

2ND ANNUAL
BBQ

Sept.
13th



2025

STREET DANCE



5:00pm-9:00pm

**@ Towanda
Fire Station**

**RIBS
Pulled Pork
Chicken
SIDES
MUSIC
Raffle**

Butler County District #11 Towanda



City Of Towanda, KS
Lovin' the Small Town Life!

2026 Budget Workshop, Revenue Neutral Rate Hearing,
2026 Budget Hearing and Regular Council Meeting
September 10th, 2025, 6 pm
at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

2026 Budget Workshop, Revenue Neutral Rate Hearing, 2026 Budget Hearing
and City Council Regular Meeting Agenda

Wednesday, September 10th, 2025, 6:00 PM, City Hall, 110 S 3rd, Towanda, KS

6 pm - 2026 Budget Workshop

7 pm - Revenue Neutral Rate Hearing

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. ROLL CALL VOTE
 - Signing of the Resolution
5. RNR Hearing Adjourn

Budget Hearing

1. CALL TO ORDER
2. ROLL CALL
3. DISCUSSION
4. ROLL CALL VOTE
 - Signing of the BUDGET CERTIFICATE
5. BUDGET Hearing Adjourn

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

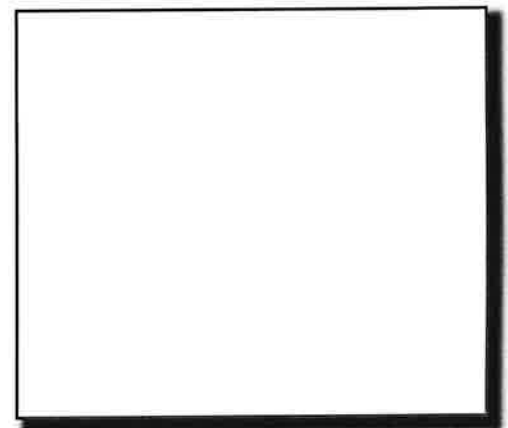
Regular Council Meeting

1. CALL TO ORDER

2. ROLL CALL

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

- **Minutes of August 13th, 2025 Council Meeting**
- **TREASURER’S INFORMATION REPORTS AUGUST 2025**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - iv. Water Loss Report
- **Claims**
 - i. Claims Reports
 - 1. Appropriations Ordinance 8-2025
- **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff’s Office Report
 - ii. Court Clerk’s Report
 - iii. Planning and Zoning
 - iv. Code Compliance Report
 - v. Towanda Maintenance Department
 - vi. Towanda Public Library Report



Council Packet

4. PRESENTATIONS AND GUEST SPEAKERS

i. .

5. OLD BUSINESS

- Main Street Building Demolition Update
- Safe Streets for All Grant Update
- New Water System Design Update

6. NEW BUSINESS

- New Emergency Water Conservation Plan Revision
- Resident Requesting Footbridge Over a Ditch

7. OTHER NEW BUSINESS

8. PUBLIC COMMENT TIME

9. EXECUTIVE SESSION

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

- 30 min to discuss non-elected personnel matters.

10. Adjourn

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

INTRODUCTION

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

SUBMISSION OF WRITTEN INFORMATION

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

FORMS OF COMMUNICATION OR EXPRESSION NOT ALLOWED IN THE MEETING ROOM

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

Before, during, or after the meeting:

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

During the meeting:

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

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

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

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

AGENDA ITEMS

CONSENT AGENDA

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

PRESENTATIONS AND GUEST SPEAKERS

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

PUBLIC HEARINGS AND REGULAR AGENDA ITEMS

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

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

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

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

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

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

PUBLIC COMMENT TIME

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

After the Mayor announces the Public Comment Time:

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

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

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

EXECUTIVE SESSION

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

AGENDA INFORMATION

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

www.cityoftowanda.com/agendas-minutes

OTHER ITEMS

STUDY/WORKSHOP SESSION

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

SPECIAL LIMITED PUBLIC FORUM

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

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

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

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

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

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

Consent Agenda Items 09.10.2025



The City of Towanda

City Council Meeting Minutes
Towanda City Hall – 110 S 3rd St.
Wednesday, August 13, 2025, 7:00 PM

Governing Body

Present Not Present

☒	☐	Mayor – Jennifer Shaults
☒	☐	Council President – Mike Hayes
☒	☐	Council Member – Jennifer Watkins
☒	☐	Council Member – TC Pyle
☒	☐	Council Member – Chris Hunt
☒	☐	Council Member – Kit Williams

Staff

Present Not Present

☒	☐	City Administrator – Andy Newbrey
☒	☐	City Attorney – Rob Lane
☒	☐	Planning/Zoning Administrator -Lisa Long
☒	☐	Court Administrator – Emelia Toney
☐	☐	

REGULAR COUNCIL MEETING:

1 Call To Order

- 7:01 p.m. by Jennifer Shaults

2 Roll Call

3 Consent Agenda

- Minutes of the July 9, 2025 Council Meeting
- Treasure’s Information Reports July 2025
 - Statement of Activities
 - Fund Balance Report
 - Budget Execution Report
 - Water Loss Report
- Claims
 - Claims Report
 - 1. Appropriations Ordinance 7-2025
- Staff/Development Information Reports
 - Sheriff Office Report
 - Court Clerk’s Report
 - Planning and Zoning
 - Code Compliance Report
 - Towanda Maintenance Department
 - Towanda Public Library Report
- *Motion by Jen Watkins to approve the consent agenda from July 9, 2025, in entirety. Second by Kit Williams. Motion carried (5-0).*

4 Presentation and Guest Speakers

- James Krstolich-Ideatek: no appearance; table till next meeting

5 Old Business

- **Amendment to Resolution 2025-08**

Last month, the water rate Resolution 2025-08 was approved, which sets new water rates for the homes in town. The stated base rate was incorrect. An amendment is needed for the Resolution 2025-08 to reflect the correct base rates.

Motion by TC Pyle to amend the Resolution 2025-08 as described. Second by Mike Hayes. Motion carried (5-0).

- **Update: Capital Improvement Plan Progress:**

Lisa: The plan is in the works. We should have an update next month

- **Update: Software**

Andy: We're experiencing issues with our software and are trying to determine if the problem lies with the software itself or the building's Wi-Fi. Next month a new software may be tried for broadcasting.

- **Update: The Gas Station Lot**

We have some rough sketches/ideas that that were created by JEO for the gas lot.. Some of the ideas have different layouts which could include food trucks, a gazebo, a Christmas tree, and a possible grassy area with a stage.

- **JEO Ideas**

The engineers can also assist with grants for park/recreational projects. There are also many more grant options available for a wide range of other things.

Soil samples have been taken, but we have not received any updates in the last month.

- **Sales Tax Resolution No 2025-11**

The resolution has to be passed tonight to get it onto the ballot in November. *Motion by Chris Hunt to approve the Sales Tax Resolution No 2025-11. Second by TC Pyle. Motion carried (5-0)*

- **Safe Streets for All Grant Update**

A few things need to be cleaned up and before the agreement can be submitted. A new agreement has been sent out and the administration needs to update what was initially submitted.

- **Main Street Building:**

Mr. Perry's architect sent Lisa an email saying the plans for the building will be in her office next week. JEO should have a set of plans by this Monday.

6 New Business

- **STO Adoption Ordinance No 726**
Motion by Mike Hayes to adopt the STO Ordinance No 726. Second by Jen Watkins. Motion carried (5-0)
- **UPOC Adoption Ordinance No 727**
Motion by Mike Hayes to adopt the UPOC Ordinance No 727. Second by Chris Hunt. Motion carried (5-0)
- **Officer Report and Demolition Request for 411 Cincinnati**
A request is made to set a hearing for demolition on October 15, 2025, which would allow time for two publications.
Motion by Mike Hayes for the Demolition Resolution 2025-12. Second by Jen Watkins. Motion carried (5-0)
- **Code Compliance Guidance for a Specific Court Issue**
The question for the Council was to accept the 5th Street property condition as it has been cleaned up, or pursue the matter further. The Council agreed to accept the property condition as it is.
- **Street Repair on Rainbow Dr.**
There is a section of Rainbow Dr. that needs to be replaced. One bid for concrete work has been submitted. No decision is expected at this time and more bids to come.
- **New Emergency Water Conservation Plan**
An application was made to the Kansas State Revolving Loan Fund. The application was rejected because the City of Towanda does not have an official Water Conservation Plan in place. Lisa has been working with the State and has presented the plan for adoption.
 - i. **Water/Drought Ordinance No 728**
Motion by Jen Watkins for the Water/Drought Ordinance No 728. Second by TC Pyle. Motion carried (5-0)
 - ii. **Water Conservation Plan**
Lisa had put together a comprehensive plan or water draft plan, or what her conservation plan, working on the capital improvement plan.
Adopting Exhibit A.
 - iii. **Adoption Ordinance No 729**
Motion by Mike Hayes to adopt Ordinance No 729. Second by Chris Hunt. Motion carried (5-0)
- **Seed Money for the Hometown Action Commission**
Motion by Mike Hayes for donations to be used from the Mayor's fund account for seed money for the Hometown Action Committee in the amount of \$850. Second by Kit Williams. Motion carried (4-1- Jen Watkins abstaining her vote)

7 Other New Business

- **Termites:**
FYI: City hall and the fire station currently have termites. The buildings will be treated next week..
- **Maintenance:**
Maintenance crew is down 2 people (have 2 FT and 1 PT). _

8 Public Comment Time

9 Adjourn

- *Motion by TC Pyle to adjourn at 8:28 p.m. Second by Kit Williams. Motion carried (5-0).*

Andrew Newbrey
City Administrator

Approved the 10th day of September, 2025 by the City Council, City of Towanda, Kansas.

City of Towanda, KS
Statement of Activities
August 2025

	<u>Aug 25</u>
100I · GENERAL FUND INCOME	
1004140 · Franchise Fees	16,479.00
1004150 · Sales Tax Income	13,789.53
1004321 · Pool Parties / Lessons	150.00
1004327 · Pool Admissions / Passes	52.00
1004328 · Sales Tax Collected To Send On	88.95
1004413 · Business / Contractor Licenses	75.00
1004421 · Building / Remodeling Permit	489.00
1004501 · Court Fines	125.00
1004610 · Interest Revenue	2,128.10
1004690 · Misc. Revenues	10.00
1004693 · Colletions Fee	129.41
1005254 · Newsletter Income	40.00
Total 100I · GENERAL FUND INCOME	<u>33,555.99</u>
 100X · GENERAL FUND EXPENSES	
11 · Mayor & Council Fund DNU	
11-5440 · Dntions frm Mayor / Council DNU	850.00
Total 11 · Mayor & Council Fund DNU	<u>850.00</u>
12 · ADMINISTRATION EXPENSES	
12-Administration/Finance	
10 · GENERAL GOVERNMENT	
105315 · Late Fee Expense	82.36
Total 10 · GENERAL GOVERNMENT	<u>82.36</u>
12-5215 · Food For Meettings	121.21
12-5254 · Printing / Publications	260.02
12-5255 · Postage & Shipping Charges	250.00
12-5314 · Office Supplies	75.34
12-5315 · Operating Supplies	199.18
12-5400 · IT & Website Expenses	
12-5401 · QuickBooks Software	384.00
12-5404 · Tockify - Community Calendar	8.00
12-5405 · Adobe - Licenced Images	29.99
12-5406 · Mail Chimp Email Service	39.50
12-5400 · IT & Website Expenses - Other	450.00
Total 12-5400 · IT & Website Expenses	<u>911.49</u>
Total 12-Administration/Finance	<u>1,899.60</u>
12-5100 · Staff Expense Administration	
12-5110 · Salaries	15,456.90
12-5140 · PR Tax Expense City Share	1,178.38
12-5150 · KPERS City Share	1,556.57
12-5160 · Health Ins. - City Share	3,152.34
12-5161 · Adj - Payroll Liab. Differences	696.00

