

City Commission Agenda
Tuesday, January 14, 2025, 5:30 PM
City Commission Chambers, 950 S. Grant Ave.

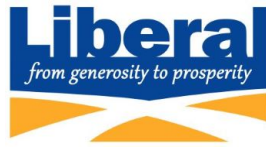
- Call to Order
 - Roll Call
 - Pledge of Allegiance
 - Invocation
1. Reorganization:
 - a. Election of Mayor
 - b. Election of Vice Mayor
 2. AWARDS, PROCLAMATIONS, PRESENTATIONS:
 3. APPROVAL OF AGENDA
 4. MINUTES -
 - a. December 24, 2024, Regular Meeting Minutes
 5. ITEMS FROM CITIZENS

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.
 6. ITEMS FROM GROUPS
 7. 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 requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

 - a. P/Z Meeting Minutes Nov 14th & Nov 26th
 - b. Lease #34.02 Gary Classen
 - c. Lease #47.02 Underground Systems
 - d. Lease #58.01 JC Services
 - e. Lease #69.02 L&D Oilfield

- f. Lease #90.01 Service Janitorial
 - g. Lease #98.00 Roy's Electric
 - h. Lease #130.02 Kerr Well Service
 - i. Lease #134.04 Mobile Storage
 - j. Lease #147.01 JC Services 147.01
 - k. Lease #TS-8.00 Austin Downs
 - l. 2025 Cereal Malt Beverage Applications
- 8. Air Products Purchase & Sale Agreement
 - 9. Ordinance No. 4628, Rezone 441 S. Washington from C-2 Commercial to R-3 Multiple Family
 - 10. Custom Ruby Slipper Slide
 - 11. Financial Policies & Procedures Manual
 - 12. Designation of Official City Depository
 - 13. Designation of Official City Newspaper
 - 14. Larry & Hickory Street Funding Discussion
 - 15. CITY STAFF
 - 16. CITY MANAGER REPORT
 - 17. ITEMS FROM COMMISSIONERS
 - 18. VOUCHERS
 - a. 01/14/2025 VOUCHERS
 - 19. EXECUTIVE SESSION- A ten (10) minute Executive Session per K.S.A 75-4319 (b)(1) – Personnel matters of nonelected personnel.
 - 20. EXECUTIVE SESSION- A fifteen (15) minute Executive Session per K.S.A 75-4319 (b)(1) – Personnel matters of nonelected personnel.
 - ADJOURNMENT



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 1.**

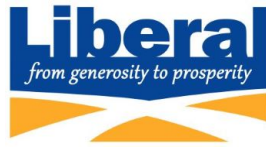
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: Reorganization:

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 1.a.**

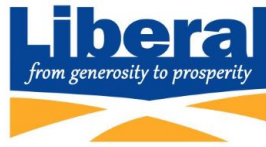
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: Election of Mayor

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 1.b.**

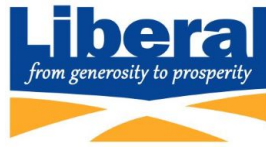
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: Election of Vice Mayor

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 4.a.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Alicia Hidalgo, City Clerk

RE: December 24, 2024, Regular Meeting Minutes

Attached are the December 24, 2024, Regular Meeting minutes for your review.

Recommendation:

Staff requests approval of the December 24, 2024, Regular Meeting minutes.

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
December 24, 2024

The regular meeting of the Liberal City Commission was held at 1:00 p.m. at City Commission Chambers located at 950 S. Grant Ave., on Tuesday, December 24, 2024.

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

City Staff Present: Interim City Manager Scarlett Diseker, Assistant City Manager Brad Beer, City Clerk Alicia Hidalgo, and Finance Director Kristyn Reust.

Mayor Lara 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. *No items.*

2. APPROVAL OF AGENDA.

Commissioner Vazquez moved to approve the agenda, as printed, with Commissioner Landry seconding the motion. The motion carried unanimously.

3. MINUTES: - December 10, 2024 Regular Meeting Minutes.

Commissioner Vazquez moved to approve the December 10, 2024, Regular Meeting Minutes, with Commissioner Warren seconding the motion. The motion carried unanimously.

4. Items from Citizens. *No items were presented.*

5. Items from Groups. *No items were presented.*

6. CONSENT AGENDA

- a. Lease #12-03 Rawhide Well Service
- b. 2025 Cereal Malt Beverage Renewals

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

7. 2024 Budget Amendments.

- a. Public Hearing.

Mayor Lara opens the Public Hearing.

- The Notice of Budget Hearing was published on December 12, 2024.
- Interim City Manager Diseker stated it is necessary to amend our 2024 Fiscal Year Budget that was adopted on September 26, 2023. The proposed State of Kansas Amended Budget Forms are in the packet.
- Airport Utility: Adopted Budget \$688,500; Increase Amount \$75,000, Proposed Amended Budget \$763,500. The Amendment is required to account for higher expenses due to grants received.
- Special Fire: Adopted Budget \$138,700; Increase Amount \$100,000, Proposed Amended Budget \$238,700. The Amendment is required to account for the new lease payment for the Rosenbauer pumper truck & chassis, negotiated in April 2024.

- **Special Highway:** Adopted Budget \$725,200; Increase Amount \$200,000, Proposed Amended Budget \$925,200. The Amendment is required to account for higher expenses incurred due to the increased frequency of chip and crack seal for City streets.

Mayor Lara closed the Public Hearing.

8. Ordinance No. 4627 - An Ordinance Amending the Fiscal Year Budget.

Mayor Lara requested Commission consideration of Ordinance No. 4627, entitled "AN ORDINANCE AMENDING THE 2024 FISCAL YEAR BUDGET APPROPRIATIONS FOR THE AIRPORT UTILITY FUND, SPECIAL FIRE FUND, AND SPECIAL HIGHWAY FUND."

Vice Mayor Parsons moved to adopt Ordinance No. 4627, with Commissioner Landry seconding the motion. The motion carried unanimously.

9. Reclassification of Delinquent Accounts Receivable & Utility Accounts.

- Finance Director Reust stated Commission approval is necessary to reclassify accounts receivable and Utility account delinquencies that are over 120 days past due as they are not bookable, quality assets. The most recent reclassification was on December 26, 2023. The total delinquencies are \$79,150.23

- Although the delinquent accounts receivable and utility charges will be reclassified from quality assets, staff will continue aggressive collection efforts on these accounts.

Commissioner Vazquez moved to approve the Reclassification of Delinquent Accounts Receivable & Utility Accounts in the total amount of \$79,150.23, with Commissioner Landry seconding the motion. The motion carried unanimously.

10. 2024 Fiscal Year Transfers.

- Interim City Manager Diseker stated Staff has identified the attached necessary Fiscal Year 2024 fund transfers, for which sufficient budget authority exists. What you will find different year over year is that we have determined several projects that need to be closed, which are carrying positive cash balances. In these cases, the funds will be returned to their original source, thereby increasing cash balances in several 1% Sales Tax Funds before we make the regular year-end transfers out to the Construction Fund.

- The Construction Fund is fully reconciled per project and balanced back to the cash total; therefore, you will notice that we aren't making estimated transfers this year. Staff is making exact dollar transfers to bring projects to zero at year's end. If we continue to do this, we shouldn't end up with projects having positive cash balances at the time they are completed and capitalized, which makes the process more efficient overall.

- In total, we are transferring a total of \$1,998,020.06 back to originating 1% Sales Tax Funds from the 301 Construction Fund and \$1,989,737.67 from 1% Sales Tax Funds to the 301 Construction Fund for a net difference of +\$8,282.39.

Commissioner Vazquez moved to approve the Fiscal Year 2024 Fund Transfers as presented, with Commissioner Landry seconding the motion. The motion carried unanimously.

11. Air Products Purchase & Sale Agreement.

- Interim City Manager Diseker stated City Staff, in conjunction with efforts by Eli Svaty at Seward County Development Corporation, have been working for the better part of a year on an agreement between the City and Air Products. An official Letter of Intent was signed by both parties on September 16, 2024, for two lots at the Airport Industrial Park. A site visit and environmental assessment took place on October 1, 2024, which then led to the attached Purchase and Sale Agreement. After several discussions between both parties and attorneys on both sides, the City is ready to present the agreement for Commission review.

- The agreement will require a commitment from the City for the paving and curbing of Luck Road from General Welch Boulevard running north to the point along the west boundary of the land. City Staff has obtained two estimates from Earles Engineering for the cost of this project.
- Assistant Manager Beer discussed the two estimates. Estimate #1 - 41' BC to BC - \$918,340. Estimate #2 - 49' BC to BC - \$1,068,694. Both estimates include construction materials, surveying/engineering, and inspections. The seller's work also includes extending the sanitary sewer and City water to the northwest corner of the land to the intersection of Luck Road and Airpark Avenue.
- Discussion was held on the road.
- Interim City Manager Diseker stated funding would have to come from the One Cent Sales Tax Fund 260 Streets, Drainage, and Other Capital Improvements. This fund is anticipated to have a \$6.6 - \$7 million rollover cash balance to 2025, with \$3.2 million already appropriated for housing projects. It is necessary to reserve at least \$2.5 million for ongoing City maintenance. Fund 260 brings in about \$250K per month from the One Cent Sales Tax, so it would take at least four months to recoup this money from a cash flow perspective. A Cost/Benefit Analysis is also included in the packet and was generated by the Kansas Department of Commerce and shows the City investments and incentives versus the ultimate benefit of these costs. The gross benefits would be \$1,304,040, with the net benefits being \$939,865. As the incentives will come in around \$1.1 million, this would bring the net benefits, minus incentives, to a negative \$187,979, which will take about 11.8 years to recoup that from a property taxation standpoint. An important area to note is that the Cost/Benefit Analysis is only for the Air Products expansion and does not include the current operation that they have and will retain even after this improvement. This will create about 45 new jobs, with the average salary being around \$50,696. Air Products would still retain 17 jobs from their current operation at an average salary of \$52,941.
- Additional discussion was held.
- It was noted Air Products is not asking for additional incentives.

Commissioner Vazquez moved to approve the purchase and Sale Agreement between the City of Liberal and Air Products as drafted on 12/5/24, with the infrastructure costs coming from the One Cent Sales Tax Fund 260 for Streets, Drainage, and Other Capital Improvements. Once approved by the Commission, the land sale and project is still contingent upon final FAA approval, which we are expecting within 60 days. Vice Mayor Parsons seconds the motion. The motion carried unanimously.

12. CITY STAFF. *No comments.*

13. CITY MANAGER REPORT

Interim City Manager Diseker stated:

- The Pro Shop remodel at the Golf Course is going well. Steve says that he has lost count of the number of people who have stopped in and said they are excited about the improvements. They have had great numbers during the warm December weeks, which drives the community conversation and anticipation.
- Keeley has our new and improved website up and running. It looks clean and fresh. We are also looking at improvements to the Rec Center website, as well as developing a Community Calendar with a QR Code in 2025, so people have easier access to local events, and paper printing and costs associated with it will decrease as a result.
- I want to thank Brad and Alicia. We all sat down with St. Anthony's Catholic Church last week regarding questions they had on parade routes. I felt that it was productive. We got some information from them that was helpful for us and we provided information as well as to why that ordinance exists. We are going to schedule a follow up meeting with them and come up with a common understanding of how we will deal with their religious processions. We know they have a large congregation and we may need to look at that again. I appreciate their input because they have the historical information that comes with this

decision. Coming together and listening to both sides is very important. I found that meeting very productive and want to thank all the parties that were involved in that and doing that in a civil manner and getting communication rolling as it pertains to the questions they had about that.

- I want to wish everyone a Very Merry Christmas and Happy New Year. We look forward to a great year ahead.

14. ITEMS FROM COMMISSIONERS

Commissioner Landry: Merry Christmas and Happy New Year to everyone. I appreciate City Staff for all they've done this year. To Scarlett for stepping into where she is at right now and what she's done with us and the clarity, transparency, and communication. Fellow Commissioners, Mayor, Vice Mayor: Merry Christmas and Happy New Year to you guys. I hope you enjoy your time. I hope the community is enjoying the direction we are going in. It's extremely positive, and I feel privileged to be a part of what we're doing here. Thank you.

Vice Mayor Parsons: Thank you to Staff for all you do. Thank you to Scarlett and the Finance Department for the great work on funds transfers and stuff. That is very refreshing. I've sat through a lot of years where this was not a great meeting. Thank you also to Eli for all your hard work on this project. I know it's a long time coming, and you did a great job. I'm hoping to learn more next meeting about this project and I look forward to that. I want to wish everybody a Merry Christmas

Commissioner Warren: I want to say the same thing: thanks staff for everything. We've had a really good year. I've been here for a while and I'm kind of excited about next year. Do I have the right to be excited Eli? I think you've been working real hard and Staff's been working real hard. There's a lot of good things happening. I'm really excited for this next year. Thank you for all your hard work and staff for all the things you do for us. Thank you guys for putting in the time we put in. I want to wish everybody a Merry Christmas and have a Happy New Year and be safe.

Commissioner Vazquez: So pretty much everyone's said what I want to say so I won't make you sit and listen to me say the same thing. I want to say thank you to all of the staff for all of your hard work and for coming in today. Merry Christmas and Happy New Year.

Mayor Lara: There's really not much more to say. As always, thank you for all the hard work. Thank you, Eli, for all that you've been doing, even when you first stepped in and then when we stepped into our roles and combined everything. It has not been easy for you and, not saying you haven't done anything since then, but it's the stuff coming down the line is going to show how much work you've been putting into it day in and day out. So, thank you for everything you've done. For the team that we have that has helped us and basically for the breath of fresh air that Scarlett has brought in. I'm hoping that everyone is happy with the way things are going. Last time I said this, there were a few issues. I'm really glad with the direction we are now. At the end of the day though things have been positive for the city and have continued to be positive. We say it almost every year, just look for the next year, and it'll get better, and it really has over the last three years for us. So just look to the next year and see how much better it's going to get still. Merry Christmas and Happy New Year.

15. VOUCHERS: \$1,374,114.89, dated December 24, 2024.

Commissioner Warren moved to approve the vouchers, with Commissioner Vazquez seconding the motion. The motion carried unanimously.

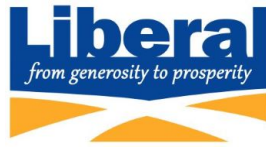
The meeting was adjourned by Mayor Lara.

Jose Lara, Mayor

ATTEST:

Alicia Hidalgo, MMC, City Clerk

DRAFT



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.a.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Keith Bridenstine, Building Services Director

RE: P/Z Meeting Minutes Nov 14th & Nov 26th

The approved and signed Meeting minutes from the regular scheduled meeting on November 14th, 2024 and the Special called meeting on November 26th for the Liberal Metropolitan Board of Planning and Zoning.

Recommendation:

MINUTES REGULAR MEETING LIBERAL BOARD OF ZONING APPEALS

The Liberal Metropolitan Area Board of Zoning Appeals regular meeting on November 14, 2024 at 7:00 PM, in the City Commission Chambers 950 S Grant.

<u>Members</u>	<u>Present Today</u>	<u>No. of Meetings Held in 2024</u>	<u>No. of Meetings Attended in 2024</u>
Steve Merz, Chairman	Yes	8	8
Edgar Ortuno, Vice Chairman	Yes	8	8
Monalicia Arredondo	No	8	5
Jeff Hall	Yes	8	6
Jairo Vazquez	Yes	8	7
Nick Schwindt	Yes	8	8
Jeremy Benton	Yes	5	4

Staff members: Keith Bridenstine, Zoning Administrator; Arlene Rosales, Secretary of the Board.

Steve Merz. calls the meeting to session at 7:00PM. Steve notes we have a quorum.

Item #1

Approval of the BZA Minutes of September 12th, 2024

Nick Scwindt makes a motion to approve the minutes of September 12, 2024 with Jairo Vazquez seconding the motion.

AYES: Merz, Schwindt, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Ortuno, Arrendondo

All in favor, motion carried unanimously.

Item #2

Case BZ-24-05: The owner is requesting a variance for the purpose of a new open porch addition that will extend into the back-yard setback, this can be permitted at this location by majority vote by the Planning Commission in accordance with Article XXIV, Section 10 of the zoning ordinance. The requested variance will apply to the following described property:

SURFACE AND SURFACE RIGHTS ONLY, in and to;

HOLLY RIDGE FOURTH ADD REPLAT, BLOCK 1, Lot 3. *to the City of Liberal, Seward County, Kansas. (Address: 2430 Chance Rd.)*

Keith states this is one of the new houses on the Chance Addition. Upon selling the house the owners decided they want a porch. The house was originally set with a 32' rear yard set back per the site plan. The minimum in zoning is 30' for an R-1 zone. They are requesting a 12' porch to extend back which would put the rear yard setback for this house at 20'. There is a 10' easement at the rear of this property, if this variance is approved and they then decide they want to build a fence. The fence will be 10' from the edge of the porch.

Jeff Hall ask if Keith has a problem with that?

Keith states he does not.

Steve opens the public portion of the meeting.

Steve closes the public portion of the meeting.
Edgar Ortuno, Vice Chairman, arrives at 7:04pm.

Nick Schwindt makes a motion to approve the variance to allow the porch to extend into the rear-yard setback with Jeff Hall seconding the motion.

AYES: Merz, Ortuno, Schwindt, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Arrendondo

All in favor, motion carried unanimously.

Item #3

Case BZ-24-06: The owner is requesting a variance for the purpose of a new pergola that will extend into the back-yard & side-yard setback, this can be permitted at this location by majority vote by the Planning Commission in accordance with Article XXIV, Section 10 of the zoning ordinance. The requested variance will apply to the following described property:

SURFACE AND SURFACE RIGHTS ONLY, in and to;
COUNTRY CLUB TERRACE ADDITION BLOCK ONE (1) LOT ONE (1) *to the City of Liberal, Seward County, Kansas. (Address: 500 Fairway Dr.)*

Keith states they are requesting to put a pergola that will extend into the rear yard setback & side yard setback. They were told the side yard requires a 20 ft side yard set back & most the P&Z can authorize is half and that setback would be 10' per the zoning code. If you are going to consider approving this variance I would recommend you put in the approval the pergola is to stay within the property line out of the right of way and out of any easement.

Steve opens the public portion of the meeting.

Rod Riley, 595 Fairway Dr., states I know there is a reason for setbacks, I am sure one of those reason would be safety as far as view from the corner. That's 100% not an issue here. The way this lot sits is no way near the corner. I assume another reason will be protecting the integrity of the neighborhood, also not an issue. The lot behind him is vacant and owned by the hospital, the hospital isn't going to build a house there. I don't see how this pergola would have a negative effect in our neighborhood

Nick states do you have the height of the pergola?

Rodney Hay, 500 Fairway Dr. The height may be 10-12'. I will be happy to answer questions

Steve states I want you to have an understanding that it appears your fence on the South is built out in the right of way. You may have to sit the pergola a little bit further.

Rod states 10' from the fence? It'll have to be farther in than that?

Keith ask if the contractor tried finding the property pins?

Rod states not that he is aware of.

Keith states if everyone is agreeable, we can table this & readdress this on our special meting on the 26 of November?

Steve states locate the property pin and we can readdress this.

Nick states I would like to see the pergola height to stay at 10 ft max.

Edgar ortuno makes a motion to table this variance until the 26th of November with Nick Schwindt seconding the motion.

AYES: Merz, Ortuno, Schwindt, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Arrendondo

All in favor, motion carried unanimously.

Item #3

Case BZ-24-07: The owner is requesting a variance for the purpose of a new garage that will extend into the back-yard & side-yard setback, this can be permitted at this location by majority vote by the Planning Commission in accordance with Article XXIV, Section 10 of the zoning ordinance. The requested variance will apply to the following described property:

SURFACE AND SURFACE RIGHTS ONLY, in and to;
HOLLY RIDGE FIFTH ADDN BLOCK1, LT 4 & BEG SE COR LT 5, TH SW6.1'; NW202.9';
E7.5; SE197.6' TO POB *to the City of Liberal, Seward County, Kansas. (Address: 831 Holly Ridge Ct.)*

Keith states the applicant and owner is not available to be here tonight he can attend via phone. A member of the board, Edgar Ortuno, lives within the notices area, he will have to abstain from the vote. If he wants to speak for or against this variance & address the board, he will have to sit with the public. The owner has, since applying, demolished an existing possibly 10x12 storage shed that is in the location he is trying to place the garage. His site plan states to be 6 ft off the rear property line. There is a 10' easement. If the corner of the building goes 6ft from the rear property line it would be 4 ft into the easement. The plan site also states a proposed 22'x50' garage to the north west portion of the back yard, the garage door would open to the 'alley'. The word alley is not exactly true and correct it is a 20' utility easement. To the West side of the property there is an unbuilt street but it is a platted street. In an R-1 you cannot exceed 60% of impervious surface. If this is approved and with the addition of the proposed garage his lot would be at 59.4% impervious surface. He is asking 3 ft along the side yard, it is a 6' required set back. Generally, we require a 10ft setback because a 20ft alley is not wide enough to turn into. There is also a question of if it is an easement, the easement is unimproved.

Steve states from previous experience in the 1980 we had a garage built over a pipe line easement, the gas company forced them to move the garage off of the easement.

Nick states on the rear property set back I think we need to get 10 ft off of that property line.

Dan Clifton, 831 Holly Ridge Ct, via phone, states he will be building a detached garage 22'x50' and will sit on the NW corner of his property and 3ft from the neighbor fence line and 6ft from the rear ft property line.

Steve ask are you aware there is a 10' easement in the back of that property?

Dan states yes.

Steve states are you measuring from the fence line or your property line?

Dan states he assumed his fence line was his property line

Steve states if you are lined up with the fences across there. It appears there is a chance those fences are built on those easement line and not the property lines. You will have to have the property surveyed.

Nick states or located your property pins on the corners.

Steve states he will call to table this item until November 26th. Do you mind moving it a little closer to your house?

Dan states no.

Nick Schwindt makes a motion to table this variance until the 26th of November with Jeremy Benton seconding the motion.

AYES: Merz, Schwindt, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: Ortuno

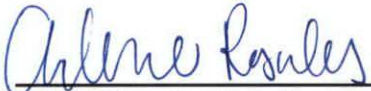
ABSENT: Arrendondo

All in favor, motion carried unanimously

Meeting Closed

ATTEST:


Steve Merz, Chairman


Arlene Rosales, Secretary

MINUTES REGULAR MEETING LIBERAL METROPOLITAN AREA

The Liberal Metropolitan Area Planning Commission regular meeting on November 14, 2024 at 7:00 PM, in the City Commission Chambers 950 S Grant.

<u>Members</u>	<u>Present Today</u>	<u>No. of Meetings Held in 2024</u>	<u>No. of Meetings Attended in 2024</u>
Steve Merz, Chairman	Yes	8	8
Edgar Ortuno, Vice Chairman	Yes	8	8
Monalicia Arredondo	No	8	5
Jeff Hall	Yes	8	6
Jairo Vazquez	Yes	8	7
Nick Schwindt	Yes	8	8
Jeremy Benton	Yes	5	4

Staff members: Keith Bridenstine, Zoning Administrator; Arlene Rosales, Secretary of the Board.

Steve M. calls the meeting to order at 7:00PM. Steve notes there is a quorum present.

Item #1

Approval of the PZA Minutes of the September 12th, 2024 Regular Meeting.

Edgar Ortuno makes a motion to accept the minutes of September 12th, 2024 as amended, with Nick Schwindt seconding the motion.

AYES: Schwindt, Merz, Ortuno, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Arredondo

All in favor, motion carried unanimously.

Item #2

CASE PZ-24-04: This is a request to Rezone the property from a “C-2” General Commercial District to a “R-3” Multiple Family Dwelling District. The Rezone will apply to the following property:

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO: LOTS THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33) AND THIRTY-FOUR (34), BLOCK TWO (2) EASTBORO ADDITION to the City of Liberal, Seward County, Kansas [Aka: 441 S Washington Liberal, KS 67901] [Parcel #: 088-192-04-0-20-18-006.00-0]

Keith states this rezone is a vacant lot. It is currently zoned C-2. Everything East is residential; the property North is zoned commercial but has been used as Residential for years. The property South is Oyo Motel, across the street to the West is weavers. This is not spot zoning

Steve opens the public portion of the meeting.

Heath Clemens, owner of Weavers Alignment, states there is already congested parking. What are the plans for parking? I have not seen any plans

Keith states there is a requirement for off street parking in a residential. They can not build and make everyone park on the street.

Jeff ask if parking congestion would be his only issue?

Heath states he has questions regarding taxes and if it will affect it?

Keith states taxes is a County question they will be able to answer that correctly.

Citizen from the public ask if any plans were turned in?

Keith states if it is going R-3, I believe they want to do duplexes and they'll split the lot in half and do a duplex on each lot.

Heath states they have their string lines up. I don't know where the property lines are.

Keith states prior to construction we will need to verify property pins and setbacks.

Jeff Hall makes a motion to table the item for the 26th of November with Jairo Vazquez seconding the motion.

AYES: Merz, Ortuno, Vazquez, Schwindt, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Arredondo

All in favor, motion carried unanimously.

Item #3

Administrators Report:

Keith discusses a preliminary sketch for a possible plat to be a PUD it is South of the Sage mobile home park. A PUD is a plan unit development, within a PUD, 100% of any required zoning rules go out the window. The only applicable zoning is what the P&Z and City Commission will approve.

Further discussion regarding preliminary sketch.

Keith explains what will be discussed at the Special Meeting on November 26, 2024.

