



ABILENE CITY COMMISSION - REGULAR MEETING AGENDA
ABILENE PUBLIC LIBRARY, 209 NW FOURTH STREET
May 8, 2023 - 4:00 pm

VIEW THIS CITY COMMISSION MEETING VIRTUALLY AT
www.abilenecityhall.com/watchlive

1. Call to Order
2. Roll Call: ____ Witt ____ Kollhoff ____ Rein ____ Miller ____ Marshall
3. Pledge of Allegiance
4. Approval of the Agenda for the May 8, 2023, City Commission Meeting
5. Consent Agenda - Consent Agenda items are considered routine business items. The consent agenda can be acted upon by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.
 - a. Meeting Minutes for April 24, 2023, Regular Meeting
6. Public Comments and Communications
 - a. Persons who wish to address the City Commission regarding items outside the agenda may do so when called upon by the Mayor. Speakers will be allowed a three-minute time limit.
 - b. Mental Health Awareness Month Proclamation
 - c. Smart Insurance Dividend Presentation-Doug Smart
7. Items for discussion
 - a. Water Main Replacement Project Engineering Services
8. Business Items
 - a. Consider approval of Resolution 050823-1, **A RESOLUTION DECLARING THE BOUNDARY AND LIMITS OF THE CITY OF ABILENE, KANSAS.**
9. Reports

- a. City Manager's Report

10. Recess of Regular Meeting

- a. Consider a motion to recess the May 8, 2023, City Commission Meeting. The City Commission Study Session will begin in 15 minutes, no sooner than 4:30 pm.

11. Call to Order – City Commission Study Session

12. May 8, 2023, City Commission Study Session Agenda

- a. Purchasing Policy Update
- b. Travel Policy Update
- c. Dangerous Structure-123 N. Spruce

13. Adjournment

- a. Consider a motion to adjourn May 8, 2023, City Commission Meeting

Future Meeting Reminders

*City Commission Regular Meeting, May 22, 2023, at 4 pm.

*City Commission Study Session, May 22, 2023 - 15 minutes following the adjournment of the regular meeting, will not start before 4:30 pm.

*City Commission Regular Meeting, June 12, 2023, at 4 pm.

*City Commission Study Session, June 12, 2023 - 15 minutes following the adjournment of the regular meeting, will not start before 4:30 pm.



Abilene City Commission Meeting Minutes
Abilene Public Library – 209 NW Fourth Street
April 24, 2023, @ 4:00 pm.
Abilene, Kansas

1. Call to Order

2. Roll Call – City Commission Present: Mayor Witt, Commissioners, Kollhoff (via Zoom), Rein, Miller and Marshall.

Staff Present: City Manager Marsh, City Clerk Mohr, Finance Director Johnson, City Attorney Martin, Parks and Recreation Director Timbrook, Fire Chief Strunk, Police Chief Hatter, Convention and Visitors Bureau Director Roller-Weeks, Public Works Director Schrader, Administrative Assistant Olson.

3. Pledge of Allegiance

Agenda

4. Approval of the Agenda for April 24, 2023, City Commission Meeting

Motion by Commissioner Marshall, seconded by Commissioner Miller, to approve the agenda as presented. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

Consent Agenda

5. Consent Agenda - Consent Agenda items are considered routine business items. The consent agenda can be acted upon by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.

- a. Meeting Minutes for April 10, 2023, Regular Meeting
- b. Re-appointment of Amanda Cormack to the Library Board for a 4-year term expiring April 2027

Motion by Commissioner Rein, seconded by Commissioner Miller, to approve the consent agenda as presented. Roll call vote: Rein YES, Miller YES, Marshall YES, Kollhoff NO, Witt YES. The motion carried 4-1.

6. Public Comments and Communications

- a. Persons who wish to address the City Commission regarding items outside the agenda may do so when called upon by the Mayor. Speakers will be allowed a three-minute time limit.

There were no public comments or communications.

- b. Arbor Day Proclamation
- c. National Library Week Proclamation
- d. Wild Bill Hickok Rodeo Committee Presentation-Alex James

7. Items for discussion

- a. Appointment of James Gartland to the Library Board for a 4-year term expiring April 2027

Motion by Commissioner Marshall, seconded by Commissioner Rein, to appoint James Gartland to the Library Board for a 4-year term expiring April 2027. Roll call vote: Marshall YES, Rein YES, Miller YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

- b. Resolution 050823-1-Boundary Resolution

8. Business Items

- a. Consider approval of a letter to the Kansas Housing Resources Corporation on behalf of Mennonite Housing regarding a proposed Senior Living Development in Abilene.

Motion by Commissioner Marshall, seconded by Commissioner Miller, to approve a letter to the Kansas Housing Resources Corporation on behalf of Mennonite Housing regarding a proposed Senior Living Development in Abilene. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

- b. Consider approval of Resolution No. 042423-1, **A RESOLUTION AUTHORIZING THE WAIVER OF CERTAIN PERMIT AND APPLICATION FEES ASSOCIATED WITH**

**THE DEVELOPMENT OF AN AFFORDABLE RENTAL HOUSING PROJECT
KNOWN AS ABILENE COURT, IN THE CITY OF ABILENE, KANSAS.**

Motion by Commissioner Rein, seconded by Commissioner Marshall, to approve Resolution No. 042423-1, **A RESOLUTION AUTHORIZING THE WAIVER OF CERTAIN PERMIT AND APPLICATION FEES ASSOCIATED WITH THE DEVELOPMENT OF AN AFFORDABLE RENTAL HOUSING PROJECT KNOWN AS ABILENE COURT, IN THE CITY OF ABILENE, KANSAS.** Roll call vote: Rein YES, Miller YES, Marshall YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

- c. Consider approval of a bid from Holm Automotive in an amount not to exceed \$53,500.00 for the purchase of a 2024 1-ton, single-wheel, 4-wheel drive truck with bed and assist steps for the Public Works Flood Control Department.

Motion by Commissioner Marshall, seconded by Commissioner Rein, to approve the bid from Holm Automotive in an amount not to exceed \$53,500.00 for the purchase of a 2024 1-ton, single-wheel, 4-wheel drive truck with bed and assist steps for the Public Works Flood Control Department. Roll call vote: Marshall YES, Rein YES, Miller YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

- d. Consider approval of a bid from Holm Automotive in an amount not to exceed \$48,800.00 for the purchase of a 2024 $\frac{3}{4}$ -ton truck with flatbed and assist steps for the Public Works Water Distribution Department.

Motion by Commissioner Miller, seconded by Commissioner Kollhoff, to approve the bid from Holm Automotive in an amount not to exceed \$48,800.00 for the purchase of a 2024 $\frac{3}{4}$ -ton flatbed with assist steps for the Public Works Water Distribution Department. Roll call vote: Miller YES, Kollhoff YES, Marshall YES, Rein YES, Witt YES. The motion carried unanimously 5-0.

9. Reports

a. City Manager's Report

Tomorrow afternoon Assistant Fire Chief Jeremy Stuck, and I will be in Manhattan for a panel discussion for the Kansas Department of Commerce's RETAIN Works Program.

Pre-construction meeting for the 14th Street Improvement Project is next Monday, May 1. We should have a good idea of phasing, timeline and start date after this meeting.

Reminder that the Eisenhower Marathon is this Saturday.

Department budget meetings begin next Monday. You received the schedule at last week's meeting.

A Grand Opening Ribbon Cutting for the Dizzy Donkey is next Monday, May 1, at 11:00 am.

You have the first quarter financials at your seat.

The new meeting schedule and format begins May 8. As a reminder, we will not meet next week.

10. Adjournment - Consider a motion to adjourn April 24, 2023, City Commission Meeting

Motion by Commissioner Marshall, seconded by Commissioner Miller, to adjourn the April 24, 2023, City Commission Meeting at 4:27 pm. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff YES, Witt YES. The motion carried unanimously 5-0.

(Seal)

Trevor D. Witt, Mayor

ATTEST:

Shayla L. Mohr
City Clerk

Proclamation

Mental Health Month Awareness 2023 “Look Around, Look Within”

WHEREAS, the area that someone lives in plays a significant role in their overall health and well-being; and

WHEREAS, surroundings can impact if, how, and when a person’s needs are met, which in turn affects mental health; and

WHEREAS, having safe, stable, and healthy home conditions sets the foundation for achieving and maintaining good mental health; and

WHEREAS, with early and effective interventions, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, health care provider, organization, and citizen share the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, I, Trevor D. Witt, Mayor of the City of Abilene, do hereby proclaim May 2023 as Mental Health Awareness Month in Abilene, Kansas. As the Mayor, I also call upon the citizens, government agencies, public and private institutions, businesses, and schools in Abilene to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

(ATTEST)

Trevor D. Witt, Mayor

Shayla L. Mohr
City Clerk



City Commission

Trevor Witt
Mayor

John Kollhoff
Vice-Mayor

Brandon Rein
Member

Wendy Miller
Member

Dee Marshall
Member

CITY STAFF

Ron Marsh
City Manager

Leann Johnson
Finance Director

Shayla Mohr
City Clerk

Lon Schrader
Public Works Director

Kari Zook
Community Development

Kellee Timbrook
Recreation Director

Julie Roller Weeks
CVB Director

Anna Hatter
Chief of Police

Kale Strunk
Fire Chief

City Council Meeting Date: Monday, May 8, 2023

Session: Regular Meeting

Topic: Professional Engineering Services

Department: Public Works

Staff Contact: Lon Schrader

Background:

Consider accepting Olsson agreement for professional engineering services for the 2023 Water Main Replacement project in the Kennedy School area.

The scope includes project management, design construction plans and documents, bidding and recommendations and conducting pre-construction planning.

Recommendation:

Consider and approve.

Fiscal Note:

Proposed cost \$46,535

Funding Source:

ARPA



MASTER AGREEMENT WORK ORDER

This exhibit dated April 19, 2023 is hereby attached to and made a part of the Master Agreement for Professional Services dated November 12, 2020 between City of Abilene, Kansas ("Client") and Olsson, Inc. ("Olsson") providing for professional services. Olsson's Scope of Services for the Agreement is as indicated below.

GENERAL

Olsson has acquainted itself with the information provided by Client relative to the project and based upon such information offers to provide the services described below for the project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property.

Olsson shall design the Project in conformity with the following: KDHE – Policies, General Considerations, And Design Requirements for Public Water Supply Systems in Kansas.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: NE 14th Street from N. Oak Street to East of N. Olive Street
N Kuney Street from NE 14th Street to NE 15th Street
N Olive Street NE 14th Street to Charles Road
See Exhibit A for map.

Project Description: This project includes preparation of design documents and project specifications for the design of replacement water distribution mains within city limits. In addition, restoration, phased traffic control plans, and standard details in conformance with City of Abilene standards will be provided. Supporting services will be provided including surveying and KDHE permitting.

SCOPE OF SERVICES

Olsson shall provide the following services (Scope of Services) to Client for the Project:

PHASE 100 – PROJECT MANAGEMENT

Task 100: General Project Management: Project management is responsible for coordination of the various disciplines that have involvement in the project, tracking of work completion, maintenance of project schedule, and project management updates.

PHASE 200 – SURVEY

Task 200: Topographic Survey: Topographic features will be surveyed to create a surface represented by 1 foot contours. Improvements within the limits of the project will

be located, including: buildings, roads, structures, pipes, fences, gravel surfaces, concrete surfaces, asphalt surfaces, tree lines, and utilities. The topographic survey limits will be to 20 feet outside of right of way line on both sides of the street.

- A Utility-One-Call will be made for the project. Utilities that are marked will be located. Above ground visible utilities will be located. Olsson will not be responsible for underground utilities not marked by the utility locate. An attempt will be made to obtain utility maps from the utilities listed on the Utility-One-Call. If maps are provided those utilities will be placed on the survey. Manholes will be inverted to get the pipe size and flow lines elevations.
- Horizontal coordinate system will be in reference to the Kansas State Plane Coordinate System North American Datum of 1983 (NAD83) modified to ground. Vertical datum will be in reference to the North American Datum of 1988 (NAVD88).
- Informational Title Commitments will be ordered for properties along the alignment.
- A site map will be created showing current site conditions based on the topographic survey.

PHASE 300 – CONSTRUCTION DOCUMENTS

Task 300: Construction Documents: Olsson will prepare a base drawing and construction plans for the project. Plans shall be prepared in accordance with standards set forth by the City of Abilene. The project will utilize the survey and available lidar supplemented with field review of the site to develop plans.

Project specifications and contract documents: Olsson will utilize standard EJCDC general conditions and front-end documents. Technical specifications will be prepared utilizing Olsson standard specifications in conformance with City of Abilene standard.

Plans will include the following:

- Cover Sheet
- Waterline Plan and Profiles
- Traffic Control and Construction Phasing Plan
- Waterline Details

Task 305: KDHE Submittal and Review: Olsson will submit plans, specifications, and contract documents to KDHE for review and approval.

Task 310: Cost Estimate and Quantities: Olsson will provide an estimate of quantities and cost of the proposed improvements.

Phase 400 – Bid Phase Services

- Tasks 400: Invitation for Bid/Plan Production and Distribution: Plan sets and construction contract documents will be distributed to plan service agencies for use during bidding and any prospective bidders at a specified cost to print each set. Maintain a record of prospective bidders and suppliers to whom drawings or specifications have been issued.
- Tasks 405: Interpretation of Documents/Prepare Addenda: Olsson will assist in preparation of addenda to the bid as required based upon the need to provide clarification or changes to the project plans and specifications. Olsson will assist in preparation of conforming documents to incorporate addenda changes at the completion of the bid process.
- Tasks 410: Bid Opening: Olsson will attend the bid opening and assist the Client with opening bids, prepare a bid tabulation, and distribute the bid tabulation to all plan holders.
- Tasks 415: Bid Evaluation and Recommendation of Award: Olsson will evaluate the bids for completeness and based upon our evaluation, prepare a letter to the Client recommending award of the contract. Distribute up to five (5) sets of construction drawings and specifications to the successful bidder.

PHASE 500 – CONSTRUCTION PHASE SERVICES

- Task 500: Construction Administration: Olsson shall perform the following construction administration services:
1. Conduct a pre-construction meeting. Olsson will prepare and distribute minutes of the meeting.
 2. Receive, log and review contractor submittals (i.e. shop drawings, cut sheets).
 3. Answer contractors' questions and interpret construction documents.

Assumptions

1. Topographic Survey outside the existing right of way is not required to complete the design.
2. Minor improvements to roadway and/or sidewalk will be limited to locations where waterline will be placed.
3. City Staff's plan sketches will be utilized as the basis of design.

City Responsibilities

1. The city shall be responsible for providing O&E reports/title work to support established right-of-way and for necessary right-of-way and easement acquisition.
2. The city shall be responsible for all mailings informing the public of surveying, public meetings, etc.

3. The city shall be responsible for coordinating and scheduling the time and location of the public meetings.
4. The city shall complete the property acquisition and negotiations with the landowners.
5. The city will purchase all the waterline up front to be used for the project. The pipe is C-900 Certa-Lok pipe to be used throughout.

Exclusions

1. Utility potholing
2. Construction Staking
3. Construction Observation, Special Inspection and Materials Testing
4. Pipe bursting design and/or specifications
5. System sizing and/or modeling of existing public water mains

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

SCHEDULE FOR OLSSON'S SERVICES

Unless otherwise agreed, Olsson expects to perform its services under the Agreement as follows:

Anticipated Start Date: May 2023
Anticipated Completion Date: October 2023

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

Client shall pay to Olsson for the performance of the Scope of Services a lump sum of FOURTY SIX THOUSAND FIVE HUNDRED THIRTY FIVE dollars (**\$46,535.00**). Olsson's reimbursable expenses for this project are included in the lump sum. Olsson shall submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.

TERMS AND CONDITIONS OF SERVICE

We have discussed with you the risks, rewards and benefits of the Project, the Scope of Services, and our fees for such services and the Agreement represents the entire understanding between

Client and Olsson with respect to the Project. The Agreement may only be modified in writing signed by both parties.

Client's designated Project Representative shall be Ron Marsh.

If this Work Order satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson, 302 S. 4th Street. Suite 110, Manhattan, Kansas 66502. This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.

OLSSON, INC.

By Jared E. Loomis
Jared Loomis, P.E.

By Brayson Benne
Brayson Benne, P.E.

By signing below, you acknowledge that you have full authority to bind Client to the terms of the Agreement. If you accept this Work Order, please sign:

CITY OF ABILENE

By _____
Signature

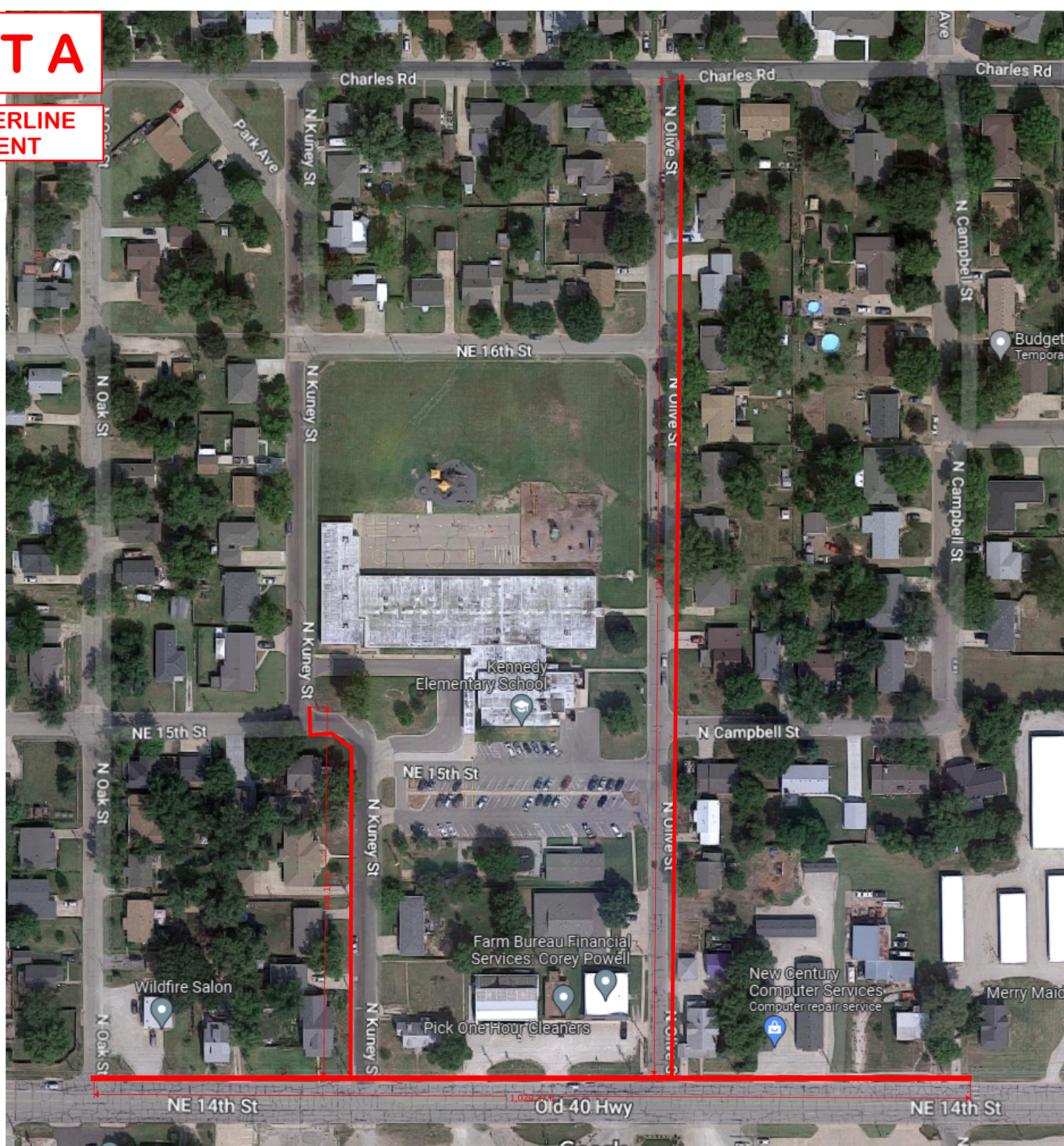
Print Name: Trevor D. Witt

Title: Mayor

Dated: May 8, 2023

EXHIBIT A

ABILENE WATERLINE REPLACEMENT





City Commission

Trevor Witt
Mayor

John Kollhoff
Vice-Mayor

Brandon Rein
Member

Wendy Miller
Member

Dee Marshall
Member

CITY STAFF

Ron Marsh
City Manager

Leann Johnson
Finance Director

Shayla Mohr
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Lon Schrader
Public Works Director

Kari Zook
Community Development

Kellee Timbrook
Recreation Director

Julie Roller Weeks
CVB Director

Anna Hatter
Chief of Police

Kale Strunk
Fire Chief

City Council Meeting Date: Monday, May 8, 2023

Session: Regular Meeting

Topic: Boundary Resolution

Department: Administration

Staff Contact: City Manager

Background:

This boundary resolution is an update to the boundary resolution approved September 2022.

