Notice of Study Session

ABLENE PUBLIC LIBRARY, 209 NW FOURTH STREET

July 20, 2020 - 4:00 pm

DUE TO COVID-19 AND SOCIAL DISTANCING WE ARE ENCOURAGING VIEWING ALL MEETINGS VIRTUALLY ON THE LIVE STREAMED CITY OF ABILENE'S YOU TUBE PAGE AT https://www.youtube.com/channel/UCNURrU0ueP6_dRpHYu1wJEg

Purpose

The City Commission's study sessions are for the purpose of providing the commission the opportunity to study items in more detail.

Open Forum

This is an opportunity to bring up items to be informally addressed. The Mayor may impose a time limit on open forum.

Study Items

1. Solar panel discussion – Karlo Meave.
2. Audit contract renewal.
3. Memorandum of Understanding with Dickinson County for Civic Center use.
4. A Resolution fixing a time and place to appear to show cause why the structure at 413 NW 3rd St. should not be condemned and ordered repaired or demolished.
5. NE drainage project easements.
6. CDBG – CV Awards.

☆☆☆☆☆

Dwight D. Eisenhower Municipal Building
419 N. Broadway Street, PO Box 519
Abilene, KS 67410
(785) 263-2550
www.abilenecityhall.com

ABILENE
KANSAS

785-263-2550
419 N. Broadway Abilene, KS 67410
www.abilenecityhall.com

Memorandum

7/15/2020

To: City Commission
From: Finance Director Marcus Rothchild
Subj: Audit Contract Renewal

Attached you will find a contract for your consideration with Varney & Associates to renew our audit services for an additional five-years. The proposed contract would continue with our current rate of $13,500 per year for an additional five years and would also include assistance with any software conversion that the City would undertake over that time. The City of Abilene went out to bid in 2016 for our audit services and Varney and Associates provided the winning bid based on scope of service, value, availability, and references from nearby municipalities. I see great value to the City and staff continuing with an audit firm that already has experience and knowledge of our organization as we work through our next software conversion. Varney sent a new five-year agreement simply because that was the same term as our previous contract but would be willing to lessen that term if the Commission prefers a shorter contract at this time.

VARNEY
& ASSOCIATES, CPAs, LLC

June 17, 2020

City of Abilene, Kansas
PO Box 519
Abilene, KS 67410

Dear Governing Body Members:

The following represents our understanding of the services we will provide City of Abilene, Kansas (the City). You have requested that we audit the statement of regulatory-basis receipts, expenditures, and unencumbered cash balances of City of Abilene, Kansas (the City), as of December 31, 2020, 2021, 2022, 2023, and 2024, and for the years then ended and the related notes, which collectively comprise the City's basic financial statement as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the basic financial statement.

Supplementary information other than RSI will accompany the City's basic financial statement. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statement and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and additional procedures in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). We intend to provide an opinion on the following supplementary information in relation to the basic financial statement as a whole:

- Schedule of expenditures – actual and budget (regulatory basis)
- Schedule of individual fund receipts and expenditures – actual and budget (regulatory basis)

Auditor Responsibilities
We will conduct our audit in accordance with U.S. GAAS and the *Kansas Municipal audit and accounting Guide* (KMAAG). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statement is free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statement, whether due to fraud or error, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statement. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statement and related matters.

1901 Poyntz Avenue
Manhattan, KS 66502
785-537-2202 • fax 785-537-1877
http://www.varney.com
1020 Commercial St., Suite A
Emporia, KS 66801

Auditor Responsibilities (Continued)
Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and KMAAG.

In making our risk assessments, we consider internal control relevant to the City's preparation and fair presentation of the basic financial statement in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statement that we have identified during the audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinion on the basic financial statement is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Compliance with Laws and Regulations
As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statement is free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities
Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

a. For the preparation and fair presentation of the basic financial statement in accordance with KMAAG;
b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a basic financial statement that is free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
c. To provide us with:
    i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statement such as records, documentation, and other matters;
    ii. Additional information that we may request from management for the purpose of the audit; and
    iii. Unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.
d. For including the auditor's report in any document containing a basic financial statement that indicates that such basic financial statement has been audited by the City's auditor;
e. For identifying and ensuring that the City complies with the laws and regulations applicable to its activities;
f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statement as a whole;
g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;