Item #4

Items from Members:

Nick Schwindt- A neighbor to the East of me is building more stuff, I don't know if it is permitted. The neighbor to the South has chickens. They have them in a lot of city, they are allowed to have a dozen chicken but no roosters. I would like to see the board vote on that and try to change the rule just for chickens.

Steve Merz- Terms come up in January. The South Webster thing is getting worse.

Edgar Ortuno- I am currently working on the project with that gentleman. It will be a great opportunity.

Jairo Vazquez- Nothing.

Jeff Hall- Nothing.

Jeremy Benton- I agree with Steve on the property on S Webster. ATM machine on the side & mattress are getting stacked up. Also, internet lines are being left on the ground on peoples lots and draped on fences

Monalicia Arredondo- Not present

Edgar Ortuno makes motion to adjourn the meeting with Nick Schwindt seconding the motion.

AYES: Merz, Ortuno, Vazquez, Arredondo, Schwindt,

NAYES: None

ABSTAIN: None

ABSENT: Benton, Hall

PZA

All in favor, motion carried unanimously.

Meeting Adjourned.

ATTEST:


Steve Merz, Chairman


Arlene Rosales, Secretary

**MINUTES
SPECIAL MEETING
LIBERAL METROPOLITAN AREA**

The Liberal Metropolitan Area Planning Commission special meeting on November 26, 2024 at 7:00 PM, in the Randall Girl Scout Cabin 121 W 11th St.

<u>Members</u>	<u>Present Today</u>	<u>No. of Meetings Held in 2024</u>	<u>No. of Meetings Attended in 2024</u>
Steve Merz, Chairman	Yes	9	9
Edgar Ortuno, Vice Chairman	No	9	8
Monalicia Arredondo	Yes	9	6
Jeff Hall	Yes	9	7
Jairo Vazquez	Yes	9	8
Nick Schwindt	Yes	9	9
Jeremy Benton	Yes	6	5

Staff members: Keith Bridenstine, Zoning Administrator; Arlene Rosales, Secretary of the Board;

Steve M calls the meeting to order at 7:00PM. Steve notes there is a quorum present.

Item #1

CASE PZ-24-05: This is a request to Rezone the property from a “R-1” Single Family Dwelling District to a “R-3” Multiple Family Dwelling District. The Rezone will apply to the following property:

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO:

A TRACT OF LAND IN THE NE/4 OF 8-35-33 (300’X300’) [220 W PINE ST]

A TRACT OF LAND IN THE NE/4 OF 8-35-33 (140’x200’) [224 W PINE ST]

ALL OF BLOCK 1, LOTS 1-6, BLOCK 2, ALL IN McCRAY ADDITION [1000 S. PERSHING]

A TRACT IN THE NE/4 OF 8-35-33 (160’X200’) [0000 W PINE ST]

Keith states this is 4 separate tracts of grounds to rezone. The first one would be McCray park itself, there are 3 tracts North of it between McCray park and Pine St. This property needs to be rezoned as an R-3 for a possible Multi Family Housing Complex.

Steve Merz, states currently the property is being considered by a developer for low income housing. He is applying for a special grant and in order for the grant to go through the property has to be zoned R-3. He has to get it done by the end of the year. The city has not signed any agreement with this individual. I do know Edgar Ortuno has been doing some preliminary plans.

Nick Schwindt makes a motion to recommend the approval to rezone the properties from an “R-1” Single Family Dwelling District to a “R-3” Multiple Family Dwelling District and forward to the City Commission with Jeff Hall seconding the motion.

AYES: Schwindt, Merz, Vazquez, Benton, Hall, Arredondo

NAYES: None

ABSTAIN: None

ABSENT: Ortuno

All in favor, motion carried unanimously.

Item #2

CASE PZ-24-06 This is a request for a rezone. The rezone will be from an “A-L” Agricultural District to an “I-2” Heavy Industrial District to the following described property:

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO: Commencing at the Southwest corner of the West half of the said Section, thence N01°36'57"E along the East line of said West half a distance of 1981.43 feet to the Point of Beginning of parcel to be described;

- thence N88°35'09"W a distance of 1043.18 feet to the East Right-of-Way line of Luck Road;
- thence along said East Right-of-Way line on a non-tangent curve to the right having a radius of 535.00 feet, an arc length of 441.21 feet, a chord length of 428.81 feet and a chord bearing of N28°17'56"E;
- thence continuing along said East Right-of-Way line N51°55'28"E a distance of 769.10 feet;
- thence S43°34'55"E a distance of 1230.61 feet;
- thence N88°42'38"W a distance of 614.38 feet to Point of Beginning.[AKA: 00000 Luck Road]

Keith states the entire airport industrial park is zoned I-P Industrial park, this one lies outside of the plat but it is still city airport ground, it is zoned by default agriculture. There is a lot South of it currently zoned I-1 Light Industrial. There is current lease by Mr. Edgar Flores, it is pursuing to get the sale through to get it purchased. Mr. Flores request the lot be rezoned heavy industrial.

Edgar Flores, Clovis New Mexico, states he can answer any questions.

Nick ask do you have access to the location?

Edgar Flores states he is planning on doing an entrance on Luck Rd on the West side of the property. Earles engineering is helping us with the site plan. We are trying to make this work for the community to provide our service to the City of Liberal.

Jeff ask are you planning on building an office/shop

Edgar Flores states yes, we will.

Monalicia Arredondo makes a motion to recommend the approval to rezone the properties from an "A-L" Agricultural District to an "I-2" Heavy Industrial District and forward to the City Commission with Jeff Hall seconding the motion.

AYES: Schwindt, Merz, Vazquez, Benton, Hall, Arredondo

NAYES: None

ABSTAIN: None

ABSENT: Ortuno

All in favor, motion carried unanimously.

Meeting Closed

ATTEST:


Steve Merz, Chairman


Arlene Rosales, Secretary

MINUTES SPECIAL MEETING LIBERAL BOARD OF ZONING APPEALS

The Liberal Metropolitan Area Board of Zoning Appeals special meeting on November 26, 2024 at 7:00 PM, in the Randall Girl Scout Cabin 121 W 11th St.

	Present	No. of Meetings Held in	No. of Meetings Attended in
<u>Members</u>	<u>Today</u>	<u>2024</u>	<u>2024</u>
Steve Merz, Chairman	Yes	9	9
Edgar Ortuno, Vice Chairman	No	9	8
Monalicia Arredondo	Yes	9	6
Jeff Hall	Yes	9	7
Jairo Vazquez	Yes	9	8
Nick Schwindt	Yes	9	9
Jeremy Benton	Yes	6	5

Staff members: Keith Bridenstine, Zoning Administrator; Arlene Rosales, Secretary of the Board.

Steve Merz. calls the meeting to session at 7:00PM. Steve notes we have a quorum.

Item #1

CASE BZ-24-08: This is a request for a special use permit. A Special Use Permit to allow a concrete plant to the following described property:

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO: Commencing at the Southwest corner of the West half of the said Section, thence N01°36'57"E along the East line of said West half a distance of 1981.43 feet to the Point of Beginning of parcel to be described;
 -thence N88°35'09"W a distance of 1043.18 feet to the East Right-of-Way line of Luck Road;
 -thence along said East Right-of-Way line on a non-tangent curve to the right having a radius of 535.00 feet, an arc length of 441.21 feet, a chord length of 428.81 feet and a chord bearing of N28°17'56"E;
 -thence continuing along said East Right-of-Way line N51°55'28"E a distance of 769.10 feet;
 -thence S43°34'55"E a distance of 1230.61 feet;
 -thence N88°42'38"W a distance of 614.38 feet to Point of Beginning.[AKA: 503 Luck Road]

Keith states he did receive a corresponds from Mr. Chad Mease with USD 480 who owns the property adjacent with the bus barn building being out here.

Keith reads out loud the letter.

Keith states in discussing with Mr. Mease, they want an assurance that with a motion you grant a special use the filtration system will remain active and not cause a problem. The only other note I have where this is located it is not many feet from an active runway, if you choose to approve it, with the stipulation that it would only be allowed upon the FAA approval as well.

After being asked the height of the concrete plant, Edgar Flores, Clovis NM, states it is about 45 ft, but the FAA application is going to say it 65ft.

Keith states he believes Brian Fornwalt has already sent the paperwork to the FAA to request the height and use of the concrete plant.

Edgar states the plant will be enclosed 80%. The filtration system will have to be updated as needed, we do have a license with the states of Kansas with Environmental. We get inspections, so it will need to be updated & we'll make sure we are in good standing with the state of KS.

Jairo ask why is it only 80% enclosed.

Edgar states 80% because you have the silo where the trucks get loaded and you have the bay where everything falls into and from there you have a conveyer belt will be loaded outside. That is why I am figuring out 80% enclosed. At our last project with ZHX, we have a truck where it is outside 7 days a week, that truck is watering to keep that dust control down.

Jeff Hall makes a motion to grant the Special Use permit with the condition that the air filtration system will be in use at all times that the plant is in operation and contingent upon approval from the FAA & forwarding to the City Commission for approval with Nick Schwindt seconding the motion.

AYES: Merz, Schwindt, Arrendondo, Vazquez, Benton, Hall

NAYES: None

ABSTAIN: None

ABSENT: Ortuno

All in favor, motion carried unanimously.

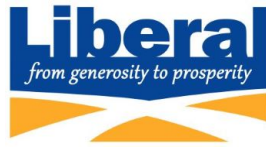
Monalicia Arredondo makes a motion to adjourned with Jeremy Benton seconding the motion.

Adjourned

ATTEST:


Steve Merz, Chairman


Arlene Rosales, Secretary



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.b.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #34.02 Gary Classen

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #34.02 with Gary Classen.

AIRPORT LEASE

THIS AGREEMENT, entered into this **1st day of October, 2024**, by and between the City of Liberal ("Lessor") and **Gary Classen, 1306 S. Cain, Liberal, KS 67901, Phone: (620)624-6817 (h), (620)626-6100 (w), (620)629-0063 (c)** ("Lessee").

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

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

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

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

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

2. Term. The term of this Lease is for **One (1) Year** beginning on **October 1, 2024**. There is no option to renew this Agreement, and any hold over will be considered a month to month lease on the same terms as set forth herein. This Lease shall automatically terminate without further obligation by either party if Lessor's right to possession of said airport properties terminates in any way.

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

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

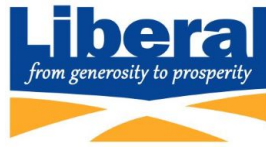
5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:

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

b. Rules and regulations of the Federal Aviation Administration;

Lessee Initials





**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.c.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #47.02 Underground Systems

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #47.02 with Underground Systems.

THIS AGREEMENT, entered into this 1st day of December, 2024, by and between the City of Liberal ("Lessor") and **USC Underground Systems Construction, Attn: Cabal Culp, P.O. Box 12498, Wichita, KS. 67277, Phone Number: (417) 291-3032** ("Lessee").

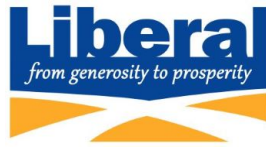
WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

Part of Lot 4, all of Lot 5, and Part of Lot 6, Block 7
Lot 4 = 65' x 68' + 35' x 324' = 16,390 square feet
Lot 5 = 100' x 342' = 34,200 square feet Lot 6 = 60' x 342' = 20,520 square feet
Total = 71,110 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 **December 1st, 2024**. 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 **\$3,285.28 per year in advance or \$273.77 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.d.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #58.01 JC Services

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #58.01 with JC Services.

THIS AGREEMENT, entered into this **1st day of December, 2024**, by and between the City of Liberal ("Lessor") and **JC Services, Attn: Tina Vargas, P.O. Box 1717, Liberal, KS 67905-1717 Phone Number: (620) 370-1067** ("Lessee").

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

All of Lots 7, 8 and 9, Block 9

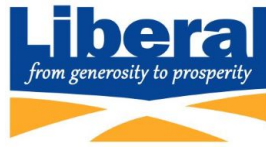
Lot 7: 177' x 130' = 23,010 square feet Lot 8: 177' x 100' = 17,700 square feet

Lot 9: 177' x 100' = 17,700 square feet Total = 58,410 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 **December 1st, 2024**. 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 **\$4,173.48 per year in advance or 347.79 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service; provided, that Lessee may make



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.e.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #69.02 L&D Oilfield

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #69.02 with L&D Oilfield.

THIS AGREEMENT, entered into this **1st day of December, 2024**, by and between the City of Liberal ("Lessor") and **L & D Oilfield Services, Inc., Attn: Dale Scheuerman, P.O. Box 1242, Liberal, KS. 67905-1242 Phone: (620) 621-3879** ("Lessee").
~~621-3879~~
 621-1584

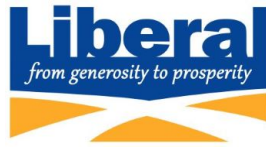
WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

All of Lots 5 and 6, Part of Lot 4, Block 8
Lot 4: 78' x 190' = 14,820 sq. ft. Lot 5: 100' x 190' = 19,000 sq. ft.
Lot 6: 130' x 190' = 24,700 sq. ft. TOTAL = 58,520 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 **December 1st, 2024**. 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 **\$2,563.18 per year or \$640.79 per quarter**. 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.f.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #90.01 Service Janitorial

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #90.01 with Service Janitorial.

AIRPORT LEASE

THIS AGREEMENT, entered into this **1st day of January, 2025**, by and between the City of Liberal ("Lessor") and **Service Janitorial, Attn: Ron Prentice, P.O. Box 1443, Liberal, KS. 67905-1443 Phone: (620) 624-6401** ("Lessee").

WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Municipal Airport, Seward County, Kansas:

**East 2 of Lot 3, Block 3
Total = 1.70 Acres, more or less**

Two Tracts of land in the Northeast Quarter (NE/4) of Section 6, Township 35 South (T35S), Range 33 West (R33W), of the 6th Principal Meridian, more particularly described as follows:

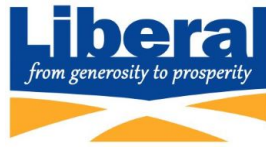
Tract 1: Beginning at the Northeast (NE) corner of Lot 3, Block 3 of the Airport Industrial Park Addition to the City of Liberal, Kansas: thence South 71°, 52' West a distance of 166.69'; thence due South a distance of 335.12'; thence due East a distance of 158.41' to the point of beginning. Contains 1.31 acres, more or less.

Tract 2: Beginning at the Northeast (NE) corner of said Section 6; thence South a distance of 1,791.5 feet more or less; thence West along the South line of Lot 3 extended a distance of 120 feet more or less to the point of beginning; thence North along the East line of Lot 3 a distance of 387.20 feet more or less; thence North easterly along the North line of Lot 3 extended a distance of 14.0 feet more or less to a point 5 feet Westerly of the West rail of the existing spur railroad track; thence Southerly parallel to and 5 feet Westerly of said West rail a distance of 400.0 feet more or less to the South line of said Lot 3 extended; thence Westerly along the South line of said Lot 3 extended a distance of 57.0 feet more or less to the point of beginning. Contains 0.39 acres, more or less.

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 Municipal Airport for the purpose of providing the Lessor with revenue to support the Liberal Municipal Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.g.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #98.00 Roy's Electric

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #98.00 with Roy's Electric.

THIS AGREEMENT, entered into this **1st day of January, 2025**, by and between the City of Liberal ("Lessor") and **Roy's Electric Service, Attn: Roy Rypma, P.O. Box 1476, Liberal, KS 67905-1476 Phone Number: (620) 624-7653** ("Lessee").

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

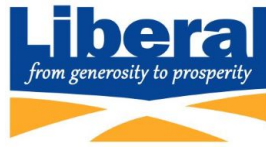
**Part of Lot 4, Block 4
20' x 60' = 1,200 square feet
West portion of City-owned Building #532**

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

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

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.
2. Term. The term of this Lease is for **One (1) Year** beginning on **January 1, 2025**. 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 **\$1,500.00 per year in advance or \$750.00 semi-annually**. Rental payments are due on the tenth day of each month, and will be considered late after the eleventh day of each month, incurring a late charge beginning on the eleventh day of each month amounting to 10% of the monthly rent.
4. Security Deposit. No security deposit is required under this lease.
5. Restrictions on Use. This Lease is made subject to and the Lessee agrees to comply with and be bound by the following:
 - a. The terms and conditions under which Lessor holds possession of the airport and airport properties and the terms and conditions contained in the Quitclaim Deed by which the Lessor acquired title to the airport;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory





**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.h.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #130.02 Kerr Well Service

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #130.02 with Kerr Well Service.

THIS AGREEMENT, entered into this **1st day of January, 2025**, by and between the City of Liberal ("Lessor") and **Kerr Well Service, Attn: Ronald J. Kerr, P.O. Box 184, Tyrone, OK. 73951 Phone: (620)629-0400** ("Lessee").

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

Lot 7, Block 18
201' x 100' = 20,100 square feet

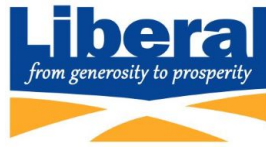
WHEREAS, the Lessee desires to occupy and lease the above described premises.

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

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.
2. Term. The term of this Lease is for **One (1) Year** beginning on **January 1, 2025**. 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 **\$1,027.11 per year in advance** ^{P.D. 1217-24} **or \$85.59 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service; provided, that Lessee may make

Lessee Initials R.J. K.

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**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.i.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #134.04 Mobile Storage

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #134.04 with Mobile Storage.

THIS AGREEMENT, entered into this **1st day of January, 2025**, by and between the City of Liberal ("Lessor") and **Mobile Storage, Attn: Jeremy Upham, P.O. Box 1371, Liberal, KS 67905-1371 Phone: (620) 391-2778** ("Lessee").

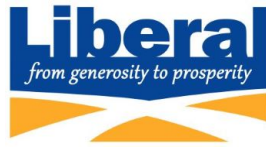
WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

**Part of Lot 2 and 3, Block 18
215' x 310' = 66,650 square feet**

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

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

1. Leased Premises and Purposes. Lessor leases to Lessee and Lessee rents from Lessor the above described premises located at the Liberal Mid-America Regional Airport for the purpose of providing the Lessor with revenue to support the Liberal Mid-America Regional Airport, and such use by Lessee of the above described premises shall at all times be compatible with airport operations.
2. Term. The term of this Lease is for **One (1) Year** beginning on **January 1, 2025**. 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 **\$1,459.64 per year in advance or \$121.64 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service; provided, that Lessee may make



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.i.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #147.01 JC Services 147.01

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #147.01 with JC Services.

THIS AGREEMENT, entered into this 1st day of March, 2025 by and between the City of Liberal ("Lessor") and **JC Services, Attn: Tina Vargas, P.O. Box 1717, Liberal, KS 67905-1717 Phone Number: (620) 370-1067** ("Lessee").

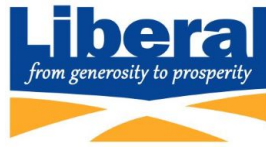
WHEREAS, Lessor is the owner of the following described premises situated on the Liberal Mid-America Regional Airport, Seward County, Kansas:

**South Half of Lot 6, Block 7
70' x 171' = 11,970 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 **March 1st, 2025**. 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 **\$611.67 per year in advance**. 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service; provided, that Lessee may make



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.k.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Judy Hernandez, Accountant I

RE: Lease #TS-8.00 Austin Downs

Recommendation:

Staff requests Commission consideration to approve Lease Agreement #TS-8.00 with Austin Downs

THIS AGREEMENT, entered into this **1st day of July, 2025**, by and between the City of Liberal ("Lessor") and **Austin Downs, 1019 North Clay Ave., Liberal, KS 67901, Phone: (620) 417-3958** ("Lessee").

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

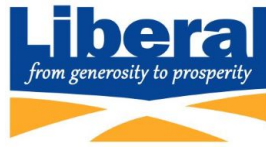
**T-Hangar S-08 of the South Set of T-Hangars
Building #809**

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 **July 1st, 2024**. 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 **\$848.81 per year in advance or \$212.20 per quarter**. 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;
 - b. Rules and regulations of the Federal Aviation Administration;
 - c. All other laws and regulations of the United States, State of Kansas, or any other governmental entity's laws, rules, and regulations applicable to said premises;
 - d. No mobile homes or house trailers for living quarters may be placed on the leased premises and the premises shall not to be used for dwelling purposes;
 - e. Lessee agrees to furnish service on a fair, equal, and not unjustly discriminatory basis to all of its users, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service; provided, that Lessee may make reasonable and non-discriminatory discounts, rebates, or other similar types of





**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 7.I.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Alicia Hidalgo, City Clerk

RE: 2025 Cereal Malt Beverage Applications

Attached are three 2025 Cereal Malt Beverage Applications for your review:

- Circle K #2709250, 850 N. Kansas Ave.
- Circle K #2709255, 1580 N. Kansas Ave.
- Mi Tierra, 601 S. Kansas Ave.

Recommendation:

Staff request approval of the three Cereal Malt Beverage applications, pending all inspections.

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

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

☒ City or ☐ County of

City of Liberal, KS

SECTION 1 – LICENSE TYPECheck One: ☒ New License ☐ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.**SECTION 2 – APPLICANT INFORMATION**

Kansas Sales Tax Registration Number (required):

004-741149540F-03

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

Name of Corporation

Circle K Stores, Inc

FEIN

74-1149540

Corporation Street Address

17319 San Pedro Ave, Suite 400

Corporation City

San Antonio

State

TX

Zip Code

78232

Date of Incorporation

06/06/1951

Articles of Incorporation are on file with the Secretary of State.

☐ Yes ☐ No

Resident Agent Name

Patricia Hooke

Phone No.

620-391-1800

Residence Street Address

632 Washington Ave

City

Liberal

State

KS

Zip Code

87901

SECTION 3 – LICENSED PREMISE**Licensed Premise**
(Business Location or Location of Special Event)**Mailing Address**
(If different from business address)

DBA Name

Circle K #2709250

Name

Circle K Stores- Licensing Dept

Business Location Address

1580 N. Kansas Ave

Address

17319 San Pedro Ave, Suite 400

City

State
Liberal, KS 67901

Zip

City

State
San Antonio, TX 78232

Zip

Email Address(s) Please separate values with a comma.

SATXLicense@circlek.com

Business Phone No.

620-624-3973

☒ Applicant owns the proposed business location.☐ Applicant does not own the proposed business location.

Business Location Owner Name(s)

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

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

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

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

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

☒ City or ☐ County of _____

City of Liberal, KS

SECTION 1 – LICENSE TYPECheck One: ☒ New License ☐ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.**SECTION 2 – APPLICANT INFORMATION**

Kansas Sales Tax Registration Number (required):

004-741149540F-03

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

Name of Corporation

Circle K Stores, Inc

FEIN

74-1149540

Corporation Street Address

17319 San Pedro Ave, Suite 400

Corporation City

San Antonio

State

TX

Zip Code

78232

Date of Incorporation

06/08/1951

Articles of Incorporation are on file with the Secretary of State.

☐ Yes ☐ No

Resident Agent Name

Patricia Hooke

Phone No.

620-391-1800

Residence Street Address

632 Washington Ave

City

Liberal

State

KS

Zip Code

67901

SECTION 3 – LICENSED PREMISE**Licensed Premise**
(Business Location or Location of Special Event)**Mailing Address**
(If different from business address)

DBA Name

Circle K #2709255

Name

Circle K Stores- Licensing Dept

Business Location Address

850 N. Kansas Ave

Address

17319 San Pedro Ave, Suite 400

City

State
Liberal, KS 67901

Zip

City

State
San Antonio, TX 78232

Zip

Email Address(s) Please separate values with a comma.

SATXLicense@circlek.com

Business Phone No.

620-624-8730

☒ Applicant owns the proposed business location.☐ Applicant does not own the proposed business location.

Business Location Owner Name(s)

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

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

Name

see attached

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Spouse Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Spouse Name

Position

Age

Residence Street Address

City

State

Zip Code

Name

Position

Date of Birth

Residence Street Address

City

State

Zip Code

Spouse Name

Position

Age

Residence Street Address

City

State

Zip Code

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

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

☒ City or ☐ County of Liberal KS 67901

SECTION 1 – LICENSE TYPE

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

Check One:

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

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

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004 2745 08579 F01

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

Name of Corporation <u>JASAN Super market</u>		FEIN <u>27-4508579</u>	
Corporation Street Address <u>601 S Kansas</u>		Corporation City <u>Liberal</u>	State <u>KS</u>
		Zip Code <u>67901</u>	
Date of Incorporation		Articles of Incorporation are on file with the Secretary of State. ☒ Yes ☐ No	
Resident Agent Name <u>Javier Sanchez</u>		Phone No. <u>620 391 0610</u>	
Residence Street Address		City <u>Liberal</u>	State <u>KS</u>
		Zip Code <u>67901</u>	

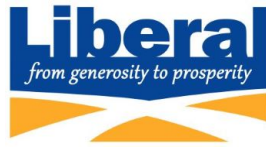
SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name <u>M. Tierra</u>		Name	
Business Location Address <u>601 S Kansas</u>		Address	
City <u>Liberal</u>	State <u>KS</u>	City	State
Zip <u>67901</u>		Zip	
Email Address(s) Please separate values with a comma.			
Business Phone No. <u>620 624 5844</u>		☐ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.	
Business Location Owner Name(s) <u>JASAN Bros Enterprises Inc</u>			

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

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

Name <u>Javier Sanchez</u>		Position <u>Director</u>		Date of Birth [REDACTED]	
Residence Street Address <u>2176 Calhoun Ave</u>		City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>	
Spouse Name <u>Monalicia Arredondo</u>		Position <u>Manager</u>		Date of Birth [REDACTED]	
Residence Street Address <u>2176 Calhoun Ave</u>		City <u>Liberal</u>	State <u>KS</u>	Zip Code <u>67901</u>	
Name		Position		Date of Birth	
Residence Street Address		City	State	Zip Code	
Spouse Name		Position		Age	
Residence Street Address		City	State	Zip Code	
Name		Position		Date of Birth	
Residence Street Address		City	State	Zip Code	
Spouse Name		Position		Age	
Residence Street Address		City	State	Zip Code	



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 8.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Scarlett Diseker, Interim City Manager

RE: Air Products Purchase & Sale Agreement

As previously presented on 12/24/24, City Staff, in conjunction with extensive efforts by Eli Svaty at Seward County Development Corp, have been working for the better part of a year on an agreement between the City of Liberal and Air Products. The official Letter of Intent was signed by both parties on 9/16/24 for two lots at the Airport Industrial Park. A site visit and environmental assessment took place on 10/1/24, which then led to the Purchase and Sale Agreement that was presented to the Commission last month. At that time, the City Commission voted unanimously in favor of the agreement.