Per K.S.A. 12-517, cities that have territory added or excluded from the city shall declare by resolution the entire boundary of the city. This is done annually if necessary.

Prior to last year, the city had not updated it's boundary per state statute since 2007. After filing the boundary resolution with the county, we discovered several tracts that the city had annexed or had been modified that were not included in last year's resolution. The resolution before you incorporate the annexations and modifications and is a complete description of the Abilene city boundaries.

Moving forward, any changes to the core boundary will be presented to the Governing Body in December each year.

Recommendation:

Approve the updated Boundary Resolution for the City of Abilene.

Fiscal Note:

NA

Funding Source:

NA

RESOLUTION NO. 050823-1

A RESOLUTION DECLARING THE BOUNDARY AND LIMITS OF THE CITY OF ABILENE, KANSAS. BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ABILENE, KANSAS, THAT:

SECTION 1. The boundary line of the City of Abilene, Kansas, which encompasses four plus (4+) square miles, and which is located upon Section Twelve (12), Township Thirteen (13) South, Range One (1) East of the Sixth Principal Meridian, Dickinson County, Kansas and upon Sections Four (4), Seven (7), Eight (8), Nine (9), Ten (10), Fifteen (15), Sixteen (16), Seventeen (17), Eighteen (18), Twenty (20), Twenty-one (21), Twenty-two (22), and Twenty-nine (29), Township Thirteen (13) South, Range Two (2) East of the Sixth Principal Meridian, Dickinson County, Kansas, be represented as follows:

CORE BOUNDARY LINE

BEGINNING AT THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF NORTH BRADY STREET AND THE NORTH RIGHT OF WAY LINE OF NORTHEAST 14TH STREET (OLD US 40 HIGHWAY) POINT ALSO BEING 35 FEET NORTH AND 25 FEET EAST OF THE NORTHWEST CORNER OF SECTION 15, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN IN DICKINSON COUNTY, KANSAS; THENCE ON AN ASSUMED BEARING OF N89°35'33"E ALONG SAID NORTH RIGHT OF WAY LINE A DISTANCE OF 515.00 FEET; THENCE S00°36'08"E AN APPROXIMATE DISTANCE OF 1798.2 FEET TO A POINT ON THE NORTH LINE OF KIPP ADDITION; THENCE N90°00'00"E ALONG SAID NORTH LINE A DISTANCE OF 225.00 FEET TO THE NORTHEAST CORNER OF SAID KIPP ADDITION; THENCE S00°17'10"E ALONG THE EAST LINE OF SAID KIPP ADDITION AN APPROXIMATE DISTANCE OF 1198.1 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF NORTHEAST 7TH STREET; THENCE N89°50'00"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 631.4 FEET TO THE CENTERLINE OF NORTH PECAN STREET; THENCE S00°40'34"E ALONG SAID CENTERLINE AN APPROXIMATE DISTANCE OF 456.8 FEET TO THE SOUTH RIGHT OF WAY LINE OF NORTHEAST 6TH STREET; THENCE S89°50'00"W ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 849.0 FEET TO A POINT BEING 529 FEET EAST OF THE EAST LINE OF NORTH BRADY STREET SAID POINT BEING ON THE EAST LINE OF THE ALLEY OF BLOCK 7 AND THE NORTHWEST CORNER OF LOT 1 BLOCK 7 IN SAID EAST LAWN ADDITION; THENCE S00°37'24"E ALONG SAID EAST LINE AND EXTENSION THEREOF AN APPROXIMATE DISTANCE OF 1083.9 FEET TO A POINT ON THE EAST LINE OF LOT 1, BLOCK 2, OF SMALLEY'S SUBDIVISION, SAID POINT IS 529 FEET EAST AND 802 FEET NORTH OF THE SOUTHWEST CORNER OF SECTION 15 AND IS THE NORTHWEST CORNER OF PROSPECT PARK ADDITION; THENCE N89°35'16"E ALONG THE NORTH LINE OF SAID PROSPECT PARK ADDITION AN APPROXIMATE DISTANCE OF 172.1 FEET TO THE EXTENSION OF THE EAST LINE OF LOT 6 SAID PROSPECT PARK ADDITION; THENCE S00°39'57"E ALONG SAID EAST LINE AND EXTENSION THEREOF AN APPROXIMATE DISTANCE OF 842.0 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF EAST 1ST STREET; THENCE S89°35'16"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 665.1 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF SOUTH BRADY STREET; THENCE S00°29'29"E ALONG SAID EAST LINE AN APPROXIMATE DISTANCE OF 650.0 FEET TO THE NORTH RIGHT OF WAY LINE OF THE BURLINGTON NORTHERN, SANTA FE RAILROAD; THENCE S89°30'32"W ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 565.0 FEET TO A POINT THAT IS 530 FEET WEST OF THE EAST LINE OF SECTION 21; THENCE S00°29'29"E AN APPROXIMATE DISTANCE OF 500 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF SOUTHEAST 4TH STREET; THENCE N89°36'24"E ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 565.0 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF SOUTH BRADY STREET; THENCE S00°29'29"E ALONG SAID EAST LINE AN APPROXIMATE DISTANCE OF 962.8 FEET

TO THE SOUTH LINE OF EISENHOWER ADDITION; THENCE S89°37'33"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 1632.3 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 21 AND THE EAST LINE OF CENTRAL PARK ADDITION; THENCE S00°29'48"E AN APPROXIMATE DISTANCE OF 366.0 FEET TO THE SOUTHEAST CORNER OF SAID QUARTER, QUARTER AND THE SOUTHEAST CORNER OF SAID CENTRAL PARK ADDITION; THENCE S89°37'33"W ALONG SAID SOUTH QUARTER, QUARTER LINE AND SOUTH LINE OF SAID CENTRAL PARK ADDITION AN APPROXIMATE DISTANCE OF 807.3 FEET TO A POINT 520 FEET EAST OF THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF SECTION 21; THENCE S00°35'46"E AN APPROXIMATE DISTANCE OF 1327.9 FEET TO A POINT ON THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 21; THENCE S89°39'45"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 520.0 FEET TO THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 21; THENCE N00°35'46"W ALONG THE WEST LINE OF SAID QUARTER, QUARTER AND THE CENTERLINE OF SOUTH BUCKEYE AVENUE, AN APPROXIMATE DISTANCE OF 83.6 FEET TO A POINT THAT IS 1244 FEET SOUTH OF THE NORTHWEST CORNER OF SAID NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 21; THENCE S89°32'10"W AN APPROXIMATE DISTANCE OF 825.2 FEET; THENCE N00°35'46"W AN APPROXIMATE DISTANCE OF 284.0 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF AUGUSTINE AVENUE; THENCE N89°32'08"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 44.4 FEET TO A POINT ON THE EXTENSION OF THE WEST RIGHT OF WAY LINE OF SOUTH CEDAR STREET; THENCE N00°32'06"W ALONG SAID WEST RIGHT OF WAY LINE AND EXTENSION THEREOF AN APPROXIMATE DISTANCE OF 730.0 FEET TO THE NORTHEAST CORNER OF BLOCK 7 CHICAGO ADDITION; THENCE S89°32'11"W ALONG THE NORTH LINE OF SAID BLOCK 7 AN APPROXIMATE DISTANCE OF 295.0 FEET TO THE NORTHWEST CORNER OF LOT 27, BLOCK 7, CHICAGO ADDITION; THENCE N00°32'06"W AN APPROXIMATE DISTANCE OF 230.0 FEET TO A POINT ON THE SOUTH LINE OF THE NOWRTHWEST QUARTER OF SECTION 21; THENCE S89°32'11"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 252.7 FEET TO THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 21; THENCE N00°27'33"W ALONG THE WEST LINE OF SAID QUARTER, QUARTER AN APPROXIMATE DISTANCE OF 1325.2 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 21; THENCE S89°25'09"W ALONG THE SOUTH LINE OF SAID QUARTER, QUARTER AN APPROXIMATE DISTANCE OF 1320.1 FEET TO THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20; THENCE S89°26'24"W AN APPROXIMATE DISTANCE OF 261.3 FEET TO THE WEST LINE OF A TRACT OF LAND CONVEYED TO THE CITY OF ABILENE FOR THE NEW CHANNEL OF MUD CREEK; THENCE S00°08'23"E ON SAID WEST LINE AN APPROXIMATE DISTANCE OF 523.00 FEET TO THE CENTER OF AN ABANDONED CHANNEL OF MUD CREEK; THENCE S66°27'27"W ALONG THE MEANDER LINE OF SAID MUD CREEK AN APPROXIMATE DISTANCE OF 205.61 FEET; THENCE CONTINUING ALONG SAID MEANDER LINE S51°54'59"W AN APPROXIMATE DISTANCE OF 183.92 FEET; THENCE ALONG SAID MEANDER LINE S77°44'38"W AN APPROXIMATE DISTANCE OF 131.04 FEET; THENCE ALONG SAID MEANDER LINE S39°53'08"W AN APPROXIMATE DISTANCE OF 371.37 FEET; THENCE ALONG SAID MEANDER LINE S62°21'25"W AN APPROXIMATE DISTANCE OF 128.82 FEET; THENCE ALONG SAID MEANDER LINE N65°55'59"W AN APPROXIMATE DISTANCE OF 105.35 FEET; THENCE ALONG SAID MEANDER LINE N49°01'29"W AN APPROXIMATE DISTANCE OF 225.30 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20; THENCE N00°26'00"W ON SAID WEST LINE AN APPROXIMATE DISTANCE OF 890.00 FEET TO THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20; THENCE N89°26'54"E ON THE NORTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHEAST QUARTER AN APPROXIMATE DISTANCE OF 188.7 FEET; THENCE N00°26'00"W AN APPROXIMATE DISTANCE OF 135.7 FEET; THENCE N83°31'13"E AN APPROXIMATE DISTANCE OF 590.4 FEET; THENCE N00°41'27"W AN APPROXIMATE DISTANCE OF 343.2 FEET TO THE SOUTH RIGHT OF WAY

LINE OF THE BURLINGTON NORTHERN, SANTE FE RAILROAD; THENCE S89°58'08"W ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 774.20 FEET TO A POINT ON THE WEST LINE OF THE NORHTEAST QUARTER OF THE NORHTEAST QUARTER OF SECTION 20; THENCE N00°26'00"W ALONG THE WEST LINE OF SAID QUARTER, QUARTER AN APPROXIMATE DISTANCE OF 384.2 FEET TO THE NORTH RIGHT OF WAY LINE OF THE UNION PACIFIC RAILROAD; THENCE S68°58'59"W ALONG SAID NORTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 4291.4 FEET TO A POINT ON THE WEST LINE OF SECTION 20; THENCE N00°22'37"W ALONG SAID WEST LINE AN APPROXIMATE DISTANCE OF 763.5 FEET TO A POINT 198 FEET NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 19; THENCE S89°36'16"W AN APPROXIMATE DISTANCE OF 30.0 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SOUTH VAN BUREN STREET, SAID POINT ALSO BEING THE SOUTHEAST CORNER OF LOT 1 EVERETTS SUBDIVISION; THENCE N00°22'37"W ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 1124.5 FEET TO A POINT ON THE NORTH LINE OF SECTION 19, BEING 30 FEET WEST OF THE NORTHEAST CORNER OF SAID SECTION 19; THENCE S89°28'37"W ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 20.0 FEET; THENCE N00°39'09"W ALONG THE WEST RIGHT OF WAY LINE OF NORTH VAN BUREN STREET AN APPROXIMATE DISTANCE OF 325.0 FEET; THENCE S89°28'37"W AN APPROXIMATE DISTANCE OF 610.0 FEET TO A POINT 660 FEET WEST OF THE WEST LINE OF SECTION 19; THENCE S00°39'09"E AN APPROXIMATE DISTANCE OF 300.0 FEET TO A POINT ON THE NORTH LINE OF WEST 1ST STREET; THENCE S89°28'37"W ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 330.0 FEET; THENCE N00°39'09"W AN APPROXIMATE DISTANCE OF 1302.1 FEET TO A POINT ON THE NORTH LINE OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18; THENCE N89°26'33"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 940.0 FEET TO A POINT BEING 50 FEET WEST OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18, SAID POINT ALSO BEING ON THE WEST RIGHT OF WAY LINE OF NORTH VAN BUREN STREET; THENCE N00°39'09"W ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 1327.7 FEET TO A POINT ON THE NORTH LINE OF THE SOUTHEAST QUARTER OF SECTION 18, POINT BEING 50 WEST OF THE NORTHEAST CORNER OF SAID QUARTER; THENCE S89°24'29"W ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 2599.8 FEET TO THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 18; THENCE S89°25'51"W AN APPROXIMATE DISTANCE OF 1324.6 FEET TO THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18; THENCE N00°24'16"W ALONG THE WEST LINE OF SAID QUARTER, QUARTER AN APPROXIMATE DISTANCE OF 1325.9 FEET TO THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18; THENCE CONTINUING N00°24'16"W AN APPROXIMATE DISTANCE OF 1325.9 FEET TO THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18; THENCE N89°19'11"E ON THE NORTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER AN APPROXIMATE DISTANCE OF 320.0 FEET; THENCE S00°24'16"E AN APPROXIMATE DISTANCE OF 40.00 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF NORTHWEST 14TH STREET; THENCE N89°19'11"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 998.1 FEET TO A POINT ON THE EAST LINE OF SAID NORTHWEST QUARTER, POINT BEING 40 FEET SOUTH OF THE NORTHEAST CORNER OF SAID QUARTER; THENCE CONTINUING ALONG SAID SOUTH RIGHT OF WAY LINE N89°23'49"E AN APPROXIMATE DISTANCE OF 1324.9 FEET TO A POINT ON THE EAST LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18; THENCE S00°32'50"E ALONG SAID EAST LINE AN APPROXIMATE DISTANCE OF 1624.6 FEET TO A POINT 990 FEET NORTH OF THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18; THENCE N89°24'29"E AN APPROXIMATE DISTANCE OF 1264.9 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF NORTH VAN BUREN STREET, POINT BEING 990 FEET NORTH OF THE SOUTHEAST CORNER OF SAID NORTHEAST QUARTER; THENCE N00°35'31"W ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 337.5 FEET TO A POINT ON THE NORTH LINE OF THE SOUTHEAST QUARTER

OF THE NORTHEAST QUARTER OF SECTION 18; THENCE N89°27'13"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 60.3 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 17; THENCE N89°17'13"E AN APPROXIMATE DISTANCE OF 2676.8 FEET TO THE NORTHWEST CORNER OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 17; THENCE N89°13'56"E ALONG THE NORTH LINE OF SAID SOUTH HALF AN APPROXIMATE DISTANCE OF 1942.0 FEET TO A POINT 740 FEET WEST OF THE NORTHEAST CORNER OF SAID SOUTH HALF; THENCE N57°34'24"W AN APPROXIMATE DISTANCE OF 274.0 FEET TO A POINT 150 FEET NORTH AND 970 FEET WEST OF SAID NORTHEAST CORNER; THENCE N53°41'33"E AN APPROXIMATE DISTANCE OF 308.3 FEET TO A POINT 720 FEET WEST AND 1000 FEET SOUTH OF THE NORTHEAST CORNER OF SECTION 17; THENCE N19°38'08"E AN APPROXIMATE DISTANCE OF 1002.9 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF NORTHWEST 14TH STREET, SAID POINT BEING 60 FEET SOUTH AND 375 FEET WEST OF THE NORTHEAST CORNER OF SECTION 17; THENCE N89°14'02"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 115.0 FEET TO A POINT 60 FEET SOUTH AND 260 FEET WEST OF THE NORTHEAST CORNER OF SECTION 17; THENCE N00°28'51"W AN APPROXIMATE DISTANCE OF 60.0 FEET TO A POINT ON THE NORTH LINE OF SAID SECTION 17; THENCE N00°36'53"W AN APPROXIMATE DISTANCE OF 869.0 FEET TO A POINT THAT IS 869 FEET NORTH AND 260 FEET WEST OF THE SOUTHEAST CORNER OF SECTION 8; THENCE N89°14'02"E AN APPROXIMATE DISTANCE OF 290.0 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF NORTH VINE STREET; THENCE N00°36'53"W ALONG SAID EAST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 2027.8 FEET TO THE SOUTH RIGHT OF WAY LINE OF KANSAS INTERSTATE 70 HIGHWAY; THENCE N74°03'31"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 86.6 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY LINE N89°47'49"E AN APPROXIMATE DISTANCE OF 174.4 FEET; THENCE N72°38'00"E ALONG RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 248.8 FEET; THENCE N51°23'01"E ALONG RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 106.6 FEET; THENCE N74°03'31"E ALONG RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 1057.5 FEET; THENCE N84°17'26"E ALONG RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 281.3 FEET TO EXTENDED CENTERLINE OF VACATED NORTH CEDAR STREET IN KIRBY'S ADDITION; THENCE N00°23'27"W ALONG VACATED CENTERLINE OF NORTH CEDAR STREET EXTENDED IN KIRBY'S ADDITION AN APPROXIMATE DISTANCE OF 1892.0 FEET TO A POINT 40 SOUTH OF THE NORTH LINE OF SECTION 9, SAID POINT BEING ON THE SOUTH RIGHT OF WAY LINE OF NORTHWEST ROLLER COASTER ROAD; THENCE N89°46'53"E ALONG SAID RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 666.4 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF NORTH BUCKEYE AVENUE (K-15 HIGHWAY); THENCE N01°05'12"W ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 500.2 FEET; THENCE N88°53'26"E AN APPROXIMATE DISTANCE OF 120.0 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF NORTH BUCKEYE AVENUE (K-15 HIGHWAY), BEING THE NORTHWEST CORNER OF LOT 1 BLOCK ONE CUNNINGHAM ADDITION; THENCE N01°07'30"W ALONG SAID RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 858.4 FEET TO A POINT 60 FEET EAST OF THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 4, ALSO BEING THE NORTHWEST CORNER OF LOT 1 BLOCK 2 CUNNINGHAM ADDITION; THENCE N89°32'21"E ALONG THE NORTH LINE OF THE SOUTH HALF OF THE SOUTHEAST QUARTER SECTION 4, A PORTION OF WHICH IS THE NORTH LINE OF CUNNINGHAM ADDITION, AN APPROXIMATE DISTANCE OF 2545.8 FEET TO A POINT 40 FEET WEST OF THE NORTHEAST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 4, SAID POINT ALSO BEING ON THE WEST RIGHT OF WAY LINE OF HAWK ROAD (BRADY STREET ALIGNMENT); THENCE S00°29'51"E ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 1318.9 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 9; THENCE N89°30'09"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 40.0 FEET TO THE NORTHEAST CORNER OF SECTION 9; THENCE S00°49'44"E ALONG THE EAST LINE OF SAID SECTION 9 AN APPROXIMATE DISTANCE OF 635.4 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF KANSAS INTERSTATE 70 HIGHWAY; THENCE S74°03'31"W ALONG SAID NORTH RIGHT OF

WAY LINE AN APPROXIMATE DISTANCE OF 1372.2 FEET; THENCE CONTINUING ALONG RIGHT OF WAY LINE S78°49'20"W AN APPROXIMATE DISTANCE OF 602.1 FEET; THENCE ALONG SAID RIGHT OF WAY LINE S89°00'20"W AN APPROXIMATE DISTANCE OF 59.2 FEET TO A POINT ON THE NORTH-SOUTH CENTERLINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9; THENCE S00°41'09"E ALONG SAID NORTH-SOUTH CENTERLINE AND THE NORTH-SOUTH CENTERLINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9 AN APPROXIMATE DISTANCE OF 1499.5 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF NORTHEAST 21ST STREET; THENCE N89°32'17"E ALONG SAID RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 660.0 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9, SAID POINT ALSO BEING THE WEST LINE OF EASTRIDGE ADDITION; THENCE N00°44'10"W ALONG SAID WEST LINES AN APPROXIMATE DISTANCE OF 381.2 FEET TO THE NORTH LINE OF EASTRIDGE ADDITION; THENCE N89°30'31"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 1344.4 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF NORTH BRADY STREET; THENCE S00°49'44"E ALONG SAID EAST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 220.0 FEET; THENCE N89°10'16"E AN APPROXIMATE DISTANCE OF 15 FEET TO THE EAST RIGHT OF WAY LINE OF NORTH BRADY STREET; THENCE S00°49'44"E ALONG SAID EAST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 201.9 FEET TO A POINT 40 FEET EAST OF THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 9; THENCE CONTINUING ALONG SAID EAST RIGHT OF WAY LINE S00°49'54"E AN APPROXIMATE DISTANCE OF 2380.0 FEET; THENCE S89°15'00"W ALONG SAID EAST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 15.0 FEET; THENCE S00°49'54"E ALONG SAID EAST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 239.7 FEET TO THE POINT OF BEGINNING. CONTAINS APPROXIMATELY 106,964,751 SQUARE FEET OR 2,455.6 ACRES MORE OR LESS.

