

The City of Towanda

City Council Regular Meeting Agenda

Wednesday, October 14, 2026, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

Regular Council Meeting

1. **Call To Order**
2. **Roll Call**
3. **Adopt Agenda**
4. **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.*
 - A. Minutes**
 - i. September 9, 2026 Council Meeting
 - ii. September 23, 2026 Special Meeting
 - iii. September 30, 2026 Special Meeting
 - B. TREASURERS' Information Reports**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - iv. Water Loss Report
 - C. Claims**
 - i. Claims Reports and Statements
 1. Appropriations Ordinance 08-2026
 - D. 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
 - E. Upcoming Street Closures**
 - i. Trunk or Treat – 3-5 p.m. Saturday, October 31
 - ii. Christmas Party – 5-7 p.m. Sunday, November 29
5. **Public Comment Time**
6. **Old Business**
 - A.** Safe Streets for All – Contract Timeline Update
 - B.** 309 Main – Demo Plans
 - C.** Contract for Administrative Review
7. **New Business**

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

- A. Appoint Deputy City Clerk/Utility Billing Clerk
- B. Purchase of Trunk or Treat Candy from Mayor-Council Fund

8. Other Business & Announcements

- A. Next Regular Meeting will be Thursday, November 12 due to holiday
- B. Street Concerns
- C. Other, as needed

9. Executive Session

- A. Attorney-Client Privilege
- B. Attorney-Client Privilege
- C. Non-Elected Personnel

10. New Business – Continued

- A. City Administrator contract

11. 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.

The City of Towanda

Public Meeting Information & Public Participation Policy

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 public comment; the opportunity is provided at the City Council's discretion, except as required by State law or City ordinance in 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;

(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;

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

(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 Sarah Gooding 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.

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

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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.

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.

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

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.

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.

The City of Towanda

City Council Regular Meeting Minutes

Wednesday, September 9, 2026, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

Regular Council Meeting

1. Call To Order

At 7 p.m., Mayor Mike Hayes called the meeting to order.

2. Roll Call

Present: Mike Hayes, Jennifer Watkins, Chris Hunt, Kit Williams, Drew Shaults, Angel Ramsey.

Staff present included City Administrator Sarah Gooding, Planning and Zoning Administrator Lisa Long-Hamilton, and City Attorney Rob Lane.

3. Adopt Agenda

Chris Hunt moved to adopt the agenda as presented, seconded by Kit Williams. Motion passed 5-0.

4. 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.*

A. August 2026 Reports

i. Minutes

1. August 12, 2026 Council Meeting

ii. TREASURERS' Information Reports

1. Statement of Activities
2. Fund Balance Report
3. Budget Execution Report
4. Water Loss Report

iii. Claims

1. Claims Reports and Statements
 - a. Appropriations Ordinance 07-2026

iv. Staff/Department Information Reports

1. Sheriff's Office Report
2. Court Clerk's Report
3. Planning and Zoning
4. Code Compliance Report
5. Towanda Maintenance Department
6. Towanda Public Library Report

Jennifer Watkins moved to adopt the Consent Agenda as presented, with one change to times in the library report, seconded by Drew Shaults. Motion passed 5-0.

5. Public Comment Time

Crystal Reed said with Towanda's budget situation she is concerned with regulations being proposed by Butler County for data centers. She asked if the petition being addressed later that evening would cost if a special election were required, and she recognized that the

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Council's role is to get consensus around issues. Crystal also said she hadn't had time to watch the budget hearing the day prior and wondered if everything has to be finalized this evening? She also shared that her child with her was a student taking notes for a current events class for homeschool.

Lane Volavka proposed an idea if the City is looking for revenue and recommended that residents could volunteer to witness dogs at large, generating citations and revenues. City Attorney Rob Lane noted that in his experience courts, and especially animal enforcement, tend to be a losing revenue game.

Clint Weyrauch shared that he received his water bill and a late notice both the Friday prior, and he said eh felt he shouldn't have to pay the delinquent notice when his original notice was delayed. Council expressed a willingness to work with this request, given the unusual circumstances.

A resident shared that a couple years ago she signed up for a Wichita Flag license plate, and she questioned whether Towanda could do a similar design and opportunity as a fundraiser to build community pride and resource.

Rudy Bollig shared that the past few months he has seen work on Clay Hill Road and he has concerns about heavy truck traffic traveling on the new surface, particularly those filled with sand and gravel going to the township. He asked if they could travel at night when it isn't so warm? He said normally he wouldn't say anything, but the surface cost a considerable amount of tax money and something ought to be done.

Val Hind, president of the Towanda Area Historical Museum Board, said she understood there was a question of cutting funding to the museum. She provided a document to the Mayor with a detailed accountability of spending and accomplishments, and advised that the board uses the City's \$5,000 annual donation for utilities and building repairs, including a new HVAC system, second story remodel, windows, and other major maintenance in recent years.

Tom Pyle, Fire Chief for Fire District No. 11, announced that Saturday, September 12, would be the annual BBQ, and he said there also will be a car show at the High School from 9 a.m. to 3 p.m. that day.

Sarah Gooding, City Administrator, shared that the fall Garage Sale weekend has been scheduled for October 22-24. Gooding also shared that representatives for the City's Safe Streets for All project would be present at the Fire District's BBQ to collect feedback for the planning project.

6. 2027 Budget

- A. Public Hearing for Exceeding the Revenue Neutral Rate
No public comments were presented.

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Drew Shaults moved to adopt a Resolution to levy a property tax exceeding the Revenue Neutral Rate, seconded by Angel Ramsey.

Per requirement, a roll call vote was taken, with the following votes placed verbally and signed:

Mayor Mike Hayes – does not vote

Jennifer Watkins – Yes

Chris Hunt – Yes

Kit Williams – No

Drew Shaults – Yes

Angel Ramsey – Yes

Resolution 2026-12, to exceed the Revenue Neutral Rate, passed 4-1.

B. Public Hearing to Adopt the 2027 City of Towanda Budget

Loyd Group assisted City of Towanda staff with preparation of the 2027 budget, and Scot Loyd was present to discuss the budget process, considerations, and recommendations for the City. Loyd said in Towanda each mill levied generates \$10,578. This number is low because the City is primarily residential, and commercial properties make a huge difference in the value of a mill. Loyd explained that the decision to exceed Revenue Neutral Rate (RNR) helps the City keep up with paying for services. He said a decision not to exceed RNR would take the prior year's budget dollars and locks the next year's budget at the same dollar value, so cities that have tried to maintain RNR for several years have often found themselves trying to deliver services without increased revenue to support them. This often leads to drawing down of reserves. Loyd noted that Towanda entered 2026 with less than three days of cash on hand in its General Fund, which is far less than the three to six months of cash on hand he recommends for healthy reserves.

Loyd noted that Towanda originally published a potential mill levy increase of up to 20 mills, and he said cities cannot exceed the published mill levy, but they can decrease their final number.

Loyd answered several questions members of the public shared earlier and also provided information on potential resources for the City to consider.

Council members expressed concern with trying to whittle the budget down to a minimum increase, knowing that reserves have dwindled and it is not where the City needs to be. They recommended following advice Loyd presented on building a healthy cushion in the budget in the coming years and asked the Administrator to adjust the budget for a total proposed increase of eight mills.

Chris Hunt made a motion to recess the budget hearing until 7 p.m. September 23, seconded by Kit Williams. The motion passed 5-0.

7. Old Business

A. 309 Main – Next Steps

Planning and Zoning Administrator Lisa Long-Hamilton said that Brad Shore with JEO inspected the building at 309 Main. His review found that shoring was missing from

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columns and that construction had not been completed according to the agreed-up design. An email sent the Friday prior to the meeting asking when the construction would be completed received no response.

Building Owner Perry Jones was present and invited to provide brief comments. Jones said he tried to comply with grant requirements and toward the end of an application process for a grant to restore the building he decided he didn't want to do what the City required. He said he is doing everything he can to put a deal together.

Roberto Baeza, the project's contractor, said the building passed inspections by the City's inspector, and then the City Council argued about "stable" versus "safe".

Lisa said the City's building inspector said the building appears stable, but he is not an engineer.

Chris Hunt asked when the building's owner or contractor plans to respond to the email from the engineer, and Roberto said everything is backlogged 2-3 weeks.

Jennifer Watkins made a motion to table the item, seconded by Drew Shaults. Motion passed 5-0.

8. New Business

A. Hometown Action – Proposed Park Installation

Linda Pyle shared updates from the Towanda Hometown Action Commission, including presenting a sign purchased to identify the Blessing Box recently installed outside of City Hall. She said the goal of Hometown Action is to complete small projects that enhance quality of place.

The next proposed project is a mural that would be installed outside the library in Norman Park. The mural would feature monarch wings that could become a photo backdrop, and Hometown Action would install the mural and ground cover plants in an area outside of the library that has been underutilized and difficult to grow grass.

Chris Hunt made a motion to authorize Towanda Hometown Action Commission to proceed with installation of the butterfly structure, as designed, in Norman Park, seconded by Kit. Motion passed 4-0 with Jennifer Watkins abstaining.

B. Open Records Fee Ordinance Update

Sarah Gooding presented proposed updates to open records fees to more accurately reflect the expense of providing these services. Most records request involve nominal staff time and would not be charged, but more complex or time-consuming records could pull staff away from serving taxpayers as a whole. In these instances, she advised, it is appropriate to recoup real and reasonable costs.

Drew Shaults made a motion to accept Resolution 2026-13 to update fees charged for Open Records requests, seconded by Kit Williams. Motion passed 5-0.

C. Code Enforcement Ordinance Update

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Lisa Long-Hamilton presented a proposed ordinance to allow a designee of the City to process code compliance on behalf of the City. This is an update that aligns with the City's selection of Pierce Code Compliance to provide these services.

Chris Hunt made a motion to approve Ordinance 738 to amend Towanda City Code Chapter 8 Health and Welfare, seconded by Drew Shaults. Motion passed 5-0.

D. Proposed Data Center Ordinance

Sarah Gooding shared that the City of Towanda had received a citizen petition seeking adoption of an Ordinance Prohibiting High Impact Data Centers and Tier 2 and Tier 3 Battery Energy Storage Systems in the City of Towanda, Kansas. The petition seeks that the Council would adopt the draft ordinance without alteration or submit the same for a vote of the electors.

As of the meeting, the petition had been submitted to the Butler County Clerk for validation and remained under review.

Crystal Reed spearheaded the petition and was invited to share more about the effort. She said a large group have dealt with proposed data centers in El Dorado and do not believe Butler County Regulations are tight enough around this type of operation. She noted that with financial challenges, data centers can look like shiny financial solutions. In coordination with Protect the Heartland, residents Crystal Reed and Lane Volavka worked to champion a petition to bring a safety net to Towanda and the 3.5 miles surrounding the City.

City Attorney Rob Lane asked about the group's specific concerns and whether they are seeking to ban all data centers or only large-scale operations. Crystal said they are trying to be realistic and seeking to ban larger operations. Rob said the petition as presented requests adoption verbatim, and the proposed language doesn't square with verbal statements. Rob said the proposed language is vague and has loopholes that would be difficult to uphold, as well as problematic inconsistencies that don't align with Towanda City Code. He said his concern is that the proposed ordinance likely is unable to achieve the desired goals due to problems that include asking the governing body to pass something that has copy/paste errors from its use in El Dorado.

Crystal said she had tried to reach out to the City Administrator for conversation, but she was busy and unavailable. Crystal said what she wants to do is protect and inform, including telling people what could be happening.

Council Members who had signed the petition commended the efforts but expressed concern over whether the petition potentially could require adoption of something that doesn't make legal sense.

Rob Lane said the Council may not be able to act until the petition is certified and asked Crystal if she, as a representative for the petition signers, would have any desire to withdraw and amend the petition? Either way, he said the Council would have no answer tonight as the petition had not yet been certified.

In light of the budget presentation earlier and the recognition of the City's financial position, Lane Volavka asked if the petition were withdrawn and reviewed if the City would incur costly attorney fees for additional assistance. Rob Lane anticipates that this assistance would be part of his contracted scope of services.

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No action was taken.

E. Contract for Assistance

Chris Hunt made a motion to table the proposed contract for assistance to the September 23 Council Meeting, seconded by Kit Williams. Motion carried 5-0.

9. Other Business & Announcements

Sarah Gooding notified Council of a series of upcoming community events including street closures, including:

Fire District No. 11 Barbecue and Street Dance on September 12

Homecoming Parade on October 2

Community Garage Sales on October

Trunk or Treat on October 31

Christmas Party on November 29

10. Executive Session

A. Non-Elected Personnel

Jennifer Watkins moved that the Council recess into executive session for 10 minutes to discuss matters of non-elected personnel, pursuant to the justification listed in KSA 75-4319(b)1 with attendance to include the Mayor, City Council, City Attorney, and City Administrator, with the open meeting set to resume in the Towanda City Hall Council Room at 10:30 p.m. The motion was seconded by Drew Shaults and carried 5-0.

At 10:30, Jennifer Watkins made a motion to re-enter general session, seconded by Kit Williams. Motion passed 5-0.

11. Adjourn

Drew Shaults made a motion to adjourn at 10:41 p.m., seconded by Kit Williams. Motion carried 5-0.

Respectfully Submitted,

Sarah Gooding, City Administrator/Clerk

The City of Towanda

City Council Special Meeting Minutes

Wednesday, September 23, 2026, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

Special Council Meeting

1. CALL TO ORDER

At 7 p.m., Mayor Mike Hayes called the meeting to order.