City of Towanda, KS

Statement of Activities

August 2025

	Aug 25
Total 12-5100 · Staff Expense Administration	22,040.19
12-5251 · Utilities	
12-5261 · Utilities Reimbursed By BUFD#11	477.84
12-5251 · Utilities - Other	2,017.84
Total 12-5251 · Utilities	2,495.68
12-5253 · Insurance	
12-5260 · Insuranc C Hall & Fire Sta Bldg	881.73
Total 12-5253 · Insurance	881.73
12-5650 · Interfund Operate / TR Out	
12 - Transfer to Capital Improv	750.00
12 - Transfer to Community Bldg	833.34
12 - Transfer to Equipment Res	833.34
12 - Transfer to Sewer Reserve	0.00
12 - Transfer to Water Reserve	416.67
12 -Transfer to Street Reserve	625.00
Total 12-5650 · Interfund Operate / TR Out	3,458.35
Total 12 · ADMINISTRATION EXPENSES	30,775.55
13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	81.53
Total 13-Court General Expenses	81.53
13-5100 · Staff Expense Court	
13-5110 · Salaries	672.13
13-5140 · PR Tax Expense City Share	52.08
13-5150 · KPERS City Share	0.00
13-5160 · Health Ins. - City Share	0.00
Total 13-5100 · Staff Expense Court	724.21
Total 13 · COURT	805.74
14 · LEGAL	
14-5110 · Salaries / Permanent	1,200.00
Total 14 · LEGAL	1,200.00
15 · PLANNING & ZONING	
15-5225 · Code Compliance Contract	1,000.00
15-5252 · Communications	59.71
15-5254 · Printing / Publications	192.98
15-5255 · Shipping Charges	1.25
15-5315 · Operating Supplies	37.06
Total 15 · PLANNING & ZONING	1,291.00
21 · PARKS and GROUNDSKEEPING	
21-5251 · Utilities	28.55
21-5253 · Insurance	109.06
21-5420 · PORTA POTS	287.50
21-5550 · Groundkeeping	

City of Towanda, KS
Statement of Activities
August 2025

	<u>Aug 25</u>
21-5553 · Grass Seed, Plants & Supplies	13.30
21-5554 · Mowing	
21-5555 · Mower Gas & Oil	302.06
21-5556 · Mower Repairs & Maint	<u>2,524.67</u>
Total 21-5554 · Mowing	2,826.73
21-5550 · Groundkeeping - Other	<u>41.11</u>
Total 21-5550 · Groundkeeping	<u>2,881.14</u>
Total 21 · PARKS and GROUNDSKEEPING	3,306.25
22 · POOL	
22-Pool General Expenses	
22-5242 · Building / Facilities R&M	34.19
22-5251 · Utilities	858.99
22-5253 · Insurance	361.21
22-5312 · Chemicals	<u>1,650.00</u>
Total 22-Pool General Expenses	2,904.39
22-5100 · Staff Expense Pool	
22-5110 · Salaries	6,225.48
22-5140 · PR Tax Expense City Share	<u>482.44</u>
Total 22-5100 · Staff Expense Pool	<u>6,707.92</u>
Total 22 · POOL	9,612.31
24 · LIBRARY-BILLING	
24-5244 · Other Repair / Maintenance	3,040.00
24-5251 · Utilities	507.16
24-5253 · Insurance	370.43
24-5319 · Misc. Supplies	<u>54.97</u>
Total 24 · LIBRARY-BILLING	3,972.56
25 · SENIOR CENTER	
25-5251 · Utilities	260.02
25-5253 · Insurance	<u>322.46</u>
Total 25 · SENIOR CENTER	582.48
26 · MUSEUM	
26-5242 · Building / Facilities R&M	89.66
26-5253 · Insurance	<u>929.90</u>
Total 26 · MUSEUM	1,019.56
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5251 · Utilities	296.01
31-5253 · Insurance	376.40
31-5314 · Office Supplies	<u>70.22</u>
Total 31-Police Genral Expenditures	742.63
31-5243 · Contractural Services	<u>9,908.90</u>
Total 31 · SHERIFF DEPARTMENT CONTRACT	10,651.53
34 · ANIMAL CONTROL	

City of Towanda, KS
Statement of Activities
August 2025

	<u>Aug 25</u>
34-5253 · Insurance	12.96
Total 34 · ANIMAL CONTROL	12.96
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5200 · Non-Material Expenditures	390.13
50-5210 · Training / Meetings	89.00
50-5241 · Vehicle / Mobile Equipment R/M	103.00
50-5251 · Utilities	385.56
50-5253 · Insurance	860.52
50-5311 · Gasoline / Fuel / Lubricants	445.82
50-5315 · Operating / Shop Supplies	138.13
50-5319 · Misc. Supplies	198.81
50-5321 · Maintenance Uniforms	374.01
50-5322 · Personal Protective Equip	178.17
50-5325 · Tools	152.89
50-5400 · IT SUPPORT	300.00
Total 50-Public Works General	3,616.04
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	3,509.00
50-5140 · PR Tax Expense City Share	269.84
50-5150 · KPERS City Share	277.96
50-5160 · Health Ins. - City Share	534.80
Total 50-5100 · Staff Expense Public Works	4,591.60
Total 50 · PUBLIC WORKS SHOP	8,207.64
Total 100X · GENERAL FUND EXPENSES	72,287.58

240I · EQUIPMENT RESERVE INCOME	
2404750 · Interfund Operating TR In	833.34
Total 240I · EQUIPMENT RESERVE INCOME	833.34
240X · EQUIPMENT RESERVE	
2405541 · Machinery / Equipment	359.90
Total 240X · EQUIPMENT RESERVE	359.90

250I · STREETS INCOME	
2504690 · Misc. Revenues	1.66
Total 250I · STREETS INCOME	1.66
250X · STREETS OM FUND EXPENSE	
2505100 · Staff Expense Streets	
2505110 · Salaries	1,079.69
2505140 · PR Tax Expense City Share	83.03

City of Towanda, KS
Statement of Activities
August 2025

	Aug 25
2505150 · KPERS City Share	85.53
2505160 · Health Ins. - City Share	164.55
Total 2505100 · Staff Expense Streets	1,412.80
2505253 · Insurance (WC)	23.34
2505254 · Printing / Publications	32.55
2505310 · Fuel for Township-Exch for Rock	250.57
2505311 · Gasoline/ Fuel/ Lubricants	353.21
2505331 · Vehicle / Mobile Parts-Supplies	350.23
Total 250X · STREETS OM FUND EXPENSE	2,422.70

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	28.88
2514750 · Interfund Operate Trans. In	625.00
Total 251I · STREET RESERVE INCOME	653.88
251X · STREET RESERVE	
2515333 · Street Material / Supplies	2,608.85
Total 251X · STREET RESERVE	2,608.85

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	575.00
2604750 · Interfund Operating Tr. In	833.34
Total 260I · COMMUNITY CENTER INCOME	1,408.34
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	500.00
2605251 · Utilities	448.79
2605253 · Insurance	677.14
Total 260X · COMMUNITY CENTER EXPENSE	1,625.93

410I · CAPITAL IMPROVEMENT INCOME	
4104750 · Interfund Operating Trans. In	750.00
Total 410I · CAPITAL IMPROVEMENT INCOME	750.00

610I · Water Meter Replacement Fund	
6104100 · Water Meter Replacement Income	1,743.00
Total 610I · Water Meter Replacement Fund	1,743.00
610X · METERS REPLACED	
6105200 · METERS REPLACED	5,026.90
Total 610X · METERS REPLACED	5,026.90

City of Towanda, KS
Statement of Activities
August 2025

Aug 25

611I · WATER INCOME	
6114350 · Water Revenue	29,814.53
6114355 · Late Payment Charge	487.59
6114356 · Disconnect Fees	507.66
6114358 · Water Protection Fee	82.71
Total 611I · WATER INCOME	30,892.49
611X · WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	2,699.23
6115140 · PR Tax Expense City Share	207.57
6115150 · KPERS City Share	213.81
6115160 · Health Ins. - City Share	411.39
Total 6115100 · Staff Expense Water	3,532.00
6115212 · Transportation / Mileage	54.88
6115222 · Intergovernment / Permit Fees	439.52
6115244 · Other Repair / Maintenance	74.87
6115251 · Utilities	27.43
6115254 · Printing / Publications	32.55
6115255 · Shipping Charges	250.00
6115315 · Operating Supplies	1,027.98
6115334 · Materials / Supplies Stock	13.89
6115341 · Water For Resale	24,678.98
6115400 · Computer Software	43.75
6115420 · Contractual Services	200.00
6115541 · Machinery / Equipment	399.90
Total 611X · WATER FUND EXPENSE	30,775.75

612I · WATER RESERVE INCOME	
6124750 · Interfund Operating Trans. In	416.67
Total 612I · WATER RESERVE INCOME	416.67
612X · WATER RESERVE EXPENSE	
6125319 · Water Infrastructure Parts	1,028.74
Total 612X · WATER RESERVE EXPENSE	1,028.74

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	2,305.77
Total 613I · WATER TOWER INCOME	2,305.77
613X · WATER TOWER EXPENSE	
6135253 · Insurance	427.27
Total 613X · WATER TOWER EXPENSE	427.27

City of Towanda, KS
Statement of Activities
August 2025

Aug 25

621I · SEWER INCOME	
6214350 · Sewer Revenue	11,676.94
6214355 · Late Payment Charge	316.83
Total 621I · SEWER INCOME	11,993.77
621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	6,208.23
6215140 · PR Tax Expense City Share	477.41
6215150 · KPERs City Share	491.77
6215160 · Health Ins. - City Share	946.19
Total 6215100 · Staff Expense Sewer	8,123.60
6215200 · Non-Material Expenditures	36.11
6215251 · Utilities	991.43
6215253 · Insurance	116.33
6215254 · Printing / Publications	32.55
6215255 · Shipping Charges	250.00
6215315 · Operating Supplies	83.72
6215319 · Misc. Supplies	16.99
6215334 · Materials / Supplies Stock	13.90
6215400 · Computer Software	43.75
Total 621X · SEWER FUND EXPENSE	9,708.38

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues / SL Fees	7,550.85
6224750 · Interfund Operating Trans In	0.00
Total 622I · SEWER RESERVE INCOME	7,550.85
622X · SEWER RESERVE	
6225400 · Computer Software	43.75
Total 622X · SEWER RESERVE	43.75

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	12,588.39
6304355 · Late Payment Charge	204.21
Total 630I · TRASH REVENUE	12,792.60
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	10,686.05
6305254 · Printing / Publications	282.54
6305400 · Computer Software	43.75
Total 630X · TRASH FUND EXPENSE	11,012.34

City of Towanda, KS
Statement of Activities
August 2025

Aug 25

7201 · CEMETERY INCOME	
7204690 · Misc. Revenues	300.00
Total 7201 · CEMETERY INCOME	300.00

City of Towanda, KS

Fund Balance Report

As of August 31, 2025

	Aug 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Vintage Bank	
100B · General Fund	
100PC · Change Fund	450.00
100B · General Fund - Other	104,352.53
Total 100B · General Fund	104,802.53
200B · Mayor/Council Fund	3,300.00
240B · Equipment Reserve Fund	
Dump Trailer	1.00
Skid Steer Replacement	1.00
Work Truck	1.00
240B · Equipment Reserve Fund - Other	26,956.54
Total 240B · Equipment Reserve Fund	26,959.54
250B · Streets O/M Fund	7,727.94
251B · Street Reserve Fund	195,015.52
260B · Community Center Fund	36,013.16
310B · Bond Fund	53,212.93
410B · Capital Improvemnet Fund	
City Hall Roof	1.00
Community Building Roof	1.00
Downtown Lot Development	1.00
Senior Center Roof	1.00
410B · Capital Improvemnet Fund - Other	69,799.81
Total 410B · Capital Improvemnet Fund	69,803.81
610B · Water Meter Replacement Fund	7,462.10
611B · Water O/M Fund	251.07
612B · Water Reserve Fund	15,067.68
613B · Tower Fund	91,609.54
621B · Sewer O/M Fund	26,045.55
622B · Sewer Reserve Fund	183,442.91
630B · Trash and Refuse Fund	43,750.22
720B · Cemetery Fund	300.00
1000 · Vintage Bank - Other	2,128.10
Total 1000 · Vintage Bank	866,892.60
Total Checking/Savings	866,892.60
Total Current Assets	866,892.60
TOTAL ASSETS	866,892.60
LIABILITIES & EQUITY	866,892.60