SOUTH BRADY STREET

ALL OF SOUTH BRADY STREET RIGHT OF WAY ALONG SECTION 21 AND SECTION 22 TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN, DICKINSON COUNTY, KANSAS FROM THE NORTH RIGHT OF WAY LINE OF THE BNSF RAILROAD SOUTH TO THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 21.

TRACT A

BEGINNING AT A POINT 1106.4 FEET NORTH AND 40 FEET WEST OF THE SOUTHEAST CORNER OF SECTION 12, TOWNSHIP 13 SOUTH, RANGE 1 EAST OF THE SIXTH PRINCIPAL MERIDIAN, DICKINSON COUNTY, KANSAS; THENCE N90°00'00"W APPROXIMATELY 646.8 FEET; THENCE N00°00'00"E AN APPROXIMATE DISTANCE OF 323.8 FEET TO THE SOUTHERLY RIGHT OF WAY OF KANSAS INTERSTATE 70 HIGHWAY; THENCE N81°06'35"E ALONG SAID SOUTHERLY RIGH OF WAY LINE AN APPROXIMATE DISTANCE OF 487.6 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY LINE N89°27'53"E AN APPROXIMATE DISTANCE OF 143.6 FEET TO A POINT 1509.4 FEET NORTH AND 60.1 FEET WEST OF THE SOUTHEAST CORNER OF SAID SECTION 12; THENCE S05°54'49"E AN APPROXIMATE DISTANCE OF 201.4 FEET TO A POINT 1308.4 FEET NORTH AND 40 FEET WEST OF SAID SOUTHEAST CORNER, SAID POINT ALSO BEING ON THE WEST RIGHT OF WAY LINE OF FAIR ROAD; THENCE S00°11'13"E ALONG SAID WEST RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 200.2 FEET TO THE POINT OF BEGINNING.

TRACT B AND TRACT D (RUSSELL STOVER ETAL AND HIGHLANDS ETAL)

BEGINNING AT A POINT 40 FEET NORTH AND 40 FEET EAST OF THE SOUTHWEST CORNER OF SECTION 7, TOWNSHIP 13 SOUTH, RANGE 2 EAST, OF THE SIXTH PRINCIPAL MERIDIAN, DICKINSON COUNTY, KANSAS;

THENCE N00°11'13"W ALONG THE EAST RIGHT OF WAY LINE OF FAIR ROAD AN APPROXIMATE DISTANCE OF 511.0 FEET TO THE SOUTH RIGHT OF WAY LINE OF KANSAS INTERSTATE 70 HIGHWAY; THENCE N21°19'37"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 88.2 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT OF WAY LINE N01°33'05"E AN APPROXIMATE DISTANCE OF 452.2 FEET; THENCE ALONG SAID SOUTH RIGHT OF WAY LINE N72°50'01"E AN APPROXIMATE DISTANCE OF 170.6 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N23°14'32"E AN APPROXIMATE DISTANCE OF 652.4 FEET; THENCE ALONG SAID SOUTH RIGHT OF WAY LINE N43°45'09"E AN APPROXIMATE DISTANCE OF 328.9 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N55°00'48"E AN APPROXIMATE DISTANCE OF 239.7 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N66°56'33"E AN APPROXIMATE DISTANCE OF 314.6 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N17°50'07"W AN APPROXIMATE DISTANCE OF 105.3 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N79°42'07"E AN APPROXIMATE DISTANCE OF 120.1 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N80°03'12"E AN APPROXIMATE DISTANCE OF 1327.6 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF SECTION 7; THENCE S00°34'57"E ALONG SAID WEST LINE AN APPROXIMATE DISTANCE OF 1240.0 FEET TO THE NORTH LINE OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 7, SAID POINT ALSO BEING THE NORTHWEST CORNER OF INDUSTRIAL PARK ADDITION NO. 1; THENCE N89°04'09"E ALONG SAID NORTH LINE AN APPROXIMATE DISTANCE OF 662.5 FEET TO THE NORTHEAST CORNER OF SAID INDUSTRIAL PARK ADDITION; THENCE N00°34'49"W AN APPROXIMATE DISTANCE OF 1233.3 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF KANSAS INTERSTATE 70 HIGHWAY; THENCE N86°47'59"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 663.2 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT OF WAY LINE N86°05'07"E AN APPROXIMATE DISTANCE OF 1327.4 FEET TO THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 7; THENCE S00°34'28"E ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER AN APPROXIMATE DISTANCE OF 968.0 FEET; THENCE N89°25'35"E AN APPROXIMATE DISTANCE OF 30.0 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF NORTH VAN BUREN STREET, SAID POINT ALSO BEING ON THE WEST LINE OF GOLDEN HEIGHTS EAST ADDITION; THENCE N12°11'08"E ALONG SAID WEST LINE AN APPROXIMATE DISTANCE OF 947.3 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF KANSAS INTERSTATE 70 HIGHWAY; THENCE N86°24'38"E ALONG SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 956.8 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY LINE N85°51'42"E AN APPROXIMATE DISTANCE OF 141.7 FEET TO A POINT 11.5 FEET NORTH OF THE NORTHEAST CORNER OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 8; THENCE S00°36'46"E ALONG THE EAST LINE AND THE EXTENSION THEREOF AN APPROXIMATE DISTANCE OF 2004.7 FEET TO THE SOUTHEAST CORNER OF SAID GOLDEN BELT HEIGHTS EAST ADDITION; THENCE S89°14'58"W ALONG THE SOUTH LINE OF SAID GOLDEN BELT HEIGHTS EAST ADDITION AN APPROXIMATE DISTANCE OF 200.0 FEET; THENCE S00°36'55"E AN APPROXIMATE DISTANCE OF 603.7 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF NORTHWEST 14TH STREET; THENCE S89°15'09"W ALONG SAID NORTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 366.0 FEET; THENCE N00°36'55"W AN APPROXIMATE DISTANCE OF 311.0 FEET; THENCE S89°15'09"W AN APPROXIMATE DISTANCE OF 446.7 FEET; THENCE S00°36'55"W AN APPROXIMATE DISTANCE OF 209.3 FEET; THENCE S89°23'05"W AN APPROXIMATE DISTANCE OF 67.0 FEET; THENCE S01°15'11"E AN APPROXIMATE DISTANCE OF 161.8 FEET TO A POINT ON THE SOUTH LINE OF SECTION 8; THENCE S89°15'09"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 260 FEET TO THE SOUTHEAST CORNER OF SECTION 7; THENCE S89°23'49"W ALONG THE SOUTH LINE OF SECTION 7 AN APPROXIMATE DISTANCE OF 30.0 FEET TO A POINT ON THE EXTENSION OF THE WEST

RIGHT OF WAY LINE OF NORTH VAN BUREN STREET; THENCE N00°34'28"W ALONG SAID WEST RIGHT OF WAY LINE AND EXTENSION THEREOF AN APPROXIMATE DISTANCE OF 664.3 FEET TO THE SOUTHEAST CORNER OF GOLDEN BELT HEIGHTS WEST ADDITION; THENCE S89°13'59"W ALONG SAID SOUTH LINE AN APPROXIMATE DISTANCE OF 1295.0 FEET TO THE SOUTHWEST CORNER OF SAID GOLDEN BELT HEIGHTS ADDITION; THENCE S00°34'42"E AN APPROXIMATE DISTANCE OF 618.8 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF NORTHWEST 14TH STREET; THENCE S89°19'11"W ALONG SAID NORTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 3920.6 FEET TO THE POINT OF BEGINNING.

TRACT C (WASTEWATER TREATMENT PLANT)

THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 27, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN, DICKINSON COUNTY, KANSAS.

TRACT E (AIRPORT)

BEGINNING AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST, OF THE 6TH PRINCIPAL MERIDIAN, IN DICKINSON COUNTY, KANSAS; THENCE S00°27'02"E ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 2654.40 FEET TO THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 29; THENCE S00°27'01"E ALONG THE EAST LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 1570.00 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF 2100 AVENUE; THENCE S89°32'59"W ALONG SAID NORTH RIGHT OF WAY LINE A DISTANCE OF 764.90 FEET; THENCE CONTINUING ALONG THE NORTH AND EAST RIGHT OF WAY LINE OF SAID 2100 AVENUE ON A ARC TO THE RIGHT HAVING A RADIUS OF 572.86 FEET AND AN ARC LENGTH OF 900.22 FEET; THENCE ALONG SAID EAST RIGHT OF WAY LINE N00°24'47"W A DISTANCE OF 397.53 FEET; THENCE ALONG EAST AND NORTH RIGHT OF WAY LINE OF SAID 2100 AVENUE ON AN ARC TO THE LEFT HAVING A RADIUS OF 631.21 FEET AND AN ARC LENGTH OF 795.76 FEET TO A POINT ON THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 20, SAID POINT BEING 905.57 FEET EAST OF THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER; THENCE N89°37'09"E ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 160.9 FEET; THENCE N40°57'48"W A DISTANCE OF 1639.53 FEET TO A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER; THENCE N00°23'08"W ALONG SAID WEST LINE A DISTANCE OF 1231.36 FEET; THENCE S40°34'31"E A DISTANCE OF 1012.95 FEET; THENCE N89°47'07"E A DISTANCE OF 623.46 FEET; THENCE N00°19'34"W A DISTANCE OF 2076.00 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF THE BNSF RAILROAD; THENCE N68°59'09"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 544.34 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY LINE S21°04'20"E A DISTANCE OF 100.00 FEET; THENCE ALONG SAID RIGHT OF WAY LINE N68°55'40"E A DISTANCE OF 911.19 FEET TO A POINT ON THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 20; THENCE S00°27'02"E ALONG SAID EAST LINE A DISTANCE OF 521.40 FEET; THENCE S89°24'28"W A DISTANCE OF 247.00 FEET; THENCE S00°27'02"E PARALLEL TO SAID EAST LINE A DISTANCE OF 480.85 FEET; THENCE N89°24'10"E A DISTANCE OF 217.00 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SOUTH WASHINGTON STREET; THENCE S00°27'02"E ALONG SAID WEST RIGHT OF WAY LINE A DISTANCE OF 540.50 FEET; TO A POINT ON THE SOUTH LINE OF SAID NORTHWEST QUARTER; THENCE N89°24'26"E ALONG SAID SOUTH LINE A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING.

AIRPORT NORTH TRACT

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS FOR DE ANNEXATION PURPOSES BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 20; THENCE N89°24'24"E ALONG TH NORTH LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 1278.13 FEET TO A POINT ON THE WEST LINE OF TRACT E AS DESCRIBED IN RESOLUTION NO. 122807; THENCE S00°19'34"E ALONG SAID WEST LINE A DISTANCE OF 948.28 FEET TO A POINT; THENCE CONTINUING ALONG A NORTHERLY LINE OF SAID TRACT E S89°47'07"W A DISTANCE OF 623.46 FEET TO A POINT; THENCE CONTINUING ALONG THE NORTHWESTERLY LINE OF SAID TRACT E N40°34'31"W A DISTANCE OF 1012.95 FEET TO A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER; THENCE N00°23'08"W ALONG SAID WEST LINE A DISTANCE OF 167.98 FEET TO THE POINT OF BEGINNING. CONTAINS 953880.95 SQUARE FEET OR 21.9 ACRES MORE OR LESS. SUBJECT TO EASEMENTS, RESERVATIONS AND RESTRICTIONS NOW OF RECORD.

AIRPORT SOUTH TRACT

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS FOR DE ANNEXATION PURPOSES BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 20; THENCE N00°23'08"W ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 1245.17 FEET TO A POINT ON THE SOUTHWESTERLY LINE OF TRACT E AS DESCRIBED IN RESOLUTION NO. 122807; THENCE S40°57'48"E ALONG SAID SOUTHWESTERLY LINE A DISTANCE OF 1639.53 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST QUARTER; THENCE S89°37'09"W ALONG SAID SOUTH LINE A DISTANCE OF 1066.48 FEET TO THE POINT OF BEGINNING. CONTAINS 663974.45 SQUARE FEET OR 15.2 ACRES MORE OR LESS. SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS NOW OF RECORD.

VIOLA TRACT

A TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST FO THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS BEING DESCRIBED FOR ANNEXATION PURPOSES AND IS AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 20; THENCE S89°24'28"W ON THE SOUTH LINE OF SAID NORTHWEST QUARTER A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ON SAID SOUTH LINE S89°24'28"W A DISTANCE OF 303.27 FEET; THENCE N00°27'02"W, PARALLEL TO THE EAST LINE OF SAID NORTHWEST QUARTER, A DISTANCE OF 540.55 FEET; THENCE N89°24'10"E A DISTANCE OF 303.27 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF SOUTH WASHINGTON STREET; THENCE S00°27'02"E ON SAID WEST LINE A DISTANCE OF 540.55 FEETFEET TO THE POINT OF BEGINNING. SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS NOW OF RECORD. CONTAINS 164235.87 SQ. FT. OR 3.77 ACRES MORE OR LESS.

2100 AVENUE

A TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS FOR DE ANNEXATION PURPOSES BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 29; THENCE S00°37'19"E ALONG THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 29, A DISTANCE OF 1630.00 FEET TO THE POINT OF BEGINNING, SAID POINT BEING THE INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF 2100 AVENUE EXTENDED AND SAID EAST LINE; THENCE S89°32'59"W ALONG SAID SOUTH RIGHT OF WAY LINE A DISTANCE OF 764.90 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY LINE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 632.86 FEET AND AN ARC LENGTH OF 994.51 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY N00°24'47"W A DISTANCE OF 397.53 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY ON A CURVE TO THE LEFT HAVING A RADIUS OF 571.21 FEET AND AN ARC LENGTH OF 896.94 FEET; THENCE CONTINUING ALONG SAID RIGHT OF WAY S89°37'09"W A DISTANCE OF 66.42 FEET; THENCE N00°22'51"W A DISTANCE OF 30.00 FEET TO A POINT ON THE NORTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 29; THENCE N89°37'09"E ALONG SAID NORTH LINE A DISTANCE OF 258.71 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF SAID 2100 AVENUE; THENCE ALONG SAID RIGHT OF WAY LINE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 631.21 FEET AND AN ARC LENGTH OF 795.77 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY LINE S00°24'47"E A DISTANCE OF 397.53 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY LINE ON A CURVE TO THE LEFT HAVING A RADIUS OF 572.86 FEET AND AN ARC DISTANCE OF 900.22 FEET; THENCE CONTINUING ON SAID RIGHT OF WAY LINE N89°32'59"E A DISTANCE OF 764.90 FEET TO A POINT ON THE EAST LINE OF SAID NORTHWEST QUARTER; THENCE S00°05'37"W ALONG SAID EAST LINE A DISTANCE OF 60.00 FEET TO THE POINT OF BEGINNING. CONTAINS 181,354.9 SQUARE FEET OR 4.2 ACRES MORE OR LESS. SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS NOW OF RECORD.

LANDFILL

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS BEING DESCRIBED FOR ANNEXATION PURPOSES AND IS AS FOLLOWS;

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20; THENCE S89°26'24"W AN APPROXIMATE DISTANCE OF 261.3 FEET TO THE WEST LINE OF A TRACT OF LAND CONVEYED TO THE CITY OF ABILENE FOR THE NEW CHANNEL OF MUD CREEK, SAID POINT BEING THE POINT OF BEGINNING; THENCE S00°08'23"E ON SAID WEST LINE AN APPROXIMATE DISTANCE OF 522.84 FEET TO THE CENTER OF AN ABANDONED CHANNEL OF MUD CREEK; THENCE S66°27'27"W ALONG THE MEANDER LINE OF SAID MUD CREEK AN APPROXIMATE DISTANCE OF 205.61 FEET; THENCE CONTINUING ALONG SAID MEANDER LINE S51°54'59"W AN APPROXIMATE DISTANCE OF 183.92 FEET; THENCE ALONG SAID MEANDER LINE S77°44'38"W AN APPROXIMATE DISTANCE OF 131.04 FEET; THENCE ALONG SAID MEANDER LINE S39°53'08"W AN APPROXIMATE DISTANCE OF 371.37 FEET; THENCE ALONG SAID MEANDER LINE S62°21'25"W AN APPROXIMATE DISTANCE OF 128.82 FEET; THENCE ALONG SAID MEANDER LINE N65°55'59"W AN APPROXIMATE DISTANCE OF 105.35 FEET; THENCE ALONG SAID MEANDER LINE N49°01'29"W AN APPROXIMATE DISTANCE OF 225.30 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20; THENCE N00°26'00"W ON SAID WEST LINE AN

APPROXIMATE DISTANCE OF 890.00 FEET TO THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20; THENCE N89°26'54"E ON THE NORTH LINE OF SAID SOUTHEAST QUARTER OF THE NORTHEAST QUARTER AN APPROXIMATE DISTANCE OF 188.7 FEET; TEHNCE N00°26'00"W AN APPROXIMATE DISTANCE OF 135.7 FEET; THENCE N83°31'13"E AN APPROXIMATE DISTANCE OF 787.4 FEET TO A POINT THAT IS 217.0 FEET NORTH OF THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER AND 374.5 FEET WEST OF THE EAST LINE OF SAID SECTION 20; THENCE N00°45'34"W AN APPROXIMATE DISTANCE OF 321.13 FEET TO THE SOUTH RIGHT OF WAY LINE OF THE BURLINGTON NORTHERN, SANTE FE RAILROAD; THENCE N89°53'39"E ON SAID SOUTH RIGHT OF WAY LINE AN APPROXIMATE DISTANCE OF 90.80 FEET TO THE CENTERLINE OF MUD CREEK; THENCE S03°03'46"E ALONG THE CENTERLINE OF MUD CREEK AN APPROXIMATE DISTANCE OF 537.93 FEET TO THE POINT OF BEGINNING. SUBJECT TO EASEMENTS, RESTRICTIONS AND RESERVATIONS NOW OF RECORD. CONTAINS 1088611.2 SQ. FT OR 25.0 ACRES MORE OR LESS.

LANDFILL ADDITIONAL TRACT

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 13 SOUTH, RANGE 2 EAST OF THE 6TH PRINCIPAL MERIDIAN DICKINSON COUNTY, KANSAS FOR ANNEXATION PURPOSES BEING DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT THAT IS 790.0 FEET SOUTH AND 570.0 FEET WEST OF THE NORTHEAST CORNER OF SAID SECDTION 20 SAID POINT BEING ON THE SOUTH RIGHT-OF-WAY LINE OF THE BNSF RAILROAD; THENCE N89°57'56"E ALONG SAID SOUTH RIGHT-OF-WAY LINE A DISTANCE OF 195.63 FEET; THENCE S00°45'34"E A DISTANCE OF 321.13 FEET TO A POINT THAT IS 270 FEET NORTH OF THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20 AND 375.4 FEET WEST OF THE EAST LINE OF SAID NORTHEAST QUARTER OF SECTION 20; THENCE S83°31'13"W A DISTANCE OF 197.00 FEET; THENCE N00°41'27"W PARALLEL TO THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20, A DISTANCE OF 343.24 FEET TO THE POINT OF BEGINNING. CONTAINS 65045.84 SQUARE FEET OR 1.5 ACRES MORE OR LESS. SUBJECT TO EASEMENTS, RESERVATIONS AND RESTRICTIONS NOW OF RECORD.

SECTION 2. The City Clerk is directed to file a certified copy of this Resolution with the County Clerk, the Register of Deeds, the Election Commissioner of Dickinson County, Kansas, and the State Highway Engineer.

ADOPTED by the Governing Body of the City of Abilene, Kansas, this 8th day of May 2023.

