

Early 1900's

The Towanda Band



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

Regular Council Meeting July 9th, 2025
7 pm at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

City Council Regular Meeting Agenda

Wednesday, August 13th, 2025, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

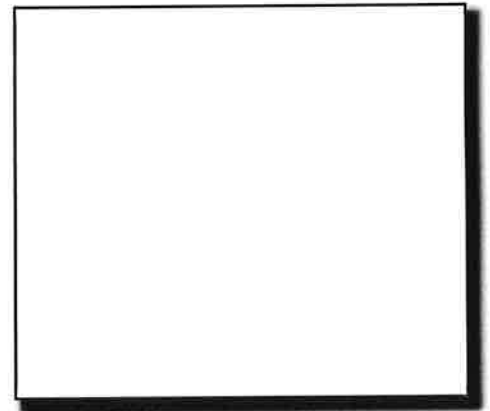
Regular Council Meeting

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 July 9th, 2025 Council Meeting**
- **TREASURER’S INFORMATION REPORTS JUNE 2025**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - iv. Water Loss Report
- **Claims**
 - i. Claims Reports
 - 1. Appropriations Ordinance 7-2025
- **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff Office Report
 - ii. Court Clerk’s Report
 - iii. Planning and Zoning
 - iv. Code Compliance Report
 - v. Towanda Maintenance Department
 - vi. Towanda Public Library Report



Council Packet

4. **PRESENTATIONS AND GUEST SPEAKERS**

- i. James Krstolich - Ideatek

5. **OLD BUSINESS**

- Amendment of Resolution 2025 – 08
- Main Street Building Demolition Update
- **Update:** Capital Improvement Plan Progress - Lisa
- **Update:** The Gas Station Lot
 - i. JEO Ideas
- Sales Tax Resolution No. 2025 – 11
- Safe Streets for All Grant **Update**

6. **NEW BUSINESS**

- STO Adoption Ordinance No. 726
- UPOC Adoption Ordinance No. 727
- Officer Report and Demolition Request for 411 Cincinnati
- Code Compliance Guidance for a Specific Court Issue

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

- Street Repair on Rainbow Dr.
 - New Emergency Water Conservation Plan
 - i. Water/Drought Ordinance No. 728
 - ii. Water Conservation Plan
 - iii. Adoption Ordinance No. 729
 - Seed Money for the Hometown Action Commission
- 7. OTHER NEW BUSINESS**
- Termites
- 8. PUBLIC COMMENT TIME**
- 9. EXECUTIVE SESSION**
-
- 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

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

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;

(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.

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

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 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

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

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.

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.

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

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.

Consent Agenda Items 08.13.2025

City of Towanda, KS
Statement of Activities
July 2025

	<u>Jul 25</u>
1001 · GENERAL FUND INCOME	
1004140 · Franchise Fees	275.56
1004150 · Sales Tax Income	14,034.26
1004321 · Pool Parties / Lessons	960.00
1004327 · Pool Admissions / Passes	793.00
1004328 · Sales Tax Collected To Send On	83.76
1004413 · Business / Contractor Licenses	50.00
1004421 · Building / Remodeling Permit	356.30
1004501 · Court Fines	100.00
1004610 · Interest Revenue	2,422.25
1004692 · Returned Check Fee	50.00
1004693 · Collections Fee	113.42
1005254 · Newsletter Income	<u>40.00</u>
Total 1001 · GENERAL FUND INCOME	19,278.55
 100X · GENERAL FUND EXPENSES	
12 · ADMINISTRATION EXPENSES	
12-Administration/Finance	
00 · Non Departemental	
00-5118 · Sales Tax Sent On to State	<u>272.99</u>
Total 00 · Non Departemental	272.99
12-5200 · Non-Material Expenditures	500.00
12-5227 · Audit Fees	300.00
12-5254 · Printing / Publications	51.37
12-5255 · Postage & Shipping Charges	162.79
12-5314 · Office Supplies	137.44
12-5323 · Office Equipment	159.97
12-5326 · Empac Service	180.00
12-5400 · IT & Website Expenses	
12-5401 · QuickBooks Software	384.00
12-5403 · MS Office	247.23
12-5404 · Tockify - Community Calendar	8.00
12-5405 · Adobe - Licenced Images	29.99
12-5406 · Mail Chimp Email Service	39.50
12-5417 · AMAZON PRIME MEBERSHIP	<u>129.00</u>
Total 12-5400 · IT & Website Expenses	837.72
66900 · Reconciliation Discrepancies	<u>0.09</u>
Total 12-Administration/Finance	2,602.37
12-5100 · Staff Expense Administration	
12-5110 · Salaries	15,387.85
12-5140 · PR Tax Expense City Share	1,173.26
12-5150 · KPERS City Share	1,549.17
12-5160 · Health Ins. - City Share	3,660.04

City of Towanda, KS
Statement of Activities
July 2025

	<u>Jul 25</u>
12-5161 · Adj - Payroll Liab. Differences	658.84
12-5100 · Staff Expense Administration - Other	<u>540.00</u>
Total 12-5100 · Staff Expense Administration	22,969.16
12-5251 · Utilities	
12-5261 · Utilities Reimbursed By BUFD#11	-1,879.20
12-5251 · Utilities - Other	<u>270.10</u>
Total 12-5251 · Utilities	-1,609.10
12-5253 · Insurance	
12-5260 · Insuranc C Hall & Fire Sta Bldg	<u>564.93</u>
Total 12-5253 · Insurance	564.93
12-5650 · Interfund Operate / TR Out	
12 - Transfer to Capital Improv	750.00
12 - Transfer to Community Bldg	833.34
12 - Transfer to Equipment Res	833.34
12 - Transfer to Sewer Reserve	0.00
12 - Transfer to Water Reserve	416.67
12 -Transfer to Street Reserve	<u>625.00</u>
Total 12-5650 · Interfund Operate / TR Out	<u>3,458.35</u>
Total 12 · ADMINISTRATION EXPENSES	27,985.71
13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	<u>81.53</u>
Total 13-Court General Expenses	81.53
13-5100 · Staff Expense Court	
13-5110 · Salaries	694.00
13-5140 · PR Tax Expense City Share	53.79
13-5150 · KPERS City Share	0.00
13-5160 · Health Ins. - City Share	<u>0.00</u>
Total 13-5100 · Staff Expense Court	<u>747.79</u>
Total 13 · COURT	829.32
14 · LEGAL	
14-5110 · Salaries / Permanent	<u>1,200.00</u>
Total 14 · LEGAL	1,200.00
15 · PLANNING & ZONING	
15-5225 · Code Compliance Contract	1,000.00
15-5252 · Communications	59.71
15-5254 · Printing / Publications	<u>49.87</u>
Total 15 · PLANNING & ZONING	1,109.58
21 · PARKS and GROUNDSKEEPING	
21-5251 · Utilities	28.55
21-5253 · Insurance	109.06
21-5420 · PORTA POTS	143.75
21-5550 · Groundkeeping	

City of Towanda, KS
Statement of Activities
July 2025

	<u>Jul 25</u>
21-5551 · Greenhouse Supplies & Parts	16.81
21-5554 · Mowing	
21-5555 · Mower Gas & Oil	143.46
Total 21-5554 · Mowing	<u>143.46</u>
Total 21-5550 · Groundkeeping	<u>160.27</u>
Total 21 · PARKS and GROUNDSKEEPING	441.63
22 · POOL	
22-Pool General Expenses	
22-5253 · Insurance	361.21
22-5312 · Chemicals	1,650.00
22-5315 · Operating Supplies	<u>34.19</u>
Total 22-Pool General Expenses	2,045.40
22-5100 · Staff Expense Pool	
22-5110 · Salaries	9,829.61
22-5140 · PR Tax Expense City Share	<u>761.84</u>
Total 22-5100 · Staff Expense Pool	<u>10,591.45</u>
Total 22 · POOL	12,636.85
24 · LIBRARY-BILLING	
24-5253 · Insurance	<u>370.43</u>
Total 24 · LIBRARY-BILLING	370.43
25 · SENIOR CENTER	
25-5242 · Building / Facilities R&M	170.96
25-5251 · Utilities	76.82
25-5253 · Insurance	<u>322.46</u>
Total 25 · SENIOR CENTER	570.24
26 · MUSEUM	
26-5253 · Insurance	<u>929.91</u>
Total 26 · MUSEUM	929.91
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5251 · Utilities	43.32
31-5253 · Insurance	376.40
31-5314 · Office Supplies	<u>62.38</u>
Total 31-Police Genral Expenditures	482.10
31-5243 · Contractural Services	<u>4,954.45</u>
Total 31 · SHERIFF DEPARTMENT CONTRACT	5,436.55
34 · ANIMAL CONTROL	
34-5253 · Insurance	12.96
34-5259 · Misc. Services	125.00
34-5319 · Misc. Supplies	<u>99.99</u>
Total 34 · ANIMAL CONTROL	237.95
50 · PUBLIC WORKS SHOP	
50-Public Works General	

City of Towanda, KS
Statement of Activities
July 2025

	<u>Jul 25</u>
50-5241 · Vehicle / Mobile Equipment R/M	359.90
50-5251 · Utilities	184.69
50-5253 · Insurance	860.52
50-5311 · Gasoline / Fuel / Lubricants	690.47
50-5314 · Office Supplies	799.90
50-5319 · Misc. Supplies	13.50
50-5321 · Maintenance Uniforms	161.10
50-5325 · Tools	274.95
50-5331 · Vehicle / Mobile Parts-Supplies	<u>16.59</u>
Total 50-Public Works General	3,361.62
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	2,863.14
50-5140 · PR Tax Expense City Share	219.91
50-5150 · KPERS City Share	212.69
50-5160 · Health Ins. - City Share	<u>532.40</u>
Total 50-5100 · Staff Expense Public Works	<u>3,828.14</u>
Total 50 · PUBLIC WORKS SHOP	<u>7,189.76</u>
Total 100X · GENERAL FUND EXPENSES	58,937.93

220X · FIRE RESCUE EXPENSE	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	0.00
2205140 · PR Tax Expense City Share	<u>0.00</u>
Total 2205100 · Staff Expense Fire Rescue	0.00
2205650 · Interfund Operate / TR Out	<u>1,102.95</u>
Total 220X · FIRE RESCUE EXPENSE	1,102.95

310X · BOND FUND EXPENSE	
3105231 · Bond Principal 11th St B 2009	5,000.00
3105233 · Interest & Fiscal Charges	<u>131.25</u>
Total 310X · BOND FUND EXPENSE	5,131.25

240I · EQUIPMENT RESERVE INCOME	
2404750 · Interfund Operating TR In	<u>833.34</u>
Total 240I · EQUIPMENT RESERVE INCOME	833.34
240X · EQUIPMENT RESERVE	
2405541 · Machinery / Equipment	<u>-1,500.00</u>
Total 240X · EQUIPMENT RESERVE	-1,500.00

City of Towanda, KS
Statement of Activities
July 2025

Jul 25

250I · STREETS INCOME	
2504230 · City/County/State Highway Fund	10,035.19
2504690 · Misc. Revenues	1.96
Total 250I · STREETS INCOME	10,037.15
250X · STREETS OM FUND EXPENSE	
2505100 · Staff Expense Streets	
2505110 · Salaries	880.97
2505140 · PR Tax Expense City Share	67.67
2505150 · KPERS City Share	65.44
2505160 · Health Ins. - City Share	163.82
Total 2505100 · Staff Expense Streets	1,177.90
2505241 · Vehicle / Mobile Equip R&M	172.52
2505242 · STREET REPAIR AND MAINTENANCE	2,144.44
2505244 · Other Repair / Maintenance	13,717.00
2505253 · Insurance (WC)	23.34
2505254 · Printing / Publications	49.87
2505310 · Fuel for Township-Exch for Rock	302.54
2505311 · Gasoline/ Fuel/ Lubricants	220.97
Total 250X · STREETS OM FUND EXPENSE	17,808.58

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	40.04
2514750 · Interfund Operate Trans. In	625.00
Total 251I · STREET RESERVE INCOME	665.04
251X · STREET RESERVE	
2515333 · Street Material / Supplies	5,658.55
Total 251X · STREET RESERVE	5,658.55

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	200.00
2604750 · Interfund Operating Tr. In	833.34
Total 260I · COMMUNITY CENTER INCOME	1,033.34
260X · COMMUNITY CENTER EXPENSE	
2605225 · Cleaning / Disposal Service	500.00
2605242 · Building / Facilities R&M	22.79
2605251 · Utilities	81.19
2605253 · Insurance	677.14
2605319 · Misc. Supplies	88.11
Total 260X · COMMUNITY CENTER EXPENSE	1,369.23

City of Towanda, KS
Statement of Activities
July 2025

Jul 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	1,764.00
Total 610I · Water Meter Replacement Fund	1,764.00

611I · WATER INCOME	
6114349 · Base Fee Water Revenue	432.70
6114350 · Water Revenue	29,210.32
6114355 · Late Payment Charge	436.53
6114356 · Disconnect Fees	357.34
6114358 · Water Protection Fee	78.40
Total 611I · WATER INCOME	30,515.29
611X · WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	2,202.42
6115140 · PR Tax Expense City Share	169.16
6115150 · KPERS City Share	163.61
6115160 · Health Ins. - City Share	409.54
Total 6115100 · Staff Expense Water	2,944.73
6115212 · Transportation / Mileage	54.88
6115244 · Other Repair / Maintenance	238.20
6115319 · Misc. Supplies	117.97
6115334 · Materials / Supplies Stock	171.15
6115341 · Water For Resale	28,258.93
6115420 · Contractual Services	229.26
6115550 · Water System Design KWO Grant	0.00
611X · WATER FUND EXPENSE - Other	49.87
Total 611X · WATER FUND EXPENSE	32,064.99

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
July 2025

Jul 25

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	2,305.77
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Total 613I · WATER TOWER INCOME	2,305.77
613X · WATER TOWER EXPENSE	
6135253 · Insurance	427.27
6135300 · Water Tower Expense	64.84
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Total 613X · WATER TOWER EXPENSE	492.11

621I · SEWER INCOME	
6214350 · Sewer Revenue	11,795.04
6214355 · Late Payment Charge	299.25
6214685 · Sewer Lagoon Fee	25.32
	<hr/>
Total 621I · SEWER INCOME	12,119.61
621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	5,065.56
6215140 · PR Tax Expense City Share	389.08
6215150 · KPERS City Share	376.29
6215160 · Health Ins. - City Share	941.94
	<hr/>
Total 6215100 · Staff Expense Sewer	6,772.87
6215200 · Non-Material Expenditures	36.11
6215251 · Utilities	96.03
6215253 · Insurance	116.34
6215254 · Printing / Publications	49.88
6215315 · Operating Supplies	73.31
6215334 · Materials / Supplies Stock	171.14
6215542 · LOAN JETTER SEWER EQUIP EMPRISE	959.64
	<hr/>
Total 621X · SEWER FUND EXPENSE	8,275.32

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues / SL Fees	7,498.58
6224750 · Interfund Operating Trans In	0.00
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Total 622I · SEWER RESERVE INCOME	7,498.58

City of Towanda, KS
Statement of Activities

July 2025

Jul 25

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	12,504.06
6304355 · Late Payment Charge	176.20
Total 630I · TRASH REVENUE	12,680.26
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	10,970.13
6305254 · Printing / Publications	49.87
Total 630X · TRASH FUND EXPENSE	11,020.00

720X · CEMETERY FUND EXPENSE	
7205200 · Funds Sent to Towanda Township	4,090.00
Total 720X · CEMETERY FUND EXPENSE	4,090.00

