

1914

THE PICNIC.

The Labor Day, K of P Picnic in Cupps grove, drew a large crowd and proved to be one of the pleasant occasions to be stored away in the memory of those participating. The program had variety enough to make it interesting all the way through, and consisted of Band music, Piano music, Vocal music, Reading, and speech making. Fraternity was the theme, and watchword of all the speakers which included such eminent men as Mr Barnes, W A Ayers of Wichita; Ezra Braine, of Newton, and B K Leydig of Eldorado, though all three political parties were represented.



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

Regular Council Meeting June 11th, 2025
7 pm at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

City Council Regular Meeting Agenda

Wednesday, June 11th, 2025, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

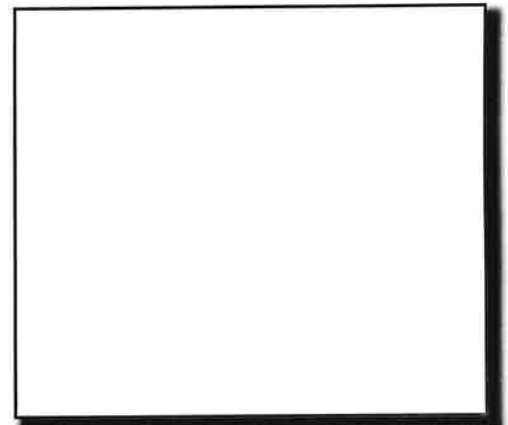
Regular Council Meeting

1. CALL TO ORDER

2. ROLL CALL

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

- **Minutes of May 14th, 2025 Council Meeting**
- **TREASURER’S INFORMATION REPORTS MAY 2025**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - iv. Water Loss Report
- **Claims**
 - i. Claims Reports
 - 1. Appropriations Ordinance 5-2025
- **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff Office Report
 - ii. Court Clerk’s Report
 - iii. Planning and Zoning
 - iv. Code Compliance Report
 - 1. Examples to come in Council Meeting
 - v. Towanda Maintenance Department
 - vi. Towanda Public Library Report



4. PRESENTATIONS AND GUEST SPEAKERS

- i. Christina Henson, CPA, Loyd Group, LLC – Presentation of Towanda’s 2024 Financial Audit.

5. OLD BUSINESS

- **Update:** KDHE and the Next Steps for the Gas Station Lot
- **Update:** Water System Design Proposals
 - i. **Discussion:** Sales Tax Initiative
- **Update:** Main Street Building Demolition
 - i. Demolition Hearing set for July
- **Discussion:** 2026 Budget – Closer to Final
- **Discussion:** Safe Streets for All Grant

6. NEW BUSINESS

- Appointment of New Library Board Member

Council Packet

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

- Water Rate Discussion
- Butler Fire District #11 Fire Truck Sub Lease Agreement
- **Discussion:** Creating a New Capital Improvement Plan (CIP)

7. OTHER NEW BUSINESS

-

8. PUBLIC COMMENT TIME

9. EXECUTIVE SESSION

- None Scheduled

10. Adjourn

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

INTRODUCTION

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

SUBMISSION OF WRITTEN INFORMATION

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

FORMS OF COMMUNICATION OR EXPRESSION NOT ALLOWED IN THE MEETING ROOM

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

Before, during, or after the meeting:

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

(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) Booming, jeering, taunting, ridiculing, mocking or otherwise expressing disagreement with a speaker recognized by the mayor;

(5) Inaudibly mouthing or gesturing messages deemed to be distracting to other persons in the meeting room;

(6) Making available or distributing written materials to those in attendance.

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

AGENDA ITEMS

CONSENT AGENDA

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

PRESENTATIONS AND GUEST SPEAKERS

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

PUBLIC HEARINGS AND REGULAR AGENDA ITEMS

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

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

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

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

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

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

PUBLIC COMMENT TIME

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

After the Mayor announces the Public Comment Time:

- Any citizen wishing to address the City Council should, in turn, approach the podium to be recognized by the Mayor.
- There are no residency requirements.
- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the City Council for no longer than the allowed time period which is typically three (3) minutes but may be altered and announced by the Mayor based upon the number of persons expected to speak during the Public Comment Time.
- 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.

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

- The City Council is not expected to take immediate action in response to the presentation.
- At the discretion of the City Council, subjects introduced under Public Comment Time may be referred to City staff for follow-up or may become an agenda item for a future meeting.
- A speaker should not expect to engage in two-way dialogue with the City Council.
- A speaker should provide his or her comments for Council consideration at their discretion.
 - Comments or questions will be directed **only** to the City Council.
- Debate or arguments between parties in the audience is not allowed.
- Comments on personnel matters and matters pending in court are not permitted.

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

EXECUTIVE SESSION

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

AGENDA INFORMATION

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

OTHER ITEMS

STUDY/WORKSHOP SESSION

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

SPECIAL LIMITED PUBLIC FORUM

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

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

(a) conducting public discussion and

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

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

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

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

Consent
Agenda
Items

06.11.2025



The City of Towanda

City Council Meeting Minutes
Towanda City Hall – 110 S 3rd St.
Wednesday, May 14, 2025, 7:00 PM

Governing Body

Present Not Present

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mayor – Jennifer Shaults
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council President – Mike Hayes
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Jennifer Watkins
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – TC Pyle
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Chris Hunt
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Kit Williams

Staff

Present Not Present

<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Administrator – Andy Newbrey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Attorney – Rob Lane @ 7:37 pm
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Planning/Zoning Administrator -Lisa Long
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Court Administrator – Emelia Toney
<input type="checkbox"/>	<input type="checkbox"/>	

REGULAR COUNCIL MEETING:

1 Call To Order

- 7:01 p.m. by Jennifer Shaults

2 Roll Call

3 Consent Agenda

- Minutes of the April 9, 2025 Council Meeting
- Treasure’s Information Reports April 2025
 - Statement of Activities
 - Fund Balance Report
 - Budget Execution Report
 - Water Loss Report
- Claims
 - Claims Report
 - 1. Appropriations Ordinance 4-2025
- Staff/Development Information Reports
 - Sheriff Office Report
 - Court Clerk’s Report
 - Planning and Zoning
 - Code Compliance Report
 - Towanda Maintenance Department
 - Towanda Public Library Report
- *Motion by Mike Hayes to approve the consent agenda from April 9, 2025, in its entirety with the stipulation to the city treasurer to authenticate the financial statement. Second by Kit Williams. Motion carried (5-0).*

4 Presentation and Guest Speakers

- None

5 Old Business

- **Update: Water System Design Proposals**
 - **Discussion: Sales Tax Initiative** - The discussion primarily focused on the rough draft of the water line replacement plan created by JEO Consultants. More information to come.
- **Update: Main Street Building Demolition:**
 - The Demolition Hearing is set for the July council Meeting. The Zoning Administrator asked for approval of the Resolution setting the Hearing. City Engineer JEO is still working with the property owner/contractor to obtain plans for reconstruction.
Motion by Chris Hunt to approve Resolution 2025-03 as written. Second by Kit Williams. Motion carried (5-0).
- **Discussion: 2026 Budget:**

Andy – One suggestion was to eliminate food purchased for meetings. Workshops to discuss the 2026 Budget are set for May 28, 2025 and June 4, 2025 @ 6:30 p.m.
- **Fire Truck Transfer:**

The understanding was that Vintage Bank would allow Fire District #11 to assume the lease of the new fire truck. The legal documents will be finalized soon.

6 New Business

- **CMB License Approval**

All requirements have been met by the owner of the Thunderbird Grill in Towanda for approval of the Cereal Malt Beverage License.
Motion by Mike Hays to approve to approval the CMB License. Second by Jen Watkins. Motion carried (5-0).
- **Fireworks Resolution Update**

The State of Kansas has revised the Statute covering the sale and use of fireworks. A resolution was presented to adopt those changes with the City's modifications.
Motion by Chris Hunt to approve the Firework Resolution 2025-04 as written. Second by Jen Watkins. Motion carried (5-0).
- **Jetter Lease Agreement Resolution**

Emprise Bank requests that the City adopt a Lease Agreement Resolution that they have created. This is standard practice for these forms of leases.
Motion by Chris Hunt to approve the Jetter Lease Agreement Resolution 2025-05 as written. Second by TC Pyle. Motion carried (5-0).
- **Kansas Gas Franchise Ordinance**

It is time to renew the City's Franchise Ordinance for Kansas Gas. The current ordinance was created in 2006.

Motion by Chris Hunt to approve the Kansas Gas Franchise Ordinance 723 as written. Second by Kit Williams. Motion carried (5-0).

- **Library Board Member Appointment**

The Council moved to approve Linda Pyle's appointment to the Towanda Public Library Board

Motion by Mike Hays to approve Linda Pyle's appointment as a Library Board Member. Second by Chris Hunt. Motion carried (5-0).

- **Annual Cash Basis Resolution**

Every year, the City adopts a resolution to operate under a cash basis accounting system and waive the GAAP requirements of K.S.A. 75- 1120a (a).

Motion by TC Pyle to approve the Annual Case Basis Resolution 2025-06 as written. Second by Mike Hayes. Motion carried (5-0).

- **Water Rate Resolution**

Motion by TC Pyle to approve Resolution 2025-07 as written. Second by Mike Hayes. Motion carried (5-0).

- **Utility Billing Rates for Mobile Home Parks Resolution**

No action taken

- **Street Condition Survey**

Discussion – Andy presented a summary of the condition of Towanda's streets. This was compiled by the City's maintenance staff. More discussion to come.

7 Other New Business

- **Community Building Fees and Policies Ordinance**

City staff recommended to the Council that an ordinance be established to set fees and regulations for the Wilbur Weins Community Building. The proposed rental rates are \$100 per day and \$150 for two days for residents, and \$200 per day and \$300 for two days for nonresidents.

Motion by Chris Hunt to approve the Community Building Fees and Policies Ordinance 724 as written. Second by TC Pyle. Motion carried (5-0).

- **254 and River Valley Road:** Andy reported meeting with Davis Seitz from KDOT and other engineers from JEO to discuss a KDOT finding program. This program will provide funding of up to \$2 million, but the City will be responsible for covering the costs of design and permitting. The Council's consensus was that this is not a viable option. We should discuss additional funding options through the County.

- There was also a discussion about using some of the Sales Tax revenue to fund street repairs.

8 Public Comment Time

- Roberto Baeza (a contractor hired by Mr. Perry Jones to rebuild his building at 309 Main): Wants to let the council know that he has a plan scheduled to get the issue into compliance and apologizes that it was not done earlier.
- Mr. Jones (Towanda property owner): The gas pressure test for 319 E Main was rejected. Mr. Jones asked why it did not pass. Will be discussed further with Lisa and Andy during City Hall office hours.
- Kurt Reeves (Towanda resident): Discussed the progress on building repairs, the creation of a Chamber of Commerce, and increasing the number of parking spots downtown.