CITY OF ABILENE, KANSAS

(SEAL)

Trevor D. Witt, Mayor

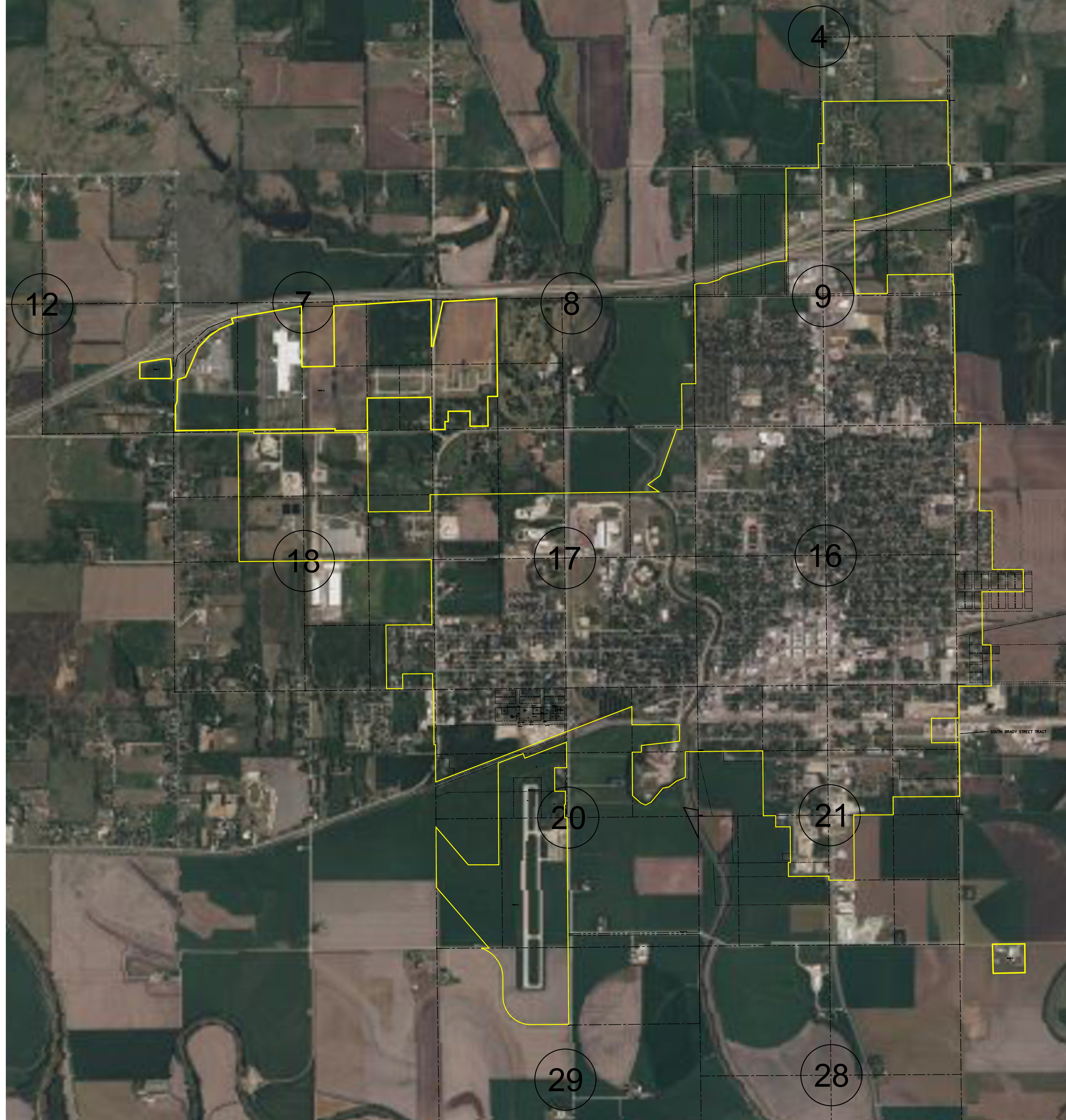
ATTEST:

Shayla L. Mohr, City Clerk

I, Shayla L. Mohr, City Clerk for the City of Abilene, Kansas, do hereby certify the attached Resolution No. 050823-1 was adopted by the Governing Body on May 8, 2023.

(SEAL)

Shayla L. Mohr, City Clerk





City Commission

Trevor Witt
Mayor

John Kollhoff
Vice-Mayor

Brandon Rein
Member

Wendy Miller
Member

Dee Marshall
Member

CITY STAFF

Ron Marsh
City Manager

Leann Johnson
Finance Director

Shayla Mohr
City Clerk

Lon Schrader
Public Works Director

Kari Zook
Community Development

Kellee Timbrook
Recreation Director

Julie Roller Weeks
CVB Director

Anna Hatter
Chief of Police

Kale Strunk
Fire Chief

City Council Meeting Date: Monday, May 8, 2023

Session: Study Session

Topic: Purchasing Policy

Department: Administration/Finance

Staff Contact: Leann Johnson

Background:

The Purchasing Policy had not been reviewed for updates since Resolution 082718-1 amended the policy to add Section 18 relating to employee travel expenses and reimbursements to the City's Purchasing Policy in 2018. Upon review of this section and the entire purchasing Policy, Staff recognized inadequacies in the policy and has made recommended revisions which has been reviewed by the City Attorney. Included in the revisions, Staff addressed updates within most sections, updated the section on RFQ to QBS to reflect our practice, expanded on the Purchase Card section, added a standard Request for Bid form and Purchase Card Agreement, as well as a need to expand on the City's travel policies, pulling out the section relating to travel reimbursements and expenses to make it into a standalone Travel Policy.

Attached is the current Purchasing Policy and the revised policy's draft for your consideration and review for a proposed Resolution.

Recommendation:

Review and approve a Resolution amending the City's Purchasing Policy.

Fiscal Note:

None

Funding Source:

N/A



Purchasing Policy

Resolution No. 052311-1

May 23, 2011

Resolution No. 082718-1

August 27, 2018

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PURCHASING POLICY

SECTION ONE: INTRODUCTON

The purpose of the Purchasing Policy is to provide a complete source of purchasing information to assist departments of the City in obtaining supplies, materials and services in an economical and timely manner. The City will use a de-centralized purchasing system subject to the control of this Policy and, within that, at the discretion of the Department Head. In order to obtain a maximum savings on those purchase items that are used frequently by all departments for normal office operations (office supplies, janitorial supplies, etc.) the departments will order such items in bulk.

SECTION TWO: OBJECTIVES

- To simplify, clarify and modernize the procedures governing purchasing by the City;
- To provide for public confidence in the procedures followed in City purchasing;
- To ensure the fair and equitable treatment of all persons who deal with the purchasing system of this City;
- To provide economy in City purchasing activities and to maximize the purchasing value of City funds;
- To foster effective competition;
- To provide safeguards for the maintenance of a purchasing system of quality and integrity; and
- To provide budgetary control and financial oversight of the procurement process.

SECTION THREE: PURCHASING

Written competitive bids or price quotations are required for the purchase of any capital item as specified in this Policy. All purchases, capital or operational, less than \$25,000 that are approved in the annual budget and where sufficient budgetary authority and capacity exists may be implemented by the City Manager without prior approval by the City Commission. The City Manager may report any purchases within this threshold to the City Commission at his discretion. All purchases greater than \$25,000 shall require prior approval by the City Commission. All non-routine, non-budgeted purchases shall require the prior approval of the City Commission. Department Directors remain responsible for compliance with the annual operating budget for his or her own department(s).

SECTION FOUR: INFORMAL PURCHASING

All purchases in excess \$10,000 shall meet the following requirements:

1. Shall be based on at least three (3) competitive bids;
2. A purchase order must be filled out, attached to the invoice and signed by both the Department Director and City Manager;
3. Informal bid form or bid tabulation shall be attached to invoice for payment; and
4. Shall be awarded upon approval of the City Manager and/or City Commission as specified under Section 3 of this Policy.

All purchases in excess of \$2,500, but under \$10,000, shall meet the following requirements:

1. Shall be based on at least three (3) competitive bids;

2. A purchase order must be filled out, attached to the invoice and signed by both the Department Director and City Manager;
3. Informal bid form or bid tabulation shall be attached to invoice for payment; and
4. Shall be awarded upon approval of the City Manager as specified under Section 3 of this Policy.

All purchases under \$2,500 shall meet the following requirements:

1. Shall be based on at least three (3) verbal quotes;
2. A purchase order must be filled out, attached and signed by the Department Director.
3. Be awarded by Department Director based on departmental procedures for such purchasing.

SECTION FIVE: FORMAL PURCHASING

All purchases in excess of \$50,000 shall be formally bid using the following requirements:

1. Notification shall be sent to interested vendors that have requested to be placed on a Bidder's List. The City shall also publish notification at least once in the official newspaper and on the City's website. The City Manager shall have the authority to designate other project-specific venues for publication of notification if required by the project (i.e., grant requirements) or the City Manager determines that such notification could be beneficial to the City.
2. Proposals shall be sealed when submitted to the City Clerk and receipted in by the City Clerk or other authorized employee.
3. Sealed bids will be publicly opened, with a witness present, by the City Clerk or designee. A tabulation of the bids shall be available for public inspection. The City Engineer and/or the Project Engineer will be responsible for verifying the bid tabulation on all public infrastructure projects requiring engineering services.
4. The City Commission shall have the authority to reject all or parts of all bids and waive any irregularities.
5. The City Clerk shall not accept the bid of a contractor who is in default on payment of monies due to the City or who is otherwise blacklisted by the City Commission.
6. Bids submitted after the bid deadline will not be opened or considered.
7. Construction contracts for capital improvements shall be approved by the City Commission prior to execution and issuance of a Notice to Proceed. The City Manager shall have the authority to administratively approve change orders the lesser of \$50,000 or 3% of the total contracted project costs provided that sufficient funds exist in the project funding sources and the change order does not change the scope of the project. The City Manager shall notify the City Commission of any exercise of this authority within three business days of the payment of the change order. The City Commission shall be required to approve all change orders greater than \$50,000 or 3% of the total contracted project costs. All change orders exceeding the contracted costs, project funding sources, or that change the project scope shall be approved by the City Commission prior to the expenditure of public funds.
8. The City shall require general contractors submitting bids for public projects to include as part of their bid any and all costs associated with subcontractors, outside vendors and/or consultants that will be included as part of the base bid or otherwise considered as part of the project. These costs shall be separated in line-item form at the time the bid is submitted to the City. The City shall have the ability to verify any and all line-items submitted as part of the bid to ensure accuracy. General contractors not conforming to this provision shall be disqualified from the bid process and may be ineligible from participating in future bid solicitations of the City.
9. The applicable Department Director will advise all bidders of all bids received.

SECTION SIX: NON-COMPETITIVE PURCHASING

In an effort to demonstrate excellent stewardship of public funds, procurement shall be conducted competitively to the maximum extent possible. Sole source purchasing shall require written justification to the City Manager from the Department Director and shall be approved prior to finalizing any purchase transaction. The City Manager shall have the authority to request or investigate options that could facilitate competition on any proposed sole source purchase. The City Manager may also require alternates be included as part of the bidding process if it is determined that this would allow for more competition in certain public purchases.

SECTION SEVEN: LOCAL PREFERENCE

Whenever the City of Abilene lets quotations or bids for goods or services, and the low quotation or bid is submitted by a vendor domiciled outside of Dickinson County, a vendor domiciled inside Dickinson County may be deemed the preferred vendor and awarded the purchase order or contract if all of the following conditions are met (domicile shall be defined as being physically located in Dickinson County; a post office box shall not qualify):

- a. The quality, suitability, and usability of the goods or services are equal to or exceed the requirements of the City and fully comply with the minimum quotation/bid specifications, and the vendor has the capability to adequately service the product.
- b. The amount of the quotation/bid of the vendor domiciled within Dickinson County is not more than five percent (5%) greater than the amount of the low quotation/bid if the low quotation/bid is under \$10,000, or not more than three percent (3%) greater than the amount of the low quotation/bid is greater than \$10,000.
- c. The quotation/bid does not pertain to: 1) new construction; 2) involve State or Federal funding; or 3) joint government purchases.

SECTION EIGHT: NEGOTIATIONS; COMPETITIVE AND NON-COMPETITIVE PURCHASES

Competitive negotiations are initiated by publishing or soliciting Request for Proposals (RFP) or a Request for Qualifications (RFQ). The RFP is used when price is a factor in selection; the RFQ is used when qualifications are considered before consideration of price and is usually reserved for professional services. In both instances, the services to be procured are clearly defined, as are the criteria to be used in evaluation and selection. All proposals received are to be reviewed according to the defined selection criteria and the review should be in writing.

For RFQs, an invitation is made to one or more respondents to negotiate a price or fee. For both RFPs and RFQs, selection is made on the basis of the most responsible offer, price and other factors considered. Unless there is not need for negotiations with any of the offerors, negotiations shall be conducted with offerors who submit proposals determined to have a reasonable chance of being selected for award, based on evaluation against the technical and price factors as specified in the RFP. Such offerors shall be accorded fair and equal treatment with respect to any opportunity for negotiation and revision of proposals. The purpose of negotiations shall be to seek clarification with regard to and advise of the deficiencies in both the technical and price aspects of their proposals so as to assure full understanding of and conformance to the solicitation requirements. No offeror shall be assisted in bringing its proposal up to the level of any other proposal. Offerors shall not be directed to reduce their proposed prices to a specific amount in order to be considered for award. A common deadline shall be established for receipt of proposal revisions based on negotiations. Preparation and signing of a contract formalizing a scope of work and the terms of compensation is required.

Non-competitive negotiations can be used only when the following criteria are met: 1) the use of competitive negotiations is not feasible; 2) a public emergency has been declared by the City, State, or Federal government; or 3) when donor-designated funds require that a specific product, service or

equipment be purchased. Negotiations are conducted with the selected company regarding a scope of work and price. Preparation and signing of a contract formalizing a scope of work and the terms of compensation shall be required prior to the transaction.

SECTION NINE: ENVIRONMENTAL CONSIDERATIONS

The City is committed to buying more environmentally preferable goods and services as long as they meet the City's performance needs and are available within a reasonable period of time at a reasonable and competitive cost. Nothing in this Policy shall be construed as requiring a purchaser or contractor to procure products that do not perform adequately for their intended use, exclude adequate competition, or are not available at a reasonable price or in a reasonable period of time.

When comparing cost, the City will not focus exclusively on the initial price, but will evaluate and compare total costs over the life expectancy of the item or service, which includes the initial cost, along with maintenance, operating, insurance, disposal, replacement, and potential liability costs. Examining life cycle costs will save money by ensuring departments are quantifying the total cost of ownership before making purchasing decisions.

The City of Abilene recognizes that competition exists not only in prices, but also in the technical competence of suppliers, in their ability to make timely deliveries, and in the quality and performance, including environmental performance, of their products and services. Balancing these sometimes competing factors means that initial cost should never be the only consideration. It also means that at times the City will sometimes pay more for higher performing goods and services, including those with superior environmental performance.

The City shall define "environmentally preferable" goods and services as those goods and services that have reduced effect on human health and the environment when compared with competing products and services serving the same purpose. This comparison considers all phases of the product or service's life cycle, including raw materials, acquisition, production, manufacturing, packaging, distribution, operation, maintenance, and disposal, including the potential for reuse or ability to be recycled.

SECTION TEN: LIFE CYCLE COST ANALYSIS (LCCA)

Life Cycle Costing begins with the acquisition of the product or service, and includes all the associated costs of ownership, such as purchase price, shipping, maintenance and repair, longevity, and includes disposition costs at the end of life. The initial acquisition price is adjusted with additional cost streams expected to occur over the anticipated life of the product or service. These additional cost streams must be clearly thought out costs or adjustments (i.e., the time value of money, cost uncertainty, inflation factors, etc.), and must be based upon reasonable assumptions. Cost streams are discrete elements of costs that relate to the particular purchase considered for Life Cycle Costing. In some cases, cost streams may include negative costs or savings that are expected to result in a particular cost stream.

Life Cycle Cost methodology may be used for purchases of products or equipment under \$100,000, but shall be required of such items that exceed \$100,000 in value. City departments may also consider using LCCA whenever the costs of system operation, support, and disposal, and other quantifiable costs are significant in comparison with the cost of acquisition and are above the then current sealed bid threshold.

There are a number of established LCCA industry standards for various products or equipment. These can be the basis of an LCCA, or departments may propose their own LCCA with appropriate justification. Use of LCCA in procurement decisions requires prior approval by the City Manager.

Criteria:

1. *Determine the operating cycle for the product or equipment:* types of operation, routine maintenance, overhaul sequence, and other operating factors, detailing how the machine functions or what will be done in each step of this cycle.
2. *Identify and quantify the factors that affect the costs:* power consumption and rates at various levels of operation, labor requirements and rates, maintenance requirements and rates, average time between failures, time between overhauls, average downtime costs, etc.
3. *Calculate all costs at current rates and prices.*
4. *Project costs to the future date at which they will be incurred:* adjust for expected inflation or deflation, consider estimated salvage value and complete Life Cycle Cost matrix.
5. *Discount all future costs and benefits to their present values.*
6. *Sum all costs and benefits* to obtain the total Life Cycle Cost, expressed in present value terms. Note that all of the costs are brought back to year one by using present value factors directly related to the jurisdictions' cost of money.

Requirements:

1. When utilizing LCCA as the basis for an award, the solicitation must advise prospective offerors how Life Cycle Costing will be considered in an award decision.
2. Awards may be made based on the lowest evaluated cost resulting from LCCA. Under this approach, the evaluation includes Life Cycle Costs in the solicitation issued.
3. Awards of Invitations to Bid to the lowest Bidder include the Life Cycle Costs as part of the bid evaluation methodology and award. The lowest total Life Cycle Cost is considered the low bid; or
4. Awards of RFPs may include a Life Cycle Costing award factor in two ways:
 - a. The RFP may include Life Cycle Costs as part of the total points awarded for costs. In this method, all Life Cycle Costs are calculated and the lowest total Life Cycle Costs is awarded the maximum points allocated for cost in the RFP; or
 - b. The RFP may include a separate Life Cycle Cost Factor that is assessed as weight or points and is considered in addition to other factors in the proposed evaluation methodology. As a separate evaluation factor, it may be used in addition to costs, when the cost factor does not consider Life Cycle Costing elements.
5. The Solicitation: The solicitation must provide relevant information (e.g., projected item usage, operating environment, the operating period, and other information that will be considered in the evaluation of the offer). It may include projections and estimates of life and cycle times from independent third party sources. The solicitation must describe how Life Cycle Cost will be applied in the award process. Factors not described in the solicitation may not be used in the evaluation. The solicitations must describe what relevant costs, along with appropriate information to support life costs, the Offer must provide. Typical elements used in Life Cycle Costing Awards may include:
 - a. Average unit price, including (when appropriate) recurring and nonrecurring production costs;
 - b. Delivery, shipping and transportation costs;
 - c. Switching costs prepared by originating department that include a reasonable estimate of what it will cost to switch from a current product or brand to another;
 - d. Unit operating and support costs (e.g., manpower, energy, parts requirements, scheduled maintenance, and training);
 - e. Unit disposal costs (e.g., the cost of removing equipment from the Contracting Agency facility);
 - f. Unit salvage or residual value; and
 - g. Related information as requested to support costs such as testing and operational data.

6. Award Decision:

- a. Invitation to Bid - using Life Cycle Cost methods, the award must be made to the responsible firm whose responsive offer provides the lowest overall cost of ownership in accordance with the Life Cycle Cost evaluation factors listed in the solicitation document.
- b. Request for Proposals - using Life Cycle Cost methods, the award must be made to the responsible firm whose responsive offer, after consideration of Life Cycle Cost factors as a part of price evaluation, and other factors listed in the solicitation document are determined to be the most advantageous or best proposal for the City.

SECTION ELEVEN: EMERGENCY PURCHASES

Should an emergency be declared by the City, State, or Federal government any purchase necessary for the City to appropriately address such emergency shall be authorized by the City Manager, or designee. All emergency purchases shall comply with all applicable laws for such situations. Following the emergency, the City Manager shall provide a report summarizing all purchases made in response to the emergency to the City Commission. Such report shall also provide an analysis of the impact of the City's budget.

SECTION TWELVE: PURCHASE CARDS

The City of Abilene has implemented a Purchase Card Program. The purchase cards will largely replace the practice of using open charge accounts at local vendors. In addition, the cards may be used for other approved purposes (out of town travel expenses, etc.). The program was implemented to limit the City's exposure to unauthorized charges, to streamline procedures when reconciling and paying statements, to provide information for staff to review purchases and to place responsibility on the department for obtaining appropriate documentation. Use of the cards is subject to the following conditions:

- Cards are to be used for authorized City purchases only. Any intentional use of the card for private or personal purchases is strictly prohibited. Any employees found to make personal purchases on purchase cards will be required to pay the City for such use. Employees found in violation of this section may be subject to discipline pursuant to the City's Personnel Policy.
- Availability and use of the purchase card does not invalidate any other provision of this Purchase Policy.

SECTION THIRTEEN: SALES AND USE TAX

All departments, as agencies of the City of Abilene, are exempt from paying Kansas sales and use tax per K.S.A. 79-3606(b). Departments are responsible for obtaining the appropriate documentation or certifications for all purchases to ensure that the City is not charged sales or use tax. Departments should consult with the Finance Director for more information on how to implement this provision.

Contractors who have been awarded a contract by the City will be required to purchase all materials using a sales tax certification issued by the City. This certification shall be required as part of the contract documents and will be maintained on file.

