City Commission Agenda
Tuesday, March 22, 2022, 5:30 p.m.
Blue Bonnet Community Building, 1109 West 7th

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

1. AWARDS, PROCLAMATIONS, PRESENTATIONS:

2. APPROVAL OF AGENDA

3. MINUTES – Approve the March 8, 2022, regular meeting and March 11, 2022 Special Meeting.

4. 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.

5. ITEMS FROM GROUPS:

6. 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, February 15, 2022.
b. Approval of Airport Leases:
   1. #112.02 Alvin Beavers $1,116.90 1 year.

7. Insurance Review - Al Shank Insurance.

8. Gun Range Update.

9. UTV (Side-by-Side) Discussion.

10. Agreement and Quit Claim Conveyance - Tree Street Development, LC
    a. Property to Tree Street Development.
    b. Utility Easement from Tree Street Development.

11. Western Kansas Fire Investigation Task Force.

12. Airport – Volaire Consulting Agreement.

13. Policy Manual.

14. Pay Scale.

15. Arkalon/Animal Control.

16. CITY STAFF

17. CITY MANAGER'S REPORT

18. ITEMS FROM COMMISSIONERS

19. VOUCHERS

- **ADJOURNMENT**

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
March 8, 2022

The regular meeting of the Liberal City Commission was held at 5:30 p.m. at the Mahuron Park Building, located at 802 East 8th Street on Tuesday, March 8, 2022.

Commission Present: Mayor Jeff Parsons, Vice Mayor Chris Linenbroker, Jose Lara, Janeth Vazquez, and Ron Warren.

City Staff Present: City Manager Cal Burke, City Clerk Alicia Hidalgo, Finance Director Chris Ford, Public Grounds Director Brad Beer, Planning & Zoning Secretary Darla Harper, Airport Manager Brian Fornwalt, Traffic Maintenance Keith Bridenstine, HR Director Bruce Whittington, Grants Director Karen LaFreniere, Fire Chief Deputy Fire Chief Skeety Poulton, and City Attorney Lynn Koehn.

Mayor Parsons called the meeting to order. City Clerk Hidalgo read the roll call and declared a quorum present. The Pledge of Allegiance was recited and Rex Petty gave the invocation.

1. AWARDS, PROCLAMATIONS, PRESENTATIONS.
- Mayor Parsons read a Proclamation from Governor Kelly for Pancake Day.

2. APPROVAL OF AGENDA.
Item #17 – 2022 Heritage Trust Fund Grant Application was added to the agenda.
Vice Mayor Linenbroker moved to approve the agenda, as amended, with Commissioner Vazquez seconding the motion. The motion carried unanimously.

3. MINUTES: - February 22, 2022 Regular Meeting and February 24, 2022 Special Meeting.
City Clerk Hidalgo stated on the February 24 Special Meeting minutes need to be amended to add a signature line and a header.
Commissioner Warren moved to approve the February 22, 2022 Regular Meeting minutes, and the February 24, 2022 Special Meeting, as amended, with Vice Mayor Linenbroker seconding the motion. The motion carried unanimously.
- Mayor Parsons stated at Special Meeting on the 24th, they talked about the Rec Center. He questioned if we were going to submit an updated version of the code footprint.
- City Manager Burke stated it was submitted. He also stated they received a bid for the sprinkler system and another company should be here next week to give another bid. He should have some numbers for the next meeting.
- City Clerk Hidalgo questioned if we need to advertise for bids.
- City Attorney Koehn noted that was discussed and it needs to be advertised.
- Bids are advertised in the paper and can also be posted on the city website.
- City Manager stated CJ (with Earles Engineering) spoke to everyone he knows in this area.
- Discussion was held on the bid received. It was not sealed and was shared with Fire, Building and the City Manager has seen it.
- It needs to be advertised that it's open for bids.

4. Items from Citizens.
Mayor Parsons read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

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4. Items from Citizens.
Mayor Parsons read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

5. Items from Groups.

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

• Rozelle Webb, Chamber of Commerce invited the Commission to the Western Kansas Delegation to DC May 8-10. They've missed the last two years. This year Great Bend is the host and they decided to make the trip to DC. The delegation includes Great Bend, Garden, Dodge, Hays, and Liberal. She is asking if the City of Liberal would be a sponsor for the trip? The sponsorship money is spent on the reception and breakfast and the expenses are divided by the five cities. She is requesting $600-$700. This year the cost will be less because she had $3,000 left over from last year, so it may be closer to $500.

Commissioner Lara moved to sponsor the Western Kansas Delegation in an amount not to exceed $750, with Vice Mayor Linenbroker seconding the motion. The motion carried unanimously.

6. CONSENT AGENDA

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a. Approval of Airport Leases:

1. #C-18.01 City Building Maintenance Department $3,077.40 1 year.
2. #C-1804 City Traffic Engineering Department $3,147.45 1 year.

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

7. Gun Range Update.

• Public Grounds Director Brad Beer stated the Gun Range is pretty much ready. Tim figured out the reservation system through the Rec Center. The locks were changed. They will meet later this week to finalize everything. As soon as Tim gets the cameras up, Staff will make the reservations public.

8. UTV (Side-by-Side) Discussion.

• Commissioner Lara stated he doesn't have anything new on this. He knows there is a petition out there. He is hoping for more public input.

• It was noted the UTVs will need to be street legal.

• The golf carts ordinance was discussed.

• Tommy Marcellus and Evette Camarillo spoke in favor of UTVs.

• City Attorney Koehn noted we need to reach out to the Police Chief. He also stated that this subject was brought up three years ago and has a draft ordinance which he will send out.

• The item will be on for discussion for one more meeting, with a vote in April.

9. Ordinance No. 4578 – Rezone I-1 to C-2.

Mayor Parsons requested Commission consideration of Ordinance No. 4578, entitled "AN ORDINANCE AMENDING THE "OFFICIAL ZONING DISTRICT MAP" OF THE CITY OF LIBERAL, KANSAS BY REZONING S 159.7' (FEET) OF E 39.8' (FEET) LOT 45 & S 159.7' (FEET) LOT 46, BLOCK 8, EASTBORO ADDN TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS FROM "I-1" LIGHT INDUSTRIAL DISTRICT TO A "C-2" GENERAL COMMERCIAL DISTRICT."

• Planning & Zoning Secretary Darla Harper stated the Planning Commission conducted a hearing on February 10, 2022, and the application was reviewed, approved, and recommended it to the City Commission. The request was made in order to continue using the building for commercial purposes.

Commissioner Warren moved to adopt Ordinance No. 4578, with Commissioner Vazquez seconding the motion. The motion carried unanimously.

10. Disadvantaged Business Enterprise (DBE) Program Policy Statement and Public Notice.

• The FAA requires that projects funded by the FAA have a DBE program in place. It must also be advertised what the DBE goal is for the projects. Staff recommends approval of the Policy Statement.

Vice Mayor Linenbroker approved the DBE Program Policy Statement and allow the Airport Manager and Mayor to sign, with Commissioner Warren seconding the motion. The motion carried unanimously.

11. Agreement and Quit Claim Conveyance - Tree Street Development, LC.

• City Attorney Koehn explained the item was provided to city at the request of the previous owner. The land was transferred back to the City in 1976 for open space or a park. It just sat there. The previous owner wants is back so he can develop it. The City can't sell it and it is of no benefit to the community.

• It was noted the property has a water meter and backflow for water that runs down 15th Street that can't be moved. A Utility Easement would be needed.

• Staff will do more research.

• City Attorney Koehn will draft an easement.

• Additional discussion was held between Mr. Smith and the Commission.

• It was noted that there is also a utility easement on the east side of the corner lot that may be a sewer line.

• This item will be on the next agenda so staff can research it.

Mayor Parsons told Mrs. Hammond she could come by since she couldn't make it during Group Comments.

Chris Hammond, with Black History Committee. She thanked the Commission for allowing her to come. During the Black History celebrations, there were senior citizens that couldn't make the events because they don't drive. She spoke to Public Transportation to see if the city would allow the bus drivers to drive them on the city bus. One of the bus drivers picked up eight senior citizens and drove them to the banquet. She read a Certificate of Appreciation that she had for them. She thanked the City for supporting them.

12. Street Closure Request.

• Traffic Maintenance Keith Bridenstine is here on behalf of the Traffic Safety Committee. In past meetings, they visited about a traffic issue and looked at traffic and pedestrians. USD 480 is requesting a street closure at MacArthur Elementary. There are limited options. The safety improvement being proposed is blocking South Holly Drive to thru traffic from 7:15 a.m. - 8:10 a.m. and 3:00 p.m. - 4:00 p.m. This will reduce the number of vehicles in the area and force parents to use the proper route to drop off and pick up children. This idea was discussed at multiple meetings and the residents in the immediate neighborhood were notified and allowed to attend a public meeting to voice their opinions. The Traffic Safety Committee is proposing this on a temporary basis to gauge effectiveness. It will begin after spring break and run for approximately three weeks. USD 480 is taking responsibility for erecting and dismantling of the barricades.

• Additional discussion was held and City Attorney Koehn stated Commission consensus on this gives the school ability and authority to block off the street.

The Commission is in favor of the trial period for the temporary street closure.

• City Manager Burke gave an update on the 2nd Street construction and noted 2nd Street will be closed completely. They are expecting it to last 60 days, unless they have problems. It was noted they will run into tunnels.

13. Wastewater Treatment Plant:

a. Lab Equipment.

• The equipment will be funded by the KDHE Wastewater Treatment Plant Loan and was already approved. The items are needed to equip the lab with necessary tools and instruments.

b. Septage Receiving Station.

• The Septage Receiving Station will be funded by KDHE Wastewater Treatment Plant Loan and was already approved. It is needed to accurately account for the liquid wastes that septic haulers and dumpers will dispose of at the new plant. This will also give the City a way to accurately bill for each gallon disposed of. Staff is working on the rate. The new plant should be operational in May.

• City Manager Burke noted the numbers were from the Engineer's Estimate from over four years ago, so the costs may be higher. We may have to expend the loan, but it shouldn't be a major problem. Gary is on top of that on a routine basis.

• Additional discussion was held.

14. Cann Creek Name Change.

• Melvin Love stated he lives in northeast Liberal and was wondering why the change was needed.

• City Manager Burke noted because it has the name "Creek" and, per Waters of the US, it was flagged. It happened just like McCoid Lake and now it is Cell 8 because we also had to change that name.

• Mr. Love requested the City try to clean it out because it is full of mosquitoes in the summer.

• It was noted staff is working on the drainage issues and will try to clean it out.

• Additional discussion was held on drainage and the name change.

Commissioner Warren moved to change the name of Cann Creek to Cann Ditch for legal purposes, with Commissioner Lara seconding the motion. The motion carried unanimously.

15. Amended Easement and Maintenance Agreement.

• City Attorney Koehn stated the Commission previously approved an agreement with Ideatek and the Liberal Country Club. The Country Club wanted different provisions and Lane Frymire made the changes.

• Discussion was held on the original agreement and the one with SWKO.

• Discussion was held regarding terms, payment, reimbursement, non-payment and how the City proceeds if that happens. It was noted they should be paid when the City is paid.

• Additional discussion was held regarding the risk, how to collect, and the lease dates. It was noted the water tower belongs to the City.

• Commission Lara and Mayor Parsons both stated they are not in favor of the request.

• City Attorney Koehn stated the Commission can approve the agreement tonight with the additional language of an additional deposit by Ideatek of $4,800 and upon the termination, after any rents that are due, the balance would then be returned back to Ideatek. A motion can be made with that language and he would just change it and get signatures on it and send it on to the Country Club and Ideatek. If Ideatek does not want to do that, then they have to wait another two weeks to address it at the next meeting. He stated the Country Club shouldn't have any objection to that language.

• It was noted Ideatek shouldn't have a problem with the language either.

• City Attorney Koehn questioned if there was a motion to approve with the Amended Easement and Maintenance Agreement with Ideatek.

Commissioner Warren moved to approve the Amended Easement and Maintenance Agreement with Ideatek, the Country Club with the modifications Attorney Koehn suggested (approve the agreement tonight with the additional language of an additional deposit by Ideatek of $4,800 and upon the termination, after any rents that are due, the balance would then be returned back to Ideatek), with

Commissioner Vazquez seconding the motion. The motion carried by a vote of 4 to 1, with Commissioner Lara against.

16. LEAPS Update.

- HR Director Bruce Whittington stated the search for next city manager is going according to plan. They will meet this Friday at 9 a.m. by Zoom or Google at City Hall. You can watch from the office or home and he will get the log in information out. The League will mc it and they will go over candidates and their rating. It should take an hour and a half to two hours.
- City Attorney Koehn stated since they have a majority, KOMA applies. They have to give notice to everyone, which means we'd have to give them all a copy of the Zoom information and once the meeting starts, someone has to make a motion to go into executive session to discuss nonelected personnel matters, the time and individuals invited. Someone would have to be in charge of the Zoom call to kick everyone else off who is not invited.
- City Clerk Hidalgo suggested having an open meeting at City Hall and the executive session would be in the conference room.
- Four Commissioners can attend. Commissioner Vazquez had planned to attend through Zoom. She needs to know how long it will last, as she now has to request that time off.
- Discussion was held regarding the different options to stay in compliance with KOMA.

The Commission will have a Special Meeting on Friday, March 11 at 3 p.m. at City Hall.

17. 2022 Heritage Trust Fund Grant Application

- Grants Director Karen LaFreniere was notified Friday afternoon that the City was awarded a grant from the State Historical for $90,000. The project total is $160,000 and the City match will be from Housing & Community Development. The award deadline is March 14, 2022.

Vice Mayor Linenbroker moved to accept the grant for the 2022 Heritage Trust Fund Grant Application in the amount of $90,000, with Commissioner Vazquez seconding the motion. The motion carried unanimously.

18. CITY STAFF.

- Public Grounds Director is asking to formalize Traffic Safety. Right now, it is comprised of city employees and one member from USD 480. He presented an ordinance to the group so they can review and eventually make it official. However, he is asking if the Commission is interested in making a formal board. He and Deputy Fire Chief Skeety Poulton fired it back up two years ago, but they have no real authority. Additional discussion was held regarding the 15th Street speed limit. The Commission is in favor of an ordinance.
- Deputy Fire Chief Skeety Poulton gave an update. The Fire Department joined Task Force 6. They were approached by Garden City to start a Western Kansas Arson Task Force. It would be a combination of fire investigators from western Kansas that can pool together on large incidents, and travel when they are needed. He has an agreement and bylaws he will let Lynn look at to make sure everything is okay. He will bring it to the Commission.

18. CITY MANAGER REPORT

- City Manager Burke commended Staff. He apologized and knows it's hard to plan because of the weather and they've all been doing a great job at adapting to the changing climate the last few weeks. He thanked Staff for doing a great job.

19. ITEMS FROM COMMISSIONERS

Commissioner Warren thanked the public and noted there is a good crowd at the meeting. He thanked Staff for everything they are doing. The weather is interesting right now with cold one week then nice the next week. He also thanked those in attendance.

Commissioner Lara thanked everyone who came to the meeting. Info from the public is very important. That is how he makes his decisions; it depends on what everybody says, what they need and what they want. He always said that was his plan and wants to continue doing that. He appreciates everyone who came out and showed support or gave their opinion because it's necessary. On Economic Development, he thinks they will be moving forward with that. That was one of the campaign promise he made. They've already discussed certain things and set up a deadline. We will probably be bringing that forward and try to combine Economic Development between the County and City. They will be looking into that and get a good timeline for everybody.

Commissioner Vazquez stated she is super excited to see a full house; it's exciting to see the community come out as they like to see and engage with the community. Something she spoke about on her campaign is helping small business owners. She has the pleasure of going through LEAD Liberal and numerous other leadership classes. She has a great partnership with the Kansas Leadership Center and they gave her scholarships to give out to people in the community to go to Wichita. She talked to them about how it's not easy to take off work and go to eastern Kansas. They will bring classes here for business owners or people who are interested in starting their own business. She doesn't have the dates yet, but the classes will be in English and Spanish. It's in the initial phase, but they are committed. This is something she is very looking forward to. She has been asked to speak at conferences and she likes to put Liberal on the map, so she never says no. She will be speaking at Women for Kansas in Wichita in June. She excited to be one of the panelists and presenters. Her goal is to put Liberal on the map and talk to the state about things that are happening in our corner of the state.

Vice Mayor Chris Linenbroker thanked Staff for all the work they did for Pancake Day. Pancake Day was a success again this year. The weather was nice. It was a really good event with a good turnout. He told everyone to prepare for snow.

Mayor Parsons thanked everyone for coming out. He is not sure how everyone feels on the sound in here. That was the idea of getting out of City Hall so that everybody could hear what is going on. Email him or let him know tonight whether you thought it was good enough. If this doesn't' work, they will try to find another place to meet that works and so everybody can hear. Let him know what you think. Pancake Day was awesome this year. It was a great turnout. That Board does a lot of hard work. It was a great event. There are a couple of things he wants to bring up during comments and not as an agenda item. There are some administration items that the city needs to address. We have a policy manual that he believes is inadequate to run an organization of this size. There was, at one point, an Administrative Policy Manual was a much better vehicle to help city run. It had policies like progressive discipline, travel policies, and that sort of stuff. He doesn't think the current policy addresses those well. He would like to bring those up for discussion very soon. It would make our organization run better if we had a better policy manual. The second thing is we no longer have pay scale. The City needs pay scale. He thinks the City needs a pay scale in order to budget right. Right now, Department Heads do not have a set scare to pay employees. He thinks it would be impossible for staff to budget a year in advance without having some sort of instrument to help guide what we pay our staff. That will be a bigger issue because that is a lot to recreate a pay scale; it will be difficult but he would like to tackle that soon. Another issue is Arkalon Park. Previously, it was run by the City Clerk for a long time and it's now being done by the Building Department. He thinks it's far better to put that park under Parks. They will do a better job at running that park than Code Enforcement Officers or Building Inspectors. He would like to see that addressed. He would like the Commission to tackle those things soon. He thanked the public for coming out and thanked Staff. He knows how hard they work with little appreciation. He wants to thank and recognize what they do.