2. ROLL CALL

Present: Mike Hayes, Jennifer Watkins, Chris Hunt, Kit Williams, Drew Shaults, Angel Ramsey.

Staff present included City Administrator Sarah Gooding, and City Attorney Rob Lane attended online.

3. ADOPT AGENDA

Jennifer Watkins moved to adopt the agenda as presented, seconded by Kit Williams. Motion passed 5-0.

4. 2027 BUDGET

Mayor Mike Hayes requested that City Administrator Sarah Gooding review the proposed budget. Sarah noted that Council conducted a budget workshop on September 8, after which some revisions were made, and the public hearing for the budget was conducted September 9, along with a vote to exceed Revenue Neutral Rate. Following these presentations, Council tabled the vote and requested revisions to the budget to increase the total mill levy by 8 mills, for a total proposed mill levy of 51.577. Sarah also provided an overview of each fund as presented for adoption.

Chris Hunt moved to adopt the City of Towanda 2027 budget as presented, seconded by Kit Williams. Motion passed 5-0.

5. STREET CLOSURE FOR HOMECOMING PARADE

City Administrator Sarah Gooding advised that a review of City Ordinances identified that Council approve proposed street closures. She said the City had received a request to close streets for the upcoming Circle High School Homecoming Parade on Friday, October 2.

Drew Shaults made a motion to approve the street closure on October 2 for the Homecoming Parade, seconded by Angel Ramsey. Motion passed 5-0.

6. EXECUTIVE SESSION

A. Non-Elected Personnel

Jennifer Watkins moved that the Council recess into executive session for 45 minutes to discuss matters of non-elected personnel, pursuant to the justification listed in KSA 75-4319(b)1 with attendance to include the Mayor, City Council, and City Attorney, with the open meeting set to resume in the Towanda City Hall Council Room at 8:35 p.m. The motion was seconded by Kit Williams and carried 5-0.

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At 8:35 p.m. Jennifer Watkins moved to exit out of executive session, seconded by Chris Hunt. Motion carried 5-0.

Jennifer Watkins moved that the Council recess into executive session for 25 minutes to discuss matters of non-elected personnel, pursuant to the justification listed in KSA 75-4319(b)1 with attendance to include the Mayor, City Council and City Attorney, with the open meeting set to resume in the Towanda City Hall Council Room at 9:00 p.m. The motion was seconded by Kit Williams and carried 5-0.

7. ADJOURN

Chris Hunt made a motion to adjourn at 9:03 p.m., seconded by Jennifer Watkins. Motion carried 5-0.

Respectfully Submitted,

Sarah Gooding, City Administrator/Clerk

The City of Towanda

City Council Special Meeting Minutes

Wednesday, September 30, 2026, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

Special Council Meeting

1. CALL TO ORDER

At 7 p.m., Mayor Mike Hayes called the meeting to order.

2. ROLL CALL

Present: Mike Hayes, Jennifer Watkins, Chris Hunt (online), Kit Williams, Drew Shaults, Angel Ramsey.

Staff present included City Administrator Sarah Gooding and City Attorney Rob Lane.

Members of the public present were Lane Volavka. The meeting also was streamed on the City's Facebook page and YouTube channel.

3. ADOPT AGENDA

Drew Shaults moved to adopt the agenda as presented, seconded by Angel Ramsey. Motion passed 5-0.

4. PUBLIC HEARING FOR STATE REVOLVING FUND LEAD SERVICE LINE REPLACEMENT

A. PUBLIC HEARING

City Administrator Sarah Gooding advised that the evening's meeting was scheduled as a public hearing as part of the required process for submitting final application for the LSL SRF for loan assistance.

The proposed project supports City efforts to replace lead and lead-contaminated water service lines and aligns with requirements of U.S. EPA Lead and Copper Rule Improvements. Financial assistance through Kansas Public Water Supply Loan Fund (KPWSLF) helps fund eligible project costs including construction, administration, and related costs.

The project intent is reducing potential lead exposure, protect public health, improve drinking water infrastructure, support long-term compliance

The City has identified the following requirements within this project:

- Replacement of public service lines made of lead or lead-contaminated materials
- Replacement of private service lines made of lead or lead-contaminated materials
- Engineering costs associated with eligible project costs
- Development of an EPA-required Replacement Plan
- Development of an EPA-required Baseline Inventory; and
- Post-construction water quality testing

Funding is available through low-interest State Revolving Loan Fund Program (SRF) through KDHE, and the anticipated loan application request is \$2,425,000. The City also plans to request up to \$1,212,500 in loan forgiveness

Loan term is anticipated to be

20-year (60% of market rate), OR

30-year (70% of market rate)

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The City plans to repay the SRF loan by utilizing funds generated by the sales tax recently passed in November 2025. Should that revenue source not produce enough income to cover replacement of water mains and the debt service on service line replacement, the City plans to repay the loan by adjusting their water rates to generate the funds needed to make the SRF loan payments. It is anticipated that the impact to the user rates will be between \$8.00 to \$12.00 per user per month on average.

The Loan provides a lower-than-market interest rate and either a 20 or 30-year term for repayment, and it also can be used as City share toward future grant matches. It will be administered as a reimbursement-based drawdown, in which the City must fund repairs first, then request loan reimbursement with documentation. Additionally, continued refining of LSL inventory could result in less need/utilization.

After discussion of potential costs and amortization schedules, Council members recommended a 20-year repayment term at 60% of market rate. Using current market rates, repayment would be about \$80,000 annually.

Council members asked where the funding source would be, and Gooding said this repayment would utilize about half of the water sales tax revenues collected annually. Council members asked how much longer until the City can break ground on the water main project. Gooding said she needs to check in on state licensing of the proposed water main project, but much of the timing depends on the City's ability to secure and commit funding for the work.

Council asked other questions about the status of the water main project, as well as progress and communication updates.

Gooding said this loan comes with some risk but could be the first puzzle piece in place for the greater improvement of the overall water system. She said one advantage is that funds spent in this project can be counted as match for future grants.

Mayor Mike Hayes opened the public hearing on the State Revolving Fund Lead Service Line project. Hearing no comments, he closed the hearing.

B. RESOLUTION ADOPTION

Jennifer Watkins made a motion to adopt Resolution 2026-14 authorizing the Mayor and City Clerk to prepare and execute a Loan Application to provide financing for the Lead Service Line Replacement Project; and the Mayor, City Clerk, and other officers and representatives of the City to take actions needed to complete the application and coordinate preparation of a loan agreement. The authorization to execute the Loan Agreement shall be subject to further resolution of the Governing Body. The motion was seconded by Kit Williams and carried 5-0.

5. EXECUTIVE SESSIONS (IF NEEDED)

A. NON-ELECTED PERSONNEL

Jennifer Watkins moved that the Council recess into executive session for 30 minutes to discuss matters of non-elected personnel, pursuant to the justification listed in KSA 75-4319(b)1 with attendance to include the Mayor, City Council, and

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

City Attorney, with the open meeting set to resume in the Towanda City Hall Council Room at 8:10 p.m. The motion was seconded by Kit Williams and carried 5-0.

At 8:13, the meeting was called back into general session.

6. NEW BUSINESS

A. CITY ADMINISTRATOR CONTRACT

Drew Shaults made a motion to table the City Administrator Contract item to the October 14 Council Meeting, seconded by Jennifer Watkins. Motion carried 5-0.

7. ADJOURN

Drew Shaults made a motion to adjourn at 8:14 p.m., seconded by Jennifer Watkins. Motion carried 5-0.

Respectfully Submitted,

Sarah Gooding, City Administrator/Clerk

City of Towanda, KS
Statement of Activities
September 2026

	<u>Sep 26</u>
Ordinary Income/Expense	
Income	
100I · GENERAL FUND INCOME	
1004140 · Franchise Fees	14,131.44
1004413 · Business / Contractor Licenses	50.00
1004421 · Building / Remodeling Permit	842.00
1004422 · Dog Tag Income	10.00
1004501 · Court Fines	370.00
1004690 · Misc. Revenues	45,243.08
1004692 · Returned Check Fee	125.00
1005254 · Newsletter Income	30.00
Total 100I · GENERAL FUND INCOME	<u>60,801.52</u>
Total Income	<u>60,801.52</u>
Gross Profit	<u>60,801.52</u>
Expense	
100X · GENERAL FUND EXPENSES	
12 · ADMINISTRATION EXPENSES	
12-Administration/Finance	
12-5215 · Food For Meetings	54.21
12-5224 · Consulting Services	2,500.00
12-5254 · Printing / Publications	276.08
12-5314 · Office Supplies	96.91
12-5400 · IT & Website Expenses	469.79
Total 12-Administration/Finance	<u>3,396.99</u>
12-5100 · Staff Expense Administration	218.90
12-5251 · Utilities	
12-5261 · Utilities Reimbursed By BUFD#11	864.55
12-5251 · Utilities - Other	623.90
Total 12-5251 · Utilities	<u>1,488.45</u>
Total 12 · ADMINISTRATION EXPENSES	<u>5,104.34</u>
13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	81.57
Total 13-Court General Expenses	<u>81.57</u>
Total 13 · COURT	<u>81.57</u>
14 · LEGAL	
14-5110 · Salaries / Permanent	1,200.00
Total 14 · LEGAL	<u>1,200.00</u>
15 · PLANNING & ZONING	
15-5225 · Code Compliance Contract	1,100.00
15-5252 · Communications	59.71
15-5254 · Printing / Publications	502.58
15-5255 · Shipping Charges	144.71

City of Towanda, KS
Statement of Activities
September 2026

	Sep 26
Total 15 · PLANNING & ZONING	1,807.00
21 · PARKS and GROUNDSKEEPING	
21-5251 · Utilities	396.36
21-5420 · PORTA POTS	140.00
21-5550 · Groundkeeping	
21-5552 · Fertilizer & Chemicals	151.00
21-5554 · Mowing	
21-5556 · Mower Repairs & Maint	484.36
Total 21-5554 · Mowing	484.36
Total 21-5550 · Groundkeeping	635.36
21 · PARKS and GROUNDSKEEPING - Other	65.85
Total 21 · PARKS and GROUNDSKEEPING	1,237.57
22 · POOL	
22-Pool General Expenses	
22-5242 · Building / Facilities R&M	4.75
22-5251 · Utilities	508.86
Total 22-Pool General Expenses	513.61
Total 22 · POOL	513.61
24 · LIBRARY-BILLING	
24-5244 · Other Repair / Maintenance	132.24
24-5251 · Utilities	281.86
Total 24 · LIBRARY-BILLING	414.10
25 · SENIOR CENTER	
25-5251 · Utilities	578.04
Total 25 · SENIOR CENTER	578.04
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5251 · Utilities	710.50
Total 31-Police Genral Expenditures	710.50
31-5243 · Contractural Services	12,866.10
Total 31 · SHERIFF DEPARTMENT CONTRACT	13,576.60
34 · ANIMAL CONTROL	
34-5259 · Misc. Services	75.00
34-5319 · Misc. Supplies	138.10
Total 34 · ANIMAL CONTROL	213.10
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5241 · Vehicle / Mobile Equipment R/M	1,338.70
50-5251 · Utilities	332.71
50-5311 · Gasoline / Fuel / Lubricants	1,131.61
50-5315 · Operating / Shop Supplies	749.15
50-5321 · Maintenance Uniforms	413.61
50-5325 · Tools	192.93

City of Towanda, KS
Statement of Activities
September 2026

	Sep 26
Total 50-Public Works General	4,158.71
Total 50 · PUBLIC WORKS SHOP	4,158.71
Total 100X · GENERAL FUND EXPENSES	28,884.64

250I · STREETS INCOME	
2504690 · Misc. Revenues	0.83
Total 250I · STREETS INCOME	0.83
250X · STREETS OM FUND EXPENSE	
2505251 · Utilities	1,623.95
2505310 · Fuel for Township-Exch for Rock	442.87
Total 250X · STREETS OM FUND EXPENSE	2,066.82

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	10.04
Total 251I · STREET RESERVE INCOME	10.04
251X · STREET RESERVE	
2515420 · Contractural Services	10,936.30
Total 251X · STREET RESERVE	10,936.30

260I · COMMUNTIY CENTER INCOME	
2604640 · Rents and Royalties	200.00
Total 260I · COMMUNTIY CENTER INCOME	200.00
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	500.00
2605242 · Building / Facilities R&M	60.76
2605251 · Utilities	964.22
2605319 · Misc. Supplies	8.12
Total 260X · COMMUNITY CENTER EXPENSE	1,533.10

City of Towanda, KS
Statement of Activities
September 2026

Sep 26

611I · WATER INCOME	
6114350 · Water Revenue	54,472.33
6114355 · Late Payment Charge	1,704.02
6114356 · Disconnect Fees	50.00
Total 611I · WATER INCOME	56,226.35
611X · WATER FUND EXPENSE	
6115212 · Transportation / Mileage	34.43
6115226 · Testing Services	68.36
6115241 · Vehicle / Mobile Equip R&M	14.75
6115251 · Utilities	59.18
6115254 · Printing / Publications	104.25
6115334 · Materials / Supplies Stock	13.90
6115420 · Contractual Services	180.00
Total 611X · WATER FUND EXPENSE	474.87