Budget Execution Report 2025

Date Sunday, August 31, 2025

% of year

67%

Fund		Budget	YTD	% Used	Remaining
General	100	\$901,600.00	\$552,530.89	61%	\$349,069.11
Streets	250	\$47,393.00	\$37,980.14	80%	\$9,412.86
Fire	220	\$55,419.49	\$56,522.44	102%	(\$1,102.95)
Comm Cntr	260	\$36,604.00	\$13,865.41	38%	\$22,738.59
Water	611	\$435,890.00	\$231,639.83	53%	\$204,250.17
Sewer	621	\$201,745.00	\$102,377.63	51%	\$99,367.37
Trash	630	\$193,811.00	\$91,674.20	47%	\$102,136.80
Cemetery	720	\$10,000.00	\$7,550.00	76%	\$2,450.00
Loan Pmt	310	\$16,739.00	\$5,324.45	32%	\$11,414.55
Library	210	\$57,190.00	\$49,982.88	87%	\$7,207.12
		\$1,956,391.49	\$1,149,447.87		

City of Towanda
Water Consumption Totals (Gallons)

2025

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

Usage Month	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
Billed Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RWD #5 (Account #1310)	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 (Account #1309)	3,949,400	3,973,100	3,912,900	3,886,600	3,636,900	3,819,300	4,119,000	4,111,700	3,786,800	0	0	0	35,195,700
RWD #5 (Account #1297)	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 Total	3,949,400	3,973,100	3,912,900	3,886,600	3,636,900	3,819,300	4,119,000	4,111,700	3,786,800	0	0	0	35,195,700
Jayhawk Billed	2,381,000	2,307,000	2,627,000	2,313,000	2,518,000	2,385,000	2,632,000	2,607,000	2,788,000	0	0	0	22,558,000
Bulk Water Billed	0	0	0	0	0	0	0	0	0	0	0	0	0
Known Water Loss	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Billed	2,381,000	2,307,000	2,627,000	2,313,000	2,518,000	2,385,000	2,788,000	2,607,000	998,800	0	0	0	20,924,800
Consumption Difference	(1,568,400)	(1,666,100)	(1,285,900)	(1,573,600)	(1,118,900)	(1,434,300)	(1,487,000)	(1,504,700)	(998,800)	0	0	0	(14,270,900)
Percent Different	40%	42%	33%	40%	31%	38%	36%	37%	26%	#DIV/0!	#DIV/0!	#DIV/0!	41%

Jayhawk Water \$ Amount	\$29,595.52	\$28,685.72	\$31,943.08	\$29,272.26	\$29,272.26	\$29,391.46	\$28,616.71	\$32,356.60	\$44,536.00	\$0.00	\$0.00	\$0.00	\$283,669.61
Rural Water 5 Billing Amount	\$22,550.38	\$22,684.53	\$22,343.79	\$22,194.94	\$20,781.63	\$22,927.47	\$24,457.69	\$24,414.69	\$22,501.03	\$0.00	\$0.00	\$0.00	\$204,856.15
Total Income from Water	\$7,045.14	\$6,001.19	\$9,599.29	\$7,077.32	\$8,490.63	\$6,463.99	\$4,159.02	\$7,941.91	\$22,034.97	\$0.00	\$0.00	\$0.00	\$78,813.46
Days	31	31	28	31	30	31	30	31	31	31			
Daily Gallons	127,400	128,165	139,746	125,374	121,230	123,203	137,300	132,635	122,155	-	-	-	#DIV/0!
Daily Billed Gallons	76,806	74,419	93,821	74,613	83,933	76,935	87,733	84,097	89,935	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Daily Loss	50,594	53,745	45,925	50,761	37,297	46,268	49,567	48,539	32,219	-	-	-	#DIV/0!
Monthly Cost of Loss	\$9,222.19	\$9,796.67	\$7,561.09	\$9,252.77	\$6,579.13	\$8,433.68	\$8,743.56	\$8,847.64	\$5,872.94	\$0.00	\$0.00	\$0.00	\$68,436.73

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
100X - GENERAL FUND EXPENSES						
11 - Mayor & Council Fund DNU						
11-5440 - Dntions frm Mayor / Council DNU						
08/16/2025	40944	HOMETOWN ACTION COMMISSION	DONATION TO HOMETOWN ACTION COMMISSION SEED MONEY	850.00		850.00
Total 11-5440 - Dntions frm Mayor / Council DNU				850.00	0.00	850.00
Total 11 - Mayor & Council Fund DNU						
12 - ADMINISTRATION EXPENSES						
12-Administration/Finance						
10 - GENERAL GOVERNMENT						
105315 - Late Fee Expense						
08/18/2025	EPAY	SUTHERLANDS CREDIT	LATE FEE AND INTEREST- WILL BE PAYING ONLINE FROM NOW ON MAIL TAKES TOO LONG	82.36		82.36
Total 105315 - Late Fee Expense				82.36	0.00	82.36
Total 10 - GENERAL GOVERNMENT						
12-5215 - Food For Meetings						
08/01/2025	40897	WALMART COMMUNITY BRC	WATER FOR COUNCIL ROOM	4.97		4.97
08/16/2025	40939	Bank of America	Food Council Meeting	53.83		58.80
08/16/2025	40939	Bank of America	Food for Staff Meeting	39.39		98.19
08/16/2025	40939	Bank of America	Gambinos	23.02		121.21
Total 12-5215 - Food For Meetings				121.21	0.00	121.21
Total 12-5254 - Printing / Publications						
12-5254 - Printing / Publications						
08/12/2025	EPAY	Nexbill Pay	AUGUST 2025 E BILL PAPERLESS	8.80		8.80
08/16/2025	40939	Bank of America	Ordinance 725 Water Debt Fee	85.85		94.65
08/16/2025	40939	Bank of America	Notice to Exceed RNR 2026	132.83		227.48
08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.54		260.02
Total 12-5254 - Printing / Publications				260.02	0.00	260.02
Total 12-5255 - Postage & Shipping Charges						
12-5255 - Postage & Shipping Charges						
08/04/2025	40920	TOWANDA POST OFFICE	Utility Bill Mailing	250.00		250.00
Total 12-5255 - Postage & Shipping Charges				250.00	0.00	250.00
Total 12-5314 - Office Supplies						
12-5314 - Office Supplies						
08/11/2025	40924	STAPLES	8 REAMS OF PAPER	37.06		37.06
08/16/2025	40939	Bank of America	Work Order Books X3	38.28		75.34
Total 12-5314 - Office Supplies				75.34	0.00	75.34
Total 12-5315 - Operating Supplies						
12-5315 - Operating Supplies						
08/16/2025	40939	Bank of America	Computer for Front	199.18		199.18
Total 12-5315 - Operating Supplies				199.18	0.00	199.18
Total 12-5315 - Operating Supplies						
12-5400 - IT & Website Expenses						
12-5401 - QuickBooks Software						
08/16/2025	40939	Bank of America	Quickbooks	384.00		384.00
Total 12-5401 - QuickBooks Software				384.00	0.00	384.00
Total 12-5401 - QuickBooks Software						
12-5404 - Tockify - Community Calendar						
08/16/2025	40939	Bank of America	Tockify	8.00		8.00
Total 12-5404 - Tockify - Community Calendar				8.00	0.00	8.00

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
12-5405 - Adobe - Licensed Images						
08/16/2025	40939	Bank of America	Adobe	29.99		29.99
Total 12-5405 - Adobe - Licensed Images						
				29.99	0.00	29.99
12-5406 - Mail Chimp Email Service						
08/16/2025	40939	Bank of America	Mailchimp	39.50		39.50
Total 12-5406 - Mail Chimp Email Service						
				39.50	0.00	39.50
12-5400 - IT & Website Expenses - Other						
CONFIGURE NEW COMPUTER, GENERAL SUPPORT CALLS, CROWDSTRIKE IMPLEMENTATION						
08/22/2025	40958	IT HALOS, LLC		450.00		450.00
Total 12-5400 - IT & Website Expenses - Other						
				450.00	0.00	450.00
Total 12-5400 - IT & Website Expenses						
				911.49	0.00	911.49
Total 12-Administration/Finance						
				1,899.60	0.00	1,899.60
12-5100 - Staff Expense Administration						
12-5110 - Salaries						
08/31/2025	EOMPRADJ			15,456.90		15,456.90
Total 12-5110 - Salaries						
				15,456.90	0.00	15,456.90
12-5140 - PR Tax Expense City Share						
08/31/2025	EOMPRADJ			1,178.38		1,178.38
Total 12-5140 - PR Tax Expense City Share						
				1,178.38	0.00	1,178.38
12-5150 - KPERS City Share						
08/31/2025	EOMPRADJ			1,556.57		1,556.57
Total 12-5150 - KPERS City Share						
				1,556.57	0.00	1,556.57
12-5160 - Health Ins. - City Share						
08/31/2025	EOMPRADJ			3,152.34		3,152.34
Total 12-5160 - Health Ins. - City Share						
				3,152.34	0.00	3,152.34
12-5161 - Adj - Payroll Liab. Differences						
08/31/2025	EOMLBNUP			696.00		696.00
Total 12-5161 - Adj - Payroll Liab. Differences						
				696.00	0.00	696.00
Total 12-5100 - Staff Expense Administration						
				22,040.19	0.00	22,040.19
12-5251 - Utilities						
12-5261 - Utilities Reimbursed By BUFD#11						
08/01/2025	40896	EVERGY	EVERGY UTILITY	303.85		303.85
08/04/2025	40911	COX	COX UTILITY	44.91		348.76
08/04/2025	40921	ACCENTLOGIC	TELEPHONE UTILITY	32.78		381.54
08/12/2025	40938	VERIZON WIRELESS	VERIZON UTILITY	41.52		423.06
08/22/2025	40957	KANSAS GAS SERVICE	KANSAS GAS UTILITY	54.78		477.84
Total 12-5261 - Utilities Reimbursed By BUFD#11						
				477.84	0.00	477.84
12-5251 - Utilities - Other						
08/01/2025	40896	EVERGY	EVERGY UTILITY	278.66		278.66
08/01/2025	40898	BUTLER RURAL ELECTRIC	LIGHT AT HUNTER RD #254	68.78		347.44
08/04/2025	40911	COX	COX UTILITY	27.52		374.96
08/04/2025	40916	EVERGY	STREET LIGHTS EVERGY UTILITY	1,468.68		1,843.64
08/04/2025	40921	ACCENTLOGIC	TELEPHONE UTILITY	65.55		1,909.19
08/12/2025	40938	VERIZON WIRELESS	VERIZON UTILITY	41.52		1,950.71

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
08/22/2025	40957	KANSAS GAS SERVICE	KANSAS GAS UTILITY	67.13		2,017.84
Total 12-5251 - Utilities - Other						
				2,017.84	0.00	2,017.84
Total 12-5251 - Utilities						
				2,495.68	0.00	2,495.68
12-5253 - Insurance						
12-5260 - Insuranc C Hall & Fire Sta Bldg						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	881.73		881.73
Total 12-5260 - Insuranc C Hall & Fire Sta Bldg						
				881.73	0.00	881.73
Total 12-5253 - Insurance						
				881.73	0.00	881.73
12-5650 - Interfund Operate / TR Out						
12 - Transfer to Capital Improv						
08/31/2025	EOMFT			750.00		750.00
Total 12 - Transfer to Capital Improv						
				750.00	0.00	750.00
12 - Transfer to Community Bldg						
08/31/2025	EOMFT			833.34		833.34
Total 12 - Transfer to Community Bldg						
				833.34	0.00	833.34
12 - Transfer to Equipment Res						
08/31/2025	EOMFT			833.34		833.34
Total 12 - Transfer to Equipment Res						
				833.34	0.00	833.34
12 - Transfer to Sewer Reserve						
08/31/2025	EOMFT			0.00		0.00
Total 12 - Transfer to Sewer Reserve						
				0.00	0.00	0.00
12 - Transfer to Water Reserve						
08/31/2025	EOMFT			416.67		416.67
Total 12 - Transfer to Water Reserve						
				416.67	0.00	416.67
12 - Transfer to Street Reserve						
08/31/2025	EOMFT			625.00		625.00
Total 12 - Transfer to Street Reserve						
				625.00	0.00	625.00
Total 12-5650 - Interfund Operate / TR Out						
				3,458.35	0.00	3,458.35
Total 12 - ADMINISTRATION EXPENSES						
				30,775.55	0.00	30,775.55
13 - COURT						
13-Court General Expenses						
13-5251 - Utilities						
08/12/2025	40938	VERIZON WIRELESS	VERIZON UTILITY	81.53		81.53
Total 13-5251 - Utilities						
				81.53	0.00	81.53
Total 13-Court General Expenses						
				81.53	0.00	81.53
13-5100 - Staff Expense Court						
13-5110 - Salaries						
08/31/2025	EOMPRADJ			672.13		672.13
Total 13-5110 - Salaries						
				672.13	0.00	672.13
13-5140 - PR Tax Expense City Share						
08/31/2025	EOMPRADJ			52.08		52.08
Total 13-5140 - PR Tax Expense City Share						
				52.08	0.00	52.08
13-5150 - KPERS City Share						
08/31/2025	EOMPRADJ					0.00
Total 13-5150 - KPERS City Share						
						0.00