Commission Lara moved to adjourn into an Executive Session for fifteen (15) minutes to discuss nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel matters of non-elected personnel and invites City Attorney Koehn.
Commission Warren questioned if that would be an amended agenda.
City Attorney Koehn stated they can make one, but the motion needs a second.
The motion was seconded by Commissioner Vazquez.
It was noted everyone but those invited to the Executive Session will need to leave the building and the sound on the cameras will also need to be turned off.
They will go in at 7:30 p.m. and return at 7:45 p.m. The motion carried unanimously.
Mayor Parsons inquired if the Commission wished to take any action as a result of the Executive Session.
Commission Lara moved to adjourn into an Executive Session for ten (10) minutes to discuss nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel matters of non-elected personnel and invites City Attorney Koehn. The motion was seconded by Vice Mayor Linenbroker and carried unanimously. They will go in at 7:47 p.m. and return at 7:57 p.m.
No action was taken.

20. VOUCHERS:
$1,427,342.89 dated March 8, 2022.
Commissioner Warren moved to approve the vouchers, with Vice Mayor Linenbroker seconding the motion. The motion carried unanimously.

The meeting was adjourned by Mayor Parsons.

Jeff Parsons, Mayor

ATTEST:

Alicia Hidalgo, CMC, City Clerk

DRAFT

SPECIAL MEETING OF THE LIBERAL CITY COMMISSION
March 11, 2022

The special meeting of the Liberal City Commission was held at 3:00 p.m. at City Hall, located at 324 N. Kansas Ave., on Friday, March 11, 2022.

Commission Present: Mayor Jeff Parsons, Vice Mayor Chris Linenbroker, Jose Lara, Janeth Vazquez, and Ron Warren.

Mayor Parsons called the meeting to order at 3:00 p.m.

1. Discussion on Washington DC Trip.
- Mayor Parsons questioned who was interested in attending the Western Kansas Delegation trip to Washington DC on May 8-10.
- Commissioner Vazquez and Commission Lara stated they would like to attend. Vice Mayor Linenbroker may attend.

2. Location of City Commission Meetings.
- Mayor Parsons recommended moving the meetings to the Blue Bonnet Community Building.

Commissioner Warren motioned to move the meeting to the Blue Bonnet Community Building (1109 West 7th Street), with Commissioner Vazquez seconding the motion. The motion carried unanimously.

3. EXECUTIVE SESSION- A one and one half hours (90 minutes) Executive Session per K.S.A 75-4319 (b)(1) – Personnel matters of nonelected personnel.

Mayor Parsons moved to go into executive session for forty-five minutes to discuss nonelected personnel pursuant to K.S.A. 75-4319(b)(1), which is the Personnel Matters of Nonelected Personnel exception under the Kansas Open Meetings and include City Attorney Koehn, HR Director Bruce Whittington, Brad Beer and Nikki Harrison from the League of Kansas Municipalities to the Executive Session. We will go in at 3:05 p.m. and return at 3:50 p.m. Commissioner Vazquez seconded the motion and the motion carried unanimously.

Mayor Parsons inquired if the Commission wished to take any action as a result of the Executive Session.

Vice Mayor Linenbroker moved to go into executive session for forty-five minutes to discuss nonelected personnel pursuant to K.S.A. 75-4319(b)(1), which is the Personnel Matters of Nonelected Personnel exception under the Kansas Open Meetings and include City Attorney Koehn, HR Director Bruce Whittington, Brad Beer and Nikki Harrison from the League of Kansas Municipalities to the Executive Session. We will go in at 3:55 p.m. and return at 4:40 p.m. Commissioner Vazquez seconded the motion and the motion carried unanimously.

No action was taken

The meeting adjourned at 4:40 p.m.

_____
Jeff Parsons, Mayor

ATTEST:

_____
Alicia Hidalgo, CMC, City Clerk

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 04/2023	35	33	1st	Yes
Eric Volden	1/2018 to 12/2025	29	25	Unexpired	Yes
Alaina Rice	5/2018 to 4/2022	31	28	unexpired term	Yes
LuWanna Hershey	06/2019 to 4/2022	31	28	unexpired term	Yes
Bambi Fulton	6/2020 To 6/2024	21	19	1st	Yes
Ty Lewick Agency Director					Yes

February 15, 2022– Regular Meeting – 12:00 pm

This meeting was called to order by Chair Alaina Rice, at 12:15pm. Present: Alaina Rice, Eric Volden, Katherine Owens, LuWanna Hershey, Bambi Fulton and Ty Lewick.

Items from Citizens – none

Consent Agenda –

- LuWanna Hershey moved to approve the Consent Agenda. Eric Volden seconded. Motion passed 5-0.

Old Business – None

New Business –

- Resolution 515-02-22 REMOVAL OF FIXED ASSETS
    - We need to remove a 20' Trailer that was destroyed at the county landfill and subsequently replaced by the landfill. We also need to remove a Snowblower from 1991, Paint Sprayer from 1990,

Maintenance Tools from 1993, Carpet Shampooer from 1997, Electrolux Commercial Vac from 2000, and an IBM ThinkPad from 2002. All items total $10,173.38 with $0.00 remaining Depreciation.
    - Bambi Fulton moved to approve the resolution. LuWanna Hershey seconded the motion. Motion Passed 5-0.
- Resolution 516-02-22 AUTHORIZATION TO CHANGE THE APPLICATION FOR SOUTHLAWN MANOR.
    - Due to changing USDA tracking requirements we must change the application to allow us to track where applicants heard about our property.
    - Katherine Owens moved to approve the resolution. Eric Volden Seconded the motion. Motion passed 5-0.
- Insurance for Southlawn –
    - This item must be tabled as we have not received all of our quotes.
    - LuWanna Hershey moved to table the item. Eric Volden seconded. Motion Passed 5-0.

Commissioner comments – None

Director Comments – We have a new website for the Housing Authority. www.liberalhousingauthority.net

Alaina Rice made the motion to adjourn the meeting at 12:46 pm. Eric Volden seconded the motion. Meeting Adjourned.

The next meeting will be on Tuesday, March 15, 2022 at 12:00 pm.

Respectfully submitted.

Secretary

SEAL

THE HOUSING AUTHORITY OF LIBERAL, KANSAS 1971

Chairman

Lease No. 112.02

AIRPORT LEASE

THIS AGREEMENT, entered into this 1st day of November, 2021, by and between the City of Liberal ("Lessor") and **Alvin Beavers, Attn: Eddie Beavers (DPOA), 35 South 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, 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 **$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

INSURANCE REVIEW

Prepared for:

Presented by:

Al Shank Insurance
Al Shank, CPCU, AAI
P.O. Box 2559, Liberal
(620) 624-2559
Revised 3/16/2022

This presentation is designed to give you an overview of the insurance coverages we provide for the City of Liberal. It is meant only as a general understanding of your insurance coverages and should not be construed as a legal interpretation of the insurance policies that are provided for you. Please refer to your specific insurance contracts for details on coverages, conditions, and exclusions.

PROPERTY

Blanket Buildings & Blanket Business Personal Property Replacement Cost Basis, Special Form, Agreed Value	$ 63,921,594
Designated Airport Buildings Actual Cash Value Basis, Special Form, Agreed Value	$ 3,920,737
Extra Expense	$ 500,000

Deductibles are $2,500 for all claims except wind & hail which has a $25,000 deductible per claim and 10% deductible on earthquake.

INLAND MARINE $ 6,528,758

Values include - Police video equipment, contractors' equip., computer hardware & software, fine arts, signs, and miscellaneous property.

Actual Cash Value - Deductibles range from $100 to $1,000
Electronic Data Processing – Replacement Cost & $1,000 Deductible

CYBER LIABILITY (BCS Insurance Company)

Privacy Liability (Including Employee Privacy)	$1,000,000
Privacy Regulatory	$1,000,000
Security Breach Response Coverage	$1,000,000
Security Liability	$1,000,000
Multimedia Liability	$1,000,000
Cyber Extortion	$1,000,000
Deductible	$ 10,000

GENERAL LIABILITY

General Aggregate	$2,000,000
Products/Completed Operations	$2,000,000
Personal & Advertising Injury	$1,000,000
Each Occurrence	$1,000,000
Medical Expense	$ 10,000
Fire Damage	$ 500,000

LAW ENFORCEMENT LIABILITY

Per Occurrence	$1,000,000
Annual Aggregate	$2,000,000
Medical Expense (Any One Person)	$ 5,000
Deductible	$ 5,000

AUTOS (223 Insured Items)

Combined Single Limit - Bodily Injury & Property Damage	$1,000,000
Uninsured/Underinsured Motorist	$ 100,000
Hired & Non-Owned Auto Liability	$1,000,000
Medical Payments	$ 5,000

Physical damage deductibles range from $250 on specified perils to $500 on comprehensive and $1,000 on collision. The exception is vehicles valued over $100,000. Their deductible is $3,000.

CRIME & FIDELITY

Inside or Outside the Premises (Money/Securities)	$ 50,000
Computer & Funds Transfer Fraud	$ 50,000
Forgery or Alteration	$ 500,000
Fidelity-Blanket on all Employees	$ 500,000

WORKERS COMPENSATION

Employers Liability		$1,000,000
EL- Disease Policy Limit		$1,000,000
EL- Disease Each Employee		$1,000,000
Experience Modification 2023	1.33	
Deductible $2,000		
Previous Experience Modification Factors:		

2018-1.14
2019-1.32
2020-1.25
2021-1.21
2022-1.21

AIRPORT LIABILITY W/TERRORISM

Premises Limit	(ACE Insurance)	$5,000,000
Products Limit		$5,000,000
Fire Damage (Any one fire)		$ 100,000
Medical Payments		$ 10,000

LINEBACKER-PUBLIC OFFICIALS & EMPLOYMENT PRACTICES LIABILITY

Per Occurrence	$1,000,000
Aggregate	$2,000,000
Deductible – per loss	$ 10,000
Retro Date	1-1-1989

EMPLOYEE BENEFITS LIABILITY

Per Occurrence	$1,000,000
Aggregate	$2,000,000
Deductible – per loss	$ 1,000
Retro Date	1-1-1994

LIQUOR LIABILITY – GOLF COURSE

General Aggregate	$1,000,000
Each Occurrence	$1,000,000

CITY OF LIBERAL

PREMIUM SUMMARY

Current Premium	**$ 731,562**
TOTAL Proposed 2022-2023	**$ 794,956**

Renewal Notes:

1. **In the past 16 straight years, the City has received over $1.1 Millon in dividends as a member of EMC's Kansas Municipalities Group, and while dividends are not guaranteed you have not missed a dividend in that time. In the past 6 years the annual dividend average has been $100,898. Last year's check was $111,800.62.**

2. **This policy year the claim areas that have impacted the renewal are property, general liabilty, and worker's compensation. Both property and general liability have $200,000 each in paid claims and reserves. The worker's compensation experience modification factor went up 11% increasing that premium as well. $55,344 of the total premium increase is in these areas.**

3. **Property values are up about 5% due to inflation.**

4. **You may remember that last year the Commission reviewed and renewed the travel accident policy that the City has carried for a number of years. It is $350/year. I would ask that you consider renewal of this policy too.**

5. **Should the City look at an umbrella liability policy to supplement your existing auto, general liabililty, worker's compensation, law enforcement, and linebacker coverage? We would be glad to bring pricing back at a future meeting.**

Revised 3/16/2022

(First published in the High Plains Daily Leader & Times, Liberal, Kansas this ___ day of _____)

ORDINANCE No._____

AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF LIBERAL, KANSAS; AUTHORIZING THE OPERATION OF MICRO UTILITY TRUCKS OR UTILITY TERRAIN VEHICLES; AMENDING SECTION 14-111 OF THE CODE OF ORDINANCES OF THE CITY OF LIBERAL AND REPEALING SECTION 114.2 OF THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, EDITION 2021

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

SECTION 1. Section 14-111 of the Code of Ordinances of the City of Liberal, Kansas is hereby amended to read as follows:

"14-111 SECTION 114.2. The Standard Traffic Ordinance is amended to read as follows:

DRAFT

Sec. 114.2. Unlawful Operation of a Micro Utility Truck (MUT) or Utility Terrain Vehicle (UTV).

(a) A Micro Utility Truck (MUT) shall be defined as in Article 1, Section 1 of the Standard Traffic Ordinance. A Utility Terrain Vehicle (UTV) shall be defined as the industry classifies and having the common characteristics of:

(1) Longer and wider than an ATV
(2) Side-by-side seats
(3) Seat belts
(4) A roll cage
(5) A rear cargo area

(b) It shall be unlawful for any person to operate a MUT or UTV on any interstate highway, federal highway, or state highway.

(c) Operation of a MUT or UTV is authorized within the corporate limits of the city, subject to the requirements of this section.

(d) No MUT or UTV shall be operated on any public highway or street within the city unless the person operating the MUT or UTV complies with article 19 of the Standard Traffic Ordinance pertaining to driver's license and vehicle tags.

(e) A person operating a MUT or UTV shall comply with all sections of the Standard Traffic Ordinance which pertain to operation of a motor vehicle including but not limited to equipment, insurance, registration, etc.

(f) No MUT or UTV shall be operated on any public highway or street, unless the MUT or UTV complies with Article 17 of the Standard Traffic Ordinance pertaining to lights, brakes, horns and other equipment.

(g) No person shall operate a MUT or UTV vehicle without first obtaining a vehicle inspection and vehicle registration from the Liberal Police Department (LPD), and obtaining a registration plate from the LPD. The registration plate shall be displayed on the MUT or UTV during all operation on any public highway or street in the city. The MUT or UTV registration and plate program shall be administered pursuant to the policies and procedures, including assessment of any required fees, established by the LPD. In no event shall the MUT or UTV be provided a license plate unless proof is provided that the MUT or UTV is titled to the applicant, proof of minimum insurance coverage as provided in Section 200 as amended of the Kansas Standard Traffic Ordinance, and proof of property tax being paid in the county where the applicant resides for said MUT or UTV.

(h) The provisions of subsection (a) shall not prohibit a MUT or UTV from crossing a federal or state highway. (K.S.A. Supp. 8-15, 106)"

SECTION 2. This ordinance shall be in full force and effect on the ____ day of _____ 2019, and from and after it's publication in the High Plains Daily Leader and Times, the official newspaper.

DRAFT

APPROVED AND PASSED by the Governing Body of the City of Liberal, Kansas, this ___ day of _____, 2022.

_____
Jeff Parsons, Mayor

(SEAL)

ATTEST:

_____
Alicia Hidalgo, City Clerk

AGREEMENT AND QUIT CLAIM CONVEYANCE

THIS DEED, made this _____ day of ___February_____, 20_____, between _____City of Liberal___, a municipal corporation duly organized, incorporated and existing under and by virtue of the laws of Kansas and having its principal place of business at Liberal, Seward County, in the State of Kansas, as "FIRST PARTY," and _____Tree Street Development, LC_____ of Liberal, Seward County, Kansas, as "SECOND PARTY".

A. First Party as a condition of approval of the Park Properties plats of circa 1976, required dedication of land to the City for use as park and open space purposes. City failed to develop and use said property for the intended purposes to this date. Subsequent changes in living habits, development of surrounding property, including a recently built middle school, now negate the park need, for incurring the development costs or the continuing maintenance costs of an additional park. Also, the City in approving the Meadowlark Addition plat along with requiring a replat of portions of Park Properties Third and Park Properties Fourth Additions, by such approvals did assure the area of adequate public services, amenities and infrastructure.
B. Second Party is the successor in interest of Park Properties, Inc., the dedicator of the subject property, and desires return of the dedicated property for use compatible with the area. [KSA 79-1437e(a), exemptions: 3, 4, 12]

WITNESSETH: That First Party, without further consideration, does by these presents grant, bargain, sell and convey unto Second Party, its heirs, successors and assigns, all of the following described real estate situated in Seward County, Kansas, to-wit:

All the surface only of Lot 1, Block 3, Park Properties Third Addition, City of Liberal, according to the recorded plat thereof; except, First Party releases all claims for need of the property for park and open space purposes, and Second Party waives all demands for First Party to develop and use the property for park and open spaces purposes as referenced in Deed dated May 21, 1976, recorded in Book 288 at Page 371.

TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in any wise appertaining, forever.

IN WITNESS WHEREOF, First Party has caused this deed of conveyance to be signed on its behalf by its Mayor, and attested to by its Clerk as duly authorized to do so, the day and year first above written.

Seal

City of Liberal, Kansas

By_____
Jeff Parsons, Mayor

_____
Alicia Hidalgo, Clerk

STATE OF KANSAS, COUNTY OF SEWARD, SS:

BE IT REMEMBERED, that on this _____ day of ___February___, 20_____, before me the undersigned, a Notary Public, in for the County and State aforesaid, came ___Jeff Parsons, Mayor, City of Liberal, KS___, a municipal corporation duly organized, incorporated and existing under and by virtue of the laws of Kansas, and ___Alicia Hidalgo____, Clerk, who are personally known to me to be the same persons who acknowledged the execution of the same to be the act and deed of said corporation.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal the day and year last above mentioned.

