$4,034.95
 Payments and Other Credits -\$4,034.95
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$1,037.31
Fees Charged \$0.00
Finance Charge \$0.00
 New Balance Total \$1,037.31

Credit Limit \$6,000
 Credit Available \$4,962.69
 Statement Closing Date 11/07/24
 Days in Billing Cycle 31

315.05

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
10/28	10/26	Payments and Other Credits PAYMENT - THANK YOU TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD	3011530000000523077363	- 4,034.95 - \$4,034.95
10/14	10/11	Purchases and Other Charges SQ *T-BIRD GRILL LLC 8774174551 KS <i>Food Hard hat, shoes</i>	85432864285207883297663	220-5210 53.26
10/14	10/14	AMAZON MARK* MT3RS6QD3 SEATTLE WA <i>Boots, Backpack</i>	82305094288000017209285	220-5322 364.98
10/15	10/14	AMZN Mktg US*NO36U4GN3 8662161072 WA <i>Prty for entry fee</i>	432864288208865664703	220-5325 168.99
10/15	10/14	AMZN Mktg US*AL8KN8D43 8662161072 WA <i>Air Horn</i>	55432864288208968469588	220-5241 26.95
10/21	10/18	BOMGAARS 133 7122265000 KS <i>Grooms</i>	55488724292021873245362	220-5325 36.64
10/25	10/24	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>Food</i>	55432864299202299935901	220-5210 68.17



Account Number: [Redacted]
 October 08, 2024 - November 07, 2024

New Balance Total \$1,037.31
Minimum Payment Due \$25.00
Payment Due Date 12/04/24

||||| BUSINESS CARD
 PO BOX 15796
 WILMINGTON, DE 19886-5796

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

Enter payment amount
 \$

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

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



T C PYLE

October 08, 2024 - November 07, 2024

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
10/29	10/28	WM SUPERCENTER #186 EL DORADO KS printer ink	05436844303400091606038 220-5314	119.28
10/30	10/29	WM SUPERCENTER #186 EL DORADO KS Trash Bags	05436844304400091099563 220-5315	35.41
11/01	10/31	WM SUPERCENTER #186 EL DORADO KS water	05436844306400081377274 220-5319	10.72
11/04	11/02	WM SUPERCENTER #186 EL DORADO KS Candy Bars	05436844308400087375346 220-5241	127.26
11/04	11/02	ARBYS 7552 2165252745 KS lunchguy w/ ketchup truck	55500374308139654148405 220-5213	63.16
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,037.31

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	28.99% V	\$0.00	\$0.00

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

Important Messages

We want to remind you of a few things you can do to help avoid late fees and finance charges:

- Schedule automatic payments to your corporate account, so they're not late.
- Create alerts to let you know when your payments are due or posted to your corporate account, and have them delivered to your phone or email.

Turn on automatic payments and alerts through **Business Advantage 360** at Bankofamerica.com/SmallBusiness or our mobile app.

synchrony

Summary of Account Activity		Payment Information										
Previous Balance	\$3,113.41	New Balance	\$1,756.56									
+ New Purchases	\$1,756.56	Total Minimum Payment Due	\$62.00									
- Payments	\$3,113.41	Payment Due Date	11/27/2024									
+/- Credits, Fees & Adjustments (net)	\$0.00	PAYMENT DUE BY 5 P.M. EASTERN ON THE DUE DATE.										
+/- Interest Charge (net)	\$0.00	We may convert your payment into an electronic debit. See reverse side.										
New Balance	\$1,756.56	Late Payment Warning: If we do not receive your Total Minimum Payment Due by the Payment Due Date listed above, you may have to pay a late fee of up to \$41.00 and your APRs may be increased up to the Penalty APR of 39.990%.										
Credit Limit	\$5,000.00	Minimum Payment Warning: Making only the Total Minimum Payment Due will increase the amount of interest you pay and the time it takes to repay your balance. For example:										
Available Credit	\$3,172.00	<table border="1"> <thead> <tr> <th>If you make no additional charges using this card and each month you pay ...</th> <th>You will pay off the balance shown on this statement in about ...</th> <th>And you will end up paying an estimated total of ...</th> </tr> </thead> <tbody> <tr> <td>Only the minimum payment</td> <td>11 years</td> <td>\$5,136.00</td> </tr> <tr> <td>\$79.00</td> <td>3 years</td> <td>\$2,860.00 (Savings = \$2,276.00)</td> </tr> </tbody> </table>		If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...	Only the minimum payment	11 years	\$5,136.00	\$79.00	3 years	\$2,860.00 (Savings = \$2,276.00)
If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...										
Only the minimum payment	11 years	\$5,136.00										
\$79.00	3 years	\$2,860.00 (Savings = \$2,276.00)										
Days in Billing Period	31	If you would like information about credit counseling services, call 1-877-302-8797.										
Pay online for free at: synchrony.com For Synchrony Bank customer service or to report your card lost or stolen, call 1-866-396-8254. Best times to call are Wednesday - Friday.												

Transaction Summary				
Tran Date	Post Date	Reference Number	Description	Amount
10/19/2024	10/19/2024	P912300MR01STK80Z	PAYMENT - THANK YOU	(\$3,113.41)
10/04/2024	10/05/2024	8534812M8011Q76R7	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>Hose clamps, Elbows, Bushings, Connectors, Hammer drill bits</i>	\$45.14
10/04/2024	10/05/2024	8534812M80112N0ZM	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>11</i>	\$56.71
10/07/2024	10/07/2024	8534812MA011MRG1N	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>Bts, saw blades, wheels</i>	\$201.21
10/08/2024	10/08/2024	8534812MB011MRH7B	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>Sprinkler System Repair</i>	\$182.34
10/09/2024	10/09/2024	8534812MQ010T51AQ	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>Lights at Baseball Diamonds</i>	\$286.37
10/10/2024	10/10/2024	8534812MD010FKX42	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>Propane Cylinder</i>	\$34.15
10/14/2024	10/14/2024	8534812MH011Z9Z70	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT <i>San Angelo Bar, Waxed Dragon Tach Kit</i>	\$116.84

Continued on next page

* NOTICE: See reverse side and additional pages (if any) for important information concerning your account.

Transaction Summary (Continued)

Tran Date	Post Date	Reference Number	Description	Amount
10/15/2024	10/15/2024	8534812MJ010FL3R2	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE 250-5244 HOME IMPROVEMENT	\$91.04
			Box made by School	
10/17/2024	10/17/2024	8534812ML011Q7NZL	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$6.54
			Shop supplies	
10/17/2024	10/17/2024	8534812ML011ZA2AX	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$29.44
			Grease Gun, Compressor oil	
10/18/2024	10/18/2024	8534812MN010FL6Y2	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$34.18
			Compressor oil	
10/23/2024	10/23/2024	8534812MS0106364P	STANDARD PURCHASE 21-5550 HOME IMPROVEMENT	\$113.56
			Elbow & Coupling	
10/23/2024	10/23/2024	8534812MS011MT2TN	STANDARD PURCHASE 220-5241 HOME IMPROVEMENT FIRE DPT	\$22.26
			Teflon tape, bushing, Adapters, Coupling	
10/25/2024	10/25/2024	8534812MX011MT59H	STANDARD PURCHASE 21-5319 HOME IMPROVEMENT	\$133.48
			Trunk or Treat supplies	
10/25/2024	10/25/2024	8534812MX011ZAB08	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$13.86
			Hex nuts	
10/25/2024	10/25/2024	8534812MX01135B2R	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$19.45
			Shop supplies	
10/28/2024	10/28/2024	8534812MZ010FLGZH	STANDARD PURCHASE 220-5242 HOME IMPROVEMENT	\$81.72
			Hose Rack	
10/29/2024	10/29/2024	8534812N00112NXM1	STANDARD PURCHASE 21-5319 HOME IMPROVEMENT BALLFIELDS	\$28.50
			Sperry 2 in 1 Astor	
10/29/2024	10/29/2024	8534812N00128VLF5	STANDARD PURCHASE 50-5315 HOME IMPROVEMENT	\$19.73
			Rebar	
10/30/2024	10/30/2024	8534812N101063DJX	STANDARD PURCHASE 240-5242 HOME IMPROVEMENT	\$25.16
			Parts for toilet	
10/30/2024	10/30/2024	8534812N10128VMQG	STANDARD PURCHASE 21-5550 HOME IMPROVEMENT	\$81.27
			Baseball Bleacher repair	
10/31/2024	10/31/2024	8534812N2010T5TSR	STANDARD PURCHASE 250-5319 HOME IMPROVEMENT	\$6.45
			Spring Snap	
11/01/2024	11/01/2024	8534812N4010FLM89	STANDARD PURCHASE 21-5550 HOME IMPROVEMENT	\$127.16
			Bleacher repair	