Upon further review, it was discovered that there was a misprint of the parcel numbers in the original contract, so City Staff and Air Products met recently to discuss this discrepancy and update the document. We are presenting the Purchase and Sale Agreement tonight in its original format with these small updates:

Lot 3 Parcel Number is corrected to 1930601006002000
Lot 4 Parcel Number is corrected to 1930601006003000
Acreage match the survey as 13.23

In addition to approving and signing the updated contract, Dianelba Cabrera and Matt Greer are both here, in person, to deliver a few remarks on the upcoming Air Products project that will be coming to the City of Liberal.

Recommendation:

City Staff recommends Commission approval of the updated Purchase and Sale Agreement between the City of Liberal and Air Products as drafted on 1/9/25, with the infrastructure costs coming from the 1% Sales Tax Fund 260 for Streets, Drainage, and Other Capital Improvements. Once approved by the Commission, the land sale and project is still contingent upon final FAA approval.

PURCHASE AND SALE AGREEMENT

by and

between

City of Liberal

as “Seller”

and

Air Products and Chemicals, Inc., a Delaware corporation

as “Buyer”

For the Property located at
Airport Industrial Park, Seward County, State of Kansas

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List of Exhibits

Exhibit A	Legal Description of Land
Exhibit A-1	Depiction of Property
Exhibit B	Form of Deed
Exhibit C	Form of General Assignment

PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (this “Agreement”) is dated as of the Effective Date by and between City of Liberal (“Seller”), and Air Products and Chemicals, Inc., a Delaware corporation (“Buyer”). In consideration of the terms of this Agreement, and for other good and valuable consideration, receipt and sufficiency of which are hereby acknowledged, Buyer desires to purchase the Property, and Seller desires to sell the Property, for purposes of Buyer’s development the Project thereon or such other use or ownership as Buyer might determine, on the terms and conditions of this Agreement, and Seller and Buyer agree as follows:

Section 1. Definitions and Rules of Construction.

1.1 Definitions. The following capitalized terms shall have the meanings given to such terms in this section.

Business Day: Any day except a Saturday, Sunday or local or federal holiday on which post offices are closed in Seward County, Kansas.

Closing: The consummation of the purchase and sale of the Property.

Closing Date: Forty-five (45) days after the end of the Inspection Period, or such earlier date selected by Buyer in its sole discretion upon at least five (5) days notice to Seller.

County: Seward County, Kansas.

Deed: A grant deed conveying title to the Property to Buyer subject only to the Permitted Exceptions, in substantially the form of Exhibit B.

Deposit: The amount of Thirty Thousand Dollars (\$30,000). The Deposit shall also include the Extension Deposit if made pursuant to the terms and conditions hereof.

Effective Date: The date as of which both Buyer and Seller have executed this Agreement, as evidenced by the dates shown under their respective signatures below.

Escrow Holder: American Title & Abstract Specialists Inc., 217 N Kansas Ave., Liberal, Kansas 67901-3325. Phone: 620-292-9042. Attention: Renee Haralson.

FAA: Federal Aviation Administration.

Force Majeure: Events or states of facts caused in whole or in part by war, natural catastrophe, strikes, walkouts or other labor disturbance, order of any government, court or regulatory body having jurisdiction, shortages, blockade, embargo, riot, civil disorder, epidemic, pandemic or other public health crisis, cyberattack, or any similar cause beyond the reasonable control of the party who is obligated to render performance (but excluding financial inability to perform, however caused).

General Assignment: That certain General Assignment by Seller for the benefit of Buyer in substantially the form of Exhibit C.

Governmental Authority: All federal, state, city, local or other governmental or quasi-governmental agency or authority.

Hazardous Materials: Hazardous Materials means (a) those substances defined, commonly referred to, or otherwise regulated or potentially regulated, now or in the future, as “contaminants,” “pollutants,” “hazardous,” “hazardous substances,” “toxic,” “toxins,” “toxic pollutants,” “hazardous materials,” “toxic substances,” “wastes,” “hazardous wastes,” “extremely hazardous wastes,” or a nuisance under any federal, state, or local statute, common law, rule, regulation, order, ordinance, requirement or applicable guidance, relating to pollution or the protection or regulation of human health, natural resources, or the environment, including, without limitation, the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 et seq. (as amended), the Hazardous Materials Transportation Act, as amended, 49 U.S.C. Sections 1801 et seq., the Resource Conservation and Recovery Act of 1976 as amended, 42 U.S.C. Section 6901 et seq., Section 311 of the Clean Water Act, 15 U.S.C. § 2601 et seq., 33 U.S.C. § 1251 et seq., 42 U.S.C. 7401 et seq., and each of their respective state analogues, as well as all regulations and publications issued under or interpreting any such laws; (b) petroleum, any fraction thereof, radon gas, lead based paint, asbestos or asbestos containing material, volatile organic compounds, polychlorinated biphenyls, per and polyfluoroalkyl substances (including PFAs, PFOA, PFOS, Gen X, and PFBs); (c) mold or water conditions which may exist at the Property or other matters governed by any applicable federal, state or local law or statute; and (d) any other chemical, material or substance, the use or presence of which, or exposure to the use or presence of which, is prohibited, limited or regulated by, or could give rise to liability under, any Law.

Laws: As to any person, (a) all federal, state and local laws, ordinances, treaties, rules and regulations, final and binding determinations of a court, and determinations of any governmental authority applicable to or binding upon such person or any of its property or to which such person or any of its property is subject; (b) any recorded deed restriction, declaration, covenant running with the land or otherwise, now or hereafter in force; (c) the requirements and regulations of boards of fire underwriters having jurisdiction and of insurance carriers providing insurance for the Property; and (d) all permits and authorizations with respect to the ownership or operation of the Improvements.

Mineral Curative Documents: (i) waivers of surface rights, in form and content reasonably acceptable to Buyer, in and over the surface of the Land and the subsurface thereof to a depth of 500 feet measured vertically from the surface of the Land, executed by all owners, lessees and holders of mineral rights on, in, under or affecting the Property, as identified in the Commitment or a minerals ownership report obtained by Buyer; and (ii) an affidavit of non-production executed by Seller attesting to the absence of oil or gas production from the Property, in form acceptable to the Title Company to delete the Schedule B exception for any oil and gas lease previously encumbering the Property.

Project: A Gardner facility.

Project Entitlements: All discretionary entitlements, permits, approvals, and agreements that are necessary or desirable to develop, construct, and operate the Project and related uses on the Property.

Survey: Any survey of the Land and Improvements obtained by Buyer in its sole discretion.

Survival Period: The period of time from Closing through and including the day that is twelve (12) months after the Closing Date.

Title Company: First American Title Insurance Company.

Section 2. Purchase and Sale of the Property. In consideration of their mutual covenants set forth in this Agreement, Seller agrees to sell to Buyer, and Buyer agrees to purchase from Seller, for the Purchase Price and on the terms and conditions set forth in this Agreement, all of Seller's right, title and interest in and to the Property.

2.1 The Property. The Property is defined as all of the following (collectively, the "Property"):

2.1.1 The real property Lots 3 and 4, Block 2, Airport Industrial Park Addition to the City of Liberal, Seward County, Kansas, a/k/a Seward County tax parcel numbers 1930601006003000 and 1930601006002000 containing approximately 13.23 acres, depicted on attached Exhibit A; together with: all rights, covenants, interests, privileges and easements appurtenant thereto; all minerals, oil, gas and other hydrocarbon substances thereon; all development rights, air rights, water, water rights and water stock relating thereto; and all easements, rights-of-way and other appurtenances used in connection with the beneficial use and enjoyment of such real property (collectively, the "Land"), which Land is vacant.

2.1.2 The Land. As used herein, the "Land" shall include the Land together with all rights, covenants, interests, privileges and easements appurtenant thereto; all minerals, oil, gas and other hydrocarbon substances thereon, under, and rights thereto; all development rights, air rights, water, water rights and water stock relating thereto; and all easements, rights-of-way and other appurtenances used in connection with the beneficial use and enjoyment of such real property.

2.1.3 All structures, fixtures, equipment and improvements located on the Land, including utility systems, irrigation systems, wells and fencing (collectively, the "Improvements").

2.1.4 All of Seller's right, title and interest in and to: (a) all permits, licenses, approvals and authorizations issued by any governmental authority in connection with the ownership or operation of the Property, excluding any business licenses issued to Seller; (b) warranties, claims, indemnities and any similar rights relating to the Seller Work and/or benefiting the Property; (c) all rights, refunds, claims and awards benefiting or appurtenant to the Property; (d) all rights to receive a reimbursement, credit or refund from the applicable agency or entity of any deposits or fees paid in connection with the development of the Property; and (e) all claims, counterclaims, defenses or actions, whether at common law or pursuant to federal, state, or local laws or regulations, against third parties relating to the existence of any Hazardous Materials in, at, on or under the Property (collectively, the "Intangibles").

2.2 Excluded Property. No tangible personal property is included in the Property. Seller shall remove all tangible personal property from the Property not later than Closing.

Section 3. Purchase Price.

3.1 Purchase Price. The purchase price for the Property shall be equal to the product of (i) nine thousand five hundred Dollars (\$9,500) per acre, and (ii) the area of the Land as depicted on the Survey or if no Survey then the land area pursuant to the plat of Airport Industrial Park (the "Purchase Price"), payable in immediately available funds at Closing. In sufficient time for the Closing to occur on the Closing Date, Buyer shall deposit with the Escrow Holder the Purchase Price, less the Deposit and the Extension Deposit, if any, as adjusted by Buyer's share of closing costs, prorations and any other offsets or deductions that might be contemplated by this Agreement.

3.2 The Deposit. Within five (5) Business Days following full execution of this Agreement and Seller's delivery to Buyer, Buyer will deliver funds in the amount of the Deposit to Escrow Holder to be held as earnest money. The Deposit shall be applicable to the Purchase Price. The Deposit shall be nonrefundable, except that the Deposit shall be refunded to Buyer in the event that (a) one of Buyer's Conditions Precedent is not satisfied within the time period applicable to such condition; (b) the transaction contemplated in this Agreement fails to close due to a default on the part of Seller; or (c) the transaction fails to close through no fault of the Buyer (including, without limitation, as provided in Section 6.1 and Section 7.3). The Deposit shall be held in an interest-bearing account, with interest being included with the Deposit and going to the benefit of the party entitled to the Deposit at Closing or other termination of this Agreement.

3.3 Independent Consideration. The Deposit being delivered by Buyer includes the amount of One Hundred and 00/100 Dollars (\$100.00) as independent consideration for Seller's performance under this Agreement (the "Independent Consideration"). Notwithstanding anything in this Agreement to the contrary, (a) if this Agreement is terminated for any reason, Escrow Holder shall first disburse to Seller, from the Deposit, the Independent Consideration, prior to any other release or disbursement of the Deposit as provided for under this Agreement, and (b) the Independent Consideration shall be nonrefundable under all circumstances, provided that it shall be applied to the Purchase Price if Closing occurs.

Section 4. Escrow; Closing.

4.1 Escrow. Buyer and Seller hereby appoint the Escrow Holder to hold the escrow and conduct the Closing under this Agreement. Buyer and Seller shall execute and deliver to Escrow Holder such instructions as may be necessary or convenient to implement the terms of this Agreement and close the transaction contemplated by this Agreement; provided, however, in the event of a conflict between such instructions and this Agreement, the terms and conditions of this Agreement shall govern and control.

4.2 Closing; Closing Date. Subject to the satisfaction or written waiver of the Buyer's Conditions Precedent (as defined below), the Closing shall take place on the Closing Date.

4.3 Buyer's Deliveries. At or before Closing, Buyer shall cause to be delivered into Escrow the following items:

4.3.1 Funds in the amount of the Purchase Price, less the amount of the Deposit, as adjusted by Buyer's share of closing costs and prorations and any other offsets or deductions, as provided in this Agreement; and

4.3.2 Any Kanas real estate sales validation questionnaire required to record the Deed, completed and signed by Buyer.

4.4 Seller's Deliveries. At or before Closing, Seller shall cause to be delivered into Escrow the following documents:

4.4.1 The Deed, properly executed and acknowledged by Seller;

4.4.2 An affidavit by Seller to the effect that Seller is not a foreign person under Section 1445 of the Internal Revenue Code of 1986, as amended, executed by Seller;

4.4.3 The General Assignment, executed by Seller; and

4.4.4 An owner's affidavit and all mechanics' lien, gap and other indemnity agreements in form sufficient to cause the Title Company to issue the Title Policy.

4.5 Proof of Authority. Buyer and Seller each shall deliver such evidence of authority and authorization to enter into this Agreement and consummate the transactions contemplated by this Agreement, and such evidence of power and authority of the individual(s) executing and delivering any instruments, documents, or certificates hereunder to act for and bind such party, as reasonably may be required by the Title Company.

4.6 Other Documents. Buyer and Seller shall deliver such other documents and instruments as are reasonably required to consummate this transaction in accordance with this Agreement, including without limitation closing statements.

4.7 Possession. Seller shall deliver exclusive possession of the Property to Buyer at Closing subject only to the Permitted Exceptions.

4.8 Disbursement and Other Actions. At the Closing, Escrow Holder promptly shall undertake all of the following in the manner indicated:

4.8.1 Recording. Cause the Deed and any other documents that the parties may mutually direct to be recorded in the official real property records of the County and obtain conformed copies thereof for distribution to Buyer and Seller.

4.8.2 Funds. Disburse all funds deposited with Escrow Holder by Buyer as follows:

4.8.2.1 Disburse the Purchase Price to Seller, net of the total amount chargeable to Seller as the result of prorations and credits pursuant to this Agreement.

4.8.2.2 Disburse the remaining balance of the funds, if any, to Buyer promptly following the Closing.

4.8.3 Title Policy. Direct the Title Company to issue the Title Policy to Buyer in accordance with Section 6.2.

4.8.4 Disbursement of Documents to the Parties. Disburse to each party the counterpart documents per the instructions of the parties.

Section 5. Conditions Precedent to Closing.

5.1 Buyer's Conditions. For Buyer's benefit (and waivable only by Buyer, at any time), the following are conditions precedent to Buyer's obligation to consummate this transaction described in this Agreement (collectively, "Buyer's Conditions Precedent") and must be satisfied or waived by the date or within the time period indicated (or if no time period is specified, then not later than the Closing Date):

5.1.1 Due Diligence.

5.1.1.1 Inspection Period; Access. From the Effective Date hereof through and including the 90th day thereafter (such period of time, the "Inspection Period"), Buyer, in its sole discretion and at its expense, shall have the opportunity to inspect (including but not limited to a Phase I and II environmental site assessment) and approve the physical condition and use of the Property, the economic feasibility of ownership of the Property and any other matters relating to the Property as Buyer elects to undertake (collectively, the "Inspections"), including without limitation, access, utility services, zoning, engineering and soils and environmental conditions, and all Project Entitlements (the "Inspection Condition"). The Inspection Condition must be satisfied or waived by the end of the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof).

At Buyer's election, Buyer may extend the Inspection Period for two (2) periods of thirty (30) days each by providing written notice of such election (such notice being referred to herein as an "Extension Notice") to Seller on or before the last day of the Inspection Period then in effect. If Buyer elects to extend the Inspection Period pursuant to the immediately preceding sentence, then Buyer shall deliver Escrow Holder an extension deposit (an "Extension Deposit") in the amount of Ten Thousand Dollars (\$10,000) within three (3) Business Days after delivery of the Extension Notice. But, if Buyer in its sole discretion elects that the second extension is only for any Project Entitlements then the second extension period will be forty-five (45) days rather than thirty (30) days. Once made, the Extension Deposit shall become part of the Deposit for all purposes hereunder, including but not limited to applicable to the Purchase Price. Further, the Inspection Period will automatically extend day-for-day for any day that a Project Entitlement or Incentive is applied for by Buyer, but not received by Buyer beyond all applicable challenge and appeal periods, if the Project Entitlement or Incentive includes any role of Seller or includes obtaining any deliverable from the FAA. The term "Inspection Period" shall include such extension period(s) as provided in this paragraph or otherwise pursuant to this Agreement.

If for any reason whatsoever Buyer determines that the Property is unsuitable for its purposes in its sole and absolute discretion and notifies Seller of such decision before the end of the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof), then this Agreement shall terminate. If Buyer does not provide written notice

to Seller of its approval of this condition by the end of the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof), then the Inspection Condition shall not be satisfied, and this Agreement shall terminate. In the event of either such termination, Escrow Holder shall promptly return the Deposit (less the Independent Consideration) to Buyer. If Buyer provides written notice to Seller of its approval of the Inspection Condition by the end of the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof), then the Inspection Condition shall be considered to have been satisfied and the Deposit shall not be refundable to Buyer by reason of the Inspection Condition.

5.1.1.2 Access to Property. Until the Closing Date or earlier termination of this Agreement, Buyer and its authorized consultants, contractors, engineers, surveyor, employees, and agents shall have the right to enter onto the Property for purposes of undertaking further Inspections and making preparations for Closing. The right of entry is expressly subject to and shall be conducted in accordance with the following terms and conditions:

(a) Buyer shall obtain any and all governmental permits or consents necessary to conduct the Inspections upon the Property.

(b) In performing the Inspections, Buyer shall: (i) comply with all applicable laws; (ii) use commercially reasonable efforts not to unreasonably interfere with the operations of the Property or any tenant thereof, consistent with good investigative practices and concerns; (iii) pay when due all labor and materialmen's bills; and (iv) keep the Property free and clear of liens resulting from the Inspections.

(c) Following the completion of Buyer's Inspections upon the Property, Buyer shall repair and restore the Property to a condition as close as reasonably possible to the condition it was in at the time of the commencement of the right of entry, reasonable wear and tear and the acts of Seller excepted; provided, however, in no event shall the foregoing be deemed to require Buyer to remediate, treat, encapsulate, remove, transport or otherwise handle any Hazardous Materials not first placed on the Property by Buyer or its agents, employees, contractors or consultants.

(d) During such times as Buyer, its agents, employees, contractors or consultants access the Property pursuant to this Agreement, Buyer shall maintain: (i) a commercial general liability policy covering its Inspections with limits of no less than \$1,000,000 per occurrence; (ii) a worker's compensation policy with liability limits no less than those required by applicable law; (iii) an automobile liability policy for owned, non-owned and hired vehicles with a combined single-limit of at least \$1,000,000; and (iv) an excess/umbrella liability policy of insurance with limits of no less than \$2,000,000. Buyer may self-insure any or all of the foregoing.

(e) Buyer hereby covenants and agrees to hold harmless and indemnify Seller from and against any and all third party liabilities, claims, demands, damages or causes of action, including, but not limited to, reasonable attorneys' fees (collectively "Claims"), to the extent resulting solely from the exercise of the right of entry herein granted and the Inspections undertaken by Buyer, its agents, employees, contractors and designees upon the Property; provided, however, that Buyer shall not be obligated to indemnify or hold Seller harmless from any Claims arising out of or relating to any: (i) acts or omissions of Seller, its agents or

representatives; (ii) hazardous or toxic materials not first placed on the Property by Buyer; or (iii) discovery of conditions, facts or circumstances that adversely affect (or may adversely affect) the value of the Property. Further, in no event shall Buyer be liable to Seller for any consequential, punitive or special damages.

5.1.1.3 Reports. To the extent not previously delivered, within ten (10) calendar days after the Effective Date, Seller shall deliver to Buyer copies of all of the following related to the Property that have been prepared at the request of Seller or that are in Seller's possession or control (collectively, the "Reports"):

- abstracts of title;
- survey;
- wetlands reports;
- geotechnical reports;
- environmental studies and reports; including but not limited to any prior Phase I or Phase II reports;
- archaeological studies;
- any relevant construction drawings;
- all correspondence, findings, approvals or rejections or recommendations regarding the Property involving any governmental, regulatory or quasi regulatory groups having jurisdiction over the Property;
- any off-site improvement requirements and/or assessment districts which affect the Property;
- any existing studies, reports, surveys, tests, plans, approvals and findings relating to zoning and use of the Property;
- all reports about the physical and environmental condition of the Property and the operation and ownership of the Property.

The use of the Reports is subject to the Section 29, below.

5.1.2 Title Policy. On the Closing Date, the Title Company is irrevocably committed to issue the Title Policy to Buyer as of the Closing Date in accordance with Section 6.2 of this Agreement.

5.1.3 Representations and Warranties. On the Closing Date, Seller's representations and warranties contained in Section 7.1 are true and correct, as if made as of the Closing Date, except as provided in Section 7.3.

5.1.4 Seller's Performance. Seller has duly and timely performed each material obligation to be performed by Seller under this Agreement before Closing.

5.1.5 Property Condition. The Property is in the same condition as it was on the date of Buyer's inspection of the Property during the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof) and there shall exist no archeological materials, graves, or burial sites, cemeteries, or any buildings, foundations or other material or contents of archeological or historical significance or any jurisdictional wetlands, endangered species, flora or fauna on the Property that would require mitigation or avoidance, or that would otherwise negatively affect the development of the Project on the Property.

5.1.6 Service Contracts. Seller has caused all service contracts to be terminated, at no cost to Buyer.

5.1.7 Occupancy Rights. All leases, licenses and other occupancy agreements affecting the Property have been terminated, all tenants and other occupants have vacated the Property and removed all of their personal property.

5.1.8 Moratoria. There is no moratorium, prohibition or any other measure, rule, regulation or restriction that was not in force as of the end of the Inspection Period, the effect of which would be to preclude development of the Property for Buyer's Project, including the issuance of any building or other permit or the construction or occupancy of the Property.

5.1.9 Consent and Estoppels. Seller shall obtain and deliver to Buyer, not later than ten (10) days prior to the Closing Date, an estoppel certificate from each person who is a party to any reciprocal easement agreement ("REA") to which the Property (or any portion thereof) is subject, and from the declarant and owner's association under any covenants, conditions and restrictions ("CC&Rs") affecting the Property, each in a form attached to the applicable REA or CC&Rs or in a form reasonably acceptable to Buyer (the "REA/CC&R Estoppels"). In the event that Seller is unable to obtain any such estoppel certificates, or Buyer disapproves of any information provided therein, then Buyer shall have the right to terminate this Agreement whereupon the Deposit shall be returned to Buyer and neither party shall have any further rights and obligations hereunder.

5.1.10 On or before the Closing Date, the Land shall constitute a legal parcel under Kansas law.

5.1.11 Minerals Rights. Not later than the expiration of the Inspection Period, Seller has obtained the Minerals Curative Documents as described in Section 9.11.

5.1.12 Seller Work.

5.1.12.1 Seller, at Seller's sole cost and expense, shall have completed the Seller Work (as defined herein). Seller shall perform the Seller Work in a good and workmanlike manner and in accordance with all applicable Laws. As used herein, the term "Seller Work" shall mean specifically:

(a) paving and curbing Luck Road from General Welch Road running North to the point along the West boundary of the Land that is 320 feet North of the Southwest corner of the land (including any intersection improvements reasonably required, and two access points from the Land onto Luck Road), all to standards sufficient to support tractors, trailers and industrial traffic weighing 80,000 pounds, along with any additional actual vehicular or pedestrian access infrastructure as might be required for Buyer to receive an ALTA 17.0 direct access title insurance policy endorsement to Luck Road as a public right-of-way and permanent access way; and

(b) extension of sanitary sewer and City water, all to the Northwest corner of the Land (adjacent to the intersection of Luck Road and Airpark Avenue), including a service tab and meter, and stubbed five feet into the Land property boundary, in quantities and capacities sufficient to support construction and operation of the Project, along with any other requirement for Buyer to receive

an ALTA 17.2 title insurance policy endorsement for access to sanitary sewer and water utilities; and

(c) shall further mean as limited to the construction and installation of the improvements and services outside the boundaries of the Land described in Sections 5.1.12.1(a) and (b) above: that all civil and soils engineering work has been performed and paid for, all applicable fees have been paid, all improvements have been constructed, all work has been done and all other obligations have been fulfilled, all sufficient so that building and occupancy permits can be issued for the Project to be constructed on the Property.

5.1.12.2 Seller shall give written notice to Buyer ("Completion Notice") upon completion of the Seller Work. The Completion Notice shall specify a date for a joint inspection of the Property (which shall be no earlier than fifteen (15) days after delivery of the Completion Notice). On the date so specified, Seller and Buyer shall jointly inspect the Property. If upon its inspection of the Property, Buyer agrees that the Seller Work is complete, then within five (5) days thereafter, Buyer shall deliver to Seller written notice ("Acceptance Notice") of Buyer's acceptance of the Seller Work. If Buyer determines that the Seller Work has not been completed as required by this Agreement, then Buyer shall give Seller written notice thereof within five (5) days after the joint inspection, which notice shall contain a reasonable description of the work to be completed and/or repaired or corrected (the "Remaining Work") and Seller shall diligently proceed to complete the Remaining Work subject to and in accordance with all other provisions of this Section. Seller shall cause the release of any liens against the Property recorded against the Property due to Seller's activities thereon and deliver copies of all invoices, lien waivers, indemnities and other assurances required by the Title Company such that the Title Company can issue the Title Policy at the Closing. In performing the Seller Work, Seller and its contractors shall comply with all applicable Laws, including without limitation, all storm water pollution plans (the "Seller's SWPPP").