_____
Notary

My Commission Expires:

\deed qc lot1 blk3 pp3 city to tsd 22.0

CORPORATION QUIT CLAIM DEED (Following Kansas Statutory Form)

Entered in Transfer Record in my office this ____ day of _____, A. D., 19__

_____ County Clerk.

PARK PROPERTIES, INC. 1410

A corporation duly organized, incorporated and existing under and by virtue of the laws of the State of Kansas and having its principal place of business at Liberal County of Seward, in the State of Kansas,

QUIT CLAIMS TO CITY OF LIBERAL, a municipal corporation all the following described REAL ESTATE in the County of Seward and the State of Kansas, to-wit:

The surface only of Lot One (1), Block Three (3), Park Properties Third Addition, Liberal, Kansas, for park and open space purposes; subject to easements, restrictions and reservations of record, if any,

for the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration

PARK PROPERTIES, INC. CORPORATE SEAL LIBERAL, KANSAS

(Corporate Seal)

PARK PROPERTIES, INC.

By John T. Smith, President

ATTEST:

Gene H. Sharp, Secretary

STATE OF KANSAS, SEWARD COUNTY, ss.

BE IT REMEMBERED, That on this 21st day of May A.D. 19 76 before me, the undersigned, a Notary Public in and for the county and State aforesaid came John T. Smith President of PARK PROPERTIES, INC. a corporation duly organized, incorporated and existing under and by virtue of the laws of the State of Kansas, who is personally known to me to be such officer, and who is personally known to me to be the same person who executed, as such officer, the within instrument of writing on behalf of said corporation, and such person duly acknowledged the execution of the same to be the act and deed of said corporation.

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

SEAL

Diana R. Lodge Notary Public.

Term expires DIANA R. LODGE NOTARY PUBLIC Seward County, Kansas My Commission Expires October 31, 1976, 19

STATE OF Kansas } ss.
Seward County,

This instrument was filed for record on the 21 day of May, A. D., 19 76 at 1:10 o'clock P M., and duly recorded in book 288 of Deeds at page 371

Allen Hause DC

ALLEN HOUSE, Register of Deeds.

Deputy.

Fees, $

(This form is printed by the Kansas Bar Association solely for the use of its Members)

Business Entity Search

Date: 02/25/2022

Be advised the business information on this page is for summary informational purposes only. It is not an official filing with the Secretary of State's office and should not be relied on as such. Please view actual documents filed by customers with the secretary of State's office to ensure accurate information. When filing a Uniform Commercial Code statement on an entity, consult with your attorney to ensure the correct debtor name.

Business Summary

Current Entity Name	Business Entity ID Number
PARK PROPERTIES, INC.	0195792

Current Mailing Address: 404 N KANSAS, LIBERAL, KS 679013330

Business Entity Type: KANSAS FOR PROFIT CORPORATION

Date of Formation in Kansas: 06/02/1971

State of Organization: KS

Current Status: DISSOLVED

Resident Agent and Registered Office

Resident Agent: JOHN T. SMITH

Registered Office: 21 PLAZA DR, LIBERAL, KS 67901

Annual Reports

The following annual report information is valid for active and delinquent status entities only.

Tax Closing Month: 10

The Last Annual Report on File: 10/2004

Next Annual Report Due: 00/00/0000

Forfeiture Date: 00/00/0000

Business Entity Search

Date: 02/25/2022

Be advised the business information on this page is for summary informational purposes only. It is not an official filing with the Secretary of State's office and should not be relied on as such. Please view actual documents filed by customers with the secretary of State's office to ensure accurate information. When filing a Uniform Commercial Code statement on an entity, consult with your attorney to ensure the correct debtor name.

Business Summary

Current Entity Name	Business Entity ID Number
TREE STREET DEVELOPMENT, LC	2667855

Current Mailing Address: JOHN T SMITH LIVING TRUST 404 N KANSAS, LIBERAL, KS 67901

Business Entity Type: KANSAS LTD LIABILITY COMPANY

Date of Formation in Kansas: 11/09/1998

State of Organization: KS

Current Status: ACTIVE AND IN GOOD STANDING

Resident Agent and Registered Office

Resident Agent: JOHN T. SMITH ASSOCIATES, INC.

Registered Office: 404 N Kansas Ave, LIBERAL, KS 67901

Annual Reports

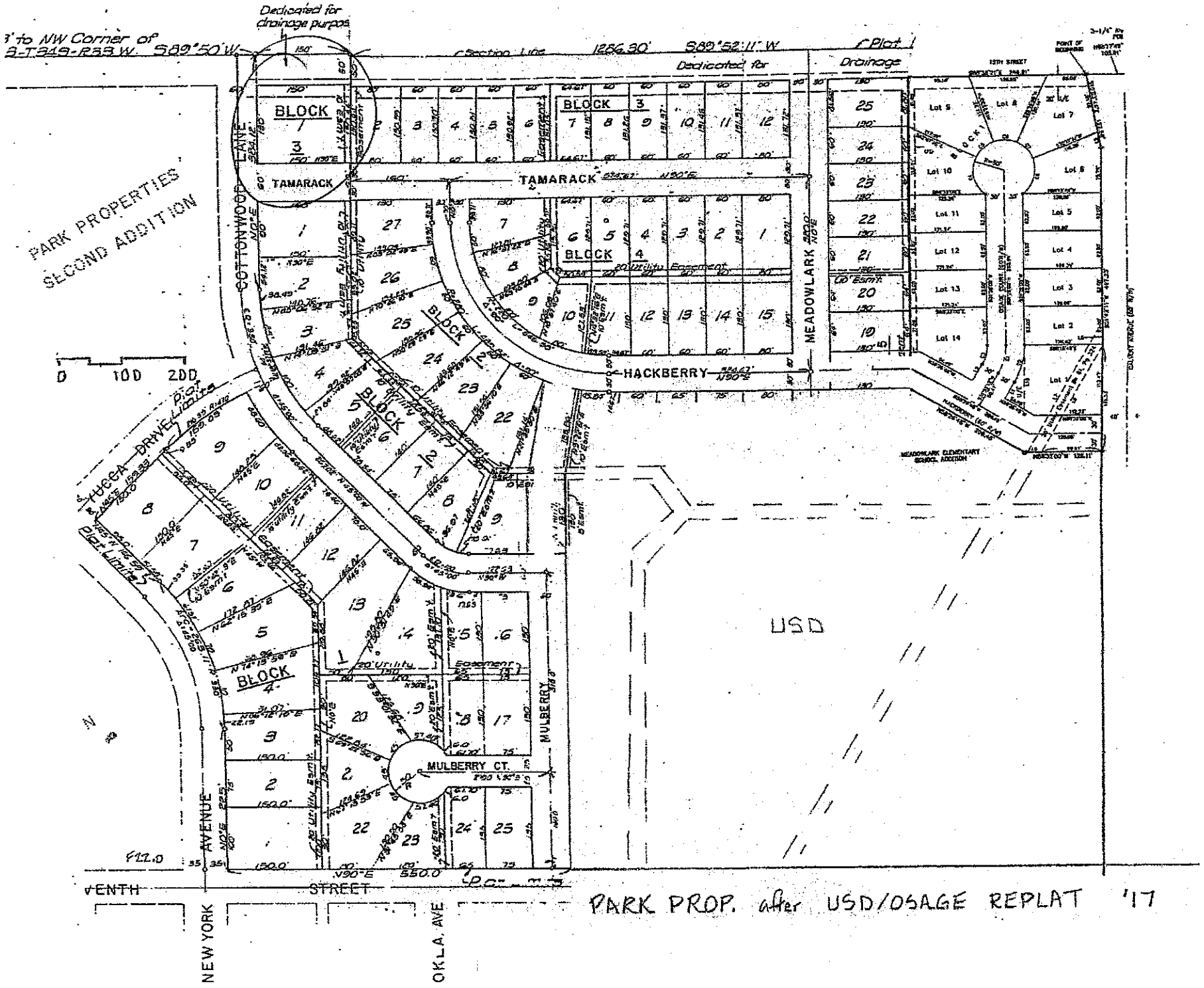
The following annual report information is valid for active and delinquent status entities only.

Tax Closing Month: 12

The Last Annual Report on File: 12/2020

Next Annual Report Due: 04/15/2022

Forfeiture Date: 07/15/2022


Dedicated for drainage purpos
1' to NW Corner of S-T34S-R33W S89°50'W
Section Line
1286.30'
S89°52'11"W
Plat
Dedicated for
Drainage
PARK PROPERTIES
SECOND ADDITION
COTTONWOOD LANE
TAMARACK
BLOCK
HACKBERRY
MEADOWLARK
YUCCA DRIVE
MULBERRY
MULBERRY CT.
AVENUE
NEW YORK
OKLA. AVE
VENTH
STREET
USD
0 100 200
PARK PROP. after USD/OSAGE REPLAT '17

E 11TH ST
PLAZA DR
E 14TH ST
E 15TH ST
N NEW YORK AVE
TOWERS ST
COTTONWOOD LN
E 15TH ST
E 11TH ST
TAMARACK
WAY DR
E 11TH ST
HACKBERRY
OSAGE CT
N CALVERT AVE

PERMANENT PUBLIC UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Tree Street Development, LC (herein "GRANTOR"), by and through its registered agent, John T. Smith, for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby warrant convey and assign unto The City of Liberal, Kansas, its successors and assigns (herein "GRANTEE") the right to lay, construct, maintain, alter, inspect, repair, replace, operate and remove water line(s) and any appurtenances incident to the operation or protection thereof on, over and through the following described real estate (herein "Easement Property") as seen in the attached Exhibit A, and more specifically described as:

A parcel located in Lot 1, Block 3, Park Properties Third Addition, Liberal, Seward County, Kansas:

Commencing at the Northeast corner of said Lot, thence S01°28'53"W along the East side of said Lot a distance of 20.00 feet to the South line of an existing utility easement, thence N88°42'39"W along said South line a distance of 10.90 feet to the Point of Beginning of parcel to be described;
-thence continuing N88°42'39"W along said South line a distance of 25.00 feet;
-thence S00°55'26"W a distance of 20.00 feet;
-thence S88°42'39"E a distance of 25.00 feet;
-thence N00°55'26"E a distance of 20.00 feet to the Point of Beginning.

Said parcel contains 500.00 square feet, more or less, and is subject to easements, reservations and restrictions of record.

TO HAVE AND TO HOLD THE SAME UNTO Grantee, its successors and assigns, together with the right of ingress and egress across the Easement Property for the purposes aforesaid.

1. **Term of Easement.** This easement shall be granted inperpetuity, unless and until the same is released of record by Grantee.

2. **Restrictions on Use.** The following activities shall be prohibited by

Grantor or any person or entity operating by, through or under Grantor, on the Easement Property:

(i) The construction of any building or other improvement.

(ii) Excavation for any purpose.

Grantor shall not interfere with the exercise by Grantee of the rights granted herein.

3. Restoration of Property. Upon Grantee's completion of any of the operations authorized by this easement, Grantee shall immediately restore the Easement Property to the condition existing prior to commencement of such operation.

4. Grantee Restrictions. Nothing herein shall be deemed to authorize Grantee to enter upon, or travel across, any of Grantor's property adjacent to the Easement Property.

5. Warranty of Title. Grantor covenants that it is the owner of the premises and has the right, title and capacity to grant the easement granted herein.

6. Binding Effect. This easement shall run with the land and the terms, conditions and provisions hereof shall extend to and be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the parties hereby have executed this Permanent Public Utility Easement effective the 22nd day of March, 2022.

Tree Street Development, LC
John T. Smith, authorized agent.
"GRANTOR"

THE CITY OF LIBERAL, KANSAS

BY:_____
Brad Beer, Assistant City Manager

ATTEST:

_____
Alicia Hidalgo, City Clerk

"GRANTEE"

STATE OF KANSAS, COUNTY OF SEWARD, SS:

On this 22nd day of March, 2022, before me the undersigned, a Notary Public in and for the County and State aforesaid, personally appeared John T. Smith, authorized agent for Tree Street Development, LC, to be known to be the identical person who signed the name of the maker thereof to the within and foregoing instrument and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

_____
Notary Public

My Commission Expires:

SEAL

STATE OF KANSAS, COUNTY OF SEWARD, SS:

On this 22nd day of March, 2022, before me the undersigned, a Notary Public in and for the County and State aforesaid, personally appeared Brad Beer, known to be the identical person who signed the name of the maker thereof to the within and foregoing instrument as Assistant City Manager, respectively of The City of Liberal, Kansas, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein set forth.

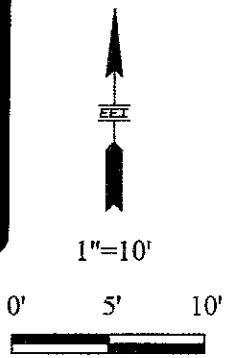
_____

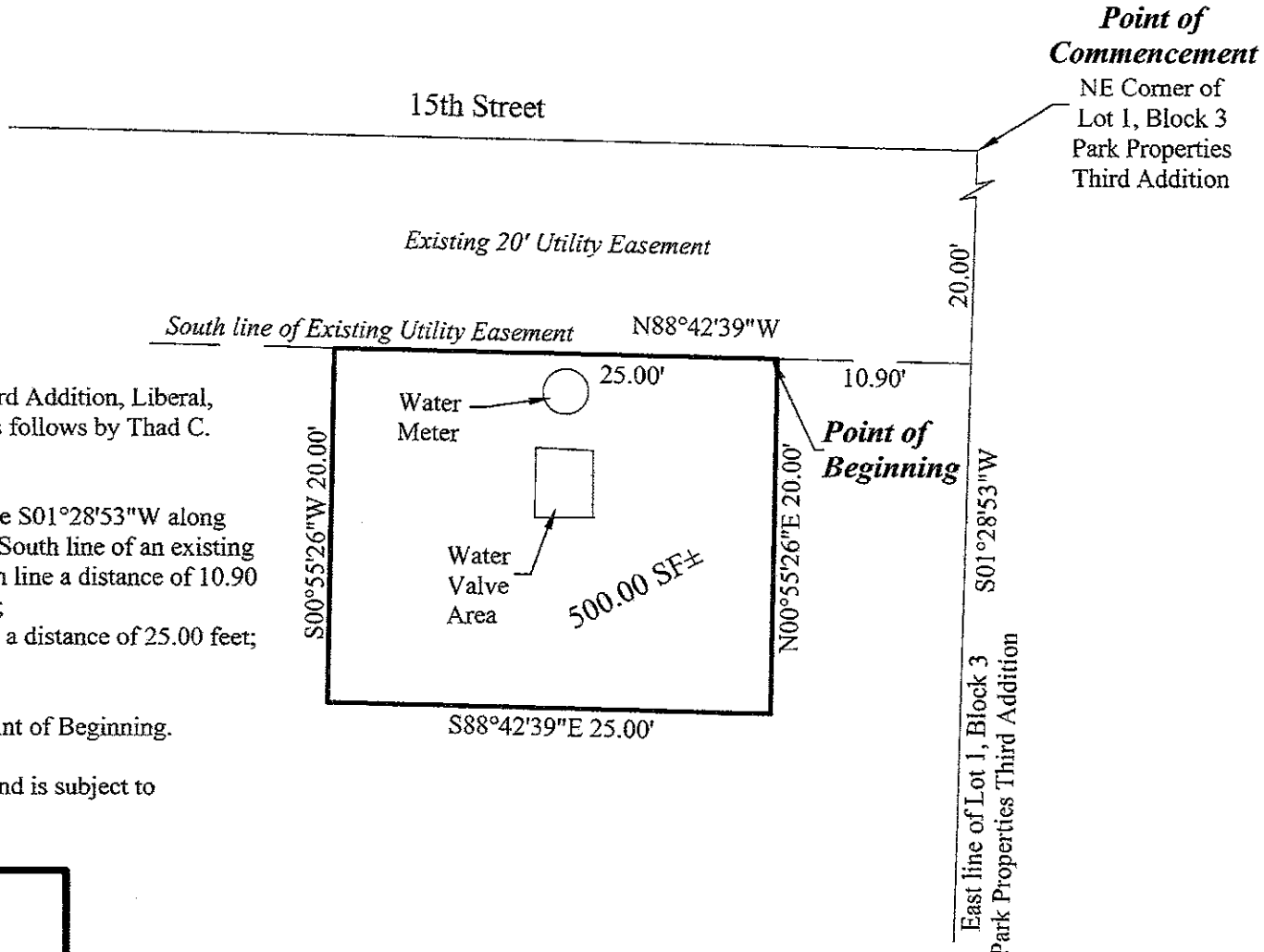
Notary Public

My Commission Expires:

SEAL

EXHIBIT "A"





LEGAL DESCRIPTION

A parcel located in Lot 1, Block 3, Park Properties Third Addition, Liberal, Seward County, Kansas, more particularly described as follows by Thad C. Reynolds, L.S. #1354 on March 11, 2022:

Commencing at the Northeast corner of said Lot, thence S01°28'53"W along the East side of said Lot a distance of 20.00 feet to the South line of an existing utility easement, thence N88°42'39"W along said South line a distance of 10.90 feet to the Point of Beginning of parcel to be described;
-thence continuing N88°42'39"W along said South line a distance of 25.00 feet;
-thence S00°55'26"W a distance of 20.00 feet;
-thence S88°42'39"E a distance of 25.00 feet;
-thence N00°55'26"E a distance of 20.00 feet to the Point of Beginning.