Andy's Update on Gas Station: KDHE finally approved the remediation project. The contractors will be moving the land dirt to the Southeast corner of the Lagoon Property. KDHE is also giving the city \$6,000 to use that property.

9 Adjourn

- *Motion by TC Pyle to adjourn at 8:28 p.m. Seconded by Mike Hayes. Motion carried (5-0).*

Andrew Newbrey
City Administrator

Approved the 11th day of June, 2025 by the City Council, City of Towanda, Kansas.

**City of Towanda, KS
Statement of Activities**

May 2025

	May 25
100I · GENERAL FUND INCOME	
1004140 · Franchise Fees	11,885.35
1004150 · Sales Tax Income	14,543.45
1004327 · Pool Admissions / Passes	2,093.00
1004328 · Sales Tax Collected To Send On	103.58
1004413 · Business / Contractor Licenses	50.00
1004421 · Building / Remodeling Permit	5,093.75
1004501 · Court Fines	288.11
1004610 · Interest Revenue	2,077.84
1004690 · Misc. Revenues	17.21
1004692 · Returned Check Fee	25.00
1004693 · Colletions Fee	8.93
1004694 · EMC Dividend Income	5,667.00
1004695 · Donations for Banners	-105.00
1005254 · Newsletter Income	50.00
Total 100I · GENERAL FUND INCOME	41,798.22

100X · GENERAL FUND EXPENSES

12 · ADMINISTRATION EXPENSES

12-Administration/Finance

00 · Non Departmental

00-5118 · Sales Tax Sent On to State 7.44

Total 00 · Non Departmental 7.44

12-5215 · Food For Meetings 56.19

12-5222 · Intergovernment / Permit Fees 224.28

12-5254 · Printing / Publications 40.70

12-5255 · Postage & Shipping Charges 250.00

12-5314 · Office Supplies 85.98

12-5400 · IT & Website Expenses

12-5401 · QuickBooks Software 384.00

12-5403 · MS Office 139.74

12-5404 · Tockify - Community Calendar 8.00

12-5405 · Adobe - Licenced Images 29.99

12-5406 · Mail Chimp Email Service 33.00

12-5415 · IT Service Work 525.00

Total 12-5400 · IT & Website Expenses 1,119.73

Total 12-Administration/Finance 1,784.32

12-5100 · Staff Expense Administration

12-5110 · Salaries 23,203.70

12-5140 · PR Tax Expense City Share 1,769.06

12-5150 · KPERS City Share 2,336.83

12-5160 · Health Ins. - City Share 5,151.81

12-5161 · Adj - Payroll Liab. Differences -3,459.49

City of Towanda, KS Statement of Activities

May 2025

	May 25
Total 12-5100 · Staff Expense Administration	29,001.91
12-5251 · Utilities	
12-5261 · Utilities Reimbursed By BUFD#11	196.90
12-5251 · Utilities - Other	1,708.46
Total 12-5251 · Utilities	1,905.36
12-5253 · Insurance	
12-5260 · Insuranc C Hall & Fire Sta Bldg	535.61
12-5253 · Insurance - Other	331.71
Total 12-5253 · Insurance	867.32
12-5650 · Interfund Operate / TR Out	
12 - Transfer to Capital Improv	750.00
12 - Transfer to Community Bldg	833.33
12 - Transfer to Equipment Res	833.34
12 - Transfer to Sewer Reserve	0.00
12 - Transfer to Water Reserve	416.67
12 -Transfer to Street Reserve	625.00
Total 12-5650 · Interfund Operate / TR Out	3,458.34
Total 12 · ADMINISTRATION EXPENSES	37,017.25
13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	81.53
Total 13-Court General Expenses	81.53
13-5100 · Staff Expense Court	
13-5110 · Salaries	706.80
13-5140 · PR Tax Expense City Share	54.78
13-5150 · KPERS City Share	0.00
13-5160 · Health Ins. - City Share	0.00
Total 13-5100 · Staff Expense Court	761.58
Total 13 · COURT	843.11
14 · LEGAL	
14-5110 · Salaries / Permanent	1,200.00
Total 14 · LEGAL	1,200.00
15 · PLANNING & ZONING	
15-5222 · Intergovernment / Permit Fees	25.00
15-5252 · Communications	59.71
15-5254 · Printing / Publications	33.00
Total 15 · PLANNING & ZONING	117.71
21 · PARKS and GROUNDSKEEPING	
21-5251 · Utilities	28.55
21-5253 · Insurance	107.28
21-5420 · PORTA POTS	143.75
21-5550 · Groundkeeping	
21-5551 · Greenhouse Supplies & Parts	29.97

**City of Towanda, KS
Statement of Activities**

May 2025

	<u>May 25</u>
21-5553 · Grass Seed, Plants & Supplies	766.47
21-5554 · Mowing	
21-5555 · Mower Gas & Oil	68.64
21-5556 · Mower Repairs & Maint	13.99
Total 21-5554 · Mowing	<u>82.63</u>
Total 21-5550 · Groundkeeping	<u>879.07</u>
Total 21 · PARKS and GROUNDSKEEPING	<u>1,158.65</u>
22 · POOL	
22-Pool General Expenses	
22-5242 · Building / Facilities R&M	354.92
22-5244 · Other Repair / Maintenance	1,810.93
22-5253 · Insurance	355.31
22-5312 · Chemicals	2,095.00
22-5315 · Operating Supplies	674.21
22-5319 · Misc. Supplies	189.77
Total 22-Pool General Expenses	<u>5,480.14</u>
22-5100 · Staff Expense Pool	
22-5110 · Salaries	1,726.75
22-5140 · PR Tax Expense City Share	133.82
Total 22-5100 · Staff Expense Pool	<u>1,860.57</u>
Total 22 · POOL	<u>7,340.71</u>
24 · LIBRARY-BILLING	
24-5244 · Other Repair / Maintenance	120.00
24-5251 · Utilities	149.89
24-5253 · Insurance	364.37
Total 24 · LIBRARY-BILLING	<u>634.26</u>
25 · SENIOR CENTER	
25-5251 · Utilities	91.81
25-5253 · Insurance	317.19
Total 25 · SENIOR CENTER	<u>409.00</u>
26 · MUSEUM .	
26-5253 · Insurance	914.71
Total 26 · MUSEUM	<u>914.71</u>
27 · City Gas Station Property	
27-5000 · Property Taxes	1,803.51
Total 27 · City Gas Station Property	<u>1,803.51</u>
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5251 · Utilities	51.02
31-5253 · Insurance	370.25
Total 31-Police Genral Expenditures	<u>421.27</u>
31-5243 · Contractural Services	9,908.90
Total 31 · SHERIFF DEPARTMENT CONTRACT	<u>10,330.17</u>

**City of Towanda, KS
Statement of Activities**

May 2025

	May 25
34 · ANIMAL CONTROL	
34-5253 · Insurance	12.74
Total 34 · ANIMAL CONTROL	12.74
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5200 · Non-Material Expenditures	50.00
50-5241 · Vehicle / Mobile Equipment R/M	10.00
50-5242 · Building / Facilities R&M	41.98
50-5251 · Utilities	163.92
50-5253 · Insurance	846.45
50-5311 · Gasoline / Fuel / Lubricants	575.89
50-5315 · Operating / Shop Supplies	152.84
50-5319 · Misc. Supplies	530.88
50-5320 · City Signs and Banners	27.04
50-5321 · Maintenance Uniforms	334.98
50-5322 · Personal Protective Equip	41.96
50-5325 · Tools	64.93
50-5331 · Vehicle / Mobile Parts-Supplies	106.06
Total 50-Public Works General	2,946.93
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	4,548.54
50-5140 · PR Tax Expense City Share	350.33
50-5150 · KPERS City Share	354.24
50-5160 · Health Ins. - City Share	956.66
Total 50-5100 · Staff Expense Public Works	6,209.77
Total 50 · PUBLIC WORKS SHOP	9,156.70
Total 100X · GENERAL FUND EXPENSES	70,938.52

**City of Towanda, KS
Statement of Activities**

May 2025

May 25

240I · EQUIPMENT RESERVE INCOME	
2404750 · Interfund Operating TR In	833.34
Total 240I · EQUIPMENT RESERVE INCOME	833.34

250I · STREETS INCOME	
2504690 · Misc. Revenues	4.07
Total 250I · STREETS INCOME	4.07
250X · STREETS OM FUND EXPENSE	
2505100 · Staff Expense Streets	
2505110 · Salaries	1,399.55
2505140 · PR Tax Expense City Share	107.79
2505150 · KPERs City Share	109.00
2505160 · Health Ins. - City Share	294.36
Total 2505100 · Staff Expense Streets	1,910.70
2505244 · Other Repair / Maintenance	-17,635.50
2505253 · Insurance (WC)	22.96
2505254 · Printing / Publications	33.00
2505310 · Fuel for Township-Exch for Rock	220.05
2505315 · Operating Supplies	239.13
2505331 · Vehicle / Mobile Parts-Supplies	129.95
Total 250X · STREETS OM FUND EXPENSE	-15,079.71

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	23.96
2514750 · Interfund Operate Trans. In	625.00
Total 251I · STREET RESERVE INCOME	648.96

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	400.00
2604750 · Interfund Operating Tr. In	833.33
Total 260I · COMMUNITY CENTER INCOME	1,233.33
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	500.00
2605244 · Other Repair / Maintenance	627.48
2605251 · Utilities	84.52
2605253 · Insurance	666.07
Total 260X · COMMUNITY CENTER EXPENSE	1,878.07

City of Towanda, KS
Statement of Activities

May 2025

May 25

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

610I · Water Meter Replacement Fund	
6104100 · Water Meter Replacement Income	1,800.00
Total 610I · Water Meter Replacement Fund	1,800.00

611I · WATER INCOME	
6114350 · Water Revenue	27,299.49
6114351 · Water Bulk Sales	40.84
6114355 · Late Payment Charge	424.36
6114358 · Water Protection Fee	74.23
Total 611I · WATER INCOME	27,838.92
611X · WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	3,498.88
6115140 · PR Tax Expense City Share	269.48
6115150 · KPERS City Share	272.49
6115160 · Health Ins. - City Share	735.89
Total 6115100 · Staff Expense Water	4,776.74
6115212 · Transportation / Mileage	54.88
6115222 · Intergovernment / Permit Fees	51.33
6115251 · Utilities	27.27
6115254 · Printing / Publications	33.01
6115255 · Shipping Charges	250.00
6115315 · Operating Supplies	43.96
6115334 · Materials / Supplies Stock	13.60
6115341 · Water For Resale	21,045.92
6115420 · Contractual Services	458.52
Total 611X · WATER FUND EXPENSE	26,755.23