Continued on next page



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



Credit Account #
 Statement Date
 Statement #

11/19/24

CREDITS & ADJUSTMENTS	CURRENT	PAST DUE			ACCOUNT BALANCE
		1-59 DAYS	60-89 DAYS	90+ DAYS	
\$0.00	\$258.70	\$0.00	\$0.00	\$0.00	\$258.70

OPEN ITEMS

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	10/22/24	12/14/24	\$258.70	\$258.70
						Account Balance	\$258.70

PURCHASES

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	10/22/24	12/14/24	\$258.70	\$258.70
						Total Purchases	\$258.70

Halloween Candy

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
11/03/24	Check # 40249	-\$324.00
Total Payments		-\$324.00

CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 11-2024

For period November 1st, 2024 through, November 30th, 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.

<u>Section 1.</u>	Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.	\$124,076.76
<u>Section 2.</u>	Payroll	\$29,649.59
	Total this Ordinance:	\$124,076.76

Paul Erickson
Treasurer

Jennifer Shaults
Mayor

Report Attestation for the Month of November 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 November, 2024 Calls for Service

Call Breakdown by Deputy

<u>Date</u>	<u>Call Type</u>	<u>Location</u>	<u>Outcome</u>	<u>Deputy</u>	<u>Total Calls For Service</u>	<u>Hickman</u>	<u>Johnson</u>	<u>District</u>	<u>Sullivan</u>
11/1/2024	Miscellaneous	400 E Main St	HBO	District	17	11		36	0
11/1/2024	Disturbance	200 S 5th St	HBO	District	7	3		23	0
11/1/2024	Traffic Stop	6th/ Main	Warning	Johnson	1	0		3	0
11/1/2024	Traffic Stop	500 E Main St	Warning	Johnson	2	0		4	0
11/2/2024	Check Welfare	200 S 2nd St	HBO	District					
11/2/2024	Suspicious Person	500 N 8th St	hbo	District	0	2		0	0
11/2/2024	Miscellaneous	SW Hunter	HBO	District	7	6		5	6
11/2/2024	Check Welfare	400 N 10th St	HBO	District	0	0		0	1
11/4/2024	Traffic Stop	6th/ SW Fulton	Warning	District					
11/5/2024	Civil Stand By	500 Mills Dr	HBO	Hickman					
11/5/2024	Criminal Threats	300 N 10th St	HBO	District					
11/6/2024	assist other	500 N 8th St	HBO	District					
11/6/2024	Miscellaneous	300 S 3rd St	HBO	District					
11/6/2024	Traffic Stop	Old SW 254	Warning	District					
11/9/2024	Traffic Stop	2nd/ Main	Warning	Hickman					
11/9/2024	Motorist Assist	SW hwy 254/ Ohio St	HBO	Hickman					
11/9/2024	Traffic Stop	6th/ Main	Warning	Hickman					
11/9/2024	Traffic Stop	2nd/ Main	Warning	Hickman					
11/13/2024	accident/ 10-48	SW hwy 254/ Ohio St	Accident	District					
11/13/2024	Check Welfare	600 Mills Dr	HBO	District					
11/13/2024	Warrant Arrest	600 Mills Dr	HBO	District					
11/14/2024	Battery	500 N 9th St	Report	Hickman					
11/14/2024	Suicidal Person	500 E North St	Report	Hickman					
11/14/2024	Miscellaneous	500 E North St	HBO	Hickman					
11/14/2024	Traffic Stop	200 S 4th St	Warning	District					
11/14/2024	Traffic Stop	Main/ SW Huntet	Warning	District					
11/14/2024	Miscellaneous	500 N 2nd	HBO	District					
11/15/2024	Theft	8th/ Clay Hill	Report	District					
11/15/2024	Arrest/ Warrant	300 E High	HBO	District					
11/15/2024	Miscellaneous	SW hwy 254/ Ohio St	HBO	District					
11/15/2024	Miscellaneous	1300 E Willowbrook	HBO	District					
11/15/2024	Accident/ 10-47	600 E Main St	Accident	District					
11/15/2024	Traffic Stop	SW Hunter/ Rainbow	Citation	Johnson					
11/15/2024	Suspicious Person	Rainbow/ SW Fulton	HBO	Johnson					
11/16/2024	Traffic Stop	600 E Highland St	Warning	Johnson					
11/16/2024	Traffic Stop	900 E Main St	Warning	Johnson					
11/17/2024	Traffic Stop	SW Ohio/ SW Hwy 254	Report	District					
11/18/2024	School Check	500 E North St	HBO	Hickman					

11/18/2024	Traffic Hazard	900 E North St	HBO	Hickman
11/18/2024	Traffic Stop	Sw highway 254/ SW Ohio	Warning	Hickman
11/18/2024	Miscellaneous	600 E Highland St	HBO	District
11/18/2024	Traffic Stop	Bever/ SW Fulton	HBO	District
11/19/2024	Accident/ 10-47	Sw highway 254/ SW Ohio	Accident	Hickman
11/19/2024	Motorist Assist	SW hwy 254/ Ohio St	HBO	District
11/19/2024	Traffic Stop	6th/ High St	Warning	Hickman
11/19/2024	Motorist Assist	SW hwy 254/ Ohio St	HBO	Hickman
11/19/2024	Traffic Stop	SW Ohio/ SW Old Hwy 254	Warning	District
11/20/2024	Suspicious Vehicle	600 E Highland ST	HBO	Johnson
11/21/2024	Traffic Stop	SW Ohio St/ Hwy 254	Citation	Johnson
11/21/2024	Miscellaneous	700 E Mechanic	HBO	District
11/22/2024	Criminal Damage	700 Bever	Report	District
11/23/2024	Traffic Stop	2nd/ Main	Warning	Hickman
11/23/2024	Traffic Stop	Main/ 4th	Warning	Hickman
11/24/2024	Check Welfare	600 E High	HBO	Hickman
11/25/2024	Check Welfare	SW Ohio/ SW Hwy 254	HBO	District
11/25/2024	Arrest/ Warrant	700 E Mechanic	HBO	District
11/25/2024	Accident/ 10-47	600 E Main St	Accident	District
11/25/2024	Check Welfare	700 E Wilson	HBO	District
11/25/2024	Traffic Stop	6th/ Pool	Warning	Johnson
11/26/2024	Traffic Stop	SW hwy 254/ Ohio St	Warning	Johnson
11/28/2024	Disturbance	600 E Mills	Report	District
11/29/2024	Check Welfare	7th/ North	HBO	District
11/29/2024	Check Welfare	700 Bever	HBO	District
11/2/2024	Miscellaneous	SW Hunter/ Rainbow Dr	HBO	Johnson

MUNICIPAL COURT OF TOWANDA, KS
CASELOAD SUMMARY
For the Period November 1, 2024 through November 30, 2024

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

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

	0	COURT COSTS
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	\$210.00
h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism).....		
i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals).....		