7:32 PM
08/07/25
Cash Basis

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

	Jul 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 • Vintage Bank	
100B • General Fund	450.00
100PC • Change Fund	
100B • General Fund - Other	142,791.56
Total 100B • General Fund	143,241.56
200B • Mayor/Council Fund	3,300.00
240B • Equipment Reserve Fund	26,486.10
250B • Streets O/M Fund	10,148.98
251B • Street Reserve Fund	196,970.49
260B • Community Center Fund	36,230.75
310B • Bond Fund	53,212.93
410B • Capital Improvemnet Fund	69,053.81
610B • Water Meter Replacement Fund	10,746.00
611B • Water O/M Fund	134.33
612B • Water Reserve Fund	15,679.75
613B • Tower Fund	89,731.04
621B • Sewer O/M Fund	23,760.16
622B • Sewer Reserve Fund	175,935.81
630B • Trash and Refuse Fund	41,969.96
1000 • Vintage Bank - Other	2,420.66
Total 1000 • Vintage Bank	899,022.33
Total Checking/Savings	899,022.33
Total Current Assets	899,022.33
TOTAL ASSETS	899,022.33
LIABILITIES & EQUITY	899,022.33

Budget Execution Report 2025

Date Thursday, July 31, 2025

% of year

58%

Fund		Budget	YTD	% Used	Remaining
General	100	\$901,600.00	\$480,243.31	53%	\$421,356.69
Streets	250	\$47,393.00	\$35,557.44	75%	\$11,835.56
Fire	220	\$55,419.49	\$56,522.44	102%	(\$1,102.95)
Comm Cntr	260	\$36,604.00	\$12,239.48	33%	\$24,364.52
Water	611	\$435,890.00	\$200,864.08	46%	\$235,025.92
Sewer	621	\$201,745.00	\$92,669.25	46%	\$109,075.75
Trash	630	\$193,811.00	\$80,661.86	42%	\$113,149.14
Cemetery	720	\$10,000.00	\$7,550.00	76%	\$2,450.00
Loan Pmt	310	\$16,739.00	\$5,324.45	32%	\$11,414.55
Library	210	\$57,190.00	\$49,982.88	87%	\$7,207.12
		\$1,956,391.49	\$1,021,615.19		

City of Towanda
Water Consumption Totals (Gallons)
2025

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

Usage Month	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
Billed Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RWD #5 (Account #1310)													0
RWD #5 (Account #1309)		3,973,100	3,973,100	3,973,100	3,973,100	3,973,100	4,111,700	4,111,700	0	0	0	0	31,408,900
RWD #5 (Account #1297)													0
RWD #5 Total		3,973,100	3,973,100	3,973,100	3,973,100	3,973,100	4,111,700	4,111,700	0	0	0	0	31,408,900
Jayhawk Billed		2,381,000	2,381,000	2,381,000	2,381,000	2,381,000	2,607,000	2,607,000	0	0	0	0	19,770,000
Bulk Water Billed													0
Known Water Loss													0
Total Billed		2,381,000	2,381,000	2,381,000	2,381,000	2,381,000	2,607,000	2,607,000	0	0	0	0	19,770,000
Consumption Difference		(1,568,400)	(1,666,100)	(1,573,600)	(1,118,900)	(1,434,300)	(1,487,000)	(1,504,700)	0	0	0	0	(11,638,900)
Percent Different		40%	42%	33%	31%	38%	36%	37%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	37%

Jayhawk Water \$ Amount	\$29,595.52	\$28,685.72	\$31,943.08	\$29,272.26	\$29,272.26	\$29,391.46	\$28,616.71	\$32,356.60	\$0.00	\$0.00	\$0.00	\$0.00	\$239,133.61
Rural Water \$ Billing Amo	\$22,550.38	\$22,684.53	\$22,343.79	\$22,194.94	\$20,781.63	\$22,927.47	\$24,457.69	\$24,414.69	\$0.00	\$0.00	\$0.00	\$0.00	\$182,355.12
Total Income from Water	\$7,045.14	\$6,001.19	\$9,599.29	\$7,077.32	\$8,490.63	\$6,463.99	\$4,159.02	\$7,941.91	\$0.00	\$0.00	\$0.00	\$0.00	\$56,778.49
Days	31	31	28	31	30	31	30	31					
Daily Gallons	127,400	128,165	139,746	125,374	121,230	123,203	137,300	132,635					#DIV/0!
Daily Billed Gallons	76,806	74,419	93,821	74,613	83,933	76,935	87,733	84,097	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Daily Loss	50,594	53,745	45,925	50,761	37,297	46,268	49,567	48,539					#DIV/0!
Monthly Cost of Loss	\$9,222.19	\$9,796.67	\$7,561.09	\$9,252.77	\$6,579.13	\$8,433.68	\$8,743.56	\$8,847.64	\$0.00	\$0.00	\$0.00	\$0.00	\$68,436.73

City of Towanda, KS
Claims Report
July 2025

Date	Nm	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						
07/31/2025	EOMLBNUP			272.99		272.99
Total 00-5118 - Sales Tax Sent On to State				272.99	0.00	272.99
Total 00 - Non Departmental				272.99	0.00	272.99
12-5200 - Non-Material Expenditures						
07/14/2025	40864	CAROLYN K BROCK	2026 BUDGET ASSISTANCE	500.00		500.00
Total 12-5200 - Non-Material Expenditures				500.00	0.00	500.00
12-5227 - Audit Fees						
07/14/2025	40857	Bank of America	AUDIT FILING FEES WITH STATE	300.00		300.00
Total 12-5227 - Audit Fees				300.00	0.00	300.00
12-5254 - Printing / Publications						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 06/01/2025 TO 06/30/2025	49.87		49.87
07/31/2025		Nextbill Pay		1.50		51.37
Total 12-5254 - Printing / Publications				51.37	0.00	51.37
12-5255 - Postage & Shipping Charges						
07/14/2025	40857	Bank of America	FLYER FOR CITY MAILING	162.79		162.79
Total 12-5255 - Postage & Shipping Charges				162.79	0.00	162.79
12-5314 - Office Supplies						
07/14/2025	40857	Bank of America	TOWELS, WINDEX, VINYL GLOVES, 3X STAPLES	137.44		137.44
Total 12-5314 - Office Supplies				137.44	0.00	137.44
12-5323 - Office Equipment						
07/14/2025	40857	Bank of America	FRIDGE FOR COUNCIL ROOM	159.97		159.97
Total 12-5323 - Office Equipment				159.97	0.00	159.97
12-5326 - Empac Service						
07/29/2025	40893	EMPAC	EMPAC Services for July, August, and September 2025 QTR 3 2025	180.00		180.00
Total 12-5326 - Empac Service				180.00	0.00	180.00
12-5400 - IT & Website Expenses						
12-6401 - QuickBooks Software						
07/14/2025	40857	Bank of America	QUICKBOOKS	384.00		384.00
Total 12-5401 - QuickBooks Software				384.00	0.00	384.00
12-5403 - MS Office						
07/14/2025	40857	Bank of America	MICROSOFT 365	247.23		247.23
Total 12-5403 - MS Office				247.23	0.00	247.23
12-5404 - Tockify - Community Calendar						
07/14/2025	40857	Bank of America	TOCKIFY	8.00		8.00
Total 12-5404 - Tockify - Community Calendar				8.00	0.00	8.00

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
12-5405 · Adobe - Licenced Images						
07/14/2025	40857	Bank of America	ADOBE	29.99		29.99
Total 12-5405 · Adobe - Licenced Images				29.99	0.00	29.99
12-5406 · Mail Chimp Email Service						
07/14/2025	40857	Bank of America	MAILCHIMP	39.50		39.50
Total 12-5406 · Mail Chimp Email Service				39.50	0.00	39.50
12-5417 · AMAZON PRIME MEMBERSHIP						
07/14/2025	40857	Bank of America	AMAZON PRIME	129.00		129.00
Total 12-5417 · AMAZON PRIME MEMBERSHIP				129.00	0.00	129.00
12-5400 · IT & Website Expenses				837.72	0.00	837.72
66900 · Reconciliation Discrepancies						
07/31/2025	EOMFBLLPY		Balance Adjustment	0.09		0.09
Total 66900 · Reconciliation Discrepancies				0.09	0.00	0.09
Total 12-Administration/Finance				2,602.37	0.00	2,602.37
12-5100 · Staff Expense Administration						
12-5110 · Salaries						
07/31/2025	EOMPRADJ			15,387.85		15,387.85
Total 12-5110 · Salaries				15,387.85	0.00	15,387.85
12-5140 · PR Tax Expense City Share						
07/31/2025	EOMPRADJ			1,173.26		1,173.26
Total 12-5140 · PR Tax Expense City Share				1,173.26	0.00	1,173.26
12-5150 · KPERS City Share						
07/31/2025	EOMPRADJ			1,549.17		1,549.17
Total 12-5150 · KPERS City Share				1,549.17	0.00	1,549.17
12-5160 · Health Ins. - City Share						
07/31/2025	EOMPRADJ			3,660.04		3,660.04
Total 12-5160 · Health Ins. - City Share				3,660.04	0.00	3,660.04
12-5161 · Adj - Payroll Liab. Differences						
07/31/2025	EOMLECLNUP			658.84		658.84
Total 12-5161 · Adj - Payroll Liab. Differences				658.84	0.00	658.84
12-5100 · Staff Expense Administration - Other						
07/14/2025	40857	Bank of America	DROPBOX	540.00		540.00
Total 12-5100 · Staff Expense Administration - Other				540.00	0.00	540.00
Total 12-5100 · Staff Expense Administration				22,969.16	0.00	22,969.16
12-5261 · Utilities						
12-5261 · Utilities Reimbursed By BUFD#11						
07/01/2025	40838	ACCENTLOGIC	TELEPHONE SERVICE 07/01/2025	32.72		32.72
07/07/2025	40850	COX	TO 07/31/2025			
07/14/2025	40860	VERIZON WIRELESS	COX UTILITY	44.91		77.63
07/24/2025	40890	KANSAS GAS SERVICE	VERIZON PHONE	41.52		119.15
07/31/2025	5035	Buller County Fire District #11	KANSAS GAS UTILITY	57.75		176.90
Total 12-5261 · Utilities Reimbursed By BUFD#11			Bills		2,056.10	-1,879.20
12-5261 · Utilities - Other				176.90	2,056.10	-1,879.20

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
07/01/2025	40835	BUTLER RURAL ELECTRIC	LIGHT AT HUNTER ROAD AND 254 TELEPHONE SERVICE 07/01/2025 TO 07/31/2025	68.45		68.45
07/01/2025	40838	ACCENTLOGIC	COX UTILITY	98.16		186.61
07/07/2025	40850	COX	VERIZON PHONE	27.52		194.13
07/14/2025	40860	VERIZON WIRELESS	KANSAS GAS UTILITY	41.52		235.65
07/24/2025	40890	KANSAS GAS SERVICE		34.45		270.10
				270.10	0.00	270.10
				447.00	2,056.10	-1,609.10
Total 12-5251 - Utilities - Other						
Total 12-5251 - Utilities						
12-5253 - Insurance						
12-5260 - Insurance C Hall & Fire Sta Bldg						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	881.73		881.73
07/31/2025	5035	Butler County Fire District #11	Bills		316.80	564.93
Total 12-5260 - Insurance C Hall & Fire Sta Bldg				881.73	316.80	564.93
Total 12-5253 - Insurance				881.73	316.80	564.93
12-5650 - Interfund Operate / TR Out						
12 - Transfer to Capital Improv						
07/31/2025	MonthlyTFR			750.00		750.00
Total 12 - Transfer to Capital Improv				750.00	0.00	750.00
12 - Transfer to Community Bldg						
07/31/2025	MonthlyTFR			833.34		833.34
Total 12 - Transfer to Community Bldg				833.34	0.00	833.34
12 - Transfer to Equipment Res						
07/31/2025	MonthlyTFR			833.34		833.34
Total 12 - Transfer to Equipment Res				833.34	0.00	833.34
12 - Transfer to Sewer Reserve						
07/31/2025	MonthlyTFR			0.00		0.00
Total 12 - Transfer to Sewer Reserve				0.00	0.00	0.00
12 - Transfer to Water Reserve						
07/31/2025	MonthlyTFR			416.67		416.67
Total 12 - Transfer to Water Reserve				416.67	0.00	416.67
12 - Transfer to Street Reserve						
07/31/2025	MonthlyTFR			625.00		625.00
Total 12 - Transfer to Street Reserve				625.00	0.00	625.00
Total 12-5650 - Interfund Operate / TR Out						
Total 12 - ADMINISTRATION EXPENSES				3,458.35	0.00	3,458.35
Total 12 - COURT				30,358.61	2,372.90	27,985.71
13 - COURT						
13-Court General Expenses						
13-5251 - Utilities						
07/14/2025	40860	VERIZON WIRELESS	VERIZON PHONE	81.53		81.53
Total 13-5251 - Utilities				81.53	0.00	81.53
Total 13-Court General Expenses						
Total 13-Court General Expenses				81.53	0.00	81.53
13-5100 - Staff Expense Court						
13-5110 - Salaries						
07/31/2025	EOMPRADJ			694.00		694.00

City of Towanda, KS
Claims Report
July 2025

Date	Nm	Name	Memo	Debit	Credit	Balance
Total 13-5110 - Salaries				694.00	0.00	694.00
13-5140 - PR Tax Expense City Share						
07/31/2025	EOMPRADJ					
Total 13-5140 - PR Tax Expense City Share				53.79		53.79
13-5150 - KPERS City Share				53.79	0.00	53.79
07/31/2025	EOMPRADJ					
Total 13-5150 - KPERS City Share				0.00		0.00
13-5160 - Health Ins. - City Share					0.00	0.00
07/31/2025	EOMPRADJ					
Total 13-5160 - Health Ins. - City Share				0.00		0.00
Total 13-5100 - Staff Expense Court				747.79	0.00	747.79
Total 13 - COURT				829.32	0.00	829.32
14 - LEGAL						
14-5110 - Salaries / Permanent						
07/20/2025	40882	Robert Lane	JULY 2025 ATTORNEY	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						
07/01/2025	40833		JULY 2025 CODE COMPLIANCE	1,000.00		1,000.00
Total 15-5225 - Code Compliance Contract				1,000.00	0.00	1,000.00
15-5252 - Communications						
07/20/2025	40877	LISA HAMILTON	PHONE BILL 08/01/2025	59.71		59.71
Total 15-5252 - Communications				59.71	0.00	59.71
15-5254 - Printing / Publications						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 08/01/2025 TO 08/30/2025	49.87		49.87
Total 15-5254 - Printing / Publications				49.87	0.00	49.87
21 - PARKS and GROUNDSKEEPING						
21-5261 - Utilities				1,109.68	0.00	1,109.68
07/24/2025	40887	EVERGY	EVERGY UTILITY	28.55		28.55
Total 21-5261 - Utilities				28.55	0.00	28.55
21-5263 - Insurance						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	109.06		109.06
Total 21-5263 - Insurance				109.06	0.00	109.06
21-5420 - PORTA POTS						
07/07/2025	40844	AAA PORTABLE SERVICES	PORTA POT JULY 2025	143.75		143.75
Total 21-5420 - PORTA POTS				143.75	0.00	143.75
21-5550 - Groundkeeping						
21-5551 - Greenhouse Supplies & Parts						
07/14/2025	40857	Bank of America	KNEELING MAT FOR GARDENING	16.81		16.81
Total 21-5551 - Greenhouse Supplies & Parts				16.81	0.00	16.81
21-5554 - Mowing						