Management Responsibilities (Continued)

i. For informing us of any known or suspected fraud affecting the City involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statement, or if the supplementary information will not be presented with the audited basic financial statement, to make the audited basic financial statement readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

With respect to any nonattest services we perform, Organization's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities. The nonattest services to be provided are as follows: assistance with financial statement preparation.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of the City's basic financial statement. Our report will be addressed to the governing body of the City. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statement and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

April G. Swartz, CPA is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Varney & Associates, CPAs, LLC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Provisions of Engagement Administration, Timing and Fees (Continued)
Our fees are based on the amount of time required at various levels of responsibility, not to exceed $13,500 per year. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature. **This fee will include assistance with any software conversion that the City would undertake.**

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statement of which you may become aware during the period from the date of the auditor's report to the date the financial statement is issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the governing body the following significant findings from the audit:

- Our view about the qualitative aspects of the City's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Varney & Associates, CPAs, LLC and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Varney & Associates, CPAs, LLC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

With respect to any nonattest services we perform, Organization's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities. Nonattest services include assistance with financial statement preparation.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statement including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Sincerely,

Varney & Associates, CPAs, LLC

Certified Public Accountants
Manhattan, Kansas

Encls. (as noted)

RESPONSE:
This letter correctly sets forth our understanding of City of Abilene, Kansas.

Acknowledged and agreed on behalf of City of Abilene, Kansas by:

Name: ____

Title: ____

MEMORANDUM OF UNDERSTANDING

BETWEEN

DICKINSON COUNTY AND CITY OF ABILENE

Whereas, Dickinson County and the City of Abilene hereby enter into the following MOU in regards to the sharing of certain facilities between the two governing bodies, and

Whereas, the County previously passed a bond issue to construct a new jail and sheriff's department followed by the renovation of the existing Dickinson County Courthouse located at 109 East First Street in Abilene, and

Whereas, the renovations to the courthouse will include removal of all plumbing and HVAC systems and will be such that continued county operations will be required to relocate out of the facility during the time said renovations are being done, and

Whereas, the County does not own or have access to any other facilities that provide for staff space, parking, or the necessary technical services that will be required to support day to day operation of county services, and

Whereas, the City is willing to allow the County to use the Abilene Civic Center, located at 201 NW 2nd Street, in Abilene, as a temporary venue to locate certain county offices and personnel during the relocation period, which said location has the space and technical requirements to support the temporary functions of county operations, and

Whereas, the County agrees that any and all temporary modifications, technical support or facility needs will be their responsibility and that the City of Abilene will bare no costs for such needs or requirements, and

Whereas, it is understood by both parties that any costs incurred for the preparation, occupancy, and function of county services while utilizing the Abilene Civic Center will be the responsibility of the County. Furthermore, the County will also pay all electrical, water, sewer, and natural gas costs that are incurred during the time period that they are utilizing the Civic Center.

Now, therefore, it is hereby agreed by and between the parties as follows:

- The City of Abilene does hereby commit to allowing the County the use of the Abilene Civic Center for County functions beginning about November 5th, 2020, for a period of approximately six months, or until the completion of the courthouse renovation project.
- The City of Abilene will not charge any rental or lease fee for allowing the County's use of the Civic Center during this period of time.

- Dickinson County shall be responsible for all utilities costs for the building while occupying the Civic Center to include water, sewer, electrical, and natural gas. Further, any building maintenance costs that may arise in the areas occupied by the County and during the time the County occupies the Civic Center will be the responsibility of the County. The intent is that the City of Abilene will incur no additional costs for allowing the County the use of this facility.
- The County will be responsible for maintaining all insurance coverage on all property that is owned by the County and located in the Civic Center during this period of time, and the City of Abilene will be responsible for maintaining their normal insurance coverage on the building during this period of time.
- Dickinson County agrees to indemnify and hold harmless the City of Abilene from any liability claims that are made against the County as a result of any incidents that may occur on the property as a result of county operations and functions during the period of time that the County is present at the Civic Center.
- Dickinson County agrees to provide all custodial and maintenance services to the portion of the Civic Center that the County utilizes during the time that the County is present at this location.
- The County agrees to return the Civic Center in the same of substantially the same condition as it was at the time of initial occupancy.
- Any changes that may be required to this agreement shall be made in writing and provided to the other party for approval prior to any such changes taking effect.