[(i. Offense Breakdown)]

TOTAL THIS MONTH	1	\$210.00
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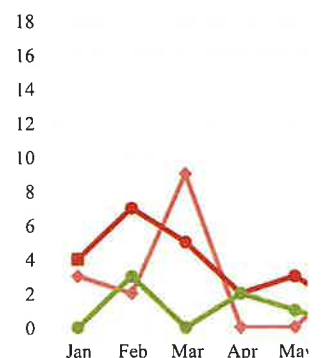
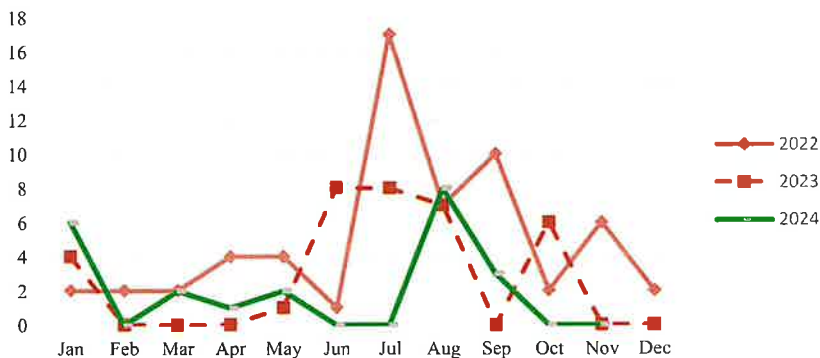
*YTD: [Amount] collected of estimated annual revenue of \$3,072.00

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

a. Guilty Pleas.....	1	
b. Bond Forfeitures.....	0	
c. Dismissals.....		
Reason.....		
Reason.....		
Reason.....		
d. Guilty by Trial (on plea of not guilty).....	0	
e. Diversion Agreements.....	0	

TOTAL DISPOSITIONS THIS MONTH	1	
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Offense Filings



Estimated Revenue



Fire Dept Report

November 2024

Summary: Towanda volunteer firefighters donated at least 633 hours of service in November supporting and building a better community. Medical calls in our district have increased more than 20% so far this year compared to the recent 5-year average.

Membership: 16. Added Jason Crumrine. Two candidates: Kenzie Killman and Austin Beye.
Removed Kurt Reeves and candidate Blake Moore.

YTD (as of 11/30/24) Calls: 364 (2nd highest annual total. 1 month to go!)

November Calls: Number of calls- 28 (5-yr avg. for Nov. calls: 30.3. Avg. Nov. calls since 1985-16.4)
106 man-hours

4 – Fire calls: 3 vehicle, 1 structure

19 – Medical

2 – Vehicle accidents

3 – Public Service calls

Training: 203 man hours of training in November

- Driver/Pump operation
- SCBAs
- Hose rolls
- Firefighter 1
- Lithium ion Batteries
- Training with Butler County EMS

Equipment:

- New Engine (2024 Spencer): Training, fitting, and graphics, Took to shop on Thanksgiving Day to add graphics.
- Engine 1 (2002 Luverne): Still awaiting valve replacement. Has surpassed its recommended replacement age of 20 years. Electrical gremlins persist. Pump pressure control is inoperative.
- Engine 3 (1988 Emergency One): Will soon be retired or re-assigned. After E6 is in service, E1 needs lots of work, so E3 will remain in service until E1 is repaired.
- Pumper 4 (2011 Navistar): Is approaching its 15 year recommended replacement date.
- Pumper 5 (1990 American General): This truck was moved outside to accommodate the extra fire engine. Response of this truck will be delayed due to its location and lack of utilities (air and electricity). Replaced batteries on Oct 17. Replaced engine on November 2&3.
- Pumper 6 (2003 Stewart Stephenson): No change (out of service). Considering selling/trading for 7 ton military chassis. Actively looking for a tank to get this truck in service.
- Pickups 8 & 9 (2015 GMC Sierra 3500):
- Tanker 12 (1984 American General): still outside, emptied water on 11/23. Trailer axles continue to “freeze” not allowing the truck to respond in timely manner.

Building:

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

Fire Dept Report

November 2024

For Discussion:

Tanker (100% of firefighting water must be hauled outside the city)

- We should acquire a tanker of at least 3000 gallons that will fit inside our small station (for our out-of-town citizens and those of neighboring districts).
- New possible option: Acquire the red building at 4th and Main (NW corner) to house our tanker and Pumper 5 (Building is not yet available).

Command and Utility Vehicle

- The Chief's personal vehicle was used to haul the new-to-us SCBAs and cylinders from and to various cities for work—3400+ miles so far in 2024. The mileage cost on the personal vehicle(s) nearly eclipses the "salary." Consider a lease of a 4 door pickup.
- It is possible to lease a vehicle. Surrounding departments are doing this. Response times on many calls could be reduced with this type of vehicle.
- 3 firefighters are attending a Firefighter I class in Mulvane 2 nights a week. This amounts to 148 miles per week (when they share a ride). A department vehicle could make the time commitments more tolerable by providing transportation.
- New possible option: Acquire a newer, used half ton pickup with 100000 miles for ~\$16000.
- We should not have to haul wet, muddy, fire hose inside the fire engine cab with us!

Upcoming:

- New FF training Dec 14
- Firefighter Christmas social Dec 15
- Drill Dec 17
- Electrical Safety class Dec 18 in Benton
- Apparatus Checks Dec 21
- FRA/FFA meeting Dec 23
- Jan 2 Task Force Chiefs meeting.
- FD 11 Board meeting Jan 13
- Feb 8 Firefighter Recognition Dinner

Other: Towanda firefighters gifted over 320 hours of their time to the community in addition to the training and response time.

- 3 FFs are attending FFI class in Mulvane. Class began in November and ends in January.
- Christmas event Dec 1
- Dec 7 Task Force Chiefs meeting in Whitewater.
- Fire Board Dec 9
- New FF training Dec 14
- Drill Dec 17
- Apparatus Checks Dec 21
- FRA/FFA meeting Dec 23
- 1 new FF is registered for the Emergency Medical Technician class next spring.

Fire Dept Report

November 2024

Activities: A glimpse of daily Fire Dept. activities.

Date	Day	Activity
Nov 1	Fri	Staff Station Firewood delivered to museum Medical call in City at 4 PM Begin work on P5 in El Dorado Medical call in Twp at 8 PM
Nov 2	Sat	Rain! HazMat certification testing Work on P5 in El Dorado Lift assist call in Twp at 9 AM in heavy rain Rollover vehicle accident on KTA at 1 PM in heavy rain
Nov 3	Sun	Medical call in Twp at midnight thirty Medical call in Twp at 11:30 AM Work on SOGs & reports More Rain. WW River is up! Flood watch
Nov 4	Mon	Work on SOGs & reports Pumper 5 to station Medical call in City at 10 PM
Nov 5	Tue	October reports reviewed and submitted to KSFM
Nov 6	Wed	Vehicle fire on KTA at 8:30 AM
Nov 7	Thu	Task Force Chiefs meeting in Towanda: Five depts represented. Work: hose rack, hose bed prop Reports
Nov 8	Fri	More rain SOGs/Class prep Bank deposit
Nov 9	Sat	New FF academy Medical call in City at 1:30 PM
Nov 10	Sun	FF Social event
Nov 11	Mon	Medical call in City at 6 AM Fire Board meeting Medical call in Twp at 9:30 PM
Nov 12	Tue	Staff Station Pump operator training Firefighter I class in Mulvane
Nov 13	Wed	Staff Station Lift assist in City at 11:30 AM MVA in City (K254 & Ohio St.) Council Meeting
Nov 14	Thu	Firefighter I class in Mulvane Medical call in City 10:30 PM
Nov 15	Fri	Structure fire in El Dorado at 3:30 AM Medical call in City 11:30 PM
Nov 16	Sat	New FF academy Apparatus Checks