612I · WATER RESERVE INCOME	
6124750 · Interfund Operating Trans. In	416.67
Total 612I · WATER RESERVE INCOME	416.67

City of Towanda, KS
Statement of Activities

May 2025

May 25

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	2,305.77
Total 613I · WATER TOWER INCOME	2,305.77
613X · WATER TOWER EXPENSE	
6135253 · Insurance	420.29
Total 613X · WATER TOWER EXPENSE	420.29

621I · SEWER INCOME	
6214350 · Sewer Revenue	12,132.79
6214355 · Late Payment Charge	303.66
Total 621I · SEWER INCOME	12,436.45
621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	8,047.41
6215140 · PR Tax Expense City Share	619.81
6215150 · KPERs City Share	626.73
6215160 · Health Ins. - City Share	1,692.55
Total 6215100 · Staff Expense Sewer	10,986.50
6215200 · Non-Material Expenditures	36.11
6215222 · Intergovernment / Permit Fees	51.34
6215226 · Testing Services	485.50
6215241 · Vehicle / Mobile Equip. R&M	976.23
6215251 · Utilities	205.53
6215253 · Insurance	114.44
6215254 · Printing / Publications	33.01
6215255 · Shipping Charges	250.00
6215334 · Materials / Supplies Stock	13.60
6215542 · LOAN JETTER SEWER EQUIP EMPRISE	959.64
Total 621X · SEWER FUND EXPENSE	14,111.90

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues / SL Fees	7,475.55
6224750 · Interfund Operating Trans In	0.00
Total 622I · SEWER RESERVE INCOME	7,475.55

City of Towanda, KS
Statement of Activities
May 2025

May 25

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	12,636.69
6304355 · Late Payment Charge	192.31
Total 630I · TRASH REVENUE	12,829.00
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	10,986.69
6305254 · Printing / Publications	283.00
Total 630X · TRASH FUND EXPENSE	11,269.69

720I · CEMETERY INCOME	
7204687 · Deed Fees	90.00
7204689 · Cemetery Plot Income	4,000.00
Total 720I · CEMETERY INCOME	4,090.00

City of Towanda, KS
Fund Balance Report
 As of May 31, 2025

	May 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Vintage Bank	
100B · General Fund	450.00
100PC · Change Fund	91,828.99
100B · General Fund - Other	91,828.99
Total 100B · General Fund	92,278.99
200B · Mayor/Council Fund	3,300.00
220B · Fire Rescue Fund	1,252.95
240B · Equipment Reserve Fund	23,388.93
250B · Streets O/M Fund	38,452.08
251B · Street Reserve Fund	201,361.99
260B · Community Center Fund	37,116.89
310B · Bond Fund	58,230.95
410B · Capital Improvemnet Fund	67,553.81
610B · Water Meter Replacement Fund	7,218.00
611B · Water O/M Fund	972.28
612B · Water Reserve Fund	14,930.31
613B · Tower Fund	86,014.13
621B · Sewer O/M Fund	18,613.09
622B · Sewer Reserve Fund	161,348.60
630B · Trash and Refuse Fund	38,813.85
720B · Cemetery Fund	4,090.00
1000 · Vintage Bank - Other	2,077.84
Total 1000 · Vintage Bank	857,014.69
Total Checking/Savings	857,014.69
Total Current Assets	857,014.69
TOTAL ASSETS	857,014.69
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	1,321,506.52
32000 · Retained Earnings	-407,299.10
Net Income	-57,192.73
Total Equity	857,014.69
TOTAL LIABILITIES & EQUITY	857,014.69

Budget Execution Report 2025

Date Saturday, May 31, 2025

% of year

41%

Fund		Budget	YTD	% Used	Remaining
General	100	\$901,600.00	\$354,305.20	39%	\$547,294.80
Streets	250	\$47,393.00	(\$4,170.17)	-9%	\$51,563.17
Fire	220	\$55,419.49	\$55,419.49	100%	\$0.00
Comm Cntr	260	\$36,604.00	\$9,286.67	25%	\$27,317.33
Water	611	\$435,890.00	\$140,639.54	32%	\$295,250.46
Sewer	621	\$201,745.00	\$74,429.97	37%	\$127,315.03
Trash	630	\$193,811.00	\$58,516.90	30%	\$135,294.10
Cemetery	720	\$10,000.00	\$3,460.00	35%	\$6,540.00
Loan Pmt	310	\$16,739.00	\$168.42	1%	\$16,570.58
Library	210	\$57,190.00	\$31,141.79	54%	\$26,048.21
		\$1,956,391.49	\$723,197.81		

**City of Towanda
Water Consumption Totals (Gallons)
2025**

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

Usage Month Billed Month	Dec		Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sep		Oct		Nov		Total		
	Jan	Dec	Feb	Jan	Mar	Feb	Apr	Mar	May	Apr	Jun	May	Jul	Jun	Aug	Jul	Sep	Aug	Oct	Sep	Nov	Oct	Dec	Nov	Dec	Total	
RWD #5 (Account #1310)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 (Account #1309)	3,949,400	3,973,100	3,912,900	3,912,900	3,886,600	3,912,900	3,886,600	3,886,600	3,636,900	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	23,178,200
RWD #5 (Account #1297)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RWD #5 Total	3,949,400	3,973,100	3,912,900	3,912,900	3,886,600	3,912,900	3,886,600	3,886,600	3,636,900	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	3,819,300	23,178,200
Jayhawk Billed	2,381,000	2,307,000	2,627,000	2,627,000	2,313,000	2,627,000	2,313,000	2,313,000	2,518,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	14,531,000
Bulk Water Billed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Known Water Loss	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Billed	2,381,000	2,307,000	2,627,000	2,627,000	2,313,000	2,627,000	2,313,000	2,313,000	2,518,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	2,385,000	14,531,000
Consumption Difference	(1,568,400)	(1,666,100)	(1,285,900)	(1,285,900)	(1,573,600)	(1,285,900)	(1,573,600)	(1,573,600)	(1,118,900)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(1,434,300)	(8,647,200)
Percent Different	40%	42%	33%	33%	40%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	38%	31%	37%

Jayhawk Water \$ Amount
Rural Water 5 Billing Amoi
Total Income from Water

\$29,595.52	\$28,685.72	\$31,943.08	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26	\$29,272.26
\$22,550.38	\$22,684.53	\$22,343.79	\$22,343.79	\$22,194.94	\$22,194.94	\$22,194.94	\$22,194.94	\$22,194.94	\$20,781.63	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47	\$22,927.47
\$7,045.14	\$6,001.19	\$9,599.29	\$7,077.32	\$8,490.63	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99	\$6,463.99

Estimated Cost of Water Loss \$49,289.04

City of Towanda, KS
Claims Report
May 2025

Date	Num	Name	Memo	Debit	Credit	Balance
100X - GENERAL FUND EXPENSES						
12 - ADMINISTRATION EXPENSES						
12-Administration/Finance						
00 - Non Departmental						
00-5118 - Sales Tax Sent On to State						
05/31/2025	EOMLBCLNUP			7.44		7.44
Total 00-5118 - Sales Tax Sent On to State						
Total 00 - Non Departmental						
12-5215 - Food For Meetings						
05/15/2025	40727	ANDREW NEWBREY	For Council Meeting 04/09/2025	56.19		56.19
Total 12-5215 - Food For Meetings						
12-5222 - Intergovernment / Permit Fees						
05/02/2025	40699	TOWANDA POST OFFICE	SERVICE FEE 05/2025	51.33		51.33
05/05/2025	40710	Kansas Secretary of State	10/07/2025 Renewal for 4 years	25.00		76.33
05/12/2025	40721	Bank of America	CAMI NOTARY BOND	147.95		224.28
Total 12-5222 - Intergovernment / Permit Fees						
12-5254 - Printing / Publications						
05/12/2025	ACH	Nexbill Pay	E-BILL FOR 05/2025	7.70		7.70
05/17/2025	40728	CANON FINANCIAL SERVICES	04/30/2025	33.00		40.70
Total 12-5254 - Printing / Publications						
12-5255 - Postage & Shipping Charges						
05/04/2025	40703	TOWANDA POST OFFICE	Towanda Water Bill Mailing	250.00		250.00
Total 12-5255 - Postage & Shipping Charges						
12-5314 - Office Supplies						
05/12/2025	40721	Bank of America	INK FOR ANDY'S PRINTER	85.98		85.98
Total 12-5314 - Office Supplies						
12-5400 - IT & Website Expenses						
12-5401 - QuickBooks Software						
05/12/2025	40721	Bank of America	QUICKBOOKS	384.00		384.00
Total 12-5401 - QuickBooks Software						
12-5403 - MS Office						
05/12/2025	40721	Bank of America	MICROSOFT OFFICE	139.74		139.74
Total 12-5403 - MS Office						
12-5404 - Tockify - Community Calendar						
05/12/2025	40721	Bank of America	TOCKIFY	8.00		8.00
Total 12-5404 - Tockify - Community Calendar						
12-5405 - Adobe - Licenced Images						
05/12/2025	40721	Bank of America	ADOBE	29.99		29.99
Total 12-5405 - Adobe - Licenced Images						
12-5406 - Mail Chimp Email Service						
Total 12-5406 - Mail Chimp Email Service						

City of Towanda, KS
Claims Report
May 2025

5:26 AM
06/06/25
Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
05/12/2025	40721	Bank of America	MAILCHIMP	33.00		33.00
				33.00	0.00	33.00
Total 12-5406 - Mail Chimp Email Service						
12-5415 - IT Service Work						
05/21/2025	40740	IT HALOS, LLC	05/30/2025	525.00		525.00
Total 12-5415 - IT Service Work						
Total 12-5400 - IT & Website Expenses						
Total 12-Administration/Finance						
12-5100 - Staff Expense Administration						
12-5110 - Salaries						
05/31/2025	EOMPRADJ			23,203.70		23,203.70
Total 12-5110 - Salaries						
12-5140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			1,769.06		1,769.06
Total 12-5140 - PR Tax Expense City Share						
12-5150 - KPERS City Share						
05/31/2025	EOMPRADJ			2,336.83		2,336.83
Total 12-5150 - KPERS City Share						
12-5160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			5,151.81		5,151.81
Total 12-5160 - Health Ins. - City Share						
12-5161 - Adj - Payroll Liab. Differences						
05/31/2025	EOMLBCLNUP			0.00	3,459.49	-3,459.49
Total 12-5161 - Adj - Payroll Liab. Differences						
Total 12-5100 - Staff Expense Administration						
12-5251 - Utilities						
12-5261 - Utilities Reimbursed By BUFD#11						
05/02/2025	40696	ACCENTLOGIC	TELEPHONE BILL	34.74		34.74
05/07/2025	40716	COX	COX UTILITY MAY 2025	44.91		79.65
05/12/2025	40722	VERIZON WIRELESS	VERIZON UTILITY	41.52		121.17
05/28/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	75.73		196.90
Total 12-5261 - Utilities Reimbursed By BUFD#11						
12-5251 - Utilities - Other						
05/02/2025	40696	ACCENTLOGIC	TELEPHONE BILL	138.96		138.96
05/05/2025	40708	EVERGY	STREET LIGHTS	1,454.07		1,593.03
05/07/2025	40716	COX	COX UTILITY MAY 2025	27.52		1,620.55
05/12/2025	40722	VERIZON WIRELESS	VERIZON UTILITY	41.52		1,662.07
05/28/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	46.39		1,708.46
Total 12-5251 - Utilities - Other						
Total 12-5251 - Utilities						
12-5260 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	535.61		535.61
Total 12-5260 - Insurance C Hall & Fire Sta Bldg						
Total 12-5260 - Insurance C Hall & Fire Sta Bldg						