SECTION FOURTEEN: PURCHASES WITH DONOR-DESIGNATED FUNDS

If a Department receives a donation of funds, the funds shall be considered public funds. The funds will be used as designated by the donor as allowed by local ordinance and state law. Items purchased will be in compliance with existing policy and consideration will be given to conformity with existing facilities or equipment.

SECTION FIFTEEN: SERVICE CONTRACTS

All service contracts with the City shall be opened for bidding every two years except for audit services, which shall be opened for bidding every five years.

SECTION SIXTEEN: CONFLICT OF INTEREST

No employee, officer or agent of the City of Abilene shall participate directly or indirectly in the selection, award, or administration of any contract if a conflict, real or otherwise, would be involved.

SECTION SEVENTEEN: USE OF CONFIDENTIAL INFORMATION

City officers, employees or agents shall not use confidential information for actual or anticipated personal gain.

SECTION EIGHTEEN: TRAVEL POLICY (Resolution 082718-1)

SECTION 18-1: All travel with a City vehicle beyond Dickinson County must be pre-approved by the Department Director or City Manager. All travel requiring an overnight stay must be approved by the Department Director or City Manager. When possible, it is the intent of the City to require a City vehicle to be used for all travel. The City Manager or Department Director may grant exceptions for cause. If a personal vehicle is used for approved travel, the City will reimburse for mileage at the current IRS rate. Mileage will be calculated using the default address-to-address route suggested by Google maps at www.google.com. Additional transportation expenses including but not limited to rental cars, taxis, and mass transit when necessary are reimbursable. Mileage and expenses are payable upon return and by submitting in writing to the Finance Director a claim including the addresses used to calculate miles, the reason for the trip, the dates of travel, receipts if applicable, and verification of prior authorization.

SECTION 18-2: All approved conferences, trainings, and lodging expenses are to be pre-paid by the City when possible and coordinated through the office of the Finance Director. Employees may use personal means to pay for lodging and request reimbursement with a receipt upon return, or employees may use a City purchasing card – all other provisions of the purchasing policy apply, and any abuse will result in immediate disciplinary action. Hotel meals, entertainment, and any other auxiliary services are not reimbursable or approved purchases. Reimbursement is payable upon return by submitting in writing to the Finance Director a claim including receipt for lodging, the reason for the trip, the dates of travel, and verification of prior authorization.

SECTION 18-3: Employees will receive \$45 per day, including travel days, to assist with meal and incidental expenses only for travel that includes an over-night stay. The per diem is payable upon return by submitting in writing to the Finance Director a claim including receipt for lodging, the reason for the trip, the dates of travel, and verification of prior authorization – no receipts for meals or incidentals are required. Meal expenses incurred while traveling within one day are the responsibility of the employee.

City of Abilene, Kansas

Purchasing Policy

Revised

Resolution No.

[insert date]

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PURCHASING POLICY

SECTION ONE: INTRODUCTION

The purpose of the Purchasing Policy is to provide a complete source of purchasing information to assist departments of the City in obtaining supplies, materials and services in an economical and timely manner. The City will use a decentralized purchasing system subject to the control of this Policy and, within that, at the discretion of the Department Director. In order to obtain maximum savings on those purchased items that are used frequently by all departments for normal office operations (office supplies, janitorial supplies, etc.), the departments will order such items in bulk.

SECTION TWO: OBJECTIVES

- To simplify, clarify and modernize the procedures governing purchasing by the City;
- To provide for public confidence in the procedures followed in City purchasing;
- To ensure the fair and equitable treatment of all persons who deal with the purchasing system of this City;
- To provide economy in City purchasing activities and to maximize the purchasing value of City funds;
- To foster effective competition;
- To provide safeguards for the maintenance of a purchasing system of quality and integrity; and
- To provide budgetary control and financial oversight of the procurement process.

SECTION THREE: PURCHASING

Written competitive bids or price quotations are required for the purchase of any capital item as specified in this Policy. All purchases, capital or operational, less than \$25,000 that are approved in the annual budget and where sufficient budgetary authority and capacity exists may be implemented by the City Manager without prior approval by the City Commission. The City Manager may report any purchases within this threshold to the City Commission at their discretion. All purchases greater than \$25,000 shall require prior approval by the City Commission. Department Directors remain responsible for compliance with the annual operating budget for their own department(s). The purchasing authority for various thresholds of purchases is set forth as follows:

SECTION 3-1:

All purchases under \$2,500 shall meet the following requirements:

1. Shall be based on at least three (3) verbal quotes;
2. A purchase order must be filled out, attached and signed by the Department Director.
3. Be awarded by Department Director based on departmental procedures for such purchasing.

SECTION 3-2:

All purchases between \$2,500 and \$25,000, shall meet the following requirements:

1. A minimum of three (3) bids will be sought using the standard city bid form;
2. A purchase order must be filled out, attached to the invoice and signed by both the Department Director and City Manager;
3. Bid form or bid tabulation shall be attached to the invoice for payment; and
4. Shall be awarded upon approval of the City Manager and/or City Commission as specified within this Policy.

SECTION 3-3:

All purchases in excess of \$25,000 shall be formally bid using the following requirements:

1. Notification shall be sent to vendors who have expressed an interest. The City shall also publish notifications at least once in the official newspaper and on the City's website. The City Manager

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shall have the authority to designate other project-specific venues for publication of notification if required by the project (i.e., grant requirements) or the City Manager determines that such notification could be beneficial to the City.

2. Bids shall be submitted to the City Clerk and time-stamped by the City Clerk or other authorized employee.
3. Bids will be publicly opened, with a witness present, by the City Clerk or designee. A tabulation of the bids shall be available for public inspection. The City Engineer will be responsible for verifying the bid tabulation on all public infrastructure projects requiring engineering services.
4. The City Commission shall have the authority to reject all or parts of any bid, and to waive any irregularities or informalities, as long as such waiver does not provide a material and unfair advantage to a specific bidder.
5. The City Clerk shall not accept the bid of a contractor who is in default on the payment of monies due to the City or who is otherwise deemed ineligible by the City Commission,
6. Bids submitted after the bid deadline will not be opened or considered.
7. Construction contracts for capital improvements shall be approved by the City Commission prior to execution and issuance of a Notice to Proceed. The City Manager shall have the authority to administratively approve change orders the lesser of \$50,000 or 3% of the total contracted project costs provided that sufficient funds exist in the project funding sources and the change order does not change the scope of the project. The City Manager shall notify the City Commission of any exercise of this authority within three business days of the payment of the change order. The City Commission shall be required to approve all change orders greater than \$50,000 or 3% of the total contracted project costs. All change orders exceeding the contracted costs, project funding sources, or that change the project scope shall be approved by the City Commission prior to the expenditure of public funds.
8. The City shall require general contractors submitting bids for public projects to include as part of their bid any and all costs associated with subcontractors, outside vendors and/or consultants that will be included as part of the base bid or otherwise considered as part of the project. These costs shall be separated in line-item form at the time the bid is submitted to the City. The City shall have the ability to verify any and all line items submitted as part of the bid to ensure accuracy. General contractors not conforming to this provision shall be disqualified from the bid process and may be ineligible to participate in future bid solicitations of the City.
9. The applicable Department Director will advise all bidders of all bids received.

SECTION FOUR: PUBLIC WORKS BOND

Whenever the City enters into a contract in any sum exceeding \$100,000 with any person or persons for the purpose of making any public improvements, constructing any public building or making repairs on the same, the contracted party will provide a bond to the State of Kansas with good and sufficient sureties in a sum not less than the sum total in the contract, conditioned that such contractor or the subcontractor of such contractor shall pay all indebtedness incurred for labor furnished, materials, equipment or supplies, used or consumed in connection with or in or about the construction of such public building or in making such public improvements. (K.S.A. 60-1111)

SECTION FIVE: SOLE SOURCE PURCHASING

In an effort to demonstrate excellent stewardship of public funds, the procurement shall be conducted competitively to the maximum extent possible. Sole source purchasing shall require written justification to the City Manager from the Department Director and shall be approved prior to finalizing any purchase transaction. The City Manager shall have the authority to request or investigate options that could facilitate competition on any proposed sole-source purchase. The City Manager may also require alternates to be included as part of the bidding process if it is determined that this would allow for more competition in certain public purchases.

Non-competitive negotiations can be used only when the following criteria are met: 1) the use of competitive negotiations is not feasible; 2) a public emergency has been declared by the City, State, or Federal government; or 3) when donor-designated funds require that a specific product, service or equipment be purchased. Negotiations are conducted with the selected company regarding the scope of work and price. Preparation and signing of a contract formalizing a scope of work and the terms of compensation shall be required prior to the transaction.

SECTION SIX: LOCAL PREFERENCE

Whenever the City of Abilene lets quotations or bids for goods or services, and the low quotation or bid is submitted by a vendor domiciled outside of Dickinson County, a vendor domiciled inside Dickinson County may be deemed the preferred vendor and awarded the purchase order or contract if all of the following conditions are met (domicile shall be defined as being physically located in Dickinson County; a post office box shall not qualify):

- a. The quality, suitability, and usability of the goods or services are equal to or exceed the requirements of the City and fully comply with the minimum quotation/bid specifications, and the vendor has the capability to adequately service the product.
- b. The amount of the quotation/bid of the vendor domiciled within Dickinson County is not more than five percent (5%) greater than the amount of the low quotation/bid.
- c. The quotation/bid does not pertain to: 1) new construction; 2) involve State or Federal funding; or 3) joint government purchases.

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SECTION SEVEN: COMPETITIVE NEGOTIATIONS

Competitive negotiations are initiated by publishing or soliciting a Request for Proposal (RFP) or using a Qualification Based Selection (QBS) process. The RFP is used when price is one of the factors in selection. QBS is used when qualifications are considered before consideration of price and is usually reserved for professional services. QBS is a simple and competitive procurement framework through which firms compete for work based on experience and technical expertise, rather than competing for the lowest cost bid. QBS evaluates a firm's experience, expertise, training, availability, and references. In both instances, the services to be procured are clearly defined, as are the criteria to be used in evaluation and selection. All vendors receiving an RFP or scope of service for QBS will be given a minimum of ten days from the date of request to submit responses.

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For RFPs, selection is made on the basis of the most responsible proposal with price and other relevant criteria as stated in the Request for Proposal. Negotiations shall be conducted with respondents who submit proposals determined to have met the criteria specified in the RFP.

For QBS, a written scope of services will be sent to one or more professional firms to determine the best solution to meet the city's professional needs. Fees may or may not be involved in the process. Interested respondents will submit a statement of qualifications and documentation supporting how they will satisfy the scope of services. Selection will be made by a committee comprised of a minimum of three city staff members as selected by the City Manager. The City Manager may invite other individuals with specific expertise to sit on the selection committee when appropriate.

In both processes, respondents shall be accorded fair and equal treatment with respect to any opportunity for negotiation and revision of proposals. The purpose of negotiations shall be to seek clarification with regard to and advise of the deficiencies in both the technical and price aspects of their proposals so as to assure full understanding of and conformance to the solicitation requirements. In no instance shall a respondent be assisted in bringing its proposal up to the level of any other proposal. Respondents shall not be directed to reduce their proposed prices to a specific amount in order to be considered for award. A common deadline shall be established for receipt of proposal revisions based on negotiations. Preparation

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and signing of a contract formalizing a scope of work and the terms of compensation is required.

SECTION EIGHT: ENVIRONMENTAL CONSIDERATIONS

The City is committed to buying more environmentally sustainable goods and services as long as they meet the City's performance needs and are available within a reasonable period of time and at a reasonable and competitive cost. Nothing in this Policy shall require the City to select a vendor or contractor to procure products or services that do not meet specifications, exclude competition, or are not available at a reasonable price or in a reasonable period of time.

The City of Abilene recognizes that competition exists not only in cost, but also in the technical competency of suppliers, their ability to make timely deliveries, and in the quality and performance, including environmental sustainability, of their products and services. Balancing these sometimes-competing factors means that at times the City will may pay more for higher-performing goods and services, including those with superior environmental sustainability.

The City shall define "environmentally sustainable" goods and services as those goods and services that have a reduced negative effect on human health and the environment when compared with competing products and services serving the same purpose. This comparison considers all phases of the product or service's life cycle, including raw materials, acquisition, production, manufacturing, packaging, distribution, operation, maintenance, and disposal, including the potential for reuse or the ability to be recycled.

SECTION NINE: LIFE CYCLE COST ANALYSIS (LCCA)

Life Cycle Costing begins with the acquisition of the product or service and includes all the associated costs of ownership throughout the supply chain. This includes but is not limited to purchase price, shipping, maintenance and repair, longevity, and disposition costs at the end of life. The initial acquisition price is adjusted with additional cost streams expected to occur over the anticipated life of the product or service. These additional cost streams must be based upon reasonable assumptions. In some cases, cost streams may include negative costs or savings that are expected to result in a particular cost stream.

Life Cycle Cost analysis may be used for purchases of products or equipment under \$100,000, but shall be required of such items that exceed \$100,000 in value. There are a number of established LCCA industry standards for various products or equipment. These can be the basis of an LCCA, or departments may propose their own LCCA with appropriate justification. Award decisions will be as follows:

Invitation to Bid - using Life Cycle Cost methods, the award must be made to the responsible firm whose responsive offer provides the lowest overall cost of ownership in accordance with the Life Cycle Cost evaluation factors listed in the solicitation document.

Request for Proposals - using Life Cycle Cost methods, the award must be made to the responsible firm whose responsive offer, after consideration of Life Cycle Cost factors as a part of the evaluation of all factors listed in the solicitation document, is determined to be the most advantageous or best proposal for the City.

SECTION TEN: EMERGENCY PURCHASES

Should an emergency be declared by the City, State, or Federal government, any purchase necessary for the City to appropriately address such emergency shall be authorized by the City Manager or designee. All emergency purchases shall comply with all applicable laws for such situations. All purchases made during a declared state of emergency will be documented and tracked for reimbursement reporting purposes. Following the emergency, the City Manager shall provide a report summarizing all purchases made in

response to the emergency to the City Commission. The report shall also provide an analysis of the impact on the City's budget.

SECTION ELEVEN: PURCHASE CARDS

The City of Abilene has implemented a Purchase Card Program. The purchase cards will largely replace the practice of using open charge accounts at local vendors. In addition, the cards may be used for other approved purposes including out of town travel expenses. The program was implemented to limit the City's exposure to unauthorized charges, to streamline procedures when reconciling and paying statements, to provide information for staff to review purchases and to place responsibility on the department for obtaining appropriate documentation. Use of the cards is subject to the following conditions:

- Cards are to be used for authorized City purchases only. Any intentional use of the card for private or personal purchases is strictly prohibited. Any employees found to make personal purchases on city issued purchase cards will be required to reimburse the City for such use. Employees found in violation of any part of the Purchase Cards section may be subject to discipline pursuant to the City's Personnel Policy.
- Cards shall be issued to an individual City of Abilene employees at the discretion of the Department Director. The employee named on a purchasing card shall be responsible for any and all purchases made on the card. No other employee is authorized to make purchases using another employee's card. Unauthorized purchases will be the responsibility of the employee unless it is determined such purchases were made without the employee's knowledge and consent. Unauthorized purchases are to be immediately reported to the Finance Director for investigation.
- The City is exempt from sales tax pursuant to K.S.A. 79-3606(b). An employee named on a card shall be aware and knowledgeable of purchases that are eligible for such tax exemption. It is the responsibility of the cardholder to file a certificate of exemption for vendors where one is not already on file. If a named cardholder continually allows exempted sales tax to be charged, their purchase card privileges may be revoked.
- All transactions must have a detailed receipt with a description of the purchase. The city utilizes an online dashboard for employees to upload receipts and supporting documents. If used, this is the responsibility of the purchase cardholder and must be completed within five days of the purchase.
- Cards are to be forfeited and returned to the City upon resignation or termination of an employee. Department Directors shall promptly notify the Finance Director of a change in employment status requiring the closure of a credit card user account.
- Credit limits are established as below and will apply to all employees authorized for a purchasing card unless written approval of a change to a credit limit is provided by the City Manager. The following credit limits are established:
City Manager: \$5,000
Department Directors: \$5,000
Supervisors: \$2,500
- The City Manager or Finance Director may audit any purchasing card account at any time.
- Availability and use of the purchase card does not invalidate any other provision of this Purchase Policy.

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SECTION TWELVE: SALES AND USE TAX

All departments, as agencies of the City of Abilene, are exempt from paying Kansas sales and use tax per K.S.A. 79-3606(b). Departments are responsible for obtaining the appropriate documentation or certifications for all purchases to ensure that the City is not charged sales or use tax. The Finance Director is responsible for renewing and distributing the new exemption certificate to the Department Directors.

Contractors who have been awarded a contract by the City will be required to purchase all materials using a sales tax certification issued by the City. This certification shall be required as part of the contract documents and will be maintained on file.

SECTION THIRTEEN: PURCHASES WITH DONOR-DESIGNATED FUNDS

If a Department receives a donation of funds, the funds shall be considered public funds. The funds will be used as designated by the donor as allowed by local ordinance and state law. Items purchased will be in compliance with existing policy, and consideration will be given to conformity with existing facilities or equipment.

SECTION FOURTEEN: SERVICE CONTRACTS

All service contracts with the City shall be for terms not exceeding five years, with a one-time option to renew at market prices if applicable.

SECTION FIFTEEN: CONFLICT OF INTEREST

The City will adhere to State statutes and guidelines for potential conflict of interest cases. All employees and elected officials are expected to conduct themselves in an ethical manner and avoid the perception of impropriety.

SECTION SIXTEEN: USE OF CONFIDENTIAL INFORMATION

City officers, employees or agents shall not use confidential information for actual or anticipated personal gain.



Dwight D. Eisenhower Municipal Building
419 N. Broadway Street, PO Box 519
Abilene, KS 67410
www.abilenecityhall.com
Phone: (785) 263-2550
Fax: (785) 263-2552

Click or tap to enter a date.

To: Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

RE: Invitation to Bid

The City of Abilene, Choose an item is requesting bids for Click or tap here to enter text., as outlined in the following pages.

Sealed bids will be received until Click or tap to enter a date. at the City of Abilene, Office of the City Clerk, 419 Broadway, P.O. Box 519, Abilene, Kansas 67410.

Bids are requested for Click or tap here to enter text., as listed below and specified in the attached specifications, which are hereby made part of this bid. Prices must be F.O.B. ready for final delivery in Abilene, Kansas. The City of Abilene reserves the right to reject any and all bids and to waive technicalities under these specifications.



Dwight D. Eisenhower Municipal Building
419 N. Broadway Street, PO Box 519
Abilene, KS 67410

www.abilenecityhall.com

Phone: (785) 263-2550

Fax: (785) 263-2552

INVITATION TO BID

PROJECT: Click or tap here to enter text.

CITY OF ABILENE, KANSAS

You are invited to bid on Click or tap here to enter text. for the City of Abilene, Choose an item.

The City of Abilene, Kansas, will receive sealed bids until Click or tap here to enter text. p.m.,
Click or tap to enter a date. at the Office of the City Clerk, 419 Broadway, P.O. Box 519, Abilene,
Kansas 67410.

Bidders must specify Click or tap here to enter text.

Price to include delivery to Abilene, Kansas.

Parts and service availability will be considered in the evaluation of the bid.

The City of Abilene reserves the right to reject any and all bids and to waive technicalities
under these specifications.

Any questions regarding this bid, please contact Click or tap here to enter text. .



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Click or tap to enter a date.

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Click or tap here to enter text.
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Phone: (785) 263-2550
Fax: (785) 263-2552

INVITATION TO BID
PROJECT: Click or tap here to enter text.
CITY OF ABILENE, KANSAS

You are invited to bid on Click or tap here to enter text. for the City of Abilene, Choose an item.

The City of Abilene, Kansas, will receive sealed bids until Click or tap here to enter text. p.m.,
Click or tap to enter a date. at the Office of the City Clerk, 419 Broadway, P.O. Box 519, Abilene,
Kansas 67410.

Bidders must be at least 18 years of age.

Bidders must specify Click or tap here to enter text.

The successful bidder must provide proof of Click or tap here to enter text.

The City of Abilene reserves the right to reject any and all bids and to waive technicalities
under these specifications.

Any questions regarding this bid, please contact Click or tap here to enter text. .

City of Abilene, Kansas

Purchasing Card Program Cardholder Participation Agreement

I, _____, hereby acknowledge I will be in receipt of a City-issued Purchasing Card (card) and agree to comply with the policies and procedures in the City's Purchasing and Travel Policies.

I am directly responsible for any and all purchases made on the card. I will not loan the card to other people. If my card is lost or stolen, I will immediately report the card as lost or stolen with the Customer Service phone number and report the lost or stolen card to my supervisor or Department Head.

I further agree to only use the card for authorized purchases in accordance with the City's Purchasing and Travel Policies. I will not use the card for personal or unauthorized purchases. I will retain detailed receipts for all of my transactions in accordance to the Purchasing Policy.