Fire Dept Report

November 2024

Nov 18	Mon	Firefighter I class in Mulvane 6-10 PM EMS training with EMS and Benton Fire Medical call in Fairview Twp at 8 PM
Nov 19	Tue	Medical call in Twp at 5 PM Drill Night 7 PM
Nov 20	Wed	Medical in Twp at 10:30 AM Medical call in City at 2 PM Firefighter I class in Mulvane
Nov 21	Thu	Medical in City at 10:30 AM Medical call in Fairview at 5:30 PM
Nov 22	Fri	Refill SCBAs
Nov 23	Sat	Training/Work Day
Nov 24	Sun	Medical call in City at 5:30 PM
Nov 25	Mon	Lift assist in City at 11 AM Combine fire in Twp at 3 PM Refit trucks, wash hose, wash gear Medical call in City at 6 PM
Nov 26	Tue	Work at station: wash gear, repair nozzle Soybean fire in Twp at 3 PM Firefighter I class in Mulvane FRA/FFA meeting
Nov 27	Wed	Work at station: wash gear, assemble gear, personnel meetings, reports
Nov 28	Thu	Engine 6 to shop for decals (finally!) Assemble gear, dry gear Thanksgiving
Nov 29	Fri	Assemble gear Medical call in City at 3 PM
Nov 30	Sat	Work day: Admin duties related to personnel Herald article
Dec 1	Sun	Christmas Celebration: Deliver Santa, fire pits
Dec 2	Mon	Work: reports, E6 still in shop, probably at least another week
Dec 3	Tue	Fire alarm call in Twp at 3:30 AM Fire alarm call in Twp at 9 AM Leadership webinar Work in station: Wash gear, reports, empty trash November reports submitted to KSFM
Dec 4	Wed	Work in station: Wash gear, wash trucks Fire call in City at 11:30 PM
Dec 5	Thu	Medical call in City at 8 AM Task Force Chiefs meeting in Whitewater Work in station: Wash gear Firefighter I class in Mulvane
Dec 6	Fri	
Dec 7	Sat	Pearl Harbor Day

Fire Dept Report

November 2024

Year to Date 2024

	Fire						Vehicle Accident	EMS/Rescue			Other Service		Totals
	Grass Fire	Vehicle Fire	Structure Fire	HazMat	CO	Other Fire		Medical	Rescue	Public Assist.	Storm Watch	Other	
T Twp	13	2	2	3	0	9	23	52	0	8		0	112
F Twp	3	1	1	0	0	5	0	16	0	4		0	30
City	1	0	3	2	1	13	6	125	0	10	0	13	174
KTA	0	4	0	0	0	0	7	12	0	0		0	23
MA	14	0	8	0	0	1	1	0	0	0		1	25
Totals	31	7	14	5	1	28	37	205	0	22	0	14	364
MA Rec'd	3	1	4	0	0	1	0	0	0	0	0	0	9

	Runs	% of Total
TC Pyle	314	86%
Terry Hand	53	15%
Steve Holloway	28	8% *
Andrew Hand	86	24%
Matt Aitchison	31	9%
Tr. Cooper	20	5% *
Mindy Runnalls	119	33%
Chelsea Holloway	22	6% *
Chris Hunt	121	33%
Caleb Carey	31	9%
Heather Rose	25	16% *
Kenzie Killman	5	1% *
Kurt Reeves	106	41% *
Jason Crumrine	6	2% *
Jacob Storm	109	30%
Scott Beardsley	42	12%
Linda Pyle	259	71%

* Less than full year

Fire Dept Report

November 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	7	1	1	5	1	4	4			31	9%
Vehicle Fire				1	1				2		3		7	2%
Structure Fire	2			1	3	2	3	1	1	1	1		14	4%
HazMat			2	1	1		1						5	1%
Carbon Monoxide		1											1	0%
Other Fire			3	9	2	3	1	1	3	6			28	8%
Vehicle Accident	5	4	2	3	3	6	3	2	4	4	2		37	10%
Medical	22	23	20	14	15	12	20	21	13	26	19		205	56%
Rescue														0%
Public Assist	3	4	4		2	2			3	1	3		22	6%
Storm Watch														0%
Other			1						7	6			14	4%
Total	33	35	37	36	27	25	33	25	37	48	28	48	364	
Where the Calls Are														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Towanda Twp	11	12	14	13	10	8	11	7	8	8	10		112	31%
Fairview Twp	1	5	1	2	1	3	4	1	5	5	2		30	8%
City	16	14	17	14	13	12	14	15	19	27	13		174	48%
KTA	4	3	1	2	2	1	1	1	2	4	2		23	6%
Mutual Aid Given	1	1	4	5	1	1	3	1	3	4	1		25	7%
Total	33	35	37	36	27	25	33	25	37	48	28	48	364	
Mutual Aid Rec'd	1		1	2		1	3			1			9	3%
YTD % per Area														
	Fire												22%	34%
	EMS												56%	Fire
	Other												22%	
YTD % per Area														
	Fire												23%	46%
	EMS												33%	53%
	Other												10%	18%
	Fire												17%	52%
	EMS												92%	0%
	Other												88%	12%

CITY OF TOWANDA

NOVEMBER 2024 SUMMARIZED MAINTENANCE REPORT



WATER

In the month of November your city maintenance crew had to fix a few curb stop/ riser leaks due to cold conditions and brittle pipe.

- Monthly coliform samples
- TTHM Samples
- 2 riser leaks
- 1 riser replacement
- Well drilled at sewer plant 120 Foot Deep 35-40 GPM

STREETS

As the streets are in poor condition the Maintenance crew has been monitoring/ keeping track of street conditions for repair next summer.

- Finished crack sealing Clay Hill Rd.

SEWERS/ DRAINAGE

The Maintenance crew has been working on overcoming some major sewer issues on 10th st, that could possibly cost thousands of dollars in repairs to properly fix our issues. We had Meyer specialty services come out and camera the sewer line having lots of issues, for right now we will continue to get quotes and monitor the pipe for adequate flow.

Update on issue above: Our code enforcement has started to work on writing citations for the overgrown easement so it can be properly cleaned so we can work to replace the sewer line next year.

- General maintenance on lift station and lagoons

FACILITIES/ GENERAL MAINTENANCE

- Cleaned out lift station
- Clean shop on Fridays
- Pushed up burn pile
- Major redo being done at the pool park
- Wire fence being put up at pool park
- Hung banners
- Picked up fallen tree
- Built guard rail for well head at lift station
- Pumped out pool
- Put up Christmas tree
- Put culvert lid on 8th st culvert
- Fixed lights on community building

- Built Christmas tree stand
- Put gravel in 7th st alleyway
- Painted snowplow
- Cut trees along highway for new billboard signs

EQUIPMENT MAINTENANCE

- Greased equipment
- Fixed tire on 09 ford

UPCOMING ISSUES

- Replace sewer line on 10th

Old
Business
12.11.2024

ORDINANCE No. 721

AN ORDINANCE OF THE CITY OF TOWANDA, KANSAS, REGULATING AND PROVIDING FOR THE REGISTRATION OF ABANDONED AND VACANT COMMERCIAL/INDUSTRIAL BUILDINGS.

WHEREAS, the Governing Body of the City of Towanda Kansas recognizes that abandoned and vacant commercial/industrial buildings contribute to blight, discourage economic development, hinder appreciation of property values, and have an effect on the quality of life, and

WHEREAS, abandoned and vacant buildings are known to attract vandalism, become havens for drug use and other crime, and require an expenditure of public funds for police protection, fire protection and code enforcement, and

WHEREAS, the Governing Body finds that public health, safety and welfare are adversely affected by prolonged abandonment and vacancies of commercial/industrial buildings;

BE IT ORDAINED by the Governing Body of the City of Towanda, Kansas:

SECTION 1. The Governing body of the City of Towanda hereby adopts an *abandoned and vacant building ordinance* as follows:

(a) PURPOSE

Recognizing that abandoned and vacant buildings contribute to blight in commercial and industrial areas, discourage economic development and hinder appreciation of property values, endanger public health and safety, attract criminal activity, and create fire hazards, it is the responsibility of property owners to prevent buildings from becoming a burden to the neighborhood and community and a threat to the public health, safety, and welfare. The Governing Body finds that abandoned and vacant buildings result in increased expenditures for police, fire, code services, inspections and calls. To ensure public health, safety and welfare requires the City to maintain an accurate registration of all abandoned and vacant commercial/industrial buildings.