5.1.13 Remedies for Seller Work Delay. Without limitation of its other rights under this Agreement, if Seller fails to complete the Seller Work by the Closing Date, then Buyer may elect (in its sole discretion) at any time thereafter to: (a) terminate this Agreement by written notice to Seller and Escrow Holder, in which event the provisions of Section 12.3 shall govern the terms of such termination and the disposition of the Deposit; (b) extend the Closing Date until the Seller Work is completed; (c) proceed with Closing and require Seller to complete the Seller Work post-Closing, escrowing from the Purchase Price paid at Closing an amount equal to 120% of the estimated costs to complete the Seller Work, pursuant to a new third party escrow agreement allowing Buyer to access the escrowed funds to complete the Seller Work if not completed by Seller within 30 days after Closing, and said post-Closing escrow agreement to further allow Buyer to self-help perform Seller Work and require Seller to reimburse Buyer any costs in incurs to complete Seller Work not completed within 30 days after Closing, and also release to Seller any escrowed funds not used to complete performance of Seller Work; said escrow terms being an available Buyer remedy for Seller default and not a reduction of the Purchase Price due at Closing from Buyer to Seller. Seller's civil engineer, Seller's soils engineer and Seller's contractors and subcontractors that perform the Seller Work shall (a) be licensed in the State of Kansas, (b) maintain insurance with commercial general liability insurance with limits of no less than \$2,000,000 that names Buyer as an additional insured, and (c) deliver to Buyer an additional insured endorsement that names Buyer as an additional insured. In addition, Seller shall use

commercially reasonable efforts to cause Buyer to be named as a third party beneficiary in the contracts between Seller and the Seller's civil and soils engineers and in the contracts with the contractors and subcontractors performing Seller's Work.

5.2 Seller's Conditions. For Seller's benefit (and waivable only by Seller, at any time), the following are conditions precedent to Seller's obligation to consummate this transaction and must be satisfied or waived by the date or within the time period indicated:

5.2.1 Buyer's Performance. Buyer has duly and timely performed each material obligation to be performed by Buyer under this Agreement before Closing.

5.2.2 Buyer's Representations and Warranties. Buyer's representations and warranties set forth in Section 7.2 are true and correct as if made as of the Closing Date, except as provided in Section 7.3.

Section 6. Evidence of Title.

6.1 Commitment. As soon after the Effective Date as reasonably possible, Buyer shall obtain a preliminary title commitment for an extended coverage ALTA owner's policy of title insurance (the "Commitment"), together with the underlying documents forming the basis of the exceptions, from the Title Company. Buyer may also obtain a Survey during the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof). Buyer shall have until ten (10) Business Days prior to the expiration of the Inspection Period (as the same may be extended pursuant to the terms and conditions hereof) to object to any matter disclosed in the Commitment or the Survey by giving written notice (a "Title Objection Notice") of the objection to Seller.

If any amendment to the Commitment after Buyer delivers the Title Objection Notice adds a new or changes a title exception, or any update to the Survey reveals any new matters affecting title (each, a "New Title Matter"), then Buyer shall be entitled to give a Title Objection Notice with respect to such New Title Matter within five (5) Business Days after receipt of the amendment or update. The failure of Buyer to give a Title Objection Notice prior to the expiration of such five (5) Business-Day period shall be deemed to constitute Buyer's disapproval of the New Title Matter.

If Buyer disapproves or is deemed to have disapproved of any title or survey matter, then Seller may, but shall have no obligation, within five (5) Business Days after its receipt of a Title Objection Notice or Buyer's deemed disapproval of a New Title Matter, elect to remove the disapproved matter by giving Buyer written notice of those disapproved title matters that Seller agrees to remove by the Closing Date, which notice is deemed and incorporated to be a Seller Closing obligation and Buyer Closing condition precedent pursuant to this Agreement that if not met in time entitles Buyer to its Agreement remedies for such a Seller failure or default. The failure of Seller to respond to a Title Objection Notice or a deemed disapproved New Title Matter by the end of such five (5) Business-Day period shall be deemed to constitute Seller's election not to remove or cure the disapproved title matter.

If Seller does not timely elect to remove any disapproved title or survey matters (or is deemed to have elected to not remove any disapproved matters), then Buyer shall have the right,

to either (1) waive Buyer's prior disapproval by electing not to terminate this Agreement prior to the expiration of the Inspection Period, in which event the disapproved title or survey matter shall be deemed approved and shall thereafter be a Permitted Exception, or (2) terminate this Agreement prior to the expiration of the Inspection Period, whereupon Seller and Buyer shall be relieved of any further obligations under this Agreement except with respect to the provisions that expressly survive termination. Buyer's failure to take either one of the actions described in clauses (1) and (2) above shall be deemed to be Buyer's election to confirm its prior disapproval of the title or survey matters and to terminate this Agreement. If Buyer elects (or is deemed to have elected) to terminate this Agreement under this section, Escrow Holder shall promptly return the Deposit to Buyer less the Independent Consideration.

Notwithstanding anything herein to the contrary, and regardless of whether Buyer objects with respect thereto, Seller agrees to cause to be released from title not later than the Closing Date, at Seller's sole cost and expense: all mortgages, deeds of trust, security agreements, financing documents, tax liens, judgement liens, mechanic's liens or other monetary encumbrances (excluding non-delinquent ad valorem real property taxes but including all special assessments and other fees) on title to the Property and all claims to fee title or leasehold or other possessory interest in the Property; and all of the FAA's rights (a) of consent or approval of this transaction, (b) to a survey, appraisal or other information related to this transaction, and (c) regarding development, use, or ownership of the Property except as expressly provided within the Deed, including without limitation obtaining and recording a Deed of Release from the FAA in the same form as at Book 749 Page 1084, Seward County Register of Deeds; and any exception to the Commitment caused in part by Seller and not due to a Buyer request and not an exception as of the Effective Date (collectively, "Disapproved Liens").

6.2 Issuance of Policy. At Closing, the Title Company shall be irrevocably committed to issue an extended coverage 2021 ALTA owner's title insurance policy (a) in the amount of the Purchase Price insuring Buyer and subject only to (i) a lien for real property taxes, not then delinquent; (ii) the title matters approved or deemed approved by Buyer pursuant to Section 6.1; and (iii) matters affecting the condition of title to the Property resulting from the actions or activities of Buyer or created by or with the written consent of Buyer (collectively, the "Permitted Exceptions"), (b) with a mechanic's lien endorsement insuring against mechanic's liens on account of the Seller Work, (c) with an separate legal parcel endorsement, and (d) with an access endorsement insuring that the Property has direct legal access to a publicly maintained street (the "Title Policy").

Section 7. Representations and Warranties.

7.1 Seller. Seller represents and warrants that as of the Effective Date and as of Closing:

7.1.1 Seller is a limited liability company validly existing under the laws of the State of Kansas. Seller has the legal power, right and authority to enter into this Agreement and the documents required to be executed by Seller under this Agreement and to consummate the transaction contemplated by this Agreement. All requisite (corporate, partnership, limited liability company or otherwise) action has been taken by Seller in connection with executing this

Agreement and the documents required hereby. No consent of any other party is required for the performance by Seller of its obligations hereunder.

7.1.2 Seller owns good and indefeasible fee simple title to the Property. There are no adverse or other parties in possession of the Property, or of any party thereof.

7.1.3 There are no pending or threatened (in writing) actions, suits, arbitrations, claims or proceedings (a) with respect to or in any manner affecting the Property, including any condemnation action; or (b) to which Seller is or may be a party by reason of Seller's ownership, use, or operation of the Property.

7.1.4 There are no leases, subleases, rental agreements, licenses or other agreements for the lease or occupancy of any portion of the Property.

7.1.5 Seller is not a party to any agreements with respect to the ownership, operation, maintenance or repair of the Property that would encumber the Property or bind Buyer after Closing.

7.1.6 Except as set forth in the Reports, Seller has not received any written notices from any governmental authority with respect to any violation or alleged violation of any Law relating to the use, condition or operation of the Property, which violation remains uncured.

7.1.7 Seller has not initiated and is not a party to any appeals of the valuation of the Property for tax purposes or the taxes payable with respect to the Property, and there are no pending disputes with respect to taxes on the Property.

7.1.8 No bankruptcy, insolvency, rearrangement or similar action involving Seller, whether voluntary or involuntary, is pending or threatened against Seller in writing by a third party.

7.1.9 Except as set forth in the Reports, Seller has not used, generated, manufactured, produced, stored, released, discharged or disposed of on, under, above or about the Property or transported to or from the Property, any Hazardous Material in violation of Laws, nor has Seller allowed any other person or entity to do so in violation of Law. Except as set forth in the Reports, no Hazardous Materials have been used, generated, manufactured, produced, stored, released, discharged or disposed of on, under, above or about the Property in violation of Law nor transported to or from the Property in violation of Law by any entity or person or from any source. To Seller's Knowledge, except as set forth in the Reports, no wells or underground storage tanks are or were located on the Property.

7.1.10 The Reports are all of the reports, records and documents in Seller's possession or control concerning the physical (including environmental) condition and use of the Property. Seller has provided true, correct and complete copies of the Reports to Buyer.

7.1.11 Seller is not in default under the provisions of any deed of trust or other encumbrance, lien or restriction on the Property, and has paid current all amounts due and owing with respect thereto, including, but not limited, to all due and owing principal and interest payments. During the term of this Agreement, Seller shall pay all amounts and perform all

obligations required to be paid or performed by Seller under any such deed of trust or other encumbrance, lien or restriction.

7.1.12 Seller is not currently on any of the lists of sanctioned, prohibited, or restricted parties maintained by (1) the U.S. Department of the Treasury, Office of Foreign Assets Control (“OFAC”); or (2) the U.S. Department of Commerce, Bureau of Industry and Security, or the U.S. State Department, or any similar list of restricted parties maintained by the U.S. government.

The foregoing representations and warranties shall be deemed re-made as of Closing except to the extent modified pursuant to Section 7.3.

7.2 Buyer. Buyer represents and warrants that as of the Effective Date and as of the Closing:

7.2.1 Buyer is a corporation validly existing under the laws of the State of Delaware. Buyer has the legal power, right and authority to enter into this Agreement and the documents required to be executed by Buyer under this Agreement and to consummate the transactions contemplated by this Agreement. All requisite action (corporate, partnership, limited liability company or otherwise) has been taken by Buyer in connection with the entering into this Agreement and the documents required hereby. No consent of any other party is required for the performance by Buyer of its obligations hereunder.

7.2.2 No bankruptcy, insolvency, rearrangement or similar action involving Buyer, whether voluntary or involuntary, is pending.

7.2.3 Neither Buyer, nor any of its directors, officers, agents, or other authorized persons acting on its behalf (a) is directly or indirectly 50% or more owned, individually or in the aggregate, by, or (b) is acting on behalf of, one or more individuals or entities that are currently on any of the lists of sanctioned, prohibited, or restricted parties maintained by (1) OFAC; or (2) the U.S. Department of Commerce, Bureau of Industry and Security, or the U.S. State Department, or any similar list of restricted parties maintained by the U.S. government.

The foregoing representations and warranties shall be deemed re-made as of Closing except to the extent modified pursuant to Section 7.3.

7.3 Changes in Representations and Warranties. The foregoing representations and warranties are to be made by the parties as of the date hereof and as of the Closing Date. If after the Effective Date and before the Closing Date a party making a representation and warranty (the “Representing Party”) becomes aware of facts that would cause such representation and warranty to be untrue or incomplete, the Representing Party shall notify the other party (the “Non-representing Party”) in writing within three (3) Business Days after discovery of the new facts, and include copies of documents or materials, if any, related to such new facts. If a representation and warranty can no longer be accurately made by the Representing Party and (a) this is due to a state of facts first arising after the Effective Date; (b) it is not intentionally caused by the Representing Party; or (c) such new state of facts materially and adversely affects a right, remedy or obligation of the Non-representing Party under this Agreement, prevents a party from performing as required herein, or, in the case of Buyer, materially and adversely affects Buyer’s

intended use of the Property (including a material increase in the costs of Buyer's intended use of the Property) or materially decreases the value of the Property, then the Non-representing Party may by written notice to the Representing Party elect to terminate this Agreement. In such event, Escrow Holder shall promptly return the Deposit to Buyer and neither party shall have any further obligations hereunder (except for the obligations expressly stated herein to survive). Such election must be exercised within five (5) Business Days after the Non-representing Party receives the written notice of the new facts from the Representing Party as provided above. During such 5-Business Day period, however, the parties shall negotiate in good faith about possible solutions to address the change in facts (e.g., proposals for courses of actions to cure the issue or price adjustments). A breach of a representation or warranty intentionally caused by the Representing Party will constitute a default for purposes of Article 12 below.

7.4 Survival. The representations and warranties of each party set forth in Section 7.1 or 7.2, as the same may be updated pursuant to Section 7.3, shall survive Closing through the end of the Survival Period. The Non-representing Party shall have the right to bring an action against the Representing Party on the breach of a representation or warranty hereunder, but only if the Non-representing Party gives written notice of such breach to Representing Party specifying in detail the representation or warranty alleged to have been breached and the amount of damages suffered thereby before the end of the Survival Period and files such action on or before the date ninety (90) days after expiration of the Survival Period.

Section 8. As Is Sale; Release.

8.1 As Is Sale. Buyer acknowledges that the Purchase Price has been negotiated to reflect the current condition of the Property, "as is" and "where is." Buyer agrees that:

8.1.1 Buyer will have been afforded the opportunity to examine and investigate to Buyer's full satisfaction the physical condition of the Property, the Reports and all other matters that in Buyer's judgment affect Buyer's ownership of the Property and Buyer's willingness to enter into this Agreement prior to Closing.

8.1.2 Buyer has not relied and will not rely on, and Seller is not liable for or bound by, any express or implied warranties, guaranties, statements, representations or information pertaining to the Property, its use, compliance with Law or otherwise relating thereto made or furnished by Seller or any agent representing or purporting to represent Seller, to whomever made or given, directly or indirectly, verbally or in writing, except the representations and warranties of Seller as specifically set forth in this Agreement or the Deed or other documents to be delivered by Seller at Closing.

8.1.3 If Closing occurs, Buyer shall accept the Property "as is" and "where is" with all faults at Closing and, except as set forth in Section 7.1, Section 28, the Deed and any other documents to be delivered by Seller at Closing, without any representations or warranties, express or implied or statutory of any kind whatsoever by Seller, any agent or other representatives of Seller.

8.2 Buyer's Release. Except with respect to the Excluded Matters (as defined in Section 8.3, below), effective as of the Closing Date, Buyer hereby waives, releases, and

discharges any claim it has, might have had, or may have against Seller with respect to (a) the condition of the Property as of the Closing Date; (b) the physical, environmental, economic, or legal condition or compliance of the Property as of the Closing Date with regard to any Law affecting the Property; or (c) any other state of facts that exists as of the Closing Date with respect to the Property. Buyer acknowledges that factual matters now unknown to it may have given or may hereafter give rise to causes of action, claims, damages, losses and expenses that are presently unknown, unanticipated and unsuspected. Buyer agrees that it hereby intends to release, discharge, and acquit Seller from any such unknown causes of action, claims, demands, debts, controversies, damages, costs, losses and expenses that are included in the waivers and matters released as set forth in this section. This section shall survive the termination of this Agreement or the Closing and shall not be deemed to have merged into any of the documents executed or delivered at Closing. To the extent required to be operative, the disclaimers or warranties contained herein are “conspicuous” disclaimers for purposes of any legal requirement. In connection with the foregoing release, Buyer specifically waives the provision of Kansas Civil Code Section 1542, which provides as follows:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

8.3 Release Exclusions. The foregoing release in Section 8.2 does not apply and shall not act to release Seller from the following (collectively, the “Excluded Matters”): (a) a breach of any representation, warranty or obligation contained in this Agreement, the Deed or any documents delivered by Seller at Closing; (b) any acts or omissions of Seller that occur after Closing; (c) any claim by a third party based on Seller’s acts or omissions prior to the Closing or Seller’s failure to perform any of Seller’s obligations under any contract between Seller and such third party which contract has not been expressly assumed by Buyer pursuant to this Agreement; (d) the fraud or misrepresentation of Seller; (e) any claims by third parties for personal injury, death, or damage to personal property based on events occurring prior to the Closing, except to the extent caused by Buyer; and (f) any matters for which Seller releases or is obligated to indemnify Buyer pursuant to Section 8.4, below. In addition, notwithstanding anything in this Section 0 to the contrary, upon Closing, Buyer reserves all its rights and defenses against any non-parties to this Agreement other than Seller, including but not limited to the right to seek cost recovery or contribution under any statute or common law (including those regarding the presence, investigation or cleanup of any Hazardous Materials on, at, under, around or migrating from the Property). Further, notwithstanding anything in this Section 0 to the contrary, the waivers and releases contained in this Section 0 shall not release claims by Buyer for contribution with respect to third party claims alleging an act or omission by Seller, including those in violation of Law with respect to the Property by Seller.

8.4 Seller Release & Indemnification. Seller agrees to release, defend, indemnify, and hold harmless Buyer, Buyer’s affiliates and each of their respective shareholders, members, partners, directors, officers, managers, employees, agent, lenders, predecessors, successors and

assigns (collectively, the “Buyer Indemnified Parties”) from and against any and all losses, liabilities, damages, demands, claims, actions, judgments, causes of action, assessments, orders, penalties, costs, and expenses (including the reasonable fees and disbursements of outside legal counsel, consultants, and experts), and all foreseeable and unforeseeable consequential damages relating to or arising in connection with (a) any breach of the representations and warranties set forth in Section 7.1.9, above, (b) Pre-Existing Environmental Conditions, and (c) any violation of Seller’s SWPPP by Seller in connection with the Seller Work. For purposes of this Agreement, the term “Pre-Existing Environmental Conditions” means all known and unknown Hazardous Materials existing or formerly existing, in soil, soil gas, air, and/or groundwater at, on, under, about, or migrating to or from the Property prior to the Closing Date. Seller’s obligations pursuant to this Section 8.4 shall survive the Closing indefinitely except that, for the avoidance of doubt, any claim merely asserting a breach of Seller’s representations and warranties pursuant to Section 7.1.9 of this Agreement shall be subject to the limitations of Section 7.4 of this Agreement.

8.5 Survival. The provisions of this Section 0 shall survive Closing.

Section 9. Seller’s Obligations. Until Closing, the following obligations shall apply to Seller (which for purposes of this Section 9, include Seller’s agents and representatives):

9.1 Operations. Seller shall cause the Property to be maintained and repaired in the ordinary course of business consistent with its past practices for the Property and deliver the Property at Closing in substantially the same condition it was on the date of Buyer’s inspection of the Property, reasonable wear and tear excepted.

9.2 Notices. Seller shall provide to Buyer, immediately upon the receipt thereof, (a) all written notices relating to the Property received by Seller from any governmental authority, insurance company or vendor, which notices are of a type not normally received in the ordinary course of Seller’s business, or that are notices with respect to taxes or that may have a material effect upon the Property or result in a change in a representation or warranty made by Seller hereunder, and (b) notice of the occurrence after the date of Buyer’s inspection of the Property of a casualty event or other damage affecting the Property.

9.3 No New Leases or Service Contracts. Seller shall not enter into any leases, licenses or other agreements for the occupancy of the Property that would encumber the Property or bind Buyer after the Closing. Seller will not enter into any new contracts that would bind Buyer after the Closing.

9.4 Knowledge of Material Events. As required by Section 7.3, Seller shall notify Buyer within three (3) Business Days after Seller obtains knowledge of any fact or event that renders Seller’s representations and warranties hereunder untrue or incomplete.

9.5 Hazardous Materials. Seller shall not use, generate, manufacture, produce, store, release, discharge or dispose of on, under, above or about the Property, or transport to or from the Property, any Hazardous Materials or authorize any other person or entity to do so, except for normal quantities of Hazardous Materials used in the ordinary course of operating or maintaining the Property, so long as they are used in accordance with all Laws.

9.6 No Encumbrance. Seller shall not convey or voluntarily encumber the Property or any interest therein or any part thereof, or contract to do so.

9.7 Violations of Law. Seller shall be financially responsible for any violations of Law relating to the Property arising before the Closing Date.

9.8 Not Market. Seller shall not market the Property for sale or lease, engage in discussions with other potential purchasers of the Property or enter into any agreement for the sale of the Property (including backup offers or agreements).

9.9 Cooperation. Without limiting Seller's other obligations hereunder, Seller shall timely cooperate with respect to any of Buyer's due diligence activities on or about the Property; provided, however, that Seller shall not be required to incur any third party expense in connection with such cooperation.

9.10 Mineral Rights. Seller, at Seller's sole cost and expense, shall use commercially reasonable efforts to obtain and deliver the Minerals Curative Documents to Buyer, on forms acceptable to Buyer in its reasonable judgment, prior to the expiration of the Inspection Period.

Section 10. Condemnation. If before the Closing Date Seller receives written notice of the initiation of any condemnation or eminent domain proceedings that might result in the taking of all of the Property, then this Agreement shall terminate effective on Seller's receipt of such notice. If such condemnation proceeding proposes to take less than all of the Property, and the portion of the Property to be taken (a) has a value in excess of ten percent (10%) of the Purchase Price; (b) would take or adversely affect any right of access to the Property; or (c) would adversely affect Buyer's planned development, design, and layout of improvements on the Property (including, without limitation, utilities serving the Property), Buyer may either (a) terminate this Agreement by written notice to Seller whereupon the parties shall proceed in accordance with Section 12.3 for a termination that is not the fault of either party; or (b) proceed with the Closing, in which event Seller shall assign to Buyer in writing at Closing all of Seller's right, title and interest in and to any award made in connection with such condemnation proceedings. Seller shall promptly notify Buyer in writing of the commencement or occurrence of any condemnation proceedings.

Section 11. Costs and Prorations. At Closing, each party shall pay its share of costs, expenses and prorations as provided in this section.

11.1 Costs and Expenses. Seller shall pay (a) one-half the premium for the Title Policy (including the endorsements described in Section 6.2(b), (c) and (d)); and (b) Seller's share of prorations. Buyer shall pay for (c) the balance of the premiums for the Title Policy not due from Seller; (d) the costs of the Survey, if any; (e) any recording charges for the Deed; (f) all escrow and closing fees and costs charged by Escrow Holder; and (g) Buyer's share of prorations.

Buyer and Seller shall each pay their own legal and professional fees and fees of its consultants, and any other costs incurred in connection with performing its respective Agreement obligations. If the transaction is terminated by either party on account of default by the other, the defaulting party shall pay all escrow and title costs billed by the Escrow Holder.

11.2 Prorations. The intent of the parties is that Seller shall bear all expenses of ownership of the Property attributable to the period of its ownership and Buyer shall bear all such expenses and receive all such income attributable to the period of its ownership. In furtherance of the foregoing, all nondelinquent ad valorem real property taxes payable with respect to the Property (“Taxes”) shall be prorated as of the Closing Date in accordance with Section 11.4. Utilities shall be prorated as of 11:59 p.m. on the Closing Date. All other costs and expenses shall be allocated between Buyer and Seller in accordance with the customary practice in Seward County.

11.3 Property Taxes.

(a) Nondelinquent Taxes payable in the then current tax year shall be prorated as of the Closing Date. If the Closing Date occurs before the amount of Taxes is known for the then current tax year, then the proration of Taxes shall be upon the basis of the tax rate for the preceding year applied to the latest assessed valuation. Any difference in Taxes for the year of sale actually paid by Buyer shall be adjusted between the parties within 30 days after Taxes for the year of sale are known. As a post-Closing covenant: (a) Buyer shall pay any and all supplemental general and special real Taxes and assessments which may be imposed on the Property for any period after the Closing; and (b) Seller shall pay any and all supplemental general and special Taxes and assessments which may be imposed on the Property for any period before the Closing. But: pursuant to K.S.A. 12-6a20 and 12-6,123, Seller discloses that as of the Effective Date the Property is not and will not become subject to any special assessments or improvement district obligations except as disclosed here: _____ (if blank than “none”); and post-Closing Seller remains liable for any costs or liability for any other special assessment or improvement district obligations that do not first arise or are not first proposed after the Closing Date.

(b) Notwithstanding anything contained herein, if, as of the Closing, Taxes have not been separately allocated to the Property, then, on the Closing Date, Buyer shall pay its proportionate share (based on the ratio of the acreage of the Property to the total acreage covered by the tax bill, with appropriate allocation of taxes attributable to improvements on the assessed parcel (the “**Comingled Parcel**”) based upon the location of same on the Comingled Parcel so that Buyer pays no Taxes attributable to improvements that are not located on the Property), prorated as of the Closing.