City of Towanda, KS
Claims Report
July 2025

Date	Numb	Name	Memo	Debit	Credit	Balance
21-5555 · Mower Gas & Oil						
07/01/2025 40837		WEX FLEET UNIVERSAL	FUEL	101.49		101.49
07/17/2025 40872		BOMGAARS SUPPLY	3X FUEL STABILIZER	41.97		143.46
Total 21-5555 · Mower Gas & Oil					0.00	143.46
21-5554 · Mowing						
Total 21-5554 · Groundkeeping				143.46	0.00	143.46
Total 21 · PARKS and GROUNDSKEEPING				160.27	0.00	160.27
22 · POOL				441.63	0.00	441.63
22-Pool General Expenses						
22-5253 · Insurance						
07/10/2025 40856		EMC INSURANCE	EMC INSURANCE	361.21		361.21
Total 22-5253 · Insurance				361.21	0.00	361.21
22-5312 · Chemicals						
07/16/2025 40870		D. GERBER COMMERCIAL POOL PRODUCTS	10X CHLORINE 50# DRUM	1,650.00		1,650.00
Total 22-5312 · Chemicals				1,650.00	0.00	1,650.00
22-5315 · Operating Supplies						
07/17/2025 40873		SUTHERLANDS CREDIT	SEDIMENT	34.19		34.19
Total 22-5315 · Operating Supplies				34.19	0.00	34.19
Total 22-Pool General Expenses				2,045.40	0.00	2,045.40
22-5100 · Staff Expense Pool						
22-5110 · Salaries						
07/31/2025 EOMPRADJ				9,829.61		9,829.61
Total 22-5110 · Salaries				9,829.61	0.00	9,829.61
22-5140 · PR Tax Expense City Share						
07/31/2025 EOMPRADJ				761.84		761.84
Total 22-5140 · PR Tax Expense City Share				761.84	0.00	761.84
Total 22-5100 · Staff Expense Pool				10,591.45	0.00	10,591.45
Total 22 · POOL				12,636.65	0.00	12,636.65
24 · LIBRARY-BILLING						
24-5253 · Insurance						
07/10/2025 40856		EMC INSURANCE	EMC INSURANCE	370.43		370.43
Total 24-5253 · Insurance				370.43	0.00	370.43
25 · SENIOR CENTER						
25-5242 · Building / Facilities R&M						
07/17/2025 40873		SUTHERLANDS CREDIT	SINK DISPOSAL AND WASHERS	170.96		170.96
Total 25-5242 · Building / Facilities R&M				170.96	0.00	170.96
25-5251 · Utilities						
07/07/2025 40847		COX	COX UTILITY	33.50		33.50
07/24/2025 40880		KANSAS GAS SERVICE	KANSAS GAS UTILITY	43.32		76.82
Total 25-5251 · Utilities				76.82	0.00	76.82
25-5253 · Insurance						
07/10/2025 40856		EMC INSURANCE	EMC INSURANCE	322.46		322.46

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
Total 25-5253 - Insurance				322.46	0.00	322.46
Total 25 - SENIOR CENTER				570.24	0.00	570.24
26 - MUSEUM						
26-5253 - Insurance	07/10/2025	40856	EMC INSURANCE	929.91		929.91
	07/10/2025		EMC INSURANCE	929.91	0.00	929.91
Total 26-5253 - Insurance				929.91	0.00	929.91
Total 26 - MUSEUM						
31 - SHERIFF DEPARTMENT CONTRACT						
31-Police General Expenditures						
31-5251 - Utilities	07/24/2025	40890	KANSAS GAS SERVICE	43.32		43.32
	07/24/2025		KANSAS GAS UTILITY	43.32	0.00	43.32
Total 31-5251 - Utilities				43.32	0.00	43.32
31-5253 - Insurance	07/10/2025	40856	EMC INSURANCE	376.40		376.40
	07/10/2025		EMC INSURANCE	376.40	0.00	376.40
Total 31-5253 - Insurance				376.40	0.00	376.40
31-5314 - Office Supplies	07/14/2025	40863	League of Kansas Municipalities	62.38		62.38
	07/14/2025		5X HARD COPY OF STADARD TRAFFIC ORDINANCE AND 1 ELECTRONIC USER LICENSE	62.38	0.00	62.38
Total 31-5314 - Office Supplies				482.10	0.00	482.10
31-5243 - Contractural Services	07/01/2025	40832	BUTLER COUNTY SHERIFF LE	4,954.45		4,954.45
	07/01/2025		WALKER	4,954.45	0.00	4,954.45
Total 31-5243 - Contractural Services				5,436.55	0.00	5,436.55
34 - ANIMAL CONTROL						
34-5253 - Insurance	07/10/2025	40856	EMC INSURANCE	12.96		12.96
	07/10/2025		EMC INSURANCE	12.96	0.00	12.96
Total 34-5253 - Insurance						
34-5259 - Misc. Services	07/14/2025	40858	PRAIRE STATION VET CLINIC	75.00		75.00
	07/14/2025	40859	PRAIRE STATION VET CLINIC	50.00		125.00
	07/14/2025		ANNUAL KENNEL INSPECTION	125.00	0.00	125.00
Total 34-5259 - Misc. Services						
34-5319 - Misc. Supplies	07/14/2025	40857	Bank of America	99.99		99.99
	07/14/2025		DOG NET	99.99	0.00	99.99
Total 34-5319 - Misc. Supplies				237.95	0.00	237.95
50 - PUBLIC WORKS SHOP						
50-Public Works General						
50-5241 - Vehicle / Mobile Equipment R/M	07/07/2025	40841	TOWANDA BATTERY COMPANY	359.90		359.90
	07/07/2025		BATTERY FOR TRUCK 31-MHD	359.90	0.00	359.90
Total 50-5241 - Vehicle / Mobile Equipment R/M						
50-5251 - Utilities						

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
07/01/2025	40838	ACCENTLOGIC	TELEPHONE SERVICE 07/01/2025	32.72		32.72
07/07/2025	40850	COX	COX UTILITY	27.52		60.24
07/20/2025	40879	RYLAN ROSE	AUGUST TELEPHONE BILL	30.00		90.24
07/20/2025	40880	KALEB MONEY	AUGUST 2025 TELEPHONE BILL	30.00		120.24
07/20/2025	40881	Smith, Joshua A	AUGUST 2025 TELEPHONE BILL	30.00		150.24
07/24/2025	40890	KANSAS GAS SERVICE	KANSAS GAS UTILITY	34.45		184.69
Total 50-5251 - Utilities				184.69	0.00	184.69
50-5253 - Insurance						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	860.52		860.52
Total 50-5253 - Insurance				860.52	0.00	860.52
50-5311 - Gasoline / Fuel / Lubricants						
07/01/2025	40837	WEX FLEET UNIVERSAL	FUEL	690.47		690.47
Total 50-5311 - Gasoline / Fuel / Lubricants				690.47	0.00	690.47
50-5314 - Office Supplies						
07/14/2025	40857	Bank of America	COMPUTER FOR MAINTENANCE	799.90		799.90
Total 50-5314 - Office Supplies				799.90	0.00	799.90
50-5319 - Misc. Supplies						
07/14/2025	40857	Bank of America	LIGHT BULBS	13.50		13.50
Total 50-5319 - Misc. Supplies				13.50	0.00	13.50
50-5321 - Maintenance Uniforms						
07/07/2025	40842	UNIFIRST CORPORATION	UNIFORMS	53.70		53.70
07/14/2025	40865	UNIFIRST CORPORATION	UNIFORMS	54.20		107.90
07/22/2025	40884	UNIFIRST CORPORATION	UNIFORMS	53.20		161.10
Total 50-5321 - Maintenance Uniforms				161.10	0.00	161.10
50-5325 - Tools						
07/14/2025	40857	Bank of America	5X DIAMOND SAW BLADES	160.00		160.00
07/24/2025	40888	Schulte Supply	14" RAPIDGRIP HEAVY DUTY PROFESSIONAL TOOL	114.95		274.95
Total 50-5325 - Tools				274.95	0.00	274.95
50-5331 - Vehicle / Mobile Parts-Supplies						
07/16/2025	40871	HIZEY SERVICE AND SUPPLY	GAS COCK 1/2" BRASS FOR CRACK SEALER	16.59		16.59
Total 50-5331 - Vehicle / Mobile Parts-Supplies				16.59	0.00	16.59
Total 50-Public Works General				3,361.62	0.00	3,361.62
50-5100 - Staff Expense Public Works						
50-5110 - Salaries						
07/31/2025	EOMPRADJ			2,863.14		2,863.14
Total 50-5110 - Salaries				2,863.14	0.00	2,863.14
50-5140 - PR Tax Expense City Share						
07/31/2025	EOMPRADJ			219.91		219.91
Total 50-5140 - PR Tax Expense City Share				219.91	0.00	219.91
50-5150 - KPERS City Share						
07/31/2025	EOMPRADJ			212.69		212.69
Total 50-5150 - KPERS City Share				212.69	0.00	212.69

City of Towanda, KS
Claims Report
July 2025

Date	Nm	Name	Memo	Debit	Credit	Balance
50-5160 · Health Ins. - City Share						
07/31/2025	EOMPRADJ			532.40		532.40
Total 50-5160 · Health Ins. - City Share				532.40	0.00	532.40
Total 50-5100 · Staff Expense Public Works				3,828.14	0.00	3,828.14
Total 50 · PUBLIC WORKS SHOP				7,189.76	0.00	7,189.76
Total 100X · GENERAL FUND EXPENSES				61,310.83	2,372.90	58,937.93
Other Income/Expense						
Other Expense						
DESIGNATED FUND EXPENDITURES						
220X · FIRE RESCUE EXPENSE						
2205100 · Staff Expense Fire Rescue						
2205110 · Salaries						
07/31/2025	EOMPRADJ			0.00	0.00	0.00
Total 2205110 · Salaries				0.00	0.00	0.00
2205140 · PR Tax Expense City Share						
07/31/2025	EOMPRADJ				0.00	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
2205650 · Interfund Operate / TR Out						
07/16/2025	40869	Butler County Fire District #11	DEPARTMENT	1,102.95		1,102.95
Total 2205650 · Interfund Operate / TR Out				1,102.95	0.00	1,102.95
Total 220X · FIRE RESCUE EXPENSE				1,102.95	0.00	1,102.95
240X · EQUIPMENT RESERVE						
2405541 · Machinery / Equipment						
07/28/2025	115215	PURPLE WAVE	SALE OF 1986 CHEVY 70 SEWER JETTER TRUCK		1,500.00	-1,500.00
Total 2405541 · Machinery / Equipment				0.00	1,500.00	-1,500.00
Total 240X · EQUIPMENT RESERVE				0.00	1,500.00	-1,500.00
250X · STREETS OM FUND EXPENSE						
2505100 · Staff Expense Streets						
2505110 · Salaries						
07/31/2025	EOMPRADJ			880.97		880.97
Total 2505110 · Salaries				880.97	0.00	880.97
2505140 · PR Tax Expense City Share						
07/31/2025	EOMPRADJ			67.67		67.67
Total 2505140 · PR Tax Expense City Share				67.67	0.00	67.67
2505150 · KPERS City Share						
07/31/2025	EOMPRADJ			65.44		65.44
Total 2505150 · KPERS City Share				65.44	0.00	65.44
2505160 · Health Ins. - City Share						
07/31/2025	EOMPRADJ			163.82		163.82
Total 2505160 · Health Ins. - City Share				163.82	0.00	163.82
Total 2505100 · Staff Expense Streets				1,177.90	0.00	1,177.90
2505241 · Vehicle / Mobile Equip R&M						

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
07/01/2025	40831	EQUIPMENTSHARE	BACKHO REPAIR - RADIATOR CAP AND BELT	120.80		120.80
07/07/2025	40840	T&D TIRE AND AUTO REPAIR	BACKHO TIRE REPAIR	15.00		135.80
07/14/2025	40862	EQUIPMENTSHARE	CASE BELT 84591722	36.72		172.52
Total 2505241 - Vehicle / Mobile Equip R&M				172.52	0.00	172.52
2505242 - STREET REPAIR AND MAINTENANCE						
07/07/2025	40846	ANDOVER RENTAL CENTER	SKID STEER	18.00		18.00
07/10/2025	40853	Asphalt Kingdom	THERMOMETER FOR THE CRACK SEAL EQUIPMENT AND A DIGITAL THERMOMETER	353.76		371.76
07/10/2025	40854	MCCONNELL & ASSOCIATES	CRACK POT SEAL CART	499.00		870.76
07/17/2025	40872	BOMGAARS SUPPLY	Alley by Kendra Adams 336 N 7TH	796.93		1,667.69
07/17/2025	40873	SUTHERLANDS CREDIT	GRADE STAKE, SAWZALL X2, CIRCLE SAW BLADE X2, CIRCLE SAW TOOL	476.75		2,144.44
				2,144.44	0.00	2,144.44
Total 2505242 - STREET REPAIR AND MAINTENANCE						
2505244 - Other Repair / Maintenance						
07/07/2025	40843	PHILLIPS SOUTHERN ELECTRIC	REPLACED ELECTRICAL BOX AT HUNTER & 254	13,717.00		13,717.00
				13,717.00	0.00	13,717.00
Total 2505244 - Other Repair / Maintenance						
2505253 - Insurance (WC)						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	23.34		23.34
				23.34	0.00	23.34
Total 2505253 - Insurance (WC)						
2505254 - Printing / Publications						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 06/01/2025 TO 06/30/2025	49.87		49.87
				49.87	0.00	49.87
Total 2505254 - Printing / Publications						
2505310 - Fuel for Township-Exch for Rock						
07/01/2025	40837	WEX FLEET UNIVERSAL	TOWNSHIP FUEL	302.54		302.54
				302.54	0.00	302.54
Total 2505310 - Fuel for Township-Exch for Rock						
2505311 - Gasoline/ Fuel/ Lubricants						
07/01/2025	40837	WEX FLEET UNIVERSAL	FUEL	220.97		220.97
				220.97	0.00	220.97
				17,808.56	0.00	17,808.56
Total 2505311 - Gasoline/ Fuel/ Lubricants						
Total 250X - STREETS OM FUND EXPENSE						
251X - STREET RESERVE						
2515333 - Street Material / Supplies						
07/16/2025	40868	PEARSON CONSTRUCTION	11,99 TON AND 14,080 TONS OF ASPHALT	1,866.22		1,866.22
07/24/2025	40886	PEARSON MATERIALS	8 24 TON ASPHALT FOR ROADS	638.60		2,504.82
07/28/2025	40892	HIZEY SERVICE AND SUPPLY	CULVERT 36"X24" 14 GA GALV	1,985.03		4,489.85
07/29/2025	40901	PEARSON MATERIALS	SC-1 15 % RAP 64-22 15,080 TON	1,168.70		5,658.55
				5,658.55	0.00	5,658.55
				5,658.55	0.00	5,658.55
Total 2515333 - Street Material / Supplies						
Total 251X - STREET RESERVE						
260X - COMMUNITY CENTER EXPENSE						
2605225 - Cleaning / Disposal Service						
07/20/2025	40878	Lisa K. Hamilton	JULY 2025 COMMUNITY BUILDING CLEANING	500.00		500.00

