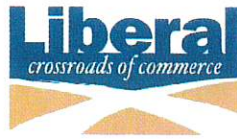


City Commission meetings shall be made available for the public to view in real time by going to the following website: cityofliberal.org then clicking the “Watch Live” link under City Government.



City Commission Amended Agenda
Tuesday, December 22, 2020, 5:30 p.m.
City Commission Chambers, 325 N. Washington

- ◆ Call To Order
- ◆ Roll Call
- ◆ Pledge of Allegiance
- ◆ Invocation



1. AWARDS, PROCLAMATIONS, PRESENTATIONS:

2. APPROVAL OF AGENDA

3. MINUTES – Approve the corrected October 13, 2020 regular meeting, corrected November 24, 2020 regular meeting and December 8, 2020 regular meeting.

4. CONSENT AGENDA

All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commission member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

a. Acknowledge Receipt of Board Minutes:

1. Liberal Housing Authority, October 20, 2020.

b. Approval of Airport Leases:

1. #	24.02	Humble Welding	\$ 966.50	1 year
2. #	34.02	Gary Classen	\$ 700.80	1 year
3. #	112.02	Alvin Beavers	\$1,009.80	1 year
4. #	186.02	Papa's Properties, LLC	\$ 642.40	1 year
5. #	C-18.08	City Street Department	\$ 3,354.01	1 year

c. Approval of Cereal Malt Beverage Licenses:

- | | | |
|----|-------------------------|------------------------------------|
| 1. | Fruteria Ojinaga | 621 S. Kansas Ave. |
| 2. | Mac's Vapes and More | 239 W. Pancake Blvd. |
| 3. | Mi Tierra | 601 S. Kansas Ave. |
| 4. | Willow Tree Golf Course | 1800 West 15 th Street. |
| 5. | U Pump It #205 | 1001 N. Kansas Ave. |
| 6. | U Pump It #219 | 343 E. Pancake Blvd. |

d. Approval of Grazing Lease:

1. Araklon Grazing Lease with Clayton Louderback and Max Louderback 2 years.

5. Hay Rice & Associates, Chtd:

- a. 2019 Audit Review.
- b. 2020 Audit Contract.

6. 2020 Budget Amendment:
 - a. Public Hearing.
 - b. Ordinance No. 4548 – Amend the 2020 Fiscal Year Budget Appropriations for the Debt Service Fund, the Special Highway Fund, the City 1/2% Education Sales Tax Fund, the Airport Utility Fund, and the Wastewater Utility Fund.
7. Fiscal Year 2020 Transfers.
8. Reclassification of Delinquent Accounts Receivable & Utility Accounts.
9. Resolution No. 2346 – Calling and Providing for Notice of Public Hearing on Advisability of Creating a Community Improvement District (Southgate Mall CID).
10. Sewer Line Easement.
11. Recreation Center Fire Doors and Frames Bid Award.
12. **Agreement for Professional Services – Southwest Kansas Coalition.**
13. CITY STAFF
14. CITY MANAGER’S REPORT
15. ITEMS FROM CITIZENS

Rules of the Commission: Any citizen desiring to address the Commission shall be recognized by the Chair, advance to the podium, state his/her name and address in an audible tone for the record. Presentations shall be limited to five (5) minutes unless extended by a vote of the majority of the Commission. The Commission does not hear matters involving litigation or City Personnel. The Commission does not take action on subjects not on the agenda unless unusual or hardship conditions exist. Citizens may address the Commission on agenda items as they are brought to the floor.
16. ITEMS FROM GROUPS:
17. ITEMS FROM COMMISSIONERS
18. VOUCHERS

♦ **ADJOURNMENT**

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
October 13th, 2020

The regular meeting of the Liberal City Commission was held at 5:30 p.m. at City Commission Chambers located at 325 North Washington on Tuesday, October 13th, 2020.

Commission Present: Mayor Connie Seigrist, Vice Mayor Taylor Harden, Chris Linenbroker, and Ron Warren. Commissioner Martinez was absent.

City Staff Present: City Manager Calvin Burke, Finance Director Chris Ford, City Clerk Alicia Hidalgo, Deputy City Clerk Magaly Lopez, Grants Director Karen LaFreniere, Fire Chief Kelly Kirk, Deputy Fire Chief Glenn Poulton, Fire Marshal Cody Regier, Airport Manager Brian Fornwalt, Director of Economic Development Cindy Wallace, Officer Mark West, and City Attorney Lynn Koehn.

Mayor Seigrist called the meeting to order. Deputy City Clerk read the roll call and declared a quorum present. The Pledge of Allegiance was recited, and Pastor Jeff Garcia gave the invocation.

1. Awards/Proclamations/Presentations. Fire Prevention Week proclamation- Mayor Seigrist presented The Fire Prevention Week proclamation to Sparky and the Fire Department.

2. Approval of Agenda.

Mayor Seigrist: requested approval of the amended agenda.

Mayor Seigrist- Resolution ~~2238~~ should be 2338 which is number 7 and number 14 will be an A and B. The A will be Contract for Sale and Purchase Real Estate replaced with the dated contracted dated today and B is an Agreement to Convey Real Property. We will add number 16 a second amendment to KDHE the loan agreement.

Commissioner Linenbroker moved to approve the amended agenda, as presented, with Vice Mayor Harden seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

3. Approval of Minutes.

Vice Mayor Harden moved to approve the July 15th, 2020 regular meeting (corrected) minutes as presented, with Commissioner Warren seconding the motion. The Motion carried by a 4 to 0 vote with Commissioner Martinez Absent.

Vice Mayor Harden moved to approve the minutes of the September 6th, 2020 special meeting as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with commissioner Martinez absent.

Vice Mayor Harden moved to approve the minutes of the September 22nd, 2020 regular meeting as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

4. Consent Agenda:

a. Approval of Airport Lease Renewals:

a. Approval of Airport Leases

1.	#11.03	Rawhide Well Service	\$10,356.82	1 Year
2.	#27.02	Don Small	\$561.66	1 Year
3.	#38.00	Floyd Aero	\$3,544.13	1 Year
4.	#43.01	FedEx Freight, Inc	\$3,074.90	1 Year
5.	#76.00	Modern Insulation, LLC	\$569.40	1 Year
6.	#94.00	Richardson Trucking, Inc	\$4,840.48	1 Year
7.	#98.00	Roy's Electric Service	\$1,500.00	1 Year
8.	#137.02	Butch and Linny Dick	\$1,295.00	1 Year
9.	#174.01	Panhandle Oilfield Services	\$2,814.59	1 Year
10.	#183.01	Merit Energy Company	\$3,625.63	1 Year
11.	#185.02	Seward County Sheriff's Office	\$1,207.13	1 Year
12.	#191.01	Plunkett's Pest Control	\$875.00	1 Year
13.	#TN-2.00	Myriad Restoration	\$848.81	1 Year
b. Approval of Liberal Convention and Tourism Board.				
1.	September 17 th 2020 minutes.			

Vice Mayor Harden moved to approve the consent agenda as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

5. Seward County Emergency Operations Guidelines.

- Seward County Emergency Management Director Greg Standard- Following our last visit here we spoke about some guidelines to share whether it was municipal or county. We want our citizens to know what would be consider safe to have a gathering. As a county the following guidelines were put together. Our priorities are the following: keep businesses open and functional, keep schools open with in person classes, maintain health care services for our residents, return our community to "normal" as quickly as possible, reduce the spread of COVID in our community by keeping the public informed of best practices, eliminate COVID without restrictive laws or regulations. We're asking for the full support of all citizens and to please wear a mask if you can. Mass gatherings of more than 250 individuals are not recommended. Schools have addressed bit different procedures because they have worked with the EOC. They have bigger events; the community college and high school are a bit different. No gathering should exceed 250 people whether its outside or inside. Over time we see there are more outdoor events and we might feel like being outdoors prevents the spread of COVID but it doesn't really help. Individuals are to have masks when needed, maintain social distant unless its family, we encourage use of hand sanitizer in all facilities. Checking temperatures is recommended as well. Are there any questions?
- Vice Mayor- No questions.
- Mayor Seigrist- Are you publishing this in the paper?
- Seward County Emergency Management Director Greg Standard- Sure. In a few days
- City Attorney Koehn- Did the county pass any resolution with this?
- Greg- we didn't do a resolution. We voted to pass the recommendation.
- Seward County Commissioner Linenbroker- No Resolution, we only voted to support the guidelines.
- Vice Mayor Harden- Do we have to vote too?
- City Attorney Koehn- You can go ahead just pass the motion of adopting the county recommendations.

Vice Mayor Harden moved to adopt the recommendations set place by the Seward County EOC in regards to COVID-19 in the community as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

- City Manager Calvin Burke- I've talked to staff about the rentals like the Girls Scout Building and we are not renting until January 4th. That's just information.
- Seward County Commissioner Linenbroker- We posted it in our county site for people to see and look it up.
- Vice Mayor Harden- I'm sure we can also post a copy of it in our city website as well.

6. Ordinance 4544 – IdeaTek Franchise Agreement.

- City Attorney Koehn - Cindy brought this to my attention, I think they contacted her, IdeaTek to get a franchise agreement. Chris informed me we previously had one with epictouch which expired November 2018. We are starting fresh with IdeaTek and go-ahead Chris.
- Director of Finance Chris- Epictouch is currently going
- City Manager Calvin Burke - It was first Zeo and then it went to IdeaTek.
- Vice Mayor Harden- It went from Huberous to IdeaTek.
- Director of Finance Chris Ford - the city had a franchise agreement with IdeaTek when they came up to put the poles and shortly after that they sold that operation to the Zeo group so the commissioner did approve that reassignment of the franchise agreement. When Huberous was here IdeaTek actually purchased Huberous so now our understanding is IdeaTek is now making a franchise agreement.
- City Attorney Koehn- Cindy did he say it right?
- Director of Economic Development Cindy Wallace- Yes
- City Attorney Koehn - The only thing I didn't was not sure about was Chris recommended to use the 5 % for the franchise feed and the term we have it as a 10-year term with one-year acceptance that can change but I think its pretty standard. I'm not sure if it needs to be shorter or longer.
- Commissioner Warren- So we're adopting just 4544.

Commissioner Warren moved to adopt Ordinance 4544 IdeaTek Franchise Agreement as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously or by a by a 4 to 0 vote with Commissioner Martinez absent.

7. Resolution 2338- A Resolution authorizing the submittal of a 2022 Kansas emergency shelter grant application to Kansas Housing Corporation.

- Director of Grants Karen LaFreniere- 2022 is correct, we are in 2021 as of the State fiscal year. The grant is due in November. This is our annual application I don't have the budget number so I didn't put it in the resolution and I looked back and the State does not require a resolution but I like to do so with grants like these especially big ones just to State that we will pay our share.
- Mayor Seigrist- So we need a motion to approve this resolution and execute submit documents for the annual transit operations and administration funding as required by KDOT.

Vice Mayor Harden moved to approve Resolution 2338 authorizing the ability to execute and submit grants documents for the annual transit operations and administration funding as required by KDOT as presented, with Commissioner Warren seconding the motion. The motion carried unanimously or by a by a 4 to 0 vote with Commissioner Martinez absent.

8. CDBG-CV Business Applications.

- Director of Grants Karen LaFreniere- We have had one in the past month or actually third one there was a difference what they asked and what they approved and that's because it was a sole proprietor but we could include their expenses. We're happy to help the businesses in town.
- Mayor Seigrist- So we need to approve the application for Geddy's Photography/Salon in the amount of \$10,737.00 and authorize to execute the grant report documents and submit request payment.
- Vice Mayor Harden- Is the date for them to apply passed already?
- Karen- They can still apply for it. We need to in the first six months to spend half of the funds and I don't think were even close to half yet.
- Vice Mayor Harden- Any business that needs funds due to COVID-19 get contact with Karen or Cindy.
- *Vice Mayor Harden moved to approve the CDBG-CY funding for Geddy's Photography and Salon in the amount of \$10,737.00 and to allow the approval of the application authorization to execute grant report documents and submit request for payment to the Department of Commerce as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.*

9. New Liberal Recreation Sign.

- Director Matt Quint- Good evening, what we are looking to do at the Rec Center is to put a sign-up front, there used to be a sign when it used to be South Middle School with LED to notify the public of what's going on in the community. So, we want to put a 4 by 8 double sided sign with our logo, telephone number, website thecityofliberal.org and underneath it will have a LED sign double sided to inform the community of what's going on. So, we request Part A to accept the anonymous donation for \$25,159.78.
- Coils will have to get fixed.
- Part A: *Vice Mayor Harden moved to accept the anonymous donation for the amount of \$25,159.78 as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez.*
- Part B- Double sided sign purchase.
- Director of Recreation Quint- We want to use that money to purchase a 4 by 8 double sided illuminated decals to also include a double-sided LED sign for the same amount.
- City Manager Cal- This was the only bid submitted right?
- Director of Recreation Quint- Yes.
- Mayor Seigrist- This is from Visual signs, right?
Vice Mayor Harden moved to use the donated money to purchase a 4 x 8 double sided illuminated sign with decals in the amount of \$25,159.78 from Visual Signs which was the only bidder as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

10. Ramp Repairs

- Airport Manager Brian Fornwalt- Out in the airport we have a lot of concrete out on the ramp on two of the hangers the entrances of the hangers are causing problems right now
- City Manager Calvin Burke- that would be 11 that would be the emergency one wouldn't it?
- Airport Manager Brian Fornwalt- This is one too.
- City Manager Calvin Burke- When it rains right?

- Airport Manager Brian Fornwalt- Yes
- Vice Mayor Harden – On this one we only reserved one bid too?
- Airport Manager Brian Fornwalt- Yes, Tracey is out there so we went ahead and did this also.
- City Manager Calvin Burke- This was also for an emergency because we are running out of asphalt
- Airport Manager Brian Fornwalt- What this will do is not mess up the hangers in there and has a way to expand.
- Vice Mayor Harden- Should we do this in two parts, both hangers?
- Mayor Seigrist- Do two motions.
- City Manager Calvin Burke- Do part A and part B.
- Airport Manager Brian Fornwalt- This wasn't budgeted but with the CARES grant that I got we can give it right back so the total cost would be \$8,255.00.
Part A- Approve Ramp repairs for 8,255.00 with 100% reimbursement with the CARES act.
- *Vice Mayor Harden moved to approve concrete ramp repairs for 8,255.00 with 100% reimbursement with work to be done by king enterprise who was the only bidder as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.*

11. Emergency Asphalt repair ramp for airport.

- Airport Manager Brian Fornwalt- This is where the aircraft parked it is in pretty bad shape under where we dug it up right under the concrete there was a pipe which is why the concrete we have to keep that area clear so it doesn't do damage to the air craft. King enterprise put a proposal to place asphalt to create an expansion joint to have the concrete can move better with will cost of \$29,920.00 with 100% reimbursement with the CARES act.
- Mayor Seigrist- They were your only bidder?
- Director of Airport Fornwalt- Yes.
- *Vice Mayor Harden moved that we approve the asphalt repair for the degrading concrete at the airport from king's enterprise who was the sole bidder in the amount of \$29,920.00 with 100% reimbursement from the CARES act as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.*

12. Diversion fund request for body cameras for LPD.

- Officer Mark West- The current body cameras we have right now range from 2013 to 2017. One of the biggest issues with our body cameras are battery life. I went out with three different bidders Kustom Signals, Watch Guard, and Coban. They came in to do demonstrations and after reviewing everything we want to go with Watch Guard they have removal batteries. Watch Guard is the only one that let us keep our data. Coban was the second closest bidder.
- Vice Mayor Harden – I am very familiar with Watch Guard because of their service it's an excellent provider.
- Officer West - There was another fee that they had that the others didn't, which was 11,700 it's a piece of thing for the server which someone else could probably explain that better.
- Vice Mayor Harden- I want to ask before I make a motion does any other commissioner want to say anything I recommended we should go with the highest bidder which is Watch Guard because it's the best as an IT they are the best solution but is there any discussion.
- Mayor Seigrist- it sounds like it's the best option for you.

- Officer West- we will have to replace the dash cameras as well and we'll do it with Watch Guard as well which will be convenient having stuff of there's already.

Vice Mayor Harden moved to replace our body cameras with the Watch Guard replacement \$74,782.50 with an annual recurring fee of \$4,17.00 with the initial purchase coming from the diversion funds as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

13. Discussion on IRB issuance for large retail development projects.

- Director of Economic Development Cindy Wallace- I had some discussion with Southgate mall. They sold it to someone else and the new owner. they are needing to replace roofs and parking lots and the HVAC units and some façade and speaking to the developers we suggested the community improvement some of them, not all of them, are not sure if would want to charge an additional sales tax whether it's a cent to two. Retail can only use the sales tax exemption portion for construction. The products they're using like the machinery when they are working on the roof or HVAC units it's just to save their sales tax from it.
- City Manager Calvin Burke- Like the fire sprinkler system?
- Director of Economic Development Cindy Wallace- It might, I don't know I can check on that. But it does not cover anything like property tax the other thing is that in order to do another industrial revenue bond we would require a more subcentral amount that they should be putting into it not only just a couple hundred thousand on it but one said it could be close to a million or 800 thousand. So, we just wanted a discussion to see the thoughts on the industrial revenue plans which is mostly for manufacture type projects. We have to make it worth so we didn't have anything in there with retail. So, what would the city like to entertain. It could help clean that area up at the Southgate mall with the rec being up there more people. Would I be able to even offer it to them?
- Vice Mayor Harden- Chris did we approve a CID for the north center? Does that expire upon ownership?
- Director of Economic Development Cindy Wallace- that's a different section where Christopher banks is and stuff.
- Vice Mayor Harden- they said they didn't want a CID?
- Director of Economic Development Cindy Wallace- They haven't decided. Sales exemption on purchasing the materials they need.
- Mayor Seigrist- Tell them to have to come up with something and present it to us.
- Commissioner Warren- Well we are not losing anything we don't have.
- Director of Economic Development Cindy Wallace- Retail can't fix property tax. We would be dealing with three different entities two up at the Liberal plaza and one at Southgate.
- Commissioner Warren- You want to know if we're interested?
- Director of Economic Development Cindy Wallace- Is there a price limit?
- Vice Mayor Harden- We might want to see a case by case to see what happens.
- Director of Economic Development Cindy Wallace- there has to be a big enough project to make it feasible.
- Vice Mayor Harden- Yes, we are interested but let's see from Medium to large improvements.

14. City of Liberal- USD 480 Contract.

- a. Contract for sale and purchase of real estate.

- Mayor Seigrist- We have a contract for sale of the purchase of real estate and it is dated today's date which is different than one on your packet but other than that it is the same thing. There was a correction because the date wasn't stated but they are the same.
- Commissioner Warren- So we have an A and a B?
- City Attorney Koehn- This is the parking lot USD 480 that wants to purchase from the city but it has strings attached from the FAA. We actually have the release in hand from the FAA, we are ready to file it once this contract gets approved and this was kind of the deal of the both properties. We have the property of approval from USD 480 and then they decided to get the parking lot so it's a package deal.
- City Manager Calvin Burke- This would be the parking lot by the weight room over by the bus. Its land that will be used by the school. It's a win for us because we are not losing anything.
- City Attorney Koehn- we suggest that commission approves... say contract for purchase
Vice Mayor Harden moved to approve the contract for sale and purchase of real estate by USD 480 in the amount of \$39,700 as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.
- b. Agreement to convey real property.
- City Attorney Koehn- We need to approve this tonight this is the parking lot which the city is I'm sorry I flipped this is the item that was previously pulled from the agenda.
Vice Mayor Harden moved to approve the agreement to convey real property with USD 480 as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

15. Liberal Force Main- Easement:

- City Manager Calvin- We have two easements one with National Beef and this adds another 25 pages to that other agreement what we discovered is that our line is not in our existing easement and we need them to know so we can get to Arkalon and we also discovered that they need an easement to get to our new sewer plant So they are giving us an easement and we are returning one to them. We need two motions one to approve us giving them an easement and then receiving one.
- a. Permanent Easement.

Vice Mayor Harden moved to approve the permanent easement of the City of Liberal granting an easement to National Beef as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

b. Permanent Public Utility Easement.

Vice Mayor Harden moved to approve the permanent public utility easement accepting the easement from National Beef to the City of Liberal as presented, with Commissioner Linenbroker seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

16. Second Amendment to KDHE the loan agreement.

- City Manager Calvin- It was last meeting or before and we want to do mock two for wastewater loan for a \$100 principle for the next 3 years and we just received for the documents from KDHE for them today. We need the signature and formal approval.
- Mayor Seigrist - So its listed as a second amendment?
- City Manager Calvin Burke- I believe we listed it as mock two. Chris looked over it to make sure we were good.

- Director of Finance Chris Ford- Commissioners just to specify this does not change the amount just modified the payment schedule.

Vice Mayor Harden moved to approve the second amendment to the loan agreement with KDHE as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 0 vote with Commissioner Martinez absent.

17. CITY STAFF

- Fire Chief Kirk - I just wanted to give you guys a heads up on what the Fire Department has coming up the first of November another evaluation of our ISO rating and we were notified back in April by Rebecca Heatherington that they would like to do that this year and she was shooting for August but of course with COVID they couldn't come. We set the date of November 2nd. Our rating, we were a 5 and we improved a 4 in 2010 but we improved to a 3 in 2015 and we could have been at a 2 in 2015 but we unfortunately didn't. When you see us training it counts to do that and business inspections it counts with that and we try to do things to lower cost to approve that IOS rating and make no mistake a lot of companies don't use it like that but I received a call about a week ago and as an ISO rating of 3, the guy thought it was great. So, I'm not saying we are a 2 now but hopefully stay at a 3 because it's good rate for a city our size. A lot of things have happened since 2015, we have new equipment and we try for our best of our abilities to have good rate. Any questions?
- Vice Mayor Harden- Thanks for maintaining a good IOS rate. Do you think we can go to a two?
- Fire Chief Kirk - I rather not say but lets just hope to stay at a 3.
- Deputy Fire Chief Poulton - A little update on the scavenger hunt, number three started today. We had two positive feedbacks from the pass ones. We'll probably finish it this week, take a break, and then start the final one.
- Vice Mayor Harden- I love the clues. Whoever is doing this is fantastic.
- Mayor Seigrist- It's a great promotion for the one cent sales tax. Thank you.
- Vice Mayor Harden- It's awesome thank you.

18. Items from Citizens

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission.

19. Items from Groups

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission.

20. CITY MANAGER REPORT

- City Manager Burke- I want to share a text from Kids Inc. "Weekends down at the Rec are so much more enjoyable with everything right there at the Rec. Thumbs up for everything going on down there." So, it's working out for Kids Inc. also for football, it's almost 500 people down there for the games.
- Vice Mayor Harden- It's awesome seeing the facility used so much.
- City Manager Burke -I want to thank staff and its been a tough summer I don't think there's been a department that didn't have two or three quarantine, but we have all helped each other out and we are keeping up. Street striping is getting closed to being done. We got positive things going on at the city.

• 21. ITEMS FROM COMMISSIONERS.

- Mayor Seigrist- Thank you to the anonymous donor for giving the funds for the sign and I was impressed Sunday with the Rec's upgrading. Thanks to the staff to get us through the summer and there is a lot of things to do and thank you for everything to keep the city going.
- Vice Mayor Harden- Thank you to all the donors who give funds to us. Special shout out to the PD and Fire Departments I've been getting a lot of feedback. Going into other counties I see how privilege we are to have our businesses open and available. Please use common sense and be careful. We are very fortunate that all these activities are available we will lose with privileges if no common sense is used. We have a big election coming up One Cent Sales Tax if you have any questions, please reach out to someone who is well educated to tell you why you should vote for the one cent sales tax.
- City Manager Calvin Burke- There will be an insert to the paper for the One Cent Sales Tax.
- Commissioner Warren- Thank the staff and PD and Fire. Also, the street striping has been done a lot more than what I've seen my whole life. A lot of people are happy about that. I'm glad Tony is out the hospital. People be responsible and just be careful about what you do when you get around people. Let's keep people safe and thanks to the community for trying to normalize as much as we can now days.
- Commissioner Linenbroker- I want to thank the staff for sure. I did talk to the Street Department people. People need to respect the cones. Also, there are some white and black critters around town we are working on that but not much we can do.
- Commissioner Martinez is absent.

22. VOUCHERS

\$2,187,996.47, dated October 13, 2020.

Vice Mayor Harden moved to approve the vouchers, as presented, with Commissioner Linenbroker seconding the motion.

The motion carried by a 4-to-0 vote with Commissioner Martinez absent.

The meeting was adjourned by Mayor Seigrist.

ATTEST:

Connie L. Seigrist, Mayor

Magaly Lopez, Deputy City Clerk

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

November 24, 2020

The regular meeting of the Liberal City Commission was held at 5:30p.m. at City Hall, located at 324 North Kansas on Tuesday, November 24, 2020.

Commission Present: Mayor Connie Seigrist, Vice Mayor Taylor Harden, Chris Linenbroker, Tony Martinez, and Ron Warren.

City Staff Present: City Manager Calvin Burke, City Clerk Alicia Hidalgo, Deputy City Clerk Magaly Lopez, Grants Director Karen LaFreniere, Police Chief Bill Cutshall, Economic Development Cindy Wallace, Human Resources Director Bruce Worthington, and City Attorney Lynn Koehn.

Mayor Seigrist called the meeting to order. Deputy City Clerk read the roll call and declared a quorum present. The Pledge of Allegiance was recited, and Pastor Persephone Fuller gave the invocation.

1. Awards/Proclamations/Presentations.

2. Approval of Amended Agenda.

Mayor Seigrist requested approval of the amended agenda.

Mayor Seigrist— Under item 7 there is a Resolution, number 2343 on the second page the estimated cost needs to be changed to \$5,580,000. Also, under that same item there is a petition for a community improvement district not signed, now there is a copy signed by Jazmin Nafal.

Commissioner Martinez moved to approve the amended agenda, as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

City Attorney Lynn Koehn- I have a discussion on the amount mentioned by the mayor is that the accurate amount? I have a comment is it 5 million?

Director of Economic Development Cindy Wallace- No it should be the \$1,580,000

Mayor Seigrist- Oh yes, I meant to say \$1,580,000

City Attorney Lynn Koehn- You said 5 million that is why I ask.

Mayor Seigrist- My bad I meant \$1,580,000 for the estimated amount.

City Attorney Lynn Koehn- I just wanted to clarify that for everyone.

3. Approval of Minutes.

Vice Mayor Harden moved to approve the November 10, 2020 regular meeting minutes as presented, with Commissioner Linenbroker seconding the motion. The motion carried unanimously.

4. Consent Agenda:

a. Approval of Airport Lease Renewals:

1. #89.01	El Marro Welding Services	\$1,187.53	1Year.
2. #122.02	L&D Oilfield Services	\$1,349.48	1Year.
3. #180.01	El Marro Welding Services	\$1,576.80	1Year.

b. Approval of Cereal Malt Beverage Licenses:

1. Grand Buffet 529 E. Pancake.
2. Love's Country Store #24 208 W. Pancake Blvd.

- 3. Love's Travel Stop #632 1000 E. Pancake Blvd.
- 4. Toot'n Totum #120 2104 W. Pancake Blvd.
- 5. Toot'n Totum #122 1421 N. Western Ave.
- 6. Walgreens #10722 10 W. 15th St.
- 7. Taqueria Gallo de Jalisco 700 N. Kansas Ave.
- 8. Rash's Sinclair 563 E. Pancake Blvd.

Mayor Seigrist inquired if the Commission wished to remove any items for further discussion.

Vice Mayor Harden moved to approve the consent agenda as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

5. Ordinance No. 4545- An Ordinance Regulating Traffic within the Corporate Limits of The City of Liberal, Kansas; Incorporating by Reference The "Standard Traffic Ordinance for Kansas Cities", 47TH Edition Republished in 2020 and Repealing and Replacing Section 14-101, and Retaining Section 14-509 of The Code of The City of Liberal, Kansas.

Mayor Seigrist requested Commission consideration of Ordinance No. 4545.

- City Attorney Lynn Koehn- Every year they put in a new standard traffic ordinance and a unified public offense code for enforcement of violation for city court this year for the standard traffic ordinance they just reprinted it and put out a new version so I wanted to approve that as well. There is not any change in either of those. So, I am requesting the commission goes ahead and approves those. So, we can use those books for city and court enforcement.

Commissioner Martinez moved to adopt Ordinance No. 4545 as presented, with Commissioner Vice Mayor Harden seconding the motion. The motion carried unanimously.

6. Ordinance No. 4546- An Ordinance Regulating Public Offenses within the Corporate Limits of The City of Liberal, Kansas; Incorporating by Reference The "Uniform Public Offense Code for Kansas Cities", 36th Edition of 2020 and Replacing Section 11-112 of The Code of The City of Liberal, Kansas.

Mayor Seigrist requested Commission consideration of Ordinance No. 4546.