City of Towanda, KS
Claims Report
 May 2025

5:26 AM
 06/06/25
 Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
12-5253 - Insurance - Other						
05/12/2025	40723	EMC INSURANCE	2025	331.71		331.71
Total 12-5253 - Insurance - Other				331.71	0.00	331.71
Total 12-5253 - Insurance				867.32	0.00	867.32
12-5650 - Interfund Operate / TR Out						
12 - Transfer to Capital Improv						
05/31/2025	MonthlyTFR			750.00		750.00
Total 12 - Transfer to Capital Improv				750.00	0.00	750.00
12 - Transfer to Community Bldg						
05/31/2025	MonthlyTFR			833.33		833.33
Total 12 - Transfer to Community Bldg				833.33	0.00	833.33
12 - Transfer to Equipment Res						
05/31/2025	MonthlyTFR			833.34		833.34
Total 12 - Transfer to Equipment Res				833.34	0.00	833.34
12 - Transfer to Sewer Reserve						
05/31/2025	MonthlyTFR			0.00		0.00
Total 12 - Transfer to Sewer Reserve				0.00	0.00	0.00
12 - Transfer to Water Reserve						
05/31/2025	MonthlyTFR			416.67		416.67
Total 12 - Transfer to Water Reserve				416.67	0.00	416.67
12 - Transfer to Street Reserve						
05/31/2025	MonthlyTFR			625.00		625.00
Total 12 - Transfer to Street Reserve				625.00	0.00	625.00
Total 12-5650 - Interfund Operate / TR Out				3,458.34	0.00	3,458.34
Total 12 - ADMINISTRATION EXPENSES				40,476.74	3,458.49	37,017.25
13 - COURT						
13-Court General Expenses						
13-5251 - Utilities						
05/12/2025	40722	VERIZON WIRELESS	VERIZON UTILITY	81.53		81.53
Total 13-5251 - Utilities				81.53	0.00	81.53
Total 13-Court General Expenses				81.53	0.00	81.53
13-5100 - Staff Expense Court						
13-5110 - Salaries						
05/31/2025	EOMPRADJ			706.80		706.80
Total 13-5110 - Salaries				706.80	0.00	706.80
13-5140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			54.78		54.78
Total 13-5140 - PR Tax Expense City Share				54.78	0.00	54.78
13-5160 - KPERS City Share						
05/31/2025	EOMPRADJ			0.00		0.00
Total 13-5160 - KPERS City Share				0.00	0.00	0.00
13-5160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			0.00		0.00
Total 13-5160 - Health Ins. - City Share				0.00	0.00	0.00

City of Towanda, KS
Claims Report
May 2025

Date	Num	Name	Memo	Debit	Credit	Balance
Total 13-5160 · Health Ins. - City Share				0.00	0.00	0.00
Total 13-5100 · Staff Expense Court				761.58	0.00	761.58
Total 13 · COURT				843.11	0.00	843.11
14 · LEGAL						
14-5110 · Salaries / Permanent						
05/02/2025 40701		Robert Lane	2025	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						
15-5222 · Intergovernment / Permit Fees						
05/19/2025 40731		KANSAS DEPARTMENT OF REVENUE	BEVERAGE LICENSE 05/2025	25.00		25.00
Total 15-5222 · Intergovernment / Permit Fees				25.00	0.00	25.00
15-5252 · Communications						
05/19/2025 40733		LISA HAMILTON	Telephone Bill Payment	59.71		59.71
Total 15-5252 · Communications				59.71	0.00	59.71
15-5254 · Printing / Publications						
05/17/2025 40728		CANON FINANCIAL SERVICES	04/30/2025	33.00		33.00
Total 15-5254 · Printing / Publications				33.00	0.00	33.00
Total 15 · PLANNING & ZONING				117.71	0.00	117.71
21 · PARKS and GROUNDSKEEPING						
21-5251 · Utilities						
05/28/2025 40749		EVERGY	ELECTRIC UTILITY	28.55		28.55
Total 21-5251 · Utilities				28.55	0.00	28.55
21-5253 · Insurance						
05/12/2025 40723		EMC INSURANCE	2025	107.28		107.28
Total 21-5253 · Insurance				107.28	0.00	107.28
21-5420 · PORTA POTS						
05/07/2025 40715		AAA PORTABLE SERVICES	RESTROOM AT LIBRARY PARK 05/06/2025 TO	143.75		143.75
Total 21-5420 · PORTA POTS				143.75	0.00	143.75
21-5550 · Groundkeeping						
21-5551 · Greenhouse Supplies & Parts						
05/19/2025 40738		BOMGAARS SUPPLY	3X Adapters	29.97		29.97
Total 21-5551 · Greenhouse Supplies & Parts				29.97	0.00	29.97
21-5553 · Grass Seed, Plants & Supplies						
05/12/2025 40721		Bank of America	TREES AND SHRUBS	182.25		182.25
05/12/2025 40726		SUTHERLANDS CREDIT	FLOWER BEDS	50.07		232.32
05/12/2025 40726		SUTHERLANDS CREDIT	POOL GROUNDSKEEPING	534.15		766.47
Total 21-5553 · Grass Seed, Plants & Supplies				766.47	0.00	766.47
21-5554 · Mowing						
21-5555 · Mower Gas & Oil						
05/02/2025 40700		WEX FLEET UNIVERSAL	FUEL FOR MOWING	68.64		68.64
Total 21-5555 · Mower Gas & Oil				68.64	0.00	68.64

City of Towanda, KS
Claims Report
May 2025

5:26 AM
06/06/25
Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
21-5556 - Mower Repairs & Maint						
05/07/2025	40719	O'REILLY AUTO PARTS	MOWER	13.99		13.99
				13.99	0.00	13.99
				82.63	0.00	82.63
				879.07	0.00	879.07
				1,158.65	0.00	1,158.65
Total 21-5556 - Mower Repairs & Maint						
Total 21-5554 - Mowing						
Total 21-5550 - Groundkeeping						
Total 21 - PARKS and GROUNDSKEEPING						
22 - POOL						
22-Pool General Expenses						
22-5242 - Building / Facilities R&M						
05/12/2025	40726	SUTHERLANDS CREDIT	POOL AWNING	61.53		61.53
			BRUSH X3, DRILL BIT, CEMENT PATCH, LEAK STOPPER, DRYLOCK FAST PLUG, FLEXS...			
				293.39		354.92
				354.92	0.00	354.92
Total 22-5242 - Building / Facilities R&M						
22-5244 - Other Repair / Maintenance						
05/19/2025	40738	SUTHERLANDS CREDIT	POOL PAINT	1,810.93		1,810.93
				1,810.93	0.00	1,810.93
Total 22-5244 - Other Repair / Maintenance						
22-5253 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	269.58		269.58
05/12/2025	40723	EMC INSURANCE	2025	85.73		355.31
				355.31	0.00	355.31
Total 22-5253 - Insurance						
22-5312 - Chemicals						
05/12/2025	40724	D. GERBER COMMERCIAL POOL PRODUCTS	HYPOCHLORITE AND 3X ACID MAGIC 15G	2,095.00		2,095.00
				2,095.00	0.00	2,095.00
Total 22-5312 - Chemicals						
22-5315 - Operating Supplies						
05/01/2025	40678	LESIE'S SWIMMING POOL SUPPLIES	PAINTING POOL BL HEAVEN	674.21		674.21
				674.21	0.00	674.21
Total 22-5315 - Operating Supplies						
22-5319 - Misc. Supplies						
05/12/2025	40726	SUTHERLANDS CREDIT	CONNECTORS, BUSHINGS	80.52		80.52
05/12/2025	40726	SUTHERLANDS CREDIT	HIGH PRESSURE HOSE	109.25		189.77
				189.77	0.00	189.77
				5,480.14	0.00	5,480.14
Total 22-5319 - Misc. Supplies						
Total 22-Pool General Expenses						
22-5100 - Staff Expense Pool						
22-5110 - Salaries						
05/31/2025	EOMPRADJ			1,726.75		1,726.75
				1,726.75	0.00	1,726.75
Total 22-5110 - Salaries						
22-5140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			133.82		133.82
				133.82	0.00	133.82
Total 22-5140 - PR Tax Expense City Share						
Total 22-5100 - Staff Expense Pool						
Total 22 - POOL						

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24 · LIBRARY-BILLING						
24-5244 · Other Repair / Maintenance						
05/22/2025	40741	ORKIN	treated for Ants, Bees Cockroaches, Flies, Spiders, Sink bugs etc 05/21,...	120.00		120.00
Total 24-5244 · Other Repair / Maintenance				120.00	0.00	120.00
24-5251 · Utilities						
05/29/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	57.27		57.27
05/28/2025	40749	EVERGY	ELECTRIC UTILITY	92.62		149.89
Total 24-5251 · Utilities				149.89	0.00	149.89
24-5253 · Insurance						
05/12/2025	40723	EMC INSURANCE	2025	364.37		364.37
Total 24-5253 · Insurance				364.37	0.00	364.37
Total 24 · LIBRARY-BILLING						
25 · SENIOR CENTER						
25-5251 · Utilities						
05/12/2025	40725	COX	COX UTILITY	33.50		33.50
05/29/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	59.31		91.81
Total 25-5251 · Utilities				91.81	0.00	91.81
25-5253 · Insurance						
05/12/2025	40723	EMC INSURANCE	2025	317.19		317.19
Total 25-5253 · Insurance				317.19	0.00	317.19
Total 25 · SENIOR CENTER						
26 · MUSEUM						
26-5253 · Insurance						
05/12/2025	40723	EMC INSURANCE	2025	914.71		914.71
Total 26-5253 · Insurance				914.71	0.00	914.71
Total 26 · MUSEUM						
27 · City Gas Station Property						
27-5000 · Property Taxes						
05/28/2025	40746	BUTLER COUNTY TREASURER	GAS STATION	1,803.51		1,803.51
Total 27-5000 · Property Taxes				1,803.51	0.00	1,803.51
Total 27 · City Gas Station Property						
31 · SHERIFF DEPARTMENT CONTRACT						
31-Police General Expenditures						
31-5251 · Utilities						
05/28/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	51.02		51.02
Total 31-5251 · Utilities				51.02	0.00	51.02
31-5253 · Insurance						
05/12/2025	40723	EMC INSURANCE	2025	370.25		370.25
Total 31-5253 · Insurance				370.25	0.00	370.25
Total 31-Police General Expenditures						
31-5243 · Contractual Services						
05/02/2025	40697	BUTLER COUNTY SHERIFF LE	CHLOE WALKER	4,954.45		4,954.45