I will immediately report any unauthorized purchases to the Finance Director for investigation. I understand the City Manager or Finance Director may audit my card account at any time. If I am found to be in violation of any part of the Purchasing Card Program, I understand I may be subject to disciplinary action pursuant to the City's Personnel Policy.

I will return the card directly upon separation of employment with the City of Abilene, Kansas.

Employee Signature

Date



City Commission

Trevor Witt
Mayor

John Kollhoff
Vice-Mayor

Brandon Rein
Member

Wendy Miller
Member

Dee Marshall
Member

CITY STAFF

Ron Marsh
City Manager

Leann Johnson
Finance Director

Shayla Mohr
City Clerk

Lon Schrader
Public Works Director

Kari Zook
Community Development

Kellee Timbrook
Recreation Director

Julie Roller Weeks
CVB Director

Anna Hatter
Chief of Police

Kale Strunk
Fire Chief

City Council Meeting Date: Monday, May 8, 2023

Session: Study Session

Topic: Travel Policy

Department: Administration/Finance

Staff Contact: Leann Johnson

Background:

Upon review of the section within the Purchasing Policy relating to employee travel expenses and reimbursements, Staff recognized the need for a standalone Travel Policy.

Attached is the revised Travel Policy with the addition of a formal Travel Authorization Form and revised Employee Reimbursement Request for your consideration and review.

Recommendation:

Review and approve a Resolution to impose a City of Abilene Travel Policy.

Fiscal Note:

None

Funding Source:

N/A

**City of Abilene,
Kansas**

Travel Policy

Month Day, Year

Resolution No.

TRAVEL POLICY

SECTION ONE: INTRODUCTION

The purpose of the Travel Policy is to provide procedures and guidelines for City employees who travel on behalf of and for the benefit of the City. This policy is not intended to cover routine local travel within the City limits or within the scope of your daily duties.

SECTION TWO: OBJECTIVES

- To establish comprehensive protocols governing expenses incurred during travel by City employees;
- To ensure efficiency and time and cost savings in City employees' travel activities providing budgetary control and financial oversight of employee travel;
- To enforce safety and security by mitigating risks with prevention methods and emergency protocols; and
- To instruct City employees on how to conduct themselves as representatives of the City and community of Abilene while traveling.

SECTION THREE: AUTHORIZATION TO TRAVEL

Prior to making any travel arrangements, employees must complete a Travel Authorization Form requesting approval for the employee to travel outside the scope of routine local travel. Department Directors must approve any member of their department's travel. The City Manager must approve any travel by a Department Director. It shall be the responsibility of the Department Director to ensure funds are available before authorizing a travel request. Upon reservation and registration at hotels and conferences, confirmation numbers and phone numbers should be added to the authorization in case of cancellations or emergencies.

SECTION FOUR: REIMBURSABLE TRAVEL EXPENSES

Travel payments and expenses are for business-related activities only, such as events, meetings and training. Any use of City funds for the purpose of travel shall strictly adhere to the guidelines set forth within the Purchasing Policy. Employees are required and expected to secure the most economical means of travel, balancing cost, travel time and work requirements.

SECTION 4-1: TRANSPORTATION

All travel with a City vehicle beyond Dickinson County must be pre-approved by the Department Director or City Manager. When possible, it is the intent of the City to require a City vehicle to be used for all travel. The City Manager or Department Director may grant exceptions for cause. If a personal vehicle is used for approved travel, the City will reimburse for mileage at the current IRS rate. Mileage will be calculated using the default address-to-address route suggested by Google Maps at www.google.com. Additional transportation expenses, including but not limited to airfare, rental cars, taxis, and mass transit when necessary, are reimbursable upon prior approval by the Department Director or City Manager. Mileage and expenses are payable upon return and by submitting a claim to the Finance Director. The claim must include the addresses used to calculate miles, the reason for the trip, the dates of travel, receipts, if applicable, and verification of prior authorization. Employees are responsible for all fines related to parking or traffic citations issued while traveling on City business.

SECTION 4-2: MEALS AND LODGING

Meals will be reimbursable for non-overnight travel if the employee is outside Dickinson County during the employee's normal working hours. All travel requiring an overnight stay must be approved by the Department Director or City Manager. All approved conferences, training, and lodging expenses are to be pre-paid by the City when possible. For travel overnight and non-overnight as defined, expenses incurred for transportation, lodging and meals not otherwise

included as part of the conference or training may be expensed on the employee's City purchase card. Service tips beyond the standard and alcohol purchases are prohibited and not approved for reimbursement. Employees may also use personal means to pay for lodging, travel or meals and request reimbursement with a receipt upon return. Entertainment and any other auxiliary services are not reimbursable or approved purchases.

SECTION 4-3: CONFERENCE FEES AND BUSINESS-RELATED EXPENSES

Every effort should be made to take advantage of early registration or group rate discounts for conference and registration fees. Business-related expenses incurred while on City travel are approved for reimbursement at the discretion of the Department Director.

SECTION FIVE: EMERGENCY PROTOCOL

In case of trip cancellations, all pre-booked reservations and registrations should be canceled, if possible, within the allowed cancellation period. If the employee is unable to make cancellation arrangements, it will be the responsibility of the Department Director or Human Resource Director to notify and cancel the reservations and registrations. The employee is responsible for always carrying the City of Abilene-issued ID badge. The employee is responsible for reporting accidents or injuries in accordance with the Employee Policy and Guidelines.

Employees found in violation of any part of the Travel Policy may be subject to discipline pursuant to the City's Personnel Policy.

City of Abilene, Travel Reimbursement

Name of employee attending	Leann Johnson	Date of event/training	4/18/2023
Name of event/training	MTI: Municipal Finance		
Address of event/training	Train Depot	High Cost Area	
	Dodge, City, KS	Overnight Travel	Yes
Registration cost			
Travel (Mileage)	370 \$ 0.655	\$242.35	
Travel (Car Rental)			
Travel (Airline-Airfare)			
Lodging (per night)			
Meals (per type):			
Breakfast	receipts attached		
Lunch	receipts attached		
Supper	receipts attached		
Miscellaneous Fees (itemize):			
Parking			
Turnpike/Toll			
Other			
Other			
Total Reimbursement:		\$242.35	

Employee

Date

Approved by

Date

City of Abilene, Travel Reimbursement

1. Rows 1-4 will autopopulate from the Authorization sheet
2. Select from the drop down list in F5-F18 as applicable for all expenses, otherwise leave blank
ONLY ENTER ACTUAL AMOUNTS IF REQUESTING REIMBURSEMENT, SELECT REIMBURSE
IF THE ACTUAL AMOUNT WAS CHARGED ON THE COMPANY CREDIT CARD, ONLY SELECT CREDIT CARD
3. Enter actual registration cost in D5, if applicable for reimbursement
4. Enter Actual Miles in B6, if applicable for reimbursement
5. Enter Actual car rental cost in D7, if applicable for reimbursement
6. Enter Actual Airline used in B8 and Actual Airfare in D8, if applicable for reimbursement
7. Enter Actual cost of Lodging in E9, if applicable for reimbursement
8. Enter amount of meals (by type) in B11-B13, actual costs in D11-D13, if applicable for reimbursement
9. Enter actual costs of miscellaneous fees in D14-D18, if applicable for reimbursement
If using other, enter a description
10. Total Reimbursement should autocalculate.
11. Print Reimbursement
12. Attach all reimburseable receipts
13. Employe date and sign Reimbursement request
14. Department Director date and sign Approved by
15. Forward to Finance



City Commission

Trevor Witt
Mayor

John Kollhoff
Vice-Mayor

Brandon Rein
Member

Wendy Miller
Member

Dee Marshall
Member

CITY STAFF

Ron Marsh
City Manager

Leann Johnson
Finance Director

Shayla Mohr
City Clerk

Lon Schrader
Public Works Director

Kari Zook
Community Development

Kellee Timbrook
Recreation Director

Julie Roller Weeks
CVB Director

Anna Hatter
Chief of Police

Kale Strunk
Fire Chief

City Commission Meeting Date: Monday, May 8, 2023

Session: Study Session

Topic: 123 North Spruce – Dangerous Structure

Department: Community Development

Staff Contact: Travis Steerman

Background:

Based on an exterior visual evaluation of the structure at 123 North Spruce Street (THOMPSON AND MCCOY ADDN , LOT 10, N 50' LOT 9, N 50' W 16' LOT 7, & W2 LOT 8 & VAC ALLEY ADJ SECTION 16 TOWNSHIP 13 RANGE 02.), city inspection staff determined that the structure was dangerous and therefore uninhabitable.

City staff conducted a visual inspection of the existing building and found the structure to be structurally unsafe and dangerous. This property was not only inspected this year but also in previous code case from 2022 (2022-033).

- Roofing material blown off roof and in adjacent yard(s)
- Multiple areas of roof damage
- Roof decking exposed to weather and elements
- Rafters exposed to weather and elements
- Rotten roof deck and rafters
- Collapse of roof on north side center of building

Recommendation:

It is staff's recommendation to pursue demolition of this structure, to instruct staff to draft the necessary resolution setting a public hearing date for the determination that the property is unsafe or dangerous, and instruct that repairs or removal be completed along with a deadline upon which the City Commission may arrange for removal.

Fiscal Note:

Staff will attempt to obtain a quote estimate prior to City Commission Study Session on May 8, 2023. If unable to obtain by such date, staff will be prepared to present the Commission with a quote by the following City Commission meeting, scheduled for May 22, 2023.

Funding Source:

Demolition Nuisance Abatement Budget



TO: City Commission
FROM: Travis Steerman, City Inspector
SUBJ: 123 North Spruce Street
DATE: 4/6/23

ISSUE:

Based on an exterior visual evaluation of the structure at 123 North Spruce Street (THOMPSON AND MCCOY ADDN , LOT 10, N 50' LOT 9, N 50' W 16' LOT 7, & W2 LOT 8 & VAC ALLEY ADJ SECTION 16 TOWNSHIP 13 RANGE 02.), city inspection staff determined that the structure was dangerous and therefore uninhabitable.

BACKGROUND:

City staff conducted a visual inspection of the existing building and found the structure to be structurally unsafe and dangerous. This property was not only inspected this year but also in previous code case from 2022 (2022-033).

- Roofing material blown off roof and in adjacent yard(s)
- Multiple areas of roof damage
- Roof decking exposed to weather and elements
- Rafters exposed to weather and elements
- Rotten roof deck and rafters
- Collapse of roof on north side center of building

RECOMMENDATION:

Instruct staff to draft the necessary resolution setting a public hearing date for the determination that the property is unsafe or dangerous and instruct that repairs or removal be completed along with a deadline upon which the City Commission may arrange for removal.



FISCAL NOTE:

Structure has been vacant for some time. I have received several customer requests dealing directly with this property. Customer requests are not only from neighbors but also Dickinson County courthouse staff. Many of the neighbors complain of vermin and the nuisance of roofing materials blown into their yards after storms. Owners have been contacted about the condition of property. Barbara Hamilton did stop into the office to speak with Travis Steerman and noted she would call the office later to speak with him. As of the date of this notice no conversations have taken place.

ATTACHMENTS:

- 2022-033 Code case
- Pictures of building and condition of roof
- Draft Resolution 052223-1

Staff Report
Prepared by:
Travis Steerman



Staff Report
Prepared by:
Travis Steerman



RESOLUTION NUMBER 052223-I

**A RESOLUTION FIXING A TIME AND PLACE TO APPEAR TO SHOW
CAUSE WHY THE STRUCTURE AT 123 N. SPRUCE ST. SHOULD NOT BE
CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED.**

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

ADDRESS

123 N. Spruce St

LEGAL DESCRIPTION

THOMPSON AND MCCOY ADDN , LOT 10, N 50'
LOT 9, N 50' W 16' LOT 7, & W2 LOT 8 & VAC ALLEY
ADJ SECTION 16 TOWNSHIP 13 RANGE 02

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 structure 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, June 26, 2023, in the City Commission Meeting Room, Abilene Public Library, 209 NW 4th St, Abilene, Kansas.

Section 2. This resolution shall be in full force and effect 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 Governing Body of the City of Abilene, Kansas, and signed by the Mayor this 22nd day of May 2023.

Trevor Witt, Mayor

ATTEST:

Shayla L. Mohr
City Clerk

DRAFT

CITY OF ABILENE

05/02/23 2:25 PM

Page 1

***Check Detail Register©**

Batch: 050823PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
002000 Astra Bank checking					
35422	05/08/23	AAKC			
E 001-001-520270		TRAINING	\$50.00	STM 042823	ANNUAL MEMBERSHIP KELLIE OLSON
		Total	\$50.00		
35423	05/08/23	ABILENE FLYING SERVICE			
E 005-000-520642		RUNWAY REPAIRS & M	\$840.00	20118	LABOR TO REPALCE & REPAIR TAXIWAY LIGHTS, END LIGHTS & EDGE LIGHTS
		Total	\$840.00		
35424	05/08/23	ABILENE PRINTING & OFFICE			
E 001-001-520870		TREE BOARD	\$56.20	60909	TREE BOARD POSTCARDS FOR ARBOR DAY SEEDLINGS
		Total	\$56.20		
35425	05/08/23	ABILENE REFLECTOR-CHRONICLE			
E 001-001-520910		DUES-SUBSCRIPTIONS-	\$50.00	273957	CITY TREASURER'S QTRLY REPORT
E 002-024-520910		DUES-SUBSCRIPTIONS-	\$50.00	273957	CITY TREASURER'S QTRLY REPORT
E 004-043-520910		DUES-SUBSCRIPTIONS-	\$50.00	273957	CITY TREASURER'S QTRLY REPORT
		Total	\$150.00		
35426	05/08/23	AG-AIRE LLC			
E 004-042-520620		EQUIPMENT REP & MAI	\$250.00	2405	CHARGE A/C 7400 J. DEERE
		Total	\$250.00		
35427	05/08/23	AMERICAN ELECTRIC CO			
E 001-001-520610		BUILDING MAINTENANC	\$47.76	6665-108462	BULBS FOR NEW LIGHT FIXTURES
E 002-024-520610		BUILDING MAINTENANC	\$47.76	6665-108462	BULBS FOR NEW LIGHT FIXTURES
E 004-043-520610		BUILDING MAINTENANC	\$47.76	6665-108462	BULBS FOR NEW LIGHT FIXTURES
		Total	\$143.28		
35428	05/08/23	BERRY TRACTOR & EQUIPMENT CO.			
E 001-004-520620		EQUIPMENT REP & MAI	\$2,678.55	03052140	STREET SWEEPER - GUTTER BROOM PLATE & MAIN CONVEYOR BELT
E 001-004-520620		EQUIPMENT REP & MAI	\$3,151.43	03052277	STREET SWEEPER - GUTTER BROOM PLATE & MAIN CONVEYOR BELT
		Total	\$5,829.98		
35429	05/08/23	BIZ SWAG			
E 015-153-522300		YOUTH SPORTS SUPPLI	\$3,060.75	2087	SOCCER SHIRTS
		Total	\$3,060.75		
35430	05/08/23	BRIANS PLUMBING INC			
E 004-041-520651		SEWERLINE MAINTENA	\$860.00	6433	REPAIRS TO SERVICE TAP AREA NW 4TH & MULBERRY
		Total	\$860.00		
35431	05/08/23	CATLETT AUTOMOTIVE INC			
E 001-004-520600		VEHICLE EXPENSES	\$196.30	143283	OBSORB MAT
E 001-004-520620		EQUIPMENT REP & MAI	\$32.18	143325	BLISTER PACK, HEADLIGHT HARNESS
E 001-005-521080		TOOLS & MINOR EQUIP	\$25.55	143450	CONNECTOR, DIAGONAL PLIER, LUBE
E 004-042-520620		EQUIPMENT REP & MAI	\$2.14	143494	TIRE VALVE

***Check Detail Register©**

Batch: 050823PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 004-042-521080		TOOLS & MINOR EQUIP	\$15.66	143494	CHUCK & ADAPTOR
E 001-004-520620		EQUIPMENT REP & MAI	\$36.88	143520	4 QT FILLER
E 002-022-521080		TOOLS & MINOR EQUIP	\$13.01	143641	ALLEN KEYSSET
E 001-001-520610		BUILDING MAINTENANC	\$1.14	144211	U-BOLT TO FIX DOOR
E 002-024-520610		BUILDING MAINTENANC	\$1.13	144211	U-BOLT TO FIX DOOR
E 004-043-520610		BUILDING MAINTENANC	\$1.13	144211	U-BOLT TO FIX DOOR
E 013-131-520260		SPECIAL PROJECTS	\$16.34	144409	ZIP TIES - ANTIQUE FEST
E 001-004-521170		SNOW CONTROL SUPPL	\$11.98	144575	SALT SPREADERS READY FOR SUMMER
		Total	\$353.44		
35432	05/08/23	CFS INSPECTIONS			
E 001-003-521231		FIRE EQUIPMENT	\$1,452.55	2023IM0051	TESTING OF GROUND LADDERS & LADDER TRUCK
		Total	\$1,452.55		
35433	05/08/23	CLARK, MIZE & LINVILLE CHARTER			
E 001-001-520110		LEGAL	\$6,553.00	143057	MARCH 2023 LEGAL SERVICE
E 001-001-520110		LEGAL	\$950.00	143058	MARCH 2023 GENERAL RETAINER
		Total	\$7,503.00		
35434	05/08/23	COOPER, KELLY			
E 001-001-520610		BUILDING MAINTENANC	\$250.00	STM 043023	APRIL 2023 CLEANING
E 001-002-520610		BUILDING MAINTENANC	\$250.00	STM 043023	APRIL 2023 CLEANING
E 001-013-521260		CONTRACT LABOR	\$900.00	STM 043023	APRIL 2023 CLEANING
E 001-015-520710		CIVIC CENTER MAINTEN	\$800.00	STM 043023	APRIL 2023 CLEANING
E 002-024-520610		BUILDING MAINTENANC	\$250.00	STM 043023	APRIL 2023 CLEANING
E 004-043-520610		BUILDING MAINTENANC	\$250.00	STM 043023	APRIL 2023 CLEANING
		Total	\$2,700.00		
35435	05/08/23	CORE & MAIN			
E 002-022-531060		WATER DISTRIBUTION L	\$66,476.37	S464745	WATERLINE MATERIAL - PARTIAL ORDER
		Total	\$66,476.37		
35436	05/08/23	CRAFCO, INC			
E 014-000-521020		ASPHALT / CRACK SEAL	\$7,578.75	9402908560	CRACK SEALING MATERIAL
		Total	\$7,578.75		
35437	05/08/23	DK CTY ADMINISTRATION			
E 001-003-521060		GASOLINE-OIL-LUBRICA	\$102.80	1766	DIESEL
E 004-041-521060		GASOLINE-OIL-LUBRICA	\$810.03	1767	DIESEL
E 001-004-521060		GASOLINE-OIL-LUBRICA	\$194.66	1767	DIESEL
		Total	\$1,107.49		
35438	05/08/23	DK CTY LITTLE LEAGUE			
E 015-153-522850		YOUTH BASEBALL	\$780.00	STM 042523	3 MUSTANG, 2 BRONCO, 1 PONY
		Total	\$780.00		
35439	05/08/23	DK CTY REGISTER OF DEEDS			
E 001-001-520970		MISCELLANEOUS SERVI	\$38.00	STM 042523	SEXTON - QUIT CLAIM DEED
		Total	\$38.00		

CITY OF ABILENE

05/02/23 2:25 PM

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***Check Detail Register©**

Batch: 050823PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
35440	05/08/23	DK CTY SOFTBALL LEAGUE			
E 015-153-522870		YOUTH SOFTBALL	\$320.00	STM 042523	ID, IC, A A/B
		Total	\$320.00		
35441	05/08/23	DON'S TIRE & SUPPLY			
E 001-003-521231		FIRE EQUIPMENT	\$230.00	273608	TRUCK ALIGNMENT & TIRE ROTATION
		Total	\$230.00		
35442	05/08/23	DOWNTOWN DANCE LLC			
E 015-156-523331		DANCE/TUMBLING	\$1,344.00	STM 042023	APRIL REG. FEES
		Total	\$1,344.00		
35443	05/08/23	KARLA EFURD			
E 001-001-520270		TRAINING	\$40.40	STM 042723	MILEAGE TO WICHITA - CUSTOMER SERVICE CONF
E 002-024-520270		TRAINING	\$40.39	STM 042723	MILEAGE TO WICHITA - CUSTOMER SERVICE CONF
E 004-043-520270		TRAINING	\$40.39	STM 042723	MILEAGE TO WICHITA - CUSTOMER SERVICE CONF
		Total	\$121.18		
35444	05/08/23	ENGWEILER, KATHLEEN			
E 002-024-520780		REFUND EXPENSE	\$45.82	STM 042123	REFUND OVERPAYMENT ON WATER/SEWER BILL
		Total	\$45.82		
35445	05/08/23	EVERGY			
E 001-015-520510		ELECTRIC SERVICE	\$41.51	1219189162	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$19.88	1247021166	ELECTRIC SERVICE
E 001-004-520500		STREET LIGHTING	\$72.98	1264060667	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$36.68	1702117183	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$24.73	1717190452	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$333.24	1758193262	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	1904884672	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$61.11	1906689737	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$72.49	2021258017	ELECTRIC SERVICE
E 001-004-520500		STREET LIGHTING	\$11,215.73	246831701	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$42.99	2549851829	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$35.00	2650162371	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$29.66	2791000927	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$85.33	288914741	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$23.29	30783521	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$23.29	30783521	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$23.28	30783521	ELECTRIC SERVICE
E 004-041-520510		ELECTRIC SERVICE	\$23.28	30783521	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$25.62	3082543925	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	3413762565	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$265.16	3413870642	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$14.05	3443600738	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$14.05	3443600738	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$14.05	3443600738	ELECTRIC SERVICE