- City Attorney Lynn Koehn- It is the unified public offense if you see in that ordinance there is one section in this one that the commission adopted out of from air guns and arrows so there's that language in there that says the commission will approve that.

Vice Mayor Harden moved to adopt Ordinance No. 4546 as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

7. Resolution No. 2343- A Resolution Calling and Providing for the Giving of Notice of a Public Hearing on the Advisability of Creating A Community Improvement District in The City of Liberal, Kansas and the Proposed Levy of a Community Improvement District Sales Tax Within Such District (Southgate Mall CID).

- City Clerk Alicia Hidalgo- Mayor we do have Sarah Steele on the phone if you guys have any questions for her.
- Mayor Seigrist- Thank you Sarah.
- Sarah Still- Good evening thank you for letting me join you guys.
- Vice Mayor Harden- Thanks for calling we do not have any questions for you.
- Mayor Seigrist- This is a calling for public hearing for the visibility for creating a community improvement in the City of Liberal in the proposed levy of a community improvement district sales tax for such district. Southgate Mall CID.

Commissioner Martinez moved to approve Resolution No. 2343 as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

- Mayor Seigrist- From my understanding we do not have to do anything with the petition.

8. Contract for Sale of Land.

- City Attorney Lynn Koehn- I sent this to the city clerk a while back, Cindy I think you helped us with. Can you explain it?
- Director of Economic Development Cindy Wallace- Crowell has been in town I am sure you have seen their trucks around. It is a company out of Iowa. They purchased by the industrial parks and they want to move it and I showed them available cites and they choose out by the east industrial park on Wildcat Lane it's a piece of land a little over 9 acres. They made an offer on it. We are just now getting it finalized. So, they can start building, it'll have three bases in it he said it'll look really nice. That is pretty much it so we got one piece of land out there sold.
- City Attorney Lynn Koehn- We went over this contract and I approve it to be purchased by commission if they wish.
- Mayor Seigrist- So we must approve all of lot 13 of lot 1 of the East Liberal Industrial Park Addition to the City of Liberal, Seward County, Kansas. For the amount of \$71,600 to Crowell Inc closing date December 1st, 2021.

Commissioner Warren moved to approve purchase as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

9. Christmas Parade-

- Earl Watt- I just wanted to explain to the commission the land for the parade it is different this year and we have a plan accordingly to make sure we have it safe for everyone involved. Something that we will be doing differently and the biggest issue that we would have with any kind of gathering is typically towards the end of the parade over by the stage area we have people gather together and we usually have two reasons why we have that. One is when we judge the floats is that time after the parade instead of doing that we will have the floats judged will there being set up so when the parade is coming down we will be able to announce who the winners are while the parade is still going on so there will be no crowd after it is over. The second is picking the winners of the contest and once we pick the three main everyone else scattered so by eliminated that, we will eliminate the crowd that forms after the parade. We will announce to not gather also. We will suggest that family groups are formed, and they maintain a six-foot social distance from other family groups. For entertainment prior to the parade will also be taken care of. We will sanitize the microphone between performance. Everyone who comes up on stage will have to wear a mask. I also spoke with county commissioners and they told me to speak with Greg to see if he could get us masks. Anyone who is helping will be quarantined from any crowd. One person at a time on stage also once winners are announced they will be socially distanced and wearing a mask. The big delay is when announcing the float winners but that will not take place this year. I'm here to answer any questions or take recommendations.
- Mayor Seigrist- What time will this start Earl?
- Earl Watts- The parade starts at 6pm and is typically over at 7pm.
- Martinez- Is the parade route the same as the typical one?
- Earl- We shortened it from 6th street to the tracks. That way we do not hold up 7th street since that is a busy intersection and we do not go to Light Park anymore. It is a six-block parade.
- Vice Mayor Harden- Looks like you have it figured out so go ahead. I'm glad were still able to have it.

- Earl Watt- Yes, we will have masks and there are no exceptions. We will be announcing that the same protocols are in place. I will be working with Greg to have mask and everything set. We appreciate it. I just want to say its good news to hear about the CID down South and I love the clock on the wall.
- Mayor Seigrist - Will there be any vendors?
- Earl Watt- Possibly with some warm drinks but if that's a problem if it is we won't have any.

10. Purchase of 2019 Ford Fusion.

- Police Chief Bill Cutshall- On November 8, 2020 one of our vehicles got struck with a deer and after we checked with a few local auto dealers we decided to go with Ford. The car will be given to a lieutenant. The insurance check is not right I do not know if we got a total on that. We should put that on the budget it would be taken from the police. The purchase is coming from Police Department and Equipment Reserve.
- City Manager Calvin Burke- If I correctly remember the settlement for the insurance \$6,400 so roughly the cost of the car is about 10 1 or 10 2. And there was a quote to Crystal Corner it was about \$19,900.
- Police Chief Cutshall- The Ford Fusion is listed for \$16,500
Vice Mayor Harden moved to approve the purchase of the 2019 Ford Fusion in the amount of \$16,500 from Foss Ford to come out of the PD Equipment Reserve Funds as presented, with Commissioner Martinez seconding the motion. The motion carried unanimously.

11. CARES Act Grant Awards.

- Director of Grants Karen LaFreniere- We will present the funding from the county we applied for Environmental Air Treatment for City Hall, Portable Broadcasting Equipment for any emergency that we need in a remote location, Action Training System for fire this allows them to accesses their training no matter what even if they are in quarantine, Surface pro laptops for remote work, the payroll HR system and Bruce will have more information on that and Keyless entry system for City buildings. I request acceptance to execute the memorandum and make purchases as requested in the grant application.
- Mayor Seigrist- Do we have to do a separate motion for each? Or can we make one for the total amount of \$143,773.00
- Director of Grants Karen LaFreniere- All these items are listed in the Memorandum of Agreement.
- City Attorney Lynn Koehn- You can do them all in one motion the only deal Karen would be we have the date of December 31st for purchases to be done if we cant make them operational for that day then we may not qualify and then we would have to pay out of our own pocket.
- Director of Grants Karen LaFreniere- They have been verified that will be received by that time.
- City Attorney Lynn Koehn- Received and operational? I caution this because then where would we come up with these funds for these items. they have been able by that time.
- Mayor Seigrist- Let us make one motion for \$143,773.50 we need to make a motion to accept the memorandum of agreement from Seward County and give authorization to execute the Memorandum of Agreement documents and make purchases as requested.
Commissioner Martinez moved to accept the memorandum documents of agreement for Grant awards in the amount of \$143,773.50 as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously

12. New Time Keeping System.

- Director of Human Resources Bruce Whittington- What we have is a combination of CARES money of \$40,000 and budgeted amount of about \$15,000 and we have been budgeted this for about 3 years and in the combined money we will be right on track. We did talk about the time the faster we get approved the faster we get started. We would purchase and receive but operational wise we will not be finished by December 31st and what we are doing is changing the time punches directly towards HR it will send the times digitally to us instead of manually. Nothing changes no payroll and nothing. We are doing this with Central Square which is the same company that does our financing stuff there is a lot more to it, but I am not sure how much you want to get into it.
- City Attorney Lynn Koehn- There is somethings I need to be changed in the contract and other stuff that need to be attached to the contract. My proposal is that commission approves upon my approval and there is some change I must reword as well. Bruce says he can get it done before then so we can have this happen but if we can unfortunately, we will not be able to have it happen. I assume the company will be easy to work with since its very convenient for them for us to approve this. We can vote that way, or we can have a 10-minute meeting on Monday or Tuesday to discuss this.
- Mayor Seigrist- I have a question on the dollar figure. Now you have the two items and they come to \$55,270.83 but you call that the budget cost. Do you have the budget cost and the total cost reversed?
- Director of Human Resources Bruce Whittington- Uh no.
- Mayor Seigrist- So what is the amount you want exactly?
- Director of Human Resources Bruce Whittington- The \$55,615.00.
- Mayor Seigrist- That is the total cost?
- Director of Human Resources Bruce Whittington- Yes ma'am.
- Mayor Seigrist- Well there is a \$344 difference between your item cost on those two items.
- Director of Human Resources Bruce Whittington- I'm seeing that right now.
- Mayor Seigrist- It looks like you have the titles reversed. The total cost should be the budget cost and the budget cost the total cost. Right?
- Director of Human Resources Bruce Whittington- I would have to look over it again but I think you are right.
- Commissioner Warren- So that should be reversed then? You need \$55,270.83.
- Director of Human Resources Bruce Whittington- Yeah, we are buying the software and the clocks are separately.

Vice Mayor Harden moved to approve the contract in the amount of \$55,270.83 contingent that the City Attorney requested amendments are met as presented, with Commissioner Warren seconding the motion. The motion carried by a 4 to 1 vote with Commissioner Linenbroker against.

13. CITY STAFF

No items were presented.

14. Items from Citizens.

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission. (No items were presented.)

- Elyse Bigler PA at SWMC 1200 N New York Ave- I come here tonight and I will try not to be emotional. What our hospital is going through and obviously we are going through a pandemic

and its tough on us. I hope you are able to vote for the mask mandate. All of our papers out there show that if people wear mask there is a lower chance to getting it. I was late because we had two more people being admitted. I'm not saying anything radical. If you require masks for when you're going into buildings, and outside where social distancing isn't possible, people should be in masks. Most doctors in the U.S. who are handling COVID-19 agree that if we're inside, people also need to also be at least 6 feet apart, like in a restaurant. We're not saying shut everything down. We have to do something different. It broke my heart after the county commission meeting last week when they decided not to have a mandate, I was in tears. This is a non-political statement, this is coming from health officials and scientific data, it's not political at all, we want things to stay open, and we want the hospital to be able to manage everything that needs to be

- RN Elizabeth Irby 2122 N Lane- I should have jumped up ~~before~~ Elyse spoke but I know this is not in the agenda but We're coming to this commission pleading for you to decide we need you to make as healthcare workers, as citizens of Liberal, to help protect the residents of the community, and those who visit our community, whether it's for shopping or healthcare. We really need the city commission to step up and make this hard decision, we need you to be the leaders in this community. I know the big question the county commissioners had was how to enforce it, but I will say this, what I'm witnessing at the hospital, what my husband's witnessing at USD 480 every day, is if our leaders lead, the adults will follow, and then in turn, the children will follow. My husband can say proudly all students wear masks on a daily basis, he actually helps pass masks out to students if they happen to come without one. With my screeners at the hospital, within 24 hours, they gave 41 masks out of a stack of 50 they'd been given for that purpose. We truly need you to stand up and be elected officials and make those hard decisions, we're begging you to do this. You can lead by example, and we can follow. It will give screeners at the hospital and other businesses in town at least something to say and something to back them up if someone walks in without a mask, they can use the city policy as their reference and backup. I beg you to make this decision, it's so important to myself, my husband, my children, and many others in the community.
- Attorney ~~Richard Yoxall~~ - ~~I didn't come for this~~ I came for something else but I will speak on this subject. I'm tired of our governmental authorities sitting around and doing nothing on this issue. Mrs. Irby talked about you as a commission setting an example and leading and if you do that, others will follow, including children. I'll tell you now, though, you're being led by children, at the USD 480 facilities, those children all wear masks, and it's required of the administrators as well, all of whom said it wasn't a problem for them. Someone has to have the gumption and say 'This is the right thing.' Every meeting where I've seen this discussed, healthcare providers have come up and begged that particular governing entity to do something. If you don't do something for them, I feel like you're showing them a great deal of disrespect, and they're there every day putting their lives on the line for everyone in this community, and not one blasted thing is being done. I go to Oklahoma occasionally to see my grandchildren, and I'll tell you in Oklahoma City, in every establishment I went into, the staff was wearing masks, and so were the customers, and no one was complaining, they're used to it. Why don't you all go ahead and get on board, follow the lead of the children of this community, and help out everyone here? It's just a piece of cloth, what's the big deal? I don't understand what the opposition is, I truly don't. Most of the credible medical literature out there says masks work. Help us help the rest of the community, because nothing's being helped now by having nothing in place.
- SWMC Pharmacist Pam Hicks 1426 N Sherman- I am in charge of the pharmacy and we are being over flown with medical stuff for people. With the Kansas counties that had a mask

mandate in place, they saw a 6 percent net decrease in the number of COVID-19 cases, and the counties that did not have a mask mandate had a 100 percent increase in the cases of COVID-19 seen. This is true, factual data from our own state, so I think it needs to be considered. I listened to the county commission meeting, and there was a lot of data that was thrown out during that meeting that wasn't correct. Masks work. If we encourage three things – wearing masks, watch your proximity to other people, and washing hands, it can have a huge impact on the health of the community. We're stressed to almost the point where we almost can't take care of what's coming in our doors, so something has to be done.

- Unknown 1 and Unknown 2 from SMWC- We wanted to thank a few of you guys for coming out to the hospital a few days ago and see what we are going through. Our hospital is overflowed and we have to transfer a lot of our patients into other hospitals to get treatment.
- Girl 2- The mask does help a lot and the purpose of that is to slow down the numbers in this county and our hospital is very small we have been full for the past few weeks. People are having to wait hours to get treat for an accident or anything not COVID-related. We are seeing some hard times. We are seeing a lot of sick people. It is definitely a struggle another thing is that we are having flu cases as well the mask also prevents the flu and our staff is exhausted and they are trying very hard. We are trying to find hospitals everywhere. We are requesting the mask mandate not to stop cases completely but to slow down the cases.
- Girl 1- When you guys came to the hospital one of our doctors explained to you if people wearing the mask have the chance to catch it and yes, the chances are there but it defiantly lowers the chances having a severe case than a mild one. It can really prevent people getting too sick and we could prevent hospitalization.
- Vice Mayor Harden- That was very valuable information about it we had not heard that from KDHE or anywhere else. That makes more sense. Thanks for having us up there and I wish all of us elected officials.
- Commissioner Warren- I have a question so anyone that gets COVID can get it at a different level?
- Vice Mayor Harden- Yes that's what they said and depends on the body.
- Commissioner Warren- So being in direct contact with people can depend if they wear a mask or not.
- Unknown 1- Yes if you are closer or further it will depend how it will affect you.
- SMWC Pharmacist Pam Hicks - They know now that people that don't have symptoms are spreading out the virus more than anyone else that's why we are asking for people to wear the mask over their nose. The gators do not work you need to wear an actual mask. Think of it as a dose so your chance to get the virus will be bigger. You may get some symptoms but not as much as getting more and the type of mask has to be 3 to 4 layers the gators are no good so the air is coming out. The type of mask and how many layers it is means a lot. Viral load.
- Commissioner Warren- So the people showing no symptoms are spreading it faster?
- SWMC Pharmacist Pam Hicks - Yes
- Commissioner Warren – so they are spreading it more
- SWMC Pharmacist Pam Hicks – We may know that someone is positive. It's a scary disease. People
- Mayor Seigrist- The doctors gave a good example about it.
- SWMC Pharmacist Pam Hicks - It affects people differently the way you react to it may be different from someone else. So there is still a lot to learn from it.

- Vice Mayor Harden- Social distance and mask won't stop it completely but it does slow down cases.
- Unknown 1- I have a friend that told us there was a family who caught COVID and they all had to be sent to different hospitals because of shortage in rooms at their hospital.
- Keely Moree 722 E Carlton – many people from our facility this issue I know the mask mandate is not on this agenda but you have the right to make a motion for this since the county commission did not approve. This has not been easy for anyone. Our capacity continues to change by the hour or even the minute at some point last week we had to admit 18 patients under an hour. We cannot say a having a mask mandate in place won't stop it but we are needing to slow this down. If you count the days back to the days of Halloween. Thanksgiving coming up, Christmas is not looking good for us. These cases are the result of those gatherings. A mask mandate can slow down the spread with holidays coming up. I understand that enforcement won't be easy and there is a lot of questions but doing nothing won't help us at all either. We have been dealing with this for nine months. Think about all the change the rest of the community has done to keep people safe. A mask mandate is not to create fear. We must take care of our people and the community. This is about how many people are expecting this we are exceeding capacity. This is not sustainable.
- RN Elizabeth Irby- Our Emergency Department Director isn't here, he covers hospitals in California and he has written a letter, Dr Edwin McGroarty. The first part of the letter is about statistics in Kansas. The second part is talking about the mask being placed. (reads a letter sent to the commission from Doctor McGroarty.) Take into consideration that he practices at other places as well.
- EMC Greg Standard- I'm here if you have questions but they did an amazing job at explaining how this is affecting people.
- Mayor Seigrist- I wish you guys were at the meeting last night. I think the county commissioners should have listened to you.
- Commissioner Martinez- Lynn- what do we need to do to maybe make a motion for this? Maybe try it for a few days then end it.
- Mayor Seigrist- County could have done that.
- City Attorney Lynn Koehn- The city commission can pass it as an ordinance you can put a fine or not or can have a resolution and have no fine for it. It is up to commission or if you want you can amend the agenda and make a motion with a date format on this discussion. We have a lot of health officials, there is a lot of opinions here and this might be a good idea it is a good idea for you to consider.
- Vice Mayor Harden- I've looked at several mandates throughout the state at different levels, and there's about five things that 100 percent have to be considered with this if we want to implement a mask mandate. Enforcement on something like this is nearly impossible and once the courts open back up, any fines that will have been issued will be thrown out basically immediately. Another thing is private business restrictions, my opinion, as someone who has a business, businesses that have been open and operational or they were temporarily closed and had to make a crazy amount of changes before reopening have already implemented a mask requirement in their business. The City of Liberal has jurisdiction over public domain when you walk into a private business or private residence, you're no longer in the public domain. I've heard of some places where there are extra regulations on businesses, but I think that's WAY too much overreach. Regulating anything on any type of private property, whether it's a business or a residence, I find it really hard to not find that as government overreach. Regulating anything in a citizen's private home you can't have it because it violates, also the gathering limit is the one

from last week. A mandate passed by the city would not include the gather limit. Lynn is this worth writing this? There was two hours of fighting for nothing so if we are going to go this route.

- City Attorney Lynn Koehn- We should have a motion to make this an item just so we don't violate anything. Before we continue speaking about this.

Vice Mayor Harden motioned to amend the amended agenda to add item 14A to have a COVID discussion with Commissioner Martinez seconding the motion. The motion carried unanimously.

14A. COVID Discussion.

- Commissioner Warren- So your saying that private businesses and people's houses are out of our control?
- Vice Mayor Harden- Yes, we can not enforce anything on private property. The business I've seen here in our area all have mask requirements. I haven't seen a lot of businesses not have regulations. I encourage us to not take that route. This is more of a morality issue. Correct me if I'm wrong but there is no statue supporting this.
- City Attorney Lynn Koehn- You could make it an ordinance and enforcement.
Vice Mayor Harden- Yes, I understand that but this could be taken to court by people and at a state level we have no support.
- City Attorney Lynn Koehn- We could enforce it in an ordinance level but yes not state.
- Commissioner Warren- Well if people don't want to wear a mask it is certain they won't.
- Vice Mayor Harden- I guess the only thing about a mask mandate would be that if there is a mandate in place and someone tries to sue a business for making them wear a mask the mandate backs them up to refuse service to that person or group.
- Commissioner Warren- Businesses have the right to refuse business to anyone right? Could we not say we support those businesses to remove those people who refuse to wear a mask?
- City Attorney Lynn Koehn- Well they have that right anyway.
- Commissioner Warren- So we just need to aware businesses about them being able to do that. If a business isn't requiring a mask and you don't feel comfortable then don't shop there and it goes to the one that have to wear a mask as well. Its respect towards others.
- City Manager Calvin Burke- We should have a special meeting just so this can be a full discussion.
- Mayor Seigrist- In the past situations like these we have supported whatever the county has gone with because they control the health department or anything else like that. We told the county commission we would follow their recommendations. What about the people that come from Kismet to Liberal?
- EMC Greg Standard- Well people from Kismet already wear a mask. The numbers continue to increase and whatever you decide to do, this is probably the effects of Halloween parties etc. this usually takes about 20 days for all cases pop up. So, 30 days you wouldn't really see a difference, 40 days would be more accurate. If what we have been doing was working would we be talking about it tonight?
- Mayor Seigrist- What does the county think about this?
- EMC Greg Standard- I think they are meeting next Monday. I don't know if this will be a matter to discuss. Kelly Kirk is a City representative of EMC and he does a fabulous job so the City has a big say in what the result just like the county and hospital.

- Daisy Torres- I just wanted to say that the comment made saying people were wearing their mask at stores is not true. Just because they have it hanging on only covering their mouth and not their nose that is not helping anyone.
- RN Elizabeth Irby- I forgot to add a number on this discussion. We highly suggest that people bring their own mask because it is a cost to the hospital. I handed out 50 masks to the screeners and within 24 hours they had given out 43.
Commissioner Warren moved to approve a special meeting for a COVID mask mandate discussion as presented with Commissioner Martinez seconding the motion. The motion carried unanimously.
- City Attorney Lynn Koehn- Okay so we need to get a date and time for this.
- Vice Mayor Harden- Is there a way we can get this before the holiday?
- City Manager Calvin Burke- We have to give public a notice about it.
- City Clerk Alicia Hidalgo- This would be considered a public notice if you guys would like.
- City Manager Calvin Burke- Well yeah but public wouldn't be able to be here because most of them already started traveling.
- Vice Mayor Harden- Tuesday December 1st at 5:30pm sound good?
- City Manager Calvin Burke- What location?
- Vice Mayor Harden- South could be a place or the Girls Scout Building that way its more central.
- Mayor Seigrist- Yes, the girls scout building is more central that would work.
- City Attorney Lynn Koehn- would you guys want me to have a resolution in place for example have it written down on my computer just in case?
- Vice Mayor Harden- I think we should hear what needs to be said first then maybe have a special meeting with our decision.
- Persephone Fuller- The last meeting I went to was the most contagious meeting I've gone too. I think if we give people too many options they will not pick neither of them. We need to establish something and set to it. Do we have hotline or anything like that? Maybe that would be a way we could get the publics opinion. I think surveys would also work. There is a lot of tension already with the public. This would possible help.
- City Manager Calvin Burke- Didn't we have Earl do this once?
- Earl Watt- Yes, I did do that once and what I saw was people cheated on that. It was very hard to get accurate answers. It was 50/50 for the mask mandate.

15. Items from Groups.

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission. (No items were presented.)

16. CITY MANAGER REPORT

- City Manager Burke thanked the staff for a great job. Happy Holidays. Our first annual Foss Ford turkey bowl we have 8 teams and two different divisions. We booked 80 hotel rooms of course we only had two teams and Nick was steady on them to social distance. Concessions were a success. Thank everyone involved and Nick. Even though COVID we have made it through and its working.

17. ITEMS FROM COMMISSIONERS.

Mayor Seigrist- Thank all the city staff for the Christmas decorations before the weather got bad. I want to thank Nick for the tournament and the city was busy this weekend but it was a good Eco Devo deal.

Vice Mayor Harden- Thank you for coming this evening I appreciate that; City staff try to stay safe I hope everyone is feeling better.

Commissioner Warren- Thanks staff for doing what they do and as far as the public I hope you take our suggestion. People that don't want to wear a mask don't go where you are required to, and vice versa.

Commissioner Martinez- I want to thank the hospital staff for coming out and speaking on this issue. The lights look good thanks to the city staff.

Commissioner Linenbroker had no comment.

18. VOUCHERS

\$657,004.83 dated November 24, 2020.

Vice Mayor Harden moved to approve the vouchers, as presented, with Commissioner Linenbroker seconding the motion. The motion carried unanimously.

The meeting was adjourned by Mayor Seigrist.

Connie L. Seigrist, Mayor

ATTEST:

Magaly Lopez, Deputy City Clerk

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
December 8, 2020

The regular meeting of the Liberal City Commission was held at 5:30 p.m. at City Hall located at 324 N. Kansas on Tuesday, December 8, 2020.

Commission Present: Mayor Connie Seigrist, Vice Mayor Taylor Harden, Chris Linenbroker, Tony Martinez, and Ron Warren.

City Staff Present: City Manager Cal Burke, City Clerk Alicia Hidalgo, City Attorney Lynn Koehn, Grants Director Karen LaFreniere, and Public Grounds Director Brad Beer.

Mayor Seigrist called the meeting to order. City Clerk Hidalgo read the roll call and declared a quorum present. The Pledge of Allegiance was recited, and Commissioner Warren gave the invocation.

1. Awards/Proclamations/Presentations. None

2. Approval of Agenda.

Mayor Seigrist noted there are additions to the agenda:

#5. GO Bonds Series 2020-B needs a new item: A. Acceptance of Bids; the previous "A" and "B" will now be "B" and "C."

Added to the agenda are #10 Quit Claim Deed and #11 Clingan Real Estate Contract.

Commissioner Warren moved to approve the agenda, as amended, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

3. Approval of Minutes.

Vice Mayor Harden moved to approve the minutes of the November 24, 2020 regular meeting, as presented, with Commissioner Linenbroker seconding the motion. The motion carried unanimously.

Commissioner Linenbroker moved to approve the minutes of the December 1, 2020 special meeting, as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

Commissioner Linenbroker moved to approve the minutes of the December 3, 2020 special meeting, as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

4. Consent Agenda:

a. Approval of Airport Lease Renewals:

- | | | | |
|-----------|--------------------------------------|------------|---------|
| 1. #47.02 | USC Underground Systems Construction | \$3,285.28 | 1 Year. |
| 2. #58.01 | JC Services | \$4,173.48 | 1 Year. |

b. Approval of Cereal Malt Beverage Licenses:

- | | |
|--------------------------------|----------------------------|
| 1. Big Bites Mexican Grill LLC | 720 N. Kansas Ave. |
| 2. Pizza Hut #035942 | 110 E. Pancake Blvd. |
| 3. Dillons #73 | 1417 N. Kansas Ave. |
| 4. Dollar General Store #3436 | 1010 S. Kansas Ave. |
| 5. Dao's Convenience Store | 208 E. 8 th St. |

- | | |
|--------------------------------|---------------------|
| 6. La Casa Del Pastor | 419 S. Kansas Ave. |
| 7. Hutch's #111 | 1580 N. Kansas Ave. |
| 8. Hutch's #117 | 850 S. Kansas Ave. |
| 9. Casey's General Store #3902 | 829 N. Kansas Ave. |

Mayor Seigrist inquired if the Commission wished to remove any items for further discussion.

Commissioner Warren moved to approve the consent agenda as presented, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

5. General Obligation Refunding and Improvement Bonds, Series 2020B:

a. Acceptance of Bids.

- Beth Warren reviewed the results of the bid bonds (Summary of Bonds included herein). Central States Capital was the best bid. She noted the total interest cost on the Street Department building came in \$10,000 lower. The numbers improved on both items. If the Commission approves of the bids, they should accept and approve the bid from Central States Capital, the ordinance and the resolution.

Vice Mayor Harden moved that the bid be accepted and that the Mayor and Clerk be authorized and directed to execute the bid form selling the Bonds to the best bidder on the basis of the bid and the terms specified in the Notice of Bond Sale. Commissioner Martinez seconded the motion. The motion carried unanimously.

b. Ordinance No. 4547 – Authorizing GO Bonds Series 2020B.

Mayor Seigrist requested Commission consideration of Ordinance No. 4547, entitled, "AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2020-B, OF THE CITY OF LIBERAL, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO."

Vice Mayor Harden moved that Ordinance No. 4547 be passed as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

c. Resolution No. 2345 – Authorizing and Directing the Sale and Delivery of GO Bonds Series 2020-B.

Mayor Seigrist requested Commission consideration of Resolution No. 2345, entitled, "A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2020-B, OF THE CITY OF LIBERAL, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 4547 OF THE ISSUER; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH."

Vice Mayor Harden moved to accept Resolution No. 2345 as presented, with Commissioner Martinez seconding the motion. The motion carried unanimously.

- The Commission thanked Beth for attending this evening.

6. Protest Petitions for 2021 N. Western Ave.

- Kevin Kirk stated the Board of Zoning Appeals conducted a hearing on November 12, 2020. AT&T wants to put a 145-foot pole up by New Beginnings Church. The Planning Board looked it over and listened to the protestors. They received five or six protest petitions stating property values would go down. The Planning Board discussed it and decided to approve it and send to the City Commission. A couple of the Board members said it was moving with the times and the pole

should be granted to go there. AT&T looked and decided that would be the best location and moving it any direction would cause problems with the use of the tower.