This memorandum of understanding shall be in effect upon its execution and will continue in effect until such time as the renovation of the courthouse is completed and the County has vacated the premises or upon either party making written notification to the other of termination of the agreement.

We the undersigned, as representatives of the respective government entity, have read, agree, and approve this MOU.

_________________________________ Date:____________________

Chris Ostermann
Mayor
City of Abilene

_________________________________ Date:____________________

Lynn Peterson
Chairman
Dickinson County Commission

RESOLUTION NUMBER 072720-1

A RESOLUTION FIXING A TIME AND PLACE TO APPEAR TO SHOW CAUSE WHY THE STRUCTURE AT 413 NW 3rd St. SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED.

WHEREAS, the Building Inspector has filed with the Governing Body a written statement that the dwelling structure located upon the following described parcel of real estate in the City of Abilene, Kansas is unsafe or dangerous:

ADDRESS	LEGAL DESCRIPTION
413 NW 3rd St.	A part of Lots 40 and 42, on Northwest Third Street, Thompson and McCoy's Addition to the City of Abilene, Dickinson County, Kansas, described as follows: Beginning at a point 26.54 feet East of the Northwest corner of said Lot 42; thence South to a point 27.19 feet East of the Southwest corner of said Lot 42; thence East to a point 19.23 feet East of the Southwest corner of said Lot 40; thence North to a point 43.0 feet North and 19.22 feet East of the Southwest corner of said Lot 40, said point being on the South building line of the Sunflower Apartment-Hotel Building; thence West 0.33 feet to the Southwest corner of said Building; thence North along the West wall to a point 18.95 feet East of the Northwest corner of said Lot 40; thence West along the North line of said Lots 40 and 42 a distance of 32.40 feet to the Point of Beginning.

SO NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Abilene, Kansas:

Section 1. That pursuant to K.S.A. 12-1752, the owners, the owners' agents, any lien holders of record, any occupants of the structures described above may appear and show cause why such structure should not be condemned and ordered repaired or demolished at 4:00 P.M. on Monday, September 14, 2020 in the City Commission Meeting Room, Abilene Public Library, 209 NW 4th, Abilene, Kansas.

Section 2. This resolution shall be in full force and effect and after its adoption by the Governing Body and the City Clerk shall cause it to be published once each week for two consecutive weeks on the same day of each week as required by K.S.A. 12-1752.

Adopted by the Board of City Commissioners and signed by the Mayor this 27th day of July 2020.

____
Chris Ostermann, Mayor

ATTEST:

____
Penny L. Soukup, CMC
City Clerk

PERMANENT DRAINAGE EASEMENT

This Permanent Drainage Easement is made this ___ day of July, 2020, by and between HOLM REAL ESTATE ABILENE, LLC, a Kansas limited liability company (the “Grantor”), and the CITY OF ABILENE, KANSAS, a municipal corporation, (the “City”):

GRANT: The Grantor, for good and valuable consideration, hereby conveys to the City a permanent drainage easement (the “Easement”) in, on, over, under, and through the portion of Grantor’s real estate legally described and depicted on the attached and incorporated Exhibit A (the “Easement Area”) for the purposes of laying, constructing, operating, inspecting, altering, repairing, replacing, substituting, relocating, adding to, removing, and maintaining a culvert, storm sewer, drainage ditch, drainage channel/water course, detention basin, or other drainage facility tributary connections, storm water runoff control facilities, and appurtenant work in any part of the Easement, including the right to clean, repair, replace, and care for the drainage facilities, together with the right of access in, on, over, under, and through the Easement.

TERM: The Easement shall be perpetual.

OWNERSHIP: Grantor covenants that Grantor owns the Easement Area and has the right, title, and capacity to grant the Easement.

MODIFICATIONS: The City shall have the right to change the drainage channel/water course and to install additional sewer and/or drainage lines and facilities, or to replace the line or facilities with a larger line or facilities in the Easement at some future date and under the same conditions as the original drainage line or facilities were installed.

MAINTENANCE: The City covenants to maintain the Easement Area and keep the Easement Area free and clear of all trees, shrubs, vegetation, and materials which may impair the function or structural integrity of any sewer and/or drainage facility or appurtenance constructed pursuant to this Easement.