(c) After the Closing, the parties will continue to allocate taxes on the same basis as set forth in subclause (b), above, until separate tax bills are received. In furtherance of the foregoing, Seller shall pay all Taxes due and owing on the Commingled Parcel (including, without limitation, all supplemental taxes or assessments which are not separately assessed against the Parcel) and shall provide a copy of the tax statement and evidence of payment to Buyer no later than thirty (30) days prior to delinquency. If Seller pays any Taxes on the Commingled Parcel in accordance herewith, then not later than thirty (30) days following Buyer’s receipt from Seller of a copy of appropriate tax statements and a schedule showing the allocation of Taxes between the Property and the balance of the Commingled Parcel, Buyer will pay to Seller its allocated share of such Taxes. If, however, Buyer disputes the allocation of Taxes by Seller, then Buyer shall pay the amount not in dispute within such 30-day period and inform Seller in writing concerning the reasons for its dispute and parties shall thereafter meet and confer to resolve such dispute. If, however, Seller fails to pay the Taxes and deliver proof thereof prior to the time period set forth

above and such failure continues for three (3) Business Days after Seller's receipt of written notice, then Buyer shall have the right, in its sole discretion, to pay any or all such amounts in the name of and for the account of Seller. In such event, Seller shall reimburse Buyer within ten (10) Business Days of its receipt of Buyer's written demand (which demand shall include copies of all applicable invoices) for amounts so paid together with interest at the highest rate of interest permitted by applicable law. When the parties receive property tax statements from the assessor reflecting the parcelization of the Property, the recipient party shall promptly deliver a copy of such statements to the other party, and the parties shall meet (in person or telephonically) no later than fifteen (15) days from delivery of any such statement for the purpose of determining any overpayment or underpayment of Taxes by Buyer to Seller with respect to the Property. No later than twenty (20) days following such meeting, Seller shall reimburse Buyer for any overpayment of Taxes, or Buyer shall reimburse Seller for any underpayment of Taxes.

(d) From and after the Closing, Seller shall, at its sole cost and expense, commence and diligently pursue all actions necessary and reasonably appropriate for the Property to be a separate tax parcel ("**Tax Parcelization**"), and Seller shall keep Buyer reasonably apprised of the progress of such actions. Buyer agrees to use commercially reasonable efforts to cooperate with Seller's efforts to pursue Tax Parcelization following closing at no cost to Buyer.

(e) Any personal property taxes for any of Seller's personal property shall remain the obligation of Seller and not be prorated.

(f) The provisions of this Section shall survive the Closing.

11.4 Post-Closing Reconciliation; Survival. If any proration made under this Section 11 is incorrect for any reason, then either party shall be entitled to an adjustment to correct such error. Any item that cannot be finally prorated because of the unavailability of information shall be tentatively prorated on the basis of the best data then available and re-prorated when the information is available. Notwithstanding anything to the contrary herein, all re-prorations contemplated by this Agreement shall be completed within one year after Closing. The covenants in this Section 11 shall survive Closing.

Section 12. Enforcement of this Agreement; Termination for Failure of Condition.

12.1 Default by Seller. This Agreement pertains to the conveyance of real property, the unique nature of which is hereby acknowledged by the parties. Consequently, if Seller refuses or fails without legal excuse to convey the Property to Buyer as required by this Agreement, or otherwise defaults in its obligations hereunder, then Buyer shall be entitled to pursue the following remedies (but without impairing express rights to attorneys' fees and costs and indemnities herein):

(a) Provided such action is brought within 120 days after Buyer obtains actual knowledge of Seller's default, seek specific performance of Seller's obligations under this Agreement. Buyer shall not be required to deposit or deliver the Purchase Price as a condition to any action for specific performance of this Agreement. In such event, Buyer shall be entitled to purchase the Property on the terms of this Agreement but shall not be entitled to monetary damages (except for attorney's fees and costs in accordance with Section 28); or

(b) (i) terminate this Agreement, whereupon neither party shall have any further rights, duties or obligations hereunder except as otherwise provided herein, (ii) receive a return of the Deposit, (iii) obtain a reimbursement from Seller of Buyer's third-party out-of-pocket costs incurred in connection with Buyer's potential acquisition of the Property (including, but not limited to, legal fees, costs of environmental testing, inspection costs and other third party costs), and (iv) receive payment of Buyer's attorney's fees and costs in accordance with Section 28. Notwithstanding the foregoing, if the remedy of specific performance is not available solely as a result of Seller voluntarily transferring the Property to other than Buyer in violation of this Agreement, then Seller shall be liable to Buyer for Buyer's actual damages.

(c) Nothing in this Section 12.1 is intended to terminate any obligations that by their terms expressly survive a termination of this Agreement.

12.2 Default by Buyer. IF BUYER FAILS WITHOUT LEGAL EXCUSE TO COMPLETE THE PURCHASE OF THE PROPERTY AND SUCH FAILURE CONTINUES FOR FIVE (5) BUSINESS DAYS AFTER BUYER'S RECEIPT OF WRITTEN NOTICE FROM SELLER, SELLER SHALL AS ITS SOLE AND EXCLUSIVE REMEDY (BUT WITHOUT IMPAIRING EXPRESS RIGHTS TO ATTORNEYS' FEES AND COSTS AND INDEMNITIES HEREIN), BE ENTITLED TO (A) TERMINATE THIS AGREEMENT, WHEREUPON NEITHER PARTY SHALL HAVE ANY FURTHER RIGHTS, DUTIES OR OBLIGATIONS HEREUNDER EXCEPT AS OTHERWISE PROVIDED HEREIN; AND (B) RECEIVE FROM BUYER AS LIQUIDATED DAMAGES THE DEPOSIT. IF THE CLOSING FAILS TO OCCUR BY REASON OF BUYER'S DEFAULT, SELLER AGREES THAT THE DAMAGES THAT IT WOULD SUFFER THEREBY ARE DIFFICULT OR IMPOSSIBLE TO DETERMINE. AFTER NEGOTIATION, THE PARTIES HAVE AGREED THAT, CONSIDERING ALL THE CIRCUMSTANCES EXISTING ON THE DATE OF THIS AGREEMENT (INCLUDING: (1) THE RELATIONSHIP OF THE FOREGOING SUM TO THE RANGE OF HARM THAT COULD REASONABLY BE ANTICIPATED; AND (2) THE ANTICIPATION THAT PROOF OF ACTUAL DAMAGES WOULD BE IMPRACTICABLE OR EXTREMELY DIFFICULT TO DETERMINE), THE AMOUNT OF THE DEPOSIT IS A REASONABLE ESTIMATE OF THE DAMAGES THAT SELLER WOULD INCUR IN SUCH EVENT. BY PLACING THEIR INITIALS BELOW, EACH PARTY SPECIFICALLY CONFIRMS THE ACCURACY OF THE STATEMENTS MADE ABOVE AND THE FACT THAT EACH PARTY WAS REPRESENTED BY COUNSEL WHO EXPLAINED, AT THE TIME THIS AGREEMENT WAS MADE, THE CONSEQUENCES OF THIS LIQUIDATED DAMAGES PROVISION. THE PARTIES ACKNOWLEDGE THAT SUCH PAYMENT OF THE DEPOSIT IS NOT INTENDED AS A FORFEITURE OR PENALTY, BUT IS INTENDED TO CONSTITUTE LIQUIDATED DAMAGES TO SELLER. IN NO EVENT SHALL SELLER BE ENTITLED TO SPECIFIC PERFORMANCE AGAINST BUYER FOR SUCH FAILURE AND, IN CONNECTION THEREWITH, SELLER IRREVOCABLY WAIVES THE PROVISIONS OF KANSAS CIVIL CODE SECTION 3389 AND ALL SUCCESSOR AND SIMILAR STATUTES.

SELLER'S INITIALS

BUYER'S INITIALS

12.3 Termination for Failure of Condition. If any of the conditions set forth in Section 5.1 or Section 5.2 are not satisfied or waived by the date provided in such condition, the party entitled to benefit of such condition shall have the right to terminate this Agreement and the escrow provided for herein by giving written notice of such termination to the other party and to Escrow Holder. In the event of such termination (unless the failure of the condition is caused by a default by the other), all escrow and title charges shall be divided equally between the parties and this Agreement will be of no further force and effect and the parties shall have no further liability except as expressly set forth in this Agreement for matters expressly stated to survive termination of this Agreement. All documents delivered to Escrow Holder shall be returned to the depositing party, and the Deposit (including the Extension Deposit, if any) shall be returned to Buyer less the Independent Consideration. For the avoidance of doubt, if any condition set forth in Section 5.1 or Section 5.2 in favor of a party is not satisfied because of the other party's default hereunder, the party entitled to the benefit of such condition shall have all rights and remedies available under this Article 12.

Section 13. Notices. All notices, demands, requests, consents and approvals that may, or are required to, be given by any party to any other party hereunder shall be in writing and shall be deemed to have been duly given if (a) delivered personally, (b) sent by a nationally recognized overnight delivery service, (c) electronically transmitted via email with receipt confirmed, or (d) if mailed or deposited in the United States mail and sent by registered or certified mail, return receipt requested, postage prepaid to:

If to Seller: City of Liberal
Seward County Development Corporation
303 N Kansas Ave Suite 101
Liberal, KS 67901
Attn: Eli Svaty
Email: eli@swks.org

If to Buyer: Air Products and Chemicals, Inc.
1940 Air Products Boulevard
Allentown, PA 18106
Attn: Corporate Real Estate
email: corporeal@airproducts.com

and to: Trish Voth
Foulston Siefkin LLP
1551 N Waterfront Pkwy, Ste 100
Wichita, KS 67206
email: tvoth@foulston.com

All notices shall be deemed given on the day such notice is delivered (or if refused, the date of such refusal) or transmitted by email (provided that confirmation of email transmission is before 5:00 p.m. Eastern time zone on a Business Day, and, if after such time, then on the next Business Day) or on the third Business Day following the date such notice is mailed in accordance with this Section. Any notice given by counsel to a party shall have the same effect as if given by such party. The above addresses may be changed by written notice to be provided the other party

in accordance with this Section 13; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice.

Section 14. Tax Deferred Exchange. Either party may convey or receive a conveyance of the Property described herein as part of an IRC Section 1031 Tax Deferred Exchange. Either party may assign all contract rights and obligations hereunder and in related and/or affiliated agreements to a qualified intermediary, as part of, and in furtherance of, such tax deferred exchange. In such event, the other party agrees to assist and cooperate in such exchange for the benefit of the exchanging party at no cost, expense or liability to the other party, and further agrees to execute any and all documents (subject to the reasonable approval of the other party's legal counsel) as are reasonably necessary in connection with such exchange at the exchanging party's sole expense; provided that such cooperation shall not impose upon the non-exchanging party any obligation or cost beyond those arising under this Agreement or with respect to any related or affiliated agreements, other than de minimis or ministerial obligations. Nothing contained in this Section 14 shall release the exchanging party of any of its obligations or liabilities under this Agreement, whether arising before, at or after Closing.

Section 15. Time of Essence. Time is of the essence of each and every provision of this Agreement.

Section 16. Governing Law; Jurisdiction. The construction, validity, meaning and effect of this Agreement shall be determined in accordance with the laws of the State of Kansas. In the event any action is brought to enforce any of the provisions of this Agreement, the parties agree to be subject to the jurisdiction of Kansas and each party waives any and all right to trial by jury.

Section 17. Counterparts; Electronic Signature. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any electronic signature to this document or to any other certificate, agreement or document related to this transaction, shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record-keeping system to the fullest extent permitted by applicable law, including the federal Electronic Signatures in Global and National Commerce Act, any state electronic signatures and/or records act, or any similar state law based on the Uniform Electronic Transactions Act. The parties hereto waive any objection to the contrary. Without limiting the foregoing, the parties consent to the use of remote notarization if such notarial act is performed in accordance with the laws of the state governing the notarial act. "Electronic signature" as used herein includes (a) any electronic symbol or process attached to, or associated with, a contract or other record and adopted by a person with the intent to sign, authenticate or accept such contract or record (including any signature affixed by Adobe Sign), and (b) any facsimile or .pdf signature.

Section 18. Rules of Construction. The captions in this Agreement are inserted for convenience of reference and in no way define, describe or limit the scope or intent of this Agreement or any of the provisions hereof. All references to "Sections" without reference to a document other than this Agreement, are intended to designate sections of this Agreement, and the words "herein," "hereof," "hereunder," and other words of similar import refer to this Agreement as a whole and not to any particular Section, unless specifically designated otherwise. The use of the term "including" shall mean in all cases "including but not limited to," unless specifically

designated otherwise. No determination by a court of competent jurisdiction that any term or provision of this Agreement is invalid or otherwise unenforceable shall operate to invalidate or render unenforceable any other term or provision of this Agreement and all remaining provisions shall be enforced in accordance with their terms. No rules of construction against the drafter of this Agreement shall apply in any interpretation or enforcement of this Agreement, any documents or certificates executed pursuant hereto, or any provisions of any of the foregoing. Any deletion of language from this Agreement prior to its execution by Buyer and Seller shall not be construed to raise any presumption, canon of construction or implication, including, without limitation, any implication that the parties intended thereby to state the converse of the deleted language.

Section 19. Assignability. Buyer may assign its rights under this Agreement to any entity controlling, controlled by, or under common control with Buyer without Seller's prior written consent, and upon such assignment the original Buyer will be released from all obligations under this Agreement. All other assignments of this Agreement shall be subject to the non-assigning party's prior written consent, which consent shall not be unreasonably withheld, conditioned or delayed.

Section 20. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors and permitted assigns.

Section 21. Modifications; Waiver. No waiver, modification amendment, discharge or change of this Agreement shall be valid unless the same is in writing and signed by the party against which the enforcement of such modification, waiver, amendment, discharge or change is sought.

Section 22. Entire Agreement. This Agreement contains the entire agreement, including all of the exhibits attached hereto, between the parties relating to the transactions contemplated hereby and all prior or contemporaneous agreements, understandings, representations or statements, oral or written, are superseded hereby.

Section 23. Survival. The indemnities and agreements expressly stated herein to survive Closing or termination of this Agreement, including those contained in and Section 5.1.1.1 (Inspections), Section 5.1.8 (Project Entitlements), Section 0 (As-Is, Release), Section 11 (Costs and Prorations), Section 26 (Brokers), Section 28 (Attorneys' Fees), Section 29 (Confidentiality), and Section 30 (Further Assurances) shall survive the termination or expiration of this Agreement and shall survive the Closing. In addition, Section **Error! Reference source not found.** (Representations and Warranties) shall survive Closing for the Survival Period. Except for the foregoing provisions, all other agreements of the parties contained in this Agreement shall terminate upon Closing.

Section 24. No Personal Liability of Officers or Directors; No Consequential Damages. Seller acknowledges that this Agreement is entered into by Buyer as a legal entity and Seller agrees that no individual officer, director, member or representative of Buyer shall have any personal liability under this Agreement. The parties acknowledge and agree that, except as expressly set forth in Section 8.4, above, neither party shall be liable to the other party under this Agreement for any indirect or consequential damages, including but not limited to claims for loss of use, rents, anticipated profit or business opportunity, or business interruption or emotional distress.

Section 25. No Third Party Rights. Nothing in this Agreement, express or implied, is intended to confer upon any person, other than the parties hereto and their respective successors and assigns, any rights or remedies under or by reason of this Agreement.

Section 26. Brokers. Seller and Buyer represent each, to the other that each has had no dealings with any broker, finder or other party concerning Buyer's purchase of the Property, except Donald Witzke (retired) which will be represented by Gary Classen, at Heritage Real Estate Group, Inc. represents Buyer (collectively, "Buyer's Broker"). Each party agrees to indemnify, defend and hold the other harmless from all loss, cost, damage or expense (including reasonable attorney's fees) incurred by the indemnified party as a result of any claim arising out of the acts of the indemnifying party for a commission, finder's fee or similar compensation made by any broker, finder or any party who claims to have dealt with the indemnifying party. The indemnities contained in this Section 26 shall survive the Closing or the termination of this Agreement.

Section 27. Computation of Time. In the computation of any period of time hereunder, the day of the act or event from which the period of time runs shall be excluded and the last day of such period shall be included. If any deadline hereunder falls on a day that is not a Business Day, then the deadline will be deemed extended to the next following Business Day. All times stated herein are by reference to Pacific time zone.

Section 28. Attorneys' Fees. If any legal action or other proceeding is brought for the enforcement of this Agreement (including, without limitation, enforcement of any obligation to indemnify, defend or hold harmless), or because of an alleged dispute, default or misrepresentation in connection with any of the provisions of this Agreement, the substantially prevailing party shall be entitled to recover the reasonable attorneys' fees (including those in any bankruptcy or insolvency proceeding), accountants' and other experts' fees and all other fees, expenses and costs incurred in connection with that action or proceeding, in addition to any other relief to which it may be entitled.

Section 29. Confidentiality. Until the Closing, Seller and Seller's agents, representatives, employees, contractors, subcontractors, and permitted assignees, shall hold the existence of this Agreement and its prior LOI and related communications, the terms of this Agreement, and all information obtained with respect to the Property or Buyer, in confidence and shall not disclose the same to others, except as may be reasonably required in connection with Buyer's investigation of the Property or governmental and utility Incentives (as defined below) and/or approvals for the Property (who shall also agree to hold all such information confidential) or as may be required by law, and Seller shall promptly notify Buyer in advance if Seller believes it must disclose any such confidential information to give Buyer a reasonable opportunity to evaluate Seller's disclosure proposal. Seller shall not issue any press release or make any statement to the media, without Buyer's consent, which consent Buyer may withhold in its sole and absolute discretion. This Section 29 shall survive the Closing and any termination of this Agreement.

Section 30. Further Assurances. The parties hereto agree to execute and deliver all such further assignments, endorsements and other documents and take all such further action as any party hereto may reasonably request from time to time in order to effectuate the terms, purposes and intent of this Agreement. The provisions of this Section shall survive the Closing but not any earlier termination of this Agreement.

Section 31. Assumption of Seller Obligations. Notwithstanding anything to the contrary in this Agreement, Buyer, by virtue of the purchase of the Property, does not hereby agree to satisfy any obligations of Seller other than those, if any, expressly assumed by Buyer pursuant to this Agreement. Buyer is not and shall not be deemed to be a successor to Seller. Buyer is acquiring only the Property and not an ongoing business enterprise.

Section 32. Submission of Agreement. The submission of this Agreement to Seller or its agents or attorneys for review will not be deemed an offer to purchase the Property by Buyer, and no agreement with respect to the purchase and sale of the Property will exist unless and until this Agreement is executed and delivered by Seller and Buyer.

Section 33. Buyer's Right to Seek Project Entitlements. From and after the Effective Date, Buyer shall have the right, but not the obligation, to seek approval of the Project Entitlements. In furtherance of the foregoing, Seller shall cooperate with the Buyer, in a commercially reasonable manner and at no out-of-pocket cost to Seller, in Buyer's efforts to obtain the Project Entitlements. Buyer shall have the right to contact all necessary Governmental Authorities regarding the Project Entitlements, to submit and process applications and other documentation for the Project Entitlements, and to otherwise discuss the Entitlements and Buyer's proposed development of the Property with the Governmental Authorities. When requested by Buyer, Seller shall (a) attend any public hearings or meetings before or with Governmental Authorities or their staff regarding any applications necessary for the approval of any of the Project Entitlements which Buyer is attempting to obtain in accordance with the intention of this Agreement; and (b) promptly execute any and all documents and join in any and all applications which may be reasonably deemed necessary or appropriate by Buyer to obtain the Project Entitlements; provided, however, that Seller shall not be required to incur any material out-of-pocket expense or obligation as a result of, or arising out of, any of the above mentioned applications. Except as expressly provided herein with respect to requests by Buyer, Seller shall not submit any applications, appear in any public or private meeting with governmental authorities, or otherwise take any action or have any communications with respect to the Project and the Project Entitlements, except upon Buyer's prior written consent and approval. Without limiting the foregoing, Seller agrees that Seller shall not directly or indirectly object to, challenge, interfere with, delay, protest or argue against Buyer's efforts to obtain the Project Entitlements, or encourage others to engage in any type of opposition thereto, either before or after the Closing.

Section 34. Incentives. Seller acknowledges that Buyer may seek, at Buyer's sole cost and expense, certain economic incentives (collectively, the "Incentives") in connection with Buyer's development and use of the Property. Seller agrees that it will reasonably cooperate with Buyer's efforts to obtain Incentives provided that the same do not impose any cost or liability on Seller that is not reimbursed promptly by Buyer. All Incentives shall be for the sole benefit of Buyer.

[Signatures on following page]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the date of the last signature below.

SELLER:

CITY OF LIBERAL

By: _____
Name: _____
Its: _____
Date: _____

BUYER:

AIR PRODUCTS AND CHEMICALS, INC., a
Delaware corporation

By: _____
Name: _____
Its: _____
Date: _____

EXHIBIT A **Depiction of Land**



EXHIBIT B

Form of Deed

RECORDING REQUESTED BY AND
AFTER RECORDING MAIL TO:

MAIL TAX STATEMENTS TO:

Space above this line reserved for recorder's use

SPECIAL WARRANTY DEED

Effective as of _____, 20__, CITY OF LIBERAL, KANSAS ("Grantor"),
CONVEYS AND WARRANTS to AIR PRODUCTS AND CHEMICALS, INC., a Delaware
corporation ("Grantee"): Lots 3 and 4, Block 2, Airport Industrial Park Addition to the City of
Liberal, Seward County, Kansas ("Property"), for \$10.00 and other good and valuable
consideration.

SUBJECT TO: real property ad valorem taxes not yet due and payable, and those matters on attached
Exhibit 1.

Grantor covenants that Grantor is lawfully seized of Grantor's fee simple interest in the Property
and has good right to convey Grantor's fee simple interest in the Property and guarantees the quiet
possession and fee simple ownership of the Property against the claims of those claiming any right,
interest, or title through Grantor, except as may be described above, and further covenants that the
Property is free from all encumbrances created by Grantor, except as may be described above, and
Grantor will warrant and defend the Property against all lawful claims of those claiming any right,
interest, or title through Grantor, except as may be described above; **but Grantor does not
warrant title against those claiming a right, interest, or title that arose prior to, or separate
from, Grantor's interest in the Property.**

CITY OF LIBERAL, KANSAS

[NTD: City will complete and include here its sig block and acknowledgement]

EXHIBIT 1 to SPECIAL WARRANTY DEED

[NTD: exhibit will be populated with the list of specific recorded documents indexed against the
Property and included in the Commitment (not also Commitment exceptions that are not a
specific document) and the FAA-required text]

EXHIBIT C

Form of General Assignment

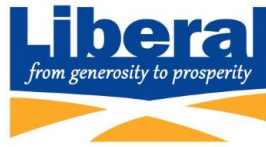
GENERAL ASSIGNMENT

This General Assignment is entered into as of _____, 202_ (the “Effective Date”) CITY OF LIBERAL, Kansas (collectively, “Seller”). Seller and AIR PRODUCTS AND CHEMICALS, INC., a Delaware corporation (“Buyer”) are parties to that certain Purchase and Sale Agreement dated _____, 2024 (the “Purchase Agreement”) for the sale of property located in Airport Park area of Seward County, Kansas and more fully described in the Purchase Agreement (the “Property”). Capitalized terms used herein shall have the meanings given in the Purchase Agreement. Pursuant to the Purchase Agreement, for valuable consideration, the sufficiency and the receipt of which is hereby acknowledged, Seller hereby grants, bargains, sells, conveys, transfers and assigns to Buyer all of Seller’s right, title and interest in and to all Intangibles.

Seller shall, at any time and from time to time upon written request therefor, execute and deliver to Buyer, its nominees, successors and/or assigns, any new or confirmatory instruments and do and perform any other acts that Buyer, its nominees, successors and/or assigns, may request in order to fully transfer possession and control of, and protect the rights of Buyer, its nominees, successors and/or assigns in, all the assets of Seller intended to be transferred and assigned hereby.

CITY OF LIBERAL, KANSAS

[NTD: City will complete and include here its sig block and acknowledgement]



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 9.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Keith Bridenstine, Building Services Director

RE: Ordinance No. 4628, Rezone 441 S. Washington from C-2 Commercial to R-3 Multiple Family

The owner of 441 S. Washington has applied to rezone the property at 441 S. Washington from C-2 Commercial to R-3 Multiple Family Residential. The rezone was approved by the Planning and Zoning Board on December 12, 2024 and forwarded to the City Commission for approval by Ordinance.

Recommendation:

Staff recommends the Commission approve Ordinance No. 4628, rezoning 441 S. Washington from C-2 Commercial to R-3 Multiple Family Residential.

ORDINANCE NO. 4628

AN ORDINANCE AMENDING THE “OFFICIAL ZONING DISTRICT MAP” OF THE CITY OF LIBERAL, KANSAS BY REZONING LOTS THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33) AND THIRTY-FOUR (34), BLOCK TWO (2) EASTBORO ADDITION TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS FROM A “C-2” GENERAL COMMERCIAL DISTRICT TO A “R-3” MULTIPLE FAMILY DWELLING DISTRICT.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LIBERAL, KANSAS.

Section 1. That pursuant to the recommendation of the Liberal Metropolitan Area Planning Commission, the “Zoning District Map” referred to in and made a part of Article IV, Section 2 of the Zoning Ordinance of the City of Liberal, Kansas, is hereby amended by changing the zoning classification of the below described property from “C-2” General Commercial District to “R-3” Multiple Family Dwelling District.

LOTS THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33) AND THIRTY-FOUR (34), BLOCK TWO (2) EASTBORO ADDITION to the City of Liberal, Seward County, Kansas [Aka: 441 S Washington Liberal, KS 67901] [Parcel #: 088-192-04-0-20-18-006.00-0]

Section 2. That the Zoning Administrator of the City of Liberal, Kansas, is hereby directed to change the designation of the “Official Zoning Map” for the City of Liberal, Kansas to show that the property described herein is in zoning district “R-3” Multiple Family Dwelling District and said Official Zoning Map as changed is hereby reincorporated by reference as part of said Zoning Ordinance, under Article IV, Section 2.