- Commissioner Martinez questioned if it lines up with the one clear across town.
- Director Kirk stated yes.
- Director Kirk noted it's for use of cell phones. People were having problems with cell phones. The Planning Commission did move it forward and the Commission may pass it, deny it, or send it back for further review.
- Mayor Seigrist questioned why did the members that were absent not vote by phone? Did they not feel it was not important to vote on?
- Director Kirk stated it wasn't suggested they could call in.
- Commissioner Warren questioned if the five people with the protest petitions were at the original meeting?
- Two were there and three called in to Darla to let her know they were protesting.
- Commissioner Martinez questioned if there is another tower fairly close?
- Director Kirk stated there is a tower near 15th and Western. He said they looked at going on that tower.
- It was noted this tower is just for cell service.
- City Manager Burke stated not everyone has internet. Kids can operate off of hotspots. The church was having problems getting signal at the church.
- Commissioner Warren stated he doesn't have service when he's at Wheatridge.
- Mr. Burke stated that is the issue; it's terrible.
- It was noted the school has fiber.
- Commissioner Martinez stated he has AT&T and at different times of the day, it's slow.
- Vice Mayor Harden noted this is not going to do anything for internet.
- Vice Mayor Harden questioned if this going to be 5g or 4g small cell?
- Glen Klocke from Network Real Estate LLC representing AT&T. He stated the tower is designed to cover the northern portion of Liberal to increase AT&T coverage in Liberal. It will help with wireless coverage in residential areas in the northern part of the city. They looked at all opportunities. These site designs are very specific. The areas are small and can't move them around like the they used. They provided a letter to the City along with photos. This is to complete coverage for ATT to north Liberal.
- It was noted AT&T had outages last week.
- Commissioner Warren questioned if they looked to the west? Or was FAA an issue?
- Mr. Klocke stated the airport is a criteria. It's a small area for the tower and cannot be in areas controlled by FAA. They did an FAA study first. FAA dictates where you can and can't go.
- It was questioned if it needs to be on the east side of Western.
- Mayor Seigrist asked about across the street? Directly across the street from the church?
- Mr. Klocke stated they are pretty limited to the church.
- Commissioner Warren asked if they looked at the city property?
- City Manager Burke stated anything on the west side is FAA.
- Mayor Seigrist questioned where is the FAA report?
- Mr. Klocke stated they can provide it.
- Mayor Seigrist stated they need to see it.
- Additional side conversations were held.

- Commissioner Warren noted there is a tower that is closer to the airport and asked how tall it was.
- Someone stated it is 100 feet.
- Commissioner Warren stated there is not many choices and questioned if the church was approached after the spot was selected.
- AT&T looked at several locations based on FAA stuff – two were interested. They negotiated a lease with the church.
- The area and streets in the areas were discussed.
- Director Kirk stated this is the second or third time they've see this. They were told no and they did more research. The Board looked at it for advancement.
- Commissioner Linenbroker questioned if the north tower has to connect with the south tower? He questioned if they looked at the towers at the same time?
- It was noted AT&T should've had it figured out before moving forward.
- Mr. Klocke stated the AT&T design was laid out before.
- Mayor Seigrist and Commission Linenbroker both questioned why they didn't get both approved at the same time.
- Mr. Klocke stated AT& T worked them at the same time. They were working leases, FAA, as they had a small area.
- Protest Petitioner Nathan Smith, Heritage Real Estate. He has lived at 2148 Rock Ridge for six years. He is not an expert but he is a full time real-estate agent. First, his cell phone service is just fine. He works from home most of the time. He gave his overview as a home owner and realtor. The neighborhood wasn't just formed. The property is residential. Kids run through that lot. People walk dogs through there, people are constantly going by and through there. There is a daycare within 100 feet, which is the second house on Windsor. He did attend the Planning Commission meeting. Despite the protests, it was still passed. No win/win. No one is against cell phone coverage. Since then, 16 people put in Protest Petitions. About 25 homeowners are affected, with 20 living there. In light of COVID, 16 is a fairly large majority of people who don't want it there. He went to mall and the tower resembles a wind turbine. The nuts are large and it's an industrial structure meant to go in industrial area. It will be 45-foot-tall with 7-foot barb wire fence with signs posted "DANGER." The frequency may also be a problem. As a full time realtor, 39 properties are on the SWMLS list that are Industrial or Commercial lots. There was limited industrial movement in the last year. He is not an expert. He is not going to talk about fire, etc. An issue is the property values with neighbors. He has a YouTube channel. He knows what thrives sellers and buyers - character and aesthetics. He called appraiser in town and asked opinion if the tower will hurt property values. The appraiser agreed it would. In that common sense, he is opposed to it.
- Patrick Edwards, Stinson Law Firm of Wichita, represents SBA, which owns and operates a 136-foot-tall monopole cell tower located at 1141 W 15th St which they acquired in 2017. They oppose the Special Use Permit for three primary reasons. First reason is there is space available on SBA's existing tower nearby to collocate AT&T's equipment. Edwards explains. The SBA tower is less than a half mile away to the southwest from the location of the proposed new tower. He handed out two documents. SBA's tower is technologically up-to-date with it last being upgraded in 2017. Verizon is at the 127 feet height. SBA's tower has space available for AT&T's equipment at 117 feet and there is also ground space available as well. SBA could pursue a tower extension to add an additional 14 feet at the top of this tower, so 137 feet to 150 feet to accommodate another carrier such as AT&T if the increased height was necessary. AT&T never once communicated with SBA

for potential use of their tower. A new tower is unnecessary. He addressed megahertz and different frequencies. He referenced the documents he handed out. It is SBA's position that a new tower will not improve coverage; they have space for AT&T and would be happy to work with them. He referred to Liberal's Zoning Ordinance and stated there were 17 reasons listed therein with reasons opposing the new tower. He also noted the neighbors do not want the tower there. They do not believe the Special Use Permit should be approved based on Liberal's Zoning Ordinance.

- Commissioner Martinez questioned if 5G is a health risk.
- Mr. Klocke stated he is not an engineer or doctor and not in the position to answer that.
- Commissioner Warren stated he is curious as to why AT&T didn't contact SBA.
- Director Kirk stated he is not sure and really should have been.
- Discussion was held on the existing SBA tower, FAA, and the flight paths.
- Mr. Klocke stated the fencing around the tower will be a composite fence not chain link. They've looked at the location several times. They didn't contact SBA because it didn't work for AT&T. As far as an engineer running maps, they don't know what they are doing; only ATT does. It is 150 feet away from residential area based on zoning code. The cost to build a new tower is astronomical but it's about getting the coverage they want. Zoning wise it's easier to go on that tower but it didn't work.
- Vice Mayor Harden stated he answered all his questions and they have a valid reason.
- The Commission requested copies of AT&T's maps.
- AT&T will provide copies to the Commission.
- Vice Mayor Harden stated he is trying to decide if it will drastically improve coverage. Will it slightly decrease property values?
- Nathan Smith noted there are studies it decreases property values 20%, some say neutral, but they were a ¼ mile away from the tower. If you go around town, you can look at what's been sold. Reason for opposition to the tower are the same reason you wouldn't put a trailer house next to a \$400,000 house.
- Vice Mayor Harden stated if it helps 6500-7000 people at the expense of 12 people then it's an obvious reason to move forward. They are missing information and need a lot more information from AT&T. He works in IT but it's Greek for everyone else here. Any kind of actual graph of what the cell phone coverage will be to break down technical lingo so it's understandable to everyone else.
- AT&T will get additional information to the Commission.
- Vice Mayor Harden stated there is a difference on sharing versus a new tower. This falls under quality of life issue. He can see the grievance and it's a valid one. What he is looking at is the pros and cons for 20 people versus 7,500. He needs to see something tangible.
- Mayor Seigrist wants to hear from others.
- City Attorney Lynn Koehn requested documents regarding the FAA study.
- Commissioner Warren questioned if they find out the tower can be put up to 300 feet west, would it still bother you?
- Mr. Smith stated not at all.
- Donna Meek – 1917 Windsor Lane. The tower will be in their front yard. They will be facing the tower. She is sure none wants that in their front yard. It's a good area and a tower takes out the joy of living there. The one down the street is kind of in an alley and out of sight. This one will be right there.

- Mayor Seigrist stated it's in your front yard. Have any of you driven by? Or drove by the alley to see how big it is? Now, picture that in the lady's front yard.
- Discussion was held regarding moving it 300 feet on the other side of Western or further north.
- John Meek stated to Vice Mayor Harden you were talking about benefit of 7,500 to detriment of 5 home owners. There are not 7,500 people up there using AT&T.
- Vice Mayor Harden stated probably 3,500.
- Mr. Klocke stated it will cost AT&T in the millions to construct.
- Vice Mayor Harden stated he did research and it will cost \$3.5-\$3.7 million. That is the evaluation he is using. He needs more information to judge that. Someone will put it in the exact same area, whether it's businesses or residential. None of the equipment is pretty. He works in the industry. One of the most common complaints is the need for more bandwidth. What he sees is a company that is bringing cellular technology. It is a significant investment for them. He needs more information from AT&T to make an educated decision
- Commissioner Martinez stated the biggest problem is that AT&T said there are 30 other places. We need to listen to the citizens. AT&T will get their money. If we can help the citizens, we need to.
- Additional discussion was held.
- Gentleman from crowd spoke however, it was inaudible. He lives in the neighborhood and is against the tower. Possibly Enrique Hernandez. He will sell his house because he doesn't want to live there. He won't feel safe with the tower there. The closer you live the worse it is. If it's built, property values will drop.

Commissioner Martinez moved to send it back to the Planning and Zoning Board for further discussion, with Vice Mayor Harden seconding the motion. The motion carried unanimously.

7. CDBG-CV – Business Application.

- Grants Director Karen LaFreniere stated ABC Telefonía Cellular turned in receipts in the amount of \$4,651.00. They do qualify. Staff requests approval of the application, authorization to execute the grant report documents and submit for payment to the Department of Commerce.
- The correct amount is \$4,651 and the Grant Report was corrected to read as such.

Vice Mayor Harden moved approve the CDBG-CV application for ABC Telefonía Cellular, authorize to execute the grant report documents and submit them for payment in the amount of \$4,651, with Commissioner Warren seconding the motion. The motion carried unanimously.

8. Parks & Sports Turf Chemical Supply.

- Public Grounds Director Brad Beer stated Staff is requesting approval to purchase the Spring chemical order and larvicide for 2021 mosquito control from Van Diest Supply Company in the amount of \$16,323.60. Budgeted item.

Commissioner Martinez moved to approve to purchase the Spring chemical order and larvicide for 2021 mosquito control from Van Diest Supply Company in the amount of \$16,323.60, with Commissioner Vice Mayor Harden seconding the motion. The motion carried unanimously.

9. Water Department Property Purchase.

- City Manager Burke stated the buildings and property are on airport land. There are two tracts include the pump station and warehouse which house bucket truck; both tracts are on FAA land. He is looking for a consensus for Brian and Lynn to start the process to purchase the land. The water pump will be there forever so it's best to purchase it outright. They have new appraisals.

- The money will go to the land sale fund.

The Commission was okay with moving forward to purchase the property.

- Mr. Burke stated the City owns lots of property. The City will probably get inquiries about buying property. He noted everything that's been sold has benefited citizens. The rent is how the airport operates.
- It was noted the City and FAA have a better working relationship now.
- City Attorney Koehn stated when he spoke to Lynn Martin she said they are very happy with recent conversations with the City. There are strings attached when selling FAA property. They must follow rules.

10. Quit Claim Deed.

- City Attorney Koehn stated a week ago, Don Witzke dropped off a deed for the City to sign off on. However, it appears that it is stated to be city owned property in the documents from 2006 and there was some type of a lease agreement in place concerning the same property. Bank of America never had title to the property and the City owned the same. The City then transferred the property to Conestoga (now doing business as Pandell) on April of 2014. Fast forward to April of 2020, Bank of America quit claims the property per the relocation of city hall documents and mistakenly includes the language for the n/2 of various lots.
- Pandell is wanting to close next week on the sale of property. We need a motion to approve the quit claim to transfer property that we don't own and that Bank of America never owned in order to clear the title issues so it can be sold by Pandell.

Vice Mayor Harden moved approve the Quit Claim Deed with Commissioner Warren seconding the motion. The motion carried unanimously.

11. Clingan Real Estate.

- City Attorney Koehn stated the Commission discussed this issue. He recommends moving forward with the purchase. Clingan will be out on the 15th. They can close on the 16th and then it will be ready to move in and use the building.
- The total is \$575,000.
- The GO Bonds Series 2020B will close on December 29, 2020.
- It was noted they should wait until December 29, 2020 for the closing date.

Vice Mayor Harden moved to approve the real estate contract described therein with Commissioner Martinez seconding the motion.

Vice Mayor Harden moved to approve the Real Estate Contract in the amount of \$575,000 with Commissioner Martinez seconding the motion. The motion carried 4 to 1 with Commissioner Linenbroker against.

9. CITY STAFF.

- City Clerk Hidalgo questioned where the Commission wants to have meetings in January as a public hearing will need to be scheduled for the first meeting in January.

The Commission will meet at City Hall in January.

- Public Ground Director Brad Beer wants to give kudos to Bruce Young, Teresa Black, Kent McCarter and the Park's guys for their hard work decorating for Christmas. They do better every year. They don't get enough thanks so he wanted to let everyone know he appreciates them.
- Commissioner Warren asked Brad to give them his thanks.
- Commissioner Martinez likes the color.

- Director Beer stated things will change every year.
- The Commission thanked Brad and the Parks Department.

10. CITY MANAGER REPORT

- City Manager Burke emphasized what Brad said. Kudos to the Street Department on the snow removal. The usually don't plow until the snow stops. At 4 a.m., it was still snowing. They were out there and on it as soon as it quit snowing.

11. Items from Citizens.

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission. No items were presented.

12. Items from Groups.

Mayor Seigrist read the rules of the Commission and requested members of the audience approach the podium to address the Commission. No items were presented.

13. ITEMS FROM COMMISSIONERS.

Mayor Seigrist thanked Karime Gallo for the two trees. She got trees from Walmart and got them to Brad for storage. The City made the base. The trees were decorated. Liberal had a Hallmark moment at the lighting. The second tree is at the library and is a memorial tree. If you take a picture to the library they will laminate it to put on the tree. Rozelle brought the lamp post decorating and she thanked the business and organizations that took part in it. Her favorite was the KState one. She thanked Tony for coming tonight; they are in her thoughts and prayers.

- Commissioner Martinez stated it's a relief to be here and thank you.

Vice Mayor Harden had no items to present.

Commissioner Warren thanked Staff for everything they are doing.

Commissioner Martinez thanked the Street Department for taking the heat. What people don't know is how hard they work and the snow didn't stop. He went and shoveled that night and had to clean it three times. They did a good job. People need to step back if they don't know. He thanked the City Staff at the cemetery - Paul, Brad and Fidel. The ground looked good. He also thanked Staff for their concern. Thank you.

Commissioner Linenbroker had no items to present.

14. VOUCHERS

\$724,520.27, dated December 8, 2020.

Vice Mayor Harden moved to approve the vouchers, as presented, with Commissioner Warren seconding the motion. The motion carried.

The meeting was adjourned by Mayor Seigrist.

Connie L. Seigrist, Mayor

ATTEST:

Alicia Hidalgo, CMC, City Clerk

SUMMARY OF BIDS

PAGE 1

ISSUE: City of Liberal, Kansas
General Obligation Refunding and Improvement Bonds, Series 2020-B

BID DUE DATE: 8-Dec-20
BIDS DUE BY: 10:30 AM

DATED: 29-Dec-20

Maturity Date	Principal	Bidders:				Central States			
		Commerce Bank	Country Club Bank	D.A. Davidson & Co.	First Bankers Banc Securities, Inc	UMB Bank	Capital Markets		
		Bid 1 Interest Rate	Bid 2 Interest Rate	Bid 3 Interest Rate	Bid 4 Interest Rate	Bid 5 Interest Rate	Bid 6 Interest Rate	Bid 7 Interest Rate	Bid 8 Interest Rate
1-Aug-21	70,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.240%		
1-Feb-22	345,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.260%		
1-Aug-22	65,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.300%		
1-Feb-23	340,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.310%		
1-Aug-23	65,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.330%		
1-Feb-24	345,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.350%		
1-Aug-24	65,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.370%		
1-Feb-25	170,000.00	3.000%	1.000%	3.000%	1.000%	1.000%	0.400%		
1-Aug-25	65,000.00	3.000%	1.000%	1.500%	0.875%	1.000%	0.430%		
1-Aug-26	70,000.00	3.000%	1.000%	1.500%	0.875%	1.000%	0.550%		
1-Aug-27	70,000.00	3.000%	1.000%	1.500%	0.875%	1.000%	0.650%		
1-Aug-28	70,000.00	2.000%	1.000%	1.500%	1.100%	1.000%	0.800%		
1-Aug-29	70,000.00	2.000%	1.000%	1.500%	1.100%	1.000%	0.900%		
1-Aug-30	70,000.00	2.000%	1.000%	1.500%	1.100%	1.000%	1.000%		
Total Interest Cost:		172,376.67	63,471.11	146,097.50	63,836.38	63,471.11	34,321.17	0.00	0.00
Less Premium:		98,256.15	7,983.50	60,502.45	1,005.90	12,232.05	0.00	0.00	0.00
Plus Discount:		0.00	0.00	0.00	0.00	0.00	8,930.00	0.00	0.00
Net Interest Cost:		74,120.52	55,487.61	85,595.05	62,830.48	51,239.06	43,251.17	0.00	0.00
Average Net Interest Rate:		1.1678%	0.8742%	1.3486%	0.9899%	0.8073%	0.6814%	0.00	0.00
True Interest Cost:		1.1252%	0.8711%	1.3249%	0.9890%	0.8030%	0.6818%	0.00	0.00

OFFICIAL BID FORM
 PROPOSAL FOR THE PURCHASE OF CITY OF LIBERAL, KANSAS
 GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2020-B

TO: Chris Ford, Finance Director
 City of Liberal, Kansas

December 8, 2020

For \$1,880,000* principal amount of General Obligation Refunding and Improvement Bonds, Series 2020-B, of the City of Liberal, Kansas, to be dated December 29, 2020, as described in the Notice of Bond Sale dated November 10, 2020 (the "Notice"), said Bonds to bear interest as follows:

Stated Maturity	Principal Amount*	Annual Rate of Interest	Initial Offering Price	Stated Maturity	Principal Amount*	Annual Rate of Interest	Initial Offering Price
August 1, 2021	\$ 70,000	.24 %	100 %	February 1, 2025	\$170,000	.40 %	100 %
February 1, 2022	345,000	.26 %	100 %	August 1, 2025	65,000	.43 %	100 %
August 1, 2022	65,000	.30 %	100 %	August 1, 2026	70,000	.55 %	100 %
February 1, 2023	340,000	.31 %	100 %	August 1, 2027	70,000	.65 %	100 %
August 1, 2023	65,000	.33 %	100 %	August 1, 2028	70,000	.80 %	100 %
February 1, 2024	345,000	.35 %	100 %	August 1, 2029	70,000	.90 %	100 %
August 1, 2024	65,000	.37 %	100 %	August 1, 2030	70,000	1.00 %	100 %

* Subject to change, see the Notice

the undersigned will pay the purchase price for the Bonds set forth below, plus accrued interest to the date of delivery.

Principal Amount\$1,880,000*.00
 Less Discount (not to exceed 1%).....- 8,930.00
 Plus Premium (if any)
 Total Purchase Price\$ 1,871,070.00
 Total interest cost to maturity at the rates specified\$ 34,321.17
 Net interest cost (adjusted for Discount and/or Premium)\$ 43,251.17
 True Interest Cost681777 %

☐ The Bidder elects to have the following Term Bonds:

Maturity Date	Principal Payment Dates	Amount*
[February][August] 1, _____	_____ to _____	\$ _____
[February][August] 1, _____	_____ to _____	\$ _____

*subject to mandatory redemption requirements in the amounts and at the times shown above.

This proposal is subject to all terms and conditions contained in the Notice, and if the undersigned is the Successful Bidder, the undersigned will comply with all of the provisions contained in the Notice. The acceptance of this proposal by the Issuer by execution below shall constitute a contract between the Issuer and the Successful Bidder for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission and a bond purchase agreement for purposes of the laws of the State of Kansas.

Submitted by: Central States Capital Markets
 By: James C. Brownfield, Jr.
 Telephone No. (913) 766-5630

(LIST ACCOUNT MEMBERS ON REVERSE)

ACCEPTANCE

The above proposal is hereby accepted on behalf of the City of Liberal, Kansas, on December 8, 2020.

Attest:

 Clerk

 Mayor

NOTE: No additions or alterations in the above proposal form shall be made, and any erasures may cause rejection of any bid. Facsimile bids may be filed with Ranson Financial Group LLC, Fax No. (316) 265-5403 or electronic bids may be submitted via **PARITY**®, at or prior to 10:30 a.m. applicable Central Time, on December 8, 2020. Any bid received after such time will not be accepted or shall be returned to the bidder.

Table 6
City of Liberal, KS

General Obligation Refunding and Improvement Bonds
Series 2020

Estimated Debt Service to Maturity

Statistics
Issue Size: \$1,880,000.00
NIC: 0.6814%
Bond Years: 6,347,111.11
Average Life (Y): 3.3761
Average Debt \$: \$191,432.12

Dates and Interest
Dated Date: 29-Dec-20
Settlement Date: 29-Dec-20
End of First Period: 31-Dec-21
Gross Interest: \$34,321.17
Accrued Interest: \$0.00

Payment Date	Principal	Interest Rate	Price	Extention	Interest	Semi-Annual Debt Service	Annual Debt Service	Coverage Requirement @ 100.00%
1-Feb-21				0.00	0.00	0.00		
1-Aug-21	70,000.00	0.240	100.000	70,000.00	4,514.42	74,514.42	74,514.42	74,514.42
1-Feb-22	345,000.00	0.260	100.000	345,000.00	3,749.00	348,749.00		
1-Aug-22	65,000.00	0.300	100.000	65,000.00	3,300.50	68,300.50	417,049.50	417,049.50
1-Feb-23	340,000.00	0.310	100.000	340,000.00	3,203.00	343,203.00		
1-Aug-23	65,000.00	0.330	100.000	65,000.00	2,676.00	67,676.00	410,879.00	410,879.00
1-Feb-24	345,000.00	0.350	100.000	345,000.00	2,568.75	347,568.75		
1-Aug-24	65,000.00	0.370	100.000	65,000.00	1,965.00	66,965.00	414,533.75	414,533.75
1-Feb-25	170,000.00	0.400	100.000	170,000.00	1,844.75	171,844.75		
1-Aug-25	65,000.00	0.430	100.000	65,000.00	1,504.75	66,504.75	238,349.50	238,349.50
1-Feb-26					1,365.00	1,365.00		
1-Aug-26	70,000.00	0.550	100.000	70,000.00	1,365.00	71,365.00	72,730.00	72,730.00
1-Feb-27					1,172.50	1,172.50		
1-Aug-27	70,000.00	0.650	100.000	70,000.00	1,172.50	71,172.50	72,345.00	72,345.00
1-Feb-28					945.00	945.00		
1-Aug-28	70,000.00	0.800	100.000	70,000.00	945.00	70,945.00	71,890.00	71,890.00
1-Feb-29					665.00	665.00		
1-Aug-29	70,000.00	0.900	100.000	70,000.00	665.00	70,665.00	71,330.00	71,330.00
1-Feb-30					350.00	350.00		
1-Aug-30	70,000.00	1.000	100.000	70,000.00	350.00	70,350.00	70,700.00	70,700.00
Totals	1,880,000.00			1,880,000.00	34,321.17	1,914,321.17	1,914,321.17	1,914,321.17
Project Cost					650,000.00		Financial Advis	14,738.63
Issuer Cash					-290,403.99			
Premium					0.00		Bond Counsel	13,000.00
Redemption Account					1,472,356.25		Documents	3,662.53
Costs of Issuance					39,117.75		Paying Agent	2,644.96
Underwriter's Discount		0.4750%			8,930.00		Rating Fee	0.00
							Miscellaneous	5,071.63
							Totals	39,117.75
Total Proceeds Required					1,880,000.01			

**City of Liberal, KS
General Obligation Bonds**

Series B, 2011

Outstanding Debt Service

Payment Date	Principal	Interest Rate	Interest	Total Debt Service
1-Feb-21	300,000.00	3.000	22,356.25	322,356.25
1-Aug-21			17,856.25	17,856.25
1-Feb-22	320,000.00	3.125	17,856.25	337,856.25
1-Aug-22			12,856.25	12,856.25
1-Feb-23	325,000.00	3.250	12,856.25	337,856.25
1-Aug-23			7,575.00	7,575.00
1-Feb-24	335,000.00	3.000	7,575.00	342,575.00
1-Aug-24			2,550.00	2,550.00
1-Feb-25	170,000.00	3.000	2,550.00	172,550.00
1-Aug-25			0.00	0.00
1-Feb-26			0.00	0.00
1-Aug-26			0.00	0.00
1-Feb-27			0.00	0.00
1-Aug-27			0.00	0.00
1-Feb-28			0.00	0.00
1-Aug-28			0.00	0.00
1-Feb-29			0.00	0.00
1-Aug-29			0.00	0.00
1-Feb-30			0.00	0.00
1-Aug-30			0.00	0.00
Totals	1,450,000.00		104,031.25	1,554,031.25
Redemption	1-Feb-21			
Accrual	1-Aug-20			
Ratio	1.00			
Principal	1,450,000.00			
Interest	22,356.25			
Total	1,472,356.25			

Table 3

\$1,205,000
City of Liberal, KS
General Refunding Obligation Bonds

Series 2020

Estimated Debt Service to Maturity

Payment Date	Principal	Interest Rate	Price	Extention	Interest	Total Debt Service
1-Feb-21	0.00	1.000	100.000	0.00	0.00	0.00
1-Aug-21	5,000.00	0.240	100.000	5,000.00	2,267.52	7,267.52
1-Feb-22	345,000.00	0.260	100.000	345,000.00	1,919.25	346,919.25
1-Aug-22					1,470.75	1,470.75
1-Feb-23	340,000.00	0.310	100.000	340,000.00	1,470.75	341,470.75
1-Aug-23					943.75	943.75
1-Feb-24	345,000.00	0.350	100.000	345,000.00	943.75	345,943.75
1-Aug-24					340.00	340.00
1-Feb-25	170,000.00	0.400	100.000	170,000.00	340.00	170,340.00
1-Aug-25					0.00	0.00
1-Feb-26					0.00	0.00
1-Aug-26					0.00	0.00
1-Feb-27					0.00	0.00
1-Aug-27					0.00	0.00
1-Feb-28					0.00	0.00
1-Aug-28					0.00	0.00
1-Feb-29					0.00	0.00
1-Aug-29					0.00	0.00
1-Feb-30					0.00	0.00
1-Aug-30					0.00	0.00
Totals	1,205,000.00			1,205,000.00	9,695.77	1,214,695.77
	0.00					
Dated Date:	29-Dec-20				Net Interest Cost	0.5411%
Settlement Date:	29-Dec-20				9,695.770 Arbitrage Yield	0.3402%
					24,625.410	
Bond Years:	2,849,611				34,321.180 Accrued Interest:	0.00
Average Life:	2.36					

Table 4

\$1,205,000
City of Liberal, KS
General Refunding Obligation Bonds

Series 2020**Savings Report**

Period Ending 31-Dec	Refunding Debt Service	Issuer Cash	Outstanding Debt Service	Cash Savings
2021	7,267.52	290,403.99	340,212.50	42,540.99
2022	348,390.00		350,712.50	2,322.50
2023	342,414.50		345,431.25	3,016.75
2024	346,283.75		345,125.00	-1,158.75
2025	170,340.00		172,550.00	2,210.00
2026	0.00		0.00	0.00
2027	0.00		0.00	0.00
2028	0.00		0.00	0.00
2029	0.00		0.00	0.00
2030	0.00		0.00	0.00
	1,214,695.77	290,403.99	1,554,031.25	48,931.49
Accrued Interest:				0.00
Rounding Amount:				0.00
Net Cash Savings				48,931.49
Present Value of Savings:				48,730.47
Percent of Refunded Issue:				4.24%

ORDINANCE NO. []

AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIE 2020-B, OF THE CITY OF LIBERAL, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO.

WHEREAS, the City of Liberal, Kansas (the "City") is a city of the first class, duly created, organized and existing under the Constitution and laws of the State; and

WHEREAS, pursuant to K.S.A. 13-1024a, as amended by Charter Ordinance No. 37, and other provisions of the laws of the State of Kansas applicable thereto, by proceedings duly had, the City Commission of the City (the "Governing Body") has authorized the following improvements (the "Improvements") to be made in the City, to-wit:

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Amount</u>
Street Department Building Improvements	2340	13-1024a/Charter 37	\$650,000

WHEREAS, the Governing Body is authorized by law to issue general obligation bonds of the City to pay the costs of the Improvements, and none of such general obligation bonds heretofore authorized have been issued and the City proposes to issue [\$650,000*] of its general obligation bonds[, together with bid premium thereon], to pay a portion of the costs of the Improvements; and

WHEREAS, the City heretofore issued and has outstanding the Refunded Bonds and is authorized by K.S.A. 10-427 *et seq.* to issue general obligation refunding bonds of the City for the purpose of refunding the Refunded Bonds; and

WHEREAS, in order to achieve interest cost savings through early redemption of the Refunded Bonds, and provide an orderly plan of finance for the City, it has become desirable and in the best interest of the City and its inhabitants to refund the Refunded Bonds; and

WHEREAS, the Governing Body has advertised the sale of the Bonds in accordance with the law and at a meeting held in the City on this date awarded the sale of such Bonds to the best bidder; and

WHEREAS, the Governing Body hereby finds and determines that it is necessary for the City to authorize the issuance and delivery of the Bonds in the principal amount of \$1,880,000* to pay the costs of the Improvements and refund the Refunded Bonds.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LIBERAL, KANSAS, AS FOLLOWS:

Section 1. Definitions of Words and Terms. In addition to words and terms defined elsewhere herein, the following words and terms in this Ordinance shall have the meanings hereinafter set forth. Unless the context shall otherwise indicate, words importing the singular number shall include the plural and vice versa, and words importing persons shall include firms, associations and corporations, including public bodies, as well as natural persons.