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
Total 13-5150 - KPERS City Share						
13-5160 - Health Ins. - City Share						
08/31/2025	EOMPRADJ					
Total 13-5160 - Health Ins. - City Share						
Total 13-5100 - Staff Expense Court						
Total 13 - COURT						
14 - LEGAL						
14-5110 - Salaries / Permanent						
08/04/2025	40909	Robert Lane	ATTORNEY FEES AUGUST 2025	1,200.00		1,200.00
Total 14-5110 - Salaries / Permanent						
Total 14 - LEGAL						
15 - PLANNING & ZONING						
15-5225 - Code Compliance Contract						
08/01/2025	40904	PIERCE CODE COMPLIANCE LLC	Code Compliance August 2025	1,000.00		1,000.00
Total 15-5225 - Code Compliance Contract						
15-5252 - Communications						
08/22/2025	40951	LISA HAMILTON	Phone Bill	59.71		59.71
Total 15-5252 - Communications						
15-5254 - Printing / Publications						
08/01/2025	40903	PIERCE CODE COMPLIANCE LLC	CERTIFIED MAIL FOR CODE COMPLIANCE JULY 2025	160.44		160.44
08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.54		192.98
Total 15-5254 - Printing / Publications						
15-5255 - Shipping Charges						
08/16/2025	40939	Bank of America	Certified mail charges	1.25		1.25
Total 15-5255 - Shipping Charges						
15-5315 - Operating Supplies						
08/11/2025	40924	STAPLES	8 REAMS OF PAPER	37.06		37.06
Total 15-5315 - Operating Supplies						
Total 15 - PLANNING & ZONING						
21 - PARKS and GROUNDSKEEPING						
21-5251 - Utilities						
08/24/2025	40960	EVERGY	EVERGY UTILITY	28.55		28.55
Total 21-5251 - Utilities						
21-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	109.06		109.06
Total 21-5253 - Insurance						
21-5420 - PORTA POTS						
08/04/2025	40917	AAA PORTABLE SERVICES	07/29/2025 TO 08/25/2025 PORTA POTTY AT LIBRARY	143.75		143.75
08/11/2025	40923	AAA PORTABLE SERVICES	PORTA POTTY AT THE LIBRARY	143.75		287.50
Total 21-5420 - PORTA POTS						
21-5550 - Groundkeeping						
21-5553 - Grass Seed, Plants & Supplies						
08/18/2025	EPAY	SUTHERLANDS CREDIT	QUICK GROW MIX	13.30		13.30

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
Total 21-5553 - Grass Seed, Plants & Supplies						
21-5554 - Mowing						
21-5555 - Mower Gas & Oil						
08/04/2025	40908	WEX FLEET UNIVERSAL	GASOLINE USED FROM 06/30/2025 TO 07/30/2025	279.27		279.27
08/18/2025	EPAY	SUTHERLANDS CREDIT	LINE TRIMMER	22.79		302.06
Total 21-5555 - Mower Gas & Oil						
21-5556 - Mower Repairs & Maint						
08/04/2025	40913	O'REILLY AUTO PARTS	LUG NUTS FOR MOWING TRACTOR	27.95		27.95
08/16/2025	40941	J&H FARM EQUIPMENT	PTO SHAFT AND 2X WHEEL RIMS	2,038.68		2,066.63
08/16/2025	40942	HOOVER MOWER SALES	SCAG PTO SWITCH	27.79		2,094.42
08/25/2025	40961	HOOVER MOWER SALES	BLADE PMP X6, BLADE BOLT X3, BLADE NUT X3, BOTTOM SPINDLE SPADER X3, SCAG SEAL - PIVOT BEARINGS A...	312.20		2,406.62
08/25/2025	40962	HOOVER MOWER SALES	SCAG TURF TIGER FRONT FORK	72.39		2,479.01
08/25/2025	40963	HOOVER MOWER SALES	2X SCAG PIVOT BEARINGS AND RACES, SCAG SEAL	45.66		2,524.67
Total 21-5556 - Mower Repairs & Maint						
Total 21-5554 - Mowing						
21-5550 - Groundkeeping - Other						
08/18/2025	EPAY	SUTHERLANDS CREDIT	CONCRETE MIX, GALV CHAIN, PADLOCK	41.11		41.11
Total 21-5550 - Groundkeeping - Other						
Total 21-5550 - Groundkeeping						
Total 21 - PARKS and GROUNDSKEEPING						
22 - POOL						
22-Pool General Expenses						
22-5242 - Building / Facilities R&M						
08/18/2025	EPAY	SUTHERLANDS CREDIT	PADLOCK, CART HD SETEMENT	34.19		34.19
Total 22-5242 - Building / Facilities R&M						
22-5251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	793.99		793.99
08/01/2025	40907	VERIZON WIRELESS	VERIZON UTILITY FOR ROUTER AND PHONE	65.00		858.99
Total 22-5251 - Utilities						
22-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	361.21		361.21
Total 22-5253 - Insurance						
22-5312 - Chemicals						
08/01/2025	40895	D. GERBER COMMERCIAL POOL PRODUCTS	10 PULSAR CALCIUM HYPOCHLORITE BRIQUETTES 50# DRUM	1,650.00		1,650.00
Total 22-5312 - Chemicals						
Total 22-Pool General Expenses						
22-5100 - Staff Expense Pool						
22-5110 - Salaries						
08/31/2025	EOMPRADJ			6,225.48		6,225.48
Total 22-5110 - Salaries						
22-5140 - PR Tax Expense City Share						

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Date	Num	Name	Memo	Debit	Credit	Balance
08/31/2025	EOMPRADJ			482.44		482.44
Total 22-5140 - PR Tax Expense City Share						
				482.44	0.00	482.44
Total 22-5100 - Staff Expense Pool						
				6,707.92	0.00	6,707.92
Total 22 - POOL						
				9,612.31	0.00	9,612.31
24 - LIBRARY-BILLING						
24-5244 - Other Repair / Maintenance						
08/11/2025	40930	ORKIN	PC STANDARD QUARTERLY 4 08/11/2025 INV 282719935	120.00		120.00
08/12/2025	40936	ORKIN	TERMITES TREATMENT IN CITY HALL AND FIRE DEPARTMENT 08/2025	2,920.00		3,040.00
Total 24-5244 - Other Repair / Maintenance						
				3,040.00	0.00	3,040.00
24-5251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	211.80		211.80
08/01/2025	40899	KANSAS GAS SERVICE	KANSAS GAS UTILITY	43.32		255.12
08/24/2025	40959	KANSAS GAS SERVICE	Kansas Gas Utility	42.82		297.94
08/24/2025	40960	EVERGY	EVERGY UTILITY	209.22		507.16
Total 24-5251 - Utilities						
				507.16	0.00	507.16
24-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	370.43		370.43
Total 24-5253 - Insurance						
				370.43	0.00	370.43
24-5319 - Misc. Supplies						
08/16/2025	40943	BOMGAARS SUPPLY	DRILL BIT AND SPRAY PAINT X2	54.97		54.97
Total 24-5319 - Misc. Supplies						
				54.97	0.00	54.97
Total 24 - LIBRARY-BILLING						
				3,972.56	0.00	3,972.56
25 - SENIOR CENTER						
25-5251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	179.58		179.58
08/11/2025	40934	COX	Cox Utility	36.50		216.08
08/22/2025	40957	KANSAS GAS SERVICE	KANSAS GAS UTILITY	43.94		260.02
Total 25-5251 - Utilities						
				260.02	0.00	260.02
25-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	322.46		322.46
Total 25-5253 - Insurance						
				322.46	0.00	322.46
Total 25 - SENIOR CENTER						
				582.48	0.00	582.48
26 - MUSEUM						
26-5242 - Building / Facilities R&M						
08/18/2025	EPAY	SUTHERLANDS CREDIT	CAST ELECTRODE, NICKEL, 5X ABRASIVE DISCS, 5X ANGEL GRINDER, FRONT FLIP HELMET	89.66		89.66
Total 26-5242 - Building / Facilities R&M						
				89.66	0.00	89.66
26-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	929.90		929.90
Total 26-5253 - Insurance						
				929.90	0.00	929.90
Total 26 - MUSEUM						
				1,019.56	0.00	1,019.56
31 - SHERIFF DEPARTMENT CONTRACT						
31-Police Genral Expenditures						

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Date	Num	Name	Memo	Debit	Credit	Balance
31-5251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	186.19		186.19
08/01/2025	40906	COX	COX UTILITY	67.00		253.19
08/22/2025	40957	KANSAS GAS SERVICE	KANSAS GAS UTILITY	42.82		296.01
Total 31-5251 - Utilities				296.01	0.00	296.01
31-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	376.40		376.40
Total 31-5253 - Insurance				376.40	0.00	376.40
31-5314 - Office Supplies						
08/11/2025	40831	League of Kansas Municipalities	UPOC 5 HARD COPIES AND 1 ELECTRONIC COPY	70.22		70.22
Total 31-5314 - Office Supplies				70.22	0.00	70.22
Total 31-Police Central Expenditures				742.63	0.00	742.63
31-5243 - Contractural Services						
08/01/2025	40894	BUTLER COUNTY SHERIFF LE	1X DEPUTY CHLOE WALKER AUGUST 2025	4,954.45		4,954.45
08/27/2025	40965	BUTLER COUNTY SHERIFF LE	1 OFFICER CHLOE WALKER SEPTEMBER 2025	4,954.45		9,908.90
Total 31-5243 - Contractural Services				9,908.90	0.00	9,908.90
Total 31 - SHERIFF DEPARTMENT CONTRACT				10,651.53	0.00	10,651.53
34 - ANIMAL CONTROL						
34-5253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	12.96		12.96
Total 34-5253 - Insurance				12.96	0.00	12.96
Total 34 - ANIMAL CONTROL						
Total 34 - ANIMAL CONTROL				12.96	0.00	12.96
50 - PUBLIC WORKS SHOP						
50-Public Works General						
50-5200 - Non-Material Expenditures						
08/16/2025	40945	Bulter County Health Department	HEP-A AND HEP-B SHOTS AND TETNUS	390.13		390.13
Total 50-5200 - Non-Material Expenditures				390.13	0.00	390.13
50-5210 - Training / Meetings						
08/11/2025	40927	UNITED RENTALS	TRENCHING AND EXCAVATION TRAINING FOR RYLAN 10 HR OSHA	89.00		89.00
Total 50-5210 - Training / Meetings				89.00	0.00	89.00
50-5241 - Vehicle / Mobile Equipment R/M						
08/11/2025	40922	MYERS AUTOMOTIVE	ANTIFREEZE FOR THE BACKHOE	103.00		103.00
Total 50-5241 - Vehicle / Mobile Equipment R/M				103.00	0.00	103.00
50-5251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	202.48		202.48
08/04/2025	40911	COX	COX UTILITY	27.52		230.00
08/04/2025	40921	ACCENTLOGIC	TELEPHONE UTILITY	65.56		295.56
08/22/2025	40948	Brenden Galloway	Phone Bill Credit	30.00		325.56
08/22/2025	40949	RYLAN ROSE	Phone Bill Credit	30.00		355.56
08/22/2025	40950	Smith, Joshua A	Phone Bill Credit	30.00		385.56
Total 50-5251 - Utilities				385.56	0.00	385.56
50-5253 - Insurance						