Section 3. That this Ordinance shall be effective upon its passage and adoption by the Governing Body of the City of Liberal, Kansas and after its publication in the official City newspaper.

PASSED AND APPROVED by the Governing Body of the City of Liberal, Kansas, and signed by the Mayor this 14th day of January, 2025.

(SEAL)

, Mayor

ATTEST:

Alicia Hidalgo MMC, City Clerk

Item #2

Tabled- CASE PZ-24-04: This is a request to Rezone the property from a "C-2" General Commercial District to a "R-3" Multiple Family Dwelling District. The Rezone will apply to the following property:

SURFACE AND SURFACE RIGHTS ONLY, IN AND TO: LOTS THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33) AND THIRTY-FOUR (34), BLOCK TWO (2) EASTBORO ADDITION to the City of Liberal, Seward County, Kansas [Aka: 441 S Washington Liberal, KS 67901] [Parcel #: 088-192-04-0-20-18-006.00-0]

Keith states rezoning this residential does not create spot zoning. You guys asked for the actual location of the property line and verification on that. Mr. Ron Warren, with French Construction, is here to speak for the rezone application

Ron Warren, 1205 N Purdue, I am representing the land owner as the contractor. I am not sure the location of the structures on the adjacent lots necessarily has anything to do with the lot owned by this owner. The house on the North side sits about 5 degrees angle on the lot. The front corner of the house is probably 18 inches from the property and the back corner is probably 3-3 1/2 foot from the property line. Neither adjacent properties sit on this property. These are 4 25ft lots, 100 ft they are built on. We adjusted our proposed plot plan, to slide them a little bit closer instead of even on each side center it on the lot and go 9 ft off the South property and the North unit be 9 ft off.

Steve ask how much space will be between the two units?

Mr. Warren states 14 ft.

Nick Schwindt makes a motion to recommend the rezone from a "C-2" General Commercial District to a "R-3" Multiple Family Dwelling District and forward to the City Commission for a final decision with Jairo Vazquez seconding the motion.

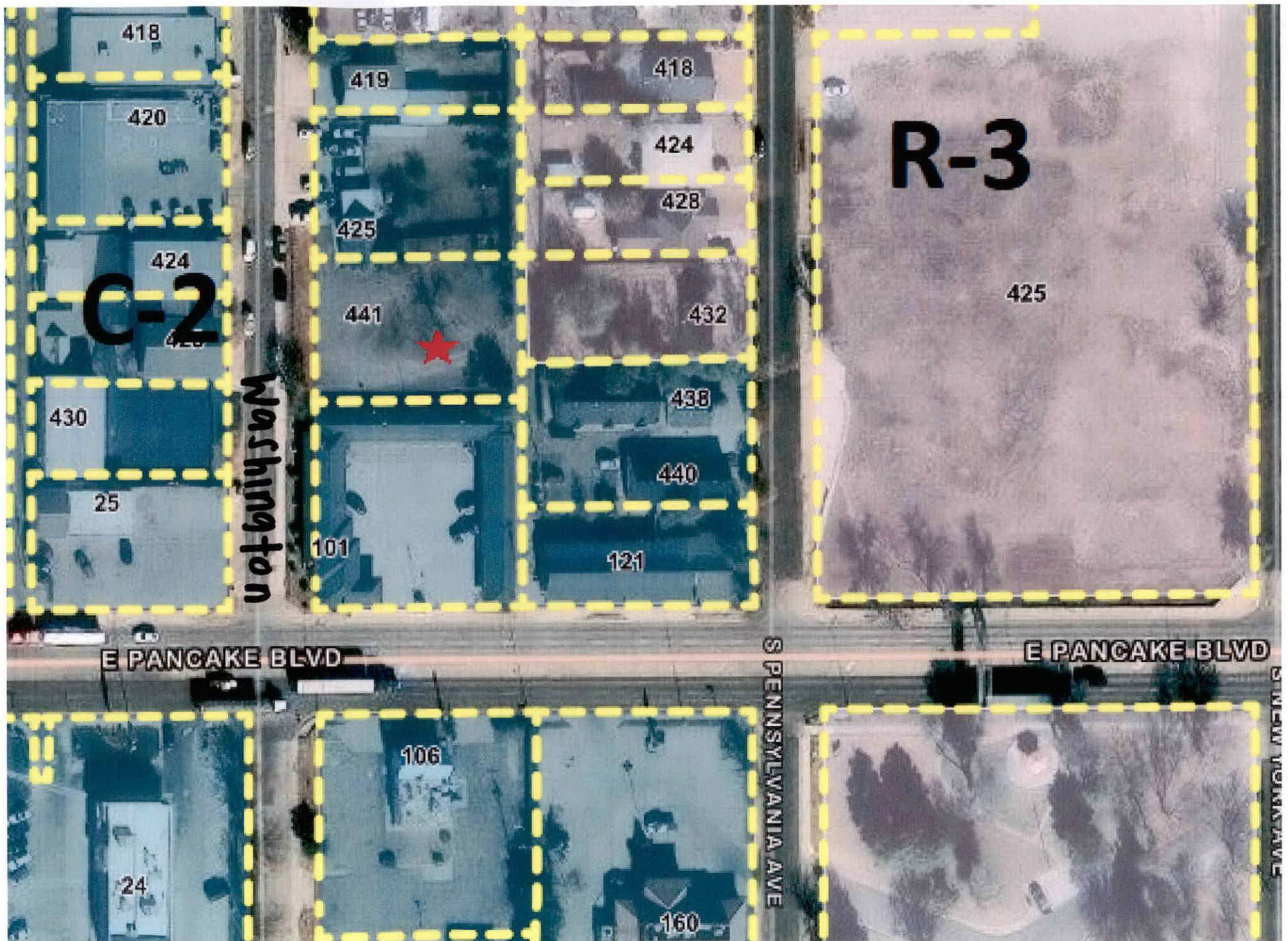
AYES: Merz, Schwindt, Vazquez, Benton

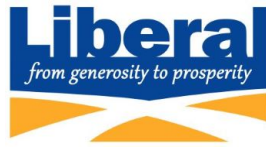
NAYES: None

ABSTAIN: None

ABSENT: Ortuno, Arrendondo, Hall

All in favor, motion carried unanimously





**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 10.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Sally Fuller, Convention & Visitors Bureau Director

RE: Custom Ruby Slipper Slide

We are preparing to enhance the Tourist Information Center at 1 Yellow Brick Road with a Custom Ruby Slipper Slide. After contacting two companies for custom designs, a larger, nearly 10-foot slide was selected to maximize the enjoyment and engagement of a broad audience. This project aligns with our goal of creating a family-friendly and iconic attraction for the city.

The project is partially funded by a grant and supplemented by local tourism funds:

Kansas Tourism Attraction Development Grant: \$32,600 (40% of the total cost)

Transient Guest Tax Funds: \$46,100 (60% of the total cost)

Total Project Cost: \$78,700

Recommendation:

Staff recommends signing the attached contract with Adventure Solutions. Scope of Work Includes: Design and construction of the Custom Ruby Slipper Slide, shipping to the Tourist Information Center and on-site assistance with installation.

PREPARED FOR:

City of Liberal
Sally Fuller, KDS, CPM
Director, Liberal CVB
1 Yellow Brick Road
Liberal, KS 67901
620-626-0170
sally.fuller@cityofliberal.org

Shipping Address

TBD

PRESENTED BY:

Adventure Solutions
8525 Kelso Drive STE A
Baltimore MD 21221
Scott Hornick
Scott@adventuresolutionsus.com
410.391.5885

PROPOSAL

Custom Ruby Slipper Slide

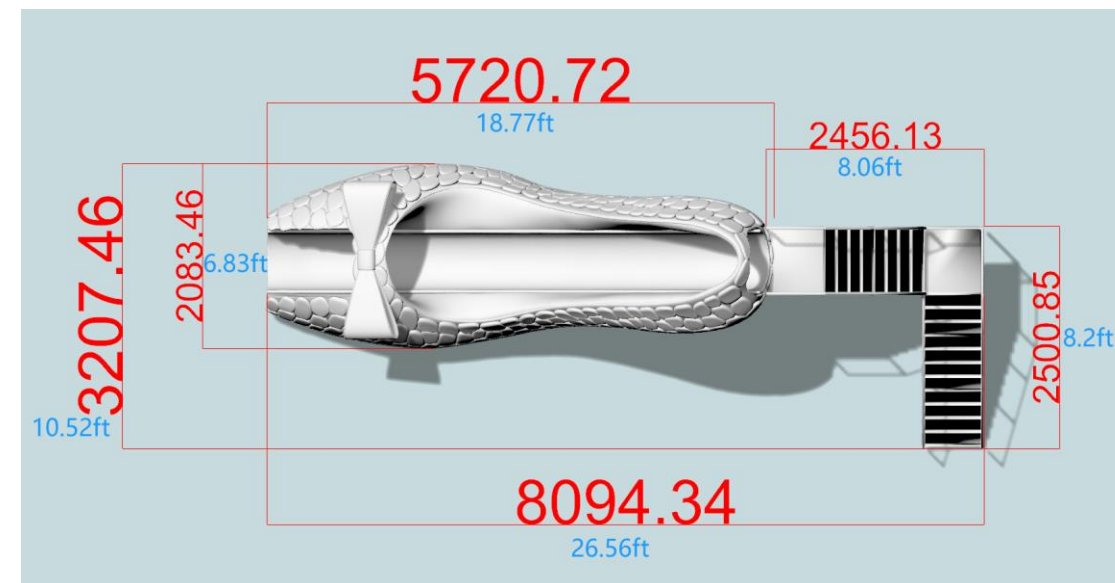
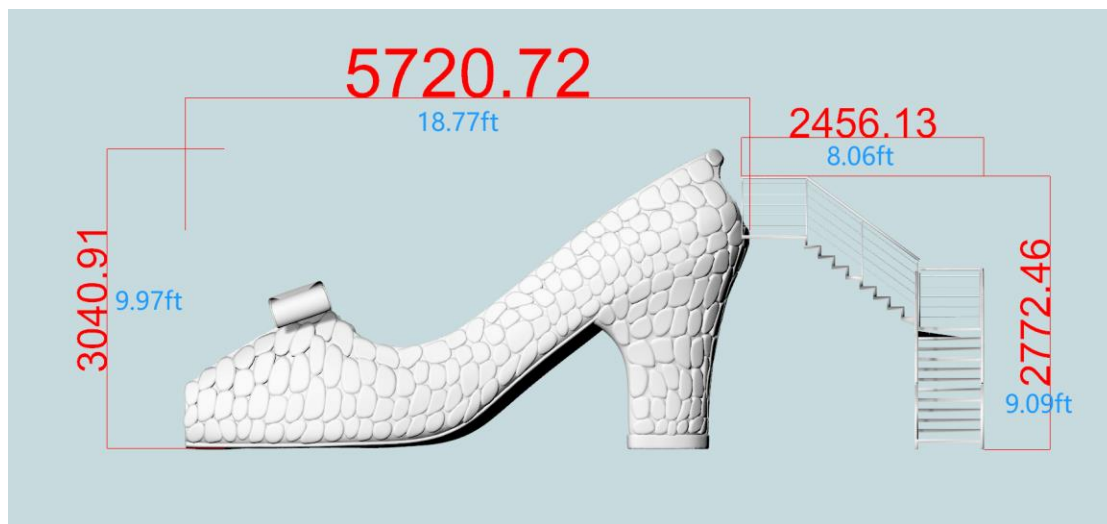
September 10, 2024



ADVENTURE
SOLUTIONS

Custom Ruby Slipper Slide









Proposal Pricing

Custom Ruby Slipper Slide

Shoe Material: fiberglass (glass fiber reinforced plastics) + steel structure inside.

Slide Material: stainless steel

Stair Material: galvanized with anti-slip steps.

Included in pricing: 1 Lead installer and Shipping

TOTAL: \$78,700.00



Exclusions and Buyers Responsibilities

Proposal assumes site is accessible for heavy equipment. The following items are specifically excluded from the scope of Adventure Solutions responsibility, Adventure Solutions can provide an additional quote for any items listed below:

- All permitting / zoning
- Stamped Engineering
- Taxes & Tariffs
- Rental Equipment (Lull Truck)
- Owner to provide two Laborer's capable of lifting 75 pounds to assist Adventure Solutions Lead Builder during installation
- Concrete Slab or Footers
- Any Line Clearing, Tree Removal around site (when applicable)
- Safety Landing Surface



Construction Contract

CONTRACTOR:

Zip Designs, LLC t/a Adventure Solutions

8525 Kelso Drive
Suite A
Baltimore, MD 21221
USA

Bill to / Ship to

City of Liberal

Sally Fuller, KDS, CPM
Director, Liberal CVB
1 Yellow Brick Road
Liberal, KS 67901
620-626-0170
sally.fuller@cityofliberal.org

This agreement (the "Agreement" or "Contract") made this ____ day of January, 2025 between Zip Designs, LLC t/a Adventure Solutions, (hereinafter called "Adventure Solutions" or "Contractor") and City of Liberal (hereinafter called "Owner"), for the provision of labor and materials required for construction described as follows:

Description of Work: (Hereinafter collectively called the "Work" or "the Project")
Manufacture and installation of custom slide.

THE PARTIES AGREE AS FOLLOWS:

The Contractor's Proposal, dated September 10, 2024, are made a part of this Agreement as if attached hereto.

1. Warranty.

Contractor warrants to Owner that the performance of the Work will be of good quality, free from fault and defects. Contractor hereby grants Owner a guarantee of performance of Contractor's obligations hereunder, and if, within one (1) year from the date of completion of the Work, any of the Work is found to be defective, Contractor shall correct it upon receipt of Owner's written notice thereof. If it is determined that the Work has been materially altered by parties other than Contractor, during the warranty period, the warranty described herein shall no longer be valid as of the date of any such alteration.

2. Owner's Payments

a. For the performance of the Work, Owner shall pay Contractor the Contract Price, subject to the adjustment herein provided, as set forth on the following schedule:

Payment schedule is based on \$78,700.00 which includes manufacturing, shipping and installation as outlined in the proposal.

The Contract Price consists of manufacturing, shipping and final installation costs, and is for the performance of the Work. The Contract Price is in addition to any design work requested by the Owner. The design work was previously contracted and paid by the owner. A monthly interest rate of 1.8 percent will be added to all past due invoices. All invoices are due upon receipt unless noted differently. All pricing is in US Dollar. Owner is responsible for any duties, taxes or additions. In the event of a dispute regarding payment of any amounts required of Owner under this Agreement, Contractor may request that any amounts allegedly owed by Owner be placed into escrow until the dispute is resolved. Time is of the essence regarding all payments due under this Contract.

Payment Schedule:	
50% Deposit	\$ 39,350.00
25% Due at 50% of Fabrication	\$ 19,675.00
15% Due Prior to Shipping	\$ 11,805.00
10% Due Upon Work Completion	\$ 7,870.00
Total Contract Price	\$ 78,700.00

b. Owner understands that any changes, alterations, or additions to any Contractor element (ride, attraction, or other), course, event or written procedures, without written permission by Contractor, TERMINATES any responsibility of the Contractor hereunder, unless the Contractor determines otherwise, after an on-site inspection made at the Owner's cost.

c. Owner agrees to be responsible for obtaining any and all building and zoning permits and all special zoning requirements, if any, in accordance with laws, ordinances, rules, regulations or orders of any local or state authority at, or concerning, the property where the Work shall take place, prior to the installation of the Work and pay all fees associated with such logistics, including inspections, certifications, licenses, etc. for all work to be performed under this Agreement. Owner is responsible for determining the applicability of all licensing, regulations or other governmental requirements related to the Work as well as any requirements of property owners, such as landlords, etc. Such responsibility includes the payment of all costs related to any governmental or landlord requirements related to access to the property, licensing and certification of supplied labor, and all costs for Contractor's installers. Contractor agrees to reasonably cooperate with Owner in obtaining any permits, approvals, licenses or other permissions necessary for the completion of the Work. All licenses must be in place before installers' arrival at the Work site. In the event that a 3rd party inspection is required, Contractor requires said inspection be scheduled on the final day of construction. In the event that the inspection cannot be performed at this time and Contractor has to return, Owner is responsible for all reasonable travel related cost of Contractor, including but not limited to airfare, travel time, meals, hotel, and rental car.

d. Bank Wire Payments: To help reduce the risk of fraudulent payments, we require you verify all email requests to initiate payments or update payment instructions (bank routing and/or account information) directly with Adventure Solutions, using a known telephone number. Do not reply to the email request and do not use the phone number provided in the email request to complete the verification.

e. The contract price includes the one lead installer and owner will provide 2 individuals to assist. All costs associated with the work of the lead installer are included in the contract price and no additional costs will be incurred to the owner for work done by lead installer for the project.

3. Default

Remedies of Contractor:

If Owner fails to make any payment Contractor according to the terms of this Agreement for a period of fourteen (45) days after compensation is due, Contractor, in addition to any other legal remedies or processes available, may on prior written notice to Owner, terminate this Agreement and enter the premises and remove any portion of, or all, materials and goods installed or affixed to the premises under this Agreement to the extent that they represent, in their then current condition, the portion of the price owed to Contractor. However, the work of removal shall not substantially interfere with or affect other rides, attractions or equipment not installed by Contractor, or damage Owner's property.

Remedies of Owner:

If Contractor becomes incapable of continuing performance under this Agreement, after written notice to Owner, Owner may terminate this Agreement and pay only for the work, materials, rides, attractions and supplies, furnished or completed at the time of termination and any expenses accrued through the date of termination.

4. Retention of Title and Access to Facility

Contractor shall retain title to all tools, equipment, elements, attractions, materials and supplies that Contractor provides for Owner's project (or facility), whether directly, or through a contractor or subcontractor hired and paid by Contractor. Neither title nor ownership shall pass to Owner until payment is made for all of the Work performed, including design, manufacture, shipping and installation. No element or attraction shall be deemed a part of real property or otherwise Owner's property, regardless of its severability. Owner obtains possession and ownership only upon payment of the entire contract balance, including all changes and additions, as determined by the contract, the written communications between Owner and Contractor, and Contractor's invoice(s). Contractor may remove, at its discretion, an amount or portion of materials, supplies, elements or attractions, necessary for Contractor to recover the full amount of any payment, or payments, then due, if not timely paid. Owner specifically authorizes the Contractor to enter Owner's facility and/or business premises and to remove tools, equipment, materials, supplies, elements, attractions delivered or installed by Contractor in the event of non-payment as set forth in this paragraph. Owner specifically authorizes Contractor to use all reasonable means to effect the removal and recovery of Contractor's tools, equipment, materials, supplies, elements and attractions in the event of non-payment as provided herein. Owner understands and agrees, in the event of removal, or return, of the Contractor's tools, equipment, materials, supplies, elements and attractions that Owner's entitlement to a credit for such items is limited to the net amount actually received by Contractor upon sale or other disposition of such items and after deducting all costs associated with removal, recovery, packing, shipping and sale. To the extent permitted by law, Owner agrees that, due to the unique and custom built nature of Contractor's elements and attractions, a "commercially reasonable" sale means any sale to a third party, not an insider of the Contractor, without the necessity to obtain additional or further bids and without the necessity to advertise or publish the removed items identified above.

5. Administration

Contractor shall take reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to: (1) all employees to the Contractor or any subcontractor and all other persons who may be affected thereby; (2) all Work and materials and equipment to be incorporated into, or at Owner's site, whether in storage on or off the site, under the care, custody or control of Contractor or any of its subcontractors.

6. Contractor's Duties

Contractor shall supervise and direct the Work, using its reasonable skill and attention. Contractor shall be solely responsible for all construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work. Contractor shall be responsible to Owner for the acts and omissions of all its employees and all subcontractors, their agents and employees, and all other persons performing any of the Work.

7. Plans and Measurements

Contractor will design and manufacture the Work based on measurements provided through documents, plans, electronic media, etc. by Owner. Owner assures that all measurements provided are correct and complete. Any additional work required due to errors, omissions, or changes in information provided will result in an appropriate Contract Price adjustment.

8. Removal of Debris, Dumpster and Work Site Accessibility

The Owner shall have the work site cleared of all debris, materials, equipment, or any other obstacles that could impede or slow the Work prior to the start of Work. If site is not cleared for Work to begin, the Contractor will clear the site and charge the Owner at a rate of \$100.00 per hour.

The owner will provide a Dumpster and/or Refuse Removal service for the removal of scrap materials, plywood, etc., The Owner shall be responsible for providing adequate access to the work site. If for any reason the delivery of equipment and/or products are impeded or prevented due to the inability to access the work site, the Contractor may charge the Owner at a rate of \$100.00 per hour plus the cost of any equipment or materials ordered by the Contractor in order to properly deliver equipment, material, supplies, elements, attractions, and/or product to the work site to complete work.

9. Electrical Power

Owner agrees to provide adequate electricity at the job site, meeting or exceeding a minimum of two (2) 120 volt 15 amp circuits for the duration of the Work.

10. Lighting, Climate Control and Ventilation

Owner assures that the job site will have adequate lighting, climate control and ventilation for the duration of the Work and that no temporary equipment or other solutions will be required to provide the necessary work environment conditions to complete the Work.

11. Heavy Equipment

Contractor will use its best, reasonable, effort to minimize damage to parking lots surfaces, sidewalks, driveways, roads or landscape. Contractor will not be responsible for damages that may occur as a result of heavy equipment being loaded / unloaded and moved to the job site.

12. Delivery of Materials

Owner agrees to receive shipments of materials from Contractor or its subcontractors and accepts responsibility to unload any shipments, and maintain them, at the Owner's expense. Owner agrees to inspect the condition of shipments and immediately notify the shipper and Contractor of any damages due to shipping. Owner MUST notify driver of delivery vehicle of any damaged or missing materials prior to the driver leaving the site. Owner agrees to review contents of deliveries to ensure all materials shown on packing slips are accounted for and MUST notify Contractor of any missing items within 24 hours of receiving shipment. Owner agrees to safely and securely store all shipments, and maintain full responsibility for said shipments, until Contractor arrives on site to begin construction of Work.

13. Staging of Tools and Equipment

No prestaging for equipment or materials is needed for this job.

14. Parking

Owner agrees to provide or permit adequate parking at the job site for Contractor's use at Owner's cost.

15. Fire Rating (or other safety or similar ratings)

It is the Owner's responsibility to provide Contractor with the full text (along with any official comments or explanations) of all laws, ordinances and building code, or similar, requirements with respect to the equipment, parts and materials (elements or attractions) supplied and/or installed by Contractor at the Owner's location. In the event that local building codes, or applicable laws or ordinances require specific fire ratings, or any other or similar ratings, on any equipment, element, or attraction purchased or requested by Owner from Contractor, the Owner must notify Contractor in writing of any such requirements reasonably in advance of installation. Failure to provide such notification cancels any and all warranties or other obligations of Contractor related to the equipment, elements or attractions installed at Owner's facility as well as compliance with such ordinances, laws and codes and specifically relieves Contractor from any liability for non-compliance.

Contractor reserves the right to charge additional costs for evaluating the effect of any provided ordinance, law or building code related to its equipment, elements and attractions. In the event Contractor determines that its equipment, element or attraction does not meet the specified law, ordinance or code, Contractor shall be entitled to charge such additional costs as applicable, for additions or changes in design, materials, equipment, supplies, or parts needed to conform with any all standards for which notification is provided by Owner. Contractor cannot and does not, guarantee that its equipment, elements or attractions meets local or state, laws, ordinances and/or building codes without the opportunity, in advance of design, to inspect and evaluate all such laws, ordinances and codes, notice of which the Owner is required to provide hereunder.

16. Rock Clause

If in the process of excavating for any work related to this Contract, the Contractor hits rock, or otherwise underground condition that is deemed by the Contractor to be above and beyond expected, Contractor will bill hourly rate of \$150.00 to remedy, plus any additional labor or machinery needed. Owner is responsible for all additional costs incurred by Contractor. In the event additional cost is anticipated, any cost estimated to be above \$1,000 will be notified to Owner in advance of the additional work.

17. Insurance

Contractor shall provide workmen's compensation insurance covering its employees, as provided by law. Contractor shall also provide public general liability insurance with limits not less than \$1,000,000 per claim/\$2,000,000 in the aggregate covering personal injury, bodily injury, and death or property damage suffered by anyone other than employees of Contractor during the course of and on the site of the operations covered by this Agreement. Contractor shall name Owner and the landlord of Owner, if applicable, as additional insureds/loss payees.

Owner agrees to maintain in full force and effect at all times in which the element or attraction is operational, a commercial general liability insurance policy with minimum coverage amounts of \$1,000,000 per claim/\$2,000,000 annual aggregate, covering the Owner's business and the use of said product by Owner's employees, agents, customers or clients or by any other person. Owner agrees to provide Contractor with proof of such insurance policy upon the request thereof.

18. Change Orders

Contractor shall not commence work on any change or other modifications to the plans and specifications without the prior written consent of Owner in each instance. If Owner requests a change in the scope of the Work (an "Extra") it shall request such change(s) in writing to Contractor. Within five (5) days after such request, Contractor shall submit to Owner, its written fixed price bid for such Extra. If Owner approves such bid, Contractor may begin work on such Extra. Contractor acknowledges and agrees that all Extras must be approved in writing by Owner prior to the commencement of Work. No verbal instructions, authorization or directions given by Owner or any of its employees, agents, contractors or consultants shall be binding upon Owner. Owner reserves the right to revert to previous quotes and the pricing listed therein.