RESOLUTION NO. []

A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2020-B, OF THE CITY OF LIBERAL, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. [] OF THE ISSUER; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH.

WHEREAS, the Issuer has heretofore passed the Ordinance authorizing the issuance of the Bonds;
and

WHEREAS, the Ordinance authorized the City Commission of the Issuer (the "Governing Body") to adopt a resolution prescribing certain details and conditions and to make certain covenants with respect to the issuance of the Bonds; and

WHEREAS, the Governing Body hereby finds and determines that it is necessary for the Issuer to authorize the issuance and delivery of the Bonds in the principal amount of \$1,880,000* to pay the costs of the Improvements and refund the Refunded Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LIBERAL, KANSAS, AS FOLLOWS:

ARTICLE I

DEFINITIONS

Section 101. Definitions of Words and Terms. In addition to words and terms defined elsewhere herein, the following words and terms as used in this Bond Resolution shall have the meanings hereinafter set forth. Unless the context shall otherwise indicate, words importing the singular number shall include the plural and vice versa, and words importing persons shall include firms, associations and corporations, including public bodies, as well as natural persons.

"Act" means the Constitution and statutes of the State of Kansas including K.S.A. 10-101 to 10-125, inclusive, K.S.A. 10-427 *et seq.*, K.S.A. 10-620 *et seq.*, K.S.A. 13-1024a, as amended by Charter Ordinance No. 37, all as amended and supplemented.

"Authorized Denomination" means \$5,000 or any integral multiples thereof.

"Beneficial Owner" of the Bonds includes any Owner of the Bonds and any other Person who, directly or indirectly has the investment power with respect to such Bonds.

"Bond and Interest Fund" means the Bond and Interest Fund of the Issuer for its general obligation bonds.

CONSENT AGENDA –

LIBERAL HOUSING AUTHORITY

1401 N. New York Ave.

Liberal, KS 67901

(620) 624-5501

Parklane Towers, Parklane Villa and Southlawn Manor

BOARD MEMBER	SERVICE ON BOARD	MEETINGS HELD	MEETINGS ATTENDED	TERM	ATTENDANCE TODAY
Katherine Owens	04/2019 to 04/2027	19	19	1 st	Yes
Eric Volden	1/2018 to 12/2021	13	10	unexpired term	Yes
Alaina Rice	5/2018 to 4/2022	15	15	unexpired term	Yes
LuWanna Hershey	06/2019 to 4/2022	14	12	unexpired term	Yes
Bambi Fulton	6/2020 To 6/2028	5	4	1 st	Yes
Ty Lewick Agency Director					

October 20, 2020– Regular Meeting – 12:00 pm

The regular meeting was held at the Liberal Housing Authority Community Room. This meeting was called to order by Alaina Rice, at 12:03pm. Roll call was taken with the following present: Alaina Rice Board Chair, Katherine Owens, LuWanna Hershey, Bambi Fulton and Ty Lewick, Executive Director. Absent: Eric Volden Vice Chair

Items from Citizens – none

Consent Agenda –

- LuWanna Hershey moved to approve the Consent Agenda. Katherine Owens seconded. Motion Passed 4-0.

Old Business – None

New Business –

- Resolution 498-10-20 Liberal Housing Authority Protocol for Bed Bugs Agreement.

- The agreement was reformatted to fit on one page and some of the verbiage was changed to match the bed bug policy better.
- Katherine Owens Moved to approve Resolution 498-10-20 Liberal Housing Authority Protocol for Bed Bugs Agreement. Bambi Fulton Seconded. Motion Passed 4-0.
- RD Certification of No Identity of Interest.
 - This is a certification required by RD to disclose if there is anyone with and Identity of Interest on the Board. There was no one with an Identity of Interest so all board members signed the forms.
- USD Conflict of Interest and Disclosure Form.
 - This is HUD's version of the No Identity of Interest form. As no one has a conflict of interest to disclose all board members signed the forms.

Commissioner Comments – None

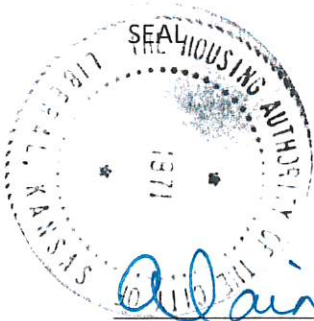
Director Comments – None

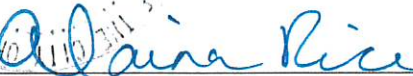
Katherine Owens made the motion to adjourn the meeting at 12:27pm. LuWanna Hershey seconded. Meeting Adjourned.

The next meeting will be on Tuesday, November 17 at 12:00 pm at the Liberal Housing Authority.

Respectfully submitted.


Secretary




Chairman

AIRPORT LEASE

THIS AGREEMENT, entered into 1st day of September, 2020, by and between the City of Liberal ("Lessor") and **Humble Welding, Attn: John Humble, P.O. Box 1111, Hooker, OK 73945 629-0021** ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

**Part of Lot 2, Block 26 (27 lineal feet) & Part of Lot 3, Block 26 (23 lineal feet)
Total = 50 lineal feet**

WHEREAS, the Lessee desires to occupy and lease the above described premises.

NOW, THEREFORE, it is agreed between the parties hereto, as follows:

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.

2. Term. The term of this Lease is for **One Year** beginning on **September 1, 2020**. There is no option to renew this Agreement, and any hold over will be considered a month-to-month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

3. Rental. Lessee's agrees to pay Lessor a total of **\$966.50 per year or \$483.25 semi-annually**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent.

4. Security Deposit. No security deposit is required under this lease.

5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;

Lessee Initials _____

AIRPORT LEASE

THIS AGREEMENT, entered into this 1st day of October, 2020, by and between the City of Liberal ("Lessor") and Gary Classen, 1306 N. Cain, Liberal, KS 67901, 624-6817 (h), 626-6100 (w), 629-0063 (c) ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

**Part of Lot 9 and 10, Block 10 (16,000 square feet)
Lot 9 (25' x 160') & Lot 10 (75' x 160')**

WHEREAS, the Lessee desires to occupy and lease the above described premises.

NOW, THEREFORE, it is agreed between the parties hereto, as follows:

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.

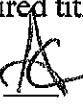
2. Term. The term of this Lease is for **One (1) Year** beginning on **October 1, 2020**. There is no option to renew this Agreement, and any hold over will be considered a month to month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

3. Rental. Lessee agrees to pay Lessor **\$700.80 per year in advance or \$58.40 per month**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent

4. Security Deposit. No security deposit is required under this lease.

5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;

Lessee Initials 

AIRPORT LEASE

THIS AGREEMENT, entered into this 1st day of November, 2020, by and between the City of Liberal ("Lessor") and **Alvin Beavers**, Attn: Eddie Beavers (DPOA), 35 S. Cain, Liberal, KS 67901 (620) 655-9806 ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

**Block 5, Part of Lot 3
100' x 255' = 25,500 square feet**

WHEREAS, the Lessee desires to occupy and lease the above described premises.

NOW, THEREFORE, it is agreed between the parties hereto, as follows:

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.

2. Term. The term of this Lease is for **one (1) year** beginning on **November 1, 2020**. There is no option to renew this Agreement, and any hold over will be considered a month to month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

3. Rental. Lessee agrees to pay Lessor **\$1,116.90 per year** in advance or **\$93.08 per month**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent.

4. Security Deposit. No security deposit is required under this lease.

5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;

Lessee Initials EB

AIRPORT LEASE

THIS AGREEMENT, entered into this 1st day of January, 2021, by and between the City of Liberal ("Lessor") and Papa's Properties, LLC, P.O. Box 1385, Liberal, KS 67905-1385 626-5211 ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

Lot 9, Block 25
55' x 200' = 11,000 square feet

WHEREAS, the Lessee desires to occupy and lease the above described premises.

NOW, THEREFORE, it is agreed between the parties hereto, as follows:

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.

2. Term. The term of this Lease is for **One (1) Year** beginning on **January 1, 2021**. There is no option to renew this Agreement, and any hold over will be considered a month to month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

3. Rental. Lessee agrees to pay Lessor **\$642.40 per year in advance or \$53.53 per month**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent.

4. Security Deposit. No security deposit is required under this lease.

5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;

Lessee Initials: CF

AIRPORT LEASE

THIS AGREEMENT, entered into 1st day of January, 2021, by and between the City of Liberal (Lessor") and City Street Department, P.O. Box 2199, Liberal, KS 67901 (620-626--0135 ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

Mixing Strip: Lots 1 and 9, Block 13 & Part of Lots 3 and 4, Block 14 (177,920 sf)
Oil Tanks/adj Activity Center: Part of Lots 1 and 2, Block 18 (60,500 sf)
Outside Storage: Lots 11 and 12, Block 10 (48,760 sf)

WHEREAS, the Lessee desires to occupy and lease the above described premises.

NOW, THEREFORE, it is agreed between the parties hereto, as follows:

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.

2. Term. The term of this Lease is for **One Year** beginning on **January 1, 2021**. There is no option to renew this Agreement, and any hold over will be considered a month-to-month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

3. Rental. Lessee's agrees to pay Lessor a total of **\$3,354.01 per year**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent.

4. Security Deposit. No security deposit is required under this lease.

5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;

Lessee Initials _____

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☐ City or ☐ County of Liberal KS Seward

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 274508579

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name of Corporation <u>JASAN Supermarkets LLC</u>	Principal Place of Business <u>621 S Kansas Ave</u>		
Corporation Street Address <u>621 S Kansas Ave</u>	Corporation City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>
Date of Incorporation	Articles of Incorporation are on file with the Secretary of State. ☒ Yes ☐ No		
Resident Agent Name <u>Monalicia Arredondo</u>	Phone No. <u>720 284 2258</u>		
Residence Street Address <u>2176 Calhoun Ave</u>	City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Fruteria Ojinaga</u>	Name <u>JASAN Supermarkets LLC</u>
Business Location Address <u>621 S Kansas</u>	Address <u>PO Box 893</u>
City <u>Liberal</u> State <u>KS</u> Zip <u>67901</u>	City <u>Liberal</u> State <u>KS</u> Zip <u>67901</u>
Business Phone No. <u>620 624-2455</u>	☒ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.
Business Location Owner Name(s) <u>JASAN BROS Enterprises Inc</u>	

SECTION 4 - OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name <u>Tavler Sanchez</u>	Position <u>Director</u>	Date of Birth <u>6-28-72</u>
Residence Street Address <u>2176 Calhoun</u>	City <u>Liberal</u> State <u>KS</u>	Zip Code <u>67901</u>
Spouse Name <u>Monalicia Arredondo</u>	Position <u>Manager</u>	Date of Birth
Residence Street Address <u>2176 Calhoun</u>	City <u>Liberal</u> State <u>KS</u>	Zip Code <u>67901</u>
Name	Position	Date of Birth
Residence Street Address	City	State
Spouse Name	Position	Age
Residence Street Address	City	State
Name	Position	Date of Birth
Residence Street Address	City	State
Spouse Name	Position	Age
Residence Street Address	City	State

**INDIVIDUAL/SOLE PROPRIETOR
APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES**

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Liberia, KS

SECTION 1 - LICENSE TYPE

Check One: ☒ New License ☐ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensee's premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-853436148F-01

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name <u>Randy McMillan</u>	Phone No. <u>316 323 7505</u>	Date of Birth <u>10/07/67</u>
Residence Street Address <u>1109 Elm Blvd</u>	City <u>Liberia</u>	Zip Code <u>67901</u>

Applicant Spousal Information

Spouse Name <u>Anna McMillan</u>	Phone No. <u>316 323-7506</u>	Date of Birth <u>11/30/62</u>
Residence Street Address <u>1109 Elm Blvd</u>	City <u>Liberia</u>	Zip Code <u>67901</u>

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Mac's Vapes and More</u>	Name <u>Randy McMillan</u>
Business Location Address <u>239 W Pancake Blvd #401</u>	Address <u>1109 Elm Blvd</u>
City <u>Liberia</u> State <u>Ks</u> Zip <u>67901</u>	City <u>Liberia</u> State <u>Ks</u> Zip <u>67901</u>
Business Phone No. <u>316 323 7506</u>	☒ I own the proposed business location. ☒ I do not own the proposed business location.
Business Location Owner Name(s) <u>Randy McMillan</u>	

SECTION 4 - APPLICANT QUALIFICATION

I am a U.S. Citizen ☒ Yes ☐ No

I have been a resident of Kansas for at least one year prior to application. ☒ Yes ☐ No

I have resided within the state of Kansas for 53 years.

I am at least 21 years old. ☒ Yes ☐ No

I have been a resident of this county for at least 6 months. ☒ Yes ☐ No

Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:

(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.

☐ Yes ☒ No

My spouse has previously held a CMB license.

☐ Yes ☒ No

My spouse has never been convicted of one of the crimes mentioned above while licensed.

☐ Yes ☒ No

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☐ City or ☐ County of Liberal KS Seward Co

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

2745 08579

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name of Corporation <u>TASAN Supermarkets</u>	Principal Place of Business <u>601 S Kansas</u>		
Corporation Street Address <u>601 S Kansas Ave</u>	Corporation City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>
Date of Incorporation	Articles of Incorporation are on file with the Secretary of State. ☐ Yes ☐ No		
Resident Agent Name <u>Moralicia Arredondo</u>	Phone No. <u>720 281 2258</u>		
Residence Street Address <u>2176 Calhoun</u>	City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name <u>Mi Tierra</u>	Name		
Business Location Address <u>601 S Kansas</u>	Address <u>PO Box 893</u>		
City <u>Liberal</u> State <u>KS</u> Zip <u>67901</u>	City <u>Liberal</u> State <u>KS</u> Zip <u>67901</u>		
Business Phone No. <u>620 626 5844</u>	☐ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.		
Business Location Owner Name(s) <u>TASAN Bros Enterprises Inc</u>			

SECTION 4 - OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name <u>Javier Sanchez</u>	Position <u>Director</u>	Date of Birth <u>6-28-80</u>
Residence Street Address <u>2176 Calhoun</u>	City <u>Liberal</u> State <u>KS</u> Zip Code <u>67901</u>	
Spouse Name <u>Moralicia Arredondo</u>	Position <u>Manager</u>	Date of Birth <u>1-24-78</u>
Residence Street Address <u>2176 Calhoun</u>	City <u>Liberal</u> State <u>KS</u> Zip Code <u>67901</u>	
Name	Position	Date of Birth
Residence Street Address	City	State
Spouse Name	Position	Age
Residence Street Address	City	State
Name	Position	Date of Birth
Residence Street Address	City	State
Spouse Name	Position	Age
Residence Street Address	City	State

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Liberal

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☐ Renew License ☐ Special Event Permit

Check One:

☒ License to sell cereal malt beverages for consumption on the premises.

☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation City of Liberal		Principal Place of Business City Hall	
Corporation Street Address 324 N Kansas Ave		Corporation City Liberal	State KS Zip Code 67901
Date of Incorporation July 30, 1888		Articles of Incorporation are on file with the Secretary of State. ☒ Yes ☐ No	
Resident Agent Name Chris Ewalt		Phone No. 620-626-0175	
Residence Street Address 1650 N Cain		City Liberal	State KS Zip Code 67901

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)			Mailing Address (If different from business address)		
DBA Name Willow Tree Golf Course			Name City of Liberal		
Business Location Address 1800 W 15th St			Address 324 N Kansas Ave		
City Liberal	State KS	Zip 67901	City Liberal	State KS	Zip 67901
Business Phone No. 620-626-0715			☒ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.		
Business Location Owner Name(s) City of Liberal, KS					

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of LIBERAL

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-832429476F-01

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation BEST STOP LLC		Principal Place of Business 504 E. FULTON ST. SUITE B.	
Corporation Street Address 132 N. HOUSTON		Corporation City GRANBURY	State TX
Date of Incorporation 12/2018		Articles of Incorporation are on file with the Secretary of State.	Zip Code 76048
Resident Agent Name DAHLIA JAZMIN VILLA		Phone No. 820-276-6078	☒ Yes ☐ No
Residence Street Address 910 CALVERT AVE.		City LIBERAL	State KS
			Zip Code 67901

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)			Mailing Address (If different from business address)		
DBA Name U PUMP IT #219			Name U PUMP IT		
Business Location Address 343 E. PANCAKE BLVD			Address 504 E. FULTON ST. SUITE B.		
City LIBERAL	State KS	Zip 67901	City GARDEN CITY	State KS	Zip 67846
Business Phone No. 820-624-8574			☐ Applicant owns the proposed business location.		
			☒ Applicant does not own the proposed business location.		
Business Location Owner Name(s) FRAN FAYAZI					

SECTION 4 - OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name ASHLEY FAYAZI		Position MEMBER		Date of Birth 05/16/1983
Residence Street Address PO BOX 2429		City GRANBURY	State TX	Zip Code 76048
Spouse Name		Position		Date of Birth
Residence Street Address		City	State	Zip Code
Name		Position		Date of Birth
Residence Street Address		City	State	Zip Code
Spouse Name		Position		Age
Residence Street Address		City	State	Zip Code
Name		Position		Date of Birth
Residence Street Address		City	State	Zip Code
Spouse Name		Position		Age
Residence Street Address		City	State	Zip Code

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of **LIBERAL**

SECTION 1 -- LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

- ☐ License to sell cereal malt beverages for consumption on the premises.
☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 -- APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-832429476F-01

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation BEST STOP LLC	Principal Place of Business 504 E. FULTON ST. SUITE B.		
Corporation Street Address 132 N. HOUSTON	Corporation City GRANBURY	State TX	Zip Code 76048
Date of Incorporation 12/2018	Articles of Incorporation are on file with the Secretary of State.	☒ Yes ☐ No	
Resident Agent Name DAHLIA JAZMIN VILLA	Phone No. 620-278-6078		
Residence Street Address 910 CALVERT AVE.	City LIBERAL	State KS	Zip Code 67901

SECTION 3 -- LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)			Mailing Address (If different from business address)		
DBA Name U PUMP IT #205			Name U PUMP IT		
Business Location Address 1001 N. KANSAS			Address 504 E. FULTON ST. SUITE B.		
City LIBERAL	State KS	Zip 67901	City GARDEN CITY	State KS	Zip 67846
Business Phone No. 620-264-6015			☐ Applicant owns the proposed business location. ☒ Applicant does not own the proposed business location.		
Business Location Owner Name(s) FRAN FAYAZI					

SECTION 4 -- OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name ASHLEY FAYYAZI	Position MEMBER	Date of Birth 05/16/1963	
Residence Street Address PO BOX 2429	City GRANBURY	State TX	Zip Code 76048
Spouse Name	Position	Date of Birth	
Residence Street Address	City	State	Zip Code
Name	Position	Date of Birth	
Residence Street Address	City	State	Zip Code
Spouse Name	Position	Age	
Residence Street Address	City	State	Zip Code
Name	Position	Date of Birth	
Residence Street Address	City	State	Zip Code
Spouse Name	Position	Age	
Residence Street Address	City	State	Zip Code

GRAZING LEASE

This grazing lease agreement is made on March 01, 2020, between the City of Liberal, Seward County, Kansas, 324 North Kansas Avenue, P.O. Box 2199, Liberal, Kansas, 67905-2199, hereinafter referred to as "LESSOR", and Clayton Louderback, 4005 Road W, Liberal, KS 67901 & Max Louderback, 3967 Road W, Liberal, KS 67901, (620) 624-1001 (h); 620-655-7364 (m), hereinafter referred to as "LESSEE".

PROPERTY DESCRIPTION

LESSOR is the owner of the surface rights in and to the leased premises, which is the real estate situated in Seward County, Kansas, with the following description:

THE SURFACE AND SURFACE RIGHTS ONLY:

Township 33 South, Range 32 West of the 6th P.M.:

- Sec. 11: S/2
- Sec. 14: All
- Sec. 23: NW/4; N/2 SW/4
- Sec. 26: S/2 N/2; SW/4; N/2 SE/4; SW/4 SE/4
- Sec. 27: E/2 E/2
- Sec. 34: E/2
- Sec. 35: All of the W/2 of said section north of the Chicago, Rock Island and Pacific Railroad right-of-way.

Township 34 South, Range 32 West of the 6th P.M.:

- Sec. 2: A 34.75 acre tract lying north of the Chicago, Rock Island and Pacific Railroad right-of-way in the NW/4.
- Sec. 3: The E/2 lying north of the Chicago, Rock Island and Pacific Railroad right-of-way.

TERM

The term of this lease commences on March 01, 2020 and ends February 28, 2022 unless sooner terminated as herein provided—At the termination of the lease, LESSEE shall surrender peaceful possession of the above-described lease premises without the necessity of any further notice. The initial term of this lease shall be for a period of two (2) years and automatically and indefinitely renew for a two (2) year period every two (2) years thereafter unless notice of termination is provided by either party as provided for herein.

RENTAL

On or before May 1 of each year, LESSEE shall pay half the annual lease consideration of \$25 per cow/calf pair unit per month based on the stocking rate to be determined annually between April 1 and April 15. The second half of the annual lease consideration shall be payable when the cattle go out in the fall per year. In the event this lease is for less than one year such or is terminated prior to one year payments shall be prorated based upon the number of days the lease is in effect per year (365 days). The City reserves the right to exclude certain acreage for its own use, as hereinafter set forth. All lease payments shall be made by LESSEE to LESSOR at LESSOR's offices of the City Manager or the City Clerk or such other person as the City Manager may in writing designate.

LESSOR'S USE OF LAND

It is understood and agreed that there are approximately 1,200 acres which will be used in the future for the purpose of city recreation, wet lands, ponding areas, etc., which may not be leased in the future and said acreage may change yearly with the balance subject to recreation at any time and the rental amount subject thereto.

LESSEE'S USE OF LAND

The above described premises shall be used by the LESSEE solely and exclusively for the pasturing and grazing of cattle. LESSOR will maintain grass to the standards and specifications for planned grazing use (Range Management Plan) as developed and recommended by the USDA National Conservation Service and implemented by the City of Liberal, and LESSEE shall not permit the grass to be overpastured at any time. The intent of this lease is to allow grazing during the annual growing season only.

CONSTRUCTION

LESSEE shall not build structures of any character or kind upon the leased premises without the prior written consent of LESSOR. LESSEE will furnish the labor to build any new fencing needed on the property and LESSOR will pay for the cost of materials. Written approval must be obtained by LESSEE prior to the purchase of said materials to ensure materials are appropriate and adequate to LESSOR; failure by LESSEE to obtain said approval will cause LESSEE to be responsible for material costs.

REMOVAL OF FENCES

LESSEE shall not remove or relocate any fences that are on the leased premises at the commencement of this lease without the prior written consent of the LESSOR.

MAINTENANCE OF FENCES

LESSEE shall, at his own expense, provide the labor to maintain all fences and gates enclosing the leased premises, and shall keep the same in good repair. LESSOR will furnish the necessary materials (but not labor), for major repairs, but LESSEE shall not undertake such major repairs without prior written approval of LESSOR.

WATER WELL

LESSOR shall be responsible for maintenance and repairs of any water wells currently on or later established on the above-described premises that LESSEE uses in any way, but LESSEE shall not undertake such major repairs without prior written approval of LESSOR.

LABOR AND MATERIALS

LESSEE shall pay in full all persons who performed labor on fencing the premises, and will not permit or suffer any mechanics' liens or materialman's liens of any kind or nature to be enforced against the premises for any work done thereon at LESSEE's request.

INDEMNIFICATION

LESSEE shall indemnify LESSOR against all liability, costs, and expense for loss of or damage to property, and for injuries to or deaths of persons arising directly or indirectly from the use of the premise by LESSEE.

TERMINATION

Notwithstanding any other provision in this lease, this lease may be terminated by either party by giving ninety (90) days written notice delivered to the other party at the above listed address of each party. The lease shall then terminate on the 91st day after notice is provided. Nothing contained in this section shall prohibit the parties from giving notice of termination and entering into a new lease agreement with like or different terms to allow LESSEE to continuously occupy said property.

RIGHT TO SELL PROPERTY

LESSOR reserves the right to sell the premises or part thereof. In the event of this occurrence, LESSOR will give LESSEE six (6) months notice to terminate or renegotiate the lease. In the event the lease is terminated prior to its normal expiration date as herein set forth and said termination deprives LESSEE of the use of the land for grazing during any month from April through September, inclusive, of the year of termination, the LESSOR shall refund to LESSEE the rental paid for each month, April through September, that LESSEE was unable to use the premises for grazing.

ASSIGNMENT OR SUBLEASE

This lease shall not be sublet or assigned without the prior written consent of LESSOR. In the event that LESSEE does sublease the premises or part thereof or assign this lease, such sublease or assignment shall be void unless LESSOR has given his prior written consent.

INSPECTION OF CATTLE

It is understood by and between the parties hereto that part of the Arkalon property has been set aside and designated for recreational use by the City of Liberal and to enhance said use, LESSEE agrees to inspect his cattle operations in regards to the care of sick or diseased animals and the removal of dead animals. Upon the discovery of any dead animal, LESSEE agrees to cause said dead animal to be removed from the leased premises within a reasonable time; or, upon receipt of notice of any dead animal from the LESSOR, its staff or member of the Arkalon Council, either verbally or in writing, LESSEE shall cause said dead animal to be removed within three (3) days of said notice. In the event LESSEE shall fail to inspect his cattle operations as set forth above or fail to cause the removal of any dead animal after receiving notice of same, then LESSOR may, at its option and upon thirty (30) days written notice, terminate this agreement and LESSEE shall surrender possession of the leased premises to LESSOR.

SURRENDER OF PREMISES

LESSEE shall, at the termination of this lease, vacate the let premises in as good a condition as they are in at the time of entry on said premises by LESSEE, except for reasonable use and wear, acts of God, or damage by casualty beyond the control of LESSEE, and upon vacating shall leave the demised premises free and clear from all rubbish and debris.

EFFECT OF PREVIOUS AGREEMENTS OR LEASES

This agreement shall supersede and void any previous agreements between the parties with respect to the leasing, selling, option to sell or buy, or other agreement pertaining to the above described premises. To the extent that such is necessary, this paragraph shall constitute notice that any prior agreements are terminated and null and void.

FIRE

LESSEE shall at all times exercise due diligence in the protection of the above described premises against damage or destruction by fire or other causes.

TAXES

LESSOR shall be responsible for paying all taxes associated with oil and gas interest or the real property described herein and permanent attachments to said realty. LESSEE shall be responsible for all other taxes associated therewith, if any.

OIL AND GAS

LESSOR owns the above-described property subject to any current or future oil and gas leases. LESSOR shall receive 100% of all oil and gas revenue applicable to the leased premises during the term of this lease.

RIGHTS OF INGRESS AND EGRESS

LESSOR, the City Manager, members of the Arkalon Council, the City Commission or LESSOR'S agents shall have at all times the right to enter the above described premises for the purposes of inspecting the premises or planning future recreational or City use of the premises.

GENERAL INFORMATION

This is a public use area open to the public April 1 through October 15th yearly. Contact persons to discuss miscellaneous details include: Calvin Burke, City Manager, (620) 626-2201; Kevin Kirk, Building Director, (620) 626-2262; Chairman of the Arkalon Council or any other member of the Arkalon Council, City Staff, or their designated agents. The Arkalon Park camp host at the campground may be reached April 1st through October 15th (620) 391-2318.

IN WITNESS WHEREOF, the parties have executed this lease at Liberal, Kansas.