Said parcel contains 500.00 square feet, more or less, and is subject to easements, reservations and restrictions of record.

EARLES ENGINEERING & INSPECTION, INC.
Engineers – Surveyors – Construction Inspectors
116 N. Augustus St. McPherson, Ks 67460 (785)309-1060
211 North Kansas Liberal, Kansas 67901 (620)626-8912
112 W. 4th St. Pittsburg, Ks 66762 (620)308-5577
Email: earlesinc@earleseng.com

PROJECT NO: 21-735a	Easement in Lot 1, Block 3 Park Properties Third Add. Liberal, Seward Co. Kansas
DRAWN BY: JR	
DATE: 3/11/2021	
PAGE: 1 of 1	

CITY OF LIBERAL
CITY COMMISSION MEETING
March 22, 2022
Agenda Item # 11

TO: Mayor Jeff Parsons
Vice Mayor Chris Linenbroker
Commissioner Jose Lara
Commissioner Janeth Vazquez
Commissioner Ron Warren

CC: Chris Ford, Finance Director

FROM: Skeety Poulton, Deputy Chief

SUBJECT: **Western Kansas Fire Investigation Task Force**

DATE: March 18, 2022

The Liberal Fire Department has been in communication with the Garden City Fire Department in regards to the creation of and joining a Western Kansas Fire Investigation Task Force. This task force will assist Western Kansas fire departments with large scale or difficult fire investigations, which can quickly overwhelm smaller departments or individual investigators. Since this is a new task force, guidance and assistance with the legal documents came from the Kansas State Fire Marshal's Office, Investigation Division. I forwarded the documents to City Counsel Lynn Koehn for review. Mr. Koehn has no objections to the documents and we understand that the agreement does not go into effect until approved through the Kansas Attorney General's Office. Once the City Commission approves entering into the interlocal agreement, we will submit it with a copy of the minutes of this commission meeting as proof of approval.

Staff Recommendation: Authorize the Liberal Fire Department to enter into the interlocal agreement and participate in the Western Kansas Fire Investigation Task Force,

WESTERN KANSAS FIRE INVESTIGATION TASK FORCE

RECIPROCAL INVESTIGATION INTERLOCAL AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____ 20_____, between the Western Kansas Fire Investigation Task Force and_____,

a public entity which is located within one of the counties of Finney, Ford, Ellis, or Seward, in the State of Kansas. After having been duly considered and approved by the Attorney of the State of Kansas.

WITNESSETH:

Whereas: it is considered to be advantageous to all parties to assist each other in investigations of fires and explosions where investigation personnel of only one of the parties would be inadequate to investigate a fire or explosion thoroughly and promptly; and

WHEREAS, this agreement is entered into pursuant to the authority of K.S.A. 2015 Supp. 12-2904, and amendments thereto.

NOW THEREFORE, in consideration of the mutual agreement herein, these parties mutually agreed as follows.

1. The Western Kansas Multi-County Fire Investigation Task Force is an organization whose purpose is to provide an investigation group of personnel to an agency or district within the Western Kansas Multi-County Fire Investigation Task Force group when needed.

2. Each party shall furnish to the other available investigation equipment and personnel and assist in investigating fires and explosions, where such fires and explosions are beyond the investigative capacities of their respective fire departments, police departments, or fire districts as determined by fire chiefs, and/or police chiefs responsible for the investigation of the incidents, subject to the following terms and conditions:

a. No party shall be obligated hereby to furnish equipment or personnel under such circumstances as would materially weaken the fire protection to its primary area. This determination is within the discretion of its fire chief.

b. No party shall be obligated hereby to furnish equipment or personnel under such circumstances as would weaken the police protection to its primary area. This determination is within the discretion of the police chief.

c. Each party waives all claims against the other for any loss, damage, personnel injured or death occurring in consequence of the performance of such agreement.

d. No liability shall attach to any party or account for the performance hereby or act performed or omitted hereunder.

e. Neither the parties nor their employees shall be liable in damages to any person by reason of any act or omission arising out of this agreement.

f. The parties agree to allow the By-Laws of the Western Kansas Multi-County Fire Investigation Task Force to be the rules of the organization and the Board of Directors of the organization shall determine when the Task Force should operate, and how the Task Force operates.

3. In the event the Task Force should disband, any personal or real estate properties that have been purchased, collected, donated, or otherwise obtained shall be disposed of in one of the following manners:

a. The property shall be returned to the parties or agency who donated the property.

b. The property shall be sold by sealed bid or auction and the proceeds returned to the parties or agencies who provided them.

c. If the property cannot be returned to the agency or parties who donated them then the property shall be sold and converted to cash and placed in the Task Force Funds.

d. All cash remaining in the Task Force Funds shall be equally distributed to the participating members' governmental agencies.

e. A majority vote of the Task Force Board of Directors shall determine which of the previous options shall be used.

4. This agreement shall continue perpetually from the _____ day of _____, 20___; provided, however, this agreement may be terminated by any party on a thirty (30) day written notice to the Board of Directors.

5. No compensation, money or otherwise, will be payable to any party for their performance in furnishing personnel and/or equipment as required by this agreement.

IN WITNESS WHEREOF, the parties entering into this agreement within the jurisdictions and counties of Finney, Ford, Ellis and Seward Counties in the State of Kansas and upon approval of such agreement by the Attorney General in accordance with K.S.A. 2015 Supp.12-2904(g), along with the filing of this agreement with the Secretary of State Kansas and the Register of Deeds office where those counties are in. This agreement shall be in full force and effect, the parties have here into set their hands this _____ day of _____, 20_____.

By_____

_____

Signed Mayor

_____ President – WKMCFITF

The foregoing instrument was acknowledged before me this _____ day of _____,

20_____, by _____.

_____

Notary Signature

My commission expires: _____

Western Kansas Multi County
Fire Investigation Task Force

Task Force Activation Protocol

Established 04/01/2022

Activation Procedures

1. If the incident requires the activation of the Task Force, a call shall be made to a member of the Board of Directors, preferably the Chairperson. This call shall come from a member of the Task Force of the requesting department. If no investigator is on scene, the IC shall contact the ECC and request that a board member contact the IC.

2. The Task Force shall be activated as soon as the need is recognized. If the fire involves the death or serious injury of a firefighter, multiple fatalities, or 3rd alarm and above, all board members shall be notified by the ECC. If a request is made after the eight-hour deadline, a majority of the Board of Directors shall make the final decision as to activation.

3. The Director receiving the call shall attain the following information:

- Name, rank, and phone number of the calling party/jurisdiction requesting assistance.
- Location where the Task Force is to convene.
- A brief description of the incident.

4. The Director shall alternate departments on a call out in order that manpower utilization will be more evenly distributed. Consideration will be given to distance and travel times when seeking personnel.

5. Task Force members should be informed of the time, location, and person that they will report to.

6. Each agency should make prior arrangements to provide a suitable location for the Task Force to operate from.

7. On the third day after the Task Force has entered a case, the Directors shall review the evidence and scope of the investigation to afford direction and guidance. Reviews will be conducted at frequent intervals to ascertain the progress of the investigation.

8. No investigation by the Task Force will be extended over five days, except where unusual circumstances warrant an extension. Any questions concerning extension should be referred to the Director's for decision.

9. The host agency has complete control for authorization of all expenditures involved in a Task Force investigation.

GENERAL SUPERVISION

The overall supervision of the Task Force is vested in the Chairperson and Directors. This group will determine major policy, establish necessary operating principles for the Task Force, and shall have authority for assignment or withdrawal of Task Force personnel from any case or area of a participating agency.

The requesting agency will be in full charge of any investigation arising from its jurisdiction. This accountability cannot be delegated to a Task Force member by the requesting agency without the approval of a Director. Such approval, if granted, shall be in writing and a copy given to the Task Force member assuming responsibility.

TASK FORCE INCIDENT COMMANDER

1. The ranking officer of the requesting agency or his designee will be in charge of Task Force members assigned to assist. This officer will assist the Task Force Incident Commander (TFIC) and will be ultimately responsible for the investigation.

2. Responsibilities for the TFIC will include:

A. Arrange a location for the Task Force to operate.

B. Provide proper equipment for the investigation.

C. Arrange for transportation and communication needs.

D. Establish liaison with criminal investigative laboratories, LEO agencies or other public or private firms which can aid in the investigation.

E. Meet the personal and official needs of the task force.

3. Maintain constant liaison with the District Attorney.

4. Call meetings at regular intervals to brief members of the progress of the case.

5. Prepare reports of difficulties encountered with regarding; administrative, legal, or logistical issues, and provide copies to the Directors.

6. The TFIC will meet daily with the Directors for a briefing/discussion of the progress of the case and the need of reduction of Task Force.

7. Once a case is concluded, a complete and comprehensive report of the investigation will be written by the TFIC, and those designated, and submitted to the Board of Directors.

INVESTIGATIVE SUPERVISOR

1. Shall be an experienced officer skilled in the actual direction of a criminal investigation and in the supervision of personnel.

2. Will serve as the chief assistant to the TFIC by taking direct charge of the investigation if needed.

3. Review all reports, including those considered non-productive, to make certain that no leads are overlooked.

4. Upon discovery of leads, will prepare lead cards, assign leads for investigation and follow up.

5. Ensures that prospective witnesses not located or interviewed initially are rescheduled for interview.

6. Consults with the TFIC and DAs office regarding legal problems which may be encountered.

7. Keeps TFIC fully informed as to the progress of the investigation.

8. Controls activities of all investigative personnel, ensuring that they report their progress in assigned tasks before following any new line of inquiry.

ORIGIN & CAUSE SUPERVISOR

1. Shall be a certified CFI skilled in the actual direction of a scene investigation, and in the supervision of personnel.

2. Will serve as an assistant to the TFIC of the case by taking direct charge of the fire or explosion scene investigation.

A. Supervise the actual fire or explosion scene after preliminary review of the physical circumstances. Direct the activities of the evidence officer in photographing, gathering, identifying, and preserving all physical evidence.

B. Ensure that the fire or explosion scene is preserved until all evidence has been retrieved and the District or County Attorney authorizes its release.

C. Will recommend to the TFIC the use of technicians and equipment beneficial to the investigation.

3. Keeps the TFIC fully informed as to the progress of the scene investigation.

4. Controls activities of all scenes investigative personnel, insuring that they report their progress in their assigned tasks.

5. Upon completion of the scene investigation the Scene Supervisor and those designated, shall complete a comprehensive report as to the origin and cause of the fire or explosion and submit it to the TFIC.

REPORT SUPERVISOR

The Report Supervisor shall be responsible for receiving, indexing, filing, summarizing, and reviewing all case reports and for supervising assigned clerical personnel. Duties may include:

1. Require each investigator to use and properly complete all forms provided for reporting.

2. Obtain individual reports for each suspect investigated.

3. Maintain the main file case and place only productive information in the file.

4. Place all non-productive information (elimination or suspects, etc.) in a secondary file.

5. Upon termination of the Task Force participation in the investigation, prepare a general report of the findings, (with a resume introduction)

which is indexed and divided according to chronology of events and categories of investigation.

6. Upon completion of a case by the Task Force, work with the Das office and TFIC to prepare an indexed prosecution summary listing the facts of the incident, any criminal history of defendants.

7. The host agency shall furnish all typing and clerical personnel needed by the Task Force. If these services are not available by the host agency, the Board of Directors will provide the necessary personnel.

EVIDENCE OFFICER

The Evidence Officer shall be from the host agency. In the event one is not available, one will be appointed by the chief ranking officer of the host agency and the TFIC.

1. The Evidence Officer shall be responsible for photography of the scene and each article of evidence, scale drawing of the scene and the gathering, identification and preservation of all physical evidence.

2. Responsible for physical evidence and for transporting evidence to appropriate laboratory for examination.

3. Oversee the chain of custody for all evidence.

4. Instruct all Task Force personnel in the importance of handling or preservation of evidence brought to their attention.

5. Prepare reports of activities and findings.

PIO

A specific PIO is not required of every case the Task Force might be utilized on. It is known that certain cases, because of the very nature of the incident, the prominence of the victim, etc., dictates that a separate individual would be required to perform the duties of the PIO. The duties of the PIO will be handled by the host agency, unless otherwise requested by the host agency.

1. The PIO will handle all phases of possible news coverage as directed by the TFIC and will not release ANY information unless approved by the TFIC and the host ranking officer.

2. Exercise extreme discretion in preventing disclosures possibly hampering future investigation and endangering witnesses.

3. Maintain file case and news clippings for use as required.

4. Serve as liaison officer between the TFIC and the Media.

SAFETY OFFICER

The need for assignment of a Safety Officer will be determined by the TFIC.

The PRIMARY responsibility of the Safety Officer is for the well-being of the Task Force personnel. The Safety Officer shall follow the safety protocols as outlined in the most current edition of NFPA 921. Duties will include:

1. Safety considerations of the structure.

2. Smoke and fire exposure considerations.

3. Inclement weather heat/cold considerations.

4. Physical condition of the task force members' e.g., physical activity, food and water needs and emotional considerations.

PHOTOGRAPHER

The photographer shall be assigned by the TFIC. A photo log assistant may also be assigned with the photographer if needed. The photographer shall follow the photographic protocols as outlined in the most current edition of NFPA 921 for scene documentation. The photographer's duties and responsibilities may include:

1. The photographic documentation of: The scene, evidence and evidence collection.

2. Preservation of all original photographs taken at the incident and secure storage and back-up of these photographs.

3. Ability to produce prints and enlargements at the request of the TFIC.

4. Completion and accuracy of the photo log.

5. Any aerial photographs as needed.

SKETCH/DIAGRAM PERSON

1. The sketch/diagram person shall be responsible for the documentation of the scene via sketches and diagrams assigned by the TFIC. This person shall be following the procedures outlined in the most current edition of NFPA 921

.

K9 Handler

The K9 Handler will be assigned to the Origin and Cause supervisor. The handler is responsible for the welfare and safety of the dog.

CONSTITUTION AND BY-LAWS
WESTERN KANSAS MULTI-COUNTY TASK FORCE

Adopted: 03/11/2022

Amended:

ARTICLE I
NAME AND PURPOSE

SECTION I **Name** - This organization shall be known as the "Western Kansas Multi-County Task Force", and is hereinafter referred to as the "Task Force". The name of the Task Force shall not be used publicly by any member other than by the use of his membership card for official identification purposes, without express permission of the Board of Directors. This shall not restrict the members of the Task Force in the use of the name to carry out the purpose of the Task Force.

SECTION II **Purpose** - The Task Force was conceived in the multi-jurisdictional area of Western Kansas and shall direct its efforts to Fire and Explosion investigation. Our hope is that it will assist in providing an expeditious solution in the event of a serious incident.

We feel that the larger cities can assist the smaller jurisdictions in this area as a cooperative gesture, inasmuch as:

1. A smaller jurisdiction rarely is sufficiently staffed, or equipped, to investigate a major case.
2. The perpetrator of a crime in many cases resides or takes refuge in the larger city while he preys on the smaller.
3. Witnesses, leads and evidence may be found in more than one jurisdiction
4. The general pooling of resources seems to be the only answer. With our already expanded cooperative functions, this measure -is a logical development.

We strongly emphasize that no city will assert jurisdiction where none exists, and that this Task Force will not operate at cross purposes with any assisting agency.

ARTICLE II
MEMBERSHIP AND CALL-OUT ELIGIBILITY

SECTION I **Active Membership** - Any representative of a government agency, fire department, or police department, who is actively engaged in some phase of fire and/or explosion investigation or administration of justice, shall be eligible for active membership upon application.

SECTION II **Associate Membership** - Any representative of a business or industrial concern, who is actively engaged in some phase of fire and/or explosion investigation or administration of justice, shall be eligible for associate membership upon application.

SECTION III Personal Qualifications - Prior to voting upon each application, the Board of Directors shall give due consideration to the following, among other qualifications it deems applicable, to wit;

1. The personal character and reputation of the applicant,
2. The nature, character and reputation of the applicant's business,
3. The character and reputation of the applicant's employer and associates and
4. The general nature, character, and reputation of the principal business of the applicant's employer and associates.

No person shall be eligible for any class of membership if he/she has been a member, or is presently a member, or becomes a member of a subversive organization or of any organization whose objectives and operations are inconsistent with the purposes of the Task Force.

SECTION IV Elimination - The Board of Directors, either upon its own initiative or recommendation of other members may order termination of any membership in the event of:

1. Such member falsified his or her application or makes any misrepresentation therein.
2. The Board of Directors, in its discretion, determines that such member has conducted themselves in such a manner as is prejudicial to the good name or best interest of the Task Force.
3. The Board of Directors in its discretion determines that such member has exhibited traits of character or conduct inconsistent with the qualifications for membership in the Task Force.

A majority approval of the Board of Directors shall be sufficient to cause termination of membership for any reason specified in this section..

SECTION V Call-out Eligibility - Any active member may be eligible for call-out provided that the member has jurisdiction by either inter-local agreement or by provisions of the active member's employment with a governmental agency that would have jurisdiction at the incident.

ARTICLE III
ELECTIONS, TERMS AND OFFICERS

SECTION I Eligibility for Office - Eligibility for office in the Task Force shall be:

An active member of the Task Force.

SECTION II Officers - The officers of the Task Force shall be a Chairman and Secretary/Treasurer.

SECTION III Board of Directors - The Chairman and two members from each county represented in the Task Force, elected at large shall constitute the Board of Directors.