City of Towanda, KS
Claims Report
July 2025

Date	Nm	Name	Memo	Debit	Credit	Balance
Total 2605225 - Cleaning / Disposal Service				500.00	0.00	500.00
2605242 - Building / Facilities R&M	40873	SUTHERLANDS CREDIT	FILTERS FOR AC	22.79		22.79
Total 2605242 - Building / Facilities R&M				22.79	0.00	22.79
2605261 - UTILITIES						
07/07/2025	40847	COX	COX UTILITY	33.50		33.50
07/24/2025	40890	KANSAS GAS SERVICE	KANSAS GAS UTILITY	47.69		81.19
Total 2605251 - Utilities				81.19	0.00	81.19
2605263 - Insurance						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	677.14		677.14
Total 2605253 - Insurance				677.14	0.00	677.14
2605319 - Misc. Supplies						
07/14/2025	40857	Bank of America	CHAIR LEG PROTECTORS	86.11		86.11
Total 2605319 - Misc. Supplies				86.11	0.00	86.11
Total 260X - COMMUNITY CENTER EXPENSE				1,369.23	0.00	1,369.23
310X - BOND FUND EXPENSE						
3105231 - Bond Principal 11th St B 2009						
07/16/2025	40867	KANSAS STATE TREASURER	GO BONDS 2009 B	5,000.00		5,000.00
Total 3105231 - Bond Principal 11th St B 2009				5,000.00	0.00	5,000.00
3105233 - Interest & Fiscal Charges						
07/16/2025	40867	KANSAS STATE TREASURER	GO BONDS 2009 B	131.25		131.25
Total 3105233 - Interest & Fiscal Charges				131.25	0.00	131.25
Total 310X - BOND FUND EXPENSE				5,131.25	0.00	5,131.25
611X - WATER FUND EXPENSE						
6115100 - Staff Expense Water						
6116110 - Salaries						
07/31/2025	EOMPRADJ			2,202.42		2,202.42
Total 6115110 - Salaries				2,202.42	0.00	2,202.42
6116140 - PR Tax Expense City Share						
07/31/2025	EOMPRADJ			169.16		169.16
Total 6115140 - PR Tax Expense City Share				169.16	0.00	169.16
6115150 - KPERS City Share						
07/31/2025	EOMPRADJ			163.61		163.61
Total 6115150 - KPERS City Share				163.61	0.00	163.61
6116160 - Health Ins. - City Share						
07/31/2025	EOMPRADJ			409.54		409.54
Total 6115160 - Health Ins. - City Share				409.54	0.00	409.54
Total 6115100 - Staff Expense Water				2,944.73	0.00	2,944.73
6116212 - Transportation / Mileage						
07/07/2025	40849	METRO COURIER	JUNE 16 TO JUNE 30, 2025 WATER	27.44		27.44
07/20/2025	40874	METRO COURIER	SAMPLE DELIVERY	27.44		54.88
Total 6115212 - Transportation / Mileage				54.88	0.00	54.88
6115244 - Other Repair / Maintenance						

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
07/17/2025	40873	SUTHERLANDS CREDIT	X3, TUBING BRAIDEDS, 4X GALV BUSHING	77.74		77.74
07/20/2025	40875	HIZEY SERVICE AND SUPPLY	18" X 36" METER BOX AND VLAVE BOX LID FOR 410 CINCINATTI	160.46		238.20
				238.20	0.00	238.20
Total 6115244 - Other Repair / Maintenance						
6115319 - Misc. Supplies						
07/17/2025	40872	BOWGAARS SUPPLY	STRAIGHT MALE CONNECTOR X5, COUPLING, PIPE NIPPLE X4, LETTERS / NUMBER X 9	117.97		117.97
				117.97	0.00	117.97
Total 6115319 - Misc. Supplies						
6115334 - Materials / Supplies Stock						
07/07/2025	40851	Lampton Welding Supply	OXYGEN AND ARGON	13.60		13.60
07/16/2025	40866	Lampton Welding Supply	Argon	157.55		171.15
				171.15	0.00	171.15
Total 6115334 - Materials / Supplies Stock						
6115341 - Water For Resale						
07/01/2025	40839	RURAL WATER DIST. NO. 5	Water from 05/30/2025 to 06/30/2025	28,258.93		28,258.93
				28,258.93	0.00	28,258.93
Total 6115341 - Water For Resale						
6115420 - Contractual Services						
07/01/2025	40834	GRIFFIN MAX CONSTRUCTION INC	JULY 2025 FOR WATER LICENSE	200.00		200.00
07/07/2025	40845	KANSAS ONE CALL SYSTEM	APRIL AND MAY ONE CALL	29.26		229.26
				229.26	0.00	229.26
Total 6115420 - Contractual Services						
6115500 - Water System Design KWO Grant						
07/15/2025		JEO CONSULTING GROUP	Deposit Towanda Water System Design 2025 Project R241393.01	17,140.00	17,140.00	-17,140.00
07/15/2025	40885			17,140.00		0.00
				17,140.00		0.00
Total 6115500 - Water System Design KWO Grant						
611X - WATER FUND EXPENSE - Other						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 06/01/2025 TO 06/30/2025	49.87		49.87
				49.87	0.00	49.87
				49,204.99	17,140.00	32,064.99
Total 611X - WATER FUND EXPENSE - Other						
613X - WATER TOWER EXPENSE						
6135253 - Insurance						
07/10/2025	40856	EMC INSURANCE	EMC INSURANCE	427.27		427.27
				427.27	0.00	427.27
Total 6135253 - Insurance						
6135300 - Water Tower Expense						
07/17/2025	40873	SUTHERLANDS CREDIT	ADAPER HOSE , TUBING, BUSHING HEX GALV	64.84		64.84
				64.84	0.00	64.84
				492.11	0.00	492.11
Total 6135300 - Water Tower Expense						
621X - SEWER FUND EXPENSE						
6215100 - Staff Expense Sewer						
6215110 - Salaries						
07/31/2025	EOMPRADJ			5,065.56		5,065.56
				5,065.56	0.00	5,065.56
Total 6215110 - Salaries						
6215140 - PR Tax Expense City Share						
07/31/2025	EOMPRADJ			389.08		389.08

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
Total 6215140 - PR Tax Expense City Share				369.08	0.00	369.08
6215160 - KPERS City Share						
07/31/2025	EOMPRADJ					
Total 6215150 - KPERS City Share				376.29		376.29
6215160 - Health Ins. - City Share						
07/31/2025	EOMPRADJ				0.00	376.29
Total 6215160 - Health Ins. - City Share				941.94		941.94
Total 6215160 - Health Ins. - City Share				941.94	0.00	941.94
Total 6215100 - Staff Expense Sewer				6,772.87	0.00	6,772.87
6216200 - Non-Material Expenditures						
07/28/2025	40891	AMERICAN MESSAGING	SEWER EMERGENCY PAGER	36.11		36.11
Total 6215200 - Non-Material Expenditures				36.11	0.00	36.11
6215261 - Utilities						
07/21/2025	40883	LINGO	SEWER EMERGENCY PHONE LINE	96.03		96.03
Total 6215251 - Utilities				96.03	0.00	96.03
6215253 - Insurance						
07/10/2025	40866	EMC INSURANCE	EMC INSURANCE	116.34		116.34
Total 6215253 - Insurance				116.34	0.00	116.34
6215254 - Printing / Publications						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 06/01/2025 TO 06/30/2025	49.88		49.88
Total 6215254 - Printing / Publications				49.88	0.00	49.88
6215315 - Operating Supplies						
07/14/2025	40857	Bank of America	GALLONS	73.31		73.31
Total 6215315 - Operating Supplies				73.31	0.00	73.31
6215334 - Materials / Supplies Stock						
07/07/2025	40851	Lampton Welding Supply	OXYGEN AND ARGON	13.60		13.60
07/16/2025	40866	Lampton Welding Supply	Argon	157.54		171.14
Total 6215334 - Materials / Supplies Stock				171.14	0.00	171.14
6215642 - LOAN JETTER SEWER EQUIP EMPRISE						
07/30/2025	40902	EMPRISE BANK	PAYMENT ON JETTER SEWER EQUIPMENT	959.64		959.64
Total 6215642 - LOAN JETTER SEWER EQUIP EMPRISE				959.64	0.00	959.64
630X - TRASH FUND EXPENSE				8,275.32	0.00	8,275.32
6305225 - Cleaning / Disposal Service						
07/07/2025	40848	WASTE CONNECTIONS INC	TRASH SERVICE IN JUNE 2025	10,658.13		10,658.13
07/07/2025	40848	WASTE CONNECTIONS INC	LEAF BIN DUMPED	312.00		10,970.13
Total 6305225 - Cleaning / Disposal Service				10,970.13	0.00	10,970.13
6305264 - Printing / Publications						
07/20/2025	40876	CANON FINANCIAL SERVICES	COPY MACHINE 06/01/2025 TO 06/30/2025	49.87		49.87
Total 6305264 - Printing / Publications				49.87	0.00	49.87
720X - CEMETERY FUND EXPENSE				11,020.00	0.00	11,020.00
7205200 - Funds Sent to Towanda Township						

City of Towanda, KS
Claims Report
July 2025

Date	Num	Name	Memo	Debit	Credit	Balance
07/14/2025	40861	TOWANDA TOWNSHIP	MONIES RECEIVED QTR 2 2025 FOR CEMETERY	4,090.00		4,090.00
Total 7205200 - Funds Sent to Towanda Township				4,090.00	0.00	4,090.00
Total 720X - CEMETERY FUND EXPENSE				4,090.00	0.00	4,090.00
Total DESIGNATED FUND EXPENDITURES				104,152.98	18,640.00	85,512.98
General Fund Expenditures						\$ 58,937.93
Designated Fund Expenditures						\$ 85,512.98
Section 1		Expenditures Other than Payroll				\$96,617.71
Section 2		Payroll Expenditures				\$47,833.20
Total this Ordinance		Total Expenditures				\$144,450.91



ANDY NEWBREY

Business Card

June 08, 2025 - July 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 \$3,389.54
Minimum Payment Due **\$33.90**
Payment Due Date **08/03/25**
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 \$2,841.67
Payments and Other Credits -\$2,841.67
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$3,389.54
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$3,389.54
Credit Limit \$7,500
Credit Available \$4,110.46
Statement Closing Date 07/07/25
Days in Billing Cycle 30

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
06/24	06/24	Payments and Other Credits		
		PAYMENT - THANK YOU	17515300000000533509986	- 2,841.67
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$2,841.67
		Purchases and Other Charges		
06/09	06/07	AMAZON MARK* NH81V9CP1 SEATTLE WA	82305095158500022625569	15.95 -
06/09	06/07	TOCKIFY WEB CALENDAR BRIGHTON LND	85383905158500021753055	8.00 -
06/10	06/09	AMAZON RETA* NH6GQ8XY0 SEATTLE WA	8161500009193842	9.98 -
06/10	06/10	AMAZON MARK* NA2714LH2 SEATTLE WA	82305095161500016303418	160.00 -
06/11	06/10	AMAZON RETA* NH7TA4H81 SEATTLE WA	82305095162500005973642	31.17 -
06/11	06/11	Microsoft*Microsoft 36 8006427676 WA	12302025162000902075044	107.49 -

Account Number
June 08, 2025 - July 07, 2025

New Balance Total \$3,389.54
Minimum Payment Due **\$33.90**
Payment Due Date **08/03/25**

Enter payment amount

\$

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

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

**N0000566

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
06/12	06/11	AMAZON MARK* NA79T1X62 SEATTLE WA <i>Chair, Leg protector</i>	82305095162500054374312	72.16
06/12	06/11	AMAZON RETA* NH9RS6K20 SEATTLE WA <i>Light Bulbs</i>	82305095163500003318724	13.50
06/13	06/12	AMAZON MARK* NH49L6W61 SEATTLE WA <i>Dog net</i>	82305095163500053131696	99.99
06/16	06/13	USPS.COM EVERY DOOR DT 8003447779 DC <i>City Flyer mail</i>	02305375164200104292703	162.79
06/20	06/19	B2B Prime*NO6A566L2 8882804331 WA	55432865170205839686844	129.00
06/20	06/19	Dropbox M3CKTH2XRP9C 4158576933 CA	15270215170001412061050	540.00
06/20	06/20	INTUIT *QuickBooks 8004468848 CA	55432865171206109844882	384.00
06/23	06/21	Adobe 8008336687 CA	12302025172001102651038	29.99
06/23	06/21	AMAZON RETA* NO9P125H1 SEATTLE WA <i>Down Soap</i>	82305095173500002322188	73.31
06/23	06/22	AMAZON RETA* NO1ZN8841 SEATTLE WA <i>Paper towels</i>	82305095173500030016521	45.81
06/23	06/22	AMAZON MARK* NO2EI2X90 SEATTLE WA <i>Under, gloves</i>	82305095173500034458505	14.87
06/25	06/24	KS DEPT ADMIN OFM 7852965373 KS <i>Audit filing fee</i>	55460295175166369043758	300.00
06/25	06/25	AMAZON RETA* NO70SSW40 SEATTLE WA <i>Yoga mat</i>	82305095176500020810518	16.81
06/27	06/27	Microsoft*Microsoft 36 8006427676 WA	12302025178000100794042	139.74
06/27	06/26	AMAZON MARK* NQ3RM1A60 SEATTLE WA <i>Staples</i>	82305095178500004478470	35.61
06/30	06/28	Mailchimp 6789990141 GA	12302025179000703177073	39.50
07/01	07/01	AMAZON MARK* N319N4OD0 SEATTLE WA <i>Maintenance equipment</i>	82305095182500016028622	799.90
07/02	07/02	AMAZON MKTPL*N37M123A0 8662161072 WA <i>Fridge cancell</i>	82305095183200207529960	159.97
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$3,389.54

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.



Summary of Account Activity		Payment Information										
Previous Balance	\$845.33	New Balance	\$847.27									
+ New Purchases	\$847.27	Total Minimum Payment Due	\$30.00									
- Payments	\$845.33	Payment Due Date	07/27/2025									
+/- Credits, Fees & Adjustments (net)	\$0.00	PAYMENT DUE BY 5 P.M. EASTERN ON THE DUE DATE.										
+/- Interest Charge (net)	\$0.00	We may convert your payment into an electronic debit. See reverse side.										
New Balance	\$847.27	Late Payment Warning: If we do not receive your Total Minimum Payment Due by the Payment Due Date listed above, you may have to pay a late fee of up to \$41.00 and your APRs may be increased up to the Penalty APR of 39.990%.										
Credit Limit	\$5,000.00	Minimum Payment Warning: Making only the Total Minimum Payment Due will increase the amount of interest you pay and the time it takes to repay your balance. For example:										
Available Credit	\$4,152.00											
Days in Billing Period	29											
Pay online for free at: synchrony.com												
For Synchrony Bank customer service or to report your card lost or stolen, call 1-866-396-8254.												
Best times to call are Wednesday - Friday.												
		<table><tr><th>If you make no additional charges using this card and each month you pay ...</th><th>You will pay off the balance shown on this statement in about ...</th><th>And you will end up paying an estimated total of ...</th></tr><tr><td>Only the minimum payment</td><td>5 years</td><td>\$1,725.00</td></tr><tr><td>\$38.00</td><td>3 years</td><td>\$1,380.00 (Savings = \$345.00)</td></tr></table>		If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...	Only the minimum payment	5 years	\$1,725.00	\$38.00	3 years	\$1,380.00 (Savings = \$345.00)
If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...										
Only the minimum payment	5 years	\$1,725.00										
\$38.00	3 years	\$1,380.00 (Savings = \$345.00)										
		If you would like information about credit counseling services, call 1-877-302-8797.										