CITY OF LIBERAL, KANSAS

By _____
Connie Seigrist, Mayor "LESSOR"

By _____
[Max Louderback](#) "LESSEE"

By _____

Clayton Louderback "LESSEE"

ACKNOWLEDGMENT

STATE OF KANSAS)
) SS:
COUNTY OF SEWARD)

BE IT REMEMBERED that on this _____ day of _____, 2020 before me, the undersigned, a Notary Public in and for the County and State aforesaid, came ~~Joe Denoyer~~ Connie Seigrist, who is the Mayor, "LESSOR" of the City of Liberal, Seward County, Kansas, who is personally known to me to be the same person who executed the within instrument of writing, and said person duly acknowledge the execution of the same.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

Notary Public

My Appointment Expires: _____

ACKNOWLEDGMENT

STATE OF KANSAS)
) ss:
COUNTY OF SEWARD)

BE IT REMEMBERED that on this _____ day of _____, 2020 before me, the undersigned, a Notary Public in and for the County and State aforesaid, came Max Louderback & Clayton Louderback, "LESSEE" of Liberal, Kansas, who ~~is~~are personally known to me to be the same persons who executed the within instrument of writing, and said persons duly acknowledged the execution of the same.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

Notary Public

My Appointment Expires: _____

HAY·RICE&ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS
CHARTERED

LIBERAL
J.H. HAY, CPA
STEPHEN G. RICE, CPA
CRAIG HAY, CPA
DUSTIN ORMISTON, CPA
RODNEY K. HAY, CPA

21 PLAZA DRIVE
P.O. BOX 2707
LIBERAL, KS 67905-2707
(620) 624-8471
FAX (620) 624-9260
HRA@hayrice.com

September 19, 2020

To the City Commissioners
City of Liberal
324 N. Kansas Avenue
Liberal, KS 67901

Enclosed is our proposed contract for the audit of the City of Liberal, Kansas for the year ended December 31, 2020.

Please give your consideration to our proposal and, if acceptable, please sign both copies and return one to our office. We have enclosed a stamped, addressed envelope for your convenience.

Should you have any questions, please do not hesitate to contact us.

Thank you,

Hay·Rice & Associates, Chartered

Encl.

CONTRACT

2020

CITY OF LIBERAL, KANSAS

HAY·RICE&ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS
CHARTERED

LIBERAL
J.H. HAY, CPA
STEPHEN G. RICE, CPA
CRAIG HAY, CPA
DUSTIN ORMISTON, CPA
RODNEY K. HAY, CPA

21 PLAZA DRIVE
P.O. BOX 2707
LIBERAL, KS 67905-2707
(620) 624-8471
FAX (620) 624-9260
HRA@hayrice.com

September 19, 2020

To the City Commission
Liberal, Kansas

We are pleased to confirm our understanding of the services we are to provide the City of Liberal, Kansas for the year ended December 31, 2020. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Liberal, Kansas as of and for the year ended December 31, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Liberal, Kansas' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Liberal, Kansas' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Liberal, Kansas' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of Expenditures of Federal Awards.

To the City Commission
Liberal, Kansas

Page 2

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

1. Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund.
2. Combining Balance Sheet – Nonmajor Special Revenue Funds.
3. Combining Schedule of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Special Revenue Funds.
4. Schedules of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual.
5. Combining Balance Sheet – Nonmajor Capital Projects Funds.
6. Combining Schedule of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Capital Projects Funds.
7. Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Bond and Interest Fund.
8. Capital Assets Used in the Operation of Governmental Funds – Schedule by Source.
9. Capital Assets Used in the Operation of Governmental Funds – Schedule of Changes by Function and Activity.
10. Schedule of City's Proportionate Share of the Net Defined Pension Plan Liability.
11. Schedule of City's Contributions to Defined Pension Plan.
12. Schedule of Findings and Questioned Costs.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

To the City Commission
Liberal, Kansas

Page 3

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the City Commission of the City of Liberal, Kansas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

To the City Commission
Liberal, Kansas

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Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

To the City Commission
Liberal, Kansas

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An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Liberal's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Liberal's major programs. For federal programs that are included in the 2019 Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the 2019 Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City of Liberal's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Liberal, Kansas in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

To the City Commission
Liberal, Kansas

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Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported.

Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators,

To the City Commission
Liberal, Kansas

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or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

To the City Commission
Liberal, Kansas

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Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them. In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information.

To the City Commission
Liberal, Kansas

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Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Liberal, Kansas; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Hay•Rice and Associates, Chartered and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Hay•Rice and Associates, Chartered personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

To the City Commission
Liberal, Kansas

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We expect to begin our audit on approximately June 1, 2021 and to issue our reports no later than September 30, 2021. Dustin Ormiston is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that Hay•Rice and Associates, Chartered's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs such as report reproduction, word processing, postage, travel, copies, telephone, etc., except that we agree that our gross fee, including expenses, will not exceed \$49,750.00. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. **The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. The fee for the performance of the Single Audit (if necessary) will be based on the actual time spent at our standard hourly rates, plus expenses. We are highlighting this section due to the vacancies and turnover in the finance department that currently exist. This situation could result in substantial additional time on this engagement, depending on the length of vacancies and qualifications of the new personnel.**

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Our most recent peer review report accompanies this letter.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

To the City Commission
Liberal, Kansas

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We appreciate the opportunity to be of service to the City of Liberal, Kansas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



of HAY•RICE & ASSOCIATES, CHARTERED

RESPONSE:

This letter correctly sets forth the understanding of the City of Liberal, Kansas.

Mayor

City Clerk

Date

June 15, 2020

Jay Hay
Hay, Rice & Associates, Chartered
21 Plaza Dr Ste 6
Liberal, KS 67901-2790

Dear Jay Hay:

It is my pleasure to notify you that on June 12, 2020, the Kansas Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is February 28, 2023. This is the date by which all review documents should be completed and submitted to the administering entity. Since your due date falls between January and April, you can arrange to have your review a few months earlier to avoid having a review during tax season.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

Peer Review Committee

Peer Review Committee
Peer Review Committee
rita@kscpa.org
785-272-4526

cc: Thomas Sewell

Firm Number: 900010025164

Review Number: 571779

Where COLLABORATION Leads to INNOVATION

Thomas H. Sewell, CPA, LLC

P.O. Box 783 • 118 W. Locust • Independence, KS 67301
Phone: (620) 331-2170 • Fax: (620) 331-2176

Thomas H. Sewell, CPA
Shay Brown, Staff Accountant
Emily Markham, Staff Accountant

*Members of American Institute and
Kansas Society of Certified Public Accountants*

Report on the Firm's System of Quality Control

To the Shareholders of Hay Rice & Associates, Chartered
and the Peer Review Committee of the Kansas Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Hay Rice & Associates, Chartered in effect for the year ended August 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards* including a compliance audit under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Hay Rice & Associates, Chartered in effect for the year ended August 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Hay Rice & Associates, Chartered received a peer review rating of *pass*.

Thomas H. Quell, CPA, LLC

Independence, Kansas
May 15, 2020



**CITY OF LIBERAL
CITY COMMISSION MEETING
DECEMBER 22, 2020
AGENDA ITEM # 6b**

TO: Mayor Connie Seigrist
Vice-Mayor Taylor Harden
Commissioner Ron Warren
Commissioner Tony Martinez
Commissioner Chris Linenbroker

FROM: Chris Ford, Director of Finance

DATE: December 16, 2020

RE: Ordinance No. 4548 – Amend 2020 Fiscal Year Budget

It is necessary to amend our 2020 Annual Budget that was adopted on August 13, 2019. Enclosed, please find the proposed State of Kansas Amended Budget Forms and the Notice of Hearing that was published on December 10, 2020. Detailed descriptions of the necessary fund adjustments and their explanations are as follows:

Item	Fund	2020 Budget as Adopted	Increase Amount	Proposed Amended 2020 Budget
1	Debt Service	\$777,000	3,058,200	3,835,200
2	Special Highway	696,000	299,000	995,000
3	City ½% Education Sales Tax	2,000,000	100,000	2,100,000
4	Airport Utility	529,000	200,000	729,000
5	Wastewater Utility	6,803,000	500,000	7,303,000

Item 1 – Debt Service: Amendment required to account for General Obligation Bonds which were issued in 2020 and not accounted for in the original budget.

Item 2 – Special Highway: Amendment required to account for the expenses of operating the Special Highway Fund.

Item 3 – City ½% Education Sales Tax: Amendment required to account for anticipated ½% sales tax collections which are passed through to USD 480 to assist in offsetting the debt service cost for their educational facilities.

Item 4 – Airport Utility: Amendment required to account for the expenses of operating the Airport.

Item 5 – Wastewater Utility: Amendment required to account for the expenses of operating the Wastewater Utility.

Staff recommends the adoption of Ordinance No. 4548, amending the 2020 Fiscal Year Budget of the City of Liberal for the Debt Service Fund, the Special Highway Fund, the City ½% Education Sales Tax Fund, the Airport Utility Fund, and the Wastewater Utility Fund, as presented.

ORDINANCE NO. 4548

AN ORDINANCE AMENDING THE 2020 FISCAL YEAR BUDGET APPROPRIATIONS FOR THE DEBT SERVICE FUND, THE SPECIAL HIGHWAY FUND, THE CITY ½% EDUCATION SALES TAX FUND, THE AIRPORT UTILITY FUND, AND THE WASTEWATER UTILITY FUND.

BE IT ORDAINED by the Governing Body of the City of Liberal, Seward County Kansas to wit:

SECTION 1. An amendment to the Debt Service Fund, the Special Highway Fund, the City ½% Education Sales Tax Fund, the Airport Utility Fund, and the Wastewater Utility Fund for the Fiscal Year 2020 Budget for the City of Liberal, as approved for submission to the State of Kansas, Division of Municipal Services and the County Clerk, Seward County, Kansas, is hereby approved in accordance with K.S.A. 79-2929(a) where no additional tax levies are needed.

SECTION 2. The amended budget, as approved with the County Clerk, shall constitute and shall hereafter be declared to be an appropriation of the amended funds.

SECTION 3. That this Ordinance shall become effective upon its passage and adoption by the Governing Body of the City of Liberal, Kansas.

PASSED AND APPROVED by the Governing Body of the City of Liberal, Kansas, this 22nd day of December, 2020.

The City of Liberal, Kansas

Connie L. Seigrist, Mayor

ATTEST:

Alicia Hidalgo, City Clerk

2020

**Amended
Certificate
For Calendar Year 2020**

To the Clerk of Seward, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Liberal
certify that: (1) the hearing mentioned in the attached publication was
held;(2) after the Budget Hearing this Budget was duly approved and
adopted as the maximum expenditure for the various funds for the year.

			2020 Amended Budget		
			Amount of 2019 Tax that was Levied	Adopted 2020 Expenditures	Proposed Amended 2020 Expenditures
Table of Contents:		Page No.			
Fund	K.S.A.				
Debt Service	10-113	2		777,000	3,835,200
Special Highway		3		696,000	995,000
City 1/2% Educate Sales Tax		4		2,000,000	2,100,000
Airport Utility		5		529,000	729,000
Wastewater Utility		6		6,803,000	7,303,000
Totals		xxxxxxx	0	10,805,000	14,962,200
Summary of Amendments		7			

Attested date: _____

County Clerk

Connie L. Seigrist, Mayor

Assisted by: _____

Taylor Harden, Vice-Mayor

Address: _____

Ron Warren, Commissioner

Email: _____

Tony Martinez, Commissioner

Chris Linenbroker, Commissioner

Governing Body

CPA Summary

State of Kansas
Amendment

City of Liberal

2020

Adopted Budget

Debt Service	2020 Adopted Budget	2020 Proposed Budget
Unencumbered Cash Balance January 1	9,800	9,800
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Special Assessments	64,200	64,200
Transfers: Water Utility	703,000	703,000
GO Bond Proceeds	0	3,058,200
Interest on Idle Funds		
Total Receipts	767,200	3,825,400
Resources Available:	777,000	3,835,200
Expenditures:		
Debt Service	771,600	2,440,000
Cost of Issuance	0	65,000
Capital Expenses	0	1,320,000
Miscellaneous Expense	5,400	10,200
Total Expenditures	777,000	3,835,200
Unencumbered Cash Balance December 31	0	0

CPA Summary

State of Kansas
Amendment

City of Liberal

2020

Adopted Budget

Special Highway	2020 Adopted Budget	2020 Proposed Budget
Unencumbered Cash Balance January 1	112,800	112,800
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
State of Kansas Gas Tax	541,000	541,000
Federal Funds Exchange	141,000	341,200
Interest on Idle Funds		
Total Receipts	682,000	882,200
Resources Available:	794,800	995,000
Expenditures:		
Personnel Expenses	294,000	294,000
Operations & Maintenance	401,000	700,000
Miscellaneous Expense	1,000	1,000
Total Expenditures	696,000	995,000
Unencumbered Cash Balance December 31	98,800	0

CPA Summary

State of Kansas
Amendment

City of Liberal

2020

Adopted Budget

City 1/2% Educate Sales Tax	2020 Adopted Budget	2020 Proposed Budget
Unencumbered Cash Balance January 1	0	0
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Educational Sales Tax	2,000,000	2,100,000
Interest on Idle Funds		
Total Receipts	2,000,000	2,100,000
Resources Available:	2,000,000	2,100,000
Expenditures:		
Appropriations	1,996,000	2,096,000
Operational Expenses	3,100	3,100
Miscellaneous Expense	900	900
Total Expenditures	2,000,000	2,100,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

City of Liberal

2020

Adopted Budget

Airport Utility	2020 Adopted Budget	2020 Proposed Budget
Unencumbered Cash Balance January 1	31,000	131,000
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Leases	255,000	255,000
Landing Fees	22,000	22,000
Royalties	15,000	15,000
Property Tax Reimbursements	30,000	30,000
Transfer: Economic Development	170,000	170,000
Miscellaneous Income	1,000	1,000
CARES Act Reimbursement	0	100,000
Interest on Idle Funds	5,000	5,000
Total Receipts	498,000	598,000
Resources Available:	529,000	729,000
Expenditures:		
Personnel Expenses	333,500	333,500
Operations & Maintenance	194,200	394,200
Miscellaneous Expense	1,300	1,300
Total Expenditures	529,000	729,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

State of Kansas
Amendment

City of Liberal

2020

Adopted Budget

Wastewater Utility	2020 Adopted Budget	2020 Proposed Budget
Unencumbered Cash Balance January 1	161,500	661,500
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Sales & Charges	4,239,500	4,239,500
Wastewater Treatment NBP	2,390,800	2,390,800
Miscellaneous Income	1,200	1,200
Interest on Idle Funds	10,000	10,000
Total Receipts	6,641,500	6,641,500
Resources Available:	6,803,000	7,303,000
Expenditures:		
Personnel Expenses	773,800	773,800
Operations & Maintenance	3,420,400	3,920,400
Capital Expenses	45,000	45,000
Wastewater Treatment NBP	1,158,300	1,158,300
Transfer: Sewer Equipment Reserve	1,399,500	1,399,500
Miscellaneous Expense	6,000	6,000
Total Expenditures	6,803,000	7,303,000
Unencumbered Cash Balance December 31	0	0

CPA Summary

**Notice of Budget Hearing for Amending the
2020 Budget**

The governing body of
City of Liberal

will meet on December 22, 2020 at 5:30 PM at Liberal City Hall, 324 N. Kansas Ave, Liberal, Kansas for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Clerk's Office, Liberal City Hall, 324 N. Kansas Ave, Liberal, Kansas and will be available at this hearing.

Summary of Amendments

Fund	2020 Adopted Budget			2020 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Debt Service			777,000	3,835,200
Special Highway			696,000	995,000
City 1/2% Educate Sales Tax			2,000,000	2,100,000
Airport Utility			529,000	729,000
Wastewater Utility			6,803,000	7,303,000

Chris Ford

Official Title: Director of Finance



**CITY OF LIBERAL, KANSAS
CITY COMMISSION MEETING
DECEMBER 22, 2020
AGENDA ITEM # 7**

TO: Mayor Connie Seigrist
Vice-Mayor Taylor Harden
Commissioner Ron Warren
Commissioner Tony Martinez
Commissioner Chris Linenbroker

FROM: Chris Ford, Director of Finance

DATE: December 16, 2020

RE: **Fiscal Year 2020 Transfers**

Staff recommends City Commission consideration for the following Fiscal Year 2020 transfers, as presented, for which sufficient budget authority exists:

Transfer From	Transfer To	Description	Amount
Special Alcohol Treatment	General – Municipal Court	Reallocate Drug Court Expenses to Special Alcohol Treatment	\$ 15,000.00
Special Parks & Recreation	General – Rec Facilities	Reallocate Rec Facilities Expenses to Special Parks & Recreation	40,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	General – Rec Facilities	Fund 2020 Rec Center Additional Expenses	50,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "2NDSTW" (Second Street Project) Expenses	1,000,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "BALLCX" (New Ball Fields Project) Expenses	10,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "BSBALL" (Baseball Fields Project) Expenses	25,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "CCPARK" (Country Club Park Project) Expenses	25,000.00

(Continued on Back)

Transfer From	Transfer To	Description	Amount
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "MCCRAY" (McCray Park Project) Expenses	25,000.00
1% Sales Tax – Streets, Drainage, Other Improvement	Capital Projects	Fund "POOL" (Adventure Bay Family Water Park Project) Expenses	1,000.00
1% Sales Tax – Housing & Community Development	Capital Projects	Fund "KCPARK" (KC Park Project) Expenses	50,000.00
Solid Waste Utility Fund	Solid Waste Utility Reserve	Fund Solid Waste Utility Reserve	200,000.00
Solid Waste Utility Fund	General	Reimburse 2020 Expenses	240,000.00
Wastewater Utility Fund	Wastewater NBP	Reimburse 2020 Expenses	400,000.00
Wastewater Utility Reserve	Wastewater Utility Fund	Reimburse 2020 Expenses	750,000.00
Water Utility Fund	General	Reimburse 2020 Expenses	1,325,000.00



**CITY OF LIBERAL
CITY COMMISSION MEETING
DECEMBER 22, 2020
AGENDA ITEM # 8**

TO: Mayor Connie Seigrist
Vice-Mayor Taylor Harden
Commissioner Ron Warren
Commissioner Tony Martinez
Commissioner Chris Linenbroker

FROM: Chris Ford, Director of Finance

DATE: December 16, 2020

RE: Reclassification of Delinquent Accounts Receivable & Utility Accounts

City Commission approval is necessary to reclassify accounts receivable and utility accounts delinquencies that are over 120 days past due, as these are not bookable, quality assets. We last reclassified delinquent accounts as of December 23, 2019.

For your consideration, the breakdown of these delinquency amounts requiring reclassification is as follows:

	Total
Accounts Receivable	\$ 44,790.12
Water Delinquency	21,650.96
Sewer Delinquency	23,201.16
Refuse Delinquency	13,291.64
Total Delinquencies	\$ 102,933.88

The accounts receivable balance is comprised primarily of non-utility amounts (mowing, property damage, City leases and roll-off trash charges) that we cannot assess to those who incurred them as either the property ownership has changed or there is not property ownership available to assess the charges to.

As we have been strictly enforcing monthly shut-offs for non-pay utility accounts, our overall delinquency rate has been favorable. Before utility service is reconnected, we collect the entire

balance due, including any reconnection fees and additional billings. On a monthly basis, the utility accounts are sent to the Kansas State Setoff Program after they become 120 days delinquent. The total utility sales delinquent reclassification percentage is computed as follows:

	Total
Utilities - Total Sales	\$14,149,219.00
Utilities – Delinquencies	\$58,143.76
Total Delinquency Reclassification %	0.4109%

Although the delinquent accounts receivable and utility charges would be reclassified from quality assets, Staff will continue aggressive collection efforts on these accounts. We continue to collect on past-reclassified utility delinquencies and have had favorable results either through the Kansas State Setoff Program or subsequent collection from the delinquent utility account holder.

Staff recommends City Commission consideration to approve the reclassification of delinquent accounts receivable and utility accounts over 120 days past due in amount of \$102,933.88.

Gilmore & Bell, P.C.
12/15/2020

RESOLUTION NO. 2346

A RESOLUTION CALLING AND PROVIDING FOR THE GIVING OF NOTICE OF A PUBLIC HEARING ON THE ADVISABILITY OF CREATING A COMMUNITY IMPROVEMENT DISTRICT IN THE CITY OF LIBERAL, KANSAS AND THE PROPOSED LEVY OF A COMMUNITY IMPROVEMENT DISTRICT SALES TAX WITHIN SUCH DISTRICT (SOUTHGATE MALL CID).

WHEREAS, pursuant to K.S.A. 12-6a26 *et seq.*, as amended (the "Act"), the City of Liberal, Kansas (the "City") is authorized to create community improvement districts as a method of financing economic development related improvements in a defined area within the city; and

WHEREAS, the Act further authorizes the City, in order to pay the costs of eligible projects within a community improvement district, to impose a community improvement district sales tax on the selling of tangible personal property at retail or rendering or furnishing of taxable services within a community improvement district in any increment of .10% or .25% not to exceed 2% and to reimburse the costs of the such project pursuant to pay-as-you-go financing and/or the issuance of special obligation notes and bonds payable from such community improvement district sales tax; and

WHEREAS, a petition (the "Petition") has been filed with the City Clerk proposing the creation of the Southgate Mall Community Improvement District (the "District") under the Act and the imposition of a community improvement district sales tax in the amount of 1.00% (the "CID Sales Tax") in order to pay the costs of the project described in the Petition (as more particularly described herein, the "Project"); and

WHEREAS, the Petition was signed by the owners of one hundred percent (100%) of all land and all of the assessed value within the proposed District, other than land owned by the City for infrastructure purposes; and

WHEREAS, the Governing Body hereby finds and determines it to be necessary to direct and order a public hearing on the advisability of creating the District, approving the Project set forth in the Petition, and levying the CID Sales Tax, pursuant to the authority of the Act; and further to provide for giving of notice of said hearing in the manner required by the Act.

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

Section 1. Petition. The City Commission of the City (the "Governing Body") hereby finds and determines that the Petition meets the requirements of the Act.

Section 2. Public Hearing. It is hereby authorized, ordered, and directed that the Governing Body shall hold a public hearing, in accordance with the provisions of the Act, on the advisability of creating the District, approving the Project set forth in the Petition, and imposing the CID Sales Tax in the amount of 1.00%, such public hearing to be held on **January 12, 2021 at 5:30 p.m.**, or as soon thereafter as the matter can be heard at City Hall, located at 324 North Kansas Avenue, Liberal, Kansas 67901, under the authority of the Act.

Section 3. Boundaries of the Proposed District. The proposed District is generally located at 910 S. Kansas Avenue within the City. The legal description of the property to be contained in the proposed District is set forth in *Exhibit A* attached hereto and incorporated herein. A map generally outlining the boundaries of the proposed District is set forth on *Exhibit B* attached hereto and incorporated herein.

Section 4. Proposed Project. The general nature of the project consists of the redevelopment of the Southgate Mall (the “Project”). The Project will include planning, design, construction, maintenance and procurement of certain improvements within the District, including but not limited to: all infrastructure related items, replacement of the façade, canopies, sidewalks, parking lot and drives, buildings, structures, facilities, sewers and utilities, mechanical systems, fire sprinkler systems, roof, parking lot lighting, property marquee signage, tenant signage, traffic signage, benches and seating, waste receptacles, water sprinkler services, painting, landscaping, marketing and advertisement, the costs of cleaning and maintenance, security, soft costs of the projects, and the costs of private financing of the Project and the City and the Petitioner’s administrative costs in establishing and maintaining the District, and any other items permitted to be financed within the District under the Act.

Section 5. Estimated Cost. The estimated cost of the Project is \$1,580,000.

Section 6. Method of Financing. The costs of the Project will be financed on a “pay-as-you-go” basis from the revenue generated by the CID Sales Tax. No special assessments are proposed as part of the District.

Section 7. Notice of Public Hearing. The City Clerk is hereby authorized, ordered, and directed to give notice of said public hearing by publication of this Resolution in the official newspaper of the City at least once each week for two consecutive weeks. The second notice shall be published at least seven (7) days prior to the date of the public hearing. The City Clerk is hereby further ordered and directed to mail a copy of this Resolution, via certified mail, return receipt requested, to all property owners within such proposed District at least ten (10) days prior to the date of the hearing.

Section 8. Repealer. Resolution No. 2343, adopted by the Governing Body on November 24, 2020, is hereby repealed.

Section 9. Effective Date. This Resolution shall be effective upon adoption by the Governing Body.

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ADOPTED by the Governing Body of the City of Liberal, Kansas on December 22, 2020.

Connie L. Seigrist, Mayor

Attest:

Alicia Hidalgo, City Clerk

EXHIBIT A

Legal Description of Proposed District

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO:

A TRACT OF LAND IN MCCRAY ADDITION AND MCCRAY SECOND ADDITION TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WHICH IS ON THE NORTH LINE OF MCCRAY ADDITION AND 223.23 FEET EAST OF THE NORTHEAST CORNER OF TRACT "A" MCCRAY ADDITION, AND ASSUMING SAID NORTH LINE TO BEAR N89°53'40" EAST; THENCE S0°06'20"E ALONG THE WEST LINE OF TRACT PREVIOUSLY CONVEYED TO OWEN CHAFFIN, RECORDED IN BOOK 234, PAGE 187, A DISTANCE OF 350.00 FEET; THENCE N89°53'40"E ALONG THE SOUTH LINE OF SAID CHAFFIN TRACT A DISTANCE OF 481.80 FEET; THENCE N5°35'15"W ALONG THE EAST LINE OF SAID CHAFFIN TRACT A DISTANCE OF 351.61 FEET; THENCE N89°53'40"E A DISTANCE OF 121.49 FEET; THENCE S5°35'17"E A DISTANCE OF 15.98 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 83 AS RECORDED IN BOOK 214 AT PAGE 409; THENCE CONTINUING S5°35'17"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 511.00 FEET; THENCE S0°11'47"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 95.00 FEET; THENCE S89°48'13"W ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 14.00 FEET; THENCE S03°42'52"E A DISTANCE OF 42.47 FEET; THENCE S89°27'01"W A DISTANCE OF 122.54 FEET; THENCE S00°30'16"E A DISTANCE OF 181.77 FEET; THENCE S89°26'43"W A DISTANCE OF 169.94 FEET; THENCE S0°33'30"E A DISTANCE OF 367.84 FEET; THENCE S89°26'30"W A DISTANCE OF 341.70 FEET; THENCE N0°33'30"W A DISTANCE OF 285.03 FEET; THENCE N50°13'10"W A DISTANCE OF 231.36 FEET; THENCE S89°52'20"W A DISTANCE OF 121.13 FEET TO THE EASTERLY LINE OF TRACT "A" OF MCCRAY ADDITION; THENCE N17°56'58"E ALONG SAID EASTERLY LINE A DISTANCE OF 318.79 FEET; THENCE N0°06'20"W ALONG THE EAST LINE OF SAID TRACT "A" A DISTANCE OF 121.50 FEET; THENCE N89°53'40"E A DISTANCE OF 183.14 FEET; THENCE N0°06'20"W A DISTANCE OF 358.62 FEET TO THE NORTH LINE OF MCCRAY ADDITION; THENCE N89°53'40"E ALONG SAID NORTH LINE A DISTANCE OF 40.09 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT: A TRACT OF LAND IN TRACTS "B" AND "C" OF MCCRAY ADDITION AND TRACT "D" OF MCCRAY SECOND ADDITION TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NE CORNER OF THE NORTHEAST QUARTER (NE1/4) OF SECTION EIGHT (8), TOWNSHIP THIRTY-FIVE SOUTH (T35S), RANGE THIRTY-THREE WEST (R33W) OF THE SIXTH PRINCIPAL MERIDIAN; THENCE ON AN ASSUMED BEARING OF S00°33'30"E ALONG THE EAST LINE OF SAID NE1/4 A DISTANCE OF 919.09 FEET; THENCE S89°26'30"W A DISTANCE OF 370.21 FEET TO THE POINT OF BEGINNING; THENCE S00°33'30"E A DISTANCE OF 331.35 FEET; THENCE S89°26'30"W A DISTANCE OF 341.70 FEET; THENCE N00°33'30"W A DISTANCE OF 334.12 FEET; THENCE N89°54'27"E A DISTANCE OF 341.71 FEET; TO THE POINT OF BEGINNING.

AND LESS AND EXCEPT: ALL OF DOLLAR GENERAL ADDITION, A SUBDIVISION IN THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS.