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Date	Numb	Name	Memo	Debit	Credit	Balance
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	860.52		860.52
				860.52	0.00	860.52
Total 50-5253 - Insurance						
50-5311 - Gasoline / Fuel / Lubricants						
08/04/2025	40908	WEX FLEET UNIVERSAL	GASOLINE USED FROM 06/30/2025 TO 07/30/2025	445.82		445.82
				445.82	0.00	445.82
Total 50-5311 - Gasoline / Fuel / Lubricants						
50-5315 - Operating / Shop Supplies						
08/16/2025	40943	BOMGAARS SUPPLY	HOOK, BOLT, DRILL BITS X2	66.76		66.76
08/16/2025	40943	BOMGAARS SUPPLY	3X DRILL BITS	71.37		138.13
				138.13	0.00	138.13
Total 50-5315 - Operating / Shop Supplies						
50-5319 - Misc. Supplies						
08/16/2025	40943	BOMGAARS SUPPLY	TUBE RECEIVER	25.99		25.99
08/16/2025	40943	BOMGAARS SUPPLY	DRYWALL, HAND TOOL FOR DRYWALL, HYDOLIC LEAK STOP	40.47		66.46
08/16/2025	40943	BOMGAARS SUPPLY	STEERING WHEEL COVER X2, DRILL BITS X2	47.36		113.82
08/18/2025	EPAY	SUTHERLANDS CREDIT	ACRYLIC	84.99		198.81
				198.81	0.00	198.81
Total 50-5319 - Misc. Supplies						
50-5321 - Maintenance Uniforms						
08/01/2025	40900	UNIFIRST CORPORATION	07/28/2025 MAINTENANCE UNIFORMS	53.20		53.20
08/04/2025	40919	UNIFIRST CORPORATION	MAINTENANCE UNIFORMS 08/04/2025	53.20		106.40
08/11/2025	40932	UNIFIRST CORPORATION	MAINTENANCE UNIFORMS 08/11/2025	78.31		184.71
08/22/2025	40954	UNIFIRST CORPORATION	Maintenance Uniforms 08/18/2025	65.36		250.07
08/26/2025	40964	UNIFIRST CORPORATION	Maintenance Uniforms 08/25/2025	60.08		310.15
08/31/2025	40967	UNIFIRST CORPORATION	Maintenance Uniforms 09/01/2025	63.86		374.01
				374.01	0.00	374.01
Total 50-5321 - Maintenance Uniforms						
50-5322 - Personal Protective Equip						
08/16/2025	40939	Bank of America	Cooling Apparatus for Maintenance	178.17		178.17
				178.17	0.00	178.17
Total 50-5322 - Personal Protective Equip						
50-5325 - Tools						
08/16/2025	40939	Bank of America	Chain and Bar	84.50		84.50
08/18/2025	EPAY	SUTHERLANDS CREDIT	SPRAY GUN, HOSE	68.39		152.89
				152.89	0.00	152.89
Total 50-5325 - Tools						
50-5400 - IT SUPPORT						
08/22/2025	40958	IT HALOS, LLC	CONFIGURE NEW COMPUTER, INSTALL PRINTER IN MAINTENANCE	300.00		300.00
				300.00	0.00	300.00
				3,616.04	0.00	3,616.04
Total 50-5400 - IT SUPPORT						
Total 50-Public Works General						
50-5100 - Staff Expense Public Works						
50-5110 - Salaries						
08/31/2025	EOMPRADJ			3,509.00		3,509.00
				3,509.00	0.00	3,509.00
Total 50-5110 - Salaries						
50-5140 - PR Tax Expense City Share						
08/31/2025	EOMPRADJ			269.84		269.84
				269.84	0.00	269.84
Total 50-5140 - PR Tax Expense City Share						
50-5150 - KPERS City Share						

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Date	Num	Name	Memo	Debit	Credit	Balance
08/31/2025	EOMPRADJ			277.96		277.96
Total 50-5150 · KPERS City Share						
08/31/2025	EOMPRADJ			277.96	0.00	277.96
50-5160 · Health Ins. - City Share						
08/31/2025	EOMPRADJ			534.80		534.80
Total 50-5160 · Health Ins. - City Share						
08/31/2025	EOMPRADJ			534.80	0.00	534.80
Total 50-5100 · Staff Expense Public Works						
08/31/2025	EOMPRADJ			4,591.60	0.00	4,591.60
Total 50 · PUBLIC WORKS SHOP						
08/31/2025	EOMPRADJ			8,207.64	0.00	8,207.64
Total 100X · GENERAL FUND EXPENSES						
08/31/2025	EOMPRADJ			72,287.58	0.00	72,287.58
220X · FIRE RESCUE EXPENSE						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
2205100 · Staff Expense Fire Rescue						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
2205110 · Salaries						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 2205110 · Salaries						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
2205140 · PR Tax Expense City Share						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 2205140 · PR Tax Expense City Share						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 2205100 · Staff Expense Fire Rescue						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 220X · FIRE RESCUE EXPENSE						
08/31/2025	EOMPRADJ			0.00	0.00	0.00
240X · EQUIPMENT RESERVE						
08/31/2025	EOMPRADJ			359.90		359.90
2405541 · Machinery / Equipment						
08/01/2025	40905	TOWANDA BATTERY COMPANY	2X BATTERIES FOR SEWER TRUCK WE SOLD	359.90	0.00	359.90
08/01/2025	40905			359.90	0.00	359.90
Total 2405541 · Machinery / Equipment						
08/01/2025	40905			359.90	0.00	359.90
Total 240X · EQUIPMENT RESERVE						
08/01/2025	40905			359.90	0.00	359.90
250X · STREETS OM FUND EXPENSE						
08/31/2025	EOMPRADJ			1,079.69		1,079.69
08/31/2025	EOMPRADJ			1,079.69	0.00	1,079.69
Total 2505110 · Salaries						
08/31/2025	EOMPRADJ			83.03		83.03
08/31/2025	EOMPRADJ			83.03	0.00	83.03
Total 2505140 · PR Tax Expense City Share						
08/31/2025	EOMPRADJ			85.53		85.53
08/31/2025	EOMPRADJ			85.53	0.00	85.53
Total 2505160 · KPERS City Share						
08/31/2025	EOMPRADJ			164.55		164.55
08/31/2025	EOMPRADJ			164.55	0.00	164.55
Total 2505100 · Staff Expense Streets						
08/31/2025	EOMPRADJ			1,412.80	0.00	1,412.80
2505253 · Insurance (WC)						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	23.34		23.34
08/12/2025	40937			23.34	0.00	23.34
Total 2505253 · Insurance (WC)						
08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.55		32.55
08/16/2025	40947			32.55		32.55
Total 2505254 · Printing / Publications						
08/16/2025	40947			32.55		32.55

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Date	Num	Name	Memo	Debit	Credit	Balance
Total 2505254 - Printing / Publications				32.55	0.00	32.55
2505310 - Fuel for Township-Exch for Rock						
08/04/2025	40908	WEX FLEET UNIVERSAL	GASOLINE USED FROM 06/30/2025 TO 07/30/2025	250.57		250.57
Total 2505310 - Fuel for Township-Exch for Rock				250.57	0.00	250.57
2505311 - Gasoline/ Fuel/ Lubricants						
08/04/2025	40908	WEX FLEET UNIVERSAL	GASOLINE USED FROM 06/30/2025 TO 07/30/2025	353.21		353.21
Total 2505311 - Gasoline/ Fuel/ Lubricants				353.21	0.00	353.21
2505331 - Vehicle / Mobile Parts-Supplies						
08/11/2025	40925	RAVENS CRAFT IMPLEMENT INC.	SEAL, OIL AND OIL TRACTOR/ EQUIPMENT	350.23		350.23
Total 2505331 - Vehicle / Mobile Parts-Supplies				350.23	0.00	350.23
Total 250X - STREETS OM FUND EXPENSE				2,422.70	0.00	2,422.70
251X - STREET RESERVE						
2515333 - Street Material / Supplies						
08/16/2025	40939	Bank of America	Paint for Curbs and Crosswalks	1,380.00		1,380.00
08/16/2025	40943	BOMGAARS SUPPLY	STRAP WITH SOFT TIE, AND PASTURE GATE	195.98		1,575.98
08/16/2025	40943	BOMGAARS SUPPLY	F-COUPLER, PIPE COUPLING, PIPE NIPPLE, AIR HOSE REEL	106.75		1,682.73
08/16/2025	40943	BOMGAARS SUPPLY	PIPE NIPPLE X2, PIPE ELBOW X2, TUBE RECEIVER, GAS CAN, METAL CUTTING BLADE, PADLOCK	250.51		1,933.24
08/18/2025	EPAY	SUTHERLANDS CREDIT	FLOOR SQUEEGE	23.75		1,956.99
08/18/2025	EPAY	SUTHERLANDS CREDIT	PAINTING CURBS SUPPLIES ROLLERS AND SUCH	18.58		1,975.57
08/18/2025	EPAY	SUTHERLANDS CREDIT	168X CONCRETE, MUD MIXER, RACHET TIE DOWN	1,035.28		3,010.85
08/18/2025	EPAY	SUTHERLANDS CREDIT	6X WELDABLE FLATS, 3X WELDABLE STEEL TUBING, HOLE DOZER, HOLE SAW, 2X WELDABLE ANGELS, 4X STEEL ...	269.42		3,280.27
09/24/2025	28821	EQUIPMENTSHARE	Credit for double payment		671.42	2,608.85
Total 2515333 - Street Material / Supplies				3,280.27	671.42	2,608.85
Total 251X - STREET RESERVE				3,280.27	671.42	2,608.85
260X - COMMUNITY CENTER EXPENSE						
2605225 - Cleaning / Disposal Service						
08/22/2025	40952	Lisa K. Hamilton	Community Building Cleaning	500.00		500.00
Total 2605225 - Cleaning / Disposal Service				500.00	0.00	500.00
2605251 - Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	371.01		371.01
08/11/2025	40934	COX	Cox Utility	30.50		401.51
08/22/2025	40957	KANSAS GAS SERVICE	KANSAS GAS UTILITY	47.28		448.79
Total 2605251 - Utilities				448.79	0.00	448.79
2605253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	677.14		677.14
Total 2605253 - Insurance				677.14	0.00	677.14
Total 260X - COMMUNITY CENTER EXPENSE				1,625.93	0.00	1,625.93

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	Date	Num	Name	Memo	Debit	Credit	Balance
610X - METERS REPLACED							
6105200 - METERS REPLACED							
	08/04/2025	40915	Schulke Supply	3" NEPTUNE METER FOR HIGH SCHOOL RADIO READ	5,026.90		5,026.90
Total 6105200 - METERS REPLACED					5,026.90	0.00	5,026.90
Total 610X - METERS REPLACED					5,026.90	0.00	5,026.90
611X - WATER FUND EXPENSE							
6115100 - Staff Expense Water							
6115110 - Salaries							
	08/31/2025	EOMPRADJ			2,699.23		2,699.23
Total 6115110 - Salaries					2,699.23	0.00	2,699.23
6115140 - PR Tax Expense City Share							
	08/31/2025	EOMPRADJ			207.57		207.57
Total 6115140 - PR Tax Expense City Share					207.57	0.00	207.57
6115160 - KPERS City Share							
	08/31/2025	EOMPRADJ			213.81		213.81
Total 6115160 - KPERS City Share					213.81	0.00	213.81
6115160 - Health Ins. - City Share							
	08/31/2025	EOMPRADJ			411.39		411.39
Total 6115160 - Health Ins. - City Share					411.39	0.00	411.39
6115212 - Transportation / Mileage							
	08/11/2025	40926	METRO COURIER	WATER SAMPLE DELIVERY TO KDHE	27.44		27.44
	08/22/2025	40956	METRO COURIER	Water Sample Mailing	27.44		54.88
Total 6115212 - Transportation / Mileage					54.88	0.00	54.88
6115222 - Intergovernment / Permit Fees							
	08/11/2025	EPAY	KDOR MISCELLANEOUS TAX	QUARTER 2 2025 CLEAN DRINKING WATER FEE	439.52		439.52
Total 6115222 - Intergovernment / Permit Fees					439.52	0.00	439.52
6115244 - Other Repair / Maintenance							
	08/11/2025	40933	HIZEY SERVICE AND SUPPLY	18" X 36" Tufcor Meter Box	74.87		74.87
Total 6115244 - Other Repair / Maintenance					74.87	0.00	74.87
6115251 - Utilities							
	08/01/2025	40896	EVERGY	EVERGY UTILITY	27.43		27.43
Total 6115251 - Utilities					27.43	0.00	27.43
6115254 - Printing / Publications							
	08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.55		32.55
Total 6115254 - Printing / Publications					32.55	0.00	32.55
6115255 - Shipping Charges							
	08/04/2025	40920	TOWANDA POST OFFICE	Utility Bill Mailing	250.00		250.00
Total 6115255 - Shipping Charges					250.00	0.00	250.00
6115315 - Operating Supplies							
	08/11/2025	40928	MUNICIPAL SUPPLY COMPANY	3" DI COMPANION FLANGE AND 3" FLANGE GASKET PACK	120.00		120.00