Transaction Summary				
Tran Date	Post Date	Reference Number	Description	Amount
06/16/2025	06/16/2025	P9123005901NGLVPW	PAYMENT - THANK YOU	(\$845.33)
06/09/2025	06/09/2025	853481251011MTYFJ	SUTHERLANDS 2302 EL DORADO KS	\$116.13
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
06/10/2025	06/10/2025	85348125201064320	SUTHERLANDS 2302 EL DORADO KS	\$34.19
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
06/12/2025	06/12/2025	853481254011MS20D	SUTHERLANDS 2302 EL DORADO KS	\$22.79
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
06/12/2025	06/12/2025	8534812540112PNGS	SUTHERLANDS 2302 EL DORADO KS	\$170.96
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
			SENIOR CENTER	
06/18/2025	06/18/2025	85348125A01064BHN	SUTHERLANDS 2302 EL DORADO KS	\$32.29
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
06/19/2025	06/19/2025	85348125B010T6R22	SUTHERLANDS 2302 EL DORADO KS	\$49.28
			STANDARD PURCHASE	
			HOME IMPROVEMENT	
			WATER TOWER	

Continued on next page

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



When you provide a check as payment, please allow 10 business days for the payment to be processed. If you do not have your payment as soon as the same day, please call 1-800-555-1234.

When you provide a check as payment, please allow 10 business days for the payment to be processed. If you do not have your payment as soon as the same day, please call 1-800-555-1234.

Statement (Continued)

Post Date	Reference Number	Description	Amount
06/19/2025	85348125B011NA5EG	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$28.46
06/19/2025	06/19/2025 85348125B011Q93F5	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$28.75
06/19/2025	06/19/2025 85348125B011ZBEV5	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$3.80
07/01/2025	07/01/2025 85348125P011Q9JB7	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$306.56
07/02/2025	07/02/2025 85348125R00ZWKNX3	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$64.06
		FEES	
		TOTAL FEES FOR THIS PERIOD	\$0.00
		INTEREST CHARGED	
07/03/2025	07/03/2025	INTEREST CHARGE ON PURCHASES	\$0.00
		TOTAL INTEREST FOR THIS PERIOD	\$0.00

2025 Totals Year-to-Date

Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00
Total Interest Paid in 2025	\$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 statement, the APR is a variable rate and will vary with the market based on the Prime Rate. Regular account terms apply to non-promotional purchases and, after promotion ends, to promotional purchase. Minimum monthly payments are required. See promotional advertising for further details.

Cardholder News & Information

If you are charged interest, the charge will never be less than the minimum interest charge disclosed in your terms and conditions. If you incurred interest less than this amount (please see above in the Interest Charge Calculation section) we will increase this charge to this amount.

If you need to contact Synchrony about the loss of a Synchrony cardholder, you can submit a deceased notification form located at www.syl.com under the 'Contact Us' page.



2 3 0 2 0 1 0 6 6 7 7 2 5 1 6 0 1 3 5 0

Transaction

Tran Date

06/16/2025
06/09/2025

06/10/2025

06/12/2025

06/12/2025

06/18/2025

06/19/2025

Continued

* N

5302 0025



New ad
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CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 7-2025

For period July 1st, 2025 through, July 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.	\$96,617.71
<u>Section 2.</u>	Payroll	\$47,833.20
	Total this Ordinance:	\$144,450.91

Stetson Diveley
Treasurer

Jennifer Shautlz
Council President

Report Attestation for the Month of July 2025.

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

Stetson Diveley
Treasurer, City of Towanda, KS

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service Calls Handled by Officer	Walker	District
7/2/2025	Traffic Stop	N 3rd St & E Main St	Citation	District	9		27
7/3/2025	Harassment by Telephone	400 blk N 6th St	HBO	District	5		21
7/3/2025	Animal at Large/ Other	600 blk E Mills Dr	HBO	District	0		0
7/4/2025	Traffic Complaint	S 4th & E Mechanic St	HBO	District	2		3
7/6/2025	Welfare Check	700 blk E Wilson Dr	HBO	District			
7/6/2025	Fireworks Complaint	600 blk E Mills Dr	HBO	District			
7/8/2025	Past Theft	600 blk E Mills Dr	Report	District	0		1
7/8/2025	Follow Up	400 blk E Main St	HBO	District	1		0
7/8/2025	Past Theft	400 blk E Highland	Report	District	0		0
7/10/2025	Welfare Check	SW River Valley RD & E Pool RD	HBO	Walker			
7/10/2025	Suspicious Activity	300 blk N 9th St	HBO	District			
7/12/2025	Miscellaneous	700 blk E Cincinnati	HBO	District			
7/12/2025	Fireworks Complaint	600 blk E North St	HBO	Walker			
7/13/2025	Traffic Stop	500 blk N 6th St	Warning	Walker			
7/16/2025	Verbal Disturbance	200 blk N 4th St	Report	Walker			
7/16/2025	Disturbance/ DV	500 blk N 8th St	Arrest	Walker			
7/15/2025	Follow Up	500 blk N 8th St	HBO	Walker			
7/18/2025	Suspicious Activity	600 blk E Main St	HBO	District			
7/19/2025	Welfare Check	100 blk S 6th St	HBO	District			
7/20/2025	Welfare Check	400 blk N 10th St	HBO	District			
7/21/2025	Past Stalking	300 blk N 10th St	Report	District			
7/22/2025	Battery	500 blk E North St	Report	District			
7/22/2025	Miscellaneous	300 blk S 3rd St	HBO	District			1
7/22/2025	Miscellaneous	200 blk S 5th St	HBO	District			0
7/22/2025	Follow Up	200 blk N 5th St	HBO	District			
7/25/2025	Civil	700 blk E Bever Dr	HBO	Walker			
7/26/2025	Runaway	E Circle Dr	HBO	Walker			
7/27/2025	Runaway	E Circle DR	HBO	District			
7/28/2025	Welfare Check	100 blk S 2nd St	HBO	District			
7/29/2025	Civil	200 blk N 4th St	HBO	District			
7/29/2025	Civil Stand-By	200 blk N 4th St	HBO	District			
7/29/2025	Miscellaneous	200 blk N 4th St	HBO	District			
7/30/2025	Suspicious Activity	400 blk S 3rd St	HBO	District			
7/30/2025	Miscellaneous	100 blk S 3rd St	HBO	District			
7/30/2025	Miscellaneous	E Main & E Poplar DR	Arrest	District			
7/31/2025	Miscellaneous	300 blk E Main St	HBO	District			

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

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

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

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

[(i. Offense Breakdown)]

TOTAL THIS MONTH

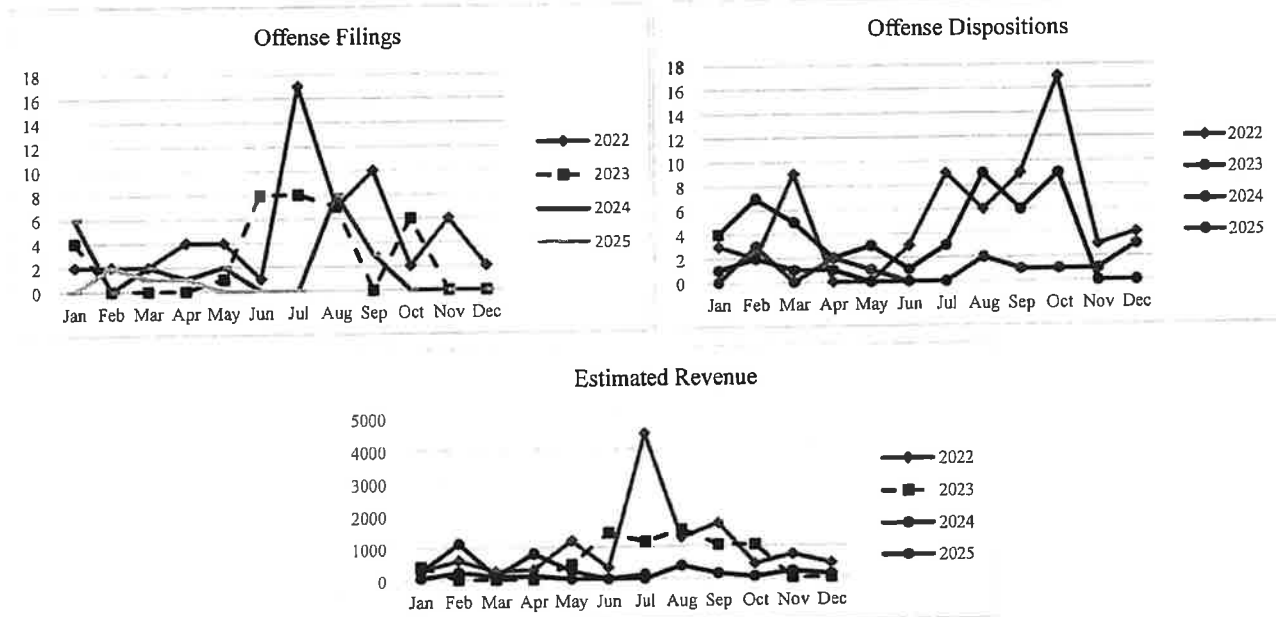
*YTD: \$1,129.00 collected of estimated annual revenue of \$

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

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

TOTAL DISPOSITIONS THIS MONTH

0





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

July 2025 Activity August 1, 2025 Report

What we have been doing:

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

What we plan to do:

Prepare for the renewal of the Shelter License in September
Otto Code Enforcement case Aug Municipal Court
Capital Improvement Plan Work
Continue Contractor Licensing and Permit Issuing
Research and Secretary duties for the Planning Board
Cemetery -Selling Plots-Preparing paperwork and Deeds-Assisting residents with sales of plots and information
Animal Control Records.
Continue to follow Code Enforcement
Continue to improve the efficiency of the PZ Department

Misc. other work as needed
Continue Serving Towanda Citizens
Continue with duties as listed above

Permits

219 S 4 th Kitchen Remodel	300 N 9 th HVAC	422 Highland Bath Remodel
219 S 4 th Plumbing	303 N 3 rd Electrical Upgrade	422 Highland Electrical
1102 Rainbow Roofing	416 Main HVAC	429 N 10 th Shed
410 Cincinnati Plumbing	1204 Briarwood Roof	215 S 4 th Roof

Statistics and Lists: Inspections Completed

691 Mills MFH	Signoff of 2025 Permits
316 Mechanic HVAC	Review of submitted sketch of 309 Main
219 S 4 th Electrical	300 N 9 th HW Heater
219 S 4 th Remodel	Consult re 216 S. 4 th
219 S 4 th Plumbing	303 N 3 rd Electrical
410 Cincinnati Water Sewer	1331 Rainbow Footing/Foundation

New Contractors Licensed & Certificates Issued:

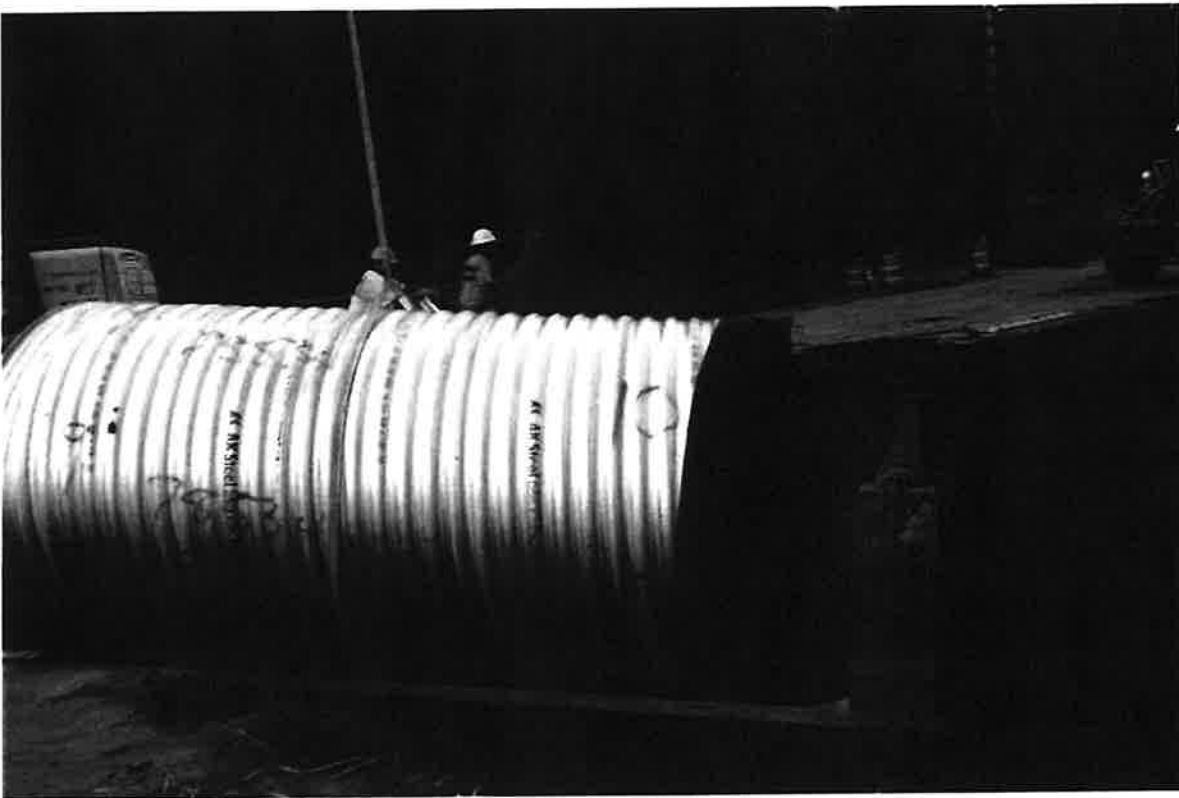
Kihle Roofing & Construction Wichita
Reliable Dirt Works - El Dorado
Premier Roofing - Wichita

NTA Citations Issued/ Pending Court Action/Status #16587 315 S. 5th Pending Towanda Municipal Court Appearance 8/12/25
Towanda Case to District Court returned to Towanda Municipal Court for July compliance or Resolution for Abatement.
PZ Board Meeting/BZA August - No Business Scheduled - Business Permit for Door-to-Door Sales: None