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05/27/2025	40745	BUTLER COUNTY SHERIFF LE	CHLOE WALKER	4,954.45		9,908.90
Total 31-5243 - Contractual Services						
Total 31 - SHERIFF DEPARTMENT CONTRACT						
34 - ANIMAL CONTROL						
34-5253 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	12.74		12.74
Total 34-5253 - Insurance						
Total 34 - ANIMAL CONTROL						
50 - PUBLIC WORKS SHOP						
50-Public Works General						
50-5200 - Non-Material Expenditures						
05/02/2025	40695	NATIONAL SCREENING BUREAU	BACKGROUND CHECK FOR JOSHUA SMITH	50.00		50.00
Total 50-5200 - Non-Material Expenditures						
50-5241 - Vehicle / Mobile Equipment R/M						
05/29/2025	40757	BUTLER COUNTY TREASURER	1986 CHEVY KODIAK SEWER TRUCK	10.00		10.00
Total 50-5241 - Vehicle / Mobile Equipment R/M						
50-5242 - Building / Facilities R&M						
05/19/2025	40738	BOMGAARS SUPPLY	REPAIR KIT,	41.98		41.98
Total 50-5242 - Building / Facilities R&M						
50-5251 - Utilities						
05/07/2025	40716	COX	COX UTILITY MAY 2025	27.52		27.52
05/19/2025	40735	RYLAN ROSE	May 2025 Telephone Bill	30.00		57.52
05/19/2025	40736	KALEB MONEY	May 2025 Telephone Bill	30.00		87.52
05/19/2025	40737	Smith, Joshua A	May 2025 Telephone Bill	30.00		117.52
05/28/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	46.40		163.92
Total 50-5251 - Utilities						
50-5253 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	818.92		818.92
05/12/2025	40723	EMC INSURANCE	2025	27.53		846.45
Total 50-5253 - Insurance						
50-5311 - Gasoline / Fuel / Lubricants						
05/02/2025	40700	WEX FLEET UNIVERSAL	FUEL FOR MAINTENANCE	575.89		575.89
Total 50-5311 - Gasoline / Fuel / Lubricants						
50-5315 - Operating / Shop Supplies						
05/19/2025	40738	BOMGAARS SUPPLY	3, Scouring Pad, Pipe Insulation, STRAIGHT VALVE, V BELT, TOILET MAINTENANCE	116.38		116.38
05/28/2025	40752	WALMART COMMUNITY BRC	MAINTENANCE	36.46		152.84
Total 50-5315 - Operating / Shop Supplies						
50-5319 - Misc. Supplies						
05/12/2025	40721	Bank of America	DEPARTMENT REIMBURSED BY FIRE	494.52		494.52
05/12/2025	40726	SUTHERLANDS CREDIT	SHOP LIGHT TIMER	71.24		565.76

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05/12/2025	40726	SUTHERLANDS CREDIT	FIRE DEPARTMENT REPAIRS	287.60		853.36
05/19/2025	740505	EVERGY	Shop		322.48	530.88
05/19/2025	746305	EVERGY	Fire Department purchase of LED Lights for the Fire Department		384.00	146.88
05/19/2025	40730	Butler County Fire District #11		384.00		530.88
Total 50-5319 - Misc. Supplies						
50-5320 - City Signs and Banners						
05/12/2025	40726	SUTHERLANDS CREDIT	BANNERS	27.04		27.04
Total 50-5320 - City Signs and Banners						
50-5321 - Maintenance Uniforms						
05/04/2025	40704	UNIFIRST CORPORATION	Service on 04/28/2025 Maintenance Uniforms	41.44		41.44
05/06/2025	40711	UNIFIRST CORPORATION	05/05/2025	92.94		134.38
05/12/2025	40720	UNIFIRST CORPORATION	UNIFORMS	94.20		228.58
05/19/2025	40732	UNIFIRST CORPORATION	05/19/2025	53.20		281.78
05/27/2025	40743	UNIFIRST CORPORATION	05/26/2025	53.20		334.98
Total 50-5321 - Maintenance Uniforms						
50-5322 - Personal Protective Equip						
05/02/2025	40694	MAX'S BREATHE EASY	Cow Hide Forearm X2	41.96		41.96
Total 50-5322 - Personal Protective Equip						
50-5325 - Tools						
05/12/2025	40721	Bank of America	PIPE TAP SET	34.98		34.98
05/12/2025	40721	Bank of America	BALL VALVES	29.95		64.93
Total 50-5325 - Tools						
50-5331 - Vehicle / Mobile Parts-Supplies						
05/07/2025	40718	O'REILLY AUTO PARTS	AIR FILTER, FUEL FILTER, OIL FILTERS, AND OIL	106.06		106.06
Total 50-5331 - Vehicle / Mobile Parts-Supplies						
Total 50-Public Works General						
50-5100 - Staff Expense Public Works						
50-5110 - Salaries						
05/31/2025	EOMPRADJ			4,548.54		4,548.54
Total 50-5110 - Salaries						
50-5140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			350.33		350.33
Total 50-5140 - PR Tax Expense City Share						
50-5150 - KPERS City Share						
05/31/2025	EOMPRADJ			350.33		350.33
Total 50-5150 - KPERS City Share						
50-5160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			354.24		354.24
Total 50-5160 - Health Ins. - City Share						
Total 50-5100 - Staff Expense Public Works						
Total 50 - PUBLIC WORKS SHOP						
				956.66		956.66
				956.66	0.00	956.66
				6,209.77	0.00	6,209.77
				9,863.18	706.48	9,156.70

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Other Income/Expense						
Other Expense						
DESIGNATED FUND EXPENDITURES						
220X - FIRE RESCUE EXPENSE						
2205100 - Staff Expense Fire Rescue						
2205110 - Salaries						
05/31/2025	EOMPRADJ			0.00		0.00
Total 2205110 - Salaries						
2205140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 2205140 - PR Tax Expense City Share						
Total 2205100 - Staff Expense Fire Rescue						
Total 220X - FIRE RESCUE EXPENSE						
221X - FIRE RESEVE FUND						
2215541 - Fire Machine & Equipment						
2215542 - 2024 Fire Truck						
05/22/2025	5014	Butler County Fire District #11	Engine 6 Lease Payment	53,741.48	53,741.48	-53,741.48
05/22/2025	40742	VINTAGE BANK KANSAS	Engine 6	53,741.48	53,741.48	0.00
Total 2215542 - 2024 Fire Truck						
Total 2215541 - Fire Machine & Equipment						
Total 221X - FIRE RESEVE FUND						
250X - STREETS OM FUND EXPENSE						
2505100 - Staff Expense Streets						
2505110 - Salaries						
05/31/2025	EOMPRADJ			1,399.55		1,399.55
Total 2505110 - Salaries						
2505140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			107.79		107.79
Total 2505140 - PR Tax Expense City Share						
2505160 - KPERS City Share						
05/31/2025	EOMPRADJ			109.00		109.00
Total 2505160 - KPERS City Share						
2505160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			294.36		294.36
Total 2505160 - Health Ins. - City Share						
Total 2505100 - Staff Expense Streets						
2505244 - Other Repair / Maintenance						
05/28/2025	6017723194	Progressive Insurance	Insurance check for Light Box at Hunter RD	0.00	17,635.50	-17,635.50
Total 2505244 - Other Repair / Maintenance						
2505253 - Insurance (W/C)						
05/12/2025	40723	EMC INSURANCE		22.96		22.96

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Total 2505253 - Insurance (WC)					22.96	0.00	22.96
2505254 - Printing / Publications							
Total 2505254 - Printing / Publications	05/17/2025	40728	CANON FINANCIAL SERVICES	04/30/2025	33.00	0.00	33.00
2505310 - Fuel for Township-Exch for Rock							
Total 2505310 - Fuel for Township-Exch for Rock	05/02/2025	40700	WEX FLEET UNIVERSAL	TOWNSHIP FUEL	33.00	0.00	33.00
2505315 - Operating Supplies							
Total 2505315 - Operating Supplies	05/02/2025	40698	PROPANE CENTRAL	LP BULK CYL GAL X 35 30	220.05	0.00	220.05
	05/12/2025	40726	SUTHERLANDS CREDIT	BALL VALVE, GLOVES, PROPANE CYLINDER	220.05	0.00	220.05
	05/19/2025	40738	BOMGAARS SUPPLY	Crack Sealer	150.03	0.00	150.03
Total 2505315 - Operating Supplies					83.14	0.00	233.17
2505331 - Vehicle / Mobile Parts-Supplies							
Total 2505331 - Vehicle / Mobile Parts-Supplies	05/06/2025	40713	TOWANDA BATTERY COMPANY	TRAILER	5.96	0.00	239.13
Total 250X - STREETS OM FUND EXPENSE					239.13	0.00	239.13
260X - COMMUNITY CENTER EXPENSE							
Total 260X - STREETS OM FUND EXPENSE					129.95	0.00	129.95
2605225 - Cleaning / Disposal Service							
Total 2605225 - Cleaning / Disposal Service	05/19/2025	40734	Lisa K. Hamilton	May 2025 CB Cleaning	129.95	0.00	129.95
Total 2605225 - Cleaning / Disposal Service					2,555.79	17,635.50	-15,079.71
2605244 - Other Repair / Maintenance							
Total 2605244 - Other Repair / Maintenance	05/21/2025	40740	IT HALOS, LLC	Community Building, Subscription for 1 year, Pickup and install of	500.00	0.00	500.00
2605251 - Utilities							
Total 2605251 - Utilities	05/12/2025	40725	COX	COX UTILITY	500.00	0.00	500.00
	05/28/2025	40748	KANSAS GAS SERVICE	GAS UTILITY	627.48	0.00	627.48
Total 2605251 - Utilities					627.48	0.00	627.48
2605253 - Insurance							
Total 2605253 - Insurance	05/12/2025	40723	EMC INSURANCE	2025	33.50	0.00	33.50
Total 260X - COMMUNITY CENTER EXPENSE					51.02	0.00	84.52
611X - WATER FUND EXPENSE							
Total 611X - WATER FUND EXPENSE	05/12/2025	40723	EMC INSURANCE	2025	84.52	0.00	84.52
6115100 - Staff Expense Water							
Total 6115100 - Staff Expense Water	05/12/2025	40723	EMC INSURANCE	2025	666.07	0.00	666.07
6115110 - Salaries							
Total 6115110 - Salaries	05/31/2025	EOMPRADJ			666.07	0.00	666.07
6115140 - PR Tax Expense City Share							
Total 6115140 - PR Tax Expense City Share	05/31/2025	EOMPRADJ			1,878.07	0.00	1,878.07
6115160 - KPERS City Share							
Total 6115160 - KPERS City Share	05/31/2025	EOMPRADJ			3,498.88	0.00	3,498.88