(b.) Definitions:

For purposes of this ordinance, certain phrases and words are defined below. Words or phrases not defined in this ordinance but defined in applicable state law or the Code shall be given that meaning. All other words or phrases shall be given their common ordinary meaning. The following words, terms and phrases, when used in this ordinance, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning.

Abandoned Building means a commercial or industrial building that is vacant and is open or unsecured so that unauthorized admittance may be gained.

Building means a commercial or industrial building or other structure adapted to permanent occupancy for commercial/industrial purposes.

City means the City of Towanda, Kansas

Chronic Vacancy or Chronically Vacant means a VACANT commercial or industrial building which continues to remain vacant for six (6) months after initial notification by the City to the owner.

ORDINANCE No. 721

Occupy means to conduct a lawful business in all or any part of the building or structure as the business occupant or as the legal or equitable owner/occupant(s) on a permanent, non-transient basis, or any combination of the same. For purposes of this Article, evidence offered to prove that a person occupies a building or structure may include, but shall not be limited to, the regular receipt of regular mail through the U.S. Postal Service or proof of continual electric, water, sewer and trash services.

Owner means the person(s) or entity identified as the owner of the parcel with the Butler County Appraisers Office or any agent identified by a nonresident owner, or any mortgagee of a property in foreclosure.

Unsecured means access to the building may be obtained through open, unlocked, broken or missing doors or windows of such building.

Vacant means any building intended for commercial or industrial use which is not currently occupied or in use wherein no person or persons actually, currently conduct a lawful business as the legal or equitable owners(s) or tenant(s) on a permanent, non-transient basis or that is unoccupied for a period of three (3) months.

SECTION 2. Public Officer.

The Zoning Administrator/Code Enforcement Officer shall be designated as the Public Officer charged with administering and enforcing this Article.

SECTION 3. Inquiry and Inspection.

Upon receiving information that a building may be abandoned or vacant, the public officer shall inquire into and inspect the premises. The public officer shall then make a written report of his or her findings.

SECTION 4. Service of Notice.

If the public officer determines that a building is abandoned or vacant then such officer shall give notice of the finding to the owner by:

- (1.) Delivering written notice to the owner personally, or
- (2.) By first class mail through the U.S. Postal Service using certified mail and by posting the notice on the building in a conspicuous place.

SECTION 5. Notice Content – Vacant Commercial or Industrial Building.

The notice issued by the City for a Vacant Commercial or Industrial building shall be in writing and shall contain:

- a. The common street address, legal description of the building
- b. Registration requirements
- c. Advise the owner that the building has been determined to be vacant
- d. Advise that it will be subject to registration as a Chronically Vacant building after a period of six (6) months

ORDINANCE No. 721

- e. Shall state the steps that an owner may take to claim an exemption from registration fees. The time period for registration of an abandoned or chronically vacant building may be extended by the public officer for good cause.
- f. Advise the owner that he or she has twenty (20) days to appeal the determination and shall apprise the owner of the facts available to the City which resulted in the determination that the building is an abandoned or chronically vacant building.

SECTION 7. Registration and maintenance requirements for Abandoned and Chronically Vacant buildings; fees

- a. The owner of an abandoned or chronic vacant building shall register the building with the City within twenty (20) days of service of a written Notice provided to the owner or agent of the existence of the abandoned or chronic vacant building or show cause in writing to the public officer to consider in making his or her determination. The public officer shall render his or her written decision within ten (10) days of the notice that the owner challenges the initial notice that the building was abandoned or chronically vacant.
- b. The required registration shall be submitted on the form provided by the City. The form shall include the name, current mailing address, phone number and any other contact information of the owner; the names and addresses of all known lien holders and all other parties with a legal or equitable ownership interest in the building; the common address of the building and parcel tax identification number. The form shall also include a timetable for:
 - (1) Returning the abandoned or chronically vacant building to appropriate occupancy or use; or
 - (2) Marketing the chronically vacant building pursuant to the provisions of Section 8 of this Article.
- c. The initial registration period is for six (6) months. After the initial registration period has expired and for every subsequent year a building remains abandoned or chronically vacant beyond the initial registration period, the owner of the abandoned or chronically vacant building must:
 - (1) Re-register the building, by paying the appropriate fees, and
 - (2) Submitting an updated plan for either returning the building to appropriate occupancy or use or marketing the property.
- d. Upon registration, the City shall provide the following
 - (1) Waive permit fees if the building requires remodeling and if remodeling occurs within ninety (90) days of initial registration.
- e. If the owner of an abandoned or chronically vacant building does not reside in Butler County for at least six (6) months a year, then such an owner must designate a resident agent with authority to act with respect to the property, including name, current mailing address, phone number and any other contact information of the owner's agent.
- f. Any subsequent owner of a registered abandoned or chronically vacant building must amend the registration with the public officer to include the new owner within thirty (30) days of any transfer of any ownership interest in the abandoned or chronic vacant building but is not liable for an additional registration fee for the period for which it has been registered.

ORDINANCE No. 721

- g. The owner of an abandoned or chronically vacant building must keep the building and any adjoining property secure, safe and maintained in compliance with all federal, state and local ordinances and regulations.
- h. The initial registration fee for an abandoned or chronic vacant building is \$_____ dollars per commercial building, which shall be collected by the City at the time of initial registration of the building.
- i. If a commercial building remains abandoned or chronically vacant more than 6 months after initial registration it shall be subject to a re-registration fee of \$_____dollars per year. Funds derived from said fee shall be used to offset the City's cost of inspections and incentives as found in Section 7(d) of this Article.

SECTION 8. Marketing Exception to Registration Fees for Chronically Vacant Buildings.

A chronically vacant building shall be exempt from the registration fee required pursuant to Section 7, for so long as the following marketing requirements are being met;

- a. Buildings marketed as “for rent” by signage, in a newspaper or in an online listing by organizations who provide real estate listings at a fair market value rental rate based upon market rental rates for comparable properties. The owner may show entitlement to this exemption by submitting evidence of marketing to the City. In the event that active marketing ceases, the building in question shall be immediately subject to registration fees.
- b. Buildings that are being actively marketed as “for sale” by a licensed real estate broker or by the owner and advertised as such in a newspaper or listed on a recognized online website. The owner may show entitlement to this exemption by submitting evidence of marketing to the City. In the event that active marketing ceases, the building in question shall be immediately subject to Registration.
- c. A building for which the owner executes a valid affidavit on a form provided by the City attesting that the owner intends to resume occupancy of the building within 180 days. Failure to actually resume occupancy of the building within 180 days will result in imposition of the registration fee that was exempted under this section, as well as any **reregistration fees then becoming due.**

SECTION 9. Failure to Register; fees, procedures

- a. An owner who fails to register or re-register an abandoned or chronically vacant building under this Article after written Notice shall be in violation of this Article. The registration fee provided for in Section 7 per commercial building shall immediately become due and payable to the City.
- b. Any civil fees assessed under this section shall be billed to the owner or other responsible party at their registered address. Failure or refusal to pay fees after Notice and an opportunity to pay shall authorize the City to use any and all available legal remedies for the enforcement and collection of such fees; including but not limited to suits in law or equity in any court of competent jurisdiction, abatement of nuisances maintained in violation of this ordinance, injunction or assessment of said registration or re-registration fees on the property to be collected with the property taxes. This Article in no way limits the actions or abatement procedures which may be taken by the City for a violation of any other ordinance of the City or statute of the State of Kansas.