621I · SEWER INCOME	
6214350 · Sewer Revenue	19,264.17
6214355 · Late Payment Charge	868.96
Total 621I · SEWER INCOME	20,133.13
621X · SEWER FUND EXPENSE	
6215200 · Non-Material Expenditures	30.14
6215251 · Utilities	744.97
6215254 · Printing / Publications	40.89
6215315 · Operating Supplies	68.32
6215334 · Materials / Supplies Stock	13.89
6215542 · Loan Jetter Sewer Equipment	959.64
Total 621X · SEWER FUND EXPENSE	1,857.85

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues / SL Fees	9,184.28
Total 622I · SEWER RESERVE INCOME	9,184.28

City of Towanda, KS
Statement of Activities
September 2026

Sep 26

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	15,461.51
6304355 · Late Payment Charge	425.87
Total 630I · TRASH REVENUE	15,887.38
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	11,489.12
6305254 · Printing / Publications	40.89
Total 630X · TRASH FUND EXPENSE	11,530.01

720I · CEMETERY INCOME	
7204687 · Deed Fees	30.00
Total 720I · CEMETERY INCOME	30.00

City of Towanda, KS
Fund Balance Report
As of August 31, 2026

	Aug 31, 26
ASSETS	
Current Assets	
Checking/Savings	
1000 · Vintage Bank	
100B · General Fund	162,805.32
200B · Mayor/Council Fund	3,250.00
240B · Equipment Reserve Fund	2,633.51
250B · Streets O/M Fund	3,908.20
251B · Street Reserve Fund	82,115.49
260B · Community Center Fund	28,039.57
310B · Bond Fund	1,855.19
410B · Capital Improvemnet Fund	56,179.73
609B · Water Debt Service Fund	60,231.00
610B · Water Meter Replacement Fund	28,720.10
611B · Water O/M Fund	2,429.52
612B · Water Reserve Fund	10,243.92
613B · Tower Fund	98,531.56
621B · Sewer O/M Fund	40,302.24
622B · Sewer Reserve Fund	146,940.30
630B · Trash and Refuse Fund	60,213.02
720B · Cemetery Fund	4,820.00
1000 · Vintage Bank - Other	-13,535.28
Total 1000 · Vintage Bank	779,683.39
Total Checking/Savings	779,683.39
Total Current Assets	779,683.39
TOTAL ASSETS	779,683.39
LIABILITIES & EQUITY	779,683.39

Budget Execution Report 2026

Date

Monday, August 31, 2026

242 Days

66% % of year

Fund		Budget	YTD	% Used	Remaining
General	100	\$882,054.00	\$516,137.41	58.52%	\$365,916.59
Streets	250	\$71,922.00	\$44,973.15	62.53%	\$26,948.85
Comm Cntr	260	\$52,831.00	\$11,895.23	22.52%	\$40,935.77
Water	611	\$490,299.00	\$274,470.59	55.98%	\$215,828.41
Sewer	621	\$201,509.00	\$109,909.97	54.54%	\$91,599.03
Trash	630	\$177,353.00	\$96,746.47	54.55%	\$80,606.53
Cemetery	720	\$20,000.00	\$1,430.00	7.15%	\$18,570.00
Loan Pmt	310	\$41,660.00	\$41,798.38	100.33%	(\$138.38)
Library	210	\$68,316.00	\$32,942.15	48.22%	\$35,373.85

\$2,005,944.00

Notes:

Funds listed in this report are those where the City has a legal, published limit. This report does not

Loan Pmt includes closeout of current balance of Bond Fund plus interest.

1/1/2026 Starting Date

City of Towanda
Water Consumption Totals (Gallons)
2026

*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	
Billed Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
RWD #5 (Account #1310)	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 (Account #1309)	3,527,100	3,811,400	3,604,900	3,873,400	3,643,000	3,918,100	4,224,500	4,603,200	4,703,800	4,148,900	0	0	40,058,300
RWD #5 (Account #1297)	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 Total	3,527,100	3,811,400	3,604,900	3,873,400	3,643,000	3,918,100	4,224,500	4,603,200	4,703,800	4,148,900	0	0	40,058,300
Jayhawk Billed	1,983,000	2,319,000	2,834,000	2,146,000	2,502,000	2,208,000	2,858,000	3,253,000	2,877,000	2,969,000	0	0	25,949,000
Bulk Water Billed	0	0	0	0	0	0	0	0	0	0		0	0
Known Water Loss			273,000						0		0		273,000
Total Billed	1,983,000	2,319,000	2,561,000	2,146,000	2,502,000	2,208,000	2,858,000	3,253,000	2,877,000	2,969,000	0	0	25,676,000
Consumption Difference	(1,544,100)	(1,492,400)	(770,900)	(1,727,400)	(1,141,000)	(1,710,100)	(1,366,500)	(1,350,200)	(1,826,800)	(1,179,900)	0	0	(14,382,300)
Percent Different	44%	39%	21%	45%	31%	44%	32%	29%	39%	28%	#DIV/0!	#DIV/0!	36%

Jayhawk Water \$ Amount	\$35,630.00	\$38,822.90	\$43,653.54	\$44,952.60	\$40,926.10	\$38,308.00	\$45,467.30	\$49,789.60	\$45,589.79	\$46,667.90	\$0.00	\$0.00	\$429,807.73
Rural Water 5 Billing Amou	\$20,987.14	\$22,661.67	\$21,445.38	\$23,023.82	\$21,669.79	\$25,862.56	\$27,967.49	\$30,455.54	\$31,116.49	\$27,470.79	\$0.00	\$0.00	\$252,660.67
Total Income from Water	\$14,642.86	\$16,161.23	\$22,208.16	\$21,928.78	\$19,256.31	\$12,445.44	\$17,499.81	\$19,334.06	\$14,473.30	\$19,197.11	\$0.00	\$0.00	\$177,147.06
Days	31	28	31	30	31	30	31	31	30	31	30	31	
Daily Gallons	113,777	136,121	116,287	129,113	117,516	130,603	136,274	148,490	156,793	133,835	-	-	#DIV/0!
Daily Billed Gallons	63,968	82,821	91,419	71,533	80,710	73,600	92,194	104,935	95,900	95,774	-	-	#DIV/0!
Daily Loss	49,810	53,300	24,868	57,580	36,806	57,003	44,081	43,555	60,893	38,061	-	-	#DIV/0!
Monthly Cost of Loss	\$9,079.31	\$8,775.31	\$4,532.89	\$10,157.11	\$6,709.08	\$10,055.39	\$8,035.02	\$7,939.18	\$10,741.58	\$6,937.81	\$0.00	\$0.00	\$65,283.29

City of Towanda, KS
Claims Report
August 2026

	Date	Num	Name	Memo	Debit	Credit	Balance
100X · GENERAL FUND EXPENSES							
12 · ADMINISTRATION EXPENSES							
12-Administration/Finance							
12-5210 · Training / Meetings							
	08/19/2026	Towanda Filing	OFFICE OF ACCOUNTS AND REPORTS	Towanda Audit Filing with State	300.00		300.00
	08/19/2026	Gooding 1177	Bank of America	Supervisor Series @ WSU - Rylan and Sarah	200.00		500.00
Total 12-5210 · Training / Meetings					500.00	0.00	500.00
12-5215 · Food For Meetings							
	08/19/2026	Gooding 1177	Bank of America	Gambinos 7/15	44.77		44.77
	08/19/2026	Hamilton 7301	Bank of America	Gambinos 7/8	49.12		93.89
Total 12-5215 · Food For Meetings					93.89	0.00	93.89
12-5222 · Intergovernment / Permit Fees							
	08/05/2026		KDOL Unemployment Tax	Paid in August 5, 2026	122.51		122.51
Total 12-5222 · Intergovernment / Permit Fees					122.51	0.00	122.51
12-5224 · Consulting Services							
	08/12/2026	KIN-8358	Swindoll, Janzen, Hawk & Loyd, LLC	2026 Q2 941s	950.00		950.00
	08/19/2026	KIN-8480	Swindoll, Janzen, Hawk & Loyd, LLC	Second payment - W2 and payroll issue review	3,000.00		3,950.00
Total 12-5224 · Consulting Services					3,950.00	0.00	3,950.00
12-5227 · Audit Fees							
	08/19/2026	2202	LOYD GROUP LLC	2025 Audit - second payment	2,808.00		2,808.00
Total 12-5227 · Audit Fees					2,808.00	0.00	2,808.00
12-5242 · Building / Facilities R&M							
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	36.93		36.93
Total 12-5242 · Building / Facilities R&M					36.93	0.00	36.93
12-5254 · Printing / Publications							
	08/19/2026	Jones -8609	Bank of America	Toner	64.95		64.95
	08/19/2026	Hamilton 7301	Bank of America	August Payment	812.60		877.55
	08/26/2026	43713568	CANON FINANCIAL SERVICES		45.51		923.06
Total 12-5254 · Printing / Publications					923.06	0.00	923.06
12-5255 · Postage & Shipping Charges							
	08/19/2026	Gooding 1177	Bank of America	USPS - AP postage	32.80		32.80
	08/19/2026	Gooding 1177	Bank of America	USPS AP Postage	82.00		114.80
Total 12-5255 · Postage & Shipping Charges					114.80	0.00	114.80
12-5314 · Office Supplies							
	08/12/2026	854080	Culligan	Culligan Water July	26.70		26.70
	08/19/2026	08-15-2026	STAPLES	Council and Office supplies	86.64		113.34
	08/19/2026	Hamilton 7301	Bank of America	Office Supplies	27.47		140.81
Total 12-5314 · Office Supplies					140.81	0.00	140.81
12-5323 · Office Equipment							

City of Towanda, KS
Claims Report
August 2026

	Date	Num	Name	Memo	Debit	Credit	Balance
	08/19/2026	Gooding 1177	Bank of America	Administrator laptop	1,666.19		1,666.19
Total 12-5323 · Office Equipment					1,666.19	0.00	1,666.19
12-5326 · Empac Service							
	08/30/2026	18476	EMPAC	Q4	180.00		180.00
Total 12-5326 · Empac Service					180.00	0.00	180.00
12-5400 · IT & Website Expenses							
	08/19/2026	1129	IT HALOS, LLC	IT support	225.00		225.00
	08/19/2026	Newbrey -1969	Bank of America	August payment	451.00		676.00
	08/19/2026	Gooding 1177	Bank of America	Adobe	21.29		697.29
	08/19/2026	Gooding 1177	Bank of America	Domain registration	93.75		791.04
	08/19/2026	Gooding 1177	Bank of America	Wix Website	846.00		1,637.04
Total 12-5400 · IT & Website Expenses					1,637.04	0.00	1,637.04
Total 12-Administration/Finance					12,173.23	0.00	12,173.23
12-5100 · Staff Expense Administration							
12-5110 · Salaries							
	08/20/2026	PayrollSJHL		to record payroll for 08/20/2026	15,247.42		15,247.42
	08/31/2026	EOMPRADJ			13,940.30		29,187.72
Total 12-5110 · Salaries					29,187.72	0.00	29,187.72
12-5140 · PR Tax Expense City Share							
	08/20/2026	PayrollSJHL		to record payroll for 08/20/2026	1,176.48		1,176.48
	08/31/2026	EOMPRADJ			1,061.42		2,237.90
Total 12-5140 · PR Tax Expense City Share					2,237.90	0.00	2,237.90
12-5150 · KPERS City Share							
	08/20/2026	PayrollSJHL		to record payroll for 08/20/2026	1,312.81		1,312.81
	08/31/2026	EOMPRADJ			1,427.41		2,740.22
Total 12-5150 · KPERS City Share					2,740.22	0.00	2,740.22
12-5160 · Health Ins. - City Share							
	08/20/2026	PayrollSJHL		to record payroll for 08/20/2026	2,031.20		2,031.20
	08/31/2026	EOMPRADJ			996.62		3,027.82
Total 12-5160 · Health Ins. - City Share					3,027.82	0.00	3,027.82
12-5161 · Adj - Payroll Liab. Differences							
	08/31/2026	EOMLBCLNUP				12,467.02	-12,467.02
Total 12-5161 · Adj - Payroll Liab. Differences					0.00	12,467.02	-12,467.02
12-5100 · Staff Expense Administration - Other							
	08/19/2026	677505	AFLAC	July Benefits Payment	236.06		236.06
	08/20/2026		Kansas Payment Center	Withheld and paid in - 7/23/2026 payroll	399.23		635.29
	08/20/2026		Kansas Payment Center	Withheld and paid in - August 6, 2026	399.23		1,034.52
	08/26/2026	104.00	Colonial Life	Supplimental Life Insurance	104.00		1,138.52
Total 12-5100 · Staff Expense Administration - Other					1,138.52	0.00	1,138.52