IMPROVEMENTS: Grantor shall neither construct nor permit to be constructed any structure, landscaping, trees, or obstruction on, over, or interfering with the construction, maintenance, or operation of any sewer and/or drainage facility or appurtenance in the Easement Area constructed pursuant to this Easement.

SURFACE GRADE: Grantor shall neither alter nor permit others to alter the surface grade of the Easement Area without the prior written approval of the City.

BINDING EFFECT: The Easement shall be binding upon and shall run with the land described as the Easement Area.

IN WITNESS WHEREOF, the Grantor has executed this Permanent Drainage Easement effective as of the day and year written above.

HOLM REAL ESTATE ABILENE, LLC

By: ______________________________
Timothy S. Holm
Title: ______________________________

ACCEPTANCE OF PERMANENT DRAINAGE EASEMENT

CITY OF ABILENE, KANSAS

____
Chris Ostermann, Mayor

ATTEST:

____
Penny L. Soukup, CMC, City Clerk

ACKNOWLEDGEMENTS

STATE OF KANSAS, COUNTY OF ________________, ss:

This instrument was acknowledged before me on ___________, 2020, by Timothy S. Holm, ________________________ of Holm Real Estate Abilene, LLC, a Kansas limited liability company.

My appointment expires:

____
Notary Public
Printed name: ________________________

STATE OF KANSAS, COUNTY OF DICKINSON, ss:

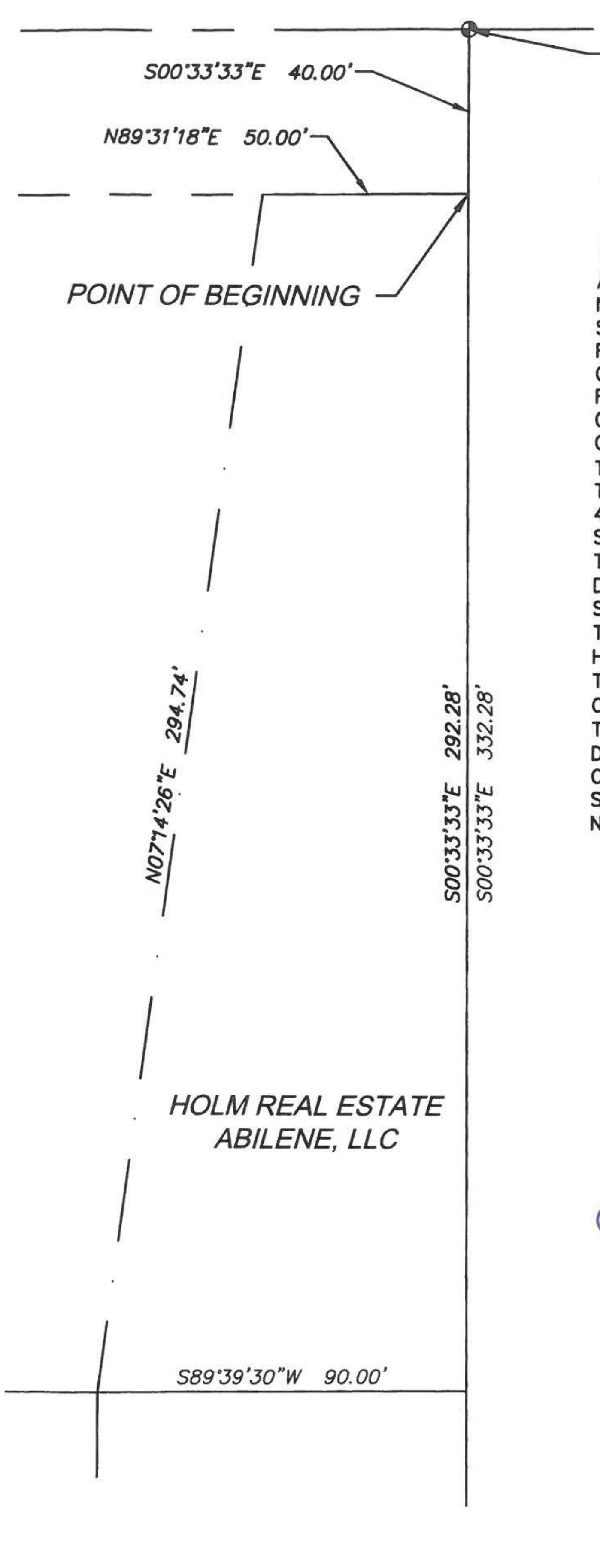
This instrument was acknowledged before me on _________________, 2020, by Chris Ostermann as Mayor and Penny L. Soukup, CMC, as City Clerk of the City of Abilene, Kansas.