ORDINANCE No. 721

- c. Should an owner fail to register an abandoned or chronically vacant building as provided in this Article, the public officer may file a complaint in the municipal court of the city against such owner and upon conviction of a violation of the provision of Section 7, be fined in an amount not less than \$50 and not more than \$500.

SECTION 10 Subsequent Owners

Any subsequent Owner of a registered abandoned or chronically vacant building must amend the registration with the City Clerk to include their name, current mailing address, phone number and any other contact information. The amendment to the registration must be completed within thirty (30) days of any transfer of ownership interest of an abandoned or chronically vacant building. The new owner is not liable for additional registration fees for the period for which it has been registered. Registration fees for the new owner will start at the expiration of the existing registration.

SECTION 10. APPEAL

Any person aggrieved by a finding, order or decision made by the Public Officer pursuant to this Article may appeal such to the Governing Body by written notice delivered to the City Clerk within ten (10) days, excluding weekends and holidays, from the final decision of the Public Officer. The Governing Body shall provide a hearing and make a decision affirming, overruling or modifying the finding, order or decision appealed from.

SECTION 11. The provisions of this act are severable. If any part of this act is declared invalid or unconstitutional, that declaration shall not affect the part which remains.

Section 12. This ordinance shall take effect on January 1, 2025, upon publication as provided by law in the official City newspaper

PASSED AND APPROVED by the Governing Body of the City of Towanda, Kansas this ___ day of December 2024.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

New
Business
12.11.2024

2025 Mayoral Appointments – City of Towanda, Kansas

City Staff

Administration

Andrew Newbrey	City Administrator / City Clerk
Cami Jones	Deputy City Clerk
Lisa Hamilton	Planning and Zoning Administrator / Code Enforcement Officer
Paul Erickson	City Treasurer
Tim Engels	Building Inspector

Maintenance

Chris Ragland	General Maintenance Employee
Rylan Rose	General Maintenance Employee
Mike Rose	General Maintenance Employee Part-Time
Kaleb Money	General Maintenance Employee Part-Time

Legal and Municipal Court

Doyle Eugene White	Municipal Judge
Emelia Toney	Court Clerk
Robert Lane	City Attorney

Fire Protection

Butler Fire District #11	Firefighters
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Police Protection

Butler Co. Sheriff’s Dept.	Enforcement Officers
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City Pool

Christopher Jacobson	City Pool Manager
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Community Building

Lisa Hamilton	Community Building Maintenance
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Towanda Library Staff and Board

Quentin Sage	Board Chair
Spencer Pyper	Vice-Chair
Paula Hephner	Secretary
Bonnie Foose	Treasurer

Suzanne Hageman
Bailey Johnson
Linda Pyle

Amy Knowles	
Joy Barron	Assistant Library Director

2025 Mayoral Appointments – City of Towanda, Kansas

Planning and Zoning Board

David Wohlgemuth	Member / Chair
Amy Knowles	Member
Don White	Member
Kit Williams	Member
Bruce Clark	Member

Other Appointments

Butler County Gazette	Paper of Record
Vintage Bank	City Bank

RESOLUTION 2024-_____

A RESOLUTION TO TRANSFER ALL BOOKS, PAPERS, MONIES, EQUIPMENT, APPARATUS, MACHINERY, OTHER PERSONAL PROPERTY AND, VEHICLES OF TOWANDA FIRE RESCUE OWNED BY THE CITY OF TOWANDA TO BUTLER COUNTY RURAL FIRE DISTRICT #11.

WHEREAS, the City of Towanda, Kansas agrees to transfer all of the assets of Towanda Fire Rescue to assist in the establishment of Butler County Rural Fire District #11.

WHEREAS, the City of Towanda and Towanda Fire Rescue owns Books, Papers, Monies, Equipment, Apparatus, Machinery, Other Personal Property, and 10 (ten), Vehicles as listed below of which the City of Towanda and Towanda Fire Rescue desires to transfer title and ownership to Butler Co Rural Fire District #11.

1. The Governing Body authorizes the City Clerk to transfer title and ownership of the following vehicles and all assets of Towanda Fire Rescue to Butler County Rural Fire District #11.

Vehicles-

Description	ID
1 → 2003·Freightliner/Luverne·Pumper	Engine-1
2 → 1988·Emergency·One·Fire·Pumper	Engine-3
3 → 2011·International/Danko·Tanker·	Pumper-4
4 → 2015·GMC·Sierra·Fire·Truck	Pickup-9
5 → 2015·GMC·Sierra·Fire·Truck	Pickup-8
6 → 1984·AM·General·M915A1	Tanker-12
7 → 2011·Fruehauf·Trailer	Tanker-12
8 → 1990·Harsco·M923A1	Pumper-5
9 → 2002·Stewart·&·Stevenson·M1088A1	Pumper-6
10→2024·Freightliner/Spencer·Fire·Engine	Engine-6

NOW, THEREFORE, BE IT RESOLVED AND DIRECTED THAT ALL ASSETS OF ANY BOOKS, PAPERS, MONIES, EQUIPMENT, APPARATUS, MACHINERY, OTHER PERSONAL PROPERTY, AND VEHICLES OF TOWANDA FIRE RESCUE OWNED BY THE CITY OF TOWANDA CURRENTLY WITHIN THE POSSESSION OF TOWANDA FIRE RESCUE BE TRANSFERRED TO THE POSSESSION OF BUTLER RURAL FIRE DISTRICT #11.

PASSED AND ADOPTED this 11th day of December 2024 by the Governing Body of the City of Towanda, Kansas.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

LEASE AGREEMENT
between
BUTLER COUNTY FIRE DISTRICT NO. 11
and
THE CITY OF TOWANDA, KANSAS

THIS LEASE AGREEMENT (“Lease”) made an entered into to be effective January 1, 2025, between the Board of County Commissioners of the County of Butler County, Kansas, as the governing body of Butler County Fire District No. 11 (“FD11”) and the City of Towanda, Butler County, Kansas (“City”).

WHEREAS the City operates governmental functions and owns the real property commonly referred to as 110 S. 3rd Street and 130 S. 3rd Street, in Towanda, Kansas and legally described as Lots 19, 20, 21, 22, and 23 in Block 1, Railroad Addition to Towanda, in Butler County, Kansas (“Property”);

WHEREAS, FD11 wishes to enter into a contract with City to lease a portion of the Property exclusively for fire district operations and the maintenance of firefighting equipment for volunteer members of FD11 to allow firefighters to respond to fires and emergencies or to attend meetings; and

WHEREAS, it is the mutual desire of the parties to reduce their agreement to writing.

NOW, THEREFORE, FD11 and City agree as follows:

- 1. DESCRIPTION OF PREMISES.** The building located on the Property has approximately 5,130 square feet of space, which the City currently utilizes 1,962 square feet for administrative services and 3,168 square feet for its local fire department. The City wishes to lease the 3,168 square feet space of the building (“Premises”) to FD11 since the City no longer maintains a

municipal fire department after petitioning Butler County to be included within FD11. A sketch identifying the Premises is attached as "Exhibit A".

2. TERM. The term of this Lease shall be five (5) years ("Initial Term") commencing on January 1, 2025 ("Effective Date") and expiring on December 31, 2029 ("Initial Termination Date"), thereafter this Lease may be extended upon terms and conditions as mutually agreed upon by the parties. Upon renewal of the Lease, the FD11 rental rate shall continue at the same rate defined in this Lease and the parties shall continue sharing maintenance of the Premises on the same prorated basis as set forth in the Initial Term of the Lease taking into consideration such other factors as are equitable under the then existing circumstances.

3. RENT AND INSURANCE PAYMENTS.

(a) Rent. FD11 agrees to pay annual rent of \$1.00 to the City with the payment being due on January 1st of each year.