AND LESS AND EXCEPT A PARCEL OF LAND LOCATED IN TRACT C, MCCRAY ADDITION, TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WHICH IS 162.0 FEET SOUTH OF AND 99.6 FEET WEST OF THE NORTHEAST CORNER OF SECTION EIGHT (8), TOWNSHIP THIRTY-FIVE SOUTH

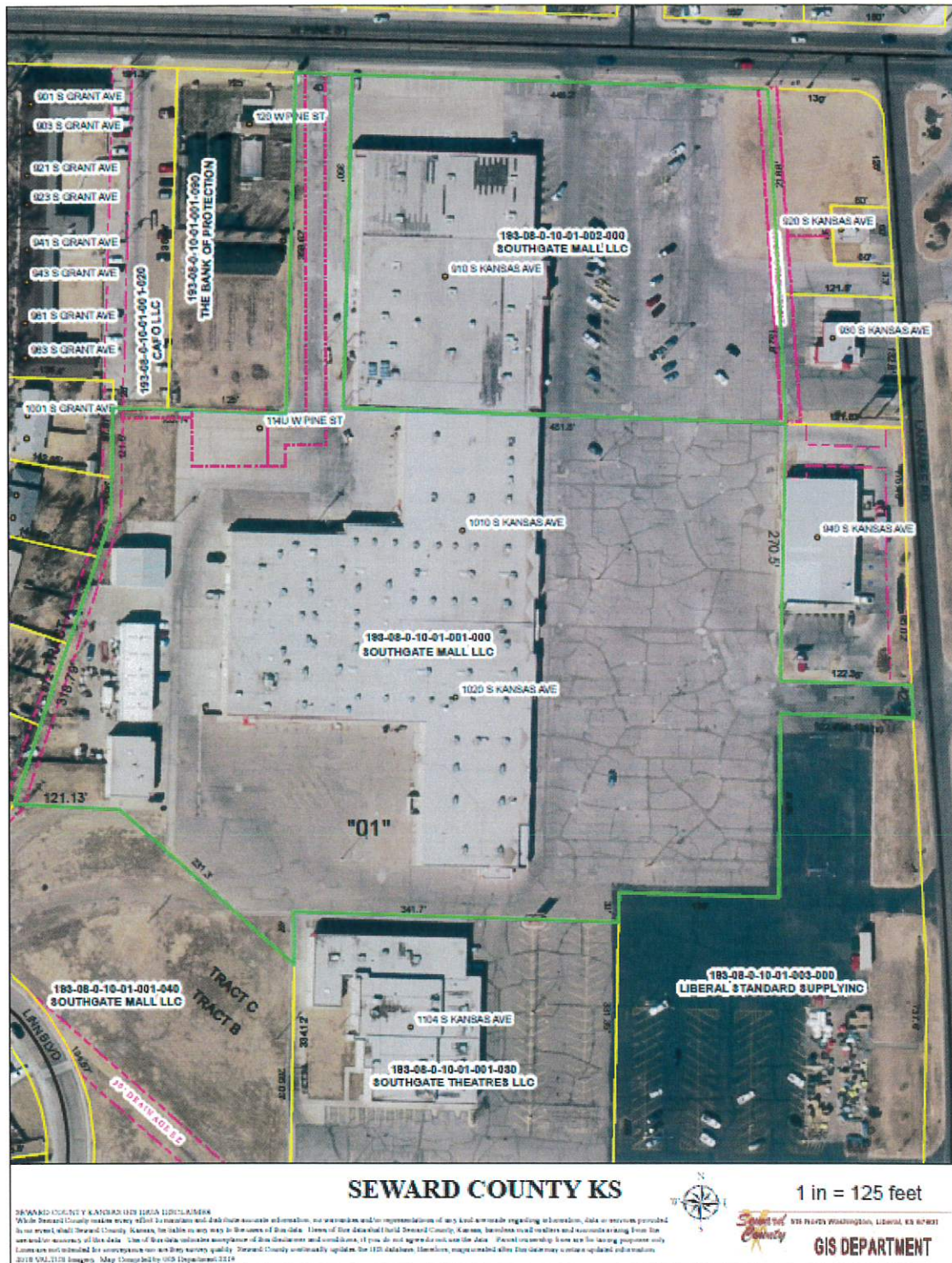
(T35S), RANGE THIRTY-THREE WEST (R33W) OF THE SIXTH PRINCIPAL MERIDIAN, SAID POINT ALSO LYING UPON THE WEST RIGHT OF WAY LINE OF U.S. HIGHWAY 83; THENCE SOUTHERLY ALONG SAID RIGHT-OF-WAY LINE A DISTANCE OF 60.0 FEET; THENCE WEST PARALLEL WITH THE NORTH LINE OF SAID SECTION 8, A DISTANCE OF 60.0 FEET; THENCE NORTHERLY PARALLEL WITH SAID RIGHT-OF-WAY LINE A DISTANCE OF 60.0 FEET; THENCE EAST PARALLEL WITH SAID NORTH LINE OF SECTION 8, A DISTANCE OF 60.0 FEET TO THE BEGINNING.

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO A TRACT OF LAND OF TRACT "C" MCCRAY ADDITION TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT 232.75 FEET WEST AND 40 FEET SOUTH OF THE NORTHEAST CORNER OF THE NORTHEAST QUARTER (NE/4) OF SECTION EIGHT (8), TOWNSHIP THIRTY-FIVE (35) SOUTH, RANGE THIRTY-THREE (33) WEST OF THE 6TH P.M.; THENCE WEST PARALLEL TO THE NORTH SECTION LINE OF SAID SECTION 8 A DISTANCE OF 448.21 FEET; THENCE SOUTH PERPENDICULAR TO THE PREVIOUS COURSE A DISTANCE OF 350 FEET; THENCE EAST PERPENDICULAR TO THE PREVIOUS COURSE A DISTANCE OF 481.80 FEET; THENCE NORTHWESTERLY A DISTANCE OF 351.61 FEET TO THE POINT OF BEGINNING.

EXHIBIT B

Map of Proposed District Boundaries



SEWER LINE EASEMENT

KNOW ALL MEN BY THESE PRESENTS that the undersigned, Seward County, Kansas, whether one or more, hereinafter referred to as Grantor, whether one or more, for and in consideration of \$1.00, and other good and valuable consideration the receipt of which is hereby acknowledged, does hereby sell, grant, warrant and convey unto City of Liberal, Kansas, its successors and assigns, hereinafter referred to as Grantee, a sewer line easement to construct, maintain, alter, inspect, repair, replace, operate and remove one pipeline twenty-four inches (24") in diameter together with the rights for pipeline markers, valves, cathodic equipment, test leads, metering equipment, and any appurtenances incident to the operation or protection thereof, solely to be used for transportation of sewer water, through the following described real estate situated in Seward County, Kansas, to-wit:

A parcel of land located in the Southeast Quarter of Section 27, Township 34 South, Range 33 West of the 6th Principal Meridian, Seward County, Kansas, more particularly described as follows:

Commencing at the Southeast corner of said Quarter, thence N89°57'51"W along the South line of said Quarter a distance of 1640.70 feet to the West line of Seward County Landfill, thence N00°16'44"W along said West line a distance of 103.24 feet to the Point of Beginning of parcel to be described;

-thence continuing N00°16'44"W along said West line a distance of 23.96 feet;
-thence N56°18'26"E a distance of 113.93 feet;
-thence S45°00'54"E a distance of 72.86 feet to the North Railroad Right-of-Way line;
-thence S56°16'08"W along said Right-of-Way line a distance of 20.39 feet;
-thence N45°00'54"W a distance of 52.48 feet;
-thence S56°18'26"W a distance of 110.74 feet to the Point of Beginning.

Said strip of land contains 3,500.11 square feet, more or less, and is subject to easements, reservations and restrictions of record. (herein "Easement Property")

TO HAVE AND TO HOLD THE SAME unto Grantee, its successors and assigns, together with the right of ingress and egress to and from said premises, for the purposes aforesaid.

1. The purpose of this easement shall be for the transportation of sewer water by underground pipeline. Said pipeline shall be located along the centerline of the Easement Property. The sewer line easement herein granted shall be limited to the twenty (20') foot wide Easement Property. The location of the Easement Property is further shown on the attached drawing for construction, replacement and removal purposes attached hereto as Exhibit "A." No pipeline shall be placed outside of the Easement Property by Grantee.
2. The pipeline shall be buried to a depth of not less than sixty inches (60") below the surface. All manholes shall be buried twenty-four inches (24") below the surface. The foregoing notwithstanding the Grantee shall bury its line under the Grantor's existing water pipelines, gas pipeline, and power line. The Grantee may require one air release valve within the easement running up from the new pipeline. There shall be allowed no more than one air release valve which will go to the surface from the pipe. Grantee shall not place the one air release valve (vent pipe)

so that it interferes with the operation of Grantor's operations. All other apparatus, fixtures, or equipment above ground on the Easement Property shall be prohibited.

3. This Sewer Line Easement shall be granted in perpetuity, unless and until the same is released of record by Grantee or abandoned as set forth below. If the easement is abandoned, the pipeline may be removed at the expense of Grantee within one (1) year from the abandonment, and a release of the easement shall be filed of record by the Grantee. If not removed within such period, such line may be removed by the Grantor and all expense of that removal shall be paid by the Grantee. Abandonment shall be defined as Grantee no longer needing the pipeline to transport sewer water or at such time the easement is released of record by Grantee.
4. Grantor shall have the right to fully use and enjoy the Easement Property, subject to the rights herein granted. No consent from the Grantee is necessary for Grantor to cross the Easement Property with a road, fence or place temporary structures on the Easement Property. Prior to excavating for irrigation ditches or leveling land, Grantor shall notify Grantee if such operations will be to a depth that will interfere with the operation and maintenance of the pipeline.
5. Any pipeline ditch across Grantor's land shall be water packed when backfilled, and the surface of the Easement Property leveled. The water packing, backfilling and leveling shall be performed in a workmanlike manner by Grantee and to the satisfaction of Grantor.
6. Water used for water packing the pipeline and expenses incurred in the connection therewith shall be paid by Grantee.
7. Grantee agrees to pay for damages to land, crops, grasses, fences, timber, livestock, and for damages to all other personal property caused in the construction, maintenance, replacement, repair or removal of the pipeline, such damages to be paid immediately after the damage is done.
8. Grantee agrees that Grantee will notify Grantor when Grantee's employees or agents are going to enter Grantor's property.
9. Grantee, upon request of Grantor, agrees that at the time excavation for the pipeline is made on all of the Easement Property, both for construction and the permanent easement, Grantee shall cause the top soil to be separately placed from the subsoil and replaced on top of the backfill, so that the ground will be restored to its original condition as nearly as possible upon completion of construction.
10. The rights herein granted to Grantee shall not be assigned in whole or in part, unless consented to in writing by Grantor.
11. Grantee shall be obligated, at Grantee's expense, to reseed native grass along the easement and the adjoining land used in the pipeline construction, and will prevent or control soil erosion and will manure or stubble mulch the easement.
12. Grantee shall take all reasonable precautions to prevent and suppress fires, to prevent pollution of soil and water resources, and to control excessive soil erosion. Grantee shall replace all fences, at Grantee's expense, that must be cut or removed immediately after construction, repair or removal

of the pipeline on the above described property. Immediate means within 24 hours of completion of the installation of the repair or removal of the pipeline.

13. By acceptance of this Sewer Line Easement, Grantee covenants and agrees that it will fully comply with all statutes, laws, rules and regulations of all governmental agencies having jurisdiction over compliance with all environmental legislation.
14. Grantee shall defend, indemnify and hold harmless Grantor from any and all liabilities, actions, demands, damages, causes of action, losses, penalties, costs or expenses (including, without limitation, attorney fees, expenses and remedial costs) incurred or suffered by, or asserted against, Grantor or Grantor's property with respect to, or as a direct or indirect result of, environmental damage, hazardous materials, pollution or contamination resulting from or caused by any act or omission of Grantee, its contractors, agents, representatives, successors and assigns with respect to the pipeline, the Easement Property or this Sewer Line Easement.

Grantee further agrees to defend, indemnify and hold harmless Grantor from any and all liabilities, actions, demands, damages, causes of action, losses, penalties, costs or expenses (including, without limitation, attorney fees, expenses and remedial costs) incurred or suffered by, or asserted against, Grantor resulting from or caused by (i) Grantee's violation of the terms or provisions of this Sewer Line Easement or (ii) any other act or omission of Grantee, Grantee's contractors, agents, representatives, successors and assigns on the Easement Property or other property of Grantor.

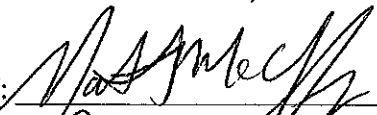
The provisions of these indemnities shall survive termination or expiration of this right-of-way.

15. Only One (1) sewer line is allowed in the above described property, i.e. the Easement Property. No other pipeline, sewer pipeline, fresh water line, gas line, or power line shall be placed on or in the Easement Property during construction, maintenance, repair and replacement.
16. Grantor represents and warrants that it is the owner in fee simple of the Easement Property, subject only to outstanding mortgages, easements, reservations and restrictions of record if any, now of record, including all rights incident thereto.

The terms and conditions and provision of this grant shall extend to and be binding upon the parties hereto, their heir's executors, administrators, successors and assigns.

WITNESS OUR HANDS, this 7th day of December, 2020

SEWARD COUNTY, KANSAS

BY: 
TITLE: County Commissioner-Chair

CITY OF LIBERAL, KANSAS

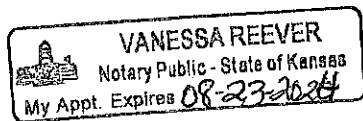
BY: _____

TITLE: _____

STATE OF KANSAS)

COUNTY OF SEWARD)

The foregoing instrument was acknowledged before me this 7th day of December, 2020 by Nathan McCaffrey representative of Seward County, Kansas.



Vanessa Reeve
Notary Public
My Appointment Expires: 8-23-2024

STATE OF KANSAS)

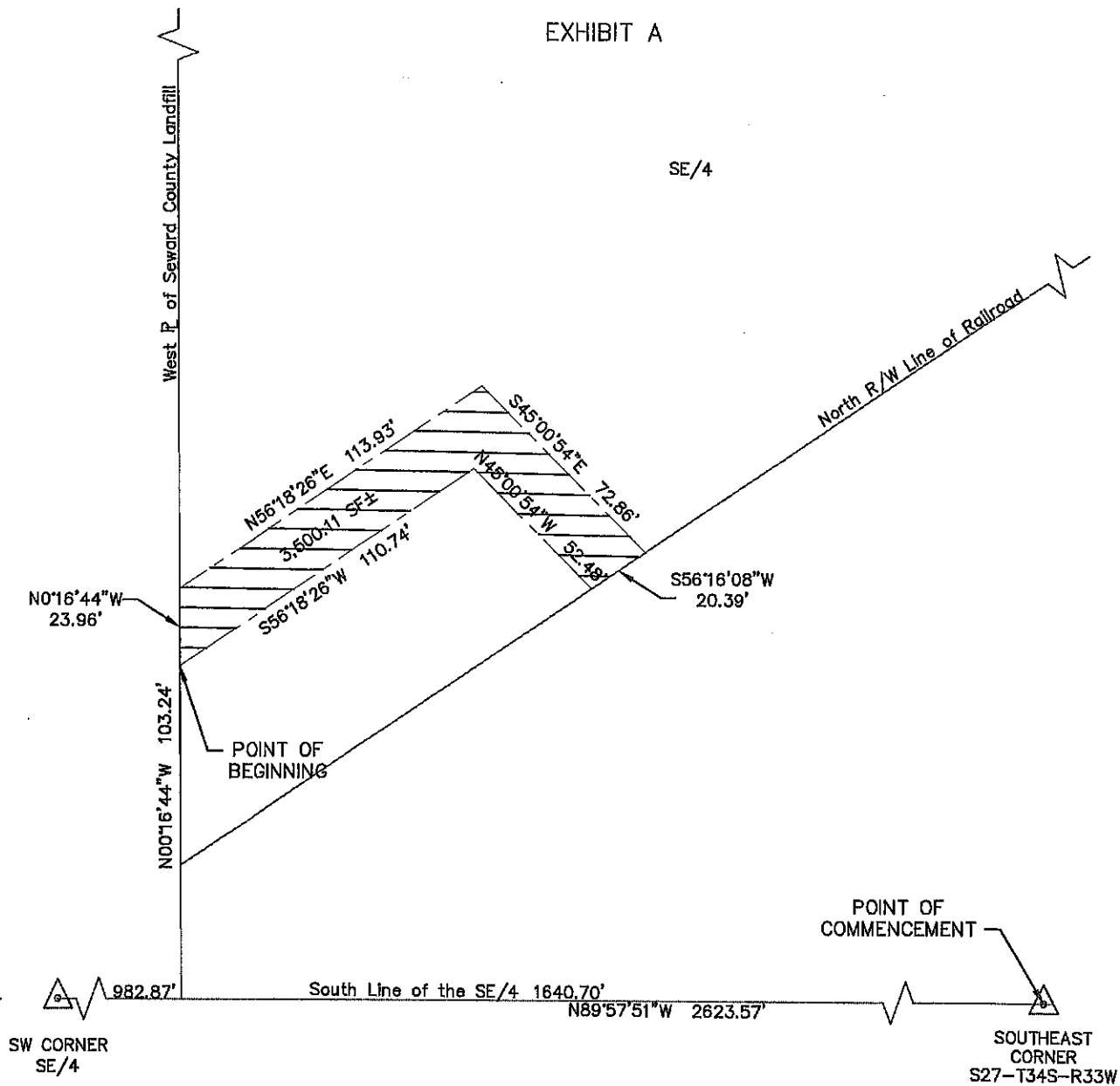
COUNTY OF SEWARD)

The foregoing instrument was acknowledged before me this _____ day _____, 2020
by _____, representative for the City of Liberal, Kansas.

Notary Public
My Appointment Expires:

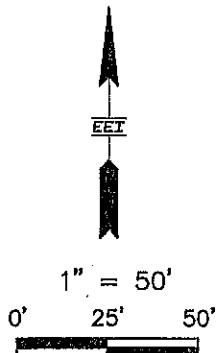
EXHIBIT A

SE/4



LEGEND

△ Section Corner



EARLES ENGINEERING & INSPECTION, INC.
 Engineers - Surveyors - Construction Inspectors
 115 W. Iron Salina, Kansas 67401 211 North Kansas Liberal, Kansas 67901
 (785) 309-1060 (620) 626-8912
 Email: earlesinc@earleseng.com

FIELDWORK: TR
 DRAWN BY: LC
 CHECKED BY: TR
 DATE: 8/28/2020
 PROJECT NUMBER: 19-405B
 SHEET 2 OF 3

EASEMENT

Easement located in
 S27-T34S-R33W
 Seward Co., Kansas

SEWARD COUNTY BOARD OF COMMISSIONERS

MEMO**FROM:** Peter Earles, PE – City Engineer**TO:** City Manager and Commissioners**WHAT:** -Rec Center (South Middle School)**Concerns:** - Fire Doors and Frames

Discussion: On December 10, 2020, we accepted re-bids for the Recreation Center Door Replacement Project. We re-bid the project in phases to allow the City to proceed as funds are available. We got one bid on the project from French Construction, LLC.

<i>Bid Phase</i>	<i>Item</i>	<i>Engineers Estimate</i>	<i>French Const LLC</i>
Phase I	Replace 3 Corridor angle entries with straight walls and 90 min door, with one location having double doors	\$25,000.00	\$21,745.00
Phase IA	Build wall to seal off basement with 1-fire rating – 2-locations	\$15,000.00	\$13,830.00
Phase 1C	Replace existing double door and frame with single door and frame at batting cage area	\$ 5,000.00	\$ 3,981.00
	<i>TOTAL COST FOR PHASE I</i>	\$45,000.00	\$39,556.00
Phase II	Extend Wall near Library area to roof to complete the 2-hour rated wall	\$21,000.00	\$19,190.00
	<i>TOTAL COST FOR PHASE II</i>	\$21,000.00	\$19,190.00
Phase III	Replace existing metal Corridor door and frame with 90-minute door – 2- required	\$ 8,200.00	\$ 7,962.00
	Replace existing corridor window with solid 2-hour fire rated wall	\$ 3,800.00	\$ 3,135.00
	<i>TOTAL COST FOR PHASE III</i>	\$12,000.00	\$11,097.00
Phase IV	Corridor Door and Frame replacement with 20-min fire rated door and frame – 5 doors	\$20,000.00	\$19,905.00
	<i>TOTAL COST FOR PHASE IV</i>	\$20,000.00	\$19,905.00
Phase V	Corridor Door and Frame replacement with 20-min fire rated door and frame – 3 doors	\$12,000.00	\$11,943.00
	<i>TOTAL COST FOR PHASE V</i>	\$12,000.00	\$11,943.00
Phase VI	Corridor Door and Frame replacement with 20-min fire rated door and frame – 6doors	\$24,000.00	\$23,886.00
	<i>TOTAL COST FOR PHASE VI</i>	\$24,000.00	\$23,886.00
	<i>TOTAL COST ALL PHASES OF WORK</i>	\$134,000.00	\$125,577.00

It is our recommendation that we do Phase I and Phase II now for a total cost of \$58,746.00. And look at the other phases as funds are available

Agreement for Professional Services

This Independent Contractor Agreement (the "Agreement") is entered into by and between Pinegar, Smith & Associates, Inc. (the "Consultant"), and Southwest Kansas Coalition (the "Client").

RECITALS

WHEREAS, the Client is in need of assistance in the area of government affairs and

WHEREAS, Consultant has agreed to perform consulting work for the Client in government affairs services and other related activities for the Client;

NOW, THEREFORE, the parties hereby agree as follows:

1. Consultant's Services. Consultant shall be available and shall provide to the Client professional services in the area of government affairs ("Consulting Services") as needed and requested.

A. Deliverables. Consultant will compile a distribution list in consultation with the Client. Reports, updates and other communication will be sent to those names on the distribution list on a monthly basis. In addition, a general legislative report will be conducted during the regular legislative session by telephone conference call on a weekly basis to include but not limited to legislation of a general interest and legislation that could impact or be of interest to the client. At the request of the Client or a member city, Consultant will be available for additional discussions with the Client via telephone.

2. Consideration.

A. Rate. Client shall pay Consultant, as Consultant's fee for the representation as provided in this Agreement, the sum of Thirty Nine Thousand Five Hundred Dollars (\$39,500.00) payable in twelve (12) installments. The first installment of Three Thousand Two Hundred Ninety-One Dollars and sixty-six cents (\$3,291.66) is due October 1, 2020. The remaining eleven (11) payments of Three Thousand Two Hundred Ninety-One Dollars and sixty-six cents (\$3,291.66) each are payable the first day of each month. The Client shall pay Consultant the amounts due pursuant to submitted invoices received by the Client.

B. Professional Services To Cities Individually. The City of Dodge City, The City of Garden City and The City Liberal may individually utilize the professional services of the Consultant on matters outside the scope of this Agreement where no conflict of interest occurs. Consultant's professional fees for such individual service will be subject to a separate written agreement between the contracting city and Consultant. It shall be the collective responsibility of the city managers of The

City of Dodge City, The City of Garden City and The City Liberal to determine no conflict exists among the cities for Consultant to provide professional services to cities individually. The City Manager of the City requesting such individual services shall submit to the other two Managers a brief written summary of the requested services. If no written objection to the request is made by either of the other managers, within five (5) working days following receipt of the summary, no conflict of interest shall be deemed to occur from the requested services.

C. Expenses. Additionally, the Client will pay Consultant for the following expenses: lobbyist registration fee for Clients interest; Hospitality, not to exceed \$1,000.00 per year unless prior approval by client is granted; travel expenses. (all travel by Consultant will be pre-approved by Client);

Consultant shall submit written documentation and receipts where available itemizing the dates on which expenses are incurred. The Client shall pay Consultant the amounts due pursuant to submitted reports when a report is received by the Client.

3. Independent Contractor. Nothing contained herein or any document executed in connection herewith, shall be construed to create an employer-employee partnership or joint venture relationship between the Client and Consultant. Consultant is an independent contractor and not an employee of the Client or any of its subsidiaries or affiliates. The consideration set forth in Section 2 shall be the sole consideration due Consultant for the services rendered hereunder. It is understood that the Client will not withhold any amounts for payment of taxes from the compensation of Consultant hereunder. Consultant will not represent to be or hold itself out as an employee of the Client and Consultant acknowledges that he shall not have the right or entitlement in or to any of the pension, retirement or other benefit programs now or hereafter available to the Clients regular employees. Any and all sums subject to deductions, if any, required to be withheld and/or paid under any applicable state, federal or municipal laws or union or professional guild regulations shall be Consultant's sole responsibility and Consultant shall indemnify and hold Client harmless from any and all damages, claims and expenses arising out of or resulting from any claims asserted by any taxing authority as a result of or in connection with said payments.

4. Confidentiality. In the course of performing consulting services, the parties recognize that Consultant may come in contact or become familiar with information that the Client or its subsidiaries or affiliates may consider confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than appropriate Client's personnel or their designees.

5. Term. This Agreement shall commence on October 1, 2020 and shall terminate on September 30, 2021, unless earlier terminated by either party hereto. Either party may terminate this Agreement upon Thirty (30) days prior written notice. The Client may, at its option, renew this Agreement for an additional term of one year on the same terms and conditions as set forth herein by giving notice to Consultant of such intent to renew on or

before January 1, 2022.

6. Consultant's Taxpayer I.D. Number. The taxpayer I.D. number of the Consultant is 48-1249735. The Consultant will register with the Secretary of State to perform the agreed upon services enumerated herein.

7. Representations and Warranties. The Consultant will make no representations, warranties, or commitments binding the Client without the Client's prior consent. The Consultant makes no warranties or representation to Client concerning the success or results obtained from Consultant's services. All statements of Consultant on these matters are statement of opinion only.

8. Legal Right. Consultant covenants and warrants that he has the unlimited legal right to enter into this Agreement and to perform in accordance with its terms without violating the rights of others or any applicable law and that he has not and shall not become a party to any other agreement of any kind which conflicts with this Agreement. Consultant shall indemnify and hold harmless the Client from any and all damages, claims and expenses arising out of or resulting from any claim that this Agreement violates any such agreements. Breach of this warranty shall operate to terminate this Agreement automatically without notice as specified in Paragraph 5 and to terminate all obligations of the Client to pay any amounts which remain unpaid under this Agreement.

9. The Waiver. Failure to invoke any right, condition, or covenant in this Agreement by either party shall not be deemed to imply or constitute a waiver of any rights, condition, or covenant and neither party may rely on such failure.

10. Notice. Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, in the first class mail of the United States properly addressed to the appropriate party at the address set forth below:

1. Notices as to Consultant:
Pinegar, Smith & Associates, Inc.
513 SW Van Buren Street
Topeka, Kansas 66603
2. Notices to the Client:
Southwest Kansas Coalition
City of Dodge City
P.O. Box 880
Dodge City, Kansas, 67801.

WHEREFORE, the parties have executed this Agreement as of the date written above.