City of Towanda, KS
Claims Report

August 2026

	Date	Num	Name	Memo	Debit	Credit	Balance
Total 12-5100 · Staff Expense Administration					38,332.18	12,467.02	25,865.16
12-5251 · Utilities							
12-5261 · Utilities Reimbursed By BUFD#11							
	08/05/2026	260957	ACCENTLOGIC	August Service	33.12		33.12
	08/19/2026	08-27-2026	VERIZON WIRELESS	Fire District Cell Phone	41.17		74.29
	08/19/2026	Gooding 1177	Bank of America	Cox	44.91		119.20
	08/30/2026		ACCENTLOGIC	September	33.12		152.32
Total 12-5261 · Utilities Reimbursed By BUFD#11					152.32	0.00	152.32
12-5251 · Utilities - Other							
	08/05/2026	260957	ACCENTLOGIC	August Service	66.24		66.24
	08/19/2026	08-27-2026	VERIZON WIRELESS	City Cell Phone	41.17		107.41
	08/19/2026	Gooding 1177	Bank of America	Cox	27.52		134.93
	08/26/2026		KANSAS GAS SERVICE		36.19		171.12
	08/30/2026		ACCENTLOGIC	September	66.24		237.36
Total 12-5251 · Utilities - Other					237.36	0.00	237.36
Total 12-5251 · Utilities					389.68	0.00	389.68
12-5253 · Insurance							
12-5260 · Insuranc C Hall & Fire Sta Bldg							
	08/19/2026		EMC INSURANCE		483.10		483.10
	08/26/2026		KANSAS GAS SERVICE		59.07		542.17
Total 12-5260 · Insuranc C Hall & Fire Sta Bldg					542.17	0.00	542.17
12-5253 · Insurance - Other							
	08/19/2026		EMC INSURANCE		333.68		333.68
Total 12-5253 · Insurance - Other					333.68	0.00	333.68
Total 12-5253 · Insurance					875.85	0.00	875.85
12 · ADMINISTRATION EXPENSES - Other							
	08/20/2026	PayrollSJHL		to record payroll for 08/20/2026	554.40		554.40
Total 12 · ADMINISTRATION EXPENSES - Other					554.40	0.00	554.40
Total 12 · ADMINISTRATION EXPENSES					52,325.34	12,467.02	39,858.32
13 · COURT							
13-Court General Expenses							
13-5251 · Utilities							
	08/19/2026	08-27-2026	VERIZON WIRELESS	Court Cell Phone and Hot Spot	82.35		82.35
Total 13-5251 · Utilities					82.35	0.00	82.35
Total 13-Court General Expenses					82.35	0.00	82.35
13-5100 · Staff Expense Court							
13-5110 · Salaries							
	08/31/2026	EOMPRADJ			15.58		15.58
Total 13-5110 · Salaries					15.58	0.00	15.58

City of Towanda, KS
Claims Report
August 2026

Date	Num	Name	Memo	Debit	Credit	Balance
13-5140 · PR Tax Expense City Share						
08/31/2026	EOMPRADJ			1.20		1.20
Total 13-5140 · PR Tax Expense City Share				1.20	0.00	1.20
13-5150 · KPERS City Share						
08/31/2026	EOMPRADJ					0.00
Total 13-5150 · KPERS City Share				0.00	0.00	0.00
13-5160 · Health Ins. - City Share						
08/31/2026	EOMPRADJ					0.00
Total 13-5160 · Health Ins. - City Share				0.00	0.00	0.00
Total 13-5100 · Staff Expense Court				16.78	0.00	16.78
Total 13 · COURT				99.13	0.00	99.13
14 · LEGAL						
14-5110 · Salaries / Permanent						
08/12/2026		Robert Lane	August City Attorney Services	1,200.00		1,200.00
Total 14-5110 · Salaries / Permanent				1,200.00	0.00	1,200.00
Total 14 · LEGAL				1,200.00	0.00	1,200.00
15 · PLANNING & ZONING						
15-5225 · Code Compliance Contract						
08/05/2026	1029	PIERCE CODE COMPLIANCE LLC	August Code Compliance	1,100.00		1,100.00
Total 15-5225 · Code Compliance Contract				1,100.00	0.00	1,100.00
15-5252 · Communications						
08/26/2026		LISA HAMILTON	August	51.79		51.79
Total 15-5252 · Communications				51.79	0.00	51.79
15-5255 · Shipping Charges						
08/19/2026	Jones -8609	Bank of America	Certified mailings	41.92		41.92
08/19/2026	Gooding 1177	Bank of America	USPS - Certified Mailings	55.10		97.02
08/19/2026	Hamilton 7301	Bank of America	Certified Mailing	10.48		107.50
Total 15-5255 · Shipping Charges				107.50	0.00	107.50
Total 15 · PLANNING & ZONING				1,259.29	0.00	1,259.29
21 · PARKS and GROUNDSKEEPING						
21-5251 · Utilities						
08/26/2026		EVERGY	August bills	63.22		63.22
08/26/2026		EVERGY	August bills	31.34		94.56
Total 21-5251 · Utilities				94.56	0.00	94.56
21-5253 · Insurance						
08/19/2026		EMC INSURANCE		62.08		62.08
Total 21-5253 · Insurance				62.08	0.00	62.08
21-5332 · Building / Facility Parts						
08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	15.18		15.18

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	Date	Num	Name	Memo	Debit	Credit	Balance
Total 21-5332 · Building / Facility Parts					15.18	0.00	15.18
21-5420 · PORTA POTS							
	08/12/2026	3597	Prairie Pots	ADA Restroom at park - July	140.00		140.00
Total 21-5420 · PORTA POTS					140.00	0.00	140.00
21-5550 · Groundkeeping							
	08/30/2026		BOMGAARS SUPPLY		35.48		35.48
Total 21-5550 · Groundkeeping					35.48	0.00	35.48
Total 21 · PARKS and GROUNDSKEEPING					347.30	0.00	347.30
22 · POOL							
22-Pool General Expenses							
22-5222 · Intergovernment / Permit Fees							
	08/26/2026		KANSAS DEPARTMENT OF AGRICULTURE	Animal Shelter Renewal - 2026-2027	285.00		285.00
Total 22-5222 · Intergovernment / Permit Fees					285.00	0.00	285.00
22-5242 · Building / Facilities R&M							
	08/19/2026	416736-01	D & D EQUIPMENT	Air Compressor	187.15		187.15
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	29.44		216.59
Total 22-5242 · Building / Facilities R&M					216.59	0.00	216.59
22-5251 · Utilities							
	08/05/2026		EVERGY	August	823.95		823.95
	08/05/2026		VERIZON WIRELESS	Pool Internet - July	65.19		889.14
Total 22-5251 · Utilities					889.14	0.00	889.14
22-5253 · Insurance							
	08/19/2026		EMC INSURANCE		205.54		205.54
Total 22-5253 · Insurance					205.54	0.00	205.54
22-5312 · Chemicals							
	08/05/2026	26292	D. GERBER COMMERCIAL POOL PRODUCTS	Pool Chemicals	1,700.00		1,700.00
	08/12/2026	26271	D. GERBER COMMERCIAL POOL PRODUCTS	chemicals	1,700.00		3,400.00
Total 22-5312 · Chemicals					3,400.00	0.00	3,400.00
22-5315 · Operating Supplies							
	08/19/2026	Hamilton 7301	Bank of America	Pool Cleaning Supplies	4.64		4.64
Total 22-5315 · Operating Supplies					4.64	0.00	4.64
Total 22-Pool General Expenses					5,000.91	0.00	5,000.91
22-5100 · Staff Expense Pool							
22-5110 · Salaries							
	08/31/2026	EOMPRADJ			6,718.30		6,718.30
Total 22-5110 · Salaries					6,718.30	0.00	6,718.30
22-5140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ			520.66		520.66
Total 22-5140 · PR Tax Expense City Share					520.66	0.00	520.66

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Date	Num	Name	Memo	Debit	Credit	Balance
Total 22-5100 · Staff Expense Pool				7,238.96	0.00	7,238.96
Total 22 · POOL				12,239.87	0.00	12,239.87
24 · LIBRARY-BILLING						
24-5242 · Building / Facilities R&M						
08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	88.01		88.01
Total 24-5242 · Building / Facilities R&M				88.01	0.00	88.01
24-5251 · Utilities						
08/26/2026		EVERGY	August bills	230.23		230.23
08/26/2026		KANSAS GAS SERVICE		44.33		274.56
Total 24-5251 · Utilities				274.56	0.00	274.56
24-5253 · Insurance						
08/19/2026		EMC INSURANCE		216.87		216.87
Total 24-5253 · Insurance				216.87	0.00	216.87
24-5319 · Misc. Supplies						
08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	28.50		28.50
Total 24-5319 · Misc. Supplies				28.50	0.00	28.50
Total 24 · LIBRARY-BILLING				607.94	0.00	607.94
25 · SENIOR CENTER						
25-5251 · Utilities						
08/12/2026		Spectrum Business	Senior Center	33.50		33.50
08/19/2026	Gooding 1177	Bank of America	Cox	33.50		67.00
08/26/2026		KANSAS GAS SERVICE		44.33		111.33
Total 25-5251 · Utilities				111.33	0.00	111.33
25-5253 · Insurance						
08/19/2026		EMC INSURANCE		183.53		183.53
Total 25-5253 · Insurance				183.53	0.00	183.53
Total 25 · SENIOR CENTER				294.86	0.00	294.86
26 · MUSEUM						
26-5253 · Insurance						
08/19/2026		EMC INSURANCE		508.91		508.91
Total 26-5253 · Insurance				508.91	0.00	508.91
Total 26 · MUSEUM				508.91	0.00	508.91
31 · SHERIFF DEPARTMENT CONTRACT						
31-Police Genral Expenditures						
31-5251 · Utilities						
08/05/2026		Spectrum Business	July	67.00		67.00
08/26/2026		KANSAS GAS SERVICE		44.33		111.33
Total 31-5251 · Utilities				111.33	0.00	111.33
31-5253 · Insurance						

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Date	Num	Name	Memo	Debit	Credit	Balance
08/19/2026		EMC INSURANCE		214.23		214.23
Total 31-5253 · Insurance				214.23	0.00	214.23
31-5327 · Law Enforcement Housing						
08/05/2026	46237 - Towa	Butler County Sheriff Inmate Housing	July Inmate Housing	70.00		70.00
Total 31-5327 · Law Enforcement Housing				70.00	0.00	70.00
Total 31-Police Genral Expenditures				395.56	0.00	395.56
31-5243 · Contractural Services						
08/05/2026	2636	BUTLER COUNTY SHERIFF LE	August Law Enforcement	6,433.05		6,433.05
Total 31-5243 · Contractural Services				6,433.05	0.00	6,433.05
Total 31 · SHERIFF DEPARTMENT CONTRACT				6,828.61	0.00	6,828.61
34 · ANIMAL CONTROL						
34-5253 · Insurance						
08/19/2026		EMC INSURANCE		7.37		7.37
Total 34-5253 · Insurance				7.37	0.00	7.37
Total 34 · ANIMAL CONTROL				7.37	0.00	7.37
50 · PUBLIC WORKS SHOP						
50-Public Works General						
50-5241 · Vehicle / Mobile Equipment R/M						
08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	51.96		51.96
08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	14.47		66.43
08/19/2026	1840, 1843, 1844	TOWANDA BATTERY COMPANY	Golf Cart	309.95		376.38
08/19/2026	1840, 1843, 1844	TOWANDA BATTERY COMPANY	Excavator	69.95		446.33
08/19/2026	1840, 1843, 1844	TOWANDA BATTERY COMPANY	Excavator	209.95		656.28
Total 50-5241 · Vehicle / Mobile Equipment R/M				656.28	0.00	656.28
50-5251 · Utilities						
08/05/2026	260957	ACCENTLOGIC	August Service	66.24		66.24
08/19/2026	Gooding 1177	Bank of America	Cox	27.52		93.76
08/26/2026		KANSAS GAS SERVICE		36.20		129.96
08/26/2026		RYLAN ROSE	August Cell Phone Reimbursement	30.00		159.96
08/26/2026		Josh Smith	August Cell Phone Reimbursement	30.00		189.96
08/30/2026		ACCENTLOGIC	September	66.24		256.20
08/30/2026		Robert Beard	August Cell Phone	30.00		286.20
Total 50-5251 · Utilities				286.20	0.00	286.20
50-5253 · Insurance						
08/19/2026		EMC INSURANCE		1,488.97		1,488.97
Total 50-5253 · Insurance				1,488.97	0.00	1,488.97
50-5311 · Gasoline / Fuel / Lubricants						
08/19/2026		WEX FLEET UNIVERSAL		959.50		959.50
08/19/2026	Rose 1544	Bank of America	August Payment	394.21		1,353.71

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	Date	Num	Name	Memo	Debit	Credit	Balance
Total 50-5311 · Gasoline / Fuel / Lubricants					1,353.71	0.00	1,353.71
50-5315 · Operating / Shop Supplies							
	08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	17.99		17.99
Total 50-5315 · Operating / Shop Supplies					17.99	0.00	17.99
50-5321 · Maintenance Uniforms							
	08/05/2026	1900301882	UNIFIRST CORPORATION		134.53		134.53
	08/19/2026		UNIFIRST CORPORATION	1900303660	125.48		260.01
	08/19/2026	1900305136	UNIFIRST CORPORATION		125.48		385.49
	08/30/2026		UNIFIRST CORPORATION	7/13, 8/24, 8/31 invoices	311.80		697.29
Total 50-5321 · Maintenance Uniforms					697.29	0.00	697.29
Total 50-Public Works General					4,500.44	0.00	4,500.44
50-5100 · Staff Expense Public Works							
50-5110 · Salaries							
	08/31/2026	EOMPRADJ			2,100.76		2,100.76
Total 50-5110 · Salaries					2,100.76	0.00	2,100.76
50-5140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ			160.62		160.62
Total 50-5140 · PR Tax Expense City Share					160.62	0.00	160.62
50-5150 · KPERS City Share							
	08/31/2026	EOMPRADJ			202.14		202.14
Total 50-5150 · KPERS City Share					202.14	0.00	202.14
50-5160 · Health Ins. - City Share							
	08/31/2026	EOMPRADJ			535.58		535.58
Total 50-5160 · Health Ins. - City Share					535.58	0.00	535.58
Total 50-5100 · Staff Expense Public Works					2,999.10	0.00	2,999.10
Total 50 · PUBLIC WORKS SHOP					7,499.54	0.00	7,499.54
Total 100X · GENERAL FUND EXPENSES					83,218.16	12,467.02	70,751.14
Total 66000 · Payroll Expenses					36,216.51	36,216.51	0.00
Total Expense					119,434.67	48,683.53	70,751.14
DESIGNATED FUND EXPENDITURES							
220X · FIRE RESCUE EXPENSE							
2205100 · Staff Expense Fire Rescue							
2205110 · Salaries							
	08/31/2026	EOMPRADJ					0.00
Total 2205110 · Salaries					0.00	0.00	0.00
2205140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ					0.00
Total 2205140 · PR Tax Expense City Share					0.00	0.00	0.00
Total 2205100 · Staff Expense Fire Rescue					0.00	0.00	0.00