SECTION IV Terms of Office - The Chairman and Secretary/Treasurer shall hold office from the time of the election for a term of two years. The Director with least seniority in each county shall serve a one-year term and the Director with the most seniority in each county shall serve a two-year term. Thereafter each new elected Director shall serve a two-year term.

SECTION V Vacancies - In the event of a vacancy occurring on the Board of Directors the vacancy, or vacancies, shall be filled by the Chairman. Such newly appointed member, or members, of the Board shall serve the unexpired term.

SECTION VI Elections - Elections shall be held at the April quarterly meeting of each year.

No member can be nominated for more than one position per election.

Nominating committee members cannot be nominated for office without first resigning from the nominating committee.

SECTION VII Nominating Committee - The Chairman at the January quarterly meeting shall appoint a nominating committee consisting of three members at large. The nominating committee shall submit nominations for office at the April quarterly meeting of each year.

ARTICLE IV
MEETINGS

SECTION I Quarterly General Meetings - The quarterly general meetings shall be held at such time and place as hereby fixed by the Chairman or Board of Directors within the months of January, April, July and October of each year. The meetings shall consist of, but not limited to, any necessary meeting of the Board of Directors and the quarterly meeting of the members of the Task Force. Notice hereof shall be sent to each member via pager and/or email not less than three days in advance.

Elections shall occur and other business may be presented at the April quarterly general meeting. When any question comes before the meeting not specifically provided for herein, the presiding officer shall be governed in his decision by the rules laid down in "Roberts Rules of Order" as revised.

SECTION II Special - Special meetings may be called by order of the Chairman, or Board of Directors, at such place and time as fixed by the Chairman, or Board of Directors, giving due notice thereof to all members at least three days in advance.

SECTION III Board of Directors - The Board of Directors shall meet as needed at any time, or place, upon notice of the Chairman or of any four members of the Board of Directors.

ARTICLE V
FINANCE

SECTION I Audit -The Chairman shall designate an Audit Committee to consist of one member of the Board of Directors and two members at large. The Audit Committee shall make an audit of the accounts of the Secretary/Treasurer at the first Board of Directors meeting after the April Quarterly general meeting and shall verify all assets and liabilities of the Task Force.

SECTION II Gifts or Grants - All gifts or grants to the Task Force may be accepted by the Board of Directors. The Secretary/Treasurer shall make proper acknowledgment of such gifts or grants.

SECTION III Not for Profit - No part of the net earnings of the Association shall inure to the benefit of, or be distributable to its members, Directors, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance to the purposes set forth in Article I thereof.

ARTICLE VI
INTERLOCAL AGREEMENT

SECTION 1 Agreements - It shall be known and understood that the Task Force is a primary agreement agency. The signed agreement submitted to the Task Force by any County, City, Municipality or other Jurisdictional Agency shall be the only agreement necessary to become a party of the Task Force. It shall be further known and understood that any County, City, Municipality or other Jurisdictional Agency may, at any time, submit a signed agreement to the Task Force without having to enter into individual agreements with any other County, City, Municipality or other Jurisdictional Agencies who are currently in written agreement with the Task Force.

ARTICLE VII
DISSOLUTION

SECTION 1 Dissolution Provisions - Upon the dissolution of the Task Force, the Board of Directors shall, after paying or making provisions for payment of all of the liabilities of the Task Force, dispose of all of the assets of the Task Force exclusively for the purposes of the Task Force in such manner:

The property shall be returned to the parties or agency who donated the property.

The property shall be sold by sealed bid or auction and the proceeds returned to the parties or agencies that provided them.

If the property cannot be returned to the agency or parties who donated them, then the property shall be sold and converted to cash and placed in the Task Force Funds.

All cash remaining in the Task Force Funds shall be equally distributed to the participating governmental agencies.

A majority vote of the Task Force Board of Directors shall determine which of the previous options shall be used.

ARTICLE VIII
AMENDMENT

SECTION 1 Requirements -This constitution may be amended at any regular or special meeting of the organization by a vote of two-thirds of the members present.

ADOPTED BY THE BOARD OF DIRECTORS WESTERN KANSAS MULTI-COUNTY FIRE INVESTIGATION TASK FORCE ON THIS _____ DAY OF _____, 2022.

_____
Chair

_____
Vice Chair

_____
Secretary/Treasurer

CITY OF LIBERAL
CITY COMMISSION MEETING
March 22, 2022
AGENDA ITEM # 12

TO: Mayor Jeff Parsons
Vice Mayor Chris Linenbrocker
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Jeff Lara

FROM: Brian Fornwalt

DATE: March 16, 2022

SUBJ; Volaire Contract for Replacement of SkyWest

The Liberal Airport has had SkyWest as our commercial air carrier since February of 2018. In the 9th of arch we had a meeting with them saying they were leaving 29 airports and that Liberal was one of the airports that they were leaving from. On Thursday the 10th I was in contact with Mike Mooney fromVolaire, which is a consulting firm, to see about getting another airline. He stated that we should try to tie in with Dodge City to help our chances. I have also been in contact with Kelli Enlow who is the airport manager from Dodge City. On the 11th of March we had a meeting with the DOT. They stated that they are putting a hold in place order for SkyWest to stay until a suitable replacement has been found or their contract expires. Mike with Volaire sent me and Kelli the same contract. They signed and returned it to him on the 14th of March. What they do is go out to find different airlines to see who would want to come to our airports for EAS (Essential Air service). They have more chances of finding someone that we would. Also, the DOT has sent out a request for proposal from airlines to see who would want to replace SkyWest. If the DOT sends us one that we like we can go with that one and stop the contract with Volaire. He has given us a 60 day window to get out of the contract.

Cost: The total cost is $12,000. This item was not budgeted for and we would like to take it out of operations. We also hope to use CARES grant money that the airport has to reimburse the amount back into airport funds after this is completed.

Staff recommends that we agree to the Volaire contract to keep with Dodge City to find another airline as soon as possible.

VOLAIRE
AVIATION CONSULTING

CONSULTING SERVICES AGREEMENT

This Consultancy Agreement (the "Agreement") is made and entered into by and between Volaire Aviation, Inc. (the "Consultant") and the Dodge City (the "Airport")
(Here after referred to individually as a "Party" and collectively as "the Parties").

1. Engagement and Services

(a) Engagement. The Airport hereby engages the Consultant to provide and perform the services set forth in this section of the agreement (the "Services"), and the Consultant hereby accepts the engagement.

(b) Term. This agreement will begin upon signing and be in effect for six calendar months. This contract can be extended thereafter for six months by mutual agreement. Either party can terminate the contract on 60 days' notice.

(c) Scope of Work. Consultant will complete the following projects at the direction of the Airport according to the professional services fee structure in this document.

1) Business Case document development for recruiting replacement essential air service.

Consultant will develop a comprehensive business case document for prospective airlines to review. The document will outline the airport market air service metrics and assist the prospective airline with decisions related to making an EAS proposal that is viable for both the airport and the airline.

2) Conference calls with prospective airlines, politicians, DOT or community

Consultant will support the Airport on conference calls with airlines, politicians, DOT or community leaders related to air service recruitment and air service options. Any reasonable follow up items for the consultant from the call are included.

3) Community visits in person or via zoom (one included if needed)

Consultant will visit community for in-person presentation of state of the industry information, market detail, and other pertinent information for community meetings at Airport's request. Presentation will include, as needed, presentation of and facilitation of community discussion of air service options.

4) Meeting with airline planners, at airline headquarters or via zoom

Consultant will facilitate a meeting between the Airport and a prospective airline, either at airline headquarters or via zoom.

5) Catchment Leakage Study (extra cost if needed by airline) Consultant will work with Airport to determine a catchment area for the airport. Consultant will develop a comprehensive catchment leakage study that defines all air travel during a 12-month period in the catchment area, by airport of use, airline of use, average fare paid and point of origin.

VOLAIRE
AVIATION CONSULTING

2. Consultancy Fees and Expenses

(a) Fee Schedule. Consultant will perform any or all of the work options only at the direction of the Airport. Airport will pay the Consultant $2,000 per month ($12,000 per 6-month period). Retainer includes consultant performing all work options outlined below as directed by the Airport.

- Business Case document	Included
- Recruitment of airlines to bid	Included
- Presentation to airlines of Business Case	Included
- Conference calls and airline or DOT liaison	Included
- One Community update visit in person or zoom	Included
- Meeting with airline, at HQ or zoom	Included
- Catchment Leakage Study (if needed)	$15,000 or $7,500 together
- Work outside scope (at consultant discretion)	$275 per hour

(b) Expenses. Consultant shall be entitled to reimbursement for expenses reasonably incurred in the performance of the Services, upon submission and approval of written statements in accordance with the then regular procedures of the Airport. Reasonable expenses include, but are not limited to, travel (airfare, hotel, rental car, and meals), printing of materials and use of IPADS in an airline meeting. Consultant will invoice all expenses at cost plus a 10% administrative fee.

(d) Payment. The Consultant shall submit to the Airport invoices detailing the Services performed, expenses, and the amount due. All such invoices shall be due and payable within thirty (30) calendar days after receipt thereof by the Airport. Consultant can impose a $100 late fee for proper invoices not paid within 30 days.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement by their authorized representatives as of the date first written above.

Signed for and on behalf of
Dodge City Airport

_____

By: Corey Keller
Title: Airport Manager

Signed for and on behalf of
Volaire Aviation, Inc.

_____

By: Michael Mooney
Title: Managing Partner

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
NON DEPARTMENTAL	100	3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	3,871.15
		4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE	436.77
		5,356	CHARLESWORTH CONSULTING LLC	636044	POLICY/BENEFITS CONSULT	1,075.00
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.89
		6,334	COMPLIANCEONE	290171	MONTHLY CHARGE	114.00
		1,458	INFORMATION NETWORK OF KANSAS	3465446	CRIMINAL HISTORY	20.60
		271	KEATING TRACTOR & EQUIPMENT INC	292316	FINANCE CHARGE	5.98
		3,860	PATTERSON CLEANING	3656	CLEANING	1,170.00
		1,137	PITNEY BOWES	3315285958	PITNEY BOWES RENTAL CHG	1,406.64
		308	SOUTHERN OFFICE SUPPLY INC	279027	COPY CHARGES/SHARP MX	55.00
		308	SOUTHERN OFFICE SUPPLY INC	279028	COPY CHARGES/SHARP MX	55.00
		5,707	SUNFLOWER BANK	C FORD	CREAM/SUGAR/CITY HALL	28.16
		5,561	UNDERGROUND VAULTS & STORAGE	36077	SHRED SERVICE	25.00
		4,342	UNIFIRST CORPORATION	1098395	MARCH UNIFORM/MAT SVC	35.24
		342	UNITED PARCEL SERVICE	66E179092	UPS SHIPPING CHARGES	36.00
					NON DEPARTMENTAL TOTAL	8,551.43
LEGISLATIVE		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		5,707	SUNFLOWER BANK	A HIDALGO	MINUTE PAPER	42.87
		5,707	SUNFLOWER BANK	A HIDALGO	HOTEL CREDIT	44.35-
					LEGISLATIVE TOTAL	256.04
MUNICIPAL COURT/DIVERSION		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		7,137	FRITZSON, ELAINE TAYLOR	4543	RESTITUTION/M LONGORIA	40.00
		6,136	GREENTREE VILLAGE LLC	4529	RESTITUTION/S JUAREZ	16.66
		7,136	KNOTT, LAWRENCE J	4534	RESTITUTION/S JUAREZ	116.66
		281	LIBERAL OFFICE MACHINES COMPANY	94746	FOLDERS	23.00
		1,761	LUCK REFRIGERATION	4528	RESTITUTION/S JUAREZ	33.33
		7,135	MARCELLUS, MITCHELL A.	4535	RESTITUTION/S JUAREZ	166.66
		7,134	MARIBEL ARMENDARIZ	4524	RESTITUTION/S JUAREZ	16.66
		6,611	MERCEDES SCIENTIFIC	2564368	DRUG TESTING KITS	426.18
		7,133	PARK SMART	4530	RESTITUTION/S JUAREZ	16.66
		7,133	PARK SMART	4532	RESTITUTION/S JUAREZ	83.33
		3,442	REIMER, ILEANA	2/28/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	2/28/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	2/28/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	2/28/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	2/28/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	3/2/22	INTERPRETER	80.00
		3,442	REIMER, ILEANA	3/2/22	INTERPRETER	80.00
		5,707	SUNFLOWER BANK	K CLINKLINGBEAR	STAND UP DESK	659.97
		5,707	SUNFLOWER BANK	K CLINKLINGBEAR	STAND UP DESK	659.97
		4,580	TATE AND KITZKE LLC	41160	CITY VS GOMEZ	186.96

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
MUNICIPAL COURT/DIVERSION	100	4,580	TATE AND KITZKE LLC	41161	CITY VS SMOLLOCK	201.96
		4,580	TATE AND KITZKE LLC	41162	CITY VS HERNANDEZ	768.74
		4,580	TATE AND KITZKE LLC	41173	CITY VS BARRERA BELLO	124.15
		4,580	TATE AND KITZKE LLC	41174	CITY VS BARRERA BELLO	139.15
		4,580	TATE AND KITZKE LLC	41197	CITY VS RINE	129.24
		4,580	TATE AND KITZKE LLC	41198	CITY VS ROUBIDOUX	15.00
		4,580	TATE AND KITZKE LLC	41201	CITY VS RINE	114.24
		4,580	TATE AND KITZKE LLC	41205	CITY VS PAYTON	93.48
		6,321	UNION PACIFIC RAILROAD	4531	RESTITUTION/S JUAREZ	83.33
		7,132	WESTKAN APTS	4527	RESTITUTION/S JUAREZ	16.66
					MUNICIPAL COURT/DIVERSION TOTAL	4,949.51
CITY MANAGER		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		465	MADDEN OIL CO	4130/2202078025	FUEL	278.66
		5,707	SUNFLOWER BANK	A HIDALGO	BOOKS FOR CLASSES	26.27
		5,707	SUNFLOWER BANK	C BURKE	ICLOUD STORAGE	.99
					CITY MANAGER TOTAL	522.82
FINANCE DEPARTMENT		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		281	LIBERAL OFFICE MACHINES COMPANY	94609	SHEET PROTECTORS	10.99
		281	LIBERAL OFFICE MACHINES COMPANY	94775	TONER/PAPER	157.90
		5,707	SUNFLOWER BANK	C BURKE	ZIPRECRUITER SUBSCRIPTION	2,029.50
		5,707	SUNFLOWER BANK	C FORD	EZ BUSINESS FEE	13.00
					FINANCE DEPARTMENT TOTAL	2,428.29
PERSONNEL DEPARTMENT		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		5,707	SUNFLOWER BANK	D WHITTINGTON	INDEED JOB POSTING	252.25
		5,707	SUNFLOWER BANK	D WHITTINGTON	MISC FOR JOB FAIR	15.08
		5,707	SUNFLOWER BANK	D WHITTINGTON	MISC FOR JOB FAIR	74.24
		5,707	SUNFLOWER BANK	D WHITTINGTON	DUAL COMPUTER MONITOR	36.04
		5,707	SUNFLOWER BANK	D WHITTINGTON	I-9 COMPLIANCE AUDIT	189.00
		5,707	SUNFLOWER BANK	D WHITTINGTON	FLOW CHART SOFTWARE	95.40
					PERSONNEL DEPARTMENT TOTAL	878.91
BUILDING MAINTENANCE		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640753230	RADIATOR/STEERING GEAR	414.10
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640753651	SEAL/TAPER SETS	15.26
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640755002	RETURNED STEERING GEAR	25.00-
		465	MADDEN OIL CO	4212/2202078028	FUEL	316.82
		423	RASH OIL COMPANY	046035	LP GAS	28.20
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	55.54
		4,342	UNIFIRST CORPORATION	1098422	MARCH UNIFORM/MAT SVC	45.68