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Total 6115160 - KPERS City Share				272.49	0.00	272.49
6115160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ					
Total 6115160 - Health Ins. - City Share				735.89		735.89
Total 6115100 - Staff Expense Water				735.89	0.00	735.89
6115212 - Transportation / Mileage				4,776.74	0.00	4,776.74
05/07/2025	40717	METRO COURIER	MAILED TO KDHE 04/16/2025 TO 04/30/2025	27.44		27.44
05/28/2025	40753	METRO COURIER	WATER SAMPLE MAILING 05/01/2025 TO 05/15/20205	27.44		54.88
Total 6115212 - Transportation / Mileage				54.88	0.00	54.88
6115222 - Intergovernment / Permit Fees						
05/02/2025	40699	TOWANDA POST OFFICE	SERVICE FEE 05/2025	51.33		51.33
Total 6115222 - Intergovernment / Permit Fees				51.33	0.00	51.33
6115251 - Utilities						
05/28/2025	40749	EVERGY	ELECTRIC UTILITY	27.27		27.27
Total 6115251 - Utilities				27.27	0.00	27.27
6115254 - Printing / Publications						
05/17/2025	40728	CANON FINANCIAL SERVICES	04/30/2025	33.01		33.01
Total 6115254 - Printing / Publications				33.01	0.00	33.01
6115255 - Shipping Charges						
05/04/2025	40703	TOWANDA POST OFFICE	Towanda Water Bill Mailing	250.00		250.00
Total 6115255 - Shipping Charges				250.00	0.00	250.00
6115315 - Operating Supplies						
05/07/2025	40719	O'REILLY AUTO PARTS	4X SILICONE FOR METER AT PRIMARY SCHOOL	43.96		43.96
Total 6115315 - Operating Supplies				43.96	0.00	43.96
6115334 - Materials / Supplies Stock						
05/05/2025	40706	Lampton Welding Supply	WELDING SUPPLIES	13.60		13.60
Total 6115334 - Materials / Supplies Stock				13.60	0.00	13.60
6115341 - Water For Resale						
05/05/2025	40707	RURAL WATER DIST. NO. 5	WATER FOR RESALE 03/31/2025 TO 04/30/2025	21,045.92		21,045.92
Total 6115341 - Water For Resale				21,045.92	0.00	21,045.92
6115420 - Contractual Services						
05/02/2025	40702	INC	OPERATOR	200.00		200.00
05/04/2025	40705	KANSAS ONE CALL SYSTEM	2025 ONE CALLS	58.52		258.52
05/28/2025	40754	INC	06/2025	200.00		458.52
Total 6115420 - Contractual Services				458.52	0.00	458.52
Total 611X - WATER FUND EXPENSE				26,755.23	0.00	26,755.23
613X - WATER TOWER EXPENSE						
6135253 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	420.29		420.29
Total 6135253 - Insurance				420.29	0.00	420.29
Total 613X - WATER TOWER EXPENSE				420.29	0.00	420.29

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621X - SEWER FUND EXPENSE						
6215100 - Staff Expense Sewer						
05/31/2025	EOMPRADJ			8,047.41		8,047.41
Total 6215110 - Salaries						
05/31/2025	EOMPRADJ			8,047.41	0.00	8,047.41
6215140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			619.81		619.81
Total 6215140 - PR Tax Expense City Share						
05/31/2025	EOMPRADJ			619.81	0.00	619.81
6215150 - KPERS City Share						
05/31/2025	EOMPRADJ			626.73		626.73
Total 6215150 - KPERS City Share						
05/31/2025	EOMPRADJ			626.73	0.00	626.73
6215160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			1,692.55		1,692.55
Total 6215160 - Health Ins. - City Share						
05/31/2025	EOMPRADJ			1,692.55	0.00	1,692.55
Total 6215100 - Staff Expense Sewer						
05/27/2025	40744	AMERICAN MESSAGING	SEWER GROUP CALL	36.11		36.11
Total 6215200 - Non-Material Expenditures						
05/02/2025	40699	TOWANDA POST OFFICE	SERVICE FEE 05/2025	36.11	0.00	36.11
6215222 - Intergovernment / Permit Fees						
05/28/2025	40751	MERIDIAN ANALYTICAL LABS	05/12/2025 WORK ORDER 2505194	485.50		485.50
Total 6215226 - Testing Services						
05/07/2025	40714	FOLEY EQUIPMENT INDUSTRIES	GENERATOR	718.33		718.33
6215241 - Vehicle / Mobile Equip. R&M						
05/19/2025	40739	FOLEY EQUIPMENT INDUSTRIES	MACHINE PART OF INVOICE I DID NOT PAY	257.90		976.23
Total 6215241 - Vehicle / Mobile Equip. R&M						
05/17/2025	40729	LINGO	notification	96.03		96.03
6215251 - Utilities						
05/28/2025	40749	EVERGY	ELECTRIC UTILITY	109.50		205.53
Total 6215251 - Utilities						
05/12/2025	40723	EMC INSURANCE	2025	99.44		99.44
6215253 - Insurance						
05/12/2025	40723	EMC INSURANCE	2025	15.00		114.44
Total 6215253 - Insurance						
05/17/2025	40728	CANON FINANCIAL SERVICES	04/30/2025	33.01		33.01
6215254 - Printing / Publications						
05/04/2025	40703	TOWANDA POST OFFICE	Towanda Water Bill Mailing	250.00		250.00
Total 6215255 - Shipping Charges						
05/04/2025	40703	TOWANDA POST OFFICE	Towanda Water Bill Mailing	250.00	0.00	250.00

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6215334 - Materials / Supplies Stock						
05/05/2025	40706	Lampton Welding Supply	WELDING SUPPLIES	13.60		13.60
Total 6215334 - Materials / Supplies Stock						
6215542 - LOAN JETTER SEWER EQUIP EMPRISE						
05/28/2025	40747	EMPRISE BANK	JETTER SEWER EQUIPMENT	959.64		959.64
Total 6215542 - LOAN JETTER SEWER EQUIP EMPRISE						
Total 621X - SEWER FUND EXPENSE						
630X - TRASH FUND EXPENSE						
6305225 - Cleaning / Disposal Service						
05/05/2025	40709	WASTE CONNECTIONS INC	TRASH PICKUP FOR THE MONTH OF APRIL 2025	10,986.69		10,986.69
Total 6305225 - Cleaning / Disposal Service						
6305254 - Printing / Publications						
05/04/2025	40703	TOWANDA POST OFFICE	Towanda Water Bill Mailing	250.00		250.00
05/17/2025	40728	CANON FINANCIAL SERVICES	04/30/2025	33.00		283.00
Total 6305254 - Printing / Publications						
Total 630X - TRASH FUND EXPENSE						
Total DESIGNATED FUND EXPENDITURES						

General Fund Expenditures	\$ 70,938.52
Designated Fund Expenditures	\$ 39,355.47
Section 1 Expenditures Other than Payroll	<u>\$51,326.73</u>
Section 2 Payroll Expenditures	\$58,967.26
Total this Ordinance Total Expenditures	<u>\$110,293.99</u>



ANDY NEWBREY

Business Card

April 08, 2025 - May 07, 2025

Cardholder Statement

Account Information:

www.bankofamerica.com

Mail Billing Inquiries to:

BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:

1.800.673.1044, 24 Hours

Outside the U.S.:

1.509.353.6656, 24 Hours

For Lost or Stolen Card:

1.800.673.1044, 24 Hours

Business Offers:

www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$1,570.36

Minimum Payment Due \$25.00

Payment Due Date 06/03/25

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

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

Account Summary

Previous Balance \$4,084.61

Payments and Other Credits -\$4,084.61

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$1,570.36

Fees Charged \$0.00

Finance Charge \$0.00

New Balance Total \$1,570.36

Credit Limit \$7,500

Credit Available \$5,929.64

Statement Closing Date 05/07/25

Days in Billing Cycle 30

Transactions

Table with columns: Posting Date, Transaction Date, Description, Reference Number, Amount. Includes transactions for Payments and Other Credits, and Purchases and Other Charges with handwritten notes.

Account Number: [Redacted]
April 08, 2025 - May 07, 2025

New Balance Total \$1,570.36
Minimum Payment Due \$25.00
Payment Due Date 06/03/25

Enter payment amount

\$

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



BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796



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

**N0001129

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

ANDY NEWBREY

April 08, 2025 - May 07, 2025

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
04/28	04/28	Mailchimp 6789990141 GA 12-5406	12302025118001203690072	Website Exp 33.00
04/30	04/29	KANSAS FOREST SERVICE 7855321835 KS 21-5553	55460295119139864195059	Trees & Shrubs 182.25
05/01	04/30	AMAZON MARK* N26OD27T1 SEATTLE WA 50-5325	82305095121500012356401	Ball Valves 29.95
05/05	05/02	AMAZON MARK* N16EL44R2 SEATTLE WA 12-5314	82305095123500004484375	Ink & Printer 85.98
05/06	05/05	NOTARYHNB-800.422.1555 ORLANDO FL 12-5222	82711165125500015473257	Cami Notebook 147.95
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,570.36

Finance Charge Calculation

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

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

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

Important Messages

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

- Schedule automatic payments to your corporate account, so they're not late.
 - Create alerts to let you know when your payments are due or posted to your corporate account, and have them delivered to your phone or email.
- Turn on automatic payments and alerts through **Business Advantage 360** at Bankofamerica.com/SmallBusiness or our mobile app.



Tap to pay

It's easy!

Look for the Contactless Symbol at checkout, and simply tap to pay.