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	Date	Num	Name	Memo	Debit	Credit	Balance
Total 220X · FIRE RESCUE EXPENSE					0.00	0.00	0.00
250X · STREETS OM FUND EXPENSE							
2505100 · Staff Expense Streets							
2505110 · Salaries							
	08/31/2026	EOMPRADJ			646.39		646.39
Total 2505110 · Salaries					646.39	0.00	646.39
2505140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ			49.42		49.42
Total 2505140 · PR Tax Expense City Share					49.42	0.00	49.42
2505150 · KPERS City Share							
	08/31/2026	EOMPRADJ			62.20		62.20
Total 2505150 · KPERS City Share					62.20	0.00	62.20
2505160 · Health Ins. - City Share							
	08/31/2026	EOMPRADJ			164.79		164.79
Total 2505160 · Health Ins. - City Share					164.79	0.00	164.79
Total 2505100 · Staff Expense Streets					922.80	0.00	922.80
2505241 · Vehicle / Mobile Equip R&M							
	08/05/2026	961408	BUMPER TO BUMPER OF EL DORADO	Street Roller Repairs	101.92		101.92
Total 2505241 · Vehicle / Mobile Equip R&M					101.92	0.00	101.92
2505242 · Street Reapir and Maintenance							
	08/05/2026	1022858	M6 CONCRETE ACCESSORIES	Concrete repairs	116.10		116.10
	08/05/2026	261561	PEARSON READY MIX	Rainbow Drive repairs	568.00		684.10
	08/05/2026	261456	PEARSON READY MIX	Rainbow Drive	883.00		1,567.10
	08/05/2026	12781	PEARSON MATERIALS	Rainbow Dr.	488.59		2,055.69
	08/05/2026	12860	PEARSON MATERIALS	Rainbow Dr	510.13		2,565.82
	08/05/2026	261284	PEARSON READY MIX	Rainbow Dr.	905.00		3,470.82
	08/12/2026	1022858-IN	M6 CONCRETE ACCESSORIES	Concrete 7/28	116.10		3,586.92
	08/19/2026	13194	PEARSON MATERIALS	Patch for Rainbow Drive	1,191.83		4,778.75
	08/19/2026	83764	HIZEY SERVICE AND SUPPLY	Culvert - paid by customer	835.88		5,614.63
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	21.51		5,636.14
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	172.82		5,808.96
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	85.48		5,894.44
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	29.99		5,924.43
	08/19/2026	Quote 244953	RoadSafe Traffic Systems	Crosswalk Paint	437.80		6,362.23
	08/26/2026	13443	PEARSON MATERIALS	Patch - 8/19	585.15		6,947.38
	08/30/2026		BOMGAARS SUPPLY		69.52		7,016.90
Total 2505242 · Street Reapir and Maintenance					7,016.90	0.00	7,016.90
2505251 · Utilities							
	08/05/2026		EVERGY	Street Lights	1,492.93		1,492.93

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	Date	Num	Name	Memo	Debit	Credit	Balance
Total 2505251 · Utilities					1,492.93	0.00	1,492.93
2505253 · Insurance (WC)							
	08/19/2026		EMC INSURANCE		96.89		96.89
Total 2505253 · Insurance (WC)					96.89	0.00	96.89
2505310 · Fuel for Township-Exch for Rock							
	08/19/2026		WEX FLEET UNIVERSAL		253.94		253.94
Total 2505310 · Fuel for Township-Exch for Rock					253.94	0.00	253.94
2505315 · Operating Supplies							
	08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	27.96		27.96
	08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	26.99		54.95
	08/05/2026	133-003-4	BOMGAARS SUPPLY	7/16 Invoice	26.99		81.94
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	57.44		139.38
	08/19/2026	8-27-2026	SUTHERLANDS CREDIT	August Payment	50.35		189.73
Total 2505315 · Operating Supplies					189.73	0.00	189.73
2505331 · Vehicle / Mobile Parts-Supplies							
	08/19/2026	26484	PROFESSIONAL FLEET SERVICES	Block Heater - Dump Truck	152.23		152.23
Total 2505331 · Vehicle / Mobile Parts-Supplies					152.23	0.00	152.23
2505541 · Machinery / Equipment							
	08/05/2026	1837	TOWANDA BATTERY COMPANY	Street Roller Repairs	169.95		169.95
Total 2505541 · Machinery / Equipment					169.95	0.00	169.95
Total 250X · STREETS OM FUND EXPENSE					10,397.29	0.00	10,397.29
251X · STREET RESERVE							
2515420 · Contractural Services							
	08/26/2026	176471	JEO CONSULTING GROUP	SS4A - Services through August 14	4,257.50		4,257.50
Total 2515420 · Contractural Services					4,257.50	0.00	4,257.50
Total 251X · STREET RESERVE					4,257.50	0.00	4,257.50
260X · COMMUNITY CENTER EXPENSE							
2605225 · Cleaning / Disposal Service							
	08/26/2026		Lisa K. Hamilton	August Community Center Cleaning	500.00		500.00
Total 2605225 · Cleaning / Disposal Service					500.00	0.00	500.00
2605251 · Utilities							
	08/12/2026		Spectrum Business	Community Building	33.50		33.50
	08/19/2026	Gooding 1177	Bank of America	Cox	33.50		67.00
	08/26/2026		KANSAS GAS SERVICE		48.69		115.69
Total 2605251 · Utilities					115.69	0.00	115.69
2605253 · Insurance							
	08/19/2026		EMC INSURANCE		385.40		385.40
Total 2605253 · Insurance					385.40	0.00	385.40
Total 260X · COMMUNITY CENTER EXPENSE					1,001.09	0.00	1,001.09

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	Date	Num	Name	Memo	Debit	Credit	Balance
611X · WATER FUND EXPENSE							
6115100 · Staff Expense Water							
6115110 · Salaries							
	08/31/2026	EOMPRADJ			1,615.97		1,615.97
Total 6115110 · Salaries					1,615.97	0.00	1,615.97
6115140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ			123.56		123.56
Total 6115140 · PR Tax Expense City Share					123.56	0.00	123.56
6115150 · KPERS City Share							
	08/31/2026	EOMPRADJ			155.49		155.49
Total 6115150 · KPERS City Share					155.49	0.00	155.49
6115160 · Health Ins. - City Share							
	08/31/2026	EOMPRADJ			411.99		411.99
Total 6115160 · Health Ins. - City Share					411.99	0.00	411.99
Total 6115100 · Staff Expense Water					2,307.01	0.00	2,307.01
6115226 · Testing Services							
	08/12/2026	32.93	METRO COURIER	KDHE lab sample	32.93		32.93
	08/26/2026	89212	METRO COURIER		33.68		66.61
Total 6115226 · Testing Services					66.61	0.00	66.61
6115227 · Audit Fees							
	08/19/2026	2202	LOYD GROUP LLC	2025 Audit - second payment	1,404.00		1,404.00
Total 6115227 · Audit Fees					1,404.00	0.00	1,404.00
6115253 · Insurance							
	08/19/2026		EMC INSURANCE		266.21		266.21
Total 6115253 · Insurance					266.21	0.00	266.21
6115254 · Printing / Publications							
	08/26/2026	43713568	CANON FINANCIAL SERVICES		45.50		45.50
Total 6115254 · Printing / Publications					45.50	0.00	45.50
6115315 · Operating Supplies							
	08/12/2026	13036	WATERWISE ENTERPRISES	Colorimeter and free chlorine	1,170.30		1,170.30
Total 6115315 · Operating Supplies					1,170.30	0.00	1,170.30
6115334 · Materials / Supplies Stock							
	08/12/2026	0001169363	Lampton Welding Supply		13.89		13.89
Total 6115334 · Materials / Supplies Stock					13.89	0.00	13.89
6115341 · Water For Resale							
	08/05/2026		RURAL WATER DIST. NO. 5	Tennis Court Pit	212.52		212.52
	08/05/2026		RURAL WATER DIST. NO. 5	Rec Service	72.91		285.43
	08/05/2026		RURAL WATER DIST. NO. 5	July Water	30,455.54		30,740.97
	08/30/2026		RURAL WATER DIST. NO. 5	1297	72.91		30,813.88

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	Date	Num	Name	Memo	Debit	Credit	Balance
	08/30/2026		RURAL WATER DIST. NO. 5	1310	212.52		31,026.40
	08/30/2026		RURAL WATER DIST. NO. 5	1309	31,116.49		62,142.89
Total 6115341 · Water For Resale					62,142.89	0.00	62,142.89
6115420 · Contractual Services							
	08/05/2026	4023	GRIFFIN MAX CONSTRUCTION INC	On Call	180.00		180.00
Total 6115420 · Contractual Services					180.00	0.00	180.00
6115550 · Water System Design KWO Grant							
	08/05/2026	R241393.01	JEO CONSULTING GROUP	R241393.01	35,050.00		35,050.00
Total 6115550 · Water System Design KWO Grant					35,050.00	0.00	35,050.00
Total 611X · WATER FUND EXPENSE					102,646.41	0.00	102,646.41
613X · WATER TOWER EXPENSE							
6135253 · Insurance							
	08/19/2026		EMC INSURANCE		243.19		243.19
Total 6135253 · Insurance					243.19	0.00	243.19
Total 613X · WATER TOWER EXPENSE					243.19	0.00	243.19
621X · SEWER FUND EXPENSE							
6215100 · Staff Expense Sewer							
6215110 · Salaries							
	08/31/2026	EOMPRADJ			3,716.73		3,716.73
Total 6215110 · Salaries					3,716.73	0.00	3,716.73
6215140 · PR Tax Expense City Share							
	08/31/2026	EOMPRADJ			284.18		284.18
Total 6215140 · PR Tax Expense City Share					284.18	0.00	284.18
6215150 · KPERS City Share							
	08/31/2026	EOMPRADJ			357.63		357.63
Total 6215150 · KPERS City Share					357.63	0.00	357.63
6215160 · Health Ins. - City Share							
	08/31/2026	EOMPRADJ			947.57		947.57
Total 6215160 · Health Ins. - City Share					947.57	0.00	947.57
Total 6215100 · Staff Expense Sewer					5,306.11	0.00	5,306.11
6215200 · Non-Material Expenditures							
	08/30/2026		AMERICAN MESSAGING		30.12		30.12
Total 6215200 · Non-Material Expenditures					30.12	0.00	30.12
6215226 · Testing Services							
	08/19/2026	6003845	MERIDIAN ANALYTICAL LABS	Wastewater labs - work order 2608032	491.50		491.50
Total 6215226 · Testing Services					491.50	0.00	491.50
6215227 · Audit Fees							
	08/19/2026	2202	LOYD GROUP LLC	2025 Audit - second payment	594.00		594.00
Total 6215227 · Audit Fees					594.00	0.00	594.00

City of Towanda, KS
Claims Report
August 2026

	Date	Num	Name	Memo	Debit	Credit	Balance
6215251 · Utilities							
	08/26/2026	34948451	LINGO		107.58		107.58
Total 6215251 · Utilities					107.58	0.00	107.58
6215253 · Insurance							
	08/19/2026		EMC INSURANCE		744.43		744.43
Total 6215253 · Insurance					744.43	0.00	744.43
6215254 · Printing / Publications							
	08/26/2026	43713568	CANON FINANCIAL SERVICES		45.50		45.50
Total 6215254 · Printing / Publications					45.50	0.00	45.50
6215315 · Operating Supplies							
	08/19/2026	Jones -8609	Bank of America	Dawn Dish Detergent	63.16		63.16
	08/19/2026	Jones -8609	Bank of America	Dawn Dish Detergent	60.00		123.16
	08/19/2026	Gooding 1177	Bank of America	Water Sample Dipper	69.99		193.15
Total 6215315 · Operating Supplies					193.15	0.00	193.15
6215334 · Materials / Supplies Stock							
	08/12/2026	0001169363	Lampton Welding Supply		13.90		13.90
Total 6215334 · Materials / Supplies Stock					13.90	0.00	13.90
Total 621X · SEWER FUND EXPENSE					7,526.29	0.00	7,526.29
622X · SEWER RESERVE							
6225232 · Contract Principal Lagoon Loan							
	08/12/2026		KANSAS HEALTH AND ENVIRON.	Fall 2026 Loan Payment Principal	37,087.86		37,087.86
Total 6225232 · Contract Principal Lagoon Loan					37,087.86	0.00	37,087.86
6225233 · Interest & Fiscal Charges							
	08/12/2026		KANSAS HEALTH AND ENVIRON.	Fall 2026 Loan Interest and Service Fee	2,396.16		2,396.16
Total 6225233 · Interest & Fiscal Charges					2,396.16	0.00	2,396.16
Total 622X · SEWER RESERVE					39,484.02	0.00	39,484.02
630X · TRASH FUND EXPENSE							
6305225 · Cleaning / Disposal Service							
	08/12/2026	21828533V025	WASTE CONNECTIONS INC	Waste Connections July Service	11,489.12		11,489.12
Total 6305225 · Cleaning / Disposal Service					11,489.12	0.00	11,489.12
6305227 · Audit Fees							
	08/19/2026	2202	LOYD GROUP LLC	2025 Audit - second payment	594.00		594.00
Total 6305227 · Audit Fees					594.00	0.00	594.00
6305253 · Insurance							
	08/19/2026		EMC INSURANCE		288.18		288.18
Total 6305253 · Insurance					288.18	0.00	288.18
6305254 · Printing / Publications							
	08/26/2026	43713568	CANON FINANCIAL SERVICES		45.50		45.50
Total 6305254 · Printing / Publications					45.50	0.00	45.50