My appointment expires:

____
Notary Public
Printed name: ________________________

[A real estate sales validation questionnaire is not required pursuant to K.S.A. 79-1437e(a)(13)]

EXHIBIT A
DESCRIPTION AND DEPICTION OF REAL ESTATE



PERMANENT DRAINAGE EASEMENT

LEGAL DESCRIPTION:

A TRACT OF LAND LOCATED IN THE NORTH HALF OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE SIXTH PRINCIPAL MERIDIAN, DICKINSON COUNTY, KANSAS; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER;

THENCE ON AN ASSUMED BEARING OF S00°33'33"E ALONG THE EAST LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 40.00 FEET TO THE SOUTH RIGHT OF WAY LINE OF NE 21ST STREET, SAID POINT ALSO BEING THE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID EAST LINE S00°33'33"E A DISTANCE OF 292.28 FEET TO THE SOUTHEAST CORNER OF SAID NORTH HALF;

THENCE S89°39'30"W ALONG THE SOUTH LINE OF SAID NORTH HALF A DISTANCE OF 90.00 FEET;

THENCE N07°14'26"E A DISTANCE OF 294.74 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF NE 21ST STREET;

THENCE N89°31'18"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING.

CONTAINS 20,455 SQUARE FEET, .470 ACRES MORE OR LESS.

SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS NOW OF RECORD.

GREGORY CHAD WELLER
LICENSED
1417
KANSAS
LAND SURVEYOR
4/9/18

N

Scale: 1'=40'

OLSSON® ASSOCIATES

302 S. 4th Street, Suite 110
Manhattan, Kansas 66502

TEL 785.539.6900
FAX 785.539.6901

www.olssonassociates.com

DWG: F:\PROJECTS\A15-2110\40-Design\Survey\SRVY\Sheets\V_EXB1_52110.dwg
DATE: 4/4/18 USER: cweller

CITY OF ABILENE
Eisenhower Municipal Building
419 N. Broadway - PO Box 519
Abilene, KS 67410
Voice: (785) 263-2550
Fax: (785) 263-2552
www.AbileneCityHall.com

MEMO

TO: Abilene City Commission and Jane Foltz, City Manager

FROM: Julie Roller Weeks, Abilene Convention & Visitors Bureau and Communications Director

DATE: July 17, 2020

RE: Community Development Block Grant – CV Awards

BACKGROUND

- May 12, 2020 – Kansas Department of Commerce announced CDBG-CV program
- May 18, 2020 – City of Abilene publishes notices of CDBG-CV public hearing
- May 26, 2020 – Abilene City Commission approves applying for CDBG-CV Grant Funds
- May 26, 2020 – Application submitted
- June 2, 2020 – City of Abilene notified of $132,000 grant award
- June 11, 2020 – CDBG-CV call with the Kansas Department of Commerce to outline grant details
- June 22, 2020 – Press Release - City of Abilene announces grant application to businesses
- June 26, 2020 – Kansas Department of Commerce releases additional grant information
- July 6, 2020 – Press Release - City of Abilene reminds businesses about grant deadline
- July 10, 2020 – Applications close

- July 16, 2020 – Kansas Department of Commerce announces additional criteria from HUD

As you can see, we are moving very quickly through this process while also navigating emerging details. The goal is to get funds to businesses as quickly as possible while still following all federal guidelines.

PROJECT SUMMARY

The City of Abilene received 38 applications from 29 businesses for its CDBG-CV grant applications. Of the applications, 28 met the U.S. Department of Housing and Urban Development (HUD) qualifications for the program. Recognizing all businesses have been affected by COVID19, and with the goal of retaining *all* storefronts and businesses, it is recommended to equally divide grant funds amongst the 28 qualifying businesses. This will result in grant award of $4,714 per business.

NEXT STEPS

July 27, 2020 – pass resolution approving 28 businesses to receive $4,714 in grant funding.

Then, we will notify businesses of their awards, gather the required documentation for their award, and schedule photos with the Abilene City Commission, recipients and the “big check”.

Thank you for your willingness to act quickly. Abilene businesses are very appreciative of this opportunity.