19. Delays or Work Stoppage

Contractor shall not be responsible for any construction delays that are not within the Contractor's control including supply and shipment delays not caused by the Contractor, weather, transportation delays, and delays that are within the Owner's control. If Owner causes a delay or stoppage in the construction process, Contractor may charge Owner a rate of \$900/day, or part of a day, until the delay or stoppage has ended or the Owner terminates the Work in accordance with the Terms and Conditions of this Agreement.

20. Daily Labor

On site labor by Contractor is billed at a daily rate. Owner agrees that a partial day is considered a full day. Contractor plans its installation estimates based on 8 hour workdays and allows its laborers to have a maximum length workday of 9 hours. Owner agrees that any hours beyond a 9 hour workday must be approved in advance by the Contractor and are subject to additional overtime charges that must also be agreed upon in advance. Laborers will be scheduled for 6 day work week with 1 off day per week. Owner will not be billed the daily labor rate for any off days, but Owner is responsible to pay the off day travel related costs of hotel, meals and rental car for each laborer. Owner agrees that working hours will not be restricted for the duration of this Work and that Contractor can have access to the workspace during normal working hours (minimum 8 hour day) and weekends if required, unless otherwise agreed upon between both parties in writing, in advance.

21. Training

Contractor recommends that Owner provide training by Contractor for all staff and employees chosen by Owner to operate or lead participants in using the completed Work. Training will be provided at a separate, agreed cost and depends upon the type and extent of the equipment, supplies, elements or attractions being provided. If Owner chooses to not receive training from Contractor, Owner does so against the recommendation of Contractor and at Owner's own and sole risk. Contractor will provide an operations and training manual to Owner for each element or attraction.

22. Completion of Job

A. Owner agrees to meet, or have an authorized agent meet, with Contractor on final day of installation ("the Completion Date") to inspect Work and sign the End of Installation Agreement. If necessary, Owner and Contractor will create a Punch List of any incomplete, defective, missing, or incorrect Work yet to be completed that cannot be completed at that time. If the Owner does not sign the End of Installation Agreement the Work is deemed complete and satisfactory when the installer(s) leave(s) the Owner's Site. The Contractor is not responsible for any incomplete or incorrect work that is not noted on the End of Installation Agreement.

B. Unless otherwise agreed to in writing as part of the End of Installation Agreement, Owner agrees to cover any and all expenses related to Contractor returning to site to complete any Punch List items.

C. If Owner chooses to not meet with Contractor on the Completion Date and sign End of Installment Agreement, Owner hereby acknowledges that all Work is completed in accordance with this Agreement.

23. Owner's Indemnification

Owner agrees to indemnify, defend, and hold the Contractor, and its respective owners, members, managers, employees and representatives harmless against, and in respect to, any and all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest, penalties and reasonable attorneys' fees (collectively "Claims"), that the Contractor may suffer or incur by reason of any acts or omissions of Owner (or any successor or assign of Owner) which arise, result from, or in any way relate to (i) the operation of the product, (ii) the use of the product by Owner (or any successor or assign of Owner) or any of Owner's employees, agents, customers or clients or by any other person, including, without limitation, the use of any equipment in connection with such use, and excluding any claims related to the design, construction or installation of the ride, attraction, element, or equipment installed or supplied by Contractor.

24. Miscellaneous.

A. Amendment. This Agreement may be amended or modified only in a writing executed by both parties. The waiver or failure of any party to exercise any rights under this Agreement shall not be deemed a waiver or other limitation of any other right or any future right.

B. Alternative Remedies. Nothing in this Agreement shall be construed to prohibit the Contractor from pursuing any alternate remedy available to it, the parties having agreed that all remedies are to be cumulative.

C. Counterparts. This Agreement may be executed in two (2) or more counterparts, each of which shall be an original and all of which taken together shall constitute one and the same agreement.

1. D. Default. In the event of a dispute regarding any provision of this agreement or a default in any of the provisions of this agreement, including non-payment of contract amounts then due, and in the event the breaching party is the owner, then the contractor, shall be entitled to recover all of its fees and expenses related to the resolution of the dispute or the collection of amounts due. Fees and expenses shall include, but not be limited to, reasonable attorney fees, expert fees and costs, court costs, deposition and other transcripts, and travel, meals and lodging.

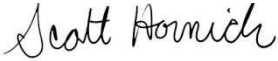
E. Unenforceable Provisions. If for any reason any provision of this Agreement shall be deemed by a court of competent jurisdiction to be legally invalid or unenforceable, the validity, legality, and enforceability of the remainder of this Agreement shall not be affected and such provision shall be deemed modified to the minimum extent necessary to make such provision consistent with applicable law and, in its modified form, such provision shall then be enforceable and enforced.

F. Governing Law. This Agreement shall be governed, enforced, performed, and construed in accordance with the laws of the State of Kansas, without regard to any conflicts of laws rules. Each of the parties hereto hereby submits to the exclusive jurisdiction of the state courts located within the State of Kansas for any suit, hearing or other legal proceeding of every nature, kind, and description whatsoever in the event of any dispute or controversy arising hereunder or relating hereto, or in the event any ruling, finding or other legal determination is required or desired hereunder. However, in the event of default due to nonpayment by owner, then any suit regarding the same shall be addressed in the state of Maryland.

IN WITNESS HEREOF, the undersigned parties have hereunto set their hands the day and year first above-written.

CONTRACTOR:

Zip Designs, LLC t/a Adventure Solutions

BY: 

Scott Hornick – CEO

FEDERAL TAX I.D. # 45-4124884

OWNER / CUSTOMER:

City of Liberal

BY: _____

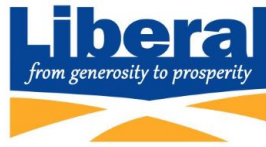
Sally Fuller, KDS, CPM
Director, Liberal CVB

Date	Invoice #
1/1/2025	20543

Ship To
City of Liberal Sally Fuller, KDS, CPM 1 Yellow Brick Road Liberal, KS 6790 620-626-0170

Quantity	Item Code	Description	Price Each	Amount
	Design	Custom Slide Per Design	78,700.00	78,700.00
		Payment Schedule: 50% Deposit \$ 39,350.00 25% Due at 50% of Fabrication \$ 19,675.00 15% Due Prior to Shipping \$ 11,805.00 10% Due Upon Work Completion \$ 7,870.00 Sales Tax	0.00%	0.00

Total	\$78,700.00
Payments/Credits	\$0.00
Balance Due	\$78,700.00



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 11.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Scarlett Diseker, Interim City Manager

RE: Financial Policies & Procedures Manual

The City of Liberal Finance Department worked for several months in 2024 to review the existing Purchasing Manual and update it to a more robust Financial Policy that included an annual calendar for planning purposes, specific fund definitions, important budgetary deadlines, and expectations for Department Heads and Staff Members as it pertains to expending monies.

Financial Policies are central to a strategic, long-term approach to financial management. According to the Government Finance Officers Association, the adoption of formal, written Financial Policies helps governments to:

- 1) Institutionalize good financial management practices.
- 2) Clarify strategic intent for financial management.
- 3) Define boundaries and limits on actions staff may take.
- 4) Support good bond ratings and potentially reduce the cost of borrowing.
- 5) Promote long-term and strategic thinking.
- 6) Manage risks to financial condition.
- 7) Comply with established public management best practices.

In continuing to update, present, and approve this Financial Policy on an annual basis, we are helping to move the City forward in a more structured manner and assist with succession planning as new staff members are added and trained on the expectations of our entity.

No core changes have been made to the policy since Commission approval on May 14, 2024. The Financial Calendar, however, has been updated with current dates, as well as moving the Non-Profit Hearings from October to July and finalizing Financial Statements in August, rather than June.

Recommendation:

Staff recommends City Commission consideration to approve the Financial Policies & Procedures Manual for the 2025 Fiscal Year.

FINANCIAL POLICIES & PROCEDURES



A Manual for The City of Liberal, KS

APPROVED BY INTERIM CITY MANAGER

Scarlette Diseker

Date

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- 3. GENERAL PURCHASING PROCEDURES**
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- 9. AMENDMENT OF CONTRACT DOCUMENTS**
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- 15. VEHICLE REGISTRATION**
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- 19. PRESENTING PURCHASE REQUESTS**
- 20. BUDGETING**
- 21. FUND ACCOUNTING**
- 22. EXTERNAL AUDIT AND REPORTING OF FRAUD, THEFT, OR MISUSE**
- 23. ADDENDUM: FINANCIAL CALENDAR**

1. AUTHORITY:

The City of Liberal purchasing and contracting policies are based upon State Statues, City Ordinances, and Administrative Regulations adopted by the City Commission. These policies serve as the regulations and procedures that are employed in daily operations of the City.

Objectives:

- To secure the greatest value for dollar spent (economy in quality).
- To obtain lower prices through bid competitions and group purchasing.
- To improve budgetary control.
- To standardize specifications, where practical.
- To purchase for the City of Liberal in accordance with the City's Ordinances and in accordance with the Statues of the State of Kansas.
- Strive to interest all vendors and contractors in competing.
- Treat all vendors and contractors fairly.
- Consider cooperative purchasing with other local governments or with the State of Kansas.
- Conduct ourselves with honesty and truth and demand the same from vendors.

Conflict of Interest:

No City Manager or employee shall accept any valuable gift (caps, coffee mugs, pens, pencils, note pads, etc., and items under \$100.00 in value are excluded) whether in the form of service, loan, thing, or promise, from any person, firm, or corporation which to his knowledge is interested directly or indirectly in any manner whatsoever in business dealings with the City; nor shall any such official or employee:

- Accept any gift, favor, or thing of value that may tend to influence the City Manager in the discharge of his or her duties
- Grant in the discharge of his or her duties any improper favor, service, or item of value.
- For non-conflicting gifts in excess of \$100 value, a Gift, Entertainment and Favor Disclosure Form must be completed and submitted to the Finance Department.

No City Manager, director, or employee shall be signatory upon, discuss in an official capacity, vote on any issue concerning or otherwise participate in his or her capacity as a public official or employee in the making of any contract with any person or business:

- In which the City Manager, director, or employee owns a legal or equitable interest exceeding \$5,000 or five percent, whichever is less, individually or collectively with his or her spouse; or
- From which the City Manager, director, or employee receives, in the current or immediately preceding or succeeding calendar year, any salary, gratuity, or other compensation or remuneration having a dollar value of \$1,000 or more; or
- In which he or she shall hold the position of officer or director, irrespective of the amount of compensation received from or ownership held in the business.

Contracts:

Except as provided in this policy, the City Manager or acting Mayor, with a majority vote by the Commission, are the only individuals authorized to contractually bind the City by the execution of a contract. Any official signature shall be attested by the City Clerk.

Used Equipment:

The City does not generally purchase used equipment. However, if it can be demonstrated that it is advantageous to do so, used equipment may be purchased from an established and reliable vendor. Normal bidding procedures should be considered for this type of purchase.

2. DEFINITIONS:

Bids: Refers to the quotation or proposal from a vendor for the commodity or service required. Sealed bids are those to be received at a specific time and place for opening. Informal bids may be received orally or in writing and will be a firm price quotation.

Bonds: Bonds used in the purchasing and contracting process are the Bid Bond, Contract and Maintenance Bond, and Statutory Bond.

Department: Refers to any office, institution, department, division, board, commission, or agency of the City government except as specifically excluded by law.

Emergency Purchases: Refers to only those made for commodities or services to meet unforeseen emergencies are time sensitive and that would otherwise cause a loss to the City.

Quotes: Refers to bids taken by the department, either orally or in writing with or without advertising, in lieu of the procedure followed in receiving sealed bids.

Price Agreement (Sub Orders): Refers to that procedure whereby contracts are awarded on the basis of bids for supplying an indefinite amount of commodity or commodities, service or services. Price agreements will contain either certain unit prices or a varying price scale, for stipulated periods of time, and such other terms as may be set forth in the agreement.

Public Works and Public Improvement Projects: Refers to those contractual services and materials purchased for capital construction which is stationary and has a depreciation schedule of

a relatively long period, such as, the construction or repair of buildings, streets, bridges, municipal enterprises, etc.

Purchasing Card (City Credit Card): A credit card issued for official City business, including bank and store cards.

Specifications: Refers to an adequate description of the commodity or service required, including all data necessary to provide the bidder with the exact needs and desires of the using agency.

3. GENERAL PURCHASING PROCEDURES:

A. Authority:

The City Manager and each Department and/or Division Head have purchasing authority for the City of Liberal. Department and/or Division Heads are authorized to delegate purchasing authority within their department or division as needed for efficient operations. Department and/or Division Heads shall cooperate in joint purchasing plans through which the best interest of the City will be served. Department and/or Division Heads have the signature authority to commit or purchase up to \$2,000, unless the City Manager has established another dollar amount in the system. Commitments or purchases greater than \$2,000, but less than \$10,000, must receive Director of Finance and Assistant City Manager or City Manager approval. Commitments or purchases of \$10,000 or more must receive approval from the City Commission, unless they are an ordinary or recurring non-capital maintenance item or expense. The City Manager and Mayor have emergency spending authority of \$25,000.

B. Responsibility:

Department and/or Division Heads have responsibility for procurement of suitable materials, supplies, equipment, and services at the best possible prices for quality required. Each Department and/or Division Head has the authority and responsibility to determine and prepare purchase requirements, specifications, conduct purchase transactions, and process necessary operational purchases.

Department and/or Division Heads shall obtain and engage in as much competition as possible in the solicitation of bids, pricing, and procurement.

The Finance Department may conduct periodic purchasing audits to determine if purchasing procedures are being properly followed. Such audits will check for unauthorized items being purchased, purchases being split into small increments in order to bypass procedures for larger purchases, see how effectively departments are making follow-up inquiries for delinquent deliveries, shortages, damaged, and/or incorrect materials, verify invoice prices and extensions are correct and the items were actually received and used by the department, and whether adequate departmental control records are being kept. Departmental delegated purchasing authority will be revoked for an employee if abuse or irresponsible purchasing is discovered.

C. Purchases Excluded from Purchasing Procedure:

Any purchase which is a “sole source of supply,” if approved by the City Manager’s office, may be exempt from procedural purchase requirements of the City. For the purpose of this manual, “sole source of supply” shall mean:

- Any supplier who is the only seller of goods or services available to the City.
- Specific equipment which is the standard item used by the City in multiple operations or locations when equipment from a different supplier would require additional expense to maintain a second set of repair parts.
- A seller whose product or service is necessary for the well-being of the City which, if purchased elsewhere, would be economically impractical. This exception shall not be applicable to the use of Federal Funds and is not intended to be a waiver of federal, state, or local laws prohibiting discrimination.
- Contracts for independent audits, special legal, special engineering and construction, or special financing and administrative survey service.
- Utilities, advertising, and like services.
- Items on Government Contract may be excluded from normal Procurement Policies but must have a contract number cited on the requisition.

D. Emergency Purchases:

Emergency purchases which do not follow the normal purchasing policies for commodities or services to meet unforeseen emergencies that would otherwise cause a loss to the City require Department Head and City Manager approval.

E. Requisitions and Purchase Orders:

A requisition is used to record information about the purchase, such as the initiating department, the commodities being ordered and the accounting distribution to be pre-encumbered as a result of the request. A requisition is required to generate a purchase order.

A purchase order authorizes a vendor to supply goods or services to the City and provide an invoice for the Finance Department to pay the vendor.

Requisitions and corresponding invoices must be coded and initialed/signed by the Department Head before delivering to the Finance Department.

F. City Credit Cards:

City Policy is that all commodities and services are preferred to be paid on open account or, if necessary, with a City credit card, unless the vendor does not accept credit cards. Then it will be paid by a City check.

G. Construction Projects:

The policy of the City of Liberal regarding construction of public improvements is developed under the authority of Charter Ordinance No. 9, which exempts the City from the provisions of K.S.A. 13-1017. Construction projects include: the construction or reconstruction of any street, highway, sidewalk, bridge, sewer main, water main, storm sewer, traffic signals, electric transmission or distribution line, or any other public improvement, other than emergency repairs thereto.

H. Taxes on Purchases:

The City of Liberal is exempt from all federal, state, and county taxes, with the exception of state tax on gasoline and room tax. For purchases of goods and services, a sales tax exemption form will be provided to the vendor by the Finance Department. For construction projects, a Project Sales Tax Exemption Certificate will be provided to the contractor; this form is obtained through the Director of Finance.

4. PURCHASING VALUE LEVELS AND REQUIREMENTS:

For the purchase of any budgeted or approved non-budgeted capital outlay, all City departments shall adhere to the following procedures:

- The Department Head shall prepare written specifications for the item(s) to be purchased. These specifications shall be thorough in nature and provide the bidder with the necessary information in which to respond back to the City. Specifications shall include the name of the contact person and their phone number as well as the deadline to submit a bid quotation.
- A list of all potential local vendors shall be identified by the department. Each local vendor shall receive a copy of the specifications.
- Upon receipt of the bids or quotations, the Department Head shall review bids or quotations and review with the City Manager, and/or the Finance Director and/or City Commission as identified in the Table Below. After obtaining the necessary approval, the Department Head shall have authorization to proceed with a requisition and/or purchase order or contract and notification of the bid award to the vendor with the lowest bid who meets the specification.

TABLE 1 PURCHASING & CONTRACTING VALUE LEVELS			
<i>Bid Process</i>	<i>Purchase Value</i>	<i>Approval of Purchase</i>	<i>Format of Purchase</i>
Verbal or written quotes	< \$2,000	Department Head	City Credit Card or Invoice
Attempt 3 quotes	\$2,000 to \$10,000	Department Head & Director of Finance & City Manager or Assistant City Manager	City Credit Card, Invoice or PO
Formal Bids	>\$10,000	City Commission	Contract or PO

Purchases Under \$2,000:

Small dollar purchases are defined as a commodity or service under \$2,000. All purchases should be made competitively. Purchases under \$2,000 may be made by City credit card, or Invoice, if approved by the Department/Division Head in advance.

Purchases Between \$2,000 and \$10,000:

Competitive bids or written quotes on purchases between \$2,000 and \$10,000 will be obtained by the department. Purchases between \$2,000 and \$10,000 may be made by City credit card or Requisition and Purchase Order, to be approved by the Department Head and Director of Finance and City Manager or Assistant City Manager in advance.

Purchases Exceeding \$10,000:

All purchases in excess of \$10,000 shall require a contract or requisition and purchase order and shall utilize the formal bid process, to be approved by the City Commission, unless they are an ordinary or recurring non-capital maintenance item or expense.

5. SPECIFICATIONS:

Specifications are the responsibility of the Department Head or other qualified personnel. All specifications shall be definite, certain, and allow competition. All technical content of specifications constitutes that information which describes the commodity, service or construction desired.

Modification or interpretation of specifications after their distribution must be by addendum only. These will be issued by the Department Head to every prospective bidder who receives a copy of the original specifications.

The Department Head shall prepare standard specifications. After preparation, these standard specifications shall apply alike in terms and effect to future purchases and contracts for the commodity or service described.

Specifications common to all bids are as follows:

- Any bid which stipulates that the work will be performed in a greater period of time than originally specified shall be deemed irregular.
- The successful bidder may be required to satisfy the City as to his experience, competence, integrity, required licensing, reliability, and his resources.
- No bidder shall provide more than one (1) bid, unless it is for an option to the requested specifications.
- Bidders may be required to provide an acceptable bidding bond of five percent (5%) of the total bid as guarantee that he will file all bonds required and enter into the contract.
- In obtaining material or equipment which meets the requirements for performance and quality, the preparation of clear and complete specifications is essential.
- Specifications may be simple as a list of requirements or very complex, requiring detailed explanations, in writing.
- Specifications should be prepared in a manner which would effectively exclude any responsible bidder from offering a comparable product or service.
- Specify the brand and model number of the desired equipment, including the names and model numbers of two or more manufacturers, whenever possible.
- Identify the features and/or characteristics considered essential to the function or intended use of the product. Specifications should be edited for nonessential proprietary features or characteristics of the name brands which tend to effectively exclude competition in bidding.
- Minor deviations in size and operational characteristics from those set forth in the original specifications may be considered when such deviations do not adversely affect the intended use or function at the desired level of performance.

6. BIDS AND CONTRACTS:

Bidding documents should state whether or not the project is subject to sales tax. The City of Liberal is exempt from state and local sales tax. On non – exempt projects, the cost of applicable sales tax on material, equipment and supplies incorporated in the work shall be included in the contract prices for the work. The Director of Finance, Director of Compliance, or Assistant City Manager will coordinate issuance of the project sales tax exemption certificate.

Projects involving state or federal aid or grants usually have additional contract and bidding requirements such as front – end documents (boilerplate), specifications and/or provisions, or certifications that are submitted with the proposal. The Department Head is responsible for getting those items to the Director of Grants and/or their Executive Supervisor in a timely manner. The

Director of Grants will assist the Department Head with necessary documentation for reporting to the grant authority.

The bidding process shall allow at least two weeks from when the documents are available to contractors to the bid opening. Bid openings for projects requiring City Commission approval shall be scheduled in advance of the City Commission meeting so that the bid tabulation and recommendation of award can be transmitted in the agenda packet. Additional time should be allowed for complex projects, if references must be checked or concurrence of the award is required by an outside agency.

Bidders do not have to be in attendance. Bid openings are open to the public; after checking and tabulation, the results may be distributed to the bidders or other interested parties. Bids received after the scheduled bid opening shall be returned unopened, NO EXCEPTIONS. No bidder may withdraw his bid for at least thirty days after the bid opening. The City reserves the right to reject any or all bids, to waive informalities, and to accept the bid deemed to be in the best interest of the City.

Modified bids are prohibited. The Department Head shall not permit any modifications of bids after the expiration of the time deadline. Any changes in bids such as type, quality, price or price items, guarantees, service terms, delivery, or any other changes of commodities or services is not permitted except by negotiated bid. Whenever circumstances warrant and if authorized by the Governing Body, the City Manager may negotiate bids submitted. The low qualified bidder must be made part of all negotiations.

Projects under \$2,000:

For any construction estimated to cost less than \$2,000, an informal process may be used. The Department Head will obtain at least three quotes, which may be by telephone, email, or in writing. Local contractors should be given the opportunity to respond. Publication of a Notice to Bidders in the newspaper is not required. Written specifications and/or plans shall be provided. In lieu of obtaining Governing Body acceptance and approval of such bids, the Department Head may submit the tabulation of bids/quotes to the City Manager and/or Director of Finance with a Requisition for approval and issuance of a Purchase Order, which takes the place of a written contract and is the authorization and is the authorization to proceed.

Projects between \$2,000 and \$10,000:

For any construction estimated to cost between \$2,000 and \$10,000, a shortened formal bidding process administered by either the Department Head, Assistant City Manager, or City Manager will be followed. The Department Head must attempt to obtain three quotes. Written specifications and/or plans shall be provided. When applicable, an engineer's estimate is usually provided. The Department Head will present all bids to the Governing Body for approval.

Projects exceeding \$10,000:

For any construction estimated to cost over \$10,000, a formal bidding process administered by the City Clerk will be followed. Written specifications and/or plans shall be provided. Sealed bids submitted at a public bid opening are required. The bid opening will be held at the City Hall. Bid

security shall be required on construction projects. A Notice to Bidders shall be published on the City's website. An Engineer's Estimate is preferred. The Department Head will submit a tabulation of bids to the Governing Body for approval.

On construction projects exceeding \$100,000, contracts shall be required to furnish surety bonds. For contracts under \$100,000 which do not require surety bonds, the City requires the Contractor to certify that subcontractors and suppliers are being paid in a timely manner.

AWARD OF BIDS:

In the event of a project/purchase exceeding \$10,000, the bid tabulation and recommendation of award shall be transmitted to the City Commission in the agenda packet. The recommendation for awarding a contract shall also request authorization for the Mayor and City Clerk to execute the contract when all required documents have been returned by the Contractor.

The Governing Body shall choose the bid to accept, while reserving the right to accept the bid deemed to be the best interest of the City. If there is any whose bid does not exceed the Engineer's Estimate, the Governing Body is encouraged to consider the following:

- A. In determining the bid "deemed to be in the best interest of the City", in addition to price, the Governing Body is recommended to consider the following:
 - The ability, capacity, qualifications, and skill of the bidder to perform the contract or provide the service required.
 - Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference.
 - The character, integrity, reputation, judgment, experience, and efficiency of the bidder.
 - The quality of performance of previous contracts of service by the bidder.
 - The previous and existing compliance of the bidder with the laws and ordinances relating to the contract or service.
 - The number and scope of conditions attached to the bid.
- B. For all public improvements not utilizing federal or state refunds, in determining the bid to accept, the Governing Body may also consider the domicile of a bidder. If there are bids from a bidder having a principal place of business in Seward County, Kansas (local bidder) and a bidder with a principal of business outside of Seward County, Kansas, and the lowest bid is submitted by a bidder which is not a local bidder, the Governing Body, in its discretion, may award the bid to the local bidder if the City Commission deems this to be in the best interest of the City.

In the event of accepting a local bidder who is not the low bidder, the City Commission is strongly encouraged to adhere to this policy in making its determination: If all other factors

set forth above are substantially in conformity with those factors as applied to the low bidder and 1.) the project cost is \$250,000 or less, and the local bidder is not more than 1% greater than the low bid, or if the project cost is more than \$250,000, and the local bidder is not more than .5% greater than the low bid, and 2) the local bidder agrees in writing to meet the low bid within 48 hours (two business days) after receiving notification from the City then the Commission may choose the low bidder.