(b) Insurance Payment. FD11 shall annually reimburse the City for its proportionate share of the property and casualty insurance premium calculated by dividing the Premises square feet (3,168) by the Property square feet (5,130). The applicable percentage attributable to FD11 is sixty-two percent (62%). The total property and casualty insurance premium will be determined using the previous years insurance premium on the Property, without any interest, and FD11 will pay its proportionate share with the annual rent payment. If it is difficult to ascertain the specific premium allocation, then FD11's allocation of costs applicable to any particular improvement to the Premises shall be computed at sixty-two percent (62%).

4. UTILITIES. To the extent practicable, the utilities for the Premises will be metered separately and FD11 shall be obligated to pay its applicable utility costs. If utility services cannot be metered separately, or billed separately, and must be utilized jointly, FD11 share of utility costs shall be fixed as follows:

(a) Forty-Five percent (45%) of the utility to Cox Communications shall be the responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

(b) One hundred percent (100%) of FD11's utility costs to Verizon shall be the sole responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

(c) Forty-Five percent (45%) of the utility to Kansas Gas shall be the responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

(d) Sixty-two percent (62%) of the utility to Evergy shall be the responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

(e) Forty-Five percent (45%) of the utility to Accent Logic shall be the responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

(f) One hundred percent (100%) of FD11's utility costs to City for water service shall be the sole responsibility of FD11. Said percentage shall be reimbursed to the City on a monthly basis. The City shall provide the monthly statement to FD11 no later than seven (7) calendar days from receipt of the same and FD11 shall reimburse it proportionate share to the City no later than seven (7) calendar days from receipt of the statement.

5. TAXES. The parties agree that the Premises shall be used solely for governmental purposes and for that reason it is not anticipated that ad valorem taxes will be assessed against the Premises. Should either party during the term of this Lease fail to achieve or retain tax-

exempt status, then that party shall be solely responsible for any tax assessed on account of the loss of tax-exempt status.

6. MAINTENANCE AND REPAIRS.

(a) Maintenance and Cleaning. Each party shall be solely responsible for maintaining and cleaning the area of the Property that it occupies and each shall maintain their occupied area in good condition.

(b) Common Area Maintenance Costs. Maintenance and cleaning costs applicable to the interior common areas shall be the responsibility of the City.

(c) Exterior. The City shall be responsible for maintenance or repairs to the exterior of the Property including the roof, mechanical, electrical, plumbing systems, and parking areas. Any exterior maintenance or repairs shall be paid by the City, but the City shall be reimbursed by FD11 in an amount equal to sixty-two percent (62%) of the cost of each such maintenance or repair. FD11 shall have thirty (30) days to pay its prorated share after City pays the total cost.

(d) Late Term Repairs. The parties recognize that FD11's prorated cost for repairs, especially repairs made late during the term of the Lease or any subsequent renewal, may provide a substantial benefit to the City in the event this Lease is not renewed at the end of the Initial Term or any subsequent renewal. Accordingly, if this Lease is not renewed after the Initial Term or after any renewal term, the City shall be obligated to reimburse to FD11 an equitable amount for any maintenance or repairs which FD11 paid, to the extent the maintenance or repairs improved the Property or extended its useful life substantially beyond the Initial Term or renewal term of the Lease.

(e) Lawn Maintenance and Snow Removal. City shall be responsible for lawn maintenance and snow removal but FD11 shall reimburse City sixty-two percent (62%) of the costs incurred for the same. FD11 shall have thirty (30) days to pay its prorated share after City pays the total amount owed.

(f) Restoration of Premises. Upon the expiration of this Lease term or any subsequent renewal term, the Premises shall be restored to the City by FD11 in as good as a condition as it was at the commencement of the Lease, reasonable wear and tear excepted. FD11 shall remove, at its expense, all furnishings, equipment and all other property owned by FD11 within sixty (60) days of lease expiration or termination, unless other mutually arrangements are agreed upon.

7. INSURANCE.

(a) Property and Casualty Insurance. City shall be responsible for maintaining property and casualty insurance for the Property, however, FD11 shall be solely responsible for insuring its interest in any of its contents and interior fixtures.

(b) Premium Increase. Any additional surcharge or insurance premium incurred by the City in excess of the 2024 property and casualty insurance premium, which is directly attributable FD11's use of the Premises, will be the responsibility of FD11.

(c) Liability Insurance. FD11 shall at all times maintain comprehensive general liability insurance in an amount not less than \$1,000,000.00 and City shall be designated as a coinsured upon said policy of insurance.

(d) Deductible. Any deductibles owed for claims shall be paid by the City and reimbursed at sixty-two percent (62%) of the total deductible amount by FD11 to the City

in the event of a casualty event as defined in Section 9(a). In the event of a casualty and the City decides not to reconstruct the building on the Premises with insurance proceeds, the City will provide FD11 with sixty-two percent (62%) of any insurance proceeds received after deductibles.

8. ALTERATIONS, ADDITIONS, AND IMPROVEMENTS. FD11 shall not make alterations, additions, or improvements to the Premises without the written consent of the City, which consent shall not be unreasonably withheld. All such alterations, additions, or improvements shall be performed in a competent manner. All such alterations, additions, or improvements shall be made at the sole expense of FD11. FD11 is not designated as City's agent and shall not allow a lien for labor or material to attach to the Property.

9. EVENT OF CASUALTY.

(a) If the Premises shall be destroyed or damaged by fire, tornado or other storms, flood, explosion, earthquake, act of war, vandalism, or other casualty ("Casualty") as to make the Premises untenable, then City may, if City so elects, either rebuild and put said Premises in good condition and fit for occupancy within a reasonable time after such destruction or damage, or the City may give notice in writing to FD11 terminating the Lease.

(b) If City elects to repair or rebuild said Property, City shall give FD11 reasonably prompt notice after such Casualty of City's intention to repair or rebuild, and then proceed with reasonable diligence to repair or rebuild. If notice is not given within thirty (30) days, the Lease shall be deemed terminated. FD11 shall not be obligated to pay any rent or insurance reimbursement from the time of such destruction or damage until

said Premises is again fit and ready for occupancy, unless FD11 or FD11's agents, intentionally or negligently caused said destruction or damages.

(c) If there is only partial destruction of the Property by any means stated above, such partial destruction shall not terminate or void this Lease.

10. DISCLAIMER OF LIABILITY. Neither party shall hold harmless or indemnify the other party beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*).

11. DEFAULT. If FD11 is in default of any obligation undertaken pursuant to the terms of this Lease, City shall provide FD11 with written notification of said default. If said default is not cured by FD11 within sixty (60) days thereafter, this Lease shall, in the discretion of the City, be terminated. Notwithstanding such termination, FD11's obligations herein shall survive such termination and FD11 shall be liable to City for such amounts as may become due under the terms of this Lease throughout the balance of its term.

12. ASSIGNMENT. FD11 agrees not to assign nor in any manner transfer this Lease or to sublet said Premises or any part thereof, or permit any person, firm or corporation to share any part thereof with FD11 without the express written consent of the City, which consent shall not be unreasonably withheld.

13. NOTICE. Any notices required or permitted under this Lease may be personally delivered, delivered by e-mail, or mailed by certified mail, return receipt requested, to the addresses listed in this section or to such other places as the parties may direct in writing from time to time. A notice shall be deemed given and delivered upon personal delivery, or three (3) days after being mailed as set forth above, whichever is applicable. A notice sent by email shall be

deemed to have been received at the time shown in a delivery confirmation report generated by the sender's email system.

If to Fire District No 11:

Name: Butler County Fire District No. 11
Attn: William H. Johnson, Administrator
Address: 205 W. Central Ave. - 4th Floor
El Dorado, KS 67042
Phone No.: 316.322.4300

If to the City of Towanda, Kansas:

Name: The City of Towanda, Kansas
Attn: Andrew Newbrey, City Clerk
Address: P.O. Box 160
110 S. 3rd Street
Towanda, KS 67144
Phone No.: 316.536.2243

14. COMPLIANCE WITH KANSAS LAW. This Lease shall be governed by the laws of the state of Kansas. It is the express intention of the parties that this Lease be compliant with the Kansas Cash-Basis Law, K.S.A. 10-1101 *et seq.* As such, this Lease is subject to both parties' annual budget appropriations for the same, and shall be terminated in the event FD11 fails to appropriate funds to meet its obligations hereunder for any calendar year. Additionally, the terms and conditions of this Lease shall be modified for compliance with applicable law in the event it is determined by a court of competent jurisdiction that any term or condition of this Lease is not in compliance with applicable law.