STATUS	STREET	LOCATION	VIOLATION	DELIVERY	1ST ATTEMPT	2ND ATTEMPT	DELIVERY	3RD ATTEMPT	DELIVERY	4TH ATTEMPT	DELIVERY	5TH ATTEMPT
Cert Mail Sent	10 BLOCK OF MECHANIC ST		Yard	Cert Mail	6/18/2025							
Cert Mail Sent	4201 HIGH ST	400 BLOCK HIGH ST	Yard	Flies	4/29/2025		Cert Mail		7/7/2025			
Cert Mail Sent	514 HIGH ST	400 BLOCK HIGH ST	Vehicle	Mail	3/21/2025		Mail		4/18/2025			
Cert Mail Sent	901 CINCINNATI ST	300 BLOCK OF CINCINNATI ST	Yard	Mail	5/26/2025		Cert Mail		6/18/2025			
Cert Mail Sent	703 N MECHANIC ST	300 BLOCK OF MECHANIC ST	Yard	Mail	3/21/2025		Mail		6/18/2025			
Cert Mail Sent	933 N 8TH ST	300 BLOCK OF N 8TH ST	Yard	Mail	3/20/2024		Mail		7/2/2025			
Cert Mail Sent	411 CINCINNATI ST	400 BLOCK OF CINCINNATI ST	Structure & Grass	Cert Mail	7/19/2025							
Cert Mail Sent	2310 S 6TH ST	200 BLOCK OF S 6TH	Yard & Vehicle	Cert Mail	7/19/2025							
Cert Mail Sent	208 S 5TH ST	200 BLOCK OF S 5TH	Yard & Junk	Cert Mail	7/19/2025							
Cert Mail Sent	400 N 8TH ST	400 BLOCK OF N 8TH ST	Yard	Cert Mail	7/19/2025							
Cert Mail Sent	461 N 8TH ST	400 BLOCK OF N 8TH ST	Yard & Junk	Cert Mail	7/24/2024							
Cert Mail Sent	1227 E CLAY HILL RD	1200 BLOCK CLAY HILL RD	Yard	Cert Mail	12/20/2024		Mail		5/17/2025			
Cert Mail Sent	341 N 10TH ST	300 BLOCK N 10TH ST	Junk	Mail	5/6/2025		Mail		7/24/2025			
Cert Mail Sent	461 N 10TH ST	400 BLOCK N 10TH ST	Junk	Mail	5/6/2025		Mail		7/24/2025			
Cert Mail Sent	429 N 8TH ST	400 BLOCK OF N 8TH ST	Yard	Mail	7/19/2025							
Cert Mail Sent	954 N 6TH ST	300 BLOCK OF N 6TH ST	Vehicle	Mail	7/19/2025							
Cert Mail Sent	404 N 6TH ST	300 BLOCK OF N 6TH ST	Yard	Cert Mail	7/24/2025							
Cert Mail Sent	412 N 6TH ST	400 BLOCK OF N 6TH ST	Structure	Mail	11/6/2024		Mail		12/20/2024			
Cert Mail Sent	118 S 6TH ST	200 BLOCK OF S 6TH ST	Yard	Mail	6/18/2025		Cert Mail		7/16/2025			
Cert Mail Sent	710 NORTH ST	700 BLOCK NORTH ST	Yard	Mail	6/18/2025		Cert Mail		7/24/2025			
Complete	305 HIGH ST	300 BLOCK HIGH ST	Yard	Flies	4/29/2025		Flies		7/7/2025			
Complete	519 N 8TH ST	500 BLOCK OF N 8TH ST	Yard	Mail	6/28/2025		Cert Mail		6/17/2025			
Complete	447 N 8TH ST	400 BLOCK OF N 8TH ST	Yard	Mail	6/18/2025							
Complete	214 800 ST	200 BLOCK OF 800 ST	Yard	Mail	6/18/2025							
Complete	315 N 7TH ST	300 BLOCK N 7TH ST	Yard	Flies	4/29/2025							
Complete	334 N 7TH ST	300 BLOCK N 7TH ST	Yard	Flies	4/29/2025							
Complete	531 N 8TH ST	500 BLOCK N 8TH ST	Yard	Mail	5/6/2025		Mail					
Complete	636 HIGH ST	600 BLOCK HIGH ST	Yard	Flies	4/29/2025		Flies					
Complete	902 E NORTH ST	900 BLOCK E NORTH ST	Yard	Flies	4/29/2025		Flies					
Complete	429 N 9TH ST	400 BLOCK OF N 9TH ST	Yard & Junk	Mail	7/19/2025		Mail		6/17/2025			
Complete	111 BRIARWOOD RD	100 BLOCK BRIARWOOD	Yard	Mail	5/6/2025							
Complete	1218 BARNBOW DR	100 BLOCK BARNBOW DR	Yard	Mail	5/6/2025							
Complete	1322 BARNBOW DR	1300 BLOCK BARNBOW DR	Yard	Flies	4/29/2025							
Complete	902 HIGH ST	900 BLOCK HIGH ST	Structure	Mail	6/18/2025		Hand Delivered		7/23/2024			
Complete	626 N HILLS DR	600 BLOCK N HILLS DR	Yard	Hand Delivery	7/23/2025		Mail		7/16/2025			
Complete	662 W HILLS DR	600 BLOCK W HILLS DR	Yard	Mail	6/18/2025		Mail		7/16/2025			
Complete	514 MECHANIC ST	500 BLOCK OF MECHANIC ST	Yard	Mail	7/16/2025							
Complete	114 S 6TH ST	100 BLOCK OF S 6TH ST	Junk	Mail	1/17/2025							
Extension	615 W MECHANIC ST	600 BLOCK W MECHANIC ST	Yard	Mail	6/2/2025		Mail		5/28/2025			
Extension	600 NORTH ST	600 BLOCK NORTH ST	Structure	Mail	6/18/2025		Mail		7/19/2025			
Extension	678 W HILLS DR	600 BLOCK OF HILLS DR	Yard	Mail	6/18/2025		Mail		7/19/2025			
Not Complete	222 800 ST	200 BLOCK OF 800 ST	Yard	Mail	6/18/2025		Mail		7/19/2025			
Not Complete	122 4TH ST	100 BLOCK 4TH ST	Yard	Mail	11/6/2024		Mail		12/20/2024			
Not Complete	309 4TH ST	300 BLOCK 4TH ST	Junk	Mail	6/2/2025							
Not Complete	449 N 10TH ST	400 BLOCK N 10TH ST	Junk	Mail	7/19/2025							
Not Complete	318 N 6TH ST	300 BLOCK N 6TH ST	Yard	Mail	7/19/2025							
Not Complete	830 NORTH ST	800 BLOCK OF NORTH ST	Yard	Mail	7/19/2025							
Not Complete	217 4TH ST	200 BLOCK OF 4TH ST	Yard	Mail	7/19/2025							
Not Complete	635 N HILLS DR	600 BLOCK N HILLS DR	Junk	Hand Delivery	7/21/2025							
Not Complete	455 N 10TH ST	400 BLOCK OF N 10TH ST	Junk	Mail	7/19/2025		Mail		7/19/2025			
Not Complete	627 N HILLS DR	600 BLOCK N HILLS DR	Junk	Hand Delivery	7/21/2025							
Not Complete	300 N 9TH ST	300 BLOCK OF N 9TH ST	Yard	Mail	6/18/2025		Mail		7/19/2025			
Not Complete	628 N HILLS DR	600 BLOCK OF HILLS DR	Yard & Junk	Mail	7/19/2025							
Not Complete	529 NORTH ST	500 BLOCK OF NORTH ST	Structure	Mail	6/18/2025		Hand Delivered		7/23/2025			
Not Complete	529 NORTH ST	500 BLOCK OF NORTH ST	Yard	Mail	7/19/2025							
Not Complete	544 11TH ST	500 BLOCK OF CINCINNATI ST	Yard	Mail	7/19/2025							
Not Complete	448 N 10TH ST	400 BLOCK OF N 10TH ST	Yard & Junk	Mail	7/19/2025		Mail		7/19/2025			
Not Complete	302 4TH ST	300 BLOCK OF 4TH ST	Yard & Vehicle	Mail	7/19/2025		Mail		7/19/2025			
Not Complete	302 800 ST	300 BLOCK OF 800 ST	Yard	Mail	7/19/2025							
Not Complete	310 4TH ST	300 BLOCK OF 4TH ST	Yard	Mail	7/19/2025							
Not Complete	314 4TH ST	300 BLOCK OF 4TH ST	Yard & Junk	Mail	7/19/2025							
Not Complete	520 HIGH ST	500 BLOCK OF HIGH ST	Yard	Mail	7/19/2025		Mail		7/19/2025			
Not Complete	215 S 6TH ST	200 BLOCK OF S 6TH ST	Yard & Junk	Mail	7/19/2025							
Not Complete	117 2ND ST	100 BLOCK OF 2ND ST	Yard & Junk	Mail	7/19/2025							
Not Complete	908 HIGHLAND ST	900 BLOCK OF HIGHLAND ST	Yard	Mail	6/18/2025							
Returned Mail	616 HIGH ST	600 BLOCK OF HIGH ST	Junk	Cert Mail	6/18/2025							
Returned Mail	208 4TH ST	200 BLOCK 4TH ST	Vehicle	Mail	6/18/2025		Mail		6/18/2025			
Returned Mail	315 S 6TH	300 BLOCK OF S 6TH	Yard	Mail	5/28/2025		Cert Mail		6/17/2025			

CITY OF TOWANDA

JULY 2025 SUMMARIZED MAINTENANCE REPORT



This Photo by Unknown Author is licensed under CC BY-NC-ND

WATER

In the month of July, the city Maintenance crew worked on fixing multiple service line leaks and curb stop leaks due to old pipes and valves. We updated some of our mapping while fixing multiple leaks by verifying the main water pipe materials and condition assessment.

- Took coliform samples
- Read meters
- Primed pool
- Checked chlorine in pool
- Fixed 2 in galvanized water main leak on 8th and High St, condition of the pipe is poor enough the hydro vac pressure washer busted a hole in the side while cleaning the pipe to put a clamp on for the existing leak
- Fixed 3 curb stop leaks

STREETS

As the streets are in poor condition the Maintenance crew has been monitoring/ keeping track of street conditions for repair. We patched and overlayed a good majority of south 6th St as it is a main route of travel for school busses. Clay hill Rd will be put on hold until we come up with a maintenance plan, with a failing base the whole road needs to be milled up and redone. With staffing issues in the maintenance department, we will be looking to fill 2 full-time positions, and it has put a bind on some of the city plans as we move forward. We painted all the curbs and crosswalks in time for school and even milled some up to try and get our paint to stick better. Rainbow drive and the new addition roads are starting to separate, and we have crack sealed about 70% of all the roads in the new addition and will be working with the county to chip seal roads not only in the new addition but city wide.

SEWERS/ DRAINAGE

The Maintenance crew experienced a tremendous amount of rainfall this last month and began to identify major problems with our drainage systems. We replaced 3 problem culverts and have improved drainage greatly throughout town and will continue to monitor the condition of plugged up and failing culverts. As we have cut cost on purple power for the lift station degreaser we have switched to dawn and will be roughly saving 18 thousand or more dollars and in the 5 years that I have worked here dawn has seemed to clean it the best.

- Replaced 3 culverts
- Cleaned lift station

FACILITIES/ GENERAL MAINTENANCE

- Cleaned out lift station
- Clean shop on Fridays

- Pushed up burn pile
- Trimmed trees on pool rd.
- Finished burn pile ramp
- Weed-eated lagoons
- Trimmed trees at the outflow
- Trimmed trees in lagoon water
- Patched potholes
- Hung 30th gate
- Made light box for library
- Hung banners
- Cleaned off leaf bin
- Fixed tractor mower tire

EQUIPMENT MAINTENANCE

- Greased equipment
- Fixed muffler on mower
- Changed oil in pickup
- Washed mowers
- Fixed rear end seal in tractor

Towanda Public Library – August Report

Hey everybody! Your friendly neighborhood librarians here. We have had some more updates to the library this July! We have set up the children's learning computer that has education games on it. Our Summer Reading Program: "Color Our World" has come to an end and we had over 400 hours of reading time reported, and we KNOW there was lots of time left out of our report. We had our Pool Party to celebrate the end of the Reading Program and anyone that signed up for the reading program was invited. We added nearly 100 books and DVDs to our collection. We have a public puzzle, that anyone can work on, near the adult section. We are about to have multiple puzzles, board games, and building sets available to be checked out and used within the library. With school starting, these will be great things for kids to do when waiting to be picked-up after school, or for a few hours on Saturdays! We will continue having Story-Time at 10:30am on the 1st and 3rd Wednesdays of the month.

Alecia Darrow

Library Director

Old
Business
08.13.2025

RESOLUTION 2025 – 08

**A RESOLUTION AMENDING BILLING RATES FOR METERED SALES OF WATER FROM
THE CITY OF TOWANDA WATER SYSTEM**

WHEREAS Ordinance 704 provides for the amending of established charges for the sales of metered water by the governing body of the City of Towanda.

WHEREAS the governing body of the City of Towanda has identified a need to increase the amount currently being charged for water, both monthly billing and bulk sales. Effective immediately with the next utility billing.

BE IT RESOLVED that previous Water Rate Resolutions 2025-07 is repealed and the charges for metered water sales shall be as follows:


- a) For customers within the city limits:
 \$22.60 Base Fee
 \$10.90 for each 1,000 gallons used
- b) For customers outside the city limits:
 \$22.60 Base Fee
 \$15.90 for each 1,000 gallons used
- c) For bulk water purchases
 \$22.60 Base Fee
 9.90 for each 1,000 gallons used

ADOPTED BY THE GOVERNING BODY on July 9th, 2025.

Jennifer Shaults, Mayor

ATTEST:

Andy Newbrey, City Clerk

CONCEPTUAL OPINION OF PROBABLE COST		<div></div>			
PROJECT NAME: Towanda Downtown Park					
PROJECT LOCATION: Towanda, KD					
JEO PROJECT NO. TBD					
ESTIMATE OF QUANTITIES		Date Prepared: August 8, 2025			
Item #	Description	Unit	Quantity	Unit Price	Total
Park Construction					
1.	General Conditions / Insurance / Bonding / Profit (15%)	LS	1	\$48,720.00	\$48,720
2.	Site Prep and Removals	SF	9,000	\$2.00	\$18,000
3.	Earthwork / Rough Grading	LS	1	\$15,000.00	\$15,000
4.	Sidewalk Pavement	SF	4,000	\$8.00	\$32,000
5.	Concrete Pavement (Food Trucks)	SY	80	\$80.00	\$6,400
6.	Special Pavement (Pavers, Stamped Concrete, etc)	SF	1,500	\$25.00	\$37,500
7.	Amphitheater Structure (35x14) w/ delivery and assembly	LS	1	\$160,000.00	\$160,000
8.	Ornamental Brick Wall / Fence	LF	100	\$125.00	\$12,500
9.	Turf and Irrigation	SF	1,700	\$2.00	\$3,400
10.	Landscape (Planting Bed Soil & Mulch)	SF	1,000	\$15.00	\$15,000
	Site Furniture	LS	1	\$10,000.00	\$10,000
12.	Utilities: Water Connection (Drinking Fountain)	LS	1	\$5,000.00	\$5,000
13.	Utilities: Electrical Services (Stage Power)	LS	1	\$10,000.00	\$10,000
Construction Subtotal					\$373,520
Contingency 20%					\$74,704
Total Opinion of Construction Cost					\$448,224

JEO Consulting Group Inc.'s (JEO) Opinions of Probable Cost provided for herein are to be made on the basis of JEO's experience and qualifications and represent JEO's best judgment. However, since JEO has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, JEO cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from Opinions of Probable Cost prepared by JEO.

RESOLUTION NO. ____

**A RESOLUTION TO SUBMIT TO THE QUALIFIED
ELECTORS OF THE CITY OF TOWANDA, KANSAS, THE
PROPOSITION OF CONTINUING A ONE-CENT RETAILERS'
SALES TAX**

WHEREAS, pursuant to K.S.A. 12-187, et seq., the Governing Body of the City of Towanda, Kansas, deems it to be in the best interest of the City that a question should be submitted to the qualified electors of said City concerning the creation of a new retailers' sales tax, which tax shall be collected by the State Department of Revenue with the revenue to be returned to the City of Towanda, Kansas.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF
THE CITY OF TOWANDA, KANSAS:**

Section 1: On or about November 4, 2025, an election shall be held, in the manner prescribed by law, for the purpose of submitting to the qualified electors of the City of Towanda, Kansas, the question of creating a second retailers' sales tax in the City of Towanda, in the amount of one percent, such tax shall be in place for not more than ten (10) years if approved by a majority of the voting electors. This sales tax revenue shall be used solely for the purpose of paying the costs incurred for improvements to the City's water infrastructure.

Section 2: If approved by a majority of the electors, such tax shall be subject to all applicable state laws and administrative rules and regulations of the Kansas Department of Revenue. The Kansas Department of Revenue shall administer, enforce and collect such tax.

Section 3: The election shall be conducted in association with the general election conducted by the Butler County Election Officer, pursuant to K.S.A. 25-101 through 25-230.