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
					BUILDING MAINTENANCE TOTAL	850.60
I.T. DEPARTMENT	100	3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		603	CDW GOVERNMENT INC	S565724	TREND ONE APEX/APEX+1	3,357.24
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		4,199	RICOH USA INC	5063928968	QTRLY MAINT COVERAGE	1,363.15
		5,707	SUNFLOWER BANK	C FORD	TEAMVIEWER	1,304.45
		5,707	SUNFLOWER BANK	T LUNCEFORD	FUEL	61.05
		5,707	SUNFLOWER BANK	T LUNCEFORD	FASTENERS	23.24
					I.T. DEPARTMENT TOTAL	6,366.65
POLICE ADMINISTRATION		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	81.24
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501644	BATTERY/UNIT #2	109.38
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		186	GALLS LLC	020516467	TROUSERS	24.99
		7,074	GARCIA, MONICA	M GARCIA	TRAVEL EXPENSE	32.70
		4,699	HELSEL, BRANDT	B HELSEL	TRAVEL EXPENSE	167.17
		7,093	JR AUDIO	9711	REPAIR/UNIT #12	670.00
		282	MEAD LUMBER DO IT CENTER	7304388	UPS CUSTOMER DROP OFF	43.45
		282	MEAD LUMBER DO IT CENTER	7340418	WASTE BAG	10.89
		3,845	O'REILLY AUTOMOTIVE STORES INC	1453-219327	BATTERY/CORE CHARGE	165.24
		3,845	O'REILLY AUTOMOTIVE STORES INC	1453-219328	CORE RETURN	22.00-
		3,860	PATTERSON CLEANING	3646	CARPET CLEANING	120.00
		7,073	RODRIGUEZ, LESLIE	L RODRIGUEZ	TRAVEL EXPENSE	33.82
		394	SCHEOPNER'S WATER CONDITIONING LLC	90213269	WATER	140.30
		291	SERVICE JANITORIAL SUPPLY INC	218239	CUPS/STRAWS	21.05
		291	SERVICE JANITORIAL SUPPLY INC	318135	STYROFOAM CUPS	76.65
		291	SERVICE JANITORIAL SUPPLY INC	318239	BATH TISSUE/TOWEL	166.30
		5,451	SEWARD COUNTY COMMUNITY COLLEGE	2	AFFADAVIT WRITING	75.00
		5,167	SMIDDY, JOSIAH	J SMIDDY	TRAVEL EXPENSE	147.17
		308	SOUTHERN OFFICE SUPPLY INC	279029	COPY CHARGES/SHARP MX	96.73
		308	SOUTHERN OFFICE SUPPLY INC	279030	COPY CHARGES/SHARP MX	282.63
		308	SOUTHERN OFFICE SUPPLY INC	279404	WASTE TONER	38.75
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	107.23
		882	SOUTHWEST GUIDANCE CENTER	SK0307366X22164	PRISONER MEDICAL BILL	40.84
		882	SOUTHWEST GUIDANCE CENTER	VAJ04173460	PRISONER MEDICAL BILL	96.94
		882	SOUTHWEST GUIDANCE CENTER	32488462	PRISONER MEDICAL BILL	51.35
		882	SOUTHWEST GUIDANCE CENTER	325616800SWK	PRISONER MEDICAL BILL	90.35
		882	SOUTHWEST GUIDANCE CENTER	5303996883	PRISONER MEDICAL BILL	64.22
		882	SOUTHWEST GUIDANCE CENTER	5303997116	PRISONER MEDICAL BILL	64.22
		5,297	SQUEAKY CLEAN CAR WASH LLC	3444	FEBRUARY CAR WASHES	20.21
		5,297	SQUEAKY CLEAN CAR WASH LLC	3453	FEBRUARY CAR WASHES	29.00
		3,884	STONE CREEK DEVELOPMENT LLC	2022-274	FLEET CARD USAGE	193.75
		5,707	SUNFLOWER BANK	C BURKE	ZIPRECRUITER SUBSCRIPTION	2,029.50
		5,707	SUNFLOWER BANK	D WHITTINGTON	INDEED JOB POSTING	252.25
		5,707	SUNFLOWER BANK	TRAVEL 2	LODGING	261.86

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
POLICE ADMINISTRATION	100	5,707	SUNFLOWER BANK	W CUTSHALL	LODGING	436.80
		5,707	SUNFLOWER BANK	W CUTSHALL	LODGING	436.80
		5,707	SUNFLOWER BANK	W CUTSHALL	CREDIT	69.00-
		5,707	SUNFLOWER BANK	W CUTSHALL	LODGING	498.82
		5,707	SUNFLOWER BANK	W CUTSHALL	LODGING	138.81
		5,707	SUNFLOWER BANK	W CUTSHALL	UNIFORM PANTS	35.93
		5,707	SUNFLOWER BANK	W CUTSHALL	POLICE RECORDS MGMT	259.00
		5,707	SUNFLOWER BANK	W CUTSHALL	INTERNATIONAL TRANS FEE	.36
		5,561	UNDERGROUND VAULTS & STORAGE	36078	SHRED SERVICE	25.00
		4,342	UNIFIRST CORPORATION	1098413	MARCH UNIFORM/MAT SVC	60.14
		6,967	VERIZON CONNECT	352000028799	FLEET TRACKING SYSTEMS	284.25
		4,107	WELLPATH LLC	INV0090095	INMATE HEALTHCARE REPRIC	108.00
					POLICE ADMINISTRATION TOTAL	8,214.99
ANIMAL CONTROL DIVISION		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640763615	DOOR ACTUATOR/UNIT #23	18.59
		271	KEATING TRACTOR & EQUIPMENT INC	292418	O RING	10.14
		465	MADDEN OIL CO	5167/2202078042	FUEL	207.45
		282	MEAD LUMBER DO IT CENTER	7323216	RUBBER	2.88
		282	MEAD LUMBER DO IT CENTER	7325442	SPRAY GLOSS	4.12
		282	MEAD LUMBER DO IT CENTER	7325746	PAINT/LUMBER	59.48
		308	SOUTHERN OFFICE SUPPLY INC	279570	CHAIRMAT	75.70
		308	SOUTHERN OFFICE SUPPLY INC	279652	INK CARTRIDGES	516.61
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	466.03
		4,342	UNIFIRST CORPORATION	1098426	MARCH UNIFORM/MAT SVC	41.64
					ANIMAL CONTROL DIVISION TOTAL	1,402.64
FIRE		2,769	AMERICAN FIRE SPRINKLER CORP	47970	INSPECT FIRE SPRINKLER/#2	255.00
		2,769	AMERICAN FIRE SPRINKLER CORP	47971	INSPECT FIRE SPRINKLER/#1	255.00
		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE	262.16
		603	CDW GOVERNMENT INC	S426119	SW TZ370	413.20
		3,187	CF SERVICE & SUPPLY LLC	151820	FIRE SAFETY SERVICE	33.55
		3,187	CF SERVICE & SUPPLY LLC	152021	BREATHING AIR CYLINDER	45.00-
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		1,553	CONRAD FIRE EQUIPMENT	C41967	PIERCE ENGINEERING QUOTE	419.18-
		1,553	CONRAD FIRE EQUIPMENT	558086	PIERCE ENGINEERING QUOTE	419.18
		1,553	CONRAD FIRE EQUIPMENT	558126	PIERCE ENGINEERING QUOTE	250.00
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE	668.51
		6,121	DAVIS PEST CONTROL	10282	PEST CONTROL	177.00
		2,336	LIBERAL KENWORTH	03P67672	FILTER/UNIT #14	16.93
		465	MADDEN OIL CO	4220/2202078029	FUEL	1,412.63
		3,259	NAPA OF LIBERAL	630144	FILTERS	58.14
		3,259	NAPA OF LIBERAL	630197	OIL DRY/STOCK	62.45
		3,259	NAPA OF LIBERAL	630197	FILTER #21 PUMP	17.77
		308	SOUTHERN OFFICE SUPPLY INC	279030	COPY CHARGES/SHARP MX	40.00

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
FIRE	100	4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		1,295.16
		5,707	SUNFLOWER BANK	K KIRK	PULSE/OXIMETER		29.99
		5,707	SUNFLOWER BANK	K KIRK	HULU ACCTS		233.58
		5,707	SUNFLOWER BANK	K KIRK	KS CHAPTER DUES		20.00
		5,707	SUNFLOWER BANK	K KIRK	IAAI CONF REGISTRATION		750.00
		4,342	UNIFIRST CORPORATION	1098414	MARCH UNIFORM/MAT SVC		6.49
		2,957	WEIS FIRE & SAFETY EQUIPMENT CO	186562	TURNOUT COAT & PANT		2,020.71
						FIRE TOTAL	8,490.79
BUILDING INSPECTION SVC		7,138	BELLMONT CONSTRUCTION	92150	REFUND OVERPAID LIC RENEW		5.00
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		465	MADDEN OIL CO	4240/2202078030	FUEL		631.53
		5,707	SUNFLOWER BANK	TRAVEL 1	INSPECTOR SKILLS		28.45
		5,707	SUNFLOWER BANK	TRAVEL 1	ONLINE PROTORED TESTING		153.00
		5,707	SUNFLOWER BANK	TRAVEL 1	ONLINE PROTORED TESTING		230.00
						BUILDING INSPECTION SVC TOTAL	1,264.88
TRAFFIC CONTROL MAINT DIV		4,626	HAVOC SUPPLY	77776	FITTINGS		66.94
		465	MADDEN OIL CO	4340/2202078034	FUEL		614.99
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		550.20
		4,342	UNIFIRST CORPORATION	1098401	MARCH UNIFORM/MAT SVC		20.07
		968	VISUAL SIGNS	7475	STREET SIGNS		396.00
		968	VISUAL SIGNS	7487	TRAFFIC SIGNS		400.00
						TRAFFIC CONTROL MAINT DIV TOTAL	2,048.20
STREET/HIGHWAY		5,961	CINTAS FIRST AID & SAFETY	5097309452	SUPPLIES		72.09
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		1,048.83
		3,891	FASTENAL COMPANY	KSLIB93733	GLOVES		497.00
		465	MADDEN OIL CO	4300/2202078031	FUEL		5,026.52
		465	MADDEN OIL CO	4330/2202078033	FUEL		78.52
		7,131	MAGDALENO, DELEON	MAR-22	REIMBURSE WORK BOOTS		100.00
		4,342	UNIFIRST CORPORATION	1098399	MARCH UNIFORM/MAT SVC		379.52
						STREET/HIGHWAY TOTAL	7,419.38
FLEET MAINTENANCE		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501747	STOCK ROOM SUPPLIES		31.69
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501808	STOCK ROOM SUPPLIES		65.36
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501832	STOCK ROOM SUPPLIES		51.96
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501977	STOCK ROOM SUPPLIES		109.70
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501981	FLEET TOOLS		111.36
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		528.36

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
FLEET MAINTENANCE	100	3,891	FASTENAL COMPANY	KSLIB93303	BLADES	68.53
		3,891	FASTENAL COMPANY	KSLIB93334	STOCK ROOM SUPPLIES	35.40
		4,626	HAVOC SUPPLY	77767	TAPE	52.89
		4,342	UNIFIRST CORPORATION	1098404	MARCH UNIFORM/MAT SVC	52.13
					FLEET MAINTENANCE TOTAL	1,107.38
ENGINEERING		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		2,946	EARLES ENGINEERING & INSPECTION INC	15521	FEB PROJECT MGMT	1,245.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15530	FEB ENGINEERING SVC	4,131.00
					ENGINEERING TOTAL	5,592.90
STREET LIGHTING		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	25,661.46
					STREET LIGHTING TOTAL	25,661.46
RECREATION ADMINISTRATION		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		4,563	JOHNSON CONTROLS INC	1-114907370233	COMBUSTION BLOWER KIT	1,202.37
		6,954	LOBOS ELECTRIC LLC	1360	POWER INSTALLAION	575.00
		465	MADDEN OIL CO	1116/2202078020	FUEL	168.51
		291	SERVICE JANITORIAL SUPPLY INC	317962	ROLL TOWEL/SOLIDS	129.50
		291	SERVICE JANITORIAL SUPPLY INC	318008	BATH TISSUE/SOLIDS/MOP	232.70
		291	SERVICE JANITORIAL SUPPLY INC	318166	CLEAR/BLACK PIT	89.30
		308	SOUTHERN OFFICE SUPPLY INC	279032	COPY CHARGES/SHARP MX	138.79
		308	SOUTHERN OFFICE SUPPLY INC	279425	BINDER MINI CLIPS	2.38
		5,707	SUNFLOWER BANK	M QUINT	ESSENTIALS	19.95
		5,707	SUNFLOWER BANK	M QUINT	ESSENTIALS	19.95
		5,707	SUNFLOWER BANK	M QUINT	ESSENTIALS	19.95
		5,707	SUNFLOWER BANK	M QUINT	BAT ATTACHMENT	35.00
		5,707	SUNFLOWER BANK	M QUINT	NEW TRAINING PROGRAM	228.00
		5,707	SUNFLOWER BANK	M QUINT	FIRE TV STICK	87.38
		5,707	SUNFLOWER BANK	M QUINT	SOUND PROOF GOLF RM	176.96
		5,707	SUNFLOWER BANK	M QUINT	KEYS FOR GYM LIGHTS	51.34
		6,801	UNITED TELEPHONE ASSOCIATION	2030548	FEB PHONE/INTERNET	753.79
					RECREATION ADMINISTRATION TOTAL	4,188.39
RECREATION		6,854	BANGS, JIM	3/2/22	SCOREBOOKER	100.00
		6,727	BLUE CHIP ATHLETIC	188116	CHAMP BAGS	45.00
		6,727	BLUE CHIP ATHLETIC	188172	LINEUP HOOD TEES	300.00
		6,727	BLUE CHIP ATHLETIC	188391	SOCCER T-SHIRTS	2,593.75
		1,098	BSN SPORTS INC	916238589	SOCCER BALLS	565.00
		6,932	BURCIAGA IVAN	3/2/22	SCOREBOOKER	150.00

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
RECREATION	100	5,768	ESSIX, ERIC	2/24/22	OFFICIAL		360.00
		6,685	FJ WRAPZ & GRAPHIX	620	PANCAKE DAY BANNER		60.00
		6,685	FJ WRAPZ & GRAPHIX	625	LK CHAMPIONS BANNER		74.00
		6,782	FLETCHER, KENTRAIL	2/24/22	SCOREBOOKER		250.00
		6,902	GARCIA, ISRAEL	3/2/22	SCOREBOOKER		150.00
		2,453	HASTY AWARDS	02220675	BASKETBALL TROPHIES		372.36
		2,453	HASTY AWARDS	02221991	KING/QUEEN BBALL BRACKET		687.81
		2,453	HASTY AWARDS	02222423	BASKETBALL TROPHIES		85.95
		6,940	HERNANDEZ, SEBASTIAN	3/2/22	SCOREBOOKER		200.00
		2,108	JORDAN, CONNIE	3/3/22	SCOREBOOKER		64.00
		6,950	LIRA, EREK	3/2/22	SCOREBOOKER		300.00
		6,553	LOPEZ, DANIELA	2/24/22	SCOREBOOKER		128.00
		6,308	MUNOZ, ANGEL	3/2/22	SCOREBOOKER		200.00
		5,915	MUNOZ, MARIO	3/2/22	SCOREBOOKER		150.00
		7,113	MUNOZ, ORLANDO	3/2/22	SCOREBOOKER		200.00
		409	PEPSI-COLA COMPANY	LF220217741516	LATE FEES		7.94
		7,126	RUVALCABA, GAEL	3/2/22	SCOREBOOKER		200.00
		308	SOUTHERN OFFICE SUPPLY INC	279197	TOURNAMENT BRACKETS		80.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1167	TOURNAMENT OFFICIAL		350.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1168	TOURNAMENT OFFICIAL		350.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1169	TOURNAMENT OFFICIAL		390.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1170	TOURNAMENT OFFICIAL		550.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1171	TOURNAMENT OFFICIAL		550.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1172	TOURNAMENT OFFICIAL		600.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1173	TOURNAMENT OFFICIAL		600.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1174	TOURNAMENT OFFICIAL		600.00
		6,834	SPORTS TOURNAMENT PETTY CASH	#1175	TOURNAMENT OFFICIAL		300.00
		383	STANION WHOLESALE ELECTRIC CO	5294972-00	SNAP IN CONNECTION		15.11
		5,366	TODD, BECKY	2/24/22	SCOREBOOKER		180.00
		5,372	TODD, JOHN	2/24/22	SCOREBOOKER		180.00
		6,941	WASHINGTON, ULYSSES	2/24/22	OFFICIAL		275.00
						RECREATION TOTAL	12,263.92
SWIMMING POOL		5,153	ARLAN COMPANY INC	13680	POOL CHEMICALS		1,465.50
		5,153	ARLAN COMPANY INC	13694	VAC REPAIRS		1,274.00
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		5,843	MINDE, DANIEL	108	LIFEGUARD INSTRUCTOR		240.00
						SWIMMING POOL TOTAL	3,196.40
GOLF COURSE		3,611	ACUSHNET TITLEIST COMPANY	912657923	PRESOLD RAIN PANTS		117.25
		3,611	ACUSHNET TITLEIST COMPANY	912682556	GOLF BALLS		276.76
		3,611	ACUSHNET TITLEIST COMPANY	912682558	GOLF BALLS		1,286.92
		4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE		248.86
		3,587	CALLAWAY GOLF	934324198	BL CG SUPERSOFT/CHROME		716.07
		3,587	CALLAWAY GOLF	934324221	BL CG SUPERSOFT		239.52