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 004-041-520510		ELECTRIC SERVICE	\$14.05	3443600738	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	3740342691	ELECTRIC SERVICE
E 015-157-520510		ELECTRIC SERVICE	\$1,454.62	3933636584	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$33.09	416675959	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$27.43	4212846087	ELECTRIC SERVICE
E 001-004-520500		STREET LIGHTING	\$41.23	4288064106	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	4554030512	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$39.76	4867778321	ELECTRIC SERVICE
E 001-003-520510		ELECTRIC SERVICE	\$200.40	4898116762	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$200.40	4898116762	ELECTRIC SERVICE
E 001-002-520510		ELECTRIC SERVICE	\$200.40	4898116762	ELECTRIC SERVICE
E 002-024-520510		ELECTRIC SERVICE	\$200.40	4898116762	ELECTRIC SERVICE
E 004-043-520510		ELECTRIC SERVICE	\$200.40	4898116762	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$12.53	5054322132	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$25.15	5516010740	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	5751904663	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$35.92	5964839866	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$29.00	6023481527	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$61.18	6046634008	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$61.18	6046634008	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$61.18	6046634008	ELECTRIC SERVICE
E 004-041-520510		ELECTRIC SERVICE	\$61.17	6046634008	ELECTRIC SERVICE
E 004-041-520510		ELECTRIC SERVICE	\$132.91	6177125769	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$60.64	6392647180	ELECTRIC SERVICE
E 003-000-520510		ELECTRIC SERVICE	\$214.32	6409144687	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$245.69	6495096418	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$561.41	6524781973	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$28.32	661408984	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$24.15	678816549	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$34.15	6955064227	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$65.58	6986074708	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$45.64	7000718326	ELECTRIC SERVICE
E 001-013-520510		ELECTRIC SERVICE	\$464.93	7064307381	ELECTRIC SERVICE
E 001-015-520510		ELECTRIC SERVICE	\$161.66	7288502631	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$278.96	7415927166	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	7484828978	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$13.05	7576542461	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$5,513.96	771952302	ELECTRIC SERVICE
E 005-000-520510		ELECTRIC SERVICE	\$57.79	7850192618	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$44.00	786713586	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$362.20	7868072027	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$28.99	7954110285	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$24.39	7992075847	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$36.90	7993583651	ELECTRIC SERVICE
E 004-042-520510		ELECTRIC SERVICE	\$18,106.04	8139961807	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$87.22	8163245625	ELECTRIC SERVICE
E 005-000-520510		ELECTRIC SERVICE	\$12.78	8181824446	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$1,354.01	8186660933	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$139.36	855312560	ELECTRIC SERVICE

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 002-023-520510		ELECTRIC SERVICE	\$50.80	8623625247	ELECTRIC SERVICE
E 005-000-520510		ELECTRIC SERVICE	\$438.11	8631656121	ELECTRIC SERVICE
E 001-002-520510		ELECTRIC SERVICE	\$30.91	8724162661	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$14.30	8745617303	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$38.87	8813700102	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$11.49	8966692659	ELECTRIC SERVICE
E 001-001-520510		ELECTRIC SERVICE	\$24.46	9031558905	ELECTRIC SERVICE
E 005-000-520510		ELECTRIC SERVICE	\$16.49	9053666773	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$29.18	9255132041	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$105.16	9348861379	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$43.37	950991929	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$1,092.92	9659465165	ELECTRIC SERVICE
E 001-004-520510		ELECTRIC SERVICE	\$8.18	9946085408	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$8.18	9946085408	ELECTRIC SERVICE
E 002-022-520510		ELECTRIC SERVICE	\$8.18	9946085408	ELECTRIC SERVICE
E 004-041-520510		ELECTRIC SERVICE	\$8.18	9946085408	ELECTRIC SERVICE
E 002-023-520510		ELECTRIC SERVICE	\$135.31	9960246323	ELECTRIC SERVICE
E 001-006-520510		ELECTRIC SERVICE	\$35.19	9994690522	ELECTRIC SERVICE
		Total	\$45,724.16		
35446	05/08/23	FASTENAL COMPANY			
E 001-002-521230		AMMUNITION / RANGE S	\$146.96	KSSAL24354	FLAG POLE @ SHOOTING RANGE
		Total	\$146.96		
35447	05/08/23	FRY & ASSOCIATES, INC			
E 008-000-530365		FRIENDS OF THE PARK	\$5,963.00	33349	MEMORIAL TABLE & SEATS
		Total	\$5,963.00		
35448	05/08/23	GOOD COMPANY, INC			
E 013-131-520741		GIFT SHOP EXPENSE	\$245.50	STM 050123	MAGNETS
		Total	\$245.50		
35449	05/08/23	GUFFEY PROPERTIES, LLC			
E 038-000-540610		CID SALES TAX	\$2,233.10	STM 042823	CID PROPERTY FAMILY DOLLAR LESS 2% ADMIN FEE - APRIL 2023
		Total	\$2,233.10		
35450	05/08/23	HEAVY TRUCK REPAIR AND TIRE INC			
E 004-042-520620		EQUIPMENT REP & MAI	\$689.00	1061	TIRES FOR 98B JD TRACTOR
		Total	\$689.00		
35451	05/08/23	HOLM AUTOMOTIVE CENTER			
E 020-000-530396		INSPECTION EQUIPMEN	\$41,387.00	82345	INSPECTION TRUCK
		Total	\$41,387.00		
35452	05/08/23	BRAD HOMMAN			
E 001-003-521120		SIREN REPAIRS	\$134.00	8800	STORM SIREN SERVICE CALL/CAT6 CABLE
E 001-003-520520		TELEPHONE / INTERNE	\$35.42	8802	STORM SIREN SERVICE CALL/CAT6 CABLE
		Total	\$169.42		
35453	05/08/23	IMAGE QUEST			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 001-002-520700		RENT-CONTRACTS-MAI	\$87.02	IN4391682	COPIER FEE
E 001-001-520700		RENT-CONTRACTS-MAI	\$12.05	IN4399148	COPIER CONTRACT OVERAGE CHARGE 3/25-4/24/23
E 002-024-520700		RENT-CONTRACTS-MAI	\$12.05	IN4399148	COPIER CONTRACT OVERAGE CHARGE 3/25-4/24/23
E 004-043-520700		RENT-CONTRACTS-MAI	\$12.04	IN4399148	COPIER CONTRACT OVERAGE CHARGE 3/25-4/24/23
E 004-041-521010		OFFICE SUPPLIES	\$55.00	IN4414418	COPIES
E 015-151-521045		OFFICE EQUIPMENT	\$19.09	OM4396035	MONTHLY COPIER CONTRACT
		Total	\$197.25		
35454	05/08/23	JACKSON, PETER R.			
E 015-153-522860		ADULT SOFTBALL	\$140.00	STM 050123	ASB 5 GAMES @ \$28
		Total	\$140.00		
35455	05/08/23	JERRY A. MILLER			
E 005-000-520141		AWOS	\$400.00	STM 051823	MAY 2023 AWOS
		Total	\$400.00		
35456	05/08/23	JOHN'S AUTO UPHOLSTERY			
E 015-157-521080		TOOLS & MINOR EQUIP	\$25.00	659091	NET REPAIR
		Total	\$25.00		
35457	05/08/23	JOHNSON, LEANN			
E 001-001-520270		TRAINING	\$80.79	STM 042723	MILEAGE FOR MUNICIPAL FINANCE 4/19/23 DODGE CITY
E 002-024-520270		TRAINING	\$80.78	STM 042723	MILEAGE FOR MUNICIPAL FINANCE 4/19/23 DODGE CITY
E 004-043-520270		TRAINING	\$80.78	STM 042723	MILEAGE FOR MUNICIPAL FINANCE 4/19/23 DODGE CITY
		Total	\$242.35		
35458	05/08/23	KANSAS GAS SERVICE			
E 001-015-520509		GAS SERVICE	\$426.92	51001600410	GAS SERVICE
E 001-013-520509		GAS SERVICE	\$350.91	51001600410	GAS SERVICE
E 015-157-520509		GAS SERVICE	\$1,255.26	51001600410	GAS SERVICE
E 001-006-520509		GAS SERVICE	\$902.16	51001600410	GAS SERVICE
E 002-023-520509		GAS SERVICE	\$192.01	51001600410	GAS SERVICE
E 001-001-520509		GAS SERVICE	\$213.63	51001600410	GAS SERVICE
E 001-002-520509		GAS SERVICE	\$213.64	51001600410	GAS SERVICE
E 002-024-520509		GAS SERVICE	\$213.64	51001600410	GAS SERVICE
E 004-043-520509		GAS SERVICE	\$213.64	51001600410	GAS SERVICE
E 001-003-520509		GAS SERVICE	\$213.64	51001600410	GAS SERVICE
E 001-004-520509		GAS SERVICE	\$71.17	51001600410	GAS SERVICE
E 002-022-520509		GAS SERVICE	\$71.17	51001600410	GAS SERVICE
E 004-041-520509		GAS SERVICE	\$71.16	51001600410	GAS SERVICE
E 001-004-520509		GAS SERVICE	\$220.03	51001600410	GAS SERVICE
E 002-022-520509		GAS SERVICE	\$220.03	51001600410	GAS SERVICE
E 004-041-520509		GAS SERVICE	\$220.03	51001600410	GAS SERVICE
		Total	\$5,069.04		
35459	05/08/23	KANSAS ONE-CALL SYSTEM, INC			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 004-041-521010		OFFICE SUPPLIES	\$127.20	3040129	APRIL LOCATES - 106
		Total	\$127.20		
35460	05/08/23	KEY EQUIPMENT & SUPPLY			
E 004-041-520620		EQUIPMENT REP & MAI	\$489.91	KC208076	SEWER TRUCK FILTER 22B
		Total	\$489.91		
35461	05/08/23	KRWA			
E 004-042-520270		TRAINING	\$420.00	INV 041823	KRWA CONF: DONOVAN, BOB, LON, JEN, DEVIN, CHAD, JOE, JOHN, MITCH, JAY & MIKE
E 004-041-520270		TRAINING	\$615.00	INV 041823	KRWA CONF: DONOVAN, BOB, LON, JEN, DEVIN, CHAD, JOE, JOHN, MITCH, JAY & MIKE
E 002-022-520270		TRAINING	\$585.00	INV 041823	KRWA CONF: DONOVAN, BOB, LON, JEN, DEVIN, CHAD, JOE, JOHN, MITCH, JAY & MIKE
E 002-023-520270		TRAINING	\$645.00	INV 041823	KRWA CONF: DONOVAN, BOB, LON, JEN, DEVIN, CHAD, JOE, JOHN, MITCH, JAY & MIKE
		Total	\$2,265.00		
35462	05/08/23	LEAGUE KS MUNICIPALITIES			
E 001-004-520320		PRINTING & ADVERTISI	\$100.00	6601	PUBLIC WORK DIRECTOR JOB ADS
E 002-022-520320		PRINTING & ADVERTISI	\$100.00	6601	PUBLIC WORK DIRECTOR JOB ADS
		Total	\$200.00		
35463	05/08/23	LINDER ELECTRIC			
E 001-001-520610		BUILDING MAINTENANC	\$989.70	209943	INSPECTION OFFICE - SET FLOOR BOXES
E 002-024-520610		BUILDING MAINTENANC	\$989.69	209943	INSPECTION OFFICE - SET FLOOR BOXES
E 004-043-520610		BUILDING MAINTENANC	\$989.69	209943	INSPECTION OFFICE - SET FLOOR BOXES
		Total	\$2,969.08		
35464	05/08/23	LINK MEDIA OUTDOOR			
E 013-131-520721		SIGN ADVERTISING	\$1,845.00	446485	6 BOARDS
		Total	\$1,845.00		
35465	05/08/23	LUMBER HOUSE TRUE VALUE			
E 001-001-520870		TREE BOARD	(\$200.00)	2301-407413	TREES FOR ARBOR DAY & PARKING LOT
E 001-004-521130		SIGNS MAINTENANCE	\$6.16	2304-080225	PEDESTRIAN SIGN REPAIR
E 004-042-520610		BUILDING MAINTENANC	\$40.38	2304-080249	GARDEN HOSE
E 001-004-521130		SIGNS MAINTENANCE	\$57.99	2304-080253	REPAIR ROAD BLOCK
E 001-004-521130		SIGNS MAINTENANCE	\$57.99	2304-080273	PAINT ROAD BLOCK
E 001-004-520620		EQUIPMENT REP & MAI	\$214.71	2304-080296	BELT FOR MOWER
E 004-042-520610		BUILDING MAINTENANC	(\$34.99)	2304-080779	RETURN HOSE
E 001-001-520610		BUILDING MAINTENANC	\$19.67	2304-080903	FAUCET & TOOLS
E 002-024-520610		BUILDING MAINTENANC	\$19.66	2304-080903	FAUCET & TOOLS
E 004-043-520610		BUILDING MAINTENANC	\$19.66	2304-080903	FAUCET & TOOLS
E 001-001-521080		TOOLS & MINOR EQUIP	\$20.33	2304-080903	FAUCET & TOOLS
E 002-024-521080		TOOLS & MINOR EQUIP	\$20.33	2304-080903	FAUCET & TOOLS
E 004-043-521080		TOOLS & MINOR EQUIP	\$20.32	2304-080903	FAUCET & TOOLS
E 001-001-520610		BUILDING MAINTENANC	\$7.66	2304-080924	SINK REPAIR BATHROOM
E 002-024-520610		BUILDING MAINTENANC	\$7.66	2304-080924	SINK REPAIR BATHROOM
E 004-043-520610		BUILDING MAINTENANC	\$7.66	2304-080924	SINK REPAIR BATHROOM
E 001-005-520620		EQUIPMENT REP & MAI	\$7.49	2304-080963	PAINT FOR TIGER
E 001-002-521230		AMMUNITION / RANGE S	\$31.25	2304-080963	FLAG POLE @ GUN RANGE

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 004-043-520610		BUILDING MAINTENANC	\$2.49	2304-081031	PARTS FOR BATHROOM REPAIR
E 002-022-520610		BUILDING MAINTENANC	\$38.96	2304-081215	CLEVIS HOOK & LADDER HANGER
E 001-001-520610		BUILDING MAINTENANC	\$10.83	2304-081219	PARTS FOR BATHROOM REPAIR
E 002-024-520610		BUILDING MAINTENANC	\$10.83	2304-081219	PARTS FOR BATHROOM REPAIR
E 004-043-520610		BUILDING MAINTENANC	\$8.33	2304-081219	PARTS FOR BATHROOM REPAIR
E 002-023-520610		BUILDING MAINTENANC	\$11.99	2304-081233	MINERAL SPIRITS
E 001-001-520610		BUILDING MAINTENANC	\$8.67	2304-081302	LIGHT BULB - BATHROOM
E 002-024-520610		BUILDING MAINTENANC	\$8.66	2304-081302	LIGHT BULB - BATHROOM
E 004-043-520610		BUILDING MAINTENANC	\$8.66	2304-081302	LIGHT BULB - BATHROOM
E 002-022-521080		TOOLS & MINOR EQUIP	\$35.99	2304-081305	SHOVEL
E 014-000-521090		PAINT & PAINTING SUP	\$64.99	2304-081365	AIRLESS HOSE
E 014-000-521090		PAINT & PAINTING SUP	\$85.00	2304-081428	PAINT STRIPPER SUPPLIES
E 002-022-520970		MISCELLANEOUS SERVI	\$8.99	2304-082387	RED MARKING PAINT
E 001-001-521010		OFFICE SUPPLIES	\$16.67	2304-082541	ORGANIZER
E 002-024-521010		OFFICE SUPPLIES	\$16.66	2304-082541	ORGANIZER
E 004-043-521010		OFFICE SUPPLIES	\$16.66	2304-082541	ORGANIZER
E 002-023-520610		BUILDING MAINTENANC	\$13.08	2304-082702	MASKING PAPER & TAPE
E 014-000-521090		PAINT & PAINTING SUP	\$5.99	2304-082989	PAINT ROLLER HEADS
E 001-004-521080		TOOLS & MINOR EQUIP	\$19.99	2304-083058	MEASURING TAPE
E 001-006-530332		PARK IMPROVEMENTS	\$6.30	2304-083058	WOOD FOR PICNIC TABLE REPAIR
E 001-006-530332		PARK IMPROVEMENTS	\$6.30	2304-083059	WOOD FOR PICNIC TABLE REPAIR
E 014-000-521090		PAINT & PAINTING SUP	\$21.98	2304-083159	PAINT ROLLER HEADS
E 004-042-520610		BUILDING MAINTENANC	\$36.35	2304-083162	BRUSHES
E 014-000-521130		SIGNS MAINTENANCE	\$49.38	2304-083345	SIGN REPAIR @ SUBWAY
E 014-000-521090		PAINT & PAINTING SUP	\$110.00	2304-083447	PAINT FOR DECORATIVE CONCRETE
E 014-000-521090		PAINT & PAINTING SUP	\$110.00	2304-083485	PAINT FOR DECORATIVE CONCRETE
E 001-001-520870		TREE BOARD	\$1,435.00	2304-083492	TREES FOR ARBOR DAY & PARKING LOT
E 001-001-520610		BUILDING MAINTENANC	\$11.76	2304-083548	PARTS FOR LIGHT IN BREAKROOM
E 002-024-520610		BUILDING MAINTENANC	\$11.76	2304-083548	PARTS FOR LIGHT IN BREAKROOM
E 004-043-520610		BUILDING MAINTENANC	\$11.76	2304-083548	PARTS FOR LIGHT IN BREAKROOM
E 002-022-520610		BUILDING MAINTENANC	\$11.99	2304-083688	PUMPHOUSE FITTING
E 001-004-521170		SNOW CONTROL SUPPL	\$4.98	2304-084947	COUPLERS
E 001-004-521170		SNOW CONTROL SUPPL	(\$2.49)	2304-084976	RETURN COUPLERS
		Total	\$2,542.44		
35466	05/08/23	MEMORIAL HOSPITAL			
E 001-012-520960		PRISONER CARE	\$37.14	MFJX96117	JOSEPH MESSER
		Total	\$37.14		
35467	05/08/23	MERIDIAN MEDIA LLC			
E 001-001-520320		PRINTING & ADVERTISI	\$400.00	19802-1	LEAD & COPPER RADIO ADS - 300 SPOTS
E 002-024-520320		PRINTING & ADVERTISI	\$400.00	19802-1	LEAD & COPPER RADIO ADS - 300 SPOTS
E 004-043-520320		PRINTING & ADVERTISI	\$400.00	19802-1	LEAD & COPPER RADIO ADS - 300 SPOTS
		Total	\$1,200.00		
35468	05/08/23	MICHELLE WRIGHT			
E 038-000-540610		CID SALES TAX	\$9,934.28	STM 042823	CID ROSEROCK LESS 2% ADMIN FEE - APRIL 2023
		Total	\$9,934.28		