15. MISCELLANEOUS.

- (a) Authority. The City and FD11 represent that each person signing this Lease on its behalf is authorized to do so.
- (b) Successors and Assigns. This Lease shall be binding upon and inure to the benefit

of the parties, their successors and assigns.

(c) Headings. The headings used in this Lease are for convenience only and in no way define, limit, or extend the scope of this Lease or the intent of any provision.

(d) Entire Agreement. This Lease, including the exhibits and addenda, if any, contains the entire agreement of the parties. All prior and contemporaneous agreements, promises, representations, and statements relating to this transaction or to the Premises, if any, are merged into this Lease.

(e) Waiver. The waiver by the City of any breach or default of any term, covenant, or condition of this Lease shall not be deemed to be a waiver of such term, covenant, or condition; of any subsequent breach or default of the same; or of any other term, covenant, or condition of this Lease. The City's acceptance of a rental payment shall not be construed to be a waiver of any preceding or existing breach other than the failure to pay the particular rental payment that was accepted.

(f) Cumulative Remedies. The rights and remedies of the City under this Lease are cumulative and in addition to all other rights and remedies afforded to the City by law or equity or otherwise.

(g) Time is of the Essence. Time is of the essence as to each and every provision of this Lease.

(h) Invalidity. If any provision of this Lease shall prove to be invalid, void, or illegal, it shall in no way affect, impair, or invalidate any other provision of this Lease.

(i) Termination. By majority vote of both governing bodies, FD11 and City may terminate this agreement by jointly executing an agreement of termination.

(j) Applicable Law and Venue. This Lease shall be interpreted and construed in accordance with the laws of the state of Kansas. Any reference to a statute shall mean that statute as presently enacted or hereafter amended or superseded. Venue for any action arising out of or in connection with this Lease shall be in the District Court for Butler County, Kansas.

(k) Modification. Any modification of this Lease must be in writing and signed by the parties. The City shall not be bound by any oral representations or statements.

(l) Quiet Enjoyment. The City covenants and agrees that FD11, upon performing the terms and conditions of the Lease, may peacefully hold and enjoy the Premises during said term without any interruption by the City, its successors or assigns, or any person or company lawfully claiming by or through it.

(m) Duplicate Originals. This Lease may be executed in duplicate originals.

THIS AGREEMENT requires the signature of all parties and is executed as of the date of the last signature below.

CITY OF TOWANDA, KANSAS

Jennifer Shaults, Mayor

Date signed: _____

ATTEST:

Andrew Newbrey, Towanda City Clerk

FIRE DISTRICT NO. 11,
BUTLER COUNTY, KANSAS

Daniel J. Woydziak, Chairman, the Board of
County Commissioners of the County of
Butler County, Kansas

Date signed: _____

ATTEST:

Tatum Stafford, Butler County Clerk and
Fire District No. 11, Secretary

Approved as to Form:

*

Terrence L. Huelskamp,
Butler County Counselor

Approved as to Form:

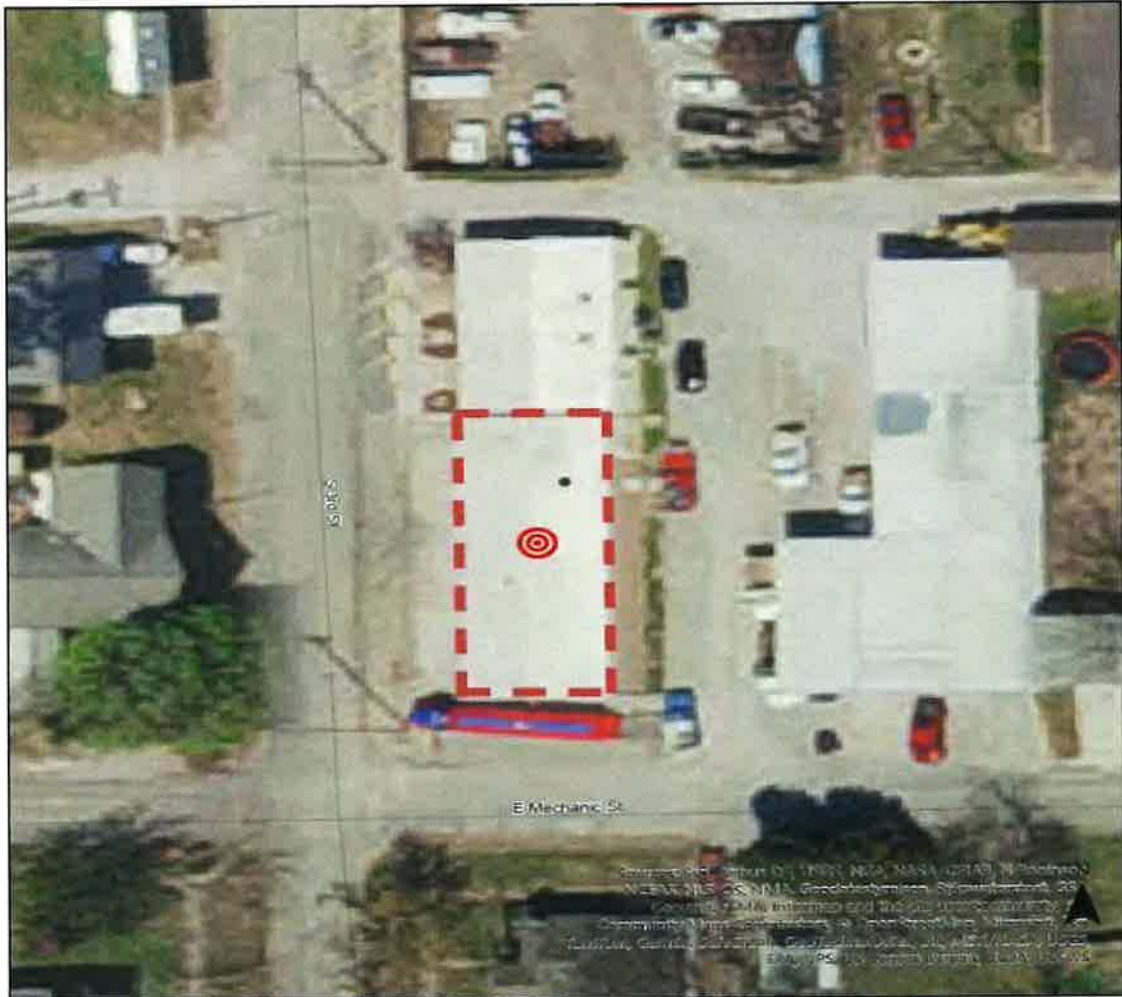
Rob Lane,
Towanda City Attorney

Exhibit A

Lease Agreement – The City of Towanda and Fire District No. 11

Sketch of Premises
(for informational purposes only)

City of Towanda and Fire District No. 11



RoadCenterline	PAPER	2021_38097-A2.sid	2021_38097-A1.sid 2	R This map is intended for informational purposes only. It should not be used in lieu of a survey to determine property boundaries.
ROAD_TYPE	PRIVATE	RGB	RGB	
CITY	STATE HWY	Red: Band_1	Red: Band_1	
COUNTY ASPHALT	TOWNSHIP	Green: Band_2	Green: Band_2	
COUNTY GRAVEL	US HWY	Blue: Band_3	Blue: Band_3	
KANSAS TURNPIKE	<all other values>			

Other
Business
12.11.2024