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
GOLF COURSE	100	3,587	CALLAWAY GOLF	934350254	MAVRIK MAX		252.21-
		3,587	CALLAWAY GOLF	934382938	BL CG CHROME SOFT		117.27
		3,587	CALLAWAY GOLF	934387665	WD RH ROGST		201.60
		3,587	CALLAWAY GOLF	934391278	BL CG CHRMSFT		117.27
		6,754	CENTRAL LINKS GOLF	16801-013	2022 MEMBER CLUB DUES		160.00
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		3,798	CLEVELAND GOLF INC	6780134 SO	BALL-Z STAR XV DIVIDE		190.28
		3,798	CLEVELAND GOLF INC	6790968 SO	CLEVELAND CBXZIPCORE		66.75
		3,798	CLEVELAND GOLF INC	6794746 SO	BALL Z-STAR DIVIDE		188.28
		4,847	COBRA PUMA GOLF INC	G2784965	PT KPVN BK YL SPORT/NOVA		547.55
		4,847	COBRA PUMA GOLF INC	G2812284	FUSION EVO EXTRA WIDE		66.94
		6,708	GOVERNMENT BRANDS SHARED SERVICES	223342	MONTHLY NCOURT FEES		161.55
		6,378	J & M GOLF	0643842-IN	GOLF GRIPS		900.00
		6,378	J & M GOLF	0644466-IN	GOLF GRIPS		967.86
		6,378	J & M GOLF	0644466-IN	GRIP TAPE		66.13
		3,533	KANSAS GOLF AND TURF INC	01-271861	MOWER HYDRO METAL LINE		412.32
		271	KEATING TRACTOR & EQUIPMENT INC	292589	HUSTLER REPAIR		152.40
		271	KEATING TRACTOR & EQUIPMENT INC	292590	HUSTLER REPAIR		197.84
		271	KEATING TRACTOR & EQUIPMENT INC	294465	HOSE/FITTINGS		39.86
		1,291	KENNEDY, DARRELL	90117	CASH/GOLF SEASONAL		300.00
		3,259	NAPA OF LIBERAL	628064	FILTERS/SPARK PLUGS		222.26
		3,259	NAPA OF LIBERAL	628064	OIL		62.16
		409	PEPSI-COLA COMPANY	LF220217741516	LATE FEES		7.93
		4,096	PING INC	16171174	IRON SETS		782.97
		4,096	PING INC	16171185	METAL WOODS		738.50
		4,096	PING INC	16172444	HYBRIDS/METAL WOODS		426.57
		4,096	PING INC	16173129	TOURNAMENT GOLF BAG		209.00-
		4,096	PING INC	16179629	METAL WOODS		378.50
		6,951	POINT ROCK GOLF CLUB	027	REELS		960.00
		521	R & R PRODUCTS INC	CD2640171	MOWER ROLLERS		1,385.70
		521	R & R PRODUCTS INC	CD2643355	LAPPING COMPOUND		361.60
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		32.34
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		388.48
		4,342	UNIFIRST CORPORATION	1098423	MARCH UNIFORM/MAT SVC		107.40
						GOLF COURSE TOTAL	13,349.38
PARKS		4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE		456.85
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		752.46
		271	KEATING TRACTOR & EQUIPMENT INC	294797	CHOP SAW		199.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		638.07
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		45.72
		4,342	UNIFIRST CORPORATION	1098428	MARCH UNIFORM/MAT SVC		332.21
						PARKS TOTAL	2,641.21

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
PARKS	100	4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		768.79
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		916.19
						PARKS TOTAL	1,684.98
ARKALON RECREATIONAL AREA		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES		83.09
		5,707	SUNFLOWER BANK	C FORD	PHONE/ARKALON		5.57
						ARKALON RECREATIONAL AREA TOTAL	88.66
GRIER HOUSE		6,019	AT&T	FEB-22	MONTHLY PHONE CHARGES		469.51
		4,626	HAVOC SUPPLY	77858	POLY FILTER		144.48
						GRIER HOUSE TOTAL	613.99
CEMETERY		3,812	AIRGAS MID SOUTH INC	9123071212	ELECTRODE STICK		38.04
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		465	MADDEN OIL CO	4352/2202078035	FUEL		253.60
		4,075	NEW IRON & METAL OF LIBERAL INC	2498	METAL/PIPE/REBAR		277.78
		4,075	NEW IRON & METAL OF LIBERAL INC	2523	MILITARY CROSSES		220.52
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		61.75
		4,342	UNIFIRST CORPORATION	1098420	MARCH UNIFORM/MAT SVC		25.81
						CEMETERY TOTAL	1,094.40
						FUND 100 TOTAL	125,128.20
COMMUNICATIONS	202	3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES		334.97
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		2,539	CMS ELECTRIC COOP INC	14121	SEWARD COUNTY 911		538.39
		308	SOUTHERN OFFICE SUPPLY INC	279065	COPY CHARGES/SHARP MX		95.52
						COMMUNICATIONS TOTAL	1,185.78
						FUND 202 TOTAL	1,185.78
CONVENTION/TOURISM	206	6,856	APA MEDIA LLC	220213	TRAVEL MAGAZINE AD		1,000.00
		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES		106.05
		34	AVERY POSTCARDS & GIFTS	1799	POSTCARDS		122.83
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		3,574	FULLER, SALLY	S FULLER	TRAVEL EXPENSE		94.94
		6,708	GOVERNMENT BRANDS SHARED SERVICES	223340	MONTHLY NCOURT FEES		4.54

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
CONVENTION/TOURISM	206	4,626	HAVOC SUPPLY	77959	CAP	27.17
		449	LUMINOUS NEON INC	PSV-INV000591	BILLBOARD/PRATT	250.00
		449	LUMINOUS NEON INC	PSV-INV000592	BILLBOARD/EAST HWY 56/156	200.00
		449	LUMINOUS NEON INC	PSV-INV000593	BILLBOARD/GARDEN CITY	350.00
		308	SOUTHERN OFFICE SUPPLY INC	279035	COPY CHARGES/SHARP MX	50.16
		5,155	SPOONTIQUES INC	692199	GIFT SHOP RESALE ITEMS	341.61
		383	STANION WHOLESALE ELECTRIC CO	5295285-00	KEYSTONE LED	30.88
		5,707	SUNFLOWER BANK	S FULLER	MEAL	13.26
		5,707	SUNFLOWER BANK	S FULLER	LODGING	468.66
		5,707	SUNFLOWER BANK	S FULLER	MEAL	13.54
		5,707	SUNFLOWER BANK	S FULLER	MEAL	17.71
		5,707	SUNFLOWER BANK	S FULLER	MEAL	23.24
		5,707	SUNFLOWER BANK	S FULLER	LODGING	277.16
		5,707	SUNFLOWER BANK	S FULLER	CREDIT	20.78-
		5,707	SUNFLOWER BANK	S FULLER	KTA TOLL CHARGES	23.80
		5,707	SUNFLOWER BANK	S FULLER	POSTAGE	4.50
		5,707	SUNFLOWER BANK	S FULLER	POSTAGE	8.95
		5,707	SUNFLOWER BANK	S FULLER	PARKING	3.00
		342	UNITED PARCEL SERVICE	66E179431121462	SHIPPING	52.04
		342	UNITED PARCEL SERVICE	66E179433531362	SHIPPING	51.72
		4,697	WEX BANK	79091843	FUEL	19.82
		5,603	WICHITA TIMES	22-00369	TRAVEL KANSAS MAGAZINE AD	985.00
					CONVENTION/TOURISM TOTAL	4,736.70
					FUND 206 TOTAL	4,736.70
POLICE ADMINISTRATION	209	186	GALLS LLC	020450481	UNIFORM SWETASHIRTS	805.79
					POLICE ADMINISTRATION TOTAL	805.79
AIR MUSEUM/ROBOTICS		6,685	FJ WRAPZ & GRAPHIX	620	LEGO LEAGUE BANNER	384.00
					AIR MUSEUM/ROBOTICS TOTAL	384.00
					FUND 209 TOTAL	1,189.79
GENERAL OPERATIONS	260	7,124	ASCO	PSO304496-1	PERMA PATCH	2,195.00
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640753631	AIR CONTROL VALVE/UNIT#20	103.03
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640763806	STARTER/UNIT #119	130.24
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640767460	DOOR HANDLE/ UNIT #139	16.48
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	501900	BATTERY/UNIT #107	110.07
		3,665	FOLEY EQUIPMENT CO	PS050050775	HYD HOSE/UNIT #80	133.37
		271	KEATING TRACTOR & EQUIPMENT INC	294339	COOLING FAN/UNIT #78	410.71

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
GENERAL OPERATIONS	260	271	KEATING TRACTOR & EQUIPMENT INC	294880	HOSE/FITTINGS/UNIT #87		100.02
		4	KOST TRUCK SUPPLY INC	324825	BATTERY CABLE/UNIT #87		35.35
		284	M & M TIRE SERVICE	141448	FLAT REPAIR/UNIT #82		151.00
		4,075	NEW IRON & METAL OF LIBERAL INC	2566	METAL		22.00
		6,709	RED MUNICIPAL & INDUSTRIAL	1994	MAINTENANCE KIT		857.24
		5,707	SUNFLOWER BANK	JESUS CARDENAS	HYP DUMP TRAILER		645.74
		5,230	TEAM LABORATORY CHEMICAL LLC	INV0029277	CRACK FILLER/TACK OIL		852.00
		6,597	TRACTOR SUPPLY CREDIT PLAN	120964	TOOL BOX/UNIT #108/#185		819.96
		6,597	TRACTOR SUPPLY CREDIT PLAN	127654	TOOL BOX/UNIT #155		359.98
						GENERAL OPERATIONS TOTAL	6,942.19
DRAINAGE IMPROVEMENTS		2,946	EARLES ENGINEERING & INSPECTION INC	15522	ENG SVC/RASH POND		621.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15527	ENG SVC/CLAY POND		234.00
		1,435	PRO-TECH SPRAYING SERVICE	288743	WEED CONTROL		14,974.22
						DRAINAGE IMPROVEMENTS TOTAL	15,829.22
RECREATION IMPROVEMENTS		5,707	SUNFLOWER BANK	C FORD	CAMERAS/GUN RANGE		1,389.97
						RECREATION IMPROVEMENTS TOTAL	1,389.97
						FUND 260 TOTAL	24,161.38
ECONOMIC DEVELOPMENT	261	5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
						ECONOMIC DEVELOPMENT TOTAL	216.90
PUBLIC TRANSPORTATION		6,536	CHANCE'S SERVICE CENTER	0056322	TRANSMISSION FLUSH/FLUID		327.51
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		465	MADDEN OIL CO	4610/2202078036	FUEL		4,300.39
		5,297	SQUEAKY CLEAN CAR WASH LLC	3445	FEBRUARY CAR WASHES		66.00
						PUBLIC TRANSPORTATION TOTAL	4,910.80
						FUND 261 TOTAL	5,127.70
CRIME/DRUG PREVENTION	262	6,346	BURGESS, TRAVIS	T BURGESS	TRAVEL EXPENSE		100.25
		5,707	SUNFLOWER BANK	W CUTSHALL	MECHANIX WORK GLOVES		27.98
		5,707	SUNFLOWER BANK	W CUTSHALL	DOG FOOD		80.94

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
					CRIME/DRUG PREVENTION TOTAL	209.17
					FUND 262 TOTAL	209.17
HOUSING	263	6,532	ARREDONDO ROOFING	2156	FENCING	2,000.00
		6,532	ARREDONDO ROOFING	2200	FENCING/POWER WASH	2,000.00
		6,532	ARREDONDO ROOFING	2212	INSTALLATION/REPAIRS	2,000.00
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		3,525	FLOORING AMERICA & FURNITURE OUTLET	34491	KITCHEN REPAIRS	2,000.00
		6,829	J & D HANDYMAN SERVICES	11/4/21	REPAIR FENCING	2,000.00
		281	LIBERAL OFFICE MACHINES COMPANY	94651	BLUE PENS	18.25
		281	LIBERAL OFFICE MACHINES COMPANY	94681	BUBBLE MAILERS	28.84
					HOUSING TOTAL	10,263.99
					FUND 263 TOTAL	10,263.99
BEAUTIFICATION	264	3,812	AIRGAS MID SOUTH INC	9122685267	OXYGEN	37.79
		1,658	AUTO ZONE COMMERCIAL PROGRAM	1640759923	BATTERY	45.78
		6,393	BEACON ATHLETICS LLC	0543845-IN	BASE PLUGS	289.00
		6,393	BEACON ATHLETICS LLC	0544188-IN	CHALKER	565.00
		95	BUMPER TO BUMPER AUTO PARTS LIBERAL	502010	POWER STEERING FLUID/#10	4.58
		4,626	HAVOC SUPPLY	78032	PVC	10.09
		271	KEATING TRACTOR & EQUIPMENT INC	294494	MOWER FAN	126.20
		271	KEATING TRACTOR & EQUIPMENT INC	294627	SEALANT	40.50
		284	M & M TIRE SERVICE	141323	FLAT REPAIR/UNIT# 60	21.00
		284	M & M TIRE SERVICE	141433	FLAT REPAIR	21.00
		465	MADDEN OIL CO	1113/2202078018	FUEL	492.19
		465	MADDEN OIL CO	1117/2202078021	FUEL	77.59
		465	MADDEN OIL CO	4211/2202078027	FUEL	186.14
		282	MEAD LUMBER DO IT CENTER	7281472	CUTTING WHEELS	26.80
		282	MEAD LUMBER DO IT CENTER	7281472	SCREWS	25.00
		282	MEAD LUMBER DO IT CENTER	7337969	GUN RANGE BLDG	10.07
		1,775	MORGAN LOCKSMITHING	10045	SERVICE CALL/REKEY	365.00
		3,259	NAPA OF LIBERAL	627884	TRAILER CAPS	58.14
		3,259	NAPA OF LIBERAL	629228	BATT CABLE/UNIT #10	2.99
		3,259	NAPA OF LIBERAL	629326	COUPLER	8.29
		291	SERVICE JANITORIAL SUPPLY INC	318023	WHITE ROLL TOWELS	83.50
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	34.92
		383	STANION WHOLESALE ELECTRIC CO	5272547-00	TOGGLE SWITCH	24.58
					BEAUTIFICATION TOTAL	2,556.15

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
						FUND 264	
						TOTAL	2,556.15
CONSTRUCTION IMPROVEMENTS	301	603	CDW GOVERNMENT INC	S240880	MONITOR/TOWERS		5,059.48
		2,946	EARLES ENGINEERING & INSPECTION INC	15523	ENGINEERING SVC/WWTPUP		69,194.01
		2,946	EARLES ENGINEERING & INSPECTION INC	15525	ENGINEERING SVC/CENTER		234.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15526	ENGINEERING SVC/CENTER		234.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15528	ENGINEERING SVC/BALLCX		722.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15529	ENGINEERING SVC/2NDSTW		21,758.63
		2,946	EARLES ENGINEERING & INSPECTION INC	15531	ENGINEERING SVC/CENTER		144.00
		2,946	EARLES ENGINEERING & INSPECTION INC	15555	CODE FOOT PRINT/CENTER		1,930.50
		4,626	HAVOC SUPPLY	77750	AIR DUCT PARTS		380.62
		4,626	HAVOC SUPPLY	78064	PROPEX		26.75
		2,542	KANSAS DEPARTMENT OF TRANSPORTATION	03/10/2022	FINAL STMT PROJECT COST		69,875.38
		282	MEAD LUMBER DO IT CENTER	7298954	DRYWALL/FITTINGS		756.17
		282	MEAD LUMBER DO IT CENTER	7318329	STAPLES/FITTINGS		215.00
		282	MEAD LUMBER DO IT CENTER	7322850	CEMENT/FITTINGS		192.43
		6,369	NETS OF AMERICA	3723	SPOOL/ROPE		3,880.70
		291	SERVICE JANITORIAL SUPPLY INC	318201	DISPENSERS		38.00
		5,707	SUNFLOWER BANK	C FORD	PERMIT/CHANNEL CLEARING		100.00
		5,707	SUNFLOWER BANK	T LUNCEFORD	NEW WASTEWATER PROJ		999.90
		5,707	SUNFLOWER BANK	T LUNCEFORD	NEW COMMISION PROJ		359.58
		6,664	WALTERS-MORGAN CONSTRUCTION INC	03/09/2022	PAY WOUCHER #33		452,513.35
						CONSTRUCTION IMPROVEMENTS	
						TOTAL	628,614.50
						FUND 301	
						TOTAL	628,614.50
AIRPORT UTILITY	501	5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		281	LIBERAL OFFICE MACHINES COMPANY	94658	OFFICE SUPPLIES		51.10
		3,860	PATTERSON CLEANING	3655	CLEANING		430.95
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		2,784.65
		383	STANION WHOLESALE ELECTRIC CO	5292411-00	LED HI-LUMEN		130.68
		383	STANION WHOLESALE ELECTRIC CO	5292411-01	LED HI-LUMEN/VINYL		275.02
		5,707	SUNFLOWER BANK	B FORWALT	CAUTION BELT/HAT/GLASSES		214.87
		5,707	SUNFLOWER BANK	B FORWALT	LIGHT BULB		452.37
		5,707	SUNFLOWER BANK	B FORWALT	WINDSOCK		516.41
		5,707	SUNFLOWER BANK	B FORWALT	INTERNATIONAL TRANS FEE		11.31
		4,342	UNIFIRST CORPORATION	1098418	MARCH UNIFORM/MAT SVC		66.14
						AIRPORT UTILITY	
						TOTAL	5,150.40
						FUND 501	
						TOTAL	5,150.40
AIR MUSEUM	504	4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE		1,069.29