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Batch: 050823PAY

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
35469	05/08/23	MIDWEST CONCRETE MATERIALS			
E 001-006-521200		PLAYGROUND EQUIP R	\$495.20	615297	PLAYGROUND SAND
E 002-022-520640		STREET REPAIRS	\$572.50	616563	CURB & GUTTER REPAIRS/FLOWABLE FILL
E 001-004-521280		CURB & GUTTER REPAI	\$279.50	616936	CURB & GUTTER REPAIRS/FLOWABLE FILL
E 008-000-530365		FRIENDS OF THE PARK	\$279.50	616936	CURB & GUTTER REPAIRS/FLOWABLE FILL
		Total	\$1,626.70		
35470	05/08/23	RICHARD L. SMITH			
E 001-004-520610		BUILDING MAINTENANC	\$1,547.51	2023-04-234	5 YEAR SPCC PLAN REVIEWS AIRPORT, STREETS & WWTP
E 004-042-520610		BUILDING MAINTENANC	\$1,547.51	2023-04-234	5 YEAR SPCC PLAN REVIEWS AIRPORT, STREETS & WWTP
E 005-000-520610		BUILDING MAINTENANC	\$1,547.53	2023-04-234	5 YEAR SPCC PLAN REVIEWS AIRPORT, STREETS & WWTP
		Total	\$4,642.55		
35471	05/08/23	NARAYAN, INC			
E 038-000-540610		CID SALES TAX	\$1,489.89	STM 042823	CID HOLIDAY I LESS 2% ADMIN FEE - APRIL 2023
		Total	\$1,489.89		
35472	05/08/23	NATIONAL SIGN CO., INC			
E 001-004-521130		SIGNS MAINTENANCE	\$423.73	IN-203547	"THIS BLOCK" SIGNS
		Total	\$423.73		
35473	05/08/23	NEEDHAM, ANDREW			
E 015-153-522860		ADULT SOFTBALL	\$196.00	STM 050123	ADB 7 GAMES @ \$28
		Total	\$196.00		
35474	05/08/23	NEX-TECH RURAL TELEPHONE			
E 002-023-520520		TELEPHONE / INTERNE	\$56.67	329717	PHONE SERVICE
E 004-042-520520		TELEPHONE / INTERNE	\$109.84	329717	PHONE SERVICE
E 005-000-520520		TELEPHONE / INTERNE	\$113.34	329717	PHONE SERVICE
		Total	\$279.85		
35475	05/08/23	OLSSON			
E 014-000-520140		ENGINEERING	\$7,812.50	453486	ENGINEERING SERVICE FOR 2023 CCLIP
		Total	\$7,812.50		
35476	05/08/23	PACE ANALYTICAL SERVICES			
E 004-042-520210		LAB ANALYSIS & EQUIP	\$326.30	2360181639	EFFLUENT SAMPLES/13ST. WATER SAMPLE
E 002-023-520210		LAB ANALYSIS & EQUIP	\$250.00	2360182015	EFFLUENT SAMPLES/13ST. WATER SAMPLE
E 004-042-520210		LAB ANALYSIS & EQUIP	\$652.60	2360182288	EFFLUENT SAMPLES/13ST. WATER SAMPLE
E 004-042-520210		LAB ANALYSIS & EQUIP	\$326.30	2360182311	EFFLUENT SAMPLES/13ST. WATER SAMPLE
		Total	\$1,555.20		
35477	05/08/23	PERRY WEATHER			
E 015-151-520260		SPECIAL PROJECTS	\$2,224.00	4658	PERRY WEATHER ALERT SYSTEM
E 001-006-521080		TOOLS & MINOR EQUIP	\$741.00	4658	PERRY WEATHER ALERT SYSTEM
E 001-007-520620		EQUIPMENT REP & MAI	\$741.00	4658	PERRY WEATHER ALERT SYSTEM
E 015-153-521080		TOOLS & MINOR EQUIP	\$741.00	4658	PERRY WEATHER ALERT SYSTEM

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$4,447.00		
35478	05/08/23	PIONEER FARM INC			
E 002-022-521080		TOOLS & MINOR EQUIP	\$22.58	604365	CAUTION TAPE & TAPE MEASURE
E 002-022-520661		WATER LINE MAINTENA	\$21.90	604372	FENCE POST
E 004-042-520610		BUILDING MAINTENANC	\$28.99	604484	HOSE
E 002-022-520600		VEHICLE EXPENSES	\$91.15	604571	HITCH, STRAP & BUNGIE CORD
E 004-042-520620		EQUIPMENT REP & MAI	\$15.98	604601	SPRAY PAINT
E 004-042-520620		EQUIPMENT REP & MAI	\$8.59	604628	SPRAY PAINT
E 002-022-520970		MISCELLANEOUS SERVI	\$86.93	604781	FLAGS
E 004-041-520620		EQUIPMENT REP & MAI	\$8.98	605316	BOLT CLAMP
E 004-041-520620		EQUIPMENT REP & MAI	(\$0.40)	605324	RETURN BOLT CLAMP
E 004-042-520620		EQUIPMENT REP & MAI	\$0.80	605329	SPRINGS
E 004-042-520620		EQUIPMENT REP & MAI	\$86.86	605776	PUMP, PARTS FOR SPRAYER
E 001-004-520620		EQUIPMENT REP & MAI	\$13.95	606004	LOCK PIN
E 002-022-521080		TOOLS & MINOR EQUIP	\$19.16	606009	PIPE DISCONNECT TOOL & THREAD SEALANT
E 004-042-520620		EQUIPMENT REP & MAI	\$8.85	606020	SPRAYER PARTS
E 001-005-520620		EQUIPMENT REP & MAI	\$5.99	606570	GASKET
Total			\$420.31		
35479	05/08/23	QUILL			
E 005-000-521010		OFFICE SUPPLIES	\$44.98	31906214	CANNON BLACK INK
Total			\$44.98		
35480	05/08/23	REIN, BRANDON			
E 001-001-520280		TRAVEL-MEETINGS & C	\$399.20	STM 041923	LKM LEADERSHIP SUMMITY HAYS - MILEAGE & LODGING
E 001-001-520280		TRAVEL-MEETINGS & C	\$116.59	STM 050123	MILEAGE - LOBBYING @ CAPITAL
Total			\$515.79		
35481	05/08/23	ROBSON OIL CO, INC			
E 001-004-521060		GASOLINE-OIL-LUBRICA	\$110.92	61574	59 GALS DEF
E 001-002-521060		GASOLINE-OIL-LUBRICA	\$2,707.03	STM 042523	FUEL
E 001-003-521060		GASOLINE-OIL-LUBRICA	\$751.49	STM 042523	FUEL
E 001-004-521060		GASOLINE-OIL-LUBRICA	\$1,480.58	STM 042523	FUEL
E 001-005-521060		GASOLINE-OIL-LUBRICA	\$184.08	STM 042523	FUEL
E 001-006-521060		GASOLINE-OIL-LUBRICA	\$343.07	STM 042523	FUEL
E 002-023-521060		GASOLINE-OIL-LUBRICA	\$213.00	STM 042523	FUEL
E 002-022-521060		GASOLINE-OIL-LUBRICA	\$474.44	STM 042523	FUEL
E 003-000-521060		GASOLINE-OIL-LUBRICA	\$94.34	STM 042523	FUEL
E 004-042-521060		GASOLINE-OIL-LUBRICA	\$108.45	STM 042523	FUEL
E 001-011-521060		GASOLINE-OIL-LUBRICA	\$100.11	STM 042523	FUEL
E 001-001-520600		VEHICLE EXPENSES	\$27.81	STM 042523	FUEL
E 002-024-520600		VEHICLE EXPENSES	\$27.81	STM 042523	FUEL
E 004-043-520600		VEHICLE EXPENSES	\$27.81	STM 042523	FUEL
Total			\$6,650.94		
35482	05/08/23	ROLLER-WEEKS, JULIE			
E 013-131-520270		TRAINING	\$121.83	STM 042123	MILEAGE - WSU MINIMPA CLASS
Total			\$121.83		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
35483	05/08/23	ROSS, ANTHONY W.			
E 015-153-522860		ADULT SOFTBALL	\$336.00	STM 050123	ASB 12 GAMES @ \$ 28
		Total	\$336.00		
35484	05/08/23	RYAN & MULLIN, PA			
E 001-012-520110		LEGAL	\$3,250.00	STM 050123	CITY PROSECUTOR MAY 2023
		Total	\$3,250.00		
35485	05/08/23	SAFELITE FULFILLMENT, INC			
E 001-004-520620		EQUIPMENT REP & MAI	\$352.18	05531-56174	#15 WINDOW REPAIR
		Total	\$352.18		
35486	05/08/23	SAGE PRODUCTS, INC			
E 002-022-520970		MISCELLANEOUS SERVI	\$489.30	0094863-IN	MARKING PAINT
		Total	\$489.30		
35487	05/08/23	SALINA SUPPLY CO			
E 002-022-520665		METERS, RADIOS, PITS,	\$159.12	S100221052.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 002-022-520665		METERS, RADIOS, PITS,	\$439.85	S100229689.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 002-022-520665		METERS, RADIOS, PITS,	\$439.85	S100229689.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 002-022-520665		METERS, RADIOS, PITS,	\$2,199.24	S100229689.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 002-022-520661		WATER LINE MAINTENA	\$318.24	S100229689.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 004-042-520610		BUILDING MAINTENANC	\$122.66	S100241205.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 004-042-520610		BUILDING MAINTENANC	\$25.52	S100241222.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
E 002-022-520685		FIRE HYDRANTS & VALV	\$167.39	S100241230.	METER SETTERS, 3" PRESSURE FITTINGS & FIRE HYDRANT CAP GASKETS
		Total	\$3,871.87		
35488	05/08/23	SMART INSURANCE			
E 005-000-520410		INSURANCE	\$2,402.00	4366	1ST OF 3 ANNUAL INSTALLMENTS - AVIATION GROUND OPERATION LIABILITY INSURANCE
		Total	\$2,402.00		
35489	05/08/23	SOLID ROCK AUDIO VIDEO			
E 015-153-530331		FIELD IMPROVEMENTS	\$1,177.10	1569	TED POWER SPEAKERS
		Total	\$1,177.10		
35490	05/08/23	SRC LLC			
E 001-011-520650		SIDEWALKS - RESIDENT	\$500.00	115	SIDEWALK PROGRAM - 418 NW 5TH
		Total	\$500.00		
35491	05/08/23	SUPERIOR SANITATION SERVICE			
E 001-015-520710		CIVIC CENTER MAINTEN	\$65.00	STM 050123	MAY 2023 TRASH SERVICE @ CVB, RECYCLE & WWTP
E 003-000-520610		BUILDING MAINTENANC	\$65.00	STM 050123	MAY 2023 TRASH SERVICE @ CVB, RECYCLE & WWTP

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 004-042-520610		BUILDING MAINTENANC	\$130.00	STM 050123	MAY 2023 TRASH SERVICE @ CVB, RECYCLE & WWTP
E 001-013-520610		BUILDING MAINTENANC	\$62.00	STM 050123	MAY 2023 TRASH SERVICE @ SC, PARKS & CC
E 001-006-520610		BUILDING MAINTENANC	\$58.00	STM 050123	MAY 2023 TRASH SERVICE @ SC, PARKS & CC
E 015-157-520610		BUILDING MAINTENANC	\$58.00	STM 050123	MAY 2023 TRASH SERVICE @ SC, PARKS & CC
		Total	\$438.00		
35492	05/08/23	TRIPLETT, INC			
E 038-000-540610		CID SALES TAX	\$6,280.93	STM 042823	CID PROPERTY 6 LESS 2% ADMIN FEE - APRIL 2023
		Total	\$6,280.93		
35493	05/08/23	US BANK EQUIPMENT FINANCE			
E 015-151-521045		OFFICE EQUIPMENT	\$215.45	500343561	COPIER MONTHLY CONTRACT
		Total	\$215.45		
35494	05/08/23	US POST OFFICE			
E 001-001-520220		POSTAGE & METER RE	\$96.67	PERMIT #1	1ST CLASS PRESORT FEE
E 002-024-520220		POSTAGE & METER RE	\$96.67	PERMIT #1	1ST CLASS PRESORT FEE
E 004-043-520220		POSTAGE & METER RE	\$96.66	PERMIT #1	1ST CLASS PRESORT FEE
		Total	\$290.00		
35495	05/08/23	UTILITY SERVICE CO, INC			
E 002-022-520671		TOWER MAINTENANCE	\$1,000.00	579779	COMPLETION OF LOGO ON 13TH ST. TOWER
		Total	\$1,000.00		
35496	05/08/23	VAN DIEST CHEMICAL CO			
E 001-006-521030		CHEMICALS	\$600.88	32599	CHEMICALS
E 001-005-521030		CHEMICALS	\$861.84	34134	CHEMICALS FOR WEED SPRAYING
E 001-005-521030		CHEMICALS	\$425.00	34135	CHEMICALS FOR WEED SPRAYING
E 001-005-521030		CHEMICALS	\$930.00	34136	CHEMICALS FOR WEED SPRAYING
E 001-005-521030		CHEMICALS	\$53.13	34137	CHEMICALS FOR WEED SPRAYING
		Total	\$2,870.85		
35497	05/08/23	VECTORSOLUTIONS			
E 001-003-520705		SOFTWARE SUBSCRIPT	\$1,485.00	INV70090	TRAINING PLATFORM
		Total	\$1,485.00		
35498	05/08/23	VYVE BROADBAND			
E 001-001-520520		TELEPHONE / INTERNE	\$414.28	301-521155	MAY 2023 MONTHLY BILLING
E 002-024-520520		TELEPHONE / INTERNE	\$414.28	301-521155	MAY 2023 MONTHLY BILLING
E 004-043-520520		TELEPHONE / INTERNE	\$414.26	301-521155	MAY 2023 MONTHLY BILLING
E 001-002-520520		TELEPHONE / INTERNE	\$533.22	301-521155	MAY 2023 MONTHLY BILLING
E 001-003-520520		TELEPHONE / INTERNE	\$291.98	301-521155	MAY 2023 MONTHLY BILLING
E 001-004-520520		TELEPHONE / INTERNE	\$207.28	301-521155	MAY 2023 MONTHLY BILLING
E 001-006-520520		TELEPHONE / INTERNE	\$192.63	301-521155	MAY 2023 MONTHLY BILLING
E 001-007-520970		MISCELLANEOUS SERVI	\$163.68	301-521155	MAY 2023 MONTHLY BILLING
E 001-008-520520		TELEPHONE / INTERNE	\$163.68	301-521155	MAY 2023 MONTHLY BILLING
E 001-011-520520		TELEPHONE / INTERNE	\$163.68	301-521155	MAY 2023 MONTHLY BILLING
E 001-012-520970		MISCELLANEOUS SERVI	\$168.68	301-521155	MAY 2023 MONTHLY BILLING
E 001-013-520520		TELEPHONE / INTERNE	\$217.58	301-521155	MAY 2023 MONTHLY BILLING

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 002-022-520520		TELEPHONE / INTERNE	\$207.28	301-521155	MAY 2023 MONTHLY BILLING
E 002-023-520520		TELEPHONE / INTERNE	\$137.68	301-521155	MAY 2023 MONTHLY BILLING
E 003-000-520520		TELEPHONE / INTERNE	\$137.68	301-521155	MAY 2023 MONTHLY BILLING
E 004-041-520520		TELEPHONE / INTERNE	\$207.28	301-521155	MAY 2023 MONTHLY BILLING
E 004-042-520520		TELEPHONE / INTERNE	\$137.68	301-521155	MAY 2023 MONTHLY BILLING
E 005-000-520520		TELEPHONE / INTERNE	\$223.10	301-521155	MAY 2023 MONTHLY BILLING
E 013-131-520520		TELEPHONE / INTERNE	\$221.58	301-521155	MAY 2023 MONTHLY BILLING
E 015-151-520520		TELEPHONE / INTERNE	\$182.70	301-521155	MAY 2023 MONTHLY BILLING
E 001-001-520520		TELEPHONE / INTERNE	\$77.40	301-541718	MAY 2023 EBS ADMIN/PD
E 002-024-520520		TELEPHONE / INTERNE	\$77.40	301-541718	MAY 2023 EBS ADMIN/PD
E 004-043-520520		TELEPHONE / INTERNE	\$77.40	301-541718	MAY 2023 EBS ADMIN/PD
E 001-002-520520		TELEPHONE / INTERNE	\$77.39	301-541718	MAY 2023 EBS ADMIN/PD
		Total	\$5,109.80		
35499	05/08/23	WALLS, JERRY			
E 015-153-522860		ADULT SOFTBALL	\$112.00	STM 050123	ASB 4 GAMES @ \$28
		Total	\$112.00		
35500	05/08/23	WEIS FIRE & SAFETY EQUIPMENT			
E 001-003-521030		CHEMICALS	\$180.00	190263	F-500 AGENT 5 GALLON
		Total	\$180.00		
35501	05/08/23	WICHITA STATE UNIVERSITY			
E 001-001-520260		SPECIAL PROJECTS	\$12,250.00	PPMC23107	WSU FEASIBILITY STUDY - SPORTS COMPLEX
		Total	\$12,250.00		
35502	05/08/23	WILD BILL HICKOK RODEO			
E 015-151-520320		PRINTING & ADVERTISI	\$500.00	INV 041223	RODEO SPONSORSHIP
		Total	\$500.00		
35503	05/08/23	WOODS, KYRA			
E 015-153-520780		REFUND EXPENSE	\$15.00	52524093	REFUND LITTLE GARDENING CLASS
		Total	\$15.00		
35504	05/08/23	XEROX FINANCIAL SERVICES			
E 001-002-520700		RENT-CONTRACTS-MAI	\$249.15	4072211	COPIER
E 001-008-520970		MISCELLANEOUS SERVI	\$116.87	4096796	COPIER LEASE 2/28-4/27/23
E 001-011-520970		MISCELLANEOUS SERVI	\$116.87	4096796	COPIER LEASE 2/28-4/27/23
		Total	\$482.89		
35505	05/08/23	ZOOK, KARI			
E 001-008-520270		TRAINING	\$42.57	STM 042023	DKEDC HERINGTON MILEAGE
		Total	\$42.57		
002000		Astra Bank checking	\$299,410.85		

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Fund Summary**002000 Astra Bank checking**

001 GENERAL FUND	\$73,747.49
002 WATER FUND	\$89,180.60
003 RECYCLING FUND	\$511.34
004 SEWER FUND	\$29,862.79
005 AIRPORT FUND	\$6,096.12
008 SPECIAL PARKS & REC	\$6,242.50
013 TOURISM & CONVENTION FUND	\$2,450.25
014 SPECIAL STREET FUND	\$15,838.59
015 RECREATION COMMISSION	\$14,155.97
020 EQUIPMENT RESERVE FUND	\$41,387.00
038 CID SALES TAX FUND	\$19,938.20
	\$299,410.85

City of Abilene
Payroll Expenditures Report
04/28/2023 PR #9

PAYROLL CODE		TOTALS	
	NET SALARIES	\$ 92,892.57	
051 & 501	OASDI - CITY/EMPLOYEE	\$ 16,118.26	
049 & 502	MEDICARE - CITY/EMPLOYEE	\$ 3,769.56	
001	FEDERAL WITHHOLDING - EMPLOYEE	\$ 9,709.48	
503	KPERS - CITY	\$ 7,467.02	
056, 057, 059	KPERS EMPLOYEE	\$ 4,751.02	\$ 12,218.04
054	KPERS BUYBACK	\$ 235.40	
505	KPERS RETIREE/EMPLOYER	\$ -	
153	KPERS GROUP LIFE - EMPLOYEE	\$ 168.88	
504	KPF - CITY	\$ 12,279.02	
61	KPF EMPLOYEE	\$ 3,840.54	\$ 16,119.56
155	KPF GROUP LIFE- EMPLOYEE	\$ 102.80	
105 & 540	FTC 457 - CITY/EMPLOYEE	\$ 1,285.00	
204	LPL FINANCIAL 529 - EMPLOYEE	\$ 50.00	
110	LPL FINANCIAL SAVINGS - EMPLOYEE	\$ 175.00	
130 & 530	ICMA 457 CITY/EMPLOYEE	\$ -	
005	STATE TAX - EMPLOYEE	\$ 5,759.74	
120	AFLAC After Tax D&L - EMPLOYEE	\$ 256.94	
170	AFLAC Before Tax INSURANCE - EMPLOYEE	\$ 508.68	
102	VISION CARE DIRECT-VISION PLAN EMPLOYEE	\$ 200.89	
104	VSP VISION PLANS - EMPLOYEE	\$ 130.04	
140	HEALTH INSURANCE - EMPLOYEE	\$ 7,136.34	
510	HEALTH INSURANCE - CITY	\$ 22,849.57	\$ 29,985.91
103	HEALTH SAVINGS ACCOUNT - EMPLOYEE	\$ 630.00	
506	HEALTH SAVINGS ACCOUNT - CITY	\$ 250.00	
111 & 520	IMPACT SPORTS & FITNESS- CITY/EMPLOYEE	\$ 401.09	
114 & 560	ABILENE PHYSICAL THERAPY - CITY/EMPLOYEE	\$ -	
215	KS Support order- EMPLOYEE	\$ 392.25	
209	KS Support order- EMPLOYEE	\$ -	
206	CA Support order - EMPLOYEE	\$ -	
150	FLEXIBLE SPENDING ACCOUNT - EMPLOYEE	\$ 842.09	
121	POLICE & FIREMENS INS. - EMPLOYEE	\$ 20.92	
211	GARNISHMENT - EMPLOYEE	\$ -	
	TOTAL PAYROLL EXPENDITURES	\$ 192,223.10	