City of Towanda, KS
Claims Report
August 2026

Date	Num	Name	Memo	Debit	Credit	Balance
Total 630X - TRASH FUND EXPENSE				12,416.80	0.00	12,416.80
Total DESIGNATED FUND EXPENDITURES				177,972.59	0.00	177,972.59

Transaction Summary (Continued)

Tran Date	Post Date	Reference Number	Description	Amount
09/03/2026	09/03/2026	8534812L7012JDQJ5	COMMUNITY BUILDING SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT FEES TOTAL FEES FOR THIS PERIOD	✓ \$52.40 50-5315 \$0.00
09/04/2026	09/04/2026		INTEREST CHARGED INTEREST CHARGE ON PURCHASES TOTAL INTEREST FOR THIS PERIOD	 \$0.00 \$0.00
2026 Totals Year-to-Date				
Total Fees Charged in 2026				\$0.00
Total Interest Charged in 2026				\$0.00
Total Interest Paid in 2026				\$0.00

Interest Charge Calculation

Type of Balance	Expiration Date	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
Purchases	NA	34.99%	\$0.00	\$0.00

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. Under this promotion, if the promotional balance is not paid in full within the promotional period, interest will be imposed from the date of purchase at a rate of 34.99%. If a (v) is shown after your APR in the Interest Charge Calculation section of this billing



SARAH RE GOODING

Business Card

August 08, 2026 - September 07, 2026

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$1,564.01
Minimum Payment Due **\$25.00**
Payment Due Date **10/04/26**

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 \$3,278.84
Payments and Other Credits **-\$3,278.84**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$1,564.01
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$1,564.01

Credit Limit \$5,000
Credit Available \$3,435.99
Statement Closing Date 09/07/26
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
08/25	08/24	PAYMENT - THANK YOU	23715300000000531929380	- 3,278.84
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$3,278.84
Purchases and Other Charges				
08/10	08/07	USPS PO 1989541202 TOWANDA KS	02305376220000641918442	11.02 ✓
08/12	08/11	WM SUPERCENTER #186 EL DORADO KS	05436846224400067183872	78.56 ✓
08/13	08/13	TST* GAMBINO'S PIZZA - 3165412484 KS	02305376225500379724990	54.21 ✓
08/14	08/13	USPS PO 1989541202 TOWANDA KS	02305376226000687234021	110.20 ✓
08/19	08/18	USPS PO 1989541202 TOWANDA KS	02305376231000671824020	23.49 ✓
08/20	08/19	COLUMN PUBLIC NOTICE WASHINGTON DC ✓	82305096231500069470142	69.70 ✓

SARAH RE GOODING

August 08, 2026 - September 07, 2026

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
08/20	08/19	COLUMN PUBLIC NOTICE WASHINGTON DC	82305096232500015793844	231.26 ✓
08/20	08/19	COLUMN PUBLIC NOTICE WASHINGTON DC	82305096232500016002104	235.20 ✓
08/20	08/19	COLUMN PUBLIC NOTICE WASHINGTON DC	82305096232500015853481	63.36 ✓
08/20	08/19	COLUMN PUBLIC NOTICE WASHINGTON DC	82305096232500015844019	148.90 ✓
08/21	08/20	Adobe 8008336687 CA	12302026232000524583221	21.29 ✓
08/24	08/21	INTUIT *QBOOKS/PROLINE 8004468848 CA	55432866233208599840083	448.50 ✓
08/24	08/21	AMAZON RETA* 500HB7C11 SEATTLE WA	82305096233500089169221	68.32 ✓
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,564.01

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	27.74% V	\$0.00	\$0.00

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

Important Messages

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

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

Turn on automatic payments and alerts through Business Advantage 360 at [Bankofamerica.com/SmallBusiness](https://www.bankofamerica.com/SmallBusiness) or our mobile app.

RYLAN ROSE

Business Card

August 08, 2026 - September 07, 2026

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 \$502.87
Minimum Payment Due **\$25.00**
Payment Due Date **10/04/26**

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 \$394.21
Payments and Other Credits **-\$394.21**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$502.87
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$502.87

Credit Limit \$5,000
Credit Available \$4,497.13
Statement Closing Date 09/07/26
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
08/25	08/24	PAYMENT - THANK YOU	23715300000000531929380	- 394.21
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$394.21
		Purchases and Other Charges		
08/19	08/17	CLEAR CREEK GOLF CARS 3162193585 KS ✓	85179246230001303209287	149.98
08/26	08/25	HARBOR FREIGHT TOOLS35 8004443353 KS ✓	55263526238872659426106	62.95
08/27	08/26	HARBOR FREIGHT TOOLS35 8004443353 KS ✓	55263526239873881915980	89.99
08/31	08/28	MENARDS WICHITA EAST K WICHITA KS ✓	02305376241100218666930	199.95
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$502.87



LISA K HAMILTON

Business Card

August 08, 2026 - September 07, 2026

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 \$8.12
Minimum Payment Due **\$8.12**
Payment Due Date **10/04/26**
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 \$904.31
Payments and Other Credits **-\$904.31**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$8.12
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$8.12
Credit Limit \$1,500
Credit Available \$1,491.88
Statement Closing Date 09/07/26
Days in Billing Cycle 31

*PAPER TOWEL
COMM BLDG*

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
08/25	08/24	PAYMENT - THANK YOU	23715300000000531929380	- 904.31
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$904.31
		Purchases and Other Charges		
08/31	08/28	WAL-MART #0346 8005559966 KS	51160946241029494721823	8.12
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$8.12

260-5319

Towanda September 2026

<u>Date</u>	<u>Call Type</u>	<u>Location</u>	<u>Outcome</u>	<u>Deputy</u>
9/1/2026	Animal/ Vicious	600 E North	HBO	District
9/1/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/1/2026	Traffic Control/ Other	900 E Main St.	HBO	District
9/1/2026	Public Service	300 N 9th St.	HBO	District
9/1/2026	Harassment	400 E North St.	HBO	District
9/2/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/3/2026	School Check	900 E Main St.	HBO	Moyer
9/4/2026	Public Service	300 N 8th st.	HBO	District
9/6/2026	Traffic Stop	600 E Main St.	Citation	District
9/7/2026	School Check	900 E Main St.	HBO	Moyer
9/7/2026	Harassment	300 N 8th St.	HBO	Moyer
9/8/2026	Abandon Vehicle	400 N 8th St.	HBO	District
9/8/2026	Accident/ 10-47	SW Hunter/E Main	Report	District
9/8/2026	Warrant Arrest	700 E Mechanic	Arrest	District
9/8/2026	Suicide/ Threats	400 e Highland St.	Report	District
9/8/2026	School Check	900 E Main St.	HBO	Moyer
9/9/2026	Death	600 E Mills	Report	Moyer
9/9/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/9/2026	Traffic Control/ Other	9000 E Main St.	HBO	District
9/9/2026	Suicide/ Threats	300 S 5th St.	HBO	District
9/9/2026	Outside Agency Assist	500 E Main St.	HBO	District
9/9/2026	Animal/ Vicious	400 N 9th St.	report	District
9/10/2026	Public Service	300 S 4th St.	HBO	District
9/10/2026	Field Contact	300 E Main St.	HBO	District
9/11/2026	Abuse/ Child	600 E Mills	Arrest	Moyer
9/13/2026	Public Service	600 E Mills	HBO	District
9/13/2026	Past Theft	600 E Mills	Arrest	District
9/14/2026	School Check	900 E Main St.	HBO	Moyer
9/14/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/14/2026	Traffic Stop	N 8th/E Clayhill	Warning	District
9/14/2026	Suspicious Activity	2000 SW River Valley	HBO	District
9/15/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/15/2026	Suspicious Vehicle	400 N 8th st.	HBO	District
9/16/2026	School Check	900 E Main St.	HBO	Moyer
9/17/2026	Noise Complaint	700 E Mills	HBO	Moyer
9/17/2026	Civil	700 E Mills	HBO	Moyer
9/17/2026	Harassment	300 S 4th St.	HBO	District
9/17/2026	Assist EMS	400 e Highland St.	HBO	Moyer
9/18/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/18/2026	Assist EMS	500 E North	HBO	District

9/20/2026	Past Disturbance	600 E Main St.	Report	District
9/21/2026	Fraud/ Forgery	700 E Mechanic	Report	District
9/21/2026	School Check	900 E Main St.	HBO	Moyer
9/21/2026	Suspicious Activity	400 N 6th St.	HBO	Moyer
9/22/2026	Civil	900 E Main St.	HBO	District
9/22/2026	Suspicious Activity	700 E Cincinnati St.	HBO	Moyer
9/22/2026	School Check	900 E Main St.	HBO	Moyer
9/25/2026	Alarm/ Residence	1000 E Rainbow Rd.	HBO	District
9/25/2026	Welfare Check	700 E Mills	Arrest	District
9/26/2026	Criminal Damage	600 E Mills	Report	District
9/27/2026	Assist Towanda Fire	900 E Main St.	HBO	District
9/28/2026	Traffic Control/ Other	500 N 6th St.	HBO	District
9/29/2026	Public Service	600 E Mills	Report	District
9/30/2026	Traffic Complaint	S 3rd/E Mechanic	HBO	Moyer
9/30/2026	School Check	900 E Main St.	HBO	Moyer

Call Breakdown by Deputy

	<u>Moyer</u>	<u>District</u>
Total Calls For Service	17	38
Calls Handled by Officer	15	26
Accident Reports	0	0
Reports	1	7
Traffic Citations	0	1
Traffic Warnings	0	1
Arrests	0	0

MUNICIPAL COURT OF TOWANDA, KS

CASELOAD SUMMARY

For the Period September 1, 2026 through September 30, 2026

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.....		\$0.00
h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism).....		
i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals).....	2	\$150.00

[(i. Offense Breakdown)]

TOTAL THIS MONTH

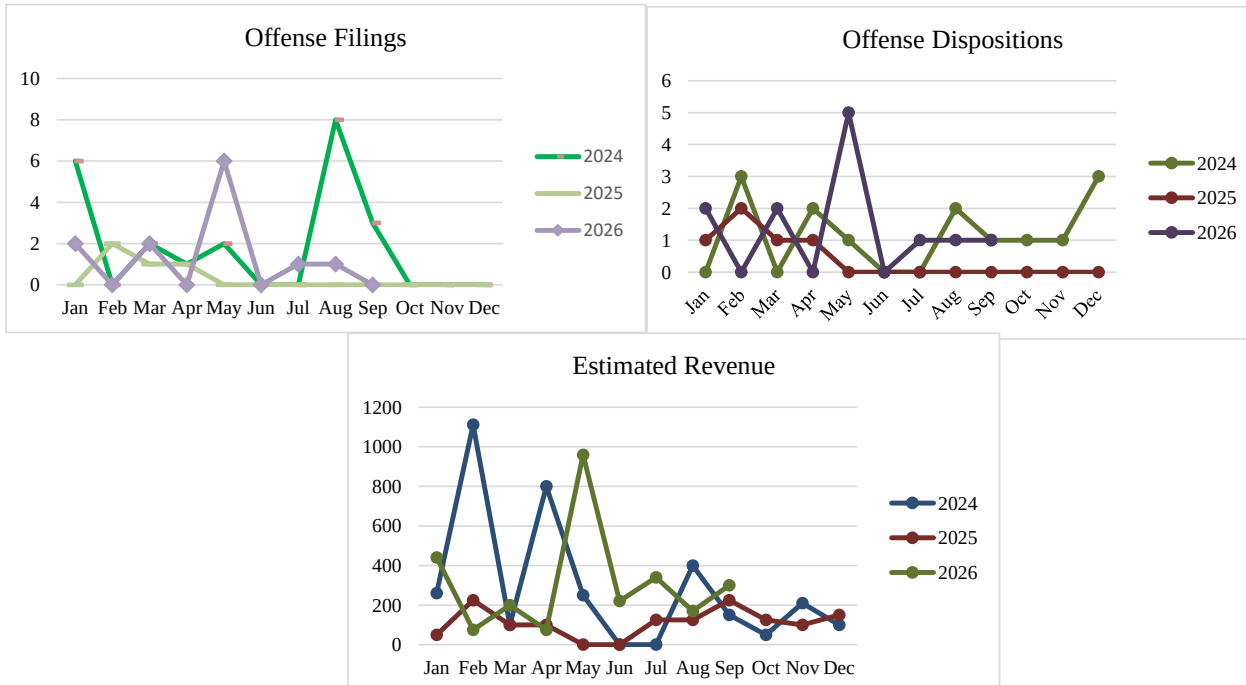
*YTD: \$1,777.00 collected of estimated annual revenue of \$