RESOLUTION NO. ____

Section 4: The proposition to be placed on the ballot shall be in substantially the following form:

Shall the City of Towanda, Kansas, impose an additional city retailers' sales tax in the amount of one percent (1%), for not more than 10 years, with all revenues used solely for improvements to the City's water infrastructure?

Section 5: The City Clerk and Butler County Election Officer shall cause a notice to be published on the *question submitted election* as provided by law.

ADOPTED by the City of Towanda, Kansas, the 13th day of August 2025.

ATTEST:

Jennifer Shaults, Mayor

Andrew Newbrey, City Clerk

RESOLUTION NO. ____

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Section 5: The City Clerk and Butler County Election Officer shall cause a notice to be published on the *question submitted election* as provided by law.

ADOPTED by the City of Towanda, Kansas, the 13th day of August 2025.

ATTEST:

Jennifer Shaults, Mayor

Andrew Newbrey, City Clerk

New
Business
08.13.2025

ORDINANCE NO. _____

AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF TOWANDA, KANSAS: INCORPORATING BY REFERENCE THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES," 52nd EDITION WITH CERTAIN OMISSIONS, CHANGES, AND ADDITIONS; PRESCRIBING ADDITIONAL REGULATIONS; PROVIDING CERTAIN PENALTIES; AND REPEALING ALL ORDINANCES PREVIOUSLY ADOPTING EARLIER, UNREPEALED EDITIONS OF THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, INCLUDING ORDINANCE NO 718, AS WELL AS ALL OTHER ORDINANCES OR PARTS OF ORDINANCES OF THE CITY OF TOWANDA IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF TOWANDA:

SECTION 1: INCORPORATING STANDARD TRAFFIC ORDINANCE

There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Towanda, Kansas, that certain standard traffic ordinance known as the Standard Traffic Ordinance for Kansas Cities, 52nd Edition, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas **save and except such articles, sections, parts, or portions as are hereafter omitted, deleted, modified, or changed.** One copy of said Standard traffic ordinance shall be marked or stamped "Official Copy as Adopted by Ordinance No. ____," **with all sections or portions thereof intended to be omitted or changed, clearly marked to show any such omission or change** and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge, and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Standard Traffic Ordinance similarly marked as may be deemed expedient.

SECTION 2. OMISSIONS

- (a) Section 114.4 of said Standard Traffic Ordinance relating to the Unlawful Operation of a Golf Cart is hereby declared to be and is omitted and deleted.
- (b) Section 114.5 of said Standard Traffic Ordinance relating to the Unlawful Operation of a Work-Site Utility Vehicle is hereby declared to be and is omitted and deleted.

SECTION 3. TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES

- (a) An ordinance traffic infraction is a violation of any section of his ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. 8-2118.
- (b) All traffic violations that are included within this ordinance, and are not ordinance traffic infractions, as defined in subsection (a) of this section, shall be considered traffic offenses.

SECTION 4. PENALTY FOR SCHEDULED FINES

The fine for violation of an ordinance traffic infraction or any other traffic offence in which the municipal judge establishes a fine in a fine schedule shall not be less than ____ nor more than ____, except for speeding, which shall not be less than ____ nor more than _____. A person tried and convicted for violation of an ordinance traffic infraction or other traffic offence in which a fine has not been established in a schedule of fines shall pay a fine fixed by the court not to exceed \$500.

SECTION 5. FAILURE TO PAY FINE AND/OR COURT COSTS

Any failure to pay the fine and court costs or appear at the specified time listed on an issued citation may result in the issuance of a warrant for the person's arrest. The police officer must provide the cited individual with the address of the court to which the written entry of appearance, waiver of trial, plea of guilty or no contest, and payment of

finer and court costs shall be mailed. This information may be provided in a separate form if it is not provided in the notice to appear.

SECTION 6. REPEAL

Ordinance number 718 is repealed and all ordinances previously adopted, unrepealed editions of the Standard Traffic Ordinance for Kansas Cities, and all other ordinances or parts of ordinances of the City of Towanda in conflict herewith.

SECTION 7. EFFECTIVE DATE:

This Ordinance shall be in full force and effect from and after its adoption and publication in the official city newspaper.

Passed by the Governing Body of the City of Towanda and signed by the Mayor on this 13TH day of August 2024.

Jennifer Shauls, Mayor

ATTEST:

Andrew Newbrey, City Clerk

AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF TOWANDA, KANSAS; INCORPORATING BY REFERENCE THE “2025 UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES” 41ST EDITION; PROVIDING CERTAIN PENALTIES AND REPEALING ALL ORDINANCES PREVIOUSLY ADOPTING EARLIER INCLUDING ORDINANCE 719,, UNREPEALED EDITIONS OF THE UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, AS WELL AS ALL OTHER ORDINANCES OR PARTS OF ORDINANCES OF THE CITY OF TOWANDA IN CONFLICT HERewith.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF TOWANDA:

SECTION 1. INCORPORATING UNIFORM PUBLIC OFFENSE CODE

There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Towanda, Kansas, that certain code known as the Uniform Public Offense Code, 41th Edition, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas. One official copy of said Uniform Public Offense Code shall be marked or stamped “Official Copy as Adopted by Ordinance No. _____ ” and to which shall be attached a copy of this ordinance and filed with the city clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge, and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Uniform Public Offense Code similarly marked, as may be deemed expedient.

SECTION 2. PENALTIES

Any failure to pay the fine and court costs or appear at the specified time listed on an issued citation may result in the issuance of a warrant for the person’s arrest. The police officer must provide the cited individual with the address of the court to which the written entry of appearance waiver of trial, plea of guilty or no contest, and payment of fine and court costs shall be mailed. This information may be provided in a separate form if it is not provided in the notice to appear.

SECTION 3. REPEAL

This Ordinance shall repeal all ordinances previously adopted, unrepealed editions of the Standard Traffic Ordinance for Kansas Cities, including Ordinance No. 719 as well as all other ordinances or parts of ordinances of the City of Towanda in conflict herewith.

SECTION 4. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its adoption and publication in the official city newspaper.

Passed by the Governing Body of the City of Towanda this 13th day of August 2025.

Signed by the Mayor this 13th day of August, 2025.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

STATEMENT OF ENFORCING OFFICER

To: The Governing Body of Towanda, Kansas

Re: Statement of Dilapidated or Unsafe Structure

Date: August 6, 2025 (with previous owner's 1st Statement issued August 11, 2021)

The following structure is in a dilapidated or unsafe condition:

Property: 816 SF 1 Story Single Family Residential Property.

Valuation: 2024 Land \$9,500 Residential Building \$5,470

Legal: RAILROAD ADD, S16, T26, R04E, BEG 125W NE/C BL3 W75 S100 E75 N TO POB

Address: 411 CINCINNATI TOWANDA KS

Owners: Heartland Homes KS LLC 10551 SW 21st Ter Towanda KS 67144-9419

Known Agent(s) Mike and Candace Snowbarger 10551 SW 21st Ter Towanda KS

No known Occupant(s)

No known Lienholders of Record

No known Other "Parties in Interest"

Note: Taxes/Delinquent Taxes/Violation Abatement Fees for years of:

2024 \$ 251.97 Delinquent Property Tax (First and Second Half due)

The property is found to be dilapidated or unsafe because of the following conditions.

1. The property has been vacant since 2017 with little or no maintenance.
2. The property remains in disrepair after some window replacement. Some missing siding with structural lumber and electrical system exposed to weather and elements.
3. The property is overgrown with very tall weeds and junk.

Enforcing Officer, Lisa Long Hamilton #T21

Attachments:

RESOLUTION NO. 2025-_____

A RESOLUTION FIXING A TIME AND PLACE AND PROVIDING FOR NOTICE OF A HEARING BEFORE THE GOVERNING BODY OF THE CITY OF TOWANDA, KANSAS, AT WHICH THE OWNER, HIS OR HER AGENT, LIENHOLDERS OF RECORD, OCCUPANTS, AND OTHER PARTIES IN INTEREST OF STRUCTURES LOCATED WITHIN SAID CITY AND DESCRIBED HEREIN MAY APPEAR AND SHOW CAUSE WHY SUCH STRUCTURE SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED AS AN UNSAFE OR DANGEROUS STRUCTURE.

WHEREAS, the enforcing officer of the City of Towanda, Kansas, did on the 13th day of August 2025, file with the governing body of said city, a statement in writing that the structure, hereinafter described, is dilapidated or unsafe.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TOWANDA, KANSAS:

That a hearing will be held on the 18th day of October 2025, before the governing body of the city at 7:00 p.m., at 110 S 3rd at which the owner, his or her agent, any lienholders of record, any occupant, and any other parties in interest, as that term is defined by law, of the structure located at:

RAILROAD ADD, S16, T26, R04E, BEG 125W NE/C BL3 W75 S100 E75 N TO POB
411 Cincinnati Towanda Kansas

may appear and show cause why such a structure should not be condemned as a dilapidated or unsafe structure and ordered repaired or demolished.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this resolution to be published and shall give notice of the aforesaid hearing in the manner provided by law.

Adopted this 13th day of August 2025.

Jennifer Shaults, Mayor

ATTEST:

Andy Newbrey, City Clerk

Ordinance No. _____

WATER DROUGHT/EMERGENCY ORDINANCE. An ordinance authorizing the declaration of one of three progressive stages of a water supply conservation and /or water supply shortage which shall conserve or curtail the use of water within the City of Towanda ("the City"); establishing three stages of water conservation measures for the City; a water watch, warning or emergency; establishing procedures and voluntary and mandatory conservation measures; authorizing the issuance of administrative regulations; and prescribing certain penalties.

Be it Ordained by the Governing Body of the City of Towanda

Section 1. Purpose.

The purpose of this ordinance is to provide for a progressive water supply conservation program, including the declaration of a water supply watch, warning or emergency and the implementation of voluntary and mandatory water conservation measures throughout the city in the event such a watch, warning or emergency is declared by the governing body of the City.

Section 2. Definitions.

- (a) "Water", as used in this ordinance, shall mean water available to the City of Towanda for treatment by virtue of the City's water rights, water supply, water supply contracts or any treated water introduced by the City into its water distribution system, including water offered for sale at any point of sale site.
- (b) "Customer", as used in this ordinance, shall mean the customer of record using water for any purpose from the City's water distribution system and for which either a regular charge is made or in the case of coin sales, a cash charge is made at the site of delivery.
- (c) "Waste of water", as used in this ordinance, includes, but is not limited to:
 - (1) permitting water to escape down a street, roadway or other surface intended for vehicle driving purposes, and/or any gutter, ditch, or other surface drain; or
 - (2) failure to repair a controllable leak of water due to defective plumbing.
- (d) The following classes of uses of water are established for the purpose of this ordinance:
 - Class 1: Water used for outdoor watering; either public or private, for gardens, lawns, trees, shrubs, plants, parks, golf courses, playing fields, swimming pools or other recreational areas; or the washing of motor vehicles, boats, trailers, or the exterior of any building or structure.
 - Class 2: Water used for any commercial, agricultural or industrial purposes: except water actually necessary to maintain the health and personal hygiene of bona fide employees of such businesses or interests while such employees are engaged in the performance of their duties at their place of employment.
 - Class 3: Domestic usage, other than that which would be included in either classes 1 or 2.
 - Class 4: Water necessary only to sustain human life and the lives of domestic pets and livestock and to maintain the standards of hygiene and sanitation. Water used for fire protection.

Section 3. Conservation Stages

In the event that the governing body of the City or the City's designated official determines that the City's water supply may be in subject to a shortage in supply or the governing body of the City determines there is need for conservation of City's water resources for any reason, the City may begin the progressive three (3) stage water conservation program by declaring a water watch as described in section 3(a) or, in times of need and/ or duress, the governing body of the City may choose to declare any section of the program described in section 3 in effect at any time:

- (a) **Stage 1: Declaration of Water Watch.** Whenever the governing body of the City finds that conditions indicate that a drought is likely, or some other condition exists which is likely to cause a major water supply shortage; it shall be empowered to declare, by resolution, that a water watch exists and that it shall take steps to inform the public and ask for voluntary reductions in water use. Such a watch shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the existence and end of a water watch shall be effective upon their publication in the official city newspaper.
- (b) **Stage 2: Declaration of Water Warning.** Whenever the governing body of the City finds that drought conditions or some other condition causing a major water supply shortage are present, and supplies are starting to decline, it shall be empowered to declare by resolution that a water warning exists and that it will recommend restrictions on nonessential uses during the period of warning. Such a warning shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the beginning and ending of the water warning shall be effective upon their publication in the official city newspaper. Pursuant to the approval of the Chief Engineer, Kansas Department of Agriculture - Division of Water Resources, the recommended restrictions on nonessential uses may be extended to private wells within the City limits.
- (c) **Stage 3: Declaration of Water Emergency.** Whenever the governing body of the City finds that an emergency exists by reason of a shortage of water supply needed for essential uses, it shall be empowered to declare by resolution that a water supply emergency exists and that it will impose mandatory restrictions on water use during the period of the emergency. Such an emergency shall be deemed to continue until it is declared by resolution of the governing body to have ended. The resolutions declaring the existence and end of a water supply emergency shall be effective upon their publication in the official city newspaper. Pursuant to the approval of the Chief Engineer, Kansas Department of Agriculture - Division of Water Resources, the mandatory restrictions on water use may be extended to private wells within the City limits.

Section 4. Voluntary Conservation Measures.

Upon the declaration of a water watch or water warning as provided in Sections 3(a) or 3(b), the mayor (or the city manager) is authorized to call on all water consumers to employ voluntary water conservation measures to limit or eliminate nonessential water uses including, but not limited to, limitations on the following uses:

- (a) Class 1 uses of water.
- (b) Waste of water.

Section 5. Mandatory Conservation Measures.

Upon the declaration of a water supply emergency as provided in Section 3(c), the mayor (or the city manager or authorized city official) is also authorized to implement certain mandatory water conservation measures, including, but not limited to, the following conservation measures:

- (a) Suspension of new connections to the City's water distribution system, except connections of fire hydrants and those made pursuant to agreements entered into by the City prior to the effective date of the declaration of the emergency;
- (b) Restrictions on the uses of water in one or more classes of water use as described in section 2(d), wholly or in part;
- (c) Restrictions on the sales of water at point of sale facilities or sites;
- (d) The imposition of water rationing based on any reasonable formula including, but not limited to, the percentage of normal use and per capita or per consumer restrictions;
- (e) Complete or partial bans on the waste of water; and
- (f) Any combination of the measures in sections 5(a-e) as the governing body of the City or authorized city official may deem appropriate and /or necessary.

Section 6. Emergency Water Rates.

Upon the declaration of a water supply emergency as provided in Section 3(c), the governing body of the City shall have the power to adopt emergency water rates by ordinance designed to conserve water supplies. Such emergency rates may provide for, but are not limited to:

- (a) Higher charges for increasing usage per unit of use (increasing block rates);
- (b) Uniform charges for water usage per unit of use (uniform unit rate); or
- (c) Extra charges in excess of a specified level of water use (excess demand surcharge).

Section 7. Regulations.

During the effective period of any water supply emergency as provided for in Section 3(c), the mayor (or city manager or water superintendent or other authorized city official) is empowered to promulgate such regulations as may be necessary to carry out the provisions of this ordinance, any water supply emergency resolution, or emergency water rate ordinance. Such regulations shall be subject to the approval of the governing body at its next regular or special meeting.

Section 8. Violations, Disconnections and Penalties.