Southwest Kansas Coalition

By: _____
Nikolaus Hernandez
City of Dodge City

Date: 9-24-2020

By: _____
Matt Allen
City of Garden City

Date: 12-11-20

By: _____
Calvin Burke
City of Liberal

Date: _____

Pinegar, Smith & Associates, Inc

By: _____

Date: Sept 24, 2020

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EXPENDITURE APPROVAL LISTING
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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
NON DEPARTMENTAL	100					
	4,431	AT&T		NOV 11-DEC 10	AT&T TELEPHONE SERVICE	20.63
	5,729	GOOGLE INC		3826125904	GOOGLE BUSINESS APPS	12.00
	4,626	HAVOC SUPPLY		64874	AIR FILTERS/CITY HALL	37.60
	4,981	KANSAS DEPARTMENT OF REVENUE		CV 85183	NOV 2020/CASEY'S #3902	25.00
	5,542	LIBERAL RESTAURANT LLC		OCT-20	ADMIN FEE/2704 CENTENNIAL	130.50-
	3,860	PATTERSON CLEANING		3419	MONTHLY CLEAN/DECEMBER	1,170.00
	3,860	PATTERSON CLEANING		3420	DISINFECT CITY HALL/COVID	771.02
	6,543	PINNACLE DEVELOPMENTS LLC		OCT-20	ADMIN FEE/2867 CENTENNIAL	148.79-
	343	RESERVE ACCOUNT		NOV-20	MONTHLY POSTAGE	15.20
	343	RESERVE ACCOUNT		NOV-20	MONTHLY POSTAGE	.50
	279	SHERWIN WILLIAMS		0897-1	COVERALLS/COVID-19	23.44
	417	SOS LEASING		JAN-21	SHARP MX-M3570	261.94
	417	SOS LEASING		JAN-21	SHARP MX-M7570	400.39
	308	SOUTHERN OFFICE SUPPLY INC		256922	BLUEBAR PAPER	1,489.70
	308	SOUTHERN OFFICE SUPPLY INC		256939	SELL SHEETS/ONE CENT TAX	2,673.52
	4,104	SOUTHERN PIONEER ELECTRIC CO		NOV #2 2020	ELECTRIC SERVICE	2,086.30
	4,342	UNIFIRST CORPORATION		1098395	NOVEMBER UNIFORM/MAT SVC	66.16
	342	UNITED PARCEL SERVICE		000666E179460	UPS SHIPPING CHARGES	15.50
	342	UNITED PARCEL SERVICE		000666E179470	UPS SHIPPING CHARGES	15.50
	6,138	VAS HOTELS LLC		OCT-20	ADMIN FEE/501 HOTEL DRIVE	520.51-
LEGISLATIVE					NON DEPARTMENTAL	
	4,431	AT&T		NOV 11-DEC 10	AT&T TELEPHONE SERVICE	10.31
	5,729	GOOGLE INC		SEP 27-OCT 26	AT&T LONG DISTANCE SVC	1.70
	343	RESERVE ACCOUNT		3826125904	GOOGLE BUSINESS APPS	60.00
	4,726	VERIZON WIRELESS		NOV-20	MONTHLY POSTAGE	1.85
	4,726	VERIZON WIRELESS		9867545130	DATA/LINENBROKER	40.01
	4,726	VERIZON WIRELESS		9867545130	DATA/WARREN	40.01
	4,726	VERIZON WIRELESS		9867545130	DATA/SEIGRIST	40.01
	4,726	VERIZON WIRELESS		9867545130	DATA/MARTINEZ	40.01
	4,726	VERIZON WIRELESS		9867545130	DATA/HARDEN	40.01
MUNICIPAL COURT/DIVERSION					LEGISLATIVE	
	2,329	BROOKS & ASSOCIATES		NOV. 4, 2020	DRUG COURT ATTORNEY	273.91
	5,729	GOOGLE INC		3826125904	GOOGLE BUSINESS APPS	187.50
	6,730	HUDDLESTON, DR CAROLYN		DEC-20	DRUG COURT PARTICIPATION	96.00
	264	KANSAS STATE TREASURER		SEP-20	REINSTATEMENT FIXED FEES	600.00
	264	KANSAS STATE TREASURER		SEP-20	REINSTATEMENT FEES	75.00
	264	KANSAS STATE TREASURER		SEP-20	JUDICIAL BRANCH SURCHARGE	618.00
	264	KANSAS STATE TREASURER		SEP-20	JUDICIAL EDUCATE FUND	129.00
	264	KANSAS STATE TREASURER		SEP-20	JUDICIAL EDUCATE FUND	129.00
	264	KANSAS STATE TREASURER		SEP-20	PD TRAINING CENTER FUND	2,631.00
	264	KANSAS STATE TREASURER		SEP-20	CORRECTION SUPERVISE FEE	1,920.00
	264	KANSAS STATE TREASURER		SEP-20	SEAT BELT SAFETY FUND	760.00
	281	LIBERAL OFFICE MACHINES COMPANY		88329	POSTERS	27.00
	281	LIBERAL OFFICE MACHINES COMPANY		88330	POSTERS	27.00
					TOTAL	8,264.60
					TOTAL	273.91

EXPENDITURE APPROVAL LISTING
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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
MUNICIPAL COURT/DIVERSION 100						
		3,892	MILLER & FRENCH LLC	2018-1176	CITY VS A GALLEGOS	60.00
		3,892	MILLER & FRENCH LLC	2019-1700	CITY VS A GALLEGOS	60.00
		3,892	MILLER & FRENCH LLC	2020-1206	CITY VS K GOMEZ	82.50
		3,892	MILLER & FRENCH LLC	2020-898	CITY VS D SUMNER	97.50
		*****	MISC-A/P ONE TIME VENDOR	CV 3898	FINE OVERPAYMENT	50.00
		*****	MISC-A/P ONE TIME VENDOR	CV 3906	REIMBURSE FINE OVERPMT	12.00
		*****	MISC-A/P ONE TIME VENDOR	2020001428	RESTITUTION/R ESTRADA	140.00
		*****	MISC-A/P ONE TIME VENDOR	2020001481	RESTITUTION/J SALAZAR	30.00
		6,707	REDWOOD TOXICOLOGY LABORATORY INC	110589202010	DRUG TEST HANDLING FEE	53.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	91.30
		417	SOS LEASING	JAN-21	SHARP MX-4070N	258.38
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	298.64
		4,580	TATE AND KITZKE LLC	CV 90720	PRO-TEM JUDGE/P KITZKE	781.25
		4,580	TATE AND KITZKE LLC	2017-3030	CITY VS R GOKEY	138.97
		4,580	TATE AND KITZKE LLC	2018-2128	CITY VS J HERNANDEZ	22.50
		4,580	TATE AND KITZKE LLC	2020-843	CITY VS R GOKEY	138.97
		3,509	THOMSON REUTERS-WEST	843347630	KS LAW AND PRACTICE GUIDE	61.18
		2,679	WALMART COMMUNITY BRC	00526	FLASH DRIVE	9.88
		2,679	WALMART COMMUNITY BRC	08223	THERMOMETER STAND/COVID	34.84
		2,679	WALMART COMMUNITY BRC	08223	DISINFECTANT SPRAY/COVID	21.92
		2,679	WALMART COMMUNITY BRC	08223	PAPER TOWELS	3.97
		2,679	WALMART COMMUNITY BRC	08223	POST-IT NOTES	28.64
		3,030	WESTLAKE HARDWARE INC	7794239	BATTERIES	9.99
		3,030	WESTLAKE HARDWARE INC	7794442	BATTERIES	17.99
		379	YOXALL, ANTRIM, FOREMAN & FRYMIRE	CV 90718	PRO-TEM JUDGE/L FRYMIRE	437.50
		379	YOXALL, ANTRIM, FOREMAN & FRYMIRE	90719	PRO-TEM JUDGE/L FRYMIRE	375.00
CITY MANAGER					MUNICIPAL COURT/DIVERSION	
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	134.09
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	11.97
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/BURKE	41.50
					CITY MANAGER	
					TOTAL	235.56
FINANCE DEPARTMENT						
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	113.46
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	5.13
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	72.40
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	246.55
					FINANCE DEPARTMENT	
					TOTAL	437.54
PERSONNEL DEPARTMENT						
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	51.57
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	4.27
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	84.00

EXPENDITURE APPROVAL LISTING
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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
PERSONNEL DEPARTMENT	100	6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	30.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	8.00
					PERSONNEL DEPARTMENT TOTAL	207.84
BUILDING MAINTENANCE		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	36.00
		5,559	LAVALLE, JUAN	NOV-20/49166	REIMBURSE WORK GEAR	100.00
		105	LIBERAL STANDARD SUPPLY INC	256158	WORK GLOVES	7.98
		291	SERVICE JANITORIAL SUPPLY INC	309796	STEEL WOOL	5.55
		291	SERVICE JANITORIAL SUPPLY INC	310130	LATEX GLOVES	8.15
		4,342	UNIFIRST CORPORATION	1098422	NOVEMBER UNIFORM/MAT SVC	105.88
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/MCCARTER	41.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/M WILLIAMS	41.50
		3,030	WESTLAKE HARDWARE INC	7794276	ICE MELT	99.90
		3,030	WESTLAKE HARDWARE INC	7794481	BATTERIES	26.58
					BUILDING MAINTENANCE TOTAL	473.04
I.T. DEPARTMENT		603	CDW GOVERNMENT INC	3731071	BATTERY	220.33
		603	CDW GOVERNMENT INC	3731071	REVERSE GROUP 3077	220.33
		603	CDW GOVERNMENT INC	3731071	BATTERY	220.33
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	36.00
					I.T. DEPARTMENT TOTAL	256.33
PLANNING & ZONING		2,018	AMERICAN TITLE & ABSTRACT SPEC INC	10/30/20	TITLE SEARCH FEE	150.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	4.00
					PLANNING & ZONING TOTAL	154.00
POLICE ADMINISTRATION		3,945	AL SHANK INSURANCE INC	11/16/20	4 YR NOTARY BND/QUESADA	50.00
		603	CDW GOVERNMENT INC	3832285	MEMORY UPGRADE/SERVER	299.90
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	915.20
		4,626	HAYOC SUPPLY	64874	AIR FILTERS/POLICE DEPT	41.42
		6,600	HUBBIS COMMUNICATIONS	9814	BACKUP ANALOG VOICE LINE	30.00
		260	KANSAS SECRETARY OF STATE	11/16/20	NOTARY FILING FEE	25.00
		5,083	KANSASLAND TIRE CO	5348	FLAT REPAIR/UNIT #37	18.31
		6,302	MEIER, DARLENE	771876	UNIFORM ALTERATIONS	24.00
		1,459	QUILL	11899647	WIRELESS KEYBOARD	26.99
		1,459	QUILL	11935329	RUBBER BANDS	41.96
		1,459	QUILL	11935329	REVERSE GROUP 3077	41.96
		1,459	QUILL	11935329	RUBBER BANDS	41.96
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	60.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	60.00

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EXPENDITURE APPROVAL LISTING
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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
POLICE ADMINISTRATION	100					
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	65.75
		417	SOS LEASING	JAN-21	SHARP MX-3071	270.30
		417	SOS LEASING	JAN-21	SHARP MX-3071	270.30
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	1,968.50
		6,555	UNIFORM & ACCESSORIES WAREHOUSE	802509	UNIFORM BADGES	190.98
		2,679	WALMART COMMUNITY BRC	08283	KEYS/TAPE	14.77
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #23	27.12
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #12	113.26
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #22	298.47
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #33	27.72
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #28	119.48
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #37	261.34
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #29	23.47
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #9	287.11
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #24	92.99
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #34	72.46
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #2	45.59
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #38	294.89
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #25	51.65
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #46	145.13
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #36	425.08
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #13	205.02
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #14	195.38
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #66	19.48
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #65	42.19
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #62	81.32
		6,094	WRIGHT EXPRESS FLEET SERVICES	68729090	FUEL/UNIT #21	25.64
ANIMAL CONTROL DIVISION					POLICE ADMINISTRATION	
		5,729	GOOGLE INC	3826125904	TOTAL	7,228.16
		3,650	HASKELL COUNTY ANIMAL HOSPITAL	138018	GOOGLE BUSINESS APPS	96.00
		3,650	HASKELL COUNTY ANIMAL HOSPITAL	138018	RABIES DEPOSIT	8.00
		3,650	HASKELL COUNTY ANIMAL HOSPITAL	138248	SPRAY/NEUTER DEPOSIT	60.00
		3,650	HASKELL COUNTY ANIMAL HOSPITAL	138248	RABIES DEPOSIT	8.00
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	SPRAY/NEUTER DEPOSIT	60.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		519	KINE EXTERMINATING INC	66565980	EMPLOYEE FITNESS PROGRAM	30.00
		4,342	UNIFIRST CORPORATION	1098426	MONTHLY PEST CONTROL	75.00
		2,679	WALMART COMMUNITY BRC	03478	NOVEMBER UNIFORM/MAT SVC	97.75
		3,030	WESTLAKE HARDWARE INC	7794405	JANITORIAL SUPPLIES	33.10
					BOLT CUTTER	36.99
FIRE					ANIMAL CONTROL DIVISION	
		1,136	BAYSINGER POLICE SUPPLY INC	1039178	TOTAL	534.84
		6,121	DAVIS PEST CONTROL	8150	SERVICE AWARDS	577.66
		6,121	DAVIS PEST CONTROL	8150	PEST CONTROL/ST #1	59.00
					PEST CONTROL/ST #2	59.00

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
FIRE	100	6,121	DAVIS PEST CONTROL	8150	PEST CONTROL/ST #3	59.00
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	252.00
		5,905	MEADE COUNTY EMS	EMT2020CM	EMT COURSE/C MIHELIC	1,000.00
		4,432	PRAIRIE FIRE COFFEE	1262973	COFFEE	73.80
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	120.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	120.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	1.15
		4,536	RICE, TYSON	02/12/19	REISSUE POST CHECK FEB-19	46.50
		417	SOS LEASING	JAN-21	SHARP MX-3571	200.38
		308	SOUTHERN OFFICE SUPPLY INC	257054	NOVEMBER COPY CHARGES	40.00
		6,074	TORRES, JOSE	0000534	REIMB EMT CERTIFICATION	30.00
		4,342	UNIFIRST CORPORATION	1098414	NOVEMBER UNIFORM/MAT SVC	12.16
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/KIRK	46.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/FOULTON	46.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/REGIER	86.48
		2,679	WALMART COMMUNITY BRC	01884	COFFEE	9.96
		2,679	WALMART COMMUNITY BRC	03877	JANITORIAL SUPPLIES	123.45
		2,679	WALMART COMMUNITY BRC	03877	LAUNDRY DETERGENT	33.74
		3,030	WESTLAKE HARDWARE INC	7794178	CUPS/BATTERIES	17.18
		3,030	WESTLAKE HARDWARE INC	7794178	ANTIFREEZE	75.96
		3,030	WESTLAKE HARDWARE INC	7794272	ICE MELT	39.96
		3,030	WESTLAKE HARDWARE INC	7794366	PLIERS	25.99
		3,030	WESTLAKE HARDWARE INC	7794430	HYDRAULIC OIL/UNIT #218	14.99
		3,030	WESTLAKE HARDWARE INC	7794430	SUPPLIES/REPAIR RESTROOM	28.57
		3,030	WESTLAKE HARDWARE INC	7794430	PARTS/OIL/REPAIR COMPRESS	23.17
		3,030	WESTLAKE HARDWARE INC	7794430	BATTERIES	16.99
		3,030	WESTLAKE HARDWARE INC	7794470	ANCHOR/BUNGEE CORDS	17.97
		4,298	ZAINALI MD, A	129913	5 YR PHYSICAL/J TORRES	35.00
BUILDING INSPECTION SVC					FIRE TOTAL	3,293.06
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	165.03
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	15.39
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	84.00
		281	LIBERAL OFFICE MACHINES COMPANY	88185	PENS	32.28
		281	LIBERAL OFFICE MACHINES COMPANY	88487	GARAGE SALE PERMITS	114.50
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	60.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	67.20
		308	SOUTHERN OFFICE SUPPLY INC	257137	OFFICE SUPPLIES	47.11
		4,342	UNIFIRST CORPORATION	1173495	NOVEMBER UNIFORM/MAT SVC	37.80
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/K KIRK	41.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/TATRO	40.01
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/THOMAS	40.01
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/KULOW	40.01
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/HARPER	40.01
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/GALLEGOS	40.01
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/GALLEGOS	24.34
		2,679	WALMART COMMUNITY BRC	08660	CELL PHONE CASE/CHARGER	49.85

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
BUILDING INSPECTION SVC	100	3,030	WESTLAKE HARDWARE INC	7994185	HEATER	69.99
					BUILDING INSPECTION SVC TOTAL	1,009.04
TRAFFIC CONTROL MAINT DIV						
		271	KEATING TRACTOR & EQUIPMENT INC	260107	BULB FOR LEAF BLOWER	4.71
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	701.93
		4,342	UNIFIRST CORPORATION	1098401	NOVEMBER UNIFORM/MAT SVC	75.99
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/BRIDENSTINE	41.50
		968	VISUAL SIGNS	7182	STREET SIGNS	43.12
		968	VISUAL SIGNS	7182	NO PARKING DECALS	24.00
		2,679	WALMART COMMUNITY BRC	00941	ANTI-FREEZE/SPREADER/PAINT	9.21
		2,679	WALMART COMMUNITY BRC	08247	ANTI-FREEZE/PAINT MACHINE	20.10
		2,679	WALMART COMMUNITY BRC	08247	TESTER/PAINT MACHINE	2.54
					TRAFFIC CONTROL MAINT DIV TOTAL	923.10
STREET/HIGHWAY						
		4,385	BLACK HILLS CORPORATION	NOV #2 2020	NATURAL GAS SERVICE	179.78
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	278.16
		4,342	UNIFIRST CORPORATION	1098399	NOVEMBER UNIFORM/MAT SVC	680.88
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/STREET ON-CALL	24.34
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/CARDENAS	41.50
					STREET/HIGHWAY TOTAL	1,252.46
FLEET MAINTENANCE						
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640446169	FUSE HOLDER/STOCK SUPPLY	3.51
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640446169	ROCKER SWITCH/LOGS/STOCK	13.54
		4,385	BLACK HILLS CORPORATION	NOV #2 2020	NATURAL GAS SERVICE	90.57
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	493586	OIL FILTER/FITTINGS	17.35
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	493586	WIPER BLADES	15.94
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	493665	WELDER GUN	72.24
		105	LIBERAL STANDARD SUPPLY INC	256031	SPRAY PAINT	15.98
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	88.20
		4,342	UNIFIRST CORPORATION	1098404	NOVEMBER UNIFORM/MAT SVC	66.30
					FLEET MAINTENANCE TOTAL	383.63
ENGINEERING						
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	216.60
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	18.81
		166	FEDEX	7-180-14403	POSTAGE	54.27
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	60.00
					ENGINEERING TOTAL	349.68

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
STREET LIGHTING	100	4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	1,035.64
					STREET LIGHTING	
					TOTAL	1,035.64
RECREATION ADMINISTRATION						
		3,812	AIRGAS MID SOUTH INC	9106802457	WELDING WIRE	84.76
		3,812	AIRGAS MID SOUTH INC	9106802457	CUT OFF WHEEL	7.65
		3,812	AIRGAS MID SOUTH INC	9106802457	WELDING MARKER	2.91
		3,812	AIRGAS MID SOUTH INC	9106802457	WHEEL CHIP SAW	27.91
		4,385	BLACK HILLS CORPORATION	NOV #2 2020	NATURAL GAS SERVICE	1,306.34
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	96.00
		105	LIBERAL STANDARD SUPPLY INC	255729	FITTINGS	43.65
		282	MEAD LUMBER DO IT CENTER	5514319	SEALANT RPR SIDEWALK	83.88
		282	MEAD LUMBER DO IT CENTER	5526948	SEALANT RPR SIDEWALK	62.91
		4,075	NEW IRON & METAL OF LIBERAL INC	60076	FLOOR PLATE	429.60
		519	RINE EXTERMINATING INC	66565939	PEST CONTROL	180.00
		291	SERVICE JANITORIAL SUPPLY INC	310223	FACE MASK/COVID-19	658.00
		291	SERVICE JANITORIAL SUPPLY INC	310223	CLEANERS/HAND SOAP	27.00
		291	SERVICE JANITORIAL SUPPLY INC	310317	PAPER TOWELS/TRASH BAGS	143.15
		417	SOS LEASING	JAN-21	SHARP MX-3571	212.04
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	84.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	3,097.42
		5,808	SPORTDECALS INC	ARINV-609914	2021 WALL CALENDARS	466.56
		4,342	UNIFIRST CORPORATION	1098429	NOVEMBER UNIFORM/MAT SVC	17.80
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/QUINT	41.50
		2,679	WALMART COMMUNITY BRC	08569	JANITORIAL SUPPLIES	11.47
		2,679	WALMART COMMUNITY BRC	05186	OFFICE SUPPLIES	13.64
		2,679	WALMART COMMUNITY BRC	05186	VACUUM	69.00
		2,679	WALMART COMMUNITY BRC	07754	JANITORIAL SUPPLIES	21.44
RECREATION		6,867	ALLEN, JAYON	11/21/20	TOURNAMENT OFFICIAL	20.00
		6,854	BANGS, JIM	11/21/20	TOURNAMENT OFFICIAL	50.00
		6,727	BLUE CHIP ATHLETIC	180496	TOURNAMENT T-SHIRTS	630.00
		5,370	CAMARILLO, EVETTE	11/16/20	VOLLEYBALL OFFICIAL	125.00
		5,370	CAMARILLO, EVETTE	11/17/20	VOLLEYBALL OFFICIAL	100.00
		6,893	CAMPOS, CARLOS	11/21/20	TOURNAMENT OFFICIAL	62.50
		6,893	CAMPOS, CARLOS	11/22/20	TOURNAMENT OFFICIAL	50.00
		6,782	FLETCHER, KENTRAIL	11/21/20	TOURNAMENT OFFICIAL	50.00
		6,782	FLETCHER, KENTRAIL	11/22/20	TOURNAMENT OFFICIAL	50.00
		6,868	GALINDO, LESSLIE	11/14/20	TOURNAMENT OFFICIAL	40.00
		6,868	GALINDO, LESSLIE	11/21/20	TOURNAMENT OFFICIAL	40.00
		6,902	GARCIA, ISRAEL	11/21/20	TOURNAMENT OFFICIAL	50.00
		6,902	GARCIA, ISRAEL	11/22/20	TOURNAMENT OFFICIAL	50.00
		6,894	HALLMAN, AIDAN	11/22/20	TOURNAMENT OFFICIAL	50.00
		2,453	HASTY AWARDS	11200419	VOLLEYBALL TROPHIES	139.08
		6,713	HOLDEMAN, TAMARA GAIL	11/17/20	VOLLEYBALL OFFICIAL	100.00
					RECREATION ADMINISTRATION	
					TOTAL	7,188.63

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RECREATION	100	6,537	KNUDSEN, MIKAYLA	11/16/20	VOLLEYBALL OFFICIAL	125.00
		6,308	MUNOZ, ANGEL	11/21/20	TOURNAMENT OFFICIAL	62.50
		6,308	MUNOZ, ANGEL	11/22/20	TOURNAMENT OFFICIAL	62.50
		5,915	MUNOZ, MARIO	11/18/20	INDOOR SOCCER OFFICIAL	120.00
		5,915	MUNOZ, MARIO	11/19/20	INDOOR SOCCER OFFICIAL	30.00
		5,915	MUNOZ, MARIO	11/24/20	INDOOR SOCCER OFFICIAL	30.00
		6,579	PIZZA HUT	03593932260004	CONCESSIONS/TRAILER	45.99
		6,579	PIZZA HUT	03593932260039	CONCESSIONS/TRAILER	45.99
		6,579	PIZZA HUT	03593932270002	CONCESSIONS/TRAILER	45.99
		6,855	RUBIO, OSCAR	11/21/20	TOURNAMENT OFFICIAL	62.50
		6,855	RUBIO, OSCAR	11/22/20	TOURNAMENT OFFICIAL	62.50
		4,815	US FOODS	257356	WRISTBANDS	91.38
		4,815	US FOODS	4798186	CONCESSIONS/TRAILER	209.87
		2,679	WALMART COMMUNITY BRC	4798186	CONCESSIONS/REC CENTER	101.21
		2,679	WALMART COMMUNITY BRC	00569	HALLOWEEN SUPPLIES	421.35
		2,679	WALMART COMMUNITY BRC	00790	HALLOWEEN SUPPLIES	309.96
		2,679	WALMART COMMUNITY BRC	05186	CONCESSIONS/REC CENTER	24.46
		6,331	WERNER, JAMES	09799	HALLOWEEN SUPPLIES	153.10
		6,331	WERNER, JAMES	11/14/20	TOURNAMENT OFFICIAL	20.00
		6,421	WILTSHIRE, MALCOLM	11/21/20	TOURNAMENT OFFICIAL	20.00
		6,903	ZUNIGA, DANIEL JR	11/14/20	TOURNAMENT OFFICIAL	20.00
		6,903	ZUNIGA, DANIEL JR	11/19/20	INDOOR SOCCER OFFICIAL	90.00
		6,903	ZUNIGA, DANIEL JR	11/23/20	INDOOR SOCCER OFFICIAL	90.00
		6,903	ZUNIGA, DANIEL JR	11/24/20	INDOOR SOCCER OFFICIAL	60.00
RECREATION TOTAL						3,923.18
SWIMMING POOL		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	1,193.64
		2,679	WALMART COMMUNITY BRC	01165	RESTROOM ANTI-FREEZE	51.60
SWIMMING POOL TOTAL						1,245.24
GOLF COURSE		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	36.00
		271	KEATING TRACTOR & EQUIPMENT INC	252582	REPAIR MOWER	693.37
		1,996	KBS-FM	5379-1	TRADE SCHEDULE AD	1,000.00
		105	LIBERAL STANDARD SUPPLY INC	255831	RAKES/SHOVELS	69.94
		105	LIBERAL STANDARD SUPPLY INC	255831	LIGHT BULBS/ANTI-FREEZE OIL	77.91
		3,259	NAPA OF LIBERAL	587329	OIL	136.44
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	.50
		4,342	UNIFIRST CORPORATION	1098423	NOVEMBER UNIFORM/MAT SVC	100.86
		342	UNITED PARCEL SERVICE	000668179470	UPS SHIPPING CHARGES	31.53
		3,030	WESTLAKE HARDWARE INC	7794198	ROPE/SHOVEL/POSTS	105.03
		3,030	WESTLAKE HARDWARE INC	7794198	RODENT TRAPS	47.97
		3,030	WESTLAKE HARDWARE INC	7794198	FUSES/ENGINE OIL	26.31
		3,464	WILLOW TREE GOLF PETTY CASH	N-1183983	CONCESSIONS/PRO-SHOP	33.90

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PARKS	100	6,023	AT&T	NOV-20	MONTHLY PHONE CHARGES	151.88
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	1,266.66
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	22.56
		4,342	UNIFIRST CORPORATION	1098428	NOVEMBER UNIFORM/WAT SVC	373.24
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/YOUNG	41.50
		3,030	WESTLAKE HARDWARE INC	7794259	PRUNERS	55.96
		3,030	WESTLAKE HARDWARE INC	7794259	ACE REWARDS PROGRAM	55.00-
					PARKS TOTAL	1,904.80
PARKS		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	429.10
					PARKS TOTAL	429.10
ARKALON RECREATIONAL AREA		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	14.80
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	534.95
		2,679	WALMART COMMUNITY BRC	00989	ANTI-FREEZE/TARP/ROPE	33.29
		3,030	WESTLAKE HARDWARE INC	7794083	FITTINGS	39.95
					ARKALON RECREATIONAL AREA TOTAL	622.99
DEPOT BUILDING FACILITY		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	290.41
					DEPOT BUILDING FACILITY TOTAL	290.41
GRIER HOUSE		4,626	HAVOC SUPPLY	64874	AIR FILTERS/GRIER HOUSE	34.08
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	284.27
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	93.33
		3,030	WESTLAKE HARDWARE INC	7794195	WIPING CLOTHS	15.99
					GRIER HOUSE TOTAL	427.67
CEMETERY		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	6.00
		271	KEATING TRACTOR & EQUIPMENT INC	259681	AIR FILTERS/TRACTOR	65.76
		271	KEATING TRACTOR & EQUIPMENT INC	259937	OIL FILTER/MOWER	7.86
		271	KEATING TRACTOR & EQUIPMENT INC	260022	FITTINGS/MOWER	30.87
		3,259	NAPA OF LIBERAL	587963	AIR FILTERS/MOWER	39.72
		3,259	NAPA OF LIBERAL	587978	TRANSMISSION FLUID/MOWER	29.88
		3,259	NAPA OF LIBERAL	587984	OIL FILTERS/MOWER	12.78
		183	PETTY CASH	6341	CEMETERY DEED/A HERNANDEZ	21.00

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
CEMETERY	100	183	PETTY CASH	6342	CEMETERY DEED/FLENNIKEN	21.00
		183	PETTY CASH	6342	CEMETERY DEED/ROBLES	21.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	1.00
		4,342	UNIFIRST CORPORATION	1098420	NOVEMBER UNIFORM/MAT SVC	97.28
		4,726	VERIZON WIRELESS	9867454130	CELLULAR/BEER	41.50
		3,030	WESTLAKE HARDWARE INC	7794161	MARKING FLAG	9.99
		3,030	WESTLAKE HARDWARE INC	7794194	FITTING	2.01
		3,030	WESTLAKE HARDWARE INC	7794293	CLEANERS/FITTINGS	5.38
					CEMETERY TOTAL	413.03
UTILITY BILLING		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	30.94
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	2.56
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		281	LIBERAL OFFICE MACHINES COMPANY	88539	COUNTERFEIT PEN	9.90
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	675.50
		355	UTILITY PETTY CASH FUND	CV 90678	CYCLE 1 OCTOBER BILLS	974.13
		355	UTILITY PETTY CASH FUND	CV 90679	CYCLE 2 NOVEMBER BILLS	847.02
					UTILITY BILLING TOTAL	2,588.05
COMMUNICATIONS	202	603	CDW GOVERNMENT INC	3832285	MEMORY UPGRADE/SERVER	599.80
		2,539	CMS ELECTRIC COOP INC	860000/14121	ELECTRIC SERVICE	467.09
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	156.00
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	30.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		417	SOS LEASING	JAN-21	SHARP MX-3071	184.91
		2,679	WALMART COMMUNITY BRC	00961	DISINFECTANT WIPES/COVID	23.80
		2,679	WALMART COMMUNITY BRC	00961	HAND SOAP/COVID	11.91
		2,679	WALMART COMMUNITY BRC	00961	HAND SANITIZERS/COVID	26.36
		2,679	WALMART COMMUNITY BRC	00961	CREAMER/COFFEE	26.20
					COMMUNICATIONS TOTAL	1,556.07
CONVENTION/TOURISM	206	5,232	AMERICAN ROAD	4687	AMERICAN ROAD MAGAZINE AD	9,300.00
		5,720	CENTRAL BROCHURE DISTRIBUTION	46-11-20	BROCHURE DISTRIBUTION	500.00
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		351	LIBERAL AREA CHAMBER OF COMMERCE	985	10-\$10 GIFT CERTIFICATES	100.00
		351	LIBERAL AREA CHAMBER OF COMMERCE	987	(5) GIFT CERTIFICATES	50.00
		458	LIBERAL LIONS CLUB	S FULLER	OCTOBER MEALS	18.00
					FUND 202 TOTAL	1,556.07