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION		AMOUNT
AIR MUSEUM	504	5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		4,118.03
		3,891	FASTENAL COMPANY	KSLIB93602	FITTINGS		26.45
		6,622	FUN STUFF INC	022422-53	GIFT SHOP RETAIL ITEMS		271.19
		4,980	GAYLORD BROS INC	2756253	FLUID EQUIPMENT		84.82
		6,708	GOVERNMENT BRANDS SHARED SERVICES	223339	MONTHLY NCOURT FEES		19.40
		6,329	NATIONAL WWII MUSEUM	8045	GIFT SHOP ITEMS		343.78
		291	SERVICE JANITORIAL SUPPLY INC	317994	MAX REFILLS		92.05
		291	SERVICE JANITORIAL SUPPLY INC	318263	DUSTERS		52.40
		308	SOUTHERN OFFICE SUPPLY INC	279067	COPY CHARGES/SHARP MX		71.49
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE		1,117.62
		5,707	SUNFLOWER BANK	R IMMELL	NEW ALARM SYSTEM		1,747.28
		5,707	SUNFLOWER BANK	R IMMELL	JANITORIAL SUPPLIES		48.90
		5,707	SUNFLOWER BANK	R IMMELL	PENS		85.50
		5,707	SUNFLOWER BANK	R IMMELL	PENS		57.00
		5,707	SUNFLOWER BANK	R IMMELL	POST IT NOTES		295.55
		5,707	SUNFLOWER BANK	R IMMELL	PAINT SUITS		83.21
		5,707	SUNFLOWER BANK	R IMMELL	COVERALL		154.49
						AIR MUSEUM TOTAL	9,955.35
						FUND 504 TOTAL	9,955.35
REFUSE	510	3,812	AIRGAS MID SOUTH INC	9122836298	OXYGEN		32.08
		5,961	CINTAS FIRST AID & SAFETY	5097309475	SUPPLIES		68.07
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		1,514.06
		3,665	FOLEY EQUIPMENT CO	PS050050716	MOTOR/CORE DEPOSIT/#54		708.60
		284	M & M TIRE SERVICE	141336	FLAT REPAIR/UNIT #57		46.00
		284	M & M TIRE SERVICE	141500	MAINTENANCE/UNIT #59		46.00
		465	MADDEN OIL CO	4320/2202078032	FUEL		5,034.56
		560	SOUTHWEST GAS EQUIPMENT CO INC	I056374	CYLINDERS		45.02
		3,238	SOUTHWESTERN EQUIPMENT CO	041091	CARTRIDGE/SEAL KIT		376.73
		5,314	TIM EKKEL DIESEL REPAIR	W1007451	REPAIRS/ UNIT #93		1,284.70
		6,652	TRUCK CENTER COMPANIES	XA102012764:01	BRAKE ADJUSTER/UNIT #57		130.48
		4,342	UNIFIRST CORPORATION	1098412	MARCH UNIFORM/MAT SVC		203.46
						REFUSE TOTAL	9,706.66
						FUND 510 TOTAL	9,706.66
SEWER ADMINISTRATIVE	520	7,085	AT&T	FEB-22	MONTHLY PHONE CHARGES		86.15
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING		216.90
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE		196.08
		4,823	ENVIRONMENTAL EXPRESS	1000686180	PROWEIGH FILTERS		198.96

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
SEWER ADMINISTRATIVE	520	3,891	FASTENAL COMPANY	KSLIB93642	FITTINGS	231.53
		196	HACH	12884522	DEIONIZED WATER	160.32
		196	HACH	12909027	GLOVES	119.06
		6,574	IDEATEK TELCOM	45863	LATE FEES/FIXED WIRELESS	69.95
		3,065	PACE ANALYTICAL SERVICES INC	2260150233	5210B BOD	86.00
		3,065	PACE ANALYTICAL SERVICES INC	2260150234	5210B BOD	86.00
		3,065	PACE ANALYTICAL SERVICES INC	2260152544	ANALYTICAL CHARGES	187.00
		3,065	PACE ANALYTICAL SERVICES INC	2260152545	ANALYTICAL CHARGES	391.00
		3,065	PACE ANALYTICAL SERVICES INC	2260153003	ANALYTICAL CHARGES	187.00
		3,065	PACE ANALYTICAL SERVICES INC	2260153004	ANALYTICAL CHARGES	391.00
		394	SCHEOPNER'S WATER CONDITIONING LLC	86501	(3) 5 GALLON WATER	20.55
		394	SCHEOPNER'S WATER CONDITIONING LLC	86501	(3) 5 GALLON WATER/SALT	55.65
		5,707	SUNFLOWER BANK	J RANDLES	WATER	10.40
		5,707	SUNFLOWER BANK	J RANDLES	FLASHLIGHT	102.79
		5,707	SUNFLOWER BANK	J RANDLES	PENLIGHT/TONER	331.05
		5,707	SUNFLOWER BANK	JOSE ROSALES	LODGING FOR CONFERENCE	109.46
		5,707	SUNFLOWER BANK	JOSE ROSALES	CONFERENCE REGISTRATION	69.88
		4,342	UNIFIRST CORPORATION	1098410	MARCH UNIFORM/MAT SVC	16.18
		4,697	WEX BANK	79091843	FUEL/UNIT #167	65.31
		4,697	WEX BANK	79091843	FUEL/UNIT #167	69.86
		4,697	WEX BANK	79091843	FUEL/UNIT #64	77.92
					SEWER ADMINISTRATIVE TOTAL	3,536.00
SEWER LINE CLEANING		3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	284.34
		3,665	FOLEY EQUIPMENT CO	PS050050167	COOLANT/UNIT #189	14.60
		3,665	FOLEY EQUIPMENT CO	SS140039081	INSPECT GENERATOR	2,407.32
		3,259	NAPA OF LIBERAL	629954	HYDRO FILTER/UNIT #189	41.21
		3,259	NAPA OF LIBERAL	629956	OIL FILTER/UNIT#189	36.77
		3,259	NAPA OF LIBERAL	629966	RETURN OIL FILTER/UNT#189	36.77-
		3,259	NAPA OF LIBERAL	630439	DISEL EXAUST FLUID/#189	18.99
		423	RASH OIL COMPANY	045926	FUEL/UNIT #189	55.20
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	407.97
		4,697	WEX BANK	79091843	FUEL/UNIT #63	75.71
		4,697	WEX BANK	79091843	FUEL/UNIT #63	63.49
		4,697	WEX BANK	79091843	FUEL/UNIT #63	45.89
		4,697	WEX BANK	79091843	FUEL/UNIT #63	25.65
		4,697	WEX BANK	79091843	FUEL/UNIT #96	200.66
		4,697	WEX BANK	79091843	FUEL/UNIT #63	27.56
		4,697	WEX BANK	79091843	FUEL/UNIT #189	51.92
		4,697	WEX BANK	79091843	FUEL/UNIT #189	81.54
		4,697	WEX BANK	79091843	FUEL/UNIT #63	41.41
		4,697	WEX BANK	79091843	FUEL/UNIT #63	23.93
		4,697	WEX BANK	79091843	FUEL/UNIT #63	46.81
					SEWER LINE CLEANING TOTAL	3,914.20

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
SEWER PLANT OPERATION	520	3,427	COGENT	5530163	FLUID EQUIPMENT	1,929.38
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE	1,485.60
		7,065	DPC ENTERPRISES, L.P.	282000042-22	CHLORINE	6,525.00
		271	KEATING TRACTOR & EQUIPMENT INC	294054	MOWER TIRES/UNIT #67	225.76
		284	M & M TIRE SERVICE	141204	FLAT REPAIR/UNIT #154	41.00
		465	MADDEN OIL CO	4350/22023998	FUEL	483.16
		3,259	NAPA OF LIBERAL	625811	H2O AIR COMPRESSOR BELT	12.47
		3,845	O'REILLY AUTOMOTIVE STORES INC	1453-228087	ANTIFREEZE	59.97
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	31,080.58
		560	SOUTHWEST GAS EQUIPMENT CO INC	I056285	CYLINDERS	34.34
		374	SOUTHWEST GLASS & DOOR INC	103836	GRIT BLDG DOOR REPAIRS	450.00
		5,707	SUNFLOWER BANK	J RANDLES	FUSE GLASS	45.84
		4,342	UNIFIRST CORPORATION	1098410	MARCH UNIFORM/MAT SVC	222.51
		4,697	WEX BANK	79091843	FUEL/UNIT #154	87.83
		4,697	WEX BANK	79091843	FUEL/UNIT #67	80.92
		4,697	WEX BANK	79091843	FUEL/UNIT #58	55.76
		4,697	WEX BANK	79091843	FUEL/UNIT #30	73.04
					SEWER PLANT OPERATION TOTAL	42,893.16
SEWER DEBT SERVICE		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 01	KDHE REVOLVING LOAN PRIN	99,802.38
		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 01	KDHE REVOLVING LOAN INT	30,986.65
		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 01	KDHE REVOLVING SVC FEE	3,972.65
		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 02	KDHE REVOLVING LOAN PRIN	100.00
		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 02	KDHE REVOLVING LOAN INT	222,194.01
		3,298	KANSAS DEPT OF HEALTH & ENVIRONMENT	C20 1391 02	KDHE REVOLVING SVC FEE	29,864.79
					SEWER DEBT SERVICE TOTAL	386,920.48
					FUND 520 TOTAL	437,263.84
WASTEWATER SYSTEM-NBP	524	4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	701.26
					WASTEWATER SYSTEM-NBP TOTAL	701.26
					FUND 524 TOTAL	701.26
WATER UTILITY ADMIN	530	3,954	AT&T	FEB-22	MONTHLY PHONE CHARGES	40.62
		5,961	CINTAS FIRST AID & SAFETY	5097309421	SUPPLIES	89.09
		5,756	CIVICPLUS	222420	RENEWAL WEBSITE HOSTING	216.90
		3,891	FASTENAL COMPANY	KSLIB93379	GREY LENS/AA BATTERIES	34.56
		3,891	FASTENAL COMPANY	KSLIB93450	SAFETY GLASSES	88.27
		7,071	GOMEZ, FREDERIK	FEB-22	REIMBURSE WORK BOOTS	43.70
		5,879	HECO HEATING AND COOLING	3117	INSTALL FURNACE	6,620.00

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
WATER UTILITY ADMIN	530	5,879	HECO HEATING AND COOLING	3119	VENT/GRILLS	1,200.00
		281	LIBERAL OFFICE MACHINES COMPANY	94017	OFFICE SUPPLIES	170.41
		281	LIBERAL OFFICE MACHINES COMPANY	94177	PAPER	42.50
		281	LIBERAL OFFICE MACHINES COMPANY	94178	METER CHANGE	82.49
		281	LIBERAL OFFICE MACHINES COMPANY	94285	OFFICE SUPPLIES	19.90
		465	MADDEN OIL CO	4940/2202078037	FUEL	63.45
		3,259	NAPA OF LIBERAL	629225	FUSES	19.29
		4,432	PRAIRIE FIRE COFFEE	1376435	COFFEE	136.70
		916	RED BUD SUPPLY INC	173468	BOOTS	305.16
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	695.66
		383	STANION WHOLESALE ELECTRIC CO	5290260-00	KEYSTONE LED/BAG	243.00
		5,707	SUNFLOWER BANK	C FORD	TEAMVIEWER	1,304.44
		5,707	SUNFLOWER BANK	JOSE ROSALES	KDHE BUREAU OF WATER	20.00
		4,342	UNIFIRST CORPORATION	1098409	MARCH UNIFORM/MAT SVC	70.87
		7,075	YANEZ-SALINAS, JORGE	MAR-22	REIMBURSE WORK BOOTS	95.86
		6,913	ZAVALA, DIEGO	MAR-22	REIMBURSE WORK BOOTS	92.15
					WATER UTILITY ADMIN TOTAL	11,695.02
WATER UTILITY		4,385	BLACK HILLS CORPORATION	MAR #1 2022	NATURAL GAS SERVICE	756.71
		6,989	BRENNON, NATHAN	BSW364376	CHLORINE GAS	3,231.18
		4,336	CONSTELLATION NEWENERGY	3421205	NATURAL GAS SERVICE	1,040.79
		3,891	FASTENAL COMPANY	KSLIB92801	THERMAL/NYLON GLOVES	59.75
		3,891	FASTENAL COMPANY	KSLIB93378	SAFTEY GLASSES/GLOVES	98.97
		271	KEATING TRACTOR & EQUIPMENT INC	293656	BATTERY/AIR CLEANER/BLADE	1,166.67
		271	KEATING TRACTOR & EQUIPMENT INC	293910	MOWER STARTER	167.54
		465	MADDEN OIL CO	4942/2202078038	FUEL	663.44
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	29,340.92
		383	STANION WHOLESALE ELECTRIC CO	5266634-00	LED HID REPLACEMENT	204.88
		383	STANION WHOLESALE ELECTRIC CO	5274352-00	WING NUT WIRE	18.13
		383	STANION WHOLESALE ELECTRIC CO	5290580-00	VINYL/TIGHT CONN/SPLICING	312.81
		383	STANION WHOLESALE ELECTRIC CO	5291072-00	AWG POLARIS INSULATED	79.80
		383	STANION WHOLESALE ELECTRIC CO	5291088-00	ELECTRICAL PARTS CLEANER	14.06
		383	STANION WHOLESALE ELECTRIC CO	5294551-00	FLUOR WIRE/BASE	98.19
		5,314	TIM EKKEL DIESEL REPAIR	WI007425	REPAIR UNIT#17	14,194.54
		4,342	UNIFIRST CORPORATION	1098409	MARCH UNIFORM/MAT SVC	55.62
					WATER UTILITY TOTAL	51,504.00
WATER DISTRIBUTION		890	CHRYSLER CORNER INC	106662	LUBE, OIL/FILTER	500.00
		6,280	CORE & MAIN LP	Q261559	SCREW TOP IMPORT	72.38
		6,280	CORE & MAIN LP	Q352537	CPLG MIPXQJCTS	288.10
		6,280	CORE & MAIN LP	Q352667	TOP HAT 6"	564.08
		6,280	CORE & MAIN LP	Q412953	MUELLER HYDRANT	2,239.80
		3,891	FASTENAL COMPANY	KSLIB92801	THERMAL/NYLON GLOVES	59.74
		3,891	FASTENAL COMPANY	KSLIB93378	SAFTEY GLASSES/GLOVES	98.96
		3,891	FASTENAL COMPANY	KSLIB93378	FITTINGS/TAPE	24.75

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
WATER DISTRIBUTION	530	3,891	FASTENAL COMPANY	KSLIB93450	FITTINGS	7.73
		3,665	FOLEY EQUIPMENT CO	PC050011341	REURN SEALS/RINGS	309.54-
		3,665	FOLEY EQUIPMENT CO	PS050050519	SEAL KIT	104.85
		4,626	HAVOC SUPPLY	77973	FITTINGS	40.28
		6,614	HODGE PRODUCTS INC	0482271-IN	METER LOCKS	632.80
		254	KANSAS ONE-CALL SYSTEM INC	2020340	(153) LOCATE FEES	183.60
		284	M & M TIRE SERVICE	141306	FLAT REPAIR	21.00
		284	M & M TIRE SERVICE	141354	FLAT REPAIR/UNIT #247	21.00
		465	MADDEN OIL CO	4942/2202078038	FUEL	1,395.43
		3,259	NAPA OF LIBERAL	629369	AIR CONDITIONING/UNIT #36	89.10
		3,259	NAPA OF LIBERAL	629448	MAINTENANCE/UNIT #29	42.94
		916	RED BUD SUPPLY INC	173468	SPADES	321.97
		2,193	SAM'S SALVAGE & SANDBLASTING	029836	REPLACE GLOVE BOX/UNIT#28	40.00
		4,104	SOUTHERN PIONEER ELECTRIC CO	MAR #1 2022	ELECTRIC SERVICE	46.17
		5,707	SUNFLOWER BANK	JOSE ROSALES	FITTINGS FOR POOL	184.26
		4,342	UNIFIRST CORPORATION	1098409	MARCH UNIFORM/MAT SVC	271.54
					WATER DISTRIBUTION TOTAL	6,940.94
					FUND 530 TOTAL	70,139.96
	601	6,545	EMPOWER RETIREMENT	20220317	PAYROLL SUMMARY	1,453.27
		424	KANSAS DEPARTMENT OF REVENUE	20220317	PAYROLL SUMMARY	14,124.92
		237	KANSAS PUBLIC EMPLOYEES	20220317	PAYROLL SUMMARY	25,622.27
		237	KANSAS PUBLIC EMPLOYEES	20220317	PAYROLL SUMMARY	7,968.65
		237	KANSAS PUBLIC EMPLOYEES	20220317	PAYROLL SUMMARY	24,962.63
		237	KANSAS PUBLIC EMPLOYEES	20220317	PAYROLL SUMMARY	16,784.27
		4,153	SUNFLOWER BANK	20220317	PAYROLL SUMMARY	28,866.36
		4,153	SUNFLOWER BANK	20220317	PAYROLL SUMMARY	28,866.36
		4,153	SUNFLOWER BANK	20220317	PAYROLL SUMMARY	26,324.62
					TOTAL	174,973.35
					FUND 601 TOTAL	174,973.35
OTHER GOVERNMENTAL	602	281	LIBERAL OFFICE MACHINES COMPANY	94721	OFFICE SUPPLIES	84.39
					OTHER GOVERNMENTAL TOTAL	84.39
					FUND 602 TOTAL	84.39
	603	169	LIBERAL FIRE FIGHTER FUND	20220303	PAYROLL SUMMARY	766.77
		695	UNITED WAY	20220303	PAYROLL SUMMARY	22.00

ACCOUNT DESCRIPTION	FUND	VDR #	VENDOR	INVOICE #	DESCRIPTION	AMOUNT
					TOTAL	788.77
					FUND 603 TOTAL	788.77
MUNICIPAL COURT/DIVERSION	722	281	LIBERAL OFFICE MACHINES COMPANY	94662	STAMPS	20.50
		6,611	MERCEDES SCIENTIFIC	2563905	DRUG TESTING KITS	362.82
		5,707	SUNFLOWER BANK	K CLINKLINGBEAR41	PAPERS	41.00
		5,707	SUNFLOWER BANK	K CLINKLINGBEARAA	SOBRIETY COINS	22.94
		5,707	SUNFLOWER BANK	K CLINKLINGBEARCOIN	HOLDER/COINS	52.65
		5,707	SUNFLOWER BANK	K CLINKLINGBEARCORRECTIONAL	COUNSELING	92.00
		5,707	SUNFLOWER BANK	K CLINKLINGBEARMRT	BOOKS	278.55
					MUNICIPAL COURT/DIVERSION TOTAL	870.46
					FUND 722 TOTAL	870.46
					TOTAL	1,512,807.80

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