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08/12/2025	40935	MUNICIPAL SUPPLY COMPANY	3" GATE VALVE, 3" MEGALUG FOR PIPE, 3" IPS RESTRAINT KIT, 3" X 2 1/2" REDUCER, 2 1/2" REDUCER, 2...	907.98		1,027.98
Total 6115315 - Operating Supplies				1,027.98	0.00	1,027.98
6115334 - Materials / Supplies Stock						
08/04/2025	40910	Lampson Welding Supply	WELDING SUPPLIES	13.89		13.89
Total 6115334 - Materials / Supplies Stock				13.89	0.00	13.89
6115341 - Water For Resale						
08/04/2025	40914	RURAL WATER DIST. NO. 5	06/30/2025 TO 07/31/2025 WATER USED 4,111,700	24,678.98		24,678.98
Total 6115341 - Water For Resale				24,678.98	0.00	24,678.98
6115400 - Computer Software						
08/04/2025	40912	JAYHAWK SOFTWARE	JAYHAWK SOFTWARE REINSTALLED ON NEW COMPUTER AT FRONT COUNTER	43.75		43.75
Total 6115400 - Computer Software				43.75	0.00	43.75
6115420 - Contractual Services						
08/04/2025	40918	GRIFFIN MAX CONSTRUCTION INC	WATER OPERATOR BASE FEE AUGUST 2025	200.00		200.00
Total 6115420 - Contractual Services				200.00	0.00	200.00
6115541 - Machinery / Equipment						
08/22/2025	40955	TOWANDA BATTERY COMPANY	Battery for Backhoe	399.90		399.90
Total 6115541 - Machinery / Equipment				399.90	0.00	399.90
Total 6111X - WATER FUND EXPENSE				30,775.75	0.00	30,775.75
612X - WATER RESERVE EXPENSE						
6125319 - Water Infrastructure Parts						
08/16/2025	40940	HIZEY SERVICE AND SUPPLY	3" PVC, 4"PVC, BUSHING PVC, TEE PVC, ELBOWS PVC, THREAD TAPE, BALL VALVE, COUPLING PVC	542.17		542.17
08/16/2025	40946	MUNICIPAL SUPPLY COMPANY	20X 2 1/2" PLAIN END AND 3" X 2 1/2" SE SCH80 REDUCER	234.95		777.12
08/18/2025	EPAY	SUTHERLANDS CREDIT	2X CLAY COUPLING, 3X PVC CEMENT, 2X DWV COUPLING, 6X PVC	251.62		1,028.74
Total 6125319 - Water Infrastructure Parts				1,028.74	0.00	1,028.74
Total 612X - WATER RESERVE EXPENSE				1,028.74	0.00	1,028.74
613X - WATER TOWER EXPENSE						
6135253 - Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	427.27		427.27
Total 6135253 - Insurance				427.27	0.00	427.27
Total 613X - WATER TOWER EXPENSE				427.27	0.00	427.27
621X - SEWER FUND EXPENSE						
6215100 - Staff Expense Sewer						
6215110 - Salaries						
08/31/2025	EOMPRADJ			6,208.23		6,208.23
Total 6215110 - Salaries				6,208.23	0.00	6,208.23
6215140 - PR Tax Expense City Share						
08/31/2025	EOMPRADJ			477.41		477.41
Total 6215140 - PR Tax Expense City Share				477.41	0.00	477.41
6215150 - KPERS City Share						

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
08/31/2025	EOMPRADJ			491.77		491.77
Total 6215150 · KPERS City Share				491.77	0.00	491.77
6215160 · Health Ins. - City Share						
08/31/2025	EOMPRADJ			946.19		946.19
Total 6215160 · Health Ins. - City Share				946.19	0.00	946.19
6215100 · Staff Expense Sewer				8,123.60	0.00	8,123.60
6215200 · Non-Material Expenditures						
08/27/2025	40966	AMERICAN MESSAGING	SEWER EMERGENCY MESSAGING SERVICE	36.11		36.11
Total 6215200 · Non-Material Expenditures				36.11	0.00	36.11
6215251 · Utilities						
08/01/2025	40896	EVERGY	EVERGY UTILITY	868.85		868.85
08/22/2025	40953	LINGO	Emergency Phone Line	96.03		964.88
08/24/2025	40960	EVERGY	EVERGY UTILITY	26.55		991.43
Total 6215251 · Utilities				991.43	0.00	991.43
6215253 · Insurance						
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	101.10		101.10
08/12/2025	40937	EMC INSURANCE	EMC INSURANCE	15.23		116.33
Total 6215253 · Insurance				116.33	0.00	116.33
6215254 · Printing / Publications						
08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.55		32.55
Total 6215254 · Printing / Publications				32.55	0.00	32.55
6215255 · Shipping Charges						
08/04/2025	40920	TOWANDA POST OFFICE	Utility Bill Mailing	250.00		250.00
Total 6215255 · Shipping Charges				250.00	0.00	250.00
6215315 · Operating Supplies						
08/16/2025	40939	Bank of America	Dawn Dish Soap	83.72		83.72
Total 6215315 · Operating Supplies				83.72	0.00	83.72
6215319 · Misc. Supplies						
08/16/2025	40943	BOMGAARS SUPPLY	PADLOCK FOR SEWER	16.99		16.99
Total 6215319 · Misc. Supplies				16.99	0.00	16.99
6215334 · Materials / Supplies Stock						
08/04/2025	40910	Lampton Welding Supply	WELDING SUPPLIES	13.90		13.90
Total 6215334 · Materials / Supplies Stock				13.90	0.00	13.90
6215400 · Computer Software						
08/04/2025	40912	JAYHAWK SOFTWARE	JAYHAWK SOFTWARE REINSTALLED ON NEW COMPUTER AT FRONT COUNTER	43.75		43.75
Total 6215400 · Computer Software				43.75	0.00	43.75
622X · SEWER RESERVE						
08/04/2025	40912	JAYHAWK SOFTWARE	JAYHAWK SOFTWARE REINSTALLED ON NEW COMPUTER AT FRONT COUNTER	43.75		43.75
Total 6225400 · Computer Software				43.75	0.00	43.75
630X · TRASH FUND EXPENSE						

City of Towanda, KS
Claims Report
August 2025

Date	Num	Name	Memo	Debit	Credit	Balance
6305225 · Cleaning / Disposal Service						
08/11/2025	40929	WASTE CONNECTIONS OF KANSAS	TRASH 07/01/2025 TO 07/31/2025	10,886.05		10,886.05
Total 6305225 · Cleaning / Disposal Service				10,886.05	0.00	10,886.05
6305254 · Printing / Publications						
08/04/2025	40920	TOWANDA POST OFFICE	Utility Bill Mailing	250.00		250.00
08/16/2025	40947	CANON FINANCIAL SERVICES	COPIER 07/01/2025 TO 07/31/2025	32.54		282.54
Total 6305254 · Printing / Publications				282.54	0.00	282.54
6305400 · Computer Software						
08/04/2025	40912	JAYHAWK SOFTWARE	JAYHAWK SOFTWARE REINSTALLED ON NEW COMPUTER AT FRONT COUNTER	43.75		43.75
Total 6305400 · Computer Software				43.75	0.00	43.75
Total 630X · TRASH FUND EXPENSE				11,012.34	0.00	11,012.34
Total DESIGNATED FUND EXPENDITURES				65,711.93	671.42	65,040.51
General Fund Expenditures						\$ 72,287.58
Designated Fund Expenditures						\$ 65,040.51
Section 1	Section 2	Section 1	Expenditures Other than Payroll			\$90,891.77
		Section 2	Payroll Expenditures			\$46,436.32
Total this Ordinance						\$137,328.09
Total Expenditures						

ANDY NEWBREY

Business Card

July 08, 2025 - August 07, 2025

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$2,761.51
Minimum Payment Due **\$27.62**
Payment Due Date **09/03/25**

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

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

Account Summary

Previous Balance \$3,389.54
Payments and Other Credits -\$3,389.54
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$2,761.51
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$2,761.51

Credit Limit \$7,500
Credit Available \$4,738.49
Statement Closing Date 08/07/25
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
07/23	07/22	PAYMENT - THANK YOU	20415300000000569627608	- 3,389.54
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$3,389.54
Purchases and Other Charges				
07/08	07/07	TOCKIFY WEB CALENDAR BRIGHTON LND	89101785188500104970009	8.00
07/10	07/09	SQ *GAMBINO'S PIZZA TO 8774174551 KS	55432865191202976712835	53.83
07/11	07/10	AMAZON MARK* NL7RV16C1 SEATTLE WA	82305095192500010467212	178.17
07/16	07/15	SQ *ROADSAFE TRAFFIC S 8774174551 KS	55432865196205076996997	1,380.00
07/16	07/15	COLUMN PUBLIC NOTICE 2027135613 DC	82305095197500004509941	85.85
07/16	07/15	ACE HARDWARE 3163227500 KS	55310205197246859361228	84.50



BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796



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

**N0000802

Account Number
July 08, 2025 - August 07, 2025

New Balance Total \$2,761.51
Minimum Payment Due **\$27.62**
Payment Due Date **09/03/25**

Enter payment amount

\$

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

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

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
07/21	07/18	AMAZON MARK* YH5268QZ3 SEATTLE WA	82305095199500052310240	199.18
07/21	07/20	AMAZON RETA* ZL6B78VWX3 SEATTLE WA	82305095201500012947079	83.72
07/21	07/20	INTUIT *QuickBooks 8004468848 CA	55432865201206703947166	384.00
07/22	07/21	Adobe 8008336687 CA	12302025202002800399056	29.99
07/24	07/23	SQ *GAMBINO'S PIZZA TO 8774174551 KS	55432865204207817709622	39.39
07/25	07/24	COLUMN PUBLIC NOTICE 2027135613 DC	82305095206500002754738	132.83
07/28	07/28	Mailchimp 6789990141 GA	12302025209000402737072	39.50
07/29	07/28	USPS PO 1989541202 TOWANDA KS	82305095210000628788556	1.25
08/04	08/03	AMAZON RETA* YJ6Q82RR3 SEATTLE WA	82305095215500054614680	38.28
08/05	08/04	SQ *GAMBINO'S PIZZA TO 8774174551 KS	55432865216202018398792	23.02
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,761.51

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99%	\$0.00	\$0.00
CASH	28.49% V	\$0.00	\$0.00

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



Celebrating Black Business Month

Looking for ways to move your business forward? Our Center for Business Empowerment offers you powerful digital tools, insights and resources.



To learn more, scan or visit bankofamerica.com/BlackBusiness.

When you use the QRC feature certain information is collected from your mobile device for business purposes.

SSM-03-24-0478.C | 6502643

synchrony

Summary of Account Activity		Payment Information	
Previous Balance	\$847.27	New Balance	\$2,035.44
+ New Purchases	\$1,953.08	Total Minimum Payment Due	\$103.00
- Payments	\$847.27	Payment Due Date	08/27/2025
+/- Credits, Fees & Adjustments (net)	\$30.00	PAYMENT DUE BY 5 P.M. EASTERN ON THE DUE DATE.	
+/- Interest Charge (net)	\$52.36	We may convert your payment into an electronic debit. See reverse side.	
New Balance	\$2,035.44	Late Payment Warning: If we do not receive your Total Minimum Payment Due by the Payment Due Date listed above, you may have to pay a late fee of up to \$41.00 and your APRs may be increased up to the Penalty APR of 39.990%.	
Credit Limit	\$5,000.00	Minimum Payment Warning: Making only the Total Minimum Payment Due will increase the amount of interest you pay and the time it takes to repay your balance. For example:	
Available Credit	\$2,857.00		
Days in Billing Period	32		
Pay online for free at: synchrony.com			
For Synchrony Bank customer service or to report your card lost or stolen, call 1-866-396-8254.			
Best times to call are Wednesday - Friday.			