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

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

TOTAL DISPOSITIONS THIS MONTH

2



MONTHLY CODE ENFORCEMENT REPORT

Towanda

Kansas

September 2026

Prepared for the Mayor and City Council of Towanda

52

INSPECTIONS

19

CASES CLOSED

15

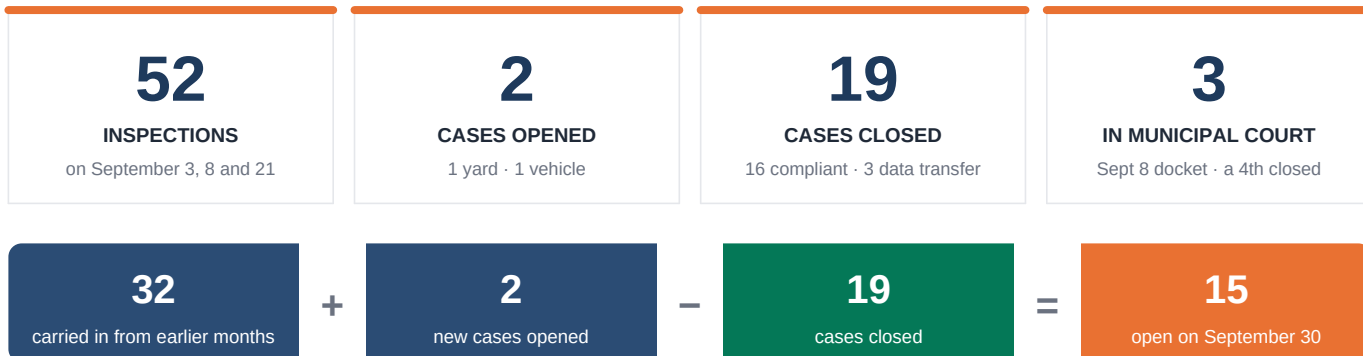
OPEN ON SEPT 30

3

NEED CITY INPUT

MONTHLY SUMMARY

September at a Glance



The carried-in and closed counts each include 3 case files left open by the data transfer (see Summary).

Summary

Pierce Code Compliance completed **52 property inspections** in Towanda during September, on September 3, 8 and 21. Two new cases were opened, **19 cases were closed**, and 15 cases were open at month end.

Cases closed: 16 of the 19 were confirmed compliant by the inspector on site, each with a compliance photo — **12 on September 8** and **4 on September 21**. Most were tall-grass cases opened August 25 and mowed after notice.

Data transfer: the other 3 closures are records clean-up, not September results. When the remaining case files from the previous system were transferred into the new case-management system in September, some came over as open that should not have: two already corrected at earlier inspections (**214 N 3rd St, 1285 E Clay Hill Rd**) and one opened under the wrong address (**436 N 11th St**). Those three were closed September 21–22.

Municipal Court: four long-running cases were on the September 8 docket. **333 N 8th St** was confirmed compliant and closed that day; the other three were inspected again September 21 and remain open.

For the City's attention: three open cases need the City's input — see the next page.

Open cases on Sept 30, by type

Tall grass/weeds		6
Yard / junk		4
Vehicle		4
Structure		1

Tall-grass cases are seasonal and most resolve after one notice; the three Municipal Court cases are vehicle and yard cases.

How to read the status tags in this report

MUNICIPAL COURT

Case is before Towanda Municipal Court.

ORDER RECOMMENDED

Notices have not brought compliance; a formal Order is recommended.

CITY ASSISTANCE

The City's help is needed — owner contact information.

PARTLY CORRECTED

Partly corrected at reinspection; follow-up continuing.

RESOLVED

Confirmed compliant at inspection; case closed.

OPEN

Open; follow-up continuing.

NEXT STEPS

Cases Needing City Action

616 E High St

ORDER RECOMMENDED

Klein, Nathaniel · Inoperable vehicle and junk · Open since April

Certified notices are dated May 12 and June 18. The owner has been in contact and a van was removed over the summer. At the September 8 inspection an untagged truck was parked in the back; on September 21 the truck was still there and junk remained on the property.

Next step: Voluntary compliance has stalled. Pierce Code Compliance recommends a formal Order of Violation and asks the City for direction to proceed; the write-up and notice history will be provided.

1227 Clay Hill Rd

CITY ASSISTANCE

Mitchell, Anita · Yard (junk) · Open since June

Bags of trash and scattered debris, first documented in June. Notices dated June 22 and July 7 were followed by a certified notice dated July 14, recorded as received July 17. The property was inspected September 8 and 21 and the case remains open. Mail to the owner was returned on September 24.

Next step: Pierce Code Compliance is asking the City to confirm the owner's current mailing address, so notice is on solid footing before the case moves to a formal Order of Violation.

772 N Bever Dr

CITY ASSISTANCE

Owner not on file · Tall grass and fence · Open since August

Tall grass and a partly fallen fence were documented August 25, and letters were prepared for delivery September 4. At the September 21 inspection part of the fence had been removed, but the tall grass remained.

Next step: The case file has no owner name for this lot. Pierce Code Compliance is asking the City to confirm the owner's or occupant's name and mailing address so formal notice can be served.

For information: Municipal Court — September 8 docket — four long-running cases

333 N 8th St	Marley, Jacob E & Bearnose, Lesley L	Yard (junk) — junk, vehicle and refrigerator removed	RESOLVED · CLOSED SEPT 8
514 E High St	Cogar Properties LLC	Vehicles — trucks, SUV and boat still parked in the back yard	MUNICIPAL COURT
315 S 6th St	Brush, Connie L	Vehicles & weeds — vehicles remain at the back of the property	MUNICIPAL COURT
208 N 4th St	Davis, Marvin L, Jr	Yard (junk) — wood and junk piles remain; RV and vehicles on the lawn	MUNICIPAL COURT

Conditions shown are from the September 3 and 8 inspections. The three open cases were inspected again on September 21 and remain open. Pierce Code Compliance continues to inspect and document each property for the City Attorney.

TWO EXAMPLES FROM THE 16 COMPLIANT CLOSURES

Resolved This Month

626 North St

Winders, Kent · Tall grass · Closed Sept 8

Tall grass and weeds at the back of the property documented July 13; certified notice dated July 14. Mowed and confirmed compliant September 8.



Before · July 13, 2026

After · September 8, 2026

RESOLVED

630 E Main St

Strouth, Abby Sue Marie · Tall grass · Closed Sept 8

Tall grass and weeds documented August 25; notice prepared for delivery September 4. Mowed and confirmed compliant September 8.



Before · August 25, 2026

After · September 8, 2026

RESOLVED

1. Cases Opened This Month

ADDRESS	OWNER	VIOLATION	OPENED	SEPTEMBER ACTIVITY	STATUS
605 North St	Not on file	Yard (junk)	Sept 8	Mattress and metal debris documented; reinspected Sept 21. Notice to follow once owner information is confirmed.	OPEN
302 Main St	Not on file	Inoperable vehicle	Sept 13	Reported by the City; inspected Sept 21 — vehicle appeared inoperable, with no current tag.	OPEN

Follow-up after month end: owner information for 605 North St was added October 8 and a notice is being prepared; 302 Main St was closed October 8 after the inspector cleared it at the October 7 inspection.

2. Court Referrals

No new cases were referred to court in September. **Four existing cases were on the September 8 Municipal Court docket** — one was closed as compliant and three remained open on September 30; see the Municipal Court panel on page 3.

3. Cases Closed This Month

19 cases closed. Sixteen were confirmed compliant on site — twelve at the September 8 inspection and four at the September 21 inspection. Three were closed September 21–22 as records clean-up after the data transfer into the new case-management system: two had been corrected in August, and one had been opened under the wrong address. The full list is in section 6.

4. Cases Carried Over From Prior Months — still open

ADDRESS	OWNER	VIOLATION	OPENED	SEPTEMBER ACTIVITY	SEPT 30
514 E High St	Cogar Properties LLC	Vehicles	Feb	Inspected Sept 3, 8, 21 — vehicles and boat remain in back yard	MUNICIPAL COURT
315 S 6th St	Brush, Connie L	Vehicles & weeds	Feb	Inspected Sept 3, 8, 21 — vehicles remain at back of property	MUNICIPAL COURT
208 N 4th St	Davis, Marvin L, Jr	Yard (junk)	Feb	Inspected Sept 3, 8, 21 — junk piles remain; vehicles on lawn	MUNICIPAL COURT
616 E High St	Klein, Nathaniel	Vehicle & junk	Apr	Inspected Sept 8, 21 — untagged truck in back; junk remains	ORDER RECOMMENDED
435 N 11th St	Mitchell, Anita	Tall grass	Jun	Closed July 13, reopened Aug 25; inspected Sept 8, 21	OPEN
1227 Clay Hill Rd	Mitchell, Anita	Yard (junk)	Jun	Inspected Sept 8, 21; mail returned Sept 24	CITY ASSISTANCE
764 Wilson Dr	Pine Ridge Estates 168 LLC	Structure	Jul	Complaint file brought over in the data transfer; no September inspection	OPEN
700 E Mechanic St	Perry, Jack & Connie	Yard (junk) & grass	Jul	Inspected Sept 8, 21 — weeds cut; trailer frame remains	PARTLY CORRECTED
305 E High St	Marshall, Stacey A	Tall grass	Aug	Inspected Sept 8, 21; certified notice returned Sept 24	OPEN
634 North St	Addington, Michael & Traci	Tall grass	Aug	Inspected Sept 8, 21 — yard mowed; weeds along the road remain	PARTLY CORRECTED
631 N Mills Dr	Not on file	Tall weeds	Aug	Inspected Sept 8, 21 — partly corrected	PARTLY CORRECTED
401 N 8th St	Cleveland, Joshua O & Salena L	Tall weeds	Aug	Inspected Sept 8, 21; case remains open	OPEN
772 N Bever Dr	Not on file	Tall grass & fence	Aug	Inspected Sept 8, 21 — part of fence removed; tall grass remains	CITY ASSISTANCE

The other nineteen cases carried in from prior months were closed during September — see section 6.

5. Open Cases at Month End (September 30)

15 open cases: the 13 carried-over cases above plus the two cases opened in September, **605 North St** (Sept 8) and **302 Main St** (Sept 13). By type: 6 tall grass or weeds, 4 yard (junk), 4 vehicle and 1 structure.

Since month end (to be covered in the October report): 302 Main St, 435 N 11th St, 631 N Mills Dr and 764 Wilson Dr were closed October 8 and 305 E High St on October 9; six new tall-grass cases were opened at the October 7 inspection.

6. Closed Case List — September

Closed September 8 — confirmed compliant at the inspection (12)

333 N 8th St	Yard (junk) — court case	616 N Mills Dr	Tall grass
626 North St	Tall grass	602 W Mills Dr	Tall grass
123 N 6th St	Tall grass	671 W Mills Dr	Tall grass
630 E Main St	Tall grass	684 W Mills Dr	Tall grass
525 N 9th St	Tall grass	691 E Mills Dr	Tall grass
329 N 9th St	Tall grass	704 W Mills Dr	Tall grass

Closed September 21 — confirmed compliant at the inspection (4)

209 4th St	Tall grass	534 N 11th St	Tall grass
543 N 9th St	Tall grass	672 W Mills Dr	Tall grass

Closed September 21–22 — records clean-up after the data transfer (3): not September results

214 N 3rd St	Tall grass	Corrected at the August 25 inspection; the file brought over in the transfer was closed September 21.
1285 E Clay Hill Rd	Tall grass	Corrected at the August 10 inspection; the file brought over in the transfer was closed September 22.
436 N 11th St	Filed in error	Empty file opened under the wrong address (the property is 435 N 11th St, listed in section 4); closed September 21.

Other duplicate files created by the data transfer were merged into their matching cases on September 25 and are not counted as cases in this report. Inspections are counted once per property per day; office record entries, such as returned-mail photos, are not counted as inspections.

TOWANDA DEPARTMENTAL REPORT- PLANNING ZONING

Planning Zoning Administrator/Code Enforcement Officer Lisa Long Hamilton

September Activity October 6th, 2026, Report (On leave from 9/2/-10/2)

Departmental Activity Past

- Providing Excellent Public Service
- **Front counter and daily customer activity**
- Successful Annual Animal Shelter Inspection completed of Facilities and Records
Continued monitoring of the 309 Main St. Perry Jones Building
- Animal Control Record Duties
- Monitor and Dispatch Inspections, Processing Licensing and Permits
- Research and prepare information as needed for Cemetery Lot Sales, Paperwork, Questions, Deeds and Burials.
- Assisting Residents and Contractors daily with Building Code questions and inspections and working always to make the PZ Department more efficient.

What we Plan to do

- Continue to monitor the building at 309 Main Street
- Continuing with Contractor Licensing and Permit issuing and misc. work required
- Continue Serving Towanda Residents and duties as listed above
- Research and Secretary Duties for Towanda Planning Board
- Continuing with Cemetery Duties of Selling Plots, Research, Questions and Burials
- Animal Control Records
- Continue to follow Code Enforcement
- Continue to improve the efficiency of the PZ Department

Permits

1222 Willow Brook - Roof

116 S 4th - Plumbing Water line Replacement

1307 Willow Brook - Roof

24 Circle – Electric New Service

652 Mills – Electrical Inspection for Service

622 Mechanic – Roof

217 N 8th - Plumbing New Sewer Tap

Inspections Completed

623 Mechanic Roof

652 Mills Electrical

24 Circle Electrical

116 S 4th Plumbing

New Contractors Licensed

C&M Roofing & Remodeling - Bel Aire KS

PD Plumbing - Augusta KS

NTA/Citations Issued/Pending Court: None

PZ Board Meeting: Scheduled for November 2, 2026 @ 7pm

Business Permits-Door to Door: None

Special Event Permit: Rushing Water Car Show

CITY OF TOWANDA

September 2026 SUMMARIZED MAINTENANCE REPORT



WATER

In the month of September your city maintenance staff fixed a main leak over the weekend on 3rd and Mechanic. Upon inspecting the pipe we found 2 more clamps. The city maintenance crew then decided to clamp it due to not being able to shut off the water after killing 8 valves on the south side of town.