- (a) If the mayor, city manager, water superintendent, or other authorized city official or officials charged with implementation and enforcement of this ordinance or a water supply emergency resolution learn of any violation of any water use restrictions imposed pursuant to Sections 5 or 7 of this ordinance, a written notice of the violation shall be affixed to the property where the violation occurred and the customer of record and/or any other person known to the City to be responsible for the violation and / or the correction of said violation shall be provided with either actual or mailed notice. Said notice shall describe the violation(s) and order that the noted violation(s) be corrected, cured or abated immediately or within such specified time as the City determines is reasonable for such correction, cure or abatement under the circumstances. In the event the order is not cured within the time period given in the notice, the City may terminate water service to the customer subject to the following procedures:
 - (1) The City shall give the customer notice by mail or actual notice that water service will be discontinued within a specified time due to the violation(s) and that the customer will have the opportunity to appeal the termination by requesting a hearing scheduled before the City governing body or a city official designated as a hearing officer by the City governing body;

- (2) If such a hearing is requested by the customer charged with the violation, the customer shall be given a full opportunity to be heard by the City governing body or the city official designated as a hearing officer by the City governing body before termination is ordered; and the City governing body or the city official designated as a hearing officer by the City governing body shall make findings of fact and order whether service should continue or be terminated.
- (b) A fee of \$50.00 shall be paid for the reconnection of any water service terminated pursuant to subsection (a). In the event of subsequent violations, the reconnection fee shall be \$200.00 for the second reconnection and \$300.00 for any subsequent additional reconnections within a 1-year period.
- (c) Violations of this ordinance shall be a municipal offense and may be prosecuted in Municipal Court. Any person so charged and found guilty in Municipal Court of violating the provisions of this ordinance shall be guilty of a municipal offense. Each calendar day in which a violation is observed shall constitute a separate offense. The penalty for an initial violation shall be a mandatory fine of \$100.00. In addition, such customer may be required by the Court to serve a definite term of confinement in the city or county jail which shall be fixed by the Court and which shall not exceed 30 days. The penalty for a second or subsequent conviction shall be a mandatory fine of \$200.00. In addition, such customer may be required by the Court to serve a definite term of confinement in the city or county jail which shall be fixed by the Court and which shall not exceed 30 days.

Section 9. Emergency Termination.

Nothing in this ordinance shall limit the ability of any properly authorized city official from terminating the supply of water to any or all customers upon the determination of such city official that emergency termination of water service is required to protect the health and safety of the public or for any other emergency as required or authorized by ordinance or as deemed necessity of the City by such city official or the governing body of the City.

Section 10. Severability.

If any provision of this ordinance is declared unconstitutional, or the application thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the ordinance and its applicability to other persons and circumstances shall not be affected thereby.

Section 11. Effective

This ordinance shall become effective upon its publication in the official city newspaper and repeals Ordinance 494.

Passed by the Governing Body this 13th day of August, 2025.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk



MUNICIPAL WATER CONSERVATION PLAN

EXHIBIT A

CITY OF TOWANDA JULY 2025

Lisa Long Hamilton, Planning /Zoning Administrator

INTRODUCTION

The primary objectives of the Water Conservation Plan for the City of Towanda are to develop long term water conservation plans (Long-Term Water Use Efficiency Section) and short-term water emergency plans (Drought Response Section) to assure the city customers of an adequate water supply to meet their needs. The efficient use of water also has the beneficial effect of limiting or postponing water distribution system expansion and thus limiting or postponing the resultant increases in costs in addition to conserving the limited water resources of the State of Kansas.

The City of Towanda has worked diligently to ensure a dependable water supply for its customers since partnering with Butler County Rural Water District #5 in 1978. The water supply for the City of Towanda is obtained from Butler County Rural Water District #5. They purchase the water from the City of El Dorado, which supplies water from El Dorado Lake. Towanda's treated water storage facility consists of one 300,000 gallon Pedosphere-type potable water storage tower serving the city. The City of Towanda's water supply and distribution system currently has ample capacity to meet current customer demands and future projected demands for several years, except during drought periods. The City of Towanda believes that this Municipal Water Conservation Plan represents an additional major step in ensuring the customers of a dependable water supply in future years.

LONG-TERM WATER USE EFFICIENCY

Water Use Conservation Goals

The City of Towanda used 194 gallons per person per day (GPCD) in 2023. This GPCD figure included:

- Water sold to residential/commercial customers

- Water distributed for free public services (parks, cemeteries, swimming pools etc.)

- Water lost by leaks in the water distribution system

According to the publication, *Municipal Water Use in Kansas, 2023*, Towanda is located in Region 7M.. According to data from this publication, the City's GPCD water use was 194 in 2023. The regional average among public water suppliers in Region 7M was 94 GPCD during the same period.

The City desires to set a water use conservation goal for usage not to exceed 94 GPCD which would be comparable with the regional average of the five-year period of 2019 to 2023. At the current time, Towanda is facing an aging water system and experiencing a large unidentified water loss. Towanda's goal is to acquire funding to repair and replace the aging water system to mitigate the water loss it is currently experiencing. For a future goal, Towanda would anticipate a GPCD

more comparable to a city of its size while carrying out the specific actions that are outlined in this plan

Water Conservation Practices

This subsection of the plan summarizes the current education, management and regulation efforts that relate to the long term conservation of water in the City. Specific practices that will be undertaken to conserve water are listed with a target date to implement each.

Education

The City water bills show the total gallons of water used during the billing period and the amount of the bill. Water conservation tips are not normally provided with the water bills. The City has not provided information on water conservation to the local news media and has not encouraged the Board of Education and teachers to become involved in water conservation presentations in schools.

The City has chosen the following conservation practices and target dates for the Education Component of the Long Term Water Use Efficiency Section of our Water Conservation Plan

Education Conservation Practices to be Taken	Target Date
1. Water bills will show the amount of water used in gallons and the cost of the Water	Implemented
2. The City Website will provide water conservation tips, telephone numbers to report leaks	August 2025

Management

Butler County Rural Water District #5 has a meter at the water storage tower that supplies water to the city water system. Any new supply will have an individual meter on each source of supply. All customer meters have recently been replaced with ones having remote read capabilities. This improves the quality of water use data and allows the City to recognize possible excessive use or leakage at individual meters etc. These meters are read once a month and are electronically monitored.

Water is provided free of charge to city owned facilities and grounds, but the use is metered. Customer meters are scheduled for a random accuracy check each quarter and possible repair or replacement upon receiving a request to do so from the customer.

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The City of Towanda reads each customer's water meter and mails a monthly water bill to each customer. Customer radio read water meters allow for instantaneous meter reading.

Water leaks from the Towanda public water distribution system are repaired when customers report significant leaks from the water mains or leaks are located by City Personnel. Water pressure is not checked unless customers complain that their water pressure is too low.

The current water rate structure for the City was passed on August 13, 2025. The minimum monthly water bill is

Residential and Commercial

\$22.60 Base Fee and \$10.90 per 1,000 gallons for customers within the city limits

\$22.60 Base Fee and \$16.10 per 1,000 gallons for customers outside city limits

\$22.60 Base Fee and \$9.44 per 1,000 for bulk water purchases

The sewer rate for Residential and Commercial is

\$12.75 for the first 1,000 gallons and \$4.36 per gallon, thereafter, based on January, February, and March's utility billing gallons averaged.

Master Meter billing for Manufactured Home Parks

\$22.00 Base Fee and \$10.80 per 1,000 gallons per occupied structure

The sewer rate for Manufactured Home Parks is

\$10 base fee per occupied structure plus \$4.36 per 1,000 gallons of water

As costs increase, charges to the base and unit fees are updated by Resolution

The City of Towanda realizes that great emphasis must remain in place on obtaining accurate measurements of water use at the Water Tower and at the customer meters. The water use records system must be maintained and continually enhanced to efficiently manage the City's public water distribution system. For that reason, the City of Towanda has chosen the following conservation practices and target dates for the Management component of the Long Term Water Use Efficiency Section of our Water Conservation Plan. The City of Towanda's Drought Response is modeled and mirrors the plans in place for our water supplier, Butler County Rural Water District #5.

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Management Conservation Practices to be Taken	Target Date
1.Meters for source water are owned by Butler County RWD #5 and are checked for accuracy each 5 years. Each meter will be repaired or replaced if its test measurements are not within industry standards (such as AWWA)standards	Implemented
2.Meters at water source are controlled by Butler County RWD #5. They are monitored for excessive use and Towanda is notified.	Implemented
3. Meters will be installed at all residential, commercial, industrial and city-owned service connections.	Implemented
4. Individual service connections will be read at least once every month..	Implemented
5. The City water utility will implement a water management review, which will result in a specified change in water management practices or implementation of a leak detection and repair program or plan, whenever the amount of unaccounted for water (UFW) (amount of unmetered water provided free for public service, used for treatment purposes, water loss, etc.) exceeds 20 percent of the total source water for a four-month time period.	Implemented
6.Water sales will be based on the amount of water used.	Implemented
7. A water rate structure designed to curb excessive use of water will be evaluated	Annually

Regulation

Currently, the water conservation measures the city had in place were included in the Water Conservation Ordinance, No. 693, Article 6 of the City Code, adopted on October 9, 2019. Because of the ability to supply water during normal periods regulatory controls on water use are only included in the Drought Response section of this plan and a new Water Drought/Emergency Ordinance, where they constitute the primary means for conserving water during a supply shortage.

Towanda has adopted by reference the Uniform Plumbing Code 2006 Edition prepared and published by the International Association of Plumbing and Mechanical Officials The Zoning/Building Inspection Department of Towanda is responsible for its enforcement This code mandates that plumbing fixtures comply with maximum water flow rates for plumbing fixtures in new construction and remodeling projects.

REGULATION ACTION TO BE TAKEN	TARGET DATE
All new or renovated construction will comply with Water saving measures as directed in the currently adopted plumbing codes.	Implemented

DROUGHT RESPONSE

The City of Towanda addresses its short term water shortage problems through a series of stages based on conditions of supply and demand with accompanying triggers goals and actions. Each stage is more stringent in water use than the previous stage since water supply conditions are more deteriorated. The City Administrator, Zoning Administrator, City Superintendent and Law Enforcement are authorized by ordinance to implement the appropriate conservation measures.

Stage 1: Water Watch

Goals

The goals of this stage are to heighten public awareness of water conditions and to maintain the integrity of the water supply system.

Triggers

This stage is triggered by any one of the following conditions that occur independently in El Dorado Zone:

1. District El Dorado Zone elevated storage has fallen below 70 percent capacity and will not recover.
2. Demand for one day in El Dorado Zone is in excess of 750,000 gallons per day typically 15% above normal seasonal peak day, which may be calculated using the normal seasonal highest month, divided by 30.)
3. The City of El Dorado for the El Dorado Zone issues a Stage 1 Water Watch.

Education Actions

1. The City will make occasional news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming season
2. Water saving tips will be included in billings to water utility customers

Management Actions

1. Leaks will be prepared within 3 hours of detection.
2. Towanda will monitor its use of water and will curtail hydrant flushing and street cleaning.

Regulation Actions

The public will be asked to curtail some outdoor water use and to make efficient use of indoor water. (i.e. wash full loads, take short showers, do not let faucets run, etc.)

Stage 2: Water Warning

Goals

The goals of this stage are to reduce peak demand by 20 percent and to reduce overall weekly consumption by 10 percent.

Triggers

This stage is triggered by any one of the following conditions that occur in the El Dorado zone:

1. El Dorado Zone storage has fallen below 65% capacity and will not recover.
2. Demand for one day in El Dorado Zone is in an excess of 750,000 gallons per day,
3. The City of El Dorado for El Dorado Zone issues a Stage 2 Water Warning.

Education Actions

1. Water conservation articles will be provided to the local newspaper and city publications.
2. Water-saving tips will be included in billings to water utility customers

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired within 3 hours of detection.
3. The City will curtail its water usage, including operation of city pool, fountains, watering of city owned grounds and the washing of vehicles.

Regulation Actions

1. An odd/even lawn watering system will be imposed on City residents. Residents with odd numbered addresses will water on odd days; even addresses will water on even days.
2. Outdoor water use, including lawn watering and car washing, will be restricted to before 10:00 am and after 9:00 pm.
3. Sports fields will be irrigated on alternate days.
4. Replenishing swimming pools will be allowed one day a week after sunset.
5. Outdoor watering in ground systems are not allowed only the use of a hand-held hose or bucket.
6. Excess water use charges for usage of water over the amount used in the winter will be considered.
7. Waste of water will be prohibited.

Stage 3: Water Emergency

Goals

The goals of this stage are to reduce peak demands by 50 percent and to reduce overall weekly consumption by 25 percent.

Triggers

This stage is triggered by any one of the following conditions that occur in El Dorado Zone

1. El Dorado Zone storage has fallen below 50% capacity.
2. Demand for one day in El Dorado Zone is in an excess of 1.2 million gallons per day.
3. The City of El Dorado for El Dorado Zone issues a Stage 3 Water Emergency.
4. Emergency conditions related to repairs or water quality.

Education Actions

1. The City will make daily news releases to the local media describing present conditions and indicating the water supply outlook for the next day.

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2. The City will hold public meetings to discuss the emergency the status of the city water supply and any further actions to be taken.

Management Actions

1. The City water supplies will be monitored daily
2. Leaks will be repaired within 3 hours of detection
3. The City will seek additional emergency supplies from other users the state or the federal government.

Regulation Actions

1. Outdoor water use will be banned.
2. Waste of water will be prohibited.

PLAN REVISION MONITORING & EVALUATION

The City of Towanda has established a management practice of reviewing monthly totals for water usage, including residential/commercial sales water provided free of charge and unaccounted for water" Problems noted during the monthly review are to be solved as soon as possible.

The City of Towanda Municipal Water Conservation Plan will be **reviewed during the month of April each year** and on a more frequent basis during drought or other water shortage conditions. If the water conservation GPCD goals for the previous year are not met then the City will review the data collected from the previous year in relationship to the status and effectiveness of the conservation practices that are outlined in our plan and will provide a status report to the Kansas Department of Agriculture Division of Water Resources which will also include any additional water conservation practices that may need to be taken for the city to achieve and maintain its water use conservation GPCD goals.

Jennifer Shaults, Mayor

Mayor Signature

Andy Newbrey, City Clerk Signature

Date

ORDINANCE NO _____

AN ORDINANCE REGULATING MUNICIPAL WATER CONSERVATION WITHIN THE CITY OF TOWANDA KANSAS; INCORPORATING BY REFERENCE THE “ MUNICIPAL WATER CONSERVATION PLAN CITY OF TOWANDA” Edition JULY 2025”

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF TOWANDA, KANSAS:

SECTION 1. That existing Sections 15-602 thru 15-604 of the Code of the City of Towanda, Kansas is hereby repealed and replaced with the following:

MUNICIPAL WATER CONSERVATION PLAN CITY OF TOWANDA, EDITION JULY 2025. That certain documents, three copies of which are on file in the office of the city clerk, being marked and designated as the “Municipal Water Conservation Plan for the City of Towanda”, Edition July 2025, written by Planning/Zoning Administrator, Lisa Long Hamilton of the City of Towanda Kansas be and the same is hereby adopted as the Plan of the City of Towanda for determining long term water use efficiency, drought/emergency contingency and plan revision, monitoring and evaluation, including stage 1-water watch, stage 2-water warning and stage 3-water emergency, which is on file in the office of the city clerk, Towanda, Kansas, is hereby referred to, adopted and a part hereof as if fully set out in this code, and is shown in “Exhibit “A “.

SECTION 2. EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its publication in the Butler Times Gazette, the official city newspaper.

PASSED by the Governing Body of the City of Towanda, Kansas, this 13th day of August, 2025.

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

Other
Business
08.13.2025