0-1
2-1

Transaction Summary				
Tran Date	Post Date	Reference Number	Description	Amount
07/29/2025	07/29/2025	P9123006L01JDDN31	PAYMENT - THANK YOU	(\$847.27)
07/07/2025	07/07/2025	85348125X010T7QZQ	SUTHERLANDS 2302 EL DORADO KS	\$251.62
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/07/2025	07/07/2025	85348125X011ZQ3NW	SUTHERLANDS 2302 EL DORADO KS	\$23.75
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/10/2025	07/10/2025	853481260010FK9S1	SUTHERLANDS 2302 EL DORADO KS	\$22.79
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/10/2025	07/10/2025	853481260011Q6SZN	SUTHERLANDS 2302 EL DORADO KS	\$84.99
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/17/2025	07/17/2025	85348126700ZWH5VS	SUTHERLANDS 2302 EL DORADO KS	\$41.11
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/18/2025	07/18/2025	85348126900ZWH7XF	SUTHERLANDS 2302 EL DORADO KS	\$18.58
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
07/18/2025	07/18/2025	853481269010FKKQ3	SUTHERLANDS 2302 EL DORADO KS	\$89.66
			STANDARD PURCHASE	
			HOME IMPROVEMENT	

Continued on next page

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

Transaction Summary (Continued)

Tran Date	Post Date	Reference Number	Description	Amount
07/22/2025	07/22/2025	85348126Q010T4X8T	SUTHERLANDS 2302 EL DORADO KS 8 1/2" x Concrete, mud mixer, ratchet tied down STANDARD PURCHASE 251-5333 HOME IMPROVEMENT	\$547.15
07/22/2025	07/22/2025	85348126Q011Q78LA	SUTHERLANDS 2302 EL DORADO KS 8 1/2" x Concrete mix STANDARD PURCHASE 251-5333 HOME IMPROVEMENT	\$488.13
07/23/2025	07/23/2025	85348126D010FKRZW	SUTHERLANDS 2302 EL DORADO KS Spray Gun, hose STANDARD PURCHASE 251-5333 HOME IMPROVEMENT EQUIPMENT 50-5325	\$68.39
07/24/2025	07/24/2025	85348126E010FKTWR	SUTHERLANDS 2302 EL DORADO KS Lex weldable flats, 3 x weldable steel tubing, Hole Dozer, Hole Saw, 2 weldable STANDARD PURCHASE 251-5333 HOME IMPROVEMENT	\$254.44
07/25/2025	07/25/2025	85348126G010G2WEM	SUTHERLANDS 2302 EL DORADO KS Padlock, Cort HD Settlement STANDARD PURCHASE 22-5242 HOME IMPROVEMENT	\$34.19
07/30/2025	07/30/2025	85348126L00ZWHPEP	SUTHERLANDS 2302 EL DORADO KS 4 Rollers for curb painting STANDARD PURCHASE 251-5333 HOME IMPROVEMENT STREETS	\$14.98
07/30/2025	07/30/2025	85348126L0112NE82	SUTHERLANDS 2302 EL DORADO KS Quick Grow mix STANDARD PURCHASE 21-5350 HOME IMPROVEMENT LIBRARY FEES	\$13.30
07/27/2025	07/27/2025		LATE FEE TOTAL FEES FOR THIS PERIOD	\$30.00 \$30.00
08/04/2025	08/04/2025		INTEREST CHARGED INTEREST CHARGE ON PURCHASES TOTAL INTEREST FOR THIS PERIOD	\$52.36 \$52.36

2025 Totals Year-to-Date

Total Fees Charged in 2025	\$30.00
Total Interest Charged in 2025	\$52.36
Total Interest Paid in 2025	\$0.00

Paying online
mail takes too
long.

Interest Charge Calculation

Type of Balance	Expiration Date	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
Purchases	NA	34.99%	\$1,706.76	\$52.36

When is interest charged on my account?

If you make a **purchase**, generally we charge interest from the day you make the purchase until you pay it in full.

- You can avoid interest on new purchases (except some promotional purchases) if you have no balance at the start of your billing cycle or you pay your balance in full each month.
- If you did not pay your balance in full in the prior billing cycle, interest will be calculated on your balance from the first day of the current billing cycle until we receive your payment in full, even if you pay your balance in full and on time and make no new charges in the current billing cycle. This interest, plus interest on that interest, will be reflected on your next billing statement.

New Promotional Financing Plans

Eligible card purchases may be billed under the following promotion: No Interest if Paid in Full within 6, 12, 18, or 24 months.

CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 8-2025

For period August 1st, 2025 through, August 31st, 2025

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

<u>Section 1.</u>	Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.	\$90,891.77
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<u>Section 2.</u>	Payroll	\$46,436.32
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Total this Ordinance:	\$137,328.09
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Stetson Diveley
Treasurer

Jennifer Shautls
Council President

Report Attestation for the Month of August 2025.

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

Stetson Diveley
Treasurer, City of Towanda, KS

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service Calls Handled by Officer Accident Reports Reports	Walker	District
8/2/2025	Animal at Large/ Domestic	600 blk E Mills Dr	HBO	District	11	11	27
8/4/2025	Criminal Damage	200 blk S 4th St	Report	Walker	4	4	24
8/4/2025	Theft	200 blk S 4th St	Report	District	0	0	0
8/5/2025	Welfare Check	300 blk N 8th St	HBO	District	2	2	1
8/5/2025	Traffic Stop	E Mechanic & E Poplar	Arrest	District			
8/6/2025	Assist Towanda Fire	400 N 8th St	HBO	District	0	0	0
8/8/2025	Traffic Stop	900 blk E Main St	Warning	Walker	5	5	1
8/8/2025	Trespassing	1000 blk E Clay Hill Rd	HBO	Walker	0	0	1
8/9/2025	Miscellaneous	600 blk E North St	HBO	Walker			
8/10/2025	Traffic Stop	E Main St & S 2nd	Warning	Walker			
8/10/2025	CINC	300 blk S 3rd St	Report	Walker			
8/12/2025	Suspicious Activity	400 blk N 8th St	HBO	District			
8/12/2025	Miscellaneous	400 blk N 8th St	HBO	District			
8/13/2025	Traffic Stop	E Main St & N 3rd St	Warning	Walker			
8/13/2025	Transport	500 blk E North St	HBO	District			
8/13/2025	Abandon Vehicle	SW Old HWY 254 & SW Hunter Rd	HBO	Walker			
8/14/2025	Runaway	700 blk E Mills Dr	HBO	District			
8/14/2025	Suspicious Vehicle	900 blk E Main St	HBO	District			
8/16/2025	Animal at Large/ Domestic	1000 blk E Clay Hill Rd	HBO	District			
8/18/2025	Traffic Stop	N 6th St / E Main St	Warning	Walker			
8/19/2025	Suspicious Activity	600 blk E Main St	HBO	District			
8/20/2025	Verbal Disturbance	400 blk E 9th St	HBO	District			
8/21/2025	Animal at Large/ Domestic	6th & Cincinnati	HBO	District			
8/21/2025	Check Welfare	600 blk E Mills Dr	HBO	District			
8/22/2025	Animal at Large/ Domestic	600 E Mechanic St	HBO	District			
8/23/2025	Noise Complaint	400 blk N 9th St	HBO	District			
8/25/2025	Civil	500 blk N 10th St	HBO	District			
8/26/2025	Green Tag	N 5th St & E Main St	HBO	District			
8/26/2025	Suspicious Vehicle	700 blk E Main St	HBO	District			
8/27/2025	Miscellaneous	300 blk N 7th St	HBO	District			
8/27/2025	Welfare Check	900 blk E Main St	HBO	District			
8/27/2025	Traffic Complaint	5th St & E Main St	HBO	Walker			
8/27/2025	Traffic Stop	8th St & Clay Hill	Warning	District			
8/27/2025	Traffic Stop	900 blk E Main St	Warning	Walker			
8/29/2025	Miscellaneous	900 blk E Main St	HBO	District			
8/31/2025	Suicide/ Attempt	600 blk Mills Dr	HBO	District			
8/31/2025	Suspicious Activity	6th & Cincinnati	HBO	District			
8/31/2025	Noise Complaint	600 blk E Mechanic	HBO	District			

MUNICIPAL COURT OF TOWANDA, KS
CASELOAD SUMMARY
For the Period August 1, 2025 through August 31, 2025

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

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

**COURT
COSTS**

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

[(i. Offense Breakdown)]

TOTAL THIS MONTH

*YTD: \$1,254.00 collected of estimated annual revenue of \$

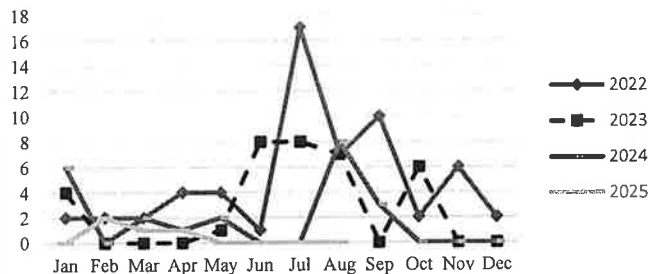
2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

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

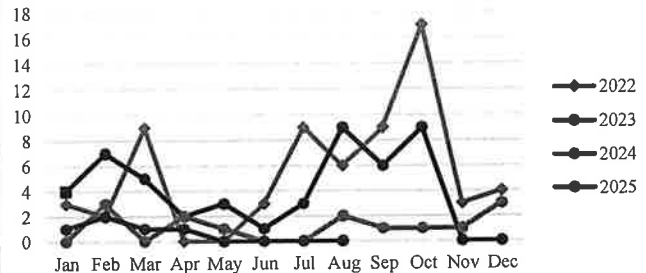
TOTAL DISPOSITIONS THIS MONTH

0

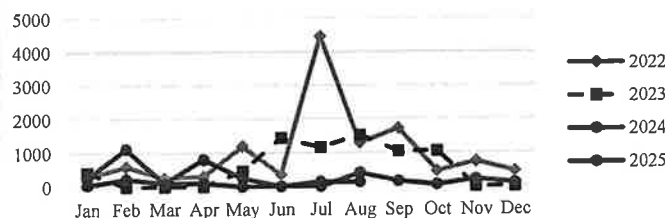
Offense Filings



Offense Dispositions



Estimated Revenue





TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long Hamilton

August 2025 Activity September 2, 2025 Report

What we have been doing:

Submitted Water Conservation Plan to the State
Water Conservation Plan Revisions
Monitoring City Nuisance Code Enforcement Activity
Publish Ordinances and prepare forms to reflect new info
Preparing Ordinances and Resolutions
Monitoring dilapidated building on Main St
Processing Contractor Licensing Renewals for 2025
Monitor and Dispatch inspections
Processing Licensing/Permits
Providing Excellent Public Service
Following Code Enforcement
Research and prepare information as needed
Cemetery Lot Sales, Paperwork, Deeds, and Questions
Assisting with the prep of Ordinances and Resolutions
Assisting Residents/Contractors daily with building code questions and inspections
Working always to make the PZ Department more efficient

What we plan to do:

Shelter License in September	Misc. other work as needed
Capital Improvement Plan Work	Continue Serving Towanda Citizens
Continue Contractor Licensing and Permit Issuing	Continue with duties as listed above
Research and Secretary duties for the Planning Board	
Cemetery -Selling Plots-Preparing paperwork and Deeds-Assisting residents with sales of plots and information	
Animal Control Records.	
Continue to follow Code Enforcement	
Continue to improve the efficiency of the PZ Department	

Permits

119 S. 6th Roof
102 S 5th Deck-Awning
700 Mech Lt 12 Electrical
445 N 5th Roof
462 N 10th Foundation
623 High Plumbing

Statistics and Lists: Inspections Completed

422 Highland Electrical-Plumbing-Structural	623 High Plumbing
700 Mechanic Lot 12 Electrical	422 Highland Bath Final
462 N 10 th Foundation consult	119 S 6 th MFH Foundation Signoff
462 N 10 th Foundation	691 Mills MFH Final

New Contractors Licensed & Certificates Issued:

Sunflower State Exteriors Wichita
MacPherson Construction Wichita

NTA Citations Issued/ Pending Court Action/Status: None

PZ Board Meeting/BZA September - No Business Scheduled – Business Permit for Door-to-Door Sales: None