- Took coliform samples
- Read meters
- Pinged meters
- HAA5 samples

STREETS

In the month of September your city maintenance staff has been working on street assessments and has completed the assessment part of the project. We plan to take pictures of problem spots to finish our street

assessment. Pulling this information on the streets will help us to prioritize some of the sealing projects and future needs to rejuvenate some of our roads.

- Street assessments
- Filled potholes N 9th
- Patched 8 potholes

SEWERS/ DRAINAGE

The Maintenance crew has had to jet out a few sewers on N 8th street. With lack of rain our culverts are dry and our lift station is stable due to no inflow and infiltration. As we get into the winter months our lagoons will start to slow down breaking down solid waste. When turnover starts to occur we will have to watch for algae blooms that could affect our treatment process. The City Maintenance crew will begin trimming trees out of our lagoon fence and the outflow in order to maintain compliance as winter approaches.

- Degreased the lift station
- Mowed lagoon
- KEIMS report
- Filled in hole in ditch N 9th

FACILITIES/ GENERAL MAINTENANCE

- | | |
|-----------------------------------|---|
| ● Cleaned out lift station | ● Fixed door in City Hall |
| ● Clean shop on Fridays | ● Built water jug holders for mower |
| ● Pushed up burn pile | ● Fixed tractor rake |
| ● Emptied trash cans | ● Spread ash at volleyball pit |
| ● Sprayed weeds | ● Spread ash over ruts |
| ● Tractor mowed | ● Graveled lagoon road |
| ● Fixed community building toilet | ● Organized mower shed |
| ● Built step chalk for trailer | ● Graveled behind mower shed |
| ● Picked up tree on Lyons ave | ● Changed city hall ac filters |
| ● Hooked up loader on tractor | ● Hung cameras at pool |
| ● Unhooked brush hog | ● Removed paver track |
| ● Washed equipment | ● Loaded paver |
| ● Mulched trees at ball park | ● Loaded barricades for Homecoming parade |
| ● Built dump trailer feet | |

EQUIPMENT MAINTENANCE

- Fixed skid steer hydraulic hook up

Towanda Public Library
September 2026 Report

Month	Patrons	Ref	Comp	Fax	B/W	Color	Board	Meetin	FOTL	Clubs	ILL Out	ILL In	Member	Materials	Books	DVDs	Other	Door totals
Jan	171	53	16	0	10	0	11	2	0	5	5	15	0	21	10	11	0	189
Feb	156	84	12	1	8	1	8	0	8	2	16	36	3	17	10	7	0	174
Mar	221	59	7	2	6	0	9	97	10	4	17	22	7	21	21	0	0	341
Apr	156	55	2	0	4	1	5	82	54	4	10	18	4	16	13	1	2	301
May	268	135	12	3	10	0	10	216	12	2	4	13	14	246	244	1	1	508
Jun	284	87	12	0	9	1	9	61	0	4	19	31	8	41	40	0	1	358
Jul	281	89	7	1	7	4	13	80	0	5	15	43	7	16	16	0	0	379
Aug	254	26	5	1	2	0	7	8	0	5	26	23	7	62	56	0	6	274
Sep	135	33	9	3	4	0	9	38	9	8	23	49	1	5	5	0	0	161
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	1926	621	82	11	60	7	81	584	93	39	135	250	51	445	415	20	10	2723

The library numbers continue to remain up! We started our 2 new programs on Monday afternoons in September and have had a good number of people showing up. We have had nearly 300 more people then 2025 at this point in the year, and have more than doubled the total amount of patrons in 2024. Next meeting, our stat sheet will look a little different, as I will have a spot for our programs. We will have some high schoolers by at the beginning of October to volunteer and help clean up with yard and park. The library will be with FOTL at the Trunk-or-Treat on Halloween.

SS4A Updated Agreement

Background/Analysis

In May, the Council authorized entering into an agreement with JEO Consulting to complete a Safe Streets for All (SS4A) planning project to develop a comprehensive Transportation Safety Action Plan focused on safe streets and transportation routes within the City of Towanda. The agreement was finalized and signed June 15, 2026.

JEO and the City completed project in early July, but staffing changes at the City of Towanda shortly thereafter created delays in the City's ability to meet project timelines to establish public engagement strategies. JEO has fulfilled its timelines and obligations, and has agreed to a City-proposed extension of the contract to October 31, 2027. This falls within the authorized federal timelines for project completion by the beginning of 2027.

Financial Impact

None. There is no change to the project scope or cost.

Recommended Motion

Authorize the City Administrator to sign the updated agreement with JEO revising the project timeline for completion of the Safe Streets for All Project



**AMENDMENT TO CLIENT-JEO AGREEMENT
Amendment No. 01**

The Effective Date of this Amendment is: _____

ARTICLE 1 – BACKGROUND DATA

Effective Date of Client-JEO Agreement: June 15, 2026
Client: City of Towanda, Kansas
JEO: JEO Consulting Group, Inc.
Project: Towanda SS4A Safety Action Plan
JEO Project Number: 241193.00

ARTICLE 2 – NATURE OF AMENDMENT

X Modifications to time(s) for rendering services

ARTICLE 3 – DESCRIPTION OF MODIFICATIONS

This amendment shall change the due date of the final report to October 30, 2027.

ARTICLE 4 – AGREEMENT SUMMARY

Original agreement amount:	\$	175,000.00
Net change for prior amendments:	\$	00.00
This amendment amount:	\$	<u>00.00</u>
Adjusted Agreement amount:	\$	175,000.00

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit B.

Client and JEO hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

City of Towanda, Kansas

JEO Consulting Group, Inc.

Sasha Haehn

By: _____

By: Sasha Haehn

Title: _____

Title: Project Manager

Date Signed: _____

Date Signed: 9/30/26

309 Main Demo Plan Proposal

Background/Analysis

The Council has requested that staff and JEO Consulting bring a pricing proposal to develop demolition plans for the structure at 309 Main in the event that the structure is not able to be made and maintained as a safe and stable structure or if renovations are not completed as proposed.

JEO serves as the City's engineer and would coordinate the plan development with CPP Structural, whose proposal includes developing demolition drawings, structural calculation report, and one site visit.

Financial Impact

The proposed price for demo plans is \$3,000 to CPP, as well as \$1,000 to JEO for coordination, review of the demo plans, and engagement with field RFIs. The total cost of \$4,000 would be paid out of the City's General Fund.

Additional construction inspections of the demo work would require extra fees.

Recommended Motion

Approve the proposal for JEO to work with CPP Structural to develop Demolition Plans for 309 Main Street for a total cost of \$4,000.



Client: Sarah Gooding, City of Towanda KS

Project: 309 Main St Towanda Demolition Plans

Date: 10/9/2026

Client Email Address:

Pricing Proposal

Dear Sarah

Thank you for your interest in CPP Structural. I am pleased to present this pricing proposal for your project. Please review the details of this proposal, including the scope of work and exclusions, and let me know if there are any questions regarding the deliverables expected from CPP Structural. I look forward to collaborating with you soon.

Pricing

The total structural design fees for the scope of work listed in this proposal is \$3000. This is inclusive of any tax or other fees. Invoices will be sent for each milestone payment to the address listed above and must be paid in full before I can move on to future project phases. See below for a breakdown of required deposits and milestone payments.

Fee Schedule:

Deposit:	\$500 - Due at signed contract
Remainder:	\$2500 - Due at completion of the deliverables

Scope of Work

Project Description: The existing facility is an approximately 4300 sf commercial building, with additional commercial space on each side. The existing structure is partially collapsed. The building is proposed to be demolished while preserving the neighboring structure.

Structural Design Overview: The existing structure is built with conventional wood framing including wood roof trusses, masonry bearing walls, and conventional strip footings.

The above existing structural system observation is made based on site photos provided by JEO. The existing structural system may vary from the overview above based on framing hidden by finish materials or occupant belongings.

Structural Design Deliverables:

- Demolition drawings pertaining to the roof framing, roof beams, and bearing walls
- Structural Calculation Report as required by the Authority Having Jurisdiction

Additional Scope of Services:

- 1 site visit, to be coordinated and scheduled with the JEO Consulting or the general contractor

Exclusions

CPP Structural is not responsible for a comprehensive analysis or inspection of the existing structure.

CPP Structural is not responsible for the design of:

- Grading, earthwork, paving, drainage, site plans, or geotechnical engineering services
- Structural design for adjacent buildings other than what is necessary for safe demolition of the proposed structure
- Project cost estimations
- Architectural design of the home/building
- Architecturally exposed steel
- Concrete finishes
- Fastening other than as specified in the contract documents for rough framing

Please note that this is not a contract, agreement, or authorization to proceed with the project. This proposal is meant to outline the project fees, scope, and exclusions. I will send a Professional Services Agreement once the project fees, scope, and exclusions are agreed. I am not able to proceed with the project until the Professional Services Agreement is signed.

Agreement for Consultation Services City of Towanda and Guv Guy Consulting, LLC.



This Agreement for Consultation Services is entered into By and Between Guv Guy Consulting, LLC an Independent Contractor, and The City of Towanda, Kansas effective on this ____ Day of _____, 2026.

Based on Consultant's experience, reputation, and expertise with public entities, the City of Towanda, hereinafter "Client / City" retains Guv Guy Consulting, LLC., hereinafter "Consultant", to conduct an Organizational Assessment for the City of Towanda.

1) Scope of Services. Parties agree that Guv Guy Consulting, LLC, and specifically Ty Lasher, may function as a Corporate Representative of the City during this process and will perform the following services:

- Conduct an assessment of staffing, performance, and organizational culture. Make recommendations to the Governing Body related to possible changes, policies, and responsibilities. Provide advice to the Mayor and City Council on administration, management, and municipal best practices important to the City.

2) Payment for Services. For Services performed, Client shall pay Consultant as follows:

- Hourly rate of \$175.00 with a not to exceed amount of \$2,800.00.
- Additional hours will be at the request of the Client if needed.
- Travel expenses shall be billed separately. Mileage shall be at the federal rate.
- Consultant shall submit monthly invoices containing consulting hours and other expenses. Client shall submit payment within 30 days of receipt of invoice.

3) Documents. All documents, reports and presentation materials prepared by the Consultant are property of the Client and Consultant.

4) Termination. This agreement shall automatically terminate six months from the effective date unless renewed by written agreement of the parties. Services may be terminated at any time by Client or Consultant with ten (10) days' written notice. If so terminated, Client shall pay Consultant all amounts due for all

services properly rendered and expenses incurred to the date of receipt of notice of termination.

- 5) **Supplemental Agreements.** Changes to the Scope of Services may be made after the execution of this Agreement and shall be in a written Supplemental Agreement signed by Consultant and Client.
- 6) **Dispute Resolution.** The Consultant and Client will endeavor to resolve claims, disputes and other matters of issue arising out of this Agreement, through a meeting and confer session by representatives who have the ability to resolve the claim. The meeting will take place within thirty (30) days after the request by either party, unless the parties agree mutually otherwise. Prior to the meeting, the parties will exchange relevant information that will assist in resolving the claim.

If the parties resolve the claim, they will prepare appropriate documentation memorializing their resolution.

If the parties are unable to resolve the claim, the Consultant and Client agree to submit the claim to mediation. The mediation will be held in Wichita; Kansas and the parties will share in the mediation fees.

Indemnity.

- a) The Client shall bear the full cost of any fidelity or other bonds to the extent necessary or otherwise required of the Agent under any law or ordinance.
- b) To the extent required by law, the Client shall defend, save harmless and indemnify the Agent against any obligation to pay money or perform or not perform action, including without limitation, any and all losses, damages, judgments, interests, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including attorney fees, and other liabilities arising from, related to, or connected with any tort, professional liability claim or demand or threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitratative or investigative, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the Agents duties as a Corporate Representative resulting from the exercise of judgment or discretion in connection with the performance of professional or consultation duties or responsibilities. The Agent may request and the City shall not

GUV GUY CONSULTING

reasonably refuse to provide independent legal representation at the City's expense. Legal representation for such actions, provided by the City on behalf of the Agent, shall extend until a final determination of the legal action including any appeals brought by either party.

- 7) **Assignment.** Consultant nor Client will assign any rights, duties or interests accruing from this Agreement without written consent from the other party. This agreement will be binding upon the Client and Consultant, their successors and assigns.
- 8) **Entirety of Agreement.** This agreement represents the entire and integrated agreement between Client and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may only be amended by writing and signed by both Client and Consultant.
- 9) **Deadline for Acceptance.** This agreement shall expire if Client has not accepted the agreement by signing and delivering a fully executed copy to Consultant on or before October 30, 2026.

Mayor Mike Hayes
City of Towanda, Kansas

Date: _____

Ty Lasher
Guv Guy Consulting

Date: _____