It's fast!

Your card will be read in seconds without inserting or swiping, so there are fewer surfaces to touch.

It's secure!

It offers the same level of security as a chip card.



To learn more, scan the code or visit: bankofamerica.com/TapToPay

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

Credit cards are issued and administered by Bank of America, N.A. Bank of America and the Bank of America logo are registered trademarks of Bank of America Corporation. The Contactless Symbol and Contactless Indicator are trademarks owned by and used with permission of EMVCo, LLC.

SSM-11-23-0450 | 6115432

CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 4-2025

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

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

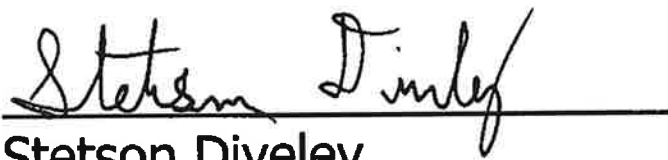
<u>Section 1.</u>	Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.	\$51,326.73
<u>Section 2.</u>	Payroll	\$58,967.26
	Total this Ordinance:	\$110,293.99

Stetson Diveley
Treasurer

Jennifer Shautlz
Council President

Report Attestation for the Month of May 2025.

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

A handwritten signature in cursive script, reading "Stetson Diveley", is written over a solid horizontal line.

Stetson Diveley

Treasurer, City of Towanda, KS

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service	Walker	District
5/1/2025	Animal Cruelty	300 blk 2nd St	HBO	District	15	15	36
5/1/2025	Lost Person	600 blk E Mills Dr	HBO	District	8	8	30
5/2/2025	Extra Patrol	500 blk N 3rd	HBO	District	0	0	1
5/3/2025	Extra Patrol	500 blk N 3rd	HBO	District	1	1	0
5/3/2025	Traffic Stop	600 blk E Main	Warning	District	0	0	0
5/4/2025	Disturbance	300 blk E High St	HBO	District	0	0	0
5/4/2025	Missing Person	300 blk E High St	HBO	District	3	3	2
5/5/2025	Warrant Arrest	200 blk 4th St	Arrest	District	0	0	1
5/6/2025	Suspicious Vehicle	2000 blk SW River Valley Rd	HBO	District			
5/7/2025	Noise Complaint	600 blk N Main St	HBO	District			
5/7/2025	Noise Complaint	300 blk S 2nd St	HBO	District			
5/8/2025	Extra Patrol	500 blk N 3rd	HBO	District			
5/8/2025	PFS/PFA Service	400 blk E Main St	HBO	District			
5/8/2025	Harassment by Telephone	200 blk S 4th St	HBO	District			
5/9/2025	Noise Complaint	600 blk Main St	HBO	District			
5/10/2025	Suspicious Activity	500 blk N 6th St	HBO	District			
5/11/2025	Traffic Stop	600 blk E Main St	HBO	District			
5/11/2025	Animal at Large	400 blk E Highland St	HBO	District			
5/14/2025	Check Welfare	500 blk N 6th St	HBO	District			
5/14/2025	Civil	200 blk S 3rd St	HBO	District			
5/14/2025	Suspicious Activity	600 blk E Main St	HBO	District			
5/14/2025	Welfare Check	400 blk E Cincinnati St	HBO	District			
5/14/2025	Hazardous Vehicle	900 blk E Main St	HBO	District			
5/14/2025	Miscellaneous	300 blk E Main St	HBO	District			
5/15/2025	Noise Complaint	600 blk E Main St	HBO	District			
5/15/2025	Warrant Arrest	200 blk S 3rd St	HBO	District			
5/15/2025	Noise Complaint	600 blk E Main St	HBO	District			
5/15/2025	Runaway	300 blk S 3rd	HBO	District			
5/16/2025	Assist EMS	700 blk E Mechanic	HBO	Walker			
5/16/2025	Civil	600 blk E Highland	HBO	Walker			
5/16/2025	Civil	200 blk S 3rd St	HBO	Walker			
5/16/2025	Noise Complaint	600 blk E Main St	HBO	Walker			
5/17/2025	Civil Stand By	200 blk S 3rd St	HBO	Walker			
5/17/2025	Civil	200 blk S 5th	Report	Walker			
5/18/2025	Follow Up	500 blk N 11th St	HBO	Walker			
5/18/2025	Civil	400 blk E Highland St	HBO	Walker			
5/18/2025	Runaway	500 blk E Main	Report	Walker			
5/18/2025	Accident/ <1000	500 blk N 11th St	Accident	District			
5/19/2025	Civil	200 blk S 2nd	HBO	District			
5/19/2025	Traffic Stop	N 3rd & E Main	Warning	District			
5/19/2025	Suspicious Activity	600 blk E North St	HBO	District			
5/20/2025	PFS/PFA Service	400 blk E Main St	HBO	District			

5/21/2025	Traffic Stop	N 2nd St & E Main St	Warning	Walker
5/21/2025	Trespass Warning Issued	300 blk S 3rd St	HBO	Walker
5/21/2025	Public Service	1200 blk E Clay Hill	HBO	Walker
5/21/2025	Assault	300 blk S 3rd St	Arrest	District
5/24/2025	Accident/ <1000	500 blk N 9th St	HBO	District
5/25/2025	Suspicious Person	700 blk E Mechanic	HBO	District
5/26/2025	Traffic Stop	E Main & N 4th St	Warning	Walker
5/27/2025	Traffic Stop	N 4th St & E Main St	Warning	Walker
5/30/2025	Traffic Stop	E Main & N 4th St	Warning	Walker

MUNICIPAL COURT OF TOWANDA, KS

CASELOAD SUMMARY

For the Period May 1, 2025 to May 31, 2025

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

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

		COURT COSTS
a. Speeding.....	0	\$0.00
b. No/Invalid Insurance.....	1	\$50.00
c. Invalid/Expired Registration.....	0	\$0.00
d. No/Invalid Driver's License/Improper Use of DL.....	0	\$0.00
e. Driving Under the Influence.....	0	\$0.00
f. FTY or Failure to Stop.....	0	\$0.00
g. Other Traffic Violations.....		
h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism).....		
i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals).....		

[(i. Offense Breakdown)]

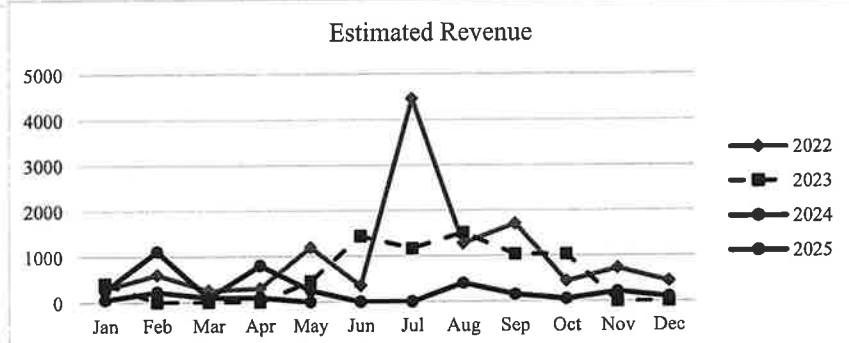
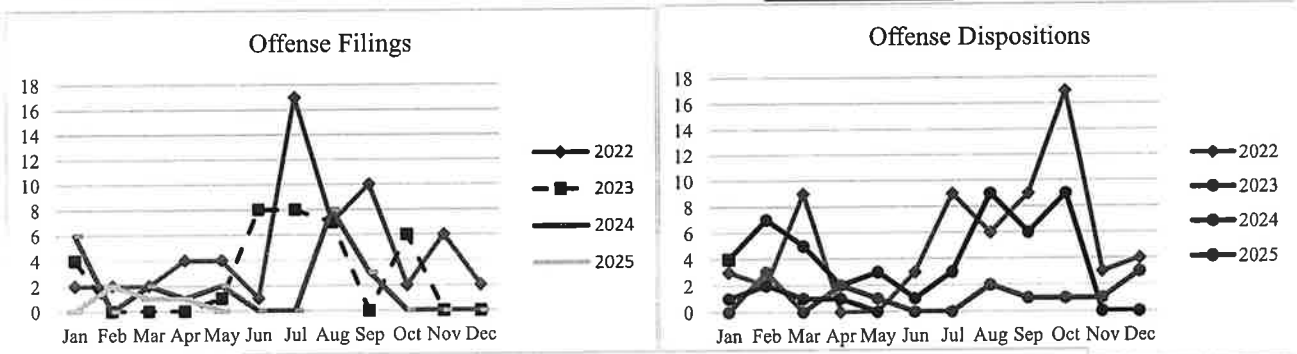
TOTAL THIS MONTH

*YTD: \$1004.50 collected of estimated annual revenue of \$

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

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

TOTAL DISPOSITIONS THIS MONTH





TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long Hamilton
May 2025 Activity June 4, 2025 Report

What we have been doing:

Otto Code Enforcement case for District Court	Monitoring Jones dilapidated building on Main St
Appeared in District Court on behalf of City	Processing Contractor Licensing Renewals for 2025
Prepared CMB Licensing and Certificate	Monitor and Dispatch inspections
Filed State CMB Stamp Report	Processing Licensing/Permits
Processing Zoning Appeals Case on Main St..	Providing Excellent Public Service
Preparing the 2025 Fireworks Licensing pending inspection	Following Code Enforcement
Publish Ordinances and Preparing Forms to reflect new info	Research and prepare information as needed
Prepared Several Cemetery Titles for Township Meeting	
Cemetery Lot Sales, Paperwork, Deeds, and Questions	
Assisting with the prep of Ordinances and Resolutions	
Assisting Residents/Contractors daily with building code questions and inspections	
Working always to make the PZ Department more efficient	

What we plan to do:

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

Permits:

316 Mechanic HVAC
202 S 4th Fence
219 S 4th Electrical
217 N 4th Electrical

Statistics and Lists: Inspections Completed

319 Main- Gas Pressure Test	217 N 4 th Electrical Fail
409 N 9 th Egress Window	217 N 4 th Electrical Pass
Consult w/Every Rep	

New Contractors Licensed & Certificates Issued:

Mike Watson HVAC – Wichita KS
On-Time Plumbing & Heating – Maize KS

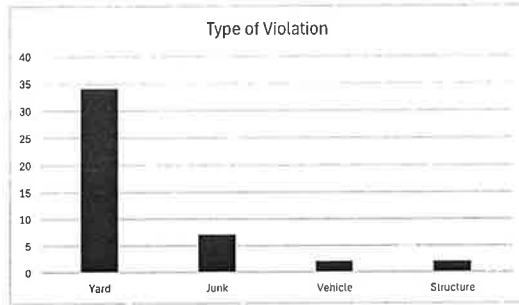
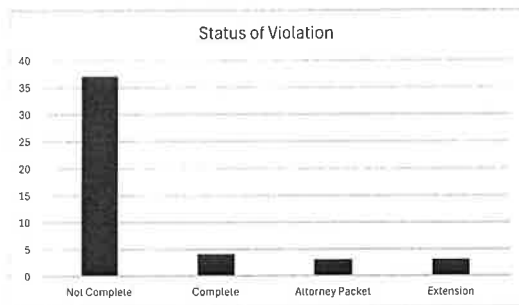
NTA Citations Issued/ Pending Court Action/Status #16587 315 S. 5th

Towanda Case to District Court returned to Towanda Municipal Court for July compliance or Resolution for Abatement.
PZ Board Meeting/BZA July- No Business Scheduled – Business Permit for Door-to-Door Sales: None



CITY OF TOWANDA, KS
 CODE VIOLATION REPORT
 MAY 2025

STATUS	LOCATION	VIOLATION	DELIVERY	1ST ATTEMPT	DELIVERY	2ND ATTEMPT	DELIVERY	3RD ATTEMPT	DELIVERY	4TH ATTEMPT
Attorney Packet	200 BLOCK 4TH ST	Vehicle	Mail	8/9/2024	Mail	9/13/2024	Mail	11/14/2024		
Attorney Packet	300 BLOCK 8TH ST	Yard	Mail	7/23/2024	Mail	9/13/2024	Mail	3/19/2025		
Attorney Packet	300 BLOCK 8TH ST	Junk	Cert Mail	11/6/2024	Hand Delivery	1/14/2025				
Complete	200 BLOCK N 3RD ST	Yard	Mail	5/6/2025						
Complete	400 BLOCK NORTH ST	Junk	Mail	1/17/2025	Mail	3/21/2025				
Complete	400 BLOCK N 9TH ST	Yard	Mail	5/6/2025						
Complete	500 BLOCK HIGH ST	Yard	Flyer	4/29/2025						
Extension	1200 BLOCK CLAY HILL RD	Yard	Mail	12/20/2024	Mail	1/17/2025	Mail	4/18/2025		
Extension	400 BLOCK N 8TH ST	Structure	Mail	11/6/2024	Mail	12/20/2024				
Extension	600 BLOCK W MECHANIC ST	Junk	Mail	1/17/2025						
Not Complete	100 BLOCK BRIARWOOD	Yard	Mail	5/6/2025						
Not Complete	100 BLOCK RAINBOW DR	Yard	Mail	5/6/2025						
Not Complete	100 BLOCK N 5TH ST	Yard	Flyer	4/29/2025						
Not Complete	1300 BLOCK RAINBOW DR	Yard	Mail	5/6/2025						
Not Complete	300 BLOCK OF CINCINNATI	Yard	Mail	5/28/2025						
Not Complete	300 BLOCK HIGH ST	Yard	Flyer	4/29/2025						
Not Complete	300 BLOCK 4TH ST	Vehicle	Mail	11/6/2024	Mail	12/20/2024	Mail	1/17/2025		
Not Complete	300 BLOCK N 7TH ST	Yard	Flyer	4/29/2025						
Not Complete	300 BLOCK OF S 6TH	Yard	Mail	5/28/2025						
Not Complete	300 BLOCK N 9TH ST	Yard	Flyer	4/29/2025						
Not Complete	300 BLOCK N 7TH ST	Yard	Flyer	4/29/2025						
Not Complete	300 BLOCK N 10TH ST	Yard	Mail	5/6/2025						
Not Complete	400 BLOCK CINCINNATI ST	Junk	Mail	3/21/2025						
Not Complete	400 BLOCK HIGH ST	Yard	Flyer	4/29/2025						
Not Complete	400 BLOCK N 9TH ST	Yard	Flyer	4/29/2025						
Not Complete	400 BLOCK OF NORTH 11TH	Yard	Mail	5/28/2025						
Not Complete	400 BLOCK N 10TH ST	Yard	Mail	5/6/2025						
Not Complete	400 BLOCK N 10TH ST	Yard	Mail	5/6/2025						
Not Complete	400 BLOCK OF N 9TH ST	Yard	Mail	5/9/2025	Call	5/20/2025				
Not Complete	500 BLOCK N 10TH ST	Yard	Mail	5/6/2025						
Not Complete	500 BLOCK N 9TH ST	Yard	Mail	5/6/2025						
Not Complete	500 BLOCK HIGH ST	Vehicle	Mail	3/21/2025	Mail	4/18/2025				
Not Complete	500 BLOCK N 10TH ST	Yard	Mail	5/6/2025						
Not Complete	500 BLOCK OF N 8TH ST	Yard	Mail	5/28/2025						
Not Complete	500 BLOCK N 8TH ST	Yard	Mail	5/6/2025						
Not Complete	500 BLOCK N 8TH ST	Yard	Mail	5/6/2025						
Not Complete	500 BLOCK N 9TH ST	Yard	Flyer	4/29/2025						
Not Complete	600 BLOCK HIGH ST	Yard	Flyer	4/29/2025						
Not Complete	600 BLOCK E N ST	Yard	Mail	2/28/2025						
Not Complete	600 BLOCK HIGHLAND ST	Yard	Flyer	4/29/2025						
Not Complete	600 BLOCK N MILLS DR	Structure								
Not Complete	600 BLOCK NORTH ST	Yard	Mail	5/6/2025	Mail	5/28/2025				
Not Complete	600 BLOCK HIGH ST	Yard	Flyer	4/29/2025						
Not Complete	600 BLOCK N MILLS DR	Junk								
Not Complete	600 BLOCK N MILLS DR	Junk								
Not Complete	700 BLOCK W MECHANIC ST	Junk	Mail	3/21/2025	Mail	4/18/2025				
Not Complete	800 BLOCK E NORTH ST	Yard	Flyer	4/29/2025						



CITY OF TOWANDA

MAY 2025 SUMMARIZED MAINTENANCE REPORT



WATER

In the month of May the maintenance staff has worked diligently to maintain the city pool and will continue to further our knowledge in the pumping systems and innerworkings of pool dynamics. This year we installed a new chlorinator to keep up with the chlorine demand for well water and a new booster pump for more efficient pumping operations. The crew had to fight to keep the main pump running, we had a guy come look at it and tell us the bearings are bad and will be sent off to get rebuilt on the 5th of June. The turnaround should only take a day but just in case he has from Thursday to Monday to get it done and back installed so we can get it back up and run asap.

- Took coliform samples
- Read meters
- Got pool going
- Fixed plumbing on pool chlorination pump

STREETS

As the streets are in poor condition the Maintenance crew has been monitoring/ keeping track of street conditions for repair. Due to poor runoff situations the water sits on the roads, making the base soft and allowing the asphalt to crack as heavy traffic drives on many of our roads. The city maintenance crew does our due diligence in making sure the base is repaired on any patches we do and will continue to do so in our operations of road repair.

- Crack sealed ½ of rainbow drive
- Called Pearson to set up asphalt delivery for the summer
- Filled 17 potholes
- Cleaned trees off of 3rd and clay hill rd
- Cleaned trees off pool rd

In the summer of 2025, we will be patching and replacing parts of clay hill Rd again, as it looks to need continual maintenance. As soon as we get through the rainy season, we will be pothole patching and crack sealing our major roads until we can put together a replacement plan.

As far as road replacement goes, here are some numbers for you.

Estimated Price in just asphalt base rock not included:

\$561,064 at \$80 per ton

7093 Tons all calculated at 4in thick

SEWERS/ DRAINAGE

The Maintenance crew got a new Jetter trailer and is vastly more efficient than the old jet truck we were running before.

- Cleaned out 6 culverts

- Took Lagoon Test
- Pressure washed lagoon manholes

The Maintenance crew has identified a grade problem/ pipe deformation on a sewer main going under Main St and will need to camera it to know for sure so we can get a plan to fix it.

The intersection of 3rd and north st has a collapsed culvert underneath the road that we will be replacing June 10th and laying new asphalt.

FACILITIES/ GENERAL MAINTENANCE

- Cleaned out lift station
- Clean shop on Fridays
- Pushed up burn pile
- Fixed crack seal carts
- Fixed Jetter hose reel
- Fixed tractor window
- Moved trees from the council room
- Cleaned out trucks
- Hung banners
- Filled pool
- Cut trees around town
- Fixed banners
- Put rails on dump truck
- Cleaned flower beds
- Sorted out office documents
- Assembled culvert for 3rd/north st
- Moved sewer truck for purple wave
- Picked up chemicals for pool
- Shut off school zone lights

EQUIPMENT MAINTENANCE

- Greased equipment

The Towanda Public Library

Hey guys! Your Library Director here. Just wanted to remind you of a few things and give you some updates.

- We had all the kids from the elementary school come through and tour the library, and have the opportunity to get signed up for a library card if they did not have one.
- We received new SCKLS books for the rotating selection! We are still in the process of getting them on the shelf, but these will be here for 6 months before they are switched out for new books.
- The Summer Reading Program starts June 1st! The sign-ups and tracking sheets are available at the library. You will fill these out and hand them in as you go so that we can keep track of everyone and find our reading winners. The program goes for 8 weeks from June 1st through July 26th. You must meet your reading goal and attend 2 events in order to be eligible for the program party at the end. We are nearing 100 people signed up!
- We are starting Story Time in June and will be every other Wednesday morning from 10:30-11:30.
- Saturday, June 21st, we have local author Dwight H. Kelley for a book reading and signing at the library
- At our Summer Reading Kick-off, we had over 70 people attend, 55 people signed up for the program, and 10 people signed up for a library card!

Month	Patrons	Ref	Comp	Fax	B/W	Color	Board	Meetin	FOTL	Bk Club	ILL Out	ILL In	Members	Materials	Books	DVDs	Audio	Door totals	
Jan	95	48	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	95
Feb	58	18	0	1	0	0	7	0	18	5	10	13	1	1	1	0	0	0	88
Mar	212	77	0	2	8	0	11	0	34	0	23	37	10	92	78	14	0	0	257
Apr	116	43	0	3	6	0	10	41	158	0	9	9	10	56	37	19	0	0	325
May	602	163	4	0	3	1	0	0	0	0	0	0	38	88	88	0	0	0	602
Jun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jul	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sep	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct	0	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	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	1083	349	6	6	17	1	28	41	210	5	42	59	59	237	204	33	0	0	1367
Date	5/30/2025																		

The following totals are as of Wednesday, May 28th. As you can see, we have had quite the jump in patrons! Thank you all for helping our library grow and flourish!!

Old
Business
06.11.2025

New
Business
06.11.2025

Other
Business
06.11.2025