STATUS	LOCATION	VIOLATION	DELIVERY	1ST ATTEMPT	DELIVERY	2ND ATTEMPT	DELIVERY	3RD ATTEMPT	DELIVERY	4TH ATTEMPT	DELIVERY	5th ATTEMPT
Complete	300 BLOCK N 10TH ST	Junk	Mail	5/6/2025	Mail	7/24/2025	Cert Mail	7/30/2025				
Cert Mail Sent	400 BLOCK N 10TH ST	Junk	Mail	5/6/2025	Mail	7/24/2025	Cert Mail	7/30/2025				
Extension	400 BLOCK N 8TH ST	Structure	Mail	11/6/2024	Mail	12/20/2024	Cert Mail	6/18/2025				
Cert Mail Sent	400 BLOCK OF N 9TH ST	Yard & Junk	Cert Mail	7/24/2025								
Not Complete	400 BLOCK OF 10TH ST	Vehicle	Mail	8/27/2025								
Cert Mail Sent	500 BLOCK OF 11TH ST	Yard & Junk	Mail	7/18/2025	Mail	7/30/2025	Cert Mail	8/13/2025				
Complete	100 BLOCK OF 2ND ST	Yard & Junk	Mail	7/30/2025								
Not Complete	100 BLOCK OF 3RD ST	Yard	Mail	8/27/2025								
Cert Mail Sent	200 BLOCK OF 3RD ST	Yard	Mail	6/18/2025	Cert Mail	8/27/2025						
Complete	300 BLOCK OF 3RD ST	Yard	Mail	7/30/2025								
Complete	100 BLOCK 4TH ST	Yard	Mail	6/18/2025	Mail	7/30/2025						
Returned Mail	200 BLOCK 4TH ST	Vehicle	Mail	8/9/2024	Mail	9/13/2024	Mail	11/14/2024	Cert Mail	6/18/2025		
Complete	200 BLOCK OF 4TH ST	Yard	Mail	7/30/2025								
Complete	300 BLOCK OF 4TH ST	Yard & Vehicle	Mail	7/30/2025								
Extension	300 BLOCK 4TH ST	Junk	Mail	11/6/2024	Mail	12/20/2024	Mail	1/17/2025	Mail	7/30/2025		
Complete	300 BLOCK OF 4TH ST	Yard	Mail	7/30/2025								
Cert Mail Sent	300 BLOCK OF 4TH ST	Yard & Junk	Mail	7/30/2025	Mail	8/13/2025	Cert Mail	8/27/2025				
Not Complete	600 BLOCK OF NORTH ST	Vehicle	Mail	8/27/2025								
Not Complete	200 BLOCK OF 6TH ST	Vehicle	Mail	8/27/2025								
Not Complete	200 BLOCK OF 7TH ST	Yard	Mail	8/27/2025								
Not Complete	300 BLOCK OF 7TH ST	Yard	Mail	8/27/2025								
Not Complete	300 BLOCK OF 8H ST	Yard	Mail	8/27/2025								
Not Complete	300 BLOCK OF 8TH ST	Yard	Mail	8/27/2025								
Not Complete	500 BLOCK OF 8TH ST	Yard	Mail	8/27/2025								
Complete	100 BLOCK BRIARWOOD	Yard	Mail	5/6/2025								
	300 BLOCK OF											
Cert Mail Sent	CINCINNATI ST	Yard	Mail	5/26/2025	Cert Mail	6/18/2025						
Complete	300 BLOCK OF CINCINNATI	Yard	Mail	7/30/2025								
Cert Mail Sent	400 BLOCK OF CINCINNATI	Structure & Gr	Cert Mail	7/18/2025								
Returned Mail	1200 BLOCK CLAY HILL RD	Yard	Mail	12/20/2024	Mail	1/17/2025	Mail	4/18/2025	Mail	6/18/2025	Cert Mail	7/24/2025
Complete	800 BLOCK E NORTH ST	Yard	Flyer	4/29/2025								
Cert Mail Sent	300 BLOCK HIGH ST	Yard	Flyer	4/29/2025	Mail	6/18/2025	Cert Mail	7/7/2025	Cert Mail	8/13/2025	Cert Mail	8/27/2025
Cert Mail Sent	400 BLOCK HIGH ST	Yard	Flyer	4/29/2025	Cert Mail	7/7/2025	Cert Mail	8/27/2025				
Cert Mail Sent	500 BLOCK HIGH ST	Vehicle	Mail	3/21/2025	Mail	4/18/2025	Cert Mail	6/18/2025				
Not Complete	500 BLOCK OF HIGH ST	Yard	Mail	7/18/2025	Mail	7/30/2025						
Complete	600 BLOCK HIGH ST	Yard	Flyer	4/29/2025								
Returned Mail	600 BLOCK OF HIGH ST	Junk	Cert Mail	6/18/2025								
Complete	600 BLOCK HIGH ST	Yard	Flyer	4/29/2025								
Complete	600 BLOCK OF HIGHLAND	Yard	Mail	7/30/2025								
Cert Mail Sent	10 BLOCK OF MECHANIC	Yard	Cert Mail	6/18/2025								
Complete	500 BLOCK W MECHANIC	Yard	Mail	6/18/2025	Mail	7/18/2025						
Complete	600 BLOCK E MECHANIC	Yard	Mail	6/18/2025	Mail	7/18/2025						
Complete	400 BLOCK OF N 10TH ST	Yard & Junk	Mail	7/30/2025								

Cert Mail Sent	400 BLOCK N 10TH ST	Junk	Mail	5/6/2025	Mail	7/24/2025	Cert Mail	8/13/2025				
Cert Mail Sent	400 BLOCK OF N 10TH ST	Junk	Mail	7/30/2025	Cert Mail	8/13/2025						
Complete	300 BLOCK N 6TH ST	Yard	Mail	7/30/2025								
Complete	300 BLOCK OF N 6TH ST	Vehicle	Mail	7/30/2025								
Cert Mail Sent	400 BLOCK OF N 6TH ST	Yard	Cert Mail	7/24/2025								
Not Complete	300 BLOCK N 7TH ST	Yard	Mail	8/27/2025								
Complete	300 BLOCK N 7TH ST	Yard	Flyer	4/29/2025								
Returned Mail	300 BLOCK OF N 8TH ST	Junk	Mail	12/20/2024	Mail	2/20/2025	Mail	7/17/2025	Cert Mail	7/18/2025		
Cert Mail Sent	400 BLOCK OF N 8TH ST	Yard	Cert Mail	7/18/2025	Emailed	8/13/2025						
Not Complete	400 BLOCK OF N 8TH	Vehicle	Mail	8/27/2025								
Not Complete	500 BLOCK OF 8TH ST	Vehicle	Mail	8/27/2025								
Complete	500 BLOCK OF N 8TH ST	Yard	Mail	5/28/2025	Cert Mail	6/17/2025						
Not Complete	500 BLOCK OF 8TH ST	Yard	Mail	8/27/2025								
Complete	500 BLOCK N 8TH ST	Yard	Mail	5/6/2025								
Complete	300 BLOCK OF N 9TH ST	Yard & Junk	Mail	7/30/2025	Cert Mail	8/13/2025						
Cert Mail Sent	400 BLOCK OF N 9TH ST	Yard	Mail	7/18/2025	Cert Mail	7/30/2025						
Complete	400 BLOCK OF 9TH ST	Yard & Junk	Mail	7/18/2025								
Complete	400 BLOCK OF N 9TH ST	Yard	Mail	6/18/2025								
Complete	600 BLOCK N MILLS DR	Structure	Mail	6/18/2025	Hand Deliver	7/23/2024						
Not Complete	600 BLOCK OF MILLS DR	Structure	Mail	6/18/2025	Hand Deliver	7/23/2025						
Not Complete	600 BLOCK N MILLS DR	Junk	Hand Deliver	7/29/2025								
Not Complete	600 BLOCK N MILLS DR	Junk	Hand Deliver	7/21/2025								
Complete	600 BLOCK NORTH ST	Yard	Mail	5/6/2025	Mail	5/28/2025						
Complete	600 BLOCK OF NORTH ST	Yard	Mail	7/30/2025								
Complete	600 BLOCK OF NORTH ST	Yard	Mail	7/30/2025								
Not Complete	600 BLOCK OF NORTH ST	Yard	Mail	8/27/2025								
Complete	700 BLOCK NORTH ST	Yard	Mail	6/18/2025	Cert Mail	7/24/2025						
Not Complete	900 BLOCK OF NORTH ST	Junk	Mail	8/27/2025								
Complete	100 BLOCK RAINBOW DR	Yard	Mail	5/6/2025								
Complete	1300 BLOCK RAINBOW DR	Yard	Mail	5/6/2025								
Extension	200 BLOCK OF S 3RD ST	Yard	Mail	6/18/2025	Mail	7/30/2025						
Cert Mail Sent	200 BLOCK OF S 5TH	Yard & Junk	Cert Mail	7/18/2025								
Returned Mail	200 BLOCK OF S 5TH	Yard & Vehicle	Cert Mail	7/18/2025								
Not Complete	200 BLOCK OF S 5TH ST	Junk & Vehicle	Mail	8/13/2025	Mail	8/27/2025						
Extension	200 BLOCK OF S 5TH ST	Yard & Junk	Mail	7/30/2025								
Returned Mail	300 BLOCK OF S 6TH	Yard	Mail	5/28/2025	Cert Mail	6/7/2025						
Complete	100 BLOCK OF S 6TH ST	Yard	Mail	7/18/2025								
Complete	100 BLOCK OF S 6TH ST	Yard	Mail	6/18/2025	Cert Mail	7/18/2025						
Cert Mail Sent	600 BLOCK OF MECHANIC	Yard & Junk	Cert Mail	8/27/2025								
Complete	600 BLOCK W MECHANIC ST	Junk	Mail	1/17/2025								
Not Complete	600 BLOCK OF W MECHANIC	Junk	Mail	8/27/2025								
Cert Mail Sent	700 BLOCK W MECHANIC	Junk	Mail	3/21/2025	Mail	4/18/2025	Cert Mail	6/17/2025				
Complete	600 BLOCK N MILLS DR	Yard	Hand Deliver	7/23/2025								

Complete	600 BLOCK OF MILLS DR	Mail	6/18/2025				
Complete	600 BLOCK OF MILLS DR	Structure	Mail				

CITY OF TOWANDA

AUGUST 2025 SUMMARIZED MAINTENANCE REPORT



WATER

In the month of August, the city Maintenance crew found a possible leak in the back of the Highschool parking lot, after further assessment no leaks were found. We verified every connection point where a cap or 90-degree elbow was installed and found no evidence of any leaks, due to the sinkhole found and water still running down the parking lot when it rains, we have concluded that there may still be a leak. Maybe it has found an old water main and has been running down the pipe preventing itself from being found. With the soil composition being mostly limestone and the hydro-vac barely being able to cut it at 2500 psi it is very likely it could be un-noticed for a long time.

- Took coliform samples
- Read meters
- Verified all fittings on 8-inch line from water tower
- Found 6-inch valve going to the ball complex
- Replaced fire hydrant 3rd/north St
- Installed meter at 905 main ball complexes

STREETS

As the streets are in poor condition the Maintenance crew has been monitoring/ keeping track of street conditions for repair. The city Maintenance crew has delegated the responsibilities out amongst themselves to try and separate the departments between water, streets, Sewer, and groundskeeping in order to run more efficiently and effectively as there is a lot to be accomplished in these 4 areas of the city. Most of the city streets will need redone as most of them continue to fail weekly with trash trucks constantly running over them.

SEWERS/ DRAINAGE

The Maintenance crew experienced a tremendous amount of rainfall this last month and began to identify major problems with our drainage systems. As we continue to monitor flow conditions, we will continue to make improvements to our drainage system to prevent future flooding.

- Jetted 1 sewer backup
- Cleaned lift station
- Busted up concrete for a ditch project
- Took lagoon test

FACILITIES/ GENERAL MAINTENANCE

- Cleaned out lift station
- Clean shop on Fridays
- Pushed up burn pile
- Turned on school zone lights

- Fixed pto on tractor
- Installed ac in office
- Rylan finished his Osha 10hr construction for trenching and shoring
- Fixed mower tire
- Organized pipe at lift station
- Built pipe rack
- Welded up meter pit for 905 main st
- Built guard rail for 2nd/Bigelow
- Cleaned out trucks
- Cleaned out mezzanine
- Picked up scrap at lift station

EQUIPMENT MAINTENANCE

- Greased equipment
- Fixed muffler on mower
- Changed oil in pickup
- Washed mowers
- Installed radiator in skid steer

Hey everyone! Still moving and grooving here at the library. We have added a new shelf of puzzles, board games, and various building toys to be checked out and done in the library! Perfect for kiddos waiting to be picked up after school or waiting for the traffic to slow down before starting their walk home, and perfect for the adults that just want out of the house and maybe want a cup of coffee. We have some clutter in the form of full boxes hanging around as we prep for our "yard sale" we are going to have this October. We will have the date posted as soon as it is finalized.



Old
Business
09.10.2025

New
Business
09.10.2025

Other
Business
09.10.2025