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CONVENTION/TOURISM	206	6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	30.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	34.00
		417	SOS LEASING	JAN-21	SHARP MX-3071	247.69
		308	SOUTHERN OFFICE SUPPLY INC	256992	NOVEMBER COPY CHARGES	40.00
		308	SOUTHERN OFFICE SUPPLY INC	257183	TAPE/LABELS/BUBBLE WRAP	21.02
		308	SOUTHERN PIONEER ELECTRIC CO	257293	BUBBLE WRAP	92.54
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	151.11
		4,104	SOUTHERN PIONEER ELECTRIC CO	257293	BUBBLE WRAP	92.54
		4,104	SOUTHERN PIONEER ELECTRIC CO	257293	REVERSE GROUP 3077	92.54
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/FULLER	41.50
		2,679	WALMART COMMUNITY BRC	01983	JANITORIAL SUPPLIES	104.17
		2,679	WALMART COMMUNITY BRC	01983	OFFICE SUPPLIES	24.65
					CONVENTION/TOURISM	
					TOTAL	10,832.68
STREET/HIGHWAY	207	3,030	WESTLAKE HARDWARE INC	7794277	SNOW BLOWER	
		3,030	WESTLAKE HARDWARE INC	7794352	SNOW BLOWER	
					FUND 206	
					TOTAL	10,832.68
					STREET/HIGHWAY	
					TOTAL	1,079.98
POLICE ADMINISTRATION	208	178	FOSS MOTOR CO INC	11/30/20	2019 FORD FUSION/#221	
					FUND 207	
					TOTAL	1,079.98
					POLICE ADMINISTRATION	
					TOTAL	16,500.00
NON DEPARTMENTAL	209	6,884	MOODY HEATING & AIR CONDITIONING	003130-1	DISINFECTION SYSTEM	
		1,421	TEK/STYLE AUDIO AND SECURITY	14953	THERMAL SCANNERS	
					FUND 208	
					TOTAL	16,500.00
RECREATION		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	
					NON DEPARTMENTAL	
					TOTAL	35,166.13
					RECREATION	
					TOTAL	24.00
AIR MUSEUM/ROBOTICS		6,904	PERRYTON ISD	2010-262262	SUPPLIES FOR LEGO TABLE-	
						92.83

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					AIR MUSEUM/ROBOTICS TOTAL	92.83
					FUND 209 TOTAL	35,282.96
COMM IMPROVEMENT DISTRICT 242					CID REIMB/2704 CENTENNIAL	2,610.06
				OCT-20	CID REIMB/2867 CENTENNIAL	2,975.77
				OCT-20	CID REIMB/501 HOTEL DRIVE	10,410.24
					COMM IMPROVEMENT DISTRICT TOTAL	15,996.07
TAX INCREMENT FINANCING			6,543 PINNACLE DEVELOPMENTS LLC	OCT-20	TIP 1% TAX RB/2867 CENTEN	2,585.89
					TAX INCREMENT FINANCING TOTAL	2,585.89
					FUND 242 TOTAL	18,581.96
EDUCATION 1/2% SALES TAX	245	4,991	HIGH PLAINS DAILY LEADER AND TIMES	89888	3RD QTR EDUCATE SALES TAX	18.00
					EDUCATION 1/2% SALES TAX TOTAL	18.00
GENERAL OPERATIONS	260	102 CLINGAN TIRES INC		559581	(8) NEW TIRES/STOCK	1,206.94
		3,865 FOLEY EQUIPMENT CO		PS050042329	FITTINGS/LOADER # E-86	91.60
		4 KOST TRUCK SUPPLY INC		300035	CLAMPS/LEAK-ICE MACHINE	36.96
		284 M & M TIRE SERVICE		129271	FLAT REPAIR/UNIT #115	41.00
		5,345 PARRAS AUTO ACCESSORIOS		4890	REISSUE LOST CK/TIRES	380.00
		5,345 PARRAS AUTO ACCESSORIOS		4890	REISSUE LOST CK/ TIRES	40.00
		6,865 R & E'S TIRE SHOP LLC		6369	(4) NEW TIRES/UNIT #2	560.00
					GENERAL OPERATIONS TOTAL	2,356.50
OTHER IMPROVEMENTS		6,862 CROELL INC		491741	CONCRETE/STATE & SYCAMORE	225.00
		282 MEAD LUMBER DO IT CENTER		5553519	EXPANSION JOINTS	308.96
					OTHER IMPROVEMENTS TOTAL	533.96
DRAINAGE IMPROVEMENTS		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	30.54

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
RECREATION IMPROVEMENTS	260	6,780	METALS TREATMENT TECHNOLOGIES LLC	3054690	LEAD RECLAMATION	16,382.00
						30.54
						16,382.00
						19,303.00
ECONOMIC DEVELOPMENT	261	4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	247.55
		4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	21.37
		6,900	CONWAY DATA INC	01021312	HOA GUIDE	1,000.00
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	12.00
		4,991	HIGH PLAINS DAILY LEADER AND TIMES	89889	3RD QTR SALES TAX REPORT	139.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/ROTOLO	41.54
						1,461.96
PUBLIC TRANSPORTATION		178	FOSS MOTOR CO INC	61801	OIL CHANGE/UNIT #217	34.99
		178	FOSS MOTOR CO INC	61801	ROTATE TIRES/UNIT #217	118.85
		178	FOSS MOTOR CO INC	61801	CAR WASH/UNIT #217	35.00
		178	FOSS MOTOR CO INC	61801	MULTI-POINT INSPECT/#217	58.38
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	12.00
		281	LIBERAL OFFICE MACHINES COMPANY	88595	OFFICE SUPPLIES	29.98
		284	M & M TIRE SERVICE	129660	(6) NEW TIRES/UNIT #215	960.96
						1,250.16
CRIME/DRUG PREVENTION	262	6,753	SUR TEC INC	13363	CASPER CONNECT SOFTWARE	2,963.00
		3,988	VERSUS SIGNS	10009	K-9 SIGNAGE UNIT 9	49.00
						3,012.00
HOUSING	263	2,018	AMERICAN TITLE & ABSTRACT SPEC INC	216	YALE STREET FIRST-TIME HOMEBUYER PROG	2,500.00
		2,018	AMERICAN TITLE & ABSTRACT SPEC INC	2511	CHEYENNE FIRST-TIME HOMEBUYER PROG	2,500.00
		2,018	AMERICAN TITLE & ABSTRACT SPEC INC	38	S CALHOUN FIRST-TIME HOMEBUYER PROG	2,500.00
		2,018	AMERICAN TITLE & ABSTRACT SPEC INC	434	TAMARACK FIRST-TIME HOMEBUYER PROG	2,500.00
		4,431	AT&T	NOV 11-DEC 10	AT&T TELEPHONE SERVICE	41.26

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
HOUSING	263	4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	3.42
		66	BOMAN'S PAINTING AND DRYWALL	1183	WEATHERIZE/WINDOWS	3,000.00
		6,901	DON'S CONSTRUCTION	992953	EMERGENCY/REPLACE WINDOWS	1,092.00
		3,525	FLOORING AMERICA & FURNITURE OUTLET	33223	SR HSING EMER RPR/FLOOR	1,190.00
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	12.00
		5,321	M BUILDERS LLC	10/08/20	EMRGNCY RPR/FOUNDATION	2,000.00
		4,599	SEFULVEDA'S HEATING & AIR	338413	EMERGENCY/MOVE/INSTALL	2,000.00
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/LAPRENIERE	41.50
					HOUSING TOTAL	19,380.18
					FUND 263 TOTAL	19,380.18
BEAUTIFICATION	264	4,626	HAVOC SUPPLY	64874	AIR FILTERS/PARKS SHOP	7.60
		78	J & R SAND COMPANY INC	28378	LANDSCAPE ROCKS	600.51
		271	KEATING TRACTOR & EQUIPMENT INC	260311	STEERING KNOB/GATOR	13.51
		271	KEATING TRACTOR & EQUIPMENT INC	260311	OIL FILTERS/MOWER	555.18
		281	LIBERAL OFFICE MACHINES COMPANY	88302	REPAIR TIME CLOCK	59.50
		105	LIBERAL STANDARD SUPPLY INC	255979	CABLE CLAMPS XMAS TREE	9.92
		105	LIBERAL STANDARD SUPPLY INC	256010	CHAINSAW OIL	9.99
		105	LIBERAL STANDARD SUPPLY INC	256038	XMAS DECOR PLUGS/CABLES	51.92
		105	LIBERAL STANDARD SUPPLY INC	256066	FUEL TREATMENT	23.98
		105	LIBERAL STANDARD SUPPLY INC	256066	OIL ASORBENT	12.99
		105	LIBERAL STANDARD SUPPLY INC	256121	FITTINGS 3RD ST XMAS TREE	19.41
		3,259	NAPA OF LIBERAL	588373	MINI LIGHT BULBS/STOCK	3.99
		6,060	RAPID FIT HEALTH CLUB LLC	NOV #2	EMPLOYEE FITNESS PROGRAM	30.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2, 2020	ELECTRIC SERVICE	29.09
		383	STANION WHOLESALE ELECTRIC CO	5038594-00	BATTERY	10.96
		2,679	WALMART COMMUNITY BRC	02783	HOLIDAY DECOR	143.10
		3,030	WESTLAKE HARDWARE INC	7794075	FITTINGS	1.16
		3,030	WESTLAKE HARDWARE INC	7794081	GARDEN SPRAYER	18.99
		3,030	WESTLAKE HARDWARE INC	7794118	INSECTICIDE	19.99
		3,030	WESTLAKE HARDWARE INC	7794137	RETURN CABLE	3.96-
		3,030	WESTLAKE HARDWARE INC	7794137	CLEANING SUPPLIES SHOP	16.36
		3,030	WESTLAKE HARDWARE INC	7794137	CAUTION TAPE	9.99
		3,030	WESTLAKE HARDWARE INC	7794169	REPAIR TAPE	11.99
		3,030	WESTLAKE HARDWARE INC	7794172	MULCH/KEATING CORNER	26.64
		3,030	WESTLAKE HARDWARE INC	7794173	IRRIGATION PUMP	22.99
		3,030	WESTLAKE HARDWARE INC	7794173	BOOSTER CABLES	22.00
		3,030	WESTLAKE HARDWARE INC	7794173	JUMPSTARTER	69.99
		3,030	WESTLAKE HARDWARE INC	7794173	ACE REWARDS PROGRAM	110.00-
		3,030	WESTLAKE HARDWARE INC	7794241	CABLE TIES/XMAS LIGHTS	259.83
		3,030	WESTLAKE HARDWARE INC	7794302	ICE SCRAPPERS	9.98
		3,030	WESTLAKE HARDWARE INC	7794306	EXCHANGE ICE SCRAPPERS	16.00
		3,030	WESTLAKE HARDWARE INC	7794338	XMAS LIGHTS/LIBRARY	239.88
		3,030	WESTLAKE HARDWARE INC	7794384	FITTING	1.59
		3,030	WESTLAKE HARDWARE INC	7794401	ACID/CHEMICAL GLOVES	23.47

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
BEAUTIFICATION	264	3,030	WESTLAKE HARDWARE INC	7794401	FACE SHIELD	17.99
		3,030	WESTLAKE HARDWARE INC	7794424	STOMP REMOVER	9.99
		3,030	WESTLAKE HARDWARE INC	7794436	TRASH CANS/3RD ST PARKING	31.98
					BEAUTIFICATION TOTAL	2,298.50
AIRPORT UTILITY	501	4,431	AT&T	SEP 27-OCT 26	AT&T LONG DISTANCE SVC	.86
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	60.00
		4,626	HAVOC SUPPLY	64874	AIR FILTERS/AIR TERMINAL	15.11
				65142	AIR FILTERS/TERMINAL	22.21
		271	KEATING TRACTOR & EQUIPMENT INC	258724	OIL FILTER/TRACTOR 132	13.18
		271	KEATING TRACTOR & EQUIPMENT INC	258724	REVERSE GROUP 3077	13.18
		271	KEATING TRACTOR & EQUIPMENT INC	258724	OIL FILTER/TRACTOR 132	13.18
		105	LIBERAL STANDARD SUPPLY INC	255724	FITTINGS	13.99
		284	M & M TIRE SERVICE	129054	FLAT REPAIR/MOWER	16.00
		284	M & M TIRE SERVICE	129054	REVERSE GROUP 3077	16.00
		284	M & M TIRE SERVICE	129054	FLAT REPAIR/MOWER	16.00
		284	M & M TIRE SERVICE	129701	(4) NEW TIRES/UNIT #99	618.52
		284	M & M TIRE SERVICE	129701	REVERSE GROUP 3077	618.52
		284	M & M TIRE SERVICE	129701	(4) NEW TIRES/UNIT #99	618.52
		282	MEAD LUMBER DO IT CENTER	5512353	FITTINGS	23.95
		282	MEAD LUMBER DO IT CENTER	5576435	FITTINGS	23.95
		3,259	NAPA OF LIBERAL	586452	AIR FILTER/TRACTOR	61.77
		3,259	NAPA OF LIBERAL	586452	REVERSE GROUP 3077	61.77
		3,259	NAPA OF LIBERAL	586452	AIR FILTER/TRACTOR	61.77
		3,860	PATTERSON CLEANING	1106	MONTHLY CLEAN/AIRPORT	430.00
		3,860	PATTERSON CLEANING	1106	REVERSE GROUP 3077	430.00
		3,860	PATTERSON CLEANING	1106	MONTHLY CLEAN/AIRPORT	430.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	10.35
		308	SOUTHERN OFFICE SUPPLY INC	256922	BLUEBAR PAPER	489.90
		4,342	UNIFIRST CORPORATION	1098418	NOVEMBER UNIFORM/WAT SVC	131.43
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/GISKIE	41.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/FORNWALT	46.50
		2,679	WALMART COMMUNITY BRC	00960	FLASH DRIVES/TOOLS	44.81
		5,342	ZITO MEDIA	AIRPORT MAIN	LATE FEE	3.59
					AIRPORT UTILITY TOTAL	2,067.62
AIR MUSEUM	504	6,024	AT&T	NOV-20	MONTHLY PHONE CHARGES	151.88
		3,891	FASTENAL COMPANY	KSL185413	FITTINGS/REPAIR DOOR	18.58
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	79.60
					FUND 501 TOTAL	2,067.62

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIR MUSEUM	504	4,626	HAYOC SUPPLY	64874	AIR FILTERS/AIR MUSEUM	45.12
		3,881	FASTPERFECT SOFTWARE COMPANY, INC.	2020-35914	ANNUAL ARCHIVAL SUPPORT	540.00
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	30.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	19.50
		519	RINE EXTERMINATING INC	57401	PEST CONTROL	105.00
		417	SOS LEASING	JAN-21	SHARP MX-2651	169.16
		2,679	WALMART COMMUNITY BRC	04410	COVER-UP STICKER	4.97
		2,679	WALMART COMMUNITY BRC	04410	JANITORIAL SUPPLIES	39.21
		2,679	WALMART COMMUNITY BRC	05401	GLUE	3.97
		2,679	WALMART COMMUNITY BRC	06435	TELEVISION/TIRE GAUGE	112.82
		3,030	WESTLAKE HARDWARE INC	7794107	FLAT BAR/SPRAYPAINT	77.90
		5,342	ZITO MEDIA	AIR MUSEUM	ANNUAL INTERNET SERVICE	2,050.80
					AIR MUSEUM	
					TOTAL	3,478.51
					FUND 504	
					TOTAL	3,478.51
REFUSE	510	4,385	BLACK HILLS CORPORATION	NOV #2 2020	NATURAL GAS SERVICE	456.68
		102	CLINGAN TIRES INC	559581	(5) NEW TIRES/STOCK	605.00
		3,891	FASTENAL COMPANY	KSLIB85669	FITTINGS/ STOCK	48.55
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	12.00
		4	KOST TRUCK SUPPLY INC	299484	BRAKE SHOES/KITS/#93	513.84
		4	KOST TRUCK SUPPLY INC	299811	GREASE GUN TIPS / STOCK	20.25
		284	M & M TIRE SERVICE	129233	DISMOUNT/MOUNT TIRE/#54	51.00
		284	M & M TIRE SERVICE	129746	DISMOUNT/MOUNT TIRE/#52	36.00
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	90.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	60.00
		308	SOUTHERN OFFICE SUPPLY INC	256922	BLUEBAR PAPER	979.80
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	255.23
		560	SOUTHWEST GAS EQUIPMENT CO INC	I049238	PROPANE	45.02
		3,238	SOUTHWESTERN EQUIPMENT CO	039348	CAMFOLLOWERS/STOCK	356.70
		3,238	SOUTHWESTERN EQUIPMENT CO	039348	FITTINGS/STOCK	634.63
		6,652	TRUCK CENTER COMPANIES	115961L	SLACK ADJUSTER/UNIT #93	124.12
		6,652	TRUCK CENTER COMPANIES	115963L	OIL SEAL/UNIT #93	112.16
		6,652	TRUCK CENTER COMPANIES	115964L	BRAKE DRUM/UNIT #93	150.80
		6,652	TRUCK CENTER COMPANIES	116069L	BRAKES/STOCK	165.76
		4,342	UNIFIRST CORPORATION	1098412	NOVEMBER UNIFORM/MAT SVC	340.03
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/AREDONDO	41.50
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/CARDOZA	24.34
					REFUSE	
					TOTAL	5,123.41
					FUND 510	
					TOTAL	5,123.41

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
SEWER ADMINISTRATIVE	520	5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	48.00
		3,065	PACE ANALYTICAL SERVICES INC	2060119161	ANALYTICAL CHARGES	211.00
		3,065	PACE ANALYTICAL SERVICES INC	2060119205	ANALYTICAL CHARGES	133.00
		3,065	PACE ANALYTICAL SERVICES INC	2060119791	ANALYTICAL CHARGES	211.00
		3,065	PACE ANALYTICAL SERVICES INC	2060119792	ANALYTICAL CHARGES	133.00
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	2.40
		308	SOUTHERN OFFICE SUPPLY INC	256922	BLUEBAR PAPER	979.80
		1,207	SOUTHWEST KANSAS ONLINE	8523/294628	SMKO INTERNET SERVICE	49.95
		4,342	UNIFIRST CORPORATION	1038410	NOVEMBER UNIFORM/MAT SVC	54.22
		342	UNITED PARCEL SERVICE	000066E179460	UPS SHIPPING CHARGES	131.55
		342	UNITED PARCEL SERVICE	000066E179470	UPS SHIPPING CHARGES	129.85
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/ROBERTS	24.34
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/ON-CALL #96	24.34
		2,679	WALMART COMMUNITY BRC	04384	AIR FILTERS FOR BUILDINGS	23.64
		2,679	WALMART COMMUNITY BRC	08247	WIPER BLADES/UNITS 64&167	19.76
					SEWER ADMINISTRATIVE TOTAL	2,175.85
SEWER LINE CLEANING		6,862	CROELL INC	480774	CONCRETE/REPAIR MANHOLE	375.38
		6,862	CROELL INC	482632	CONCRETE/REPAIR MANHOLE	567.50
		3,891	FASTENAL COMPANY	KSLIB85622	ELECTRICAL TAPE	75.68
		3,891	FASTENAL COMPANY	KSLIB85622	REVERSE GROUP 3077	75.68
		3,259	NAPA OF LIBERAL	KSLIB85622	ELECTRICAL TAPE	75.68
		3,259	NAPA OF LIBERAL	587894	FITTINGS/#30	11.76
		3,259	NAPA OF LIBERAL	588097	HITCH LOCK/UNIT #63	17.88
		3,259	NAPA OF LIBERAL	588097	REVERSE GROUP 3077	17.88
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	HITCH LOCK/UNIT #63	17.88
		4,788	SOUTHWEST ENERGY PRODUCTS	317813	ELECTRIC SERVICE	107.23
		4,726	VERIZON WIRELESS	9867545130	HOSE/FITTINGS/#189	160.70
		6,768	VIRGINIA RUBBER CORPORATION	403082A	CELLULAR/ON-CALL PLANT	24.34
		6,768	VIRGINIA RUBBER CORPORATION	403083A	600 FT. SEWER HOSE/#189	1,327.00
					FITTINGS/#189	301.91
					SEWER LINE CLEANING TOTAL	2,969.38
SEWER PLANT OPERATION		2,906	BRENNING SOUTHWEST INC	BSW250196	CHLORINE	6,834.00
		4,336	CONSTELLATION NEWENERGY	3010255-1	NATURAL GAS SERVICE	503.48
		5,553	HAWKINS INC	4825827	POLYMER FOR BELTPRESS	4,830.00
		1,05	LIBERAL STANDARD SUPPLY INC	256091	SHOP FITTINGS	8.37
		6,060	RAPID FIT HEALTH CLUB LLC	NOV-20	EMPLOYEE FITNESS PROGRAM	30.00
		6,060	RAPID FIT HEALTH CLUB LLC	SEP-20	EMPLOYEE FITNESS PROGRAM	30.00
		4,342	UNIFIRST CORPORATION	1098410	NOVEMBER FITNESS PROGRAM	423.38
		3,030	WESTLAKE HARDWARE INC	7794280	NOVEMBER UNIFORM/MAT SVC	14.97
		3,030	WESTLAKE HARDWARE INC	7794288	STARTER FLUID	13.16
					FITTINGS/TAPE/ BOILER RM	
					SEWER PLANT OPERATION TOTAL	12,687.36

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	530		*****MISC-UT BILLING REFUNDS	000010017	FINAL BILL REFUND	27.46
					TOTAL	27.46
WATER UTILITY ADMIN						
		603	CDW GOVERNMENT INC	3683061	REPLACEMENT BATTERY	172.29
		603	CDW GOVERNMENT INC	3683061	REVERSE GROUP 3077	172.29
		603	CDW GOVERNMENT INC	3683061	REPLACEMENT BATTERY	172.29
		3,891	PASTENAL COMPANY	KSLIB85341	ICE MELT	118.14
		3,891	PASTENAL COMPANY	KSLIB85341	REVERSE GROUP 3077	118.14
		3,891	PASTENAL COMPANY	KSLIB85341	ICE MELT	118.14
		3,665	FOLEY EQUIPMENT CO	SS140031802	INSPECT GENERATOR	1,466.63
		3,665	FOLEY EQUIPMENT CO	S9503101	TRANSFER SWITCHES	11,225.00
		5,729	GOOGLE INC	3826125904	GOOGLE BUSINESS APPS	120.00
		6,600	HUBBIS COMMUNICATIONS	9814	INTERNET CONNECTION	50.00
		6,600	HUBBIS COMMUNICATIONS	9814	ETHERNET CONNECTION	55.65
		6,600	HUBBIS COMMUNICATIONS	9814	BACKUP ANALOG VOICE LINE	43.77
		4,432	PRAIRIE FIRE COFFEE	1261480	COFFEE	61.90
		916	RED BOD SUPPLY INC	166995	THERMOMETER/COVID-19	214.50
		343	RESERVE ACCOUNT	NOV-20	MONTHLY POSTAGE	1.40
		1,947	RUNDLES, JAMES	11/18/20	REIMBURSE TRAVEL EXPENSE	39.23
		3,308	SOUTHERN OFFICE SUPPLY INC	256922	BLUEBAR PAPER	979.80
		4,342	UNIFIRST CORPORATION	1098409	NOVEMBER UNIFORM/WAT SVC	54.82
		2,679	WALMART COMMUNITY BRC	08327	SPRAY PAINT	9.34
					WATER UTILITY ADMIN	
					TOTAL	14,612.47
WATER UTILITY						
		4,385	BLACK HILLS CORPORATION	NOV #2 2020	NATURAL GAS SERVICE	315.59
		2,539	CMS ELECTRIC COOP INC	762400/12786	ELECTRIC SERVICE/WELL #61	1,060.74
		2,539	CMS ELECTRIC COOP INC	762500/12786	ELECTRIC SERVICE/WELL #62	1,917.54
		2,539	CMS ELECTRIC COOP INC	762600/12786	ELECTRIC SERVICE/WELL #63	471.15
		3,891	PASTENAL COMPANY	KSLIB85366	LATEX GLOVES	36.25
		4,626	HAVOC SUPPLY	65285	FITTING/WELL #61	18.40
		282	MEAD LUMBER DO IT CENTER	5537357	SPRAY PAINT/BRUSH/COVERS	80.12
		1,945	RJ MANN AND ASSOCIATES INC	145882	PUMP/WELL #34	297.50
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	7,331.96
		4,104	SOUTHERN PIONEER ELECTRIC CO	NOV #2 2020	ELECTRIC SERVICE	407.28
		4,342	UNIFIRST CORPORATION	1098409	NOVEMBER UNIFORM/WAT SVC	66.10
		342	UNITED PARCEL SERVICE	000066E179470	UPS SHIPPING CHARGES	111.69
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/ON-CALL SUPPLY	41.50
		2,679	WALMART COMMUNITY BRC	08921	SENSOR/UNIT #30	28.88
		2,679	WALMART COMMUNITY BRC	08921	TOOLS	46.64
		3,030	WESTLAKE HARDWARE INC	7794296	INSULATION/WELL #34	9.59

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
WATER DISTRIBUTION	530					
		6,280	CORE & MAIN LP	N179808	CUTTER/DRILL BITS	1,012.28
		6,280	CORE & MAIN LP	N219150	EPOXY	403.50
		6,280	CORE & MAIN LP	N219150	REVERSE GROUP 3077	403.50
		6,280	CORE & MAIN LP	N219150	EPOXY	403.50
		6,280	CORE & MAIN LP	N291632	FITTINGS	215.28
		6,280	CORE & MAIN LP	N291632	REVERSE GROUP 3077	215.28
		6,280	CORE & MAIN LP	N291632	FITTINGS	215.28
		3,891	FASTENAL COMPANY	KSLB85366	LATEX GLOVES	36.26
		3,680	FERGUSON ENTERPRISES LLC #3326	WD013745	AUGER KEY	243.75
		178	FOSS MOTOR CO INC	61857	OIL CHANGE/UNIT #32	39.83
		178	FOSS MOTOR CO INC	61923	OIL CHANGE/UNIT #34	45.30
		4,626	HAVOC SUPPLY	65245	PIPE/FITTINGS	6.32
		78	J & R SAND COMPANY INC	25298	HOT MIXED ASPHALT	1,488.60
		282	MEAD LUMBER DO IT CENTER	5588470	HOSES # 36 & #45	19.98
		3,259	NAPA OF LIBERAL	589164	CRANK CASE/VALVE/#29	13.14
		3,259	NAPA OF LIBERAL	589367	OIL FILTER/UNIT #33	3.49
		3,890	TARBET CONSTRUCTION CO, INC.	112800	CONCRETE/4TH & PERSHING	236.88
		4,342	UNIFIRST CORPORATION	1098409	NOVEMBER UNIFORM/MAT SVC	354.61
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/ON-CALL DIST	24.34
		4,726	VERIZON WIRELESS	9867545130	CELLULAR/CORONA	41.50
		4,726	VERIZON WIRELESS	9867545130	DATA/WATER DEPT TABLE	40.05
		2,679	WALMART COMMUNITY BRC	08335	(4) NEW TIRES/UNIT #43	551.00
					WATER DISTRIBUTION	
					TOTAL	4,776.11
					FUND 530	
					TOTAL	31,656.97
	601	5	ADVANCE INSURANCE COMPANY OF KANSAS	DEC-20	LIFE INSURANCE	1,839.03
		5,158	AFLAC GROUP INSURANCE	DEC-20	AFLAC GROUP INSURANCE	133.10
		693	AFLAC INSURANCE COMPANY	DEC-20	AFLAC INSURANCE	7,262.74
		61	BLUE CROSS - BLUE SHIELD	DEC-20	HEALTH/DENTAL INSURANCE	273,859.13
		6,545	EMPPOWER RETIREMENT	20201125	PAYROLL SUMMARY	1,224.00
		424	KANSAS DEPARTMENT OF REVENUE	20201125	PAYROLL SUMMARY	15,112.01
		237	KANSAS PUBLIC EMPLOYEES	20201125	PAYROLL SUMMARY	27,892.01
		237	KANSAS PUBLIC EMPLOYEES	20201125	PAYROLL SUMMARY	9,093.82
		237	KANSAS PUBLIC EMPLOYEES	20201125	PAYROLL SUMMARY	12.75
		237	KANSAS PUBLIC EMPLOYEES	20201125	PAYROLL SUMMARY	27,150.54
		237	KANSAS PUBLIC EMPLOYEES	20201125	PAYROLL SUMMARY	16,920.42
		4,153	SUNFLOWER BANK	20201125	PAYROLL SUMMARY	30,669.71
		4,153	SUNFLOWER BANK	20201125	PAYROLL SUMMARY	30,669.71
		4,153	SUNFLOWER BANK	20201125	PAYROLL SUMMARY	33,548.75
					TOTAL	475,387.72

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EXPENDITURE APPROVAL LISTING
AS OF 12/22/20

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ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	FUND	AMOUNT
	603	695	UNITED WAY	20201125	PAYROLL SUMMARY	601	
						TOTAL	475,387.72
							195.29
						TOTAL	195.29
						FUND 603	
						TOTAL	195.29
						TOTAL	724,520.27

*** END OF REPORT ***