- C. If a responsible bidder proposes to enter into the contract at a price exceeding the Engineer's Estimate cost, or if no responsible bidder submits a bid that is within two percent (2%) of the Engineer's Estimate, all bids shall be rejected and the same proceedings as before shall be repeated. In the event a responsible bidder submits a bid that is the lowest bid, and the bid only exceeds the Engineer's Estimate by two percent (2%) or less of the total estimated cost of the project, the Governing body may, in its discretion, let the contract to such lowest responsible bidder, if the lowest responsible bidder agrees to reduce its bid to an amount equal to the Engineer's Estimate within 48 hours (two business days) of notice of the results of the bidding procedure. In the event such a bidder does not choose to reduce its bid to meet the Engineer's Estimate, the Governing Body is strongly encouraged to reject all bids.

BONDS:

There are three types of Bonds used in the purchasing and contracting process: Bid Bond, Contract and Maintenance Bond, and Statutory Bond. These bonds must be issued by a bonding company authorized to do business in Kansas by the Kansas State Department of Insurance and approved by the Governing Body. Bonds must delete any reference to a notice period or claims period that is less than the five (5) year Statute of Limitations applicable under Kansas law. Said Bonds shall be furnished along with the other contract documents within fifteen (15) working days.

Bid Bond: Bid Bonds are required to ensure that the vendor honors his bid and signs a contract. If Bid Bonds are required, but not included in the sealed bid, the bid is rejected and not read. When bid security is required, it may be by a Bid Bond, or by a certified or cashier's check. Bid security shall be in the amount of five percent (5%) of the total bid. Bid Bonds or certified or cashier's checks shall be kept and maintained by the Finance Department.

Contract and Maintenance Bond: All construction projects, exceeding \$100,000 in value will require a Contract and Maintenance Bond in the amount of one hundred percent (100%) of the total bid. The maintenance period shall run for one year after the date of final acceptance of the project.

Statutory Bond: K.S.A. 60-1111 requires in all contracts exceeding \$100,000 entered into by the City for the purpose of making public improvements, constructing or repairing any public building that the contractor provide a bond guaranteeing payment of all indebtedness incurred for labor furnished, materials, equipment or supplies used or consumed in connection with or in or about the construction, improvements or repairs. The bond is issued to the State of Kansas and filed with the Clerk of the District Court.

Certification of Payment: For contracts under \$100,000, which do not require Statutory Bonds, the Contractor is required to certify that subcontractors and suppliers are being paid in a timely manner. The *Certificate of Subcontractor and Supplier Payment* will be the certifying document.

7. PROFESSIONAL SERVICES CONTRACTS:

The City utilizes a Qualifications Based Selection (QBS) process for professional services (i.e. consulting, engineering, architectural, legal). Professional services are not subject to competitive bidding, but are determined based upon the qualifications of the individual or firm to provide the necessary services. For the purpose of selecting and retaining professional consultant services, the following process shall be followed (Projects involving state or federal aid or grants may be subject to procedures prescribed by that agency):

REQUEST FOR QUALIFICATIONS:

The City shall solicit professional services through a Request for Qualifications (RFQ) from at least five, generally no more than ten, professionals deemed qualified to provide the necessary services. The City may invite only pre-selected professionals to respond to the RFQ or it may publish an open notice to any and all interested professionals in such newspaper or newsletters as deemed appropriate to reach the maximum audience. All local qualified consultants shall be invited to respond. The City may also use a listing of pre-qualified professionals developed by a state agency, such as KDOT or KDHE.

The RFQ should include the following information to assist the consultants with their response:

- Project location.
- Scope of work (the more detail the better).
- Specific design standards or regulations that will be met.
- Desired bid letting date.
- Other time constraints.

The RFQ shall, at a minimum, request the following information in the form of a “letter of interest”:

- Name of the firm or individual.
- Description of the firm’s or individual’s background, capabilities, and relevant experience.
- Names and numbers of personnel that would or could be assigned to the project, including their qualifications and relevant experience.
- Personnel and support services available to the project compared to the current workload at the firm.

- Evidence of the implementation of a functioning affirmative action program for the firm.

SELECTION PROCESS:

Following receipt of Letters of Interest, a selection committee will review and reduce (shortlist) the candidate field to a minimum of three. The selection committee shall be comprised of three to five members from the following groups: City Manager, Assistant City Manager, City Clerk, Director of Finance, Director of Special Projects, and the Department/Division Head who would be directly involved with the consultant. The City Manager will have final approval authority.

The selection committee may conduct personal or telephone interviews. In the event one-of the original selection committee members was not a member of the Governing Body, then a member of the Governing Body should be included. The final selection will be based upon the following criteria, as applicable:

- Capability of providing the services.
- Recent experience with comparable projects.
- Reputation for personal and professional competence, ethics, and integrity.
- Current workload.
- Capability to meet the schedules and/or deadlines.
- Professional background and caliber of key personnel.
- Capability and evidence of projects being completed on time and within budget.
- Quality of previous projects.
- If a branch office is to be used, capability of that office to complete the project and/or the availability of support from the main office to provide support approach and conceptual understanding of the proposed project individual or firm's experience on other City of Liberal project references.

NEGOTIATION OF CONTRACT:

After the selection committee has ranked the consultants, a recommendation shall be forwarded to the Governing Body to begin negotiations with the top ranked consultant. The top ranked consultant will be asked for a cost proposal. The proposal shall preferably be a detailed cost with a not to exceed limit based upon actual costs, however the proposal may also be on a percentage of construction cost. If the proposal is acceptable or can be negotiated to an acceptable amount, the proposal shall be recommended to the Governing Body for acceptance and award of a contract. If the proposal is unacceptable or cannot be negotiated to an acceptable level, negotiations will cease with that consultant and be undertaken with the second ranked consultant. The professional

services contract shall normally be a city standard format document. Non – standard format contracts may be used, but shall require review by the City Attorney.

ADMINISTRATION OF CONTRACT:

The City Manager or Assistant City Manager shall have administrative responsibilities over the professional services contract (processing, payments, etc.) and shall maintain the official City contract file. While the Department/Division Head is responsible for general oversight of the project, consultant payments will be initiated and/or approved by the Department/Division Head prior to forwarding their Executive Supervisor for processing.

8. DESIGN BUILD CONTRACTS:

AUTHORITY:

The policy of the City of Liberal regarding construction of public improvements is developed under the authority of Charter Ordinance No. 9, which exempts the City from the provision of K.S.A. 13-1017. An as alternative to the standard design – bid – build procedure, the Governing Body may, in its discretion and if deemed in the best interest of the City, utilize the following design – build procedure and award a contract to a designer/contractor team.

REQUEST FOR QUALIFICATIONS:

The City shall solicit design-build services through a Request for Qualifications (RFQ) from a suitable number of design professionals and general contractors deemed qualified to provide the necessary services. The City may invite only pre-selected professionals to respond to the RFQ or it may publish an open notice to any and all interested professionals on the City website. The City may secure professional services to define the project needs or scope of work which may include facility size, performance needs, finish requirements, capacities, etc.

The RFQ should include the following information to assist the consultants with their response:

- Project location.
- Scope of work (the more detail the better).
- Specific design requirements and needs.
- Specific design standards, codes or regulations that will be met.
- Budget constraints.
- Time constraints.

The RFQ shall, at a minimum, request the following information in the form of a “Letter of Interest”:

- Name of the design- build team.
- Description of the design- build team's background, capabilities and relevant experiences.
- Names and numbers of personnel that would or could be assigned to the project, including their qualifications and relevant experience.
- Personnel and support services available to the project compared to the current workload of the firm.

SELECTION PROCESS:

Following receipt of the Letters of Interest, a selection committee will review the letters of interest and reduce (shortlist) the candidate field to a minimum of three. The selection committee shall be comprised of three to five members from the following group: City Manager, Assistant City Manager, City Clerk, Director of Finance, Director of Special Projects, and the Department/Division Head who would be directly involved with the consultant. The City Manager will have final approval authority.

The selection committee may conduct personal or telephone interviews. If the original committee did not have a member of the Governing Body, then a member of the Governing Body should be included. The selection committee may use the professional services selection criteria to reduce the candidate field.

QUALITATIVE PROPOSALS:

After the selection committee has completed the shortlist, a recommendation shall be forwarded to the Governing Body to begin the design and cost proposal (qualitative proposal) phase. The qualitative proposal requirements may be further refined from the RFQ information and may include preliminary design solutions, construction management plans, other qualitative issues, and a firm price proposal. The firm price proposal will be submitted in separate sealed envelopes. The selection committee will conduct interviews with the shortlist teams. The selection committee will rank the design-build teams based upon the interviews and the qualitative proposals. After the interviews have been completed and the ranking established, the firm price proposals are opened and read.

EXECUTION OF CONTRACTS:

The design-build contract shall be prepared by the team and presented to the City Attorney, City Manager, or Assistant City Manager for review prior to submission to the Governing Body. The contract shall require Professional Liability Insurance for the design phase and the normal bonding required for a public improvement project for the construction phase. The Director of Finance or Assistant City Manager will issue a Project Sales Tax Exemption Certificate at the appropriate time.

ADMINISTRATION OF CONTRACTS:

The City Manager or Assistant City Manager shall have administrative responsibilities over all construction contracts (processing contractor payments, etc.) and shall maintain the official City contract files. When the Department Head is responsible for construction oversight, contractor payments will be initiated and/or approved by the Department Head prior to forwarding to the Executive Supervisor for processing.

Change orders to contracts may be authorized by the City Manager or City Commission in those cases when sufficient project funding is available.

9. AMENDMENT OF CONTRACT DOCUMENTS:

The standard documents may be amended from time to time to meet the requirements of City finances, state and/or federal law or regulations. The City Manager shall coordinate any amendments with the City Attorney. Substantive Changes shall require approval by the Governing Body before becoming effective.

10. PRICE AGREEMENTS:

Price Agreements are used to purchase commodities in which 1.) there is not adequate storage space, 2.) cannot be stored because of spoilage, or 3.) no definite estimate of required amounts can be made. Such commodities may include concrete, street construction and surfacing materials, drugs, chemicals, gas, oil, and certain replacement parts. By purchasing such commodities through Purchase Agreements, the City can lower per unit costs and eliminate the need for repetitive procedures.

GAS CARDS:

A fuel purchase agreement, which provides gas cards, has been established to provide a convenient efficient means to purchase fuel from a local vendor. A gas card is assigned to a vehicle or specified equipment and is intended only for the use for City vehicles and equipment. Misuse of a gas card will result in disciplinary actions against the card user. This may include personal financial responsibility for the purchase and consideration of disciplinary action up to and including removal from position and possible criminal prosecution. The gas card user will turn in documentation of fuel purchases daily to the Finance Department.

11. RECEIVING, INSPECTION AND ACCEPTANCE OF MERCHANDISE:

Receiving, inspection, and acceptance of goods transported by common carrier are the responsibility of the ordering department. Shipments should be delivered directly to the ordering department. As merchandise arrives at the delivery point, it should be received and inspected without delay. Acceptance of merchandise occurs when the receiver signs the carrier's bill of lading or other delivery document. Any shortages, overages, evidence of damage or other inconsistencies must be clearly noted and outlined by the receiver on the carrier's bill of lading or

other delivery document. If merchandise is accepted without notation of inconsistencies, or if evidence of damage is not noted, the City is at risk of losing their rightful claim to reimbursement, credit or replacement.

When the receiving personnel are unable to determine the validity of grade certificates, or other certification regarding the quality of goods received, the items in question should be received for storage only pending clear certification.

On **F.O.B.** destination shipments, the seller owns the goods while in transit and title does not pass on to the City until the merchandise has been received and accepted in satisfactory condition. The receiver must carefully note any inconsistencies or evidence of damage and immediately notify the vendor to establish this claim. On **F.O.B.** shipping point transactions, the receiver should exercise the same care in receiving because the City owns the merchandise while in transit and is responsible for filing the required claims.

CONCEALED DAMAGE:

In order to reduce the possibility of concealed damage, request that merchandise deliveries are shipped **F.O.B.** destination, uncrated, set-up or erected and ready for use in specific location. Avoid moving crated or carton-packaged merchandise and perform the detailed inspection as soon as possible after receipt of merchandise (within seven to ten days). Report discovery of concealed damage to the carrier and request inspection, then notify the vendor.

FREIGHT AND EXPRESS PAYMENTS:

Normally freight charges should be included in the purchase order and designed as **F.O.B.** destination prepaid and allowed. Departments should closely analyze all freight invoices to determine their liability for payment. Identify each shipment to the related freight or express bill and to the related order.

12. CITY CREDIT CARD:

PURPOSE:

This Policy provides for the authorization, handling, and proper use of City of Liberal credit cards and is applicable to all City Departments. It applies to all purchase and purchase-related documents prepared or processed by City Departments, regardless of the source of funds. The objectives in using the City credit card are to provide a means of procurement where normal invoicing for purchases is not possible.

This program is designed to delegate authority and responsibility for proper use of the City credit card directly to the departments. The Finance Department is responsible for managing the Program and each department is responsible for managing their City credit card account in a manner that conforms to the City's Purchasing Policy. Monthly dollar limits should continually be considered by the City credit cardholder and care should be taken not to exceed the monthly card limit. Each

City credit cardholder is required to verify and certify all purchases before the City credit card statement and invoices and/or receipts are submitted for payment processing.

AUTHORIZATION:

City credit card may be used to purchase and pay for eligible goods and services that cannot otherwise be obtained through normal invoicing methods. A Department Head should discuss their needs for a higher monthly limit with the Director of Finance. Individual credit line increases will be considered, dependent upon the availability of the City's overall credit and the justification and need of the increase, at the discretion of the Director of Finance. The City credit card is specifically imprinted with "City of Liberal" to avoid being mistaken for a personal credit card.

OBTAINING A CITY CREDIT CARD:

Department Head will:

- Be assigned the responsibility of card security, monthly reconciliation, and tracking the use of the card.
- Reconcile monthly statements for their department.

Finance Department will:

- Approve or deny City credit card requests.
- Set monthly spending limits.
- Submit approved requests to the City credit card vendor.
- Distribute City credit cards to cardholders.
- Retain signed receipt of card and update internal spreadsheets with card numbers.

Card Applicants will:

- Sign for receipt of card and forward to the Finance Department.
- Ensure that the Finance Department has copies of the front and back of any updated card.

AUTHORITY AND RESPONSIBILITY:

Finance Department:

The Finance Department is responsible for the implementation and oversight of the Program. The Finance Department will:

- Develop a process for Department Heads to reconcile card accounts each month.

- Monitor accounts for inappropriate or illegal use.
- Revoke card privileges for inappropriate or illegal use.
- Suspend card privileges for failure to provide transaction documentation in a timely manner.
- Increase or decrease card spending limits as necessary.

Department Head:

The Department Head is responsible for overseeing the department's City credit card purchases. The Department Head will:

- Monitor the account for inappropriate or illegal use.
- Reconcile the City credit card transactions with the monthly statement.

Department Head purchases shall be approved by the City Manager and Finance Director. This Purchasing Policy places direct responsibility for the proper and lawful execution of purchasing actions upon the cardholder. The City credit card bears the cardholder's name and may only be used by the cardholder, or any other City employee authorized by the cardholder. No employee of the City of Liberal has authority to issue instructions or approve a procedure that is in direct violation with the law or City policies or procedures. Any act exceeding an individual's authority is no longer an act of the City but becomes a personal responsibility. This may include personal financial responsibility for the purchase and consideration of disciplinary actions up to and including removal from position and possible criminal prosecution. Cardholder understands that the City of Liberal may withhold his/her final paycheck until the purchasing card is returned.

All employees must maintain the highest standard of conduct. Any conflict of interest or appearance thereof between an employee's City responsibilities and his/her personal life must be avoided. Cardholder responsibilities are to:

- Make eligible purchases within authorized spending limits and funds available.
- Use the card for purchasing items in accordance with City policies.
- The cardholder must inform the merchant that the purchase is for "Official City Business" and not subject to state or local sales tax.
- For larger purchases where the merchant refuses to waive the tax, the cardholder can present a State Tax Exemption Form. Cardholders can get a copy of the exemption form from the Finance Department.
- Maintain the City credit card in a secure fashion and prevent unauthorized charges to the account.

- Give purchase documentation to the Finance Department no later than the 15th of each month to ensure prompt payment.
- Assist with reconciling the purchase documentation with the monthly card statement.
- Notify the Finance Department if the card is lost or stolen.

CITY CREDIT CARD USE:

Over – the – Counter Purchases:

Although the process may vary slightly, the following steps give a general overview of how the City credit card works. A cardholder using the City credit card should:

- Identify the purchase needed and determine funds availability.
- Determine if the purchase amount is within their per-approved purchase limit. If yes, proceed to the next step. If no, check with their supervisor for details on how to proceed.
- Purchase goods/services.
- Provide merchant with the City credit card or card number and expiration date, and inform the merchant that the purchase is for “Official City Business” and not subject to state or local sales tax. If merchant refuses to waive the sales tax, contact the Finance Department who can provide a Sales Tax Exemption Certificate to the cardholder or fax or email and exemption form to the merchant.
- Retain receipts (i.e. cash register receipt, purchasing card charge slip.) and give receipt, supporting documentation and reconciled statement to the Finance Department for processing.

Telephone and Internet Orders:

An employee using the City credit card to order by telephone or Internet should:

- Consider local vendors who may be able to provide similar goods or services.
- Identify the purchase needed and determine funds availability.
- Determine if the purchase amount is within the pre-approved monthly purchase limit. If yes, proceed to the next step. If no, check with the Finance Department for details on how to proceed.
- Contact the merchant and place the order.
- Purchase goods/services.

- Inform the merchant that the purchase is for “Official City Business” and not subject to state or local sales tax. If the merchant refuses to waive the sales tax, contact the Finance Department who can provide a Sales Tax Exemption Certificate to the cardholder or Fax or email the exemption form to the merchant.
- Provide the merchant with the card number and expiration date, and relay all pertinent information to the supplier, e.g., cardholder name, shipping address, etc.
- Inspect and verify order accuracy, quality, and price when merchandise arrives.
- Retain shipping documents and receipts received with the merchandise, and give all related documents to the Finance Department.

SALES TAX EXEMPTION:

Most purchases that are billed directly to the City of Liberal are exempt from sales tax. For larger purchases where the merchant refuses to waive the tax, the cardholder can present a Sales Tax Exemption Form, which may be obtained from the Finance Department. If the merchant refuses to waive the sales tax, contact the Finance Department who can fax or email an exemption form to the merchant.

CARD SECURITY:

The cardholder is responsible for safeguarding the City credit card at all times. The cardholder should never allow any unauthorized individuals to use the card or account number and should never use the City credit card to procure personal items.

LOST OR STOLEN CARD:

When a City credit card is lost or stolen, the cardholder should contact the Finance Department. Contact should be immediate so that the highest level of detail regarding account activity leading up to the lost or stolen date can be provided.

SEPARATION OF CARDHOLDER:

Prior to separation from the cardholder’s department or assignment to another function that does not require cardholder authority, the cardholder will surrender the card to the Finance Department. The cardholder will review with the Finance Department the status of any unreconciled, questionable, partially approved, or unresolved and disputed transactions, and identify any supplies and/or services which have been ordered but not yet received, so appropriate action can be taken to complete these activities. Cardholder understands that the City of Liberal may withhold his/her final paycheck until the City credit card is returned and all items have been reconciled.

CITY CREDIT CARD CHANGES:

There may be occasions when the information about the cardholder in the bank's master file must be changed (e.g. location change, default accounting charge, authorization limits). The Department Head will make the request and the Finance Department will make the appropriate change.

CARD MISUSE/ FRAUD:

Misuse of the City credit card will require the City credit card to be withdrawn from the cardholder. Disciplinary actions may be taken against the cardholder. This may include personal financial responsibility for the purchase and consideration of disciplinary action up to and including removal from the position and possible criminal prosecution. Misuse includes but is not limited to: purchases for personal use by the cardholder or cardholder's family, purchases of alcohol, tobacco, or other unrelated items to City business, repeated disregard for use of Tax-Exempt Number, etc.

13. INVENTORY:

An inventory shall be kept for recording acquisition and dispensing/use of equipment and supplies. Supervision and control of the stockroom(s) shall be the responsibility of the Department Head. Inventory of stock, as determined by the Finance Director, shall be maintained by an approved inventory file system. Annual surprise audits shall be conducted by the Finance Department to ensure quality control of on-site inventories.

14. FIXED ASSETS:

The Finance Department maintains a fixed assets data base. Department Heads track and monitor purchases meeting the fixed assets threshold value of \$5,000 and reports qualifying items to the Finance Department. A Vehicle Assignment/Take Home Form must be filled out and approved by the Department Head and City Manager along with a copy of the invoice attached.

15. VEHICLE REGISTRATION:

The Finance Department maintains records of State Registration of ALL City vehicles, handles the annual purchase of vehicle licenses, and records vehicle transfer with the State of Kansas. Department Heads track and monitor new vehicle purchases and coordinate with the Finance Department for new or replacement tags when required.

Upon delivery of a new vehicle, a Vehicle Assignment/Take Home Form must be filled out along with a copy of the invoice attached. All information pertaining to the vehicle should be completed except for the tag number and registration fee. At this point, a title should also be given to the Finance Department. The Finance Department will add the insurance to the vehicle, purchase the tag and registration title and order a new gas card if needed.

If an invoice is not received upon delivery of the vehicle, and the department needs to use the vehicle, then all paperwork except the invoice attachment should be turned in to the Finance

Department. Insurance is added only at the time the paperwork is completed and turned in, and the vehicle should not be driven until insurance is obtained. Once the paperwork is turned in, the Finance Department will process the license, registration and title. After the license has been acquired, the department will be contacted to pick up the license, registration, and proof of insurance. Be sure to put the registration pocket in the glove box of the vehicle. When transferring a vehicle, both departments must complete and turn in a Vehicle Assignment/Take Home Form. The vehicle being transferred keeps the original car tag. Please bring this to the Finance Department's attention at the time the paperwork is turned in. Gas cards are not transferred with the vehicle.

When deleting a vehicle, whether it is being sent to auction or is being used as a trade-in, the Finance Department must be notified. Insurance remains on the vehicle until the information has been received. Your department should notify the Finance Department of the vehicles going to auction at the time you submit the initial information to the Auction Coordinator.

If a department makes changes to the vehicle numbering, the Department Head is responsible for completing the Vehicle Assignment/Take Home Form or providing a list showing the old number and the new number that has been assigned. It is important that the Finance Department's master vehicle list is accurate.

16. SURPLUS EQUIPMENT:

Whenever a Department Head determines that various equipment and materials are beyond use, or are of no further use to the department, the Director of Finance shall be notified. No department shall permit any such materials to be loaned, destroyed, or removed from the City's custody without prior approval of the Executive Supervisor.

Materials and equipment which are of no further use by a department may be transferred to another department, if usable, if a need for said materials or equipment has been established by that department. If no department demonstrates a need for said materials or equipment, the City Manager, Assistant City Manager, Director of Special Projects, or Director of Finance will proceed to dispose of items as soon as practicable or sell items through public auction. The term public auction shall include a sealed bid process, online auction, in person auction, etc. Impounded vehicles may also be sold at this time. The City Manager must be made aware of all items going to auction. This process is administered by the Director of Special Projects.

When title transfers are involved, the Finance Department shall handle the transactions.

If the Department Head, with Executive Supervisor approval, determines the equipment in question should be junked, they will be responsible for the actual disposal of the equipment. The Department Head will also be responsible for ensuring the Finance Department is informed.

If equipment can be reassigned to another department, the receiving Department Head will be responsible for affecting the physical transfer of the equipment within a reasonable period of time.

The initiating Department Head will be responsible for ensuring the Finance Department is informed.

If the equipment is neither junked nor transferred, it will be declared to be surplus and then be offered to local non-profit for a reasonable price or placed in the Surplus Equipment Auction. The Department Head will be responsible for ensuring that the Finance Department is informed.

17. DIVERSION EXPENDITURES:

The City of Liberal has a diversion fund established in conjunction with the Liberal Municipal Court. Said diversion fund is governed by applicable Kansas statutes and regulations which shall be strictly adhered. The use of diversion funds shall be at the discretion of the City Prosecutor for the City of Liberal, Kansas with the following conditions as outlined herein.

The use of diversion funds shall be used for the benefit of prosecution of city offenses and may be used for training, law enforcement equipment, city court equipment, city prosecution equipment, and other items as deemed appropriate for the prosecution of city offenses.

For purchases of items less than \$5,000.00:

A Department Head requesting the use of diversion funds, shall submit a written letter detailing the request to the city prosecutor. The letter shall be on the department's letterhead and shall include the following:

- The purpose of the request.
- The cost of the request.
- A statement regarding the benefit of the purchase to the purpose of City prosecution.
- Supporting documentation, if applicable, for the request.

The City Prosecutor at his or her election may require additional quotes and/or information of the Department Head for the requested purchase. In the event the City Prosecutor denies the request, then there shall be no further process and the purchase will be denied.

In the event the City Prosecutor approves of the request, then the letter request along with supporting documentation and a letter from the City Prosecutor shall be forwarded to the City Manager for his or her review. The letter from the City Prosecutor shall state a not to exceed amount and reference the item to be purchased.

As long as the expenditure is consistent with the purpose of city prosecution as contemplated herein, then the City Manager shall approve the request. If the City Manager denies the request, at the election of the Department Head, the matter can be placed on the agenda and the commission can vote to approve or deny the request. In the event the City Manager approves the request then the City Manager shall forward his or her approval to the Department Head granting the authority to proceed with such request.

The Department Head shall then complete the purchase process as outlined in this manual with the diversion funds being used to pay for said purchase.

For purchases of items greater than \$5,000.00:

A Department Head requesting the use of diversion funds, shall submit a written letter detailing the request to the city prosecutor. The letter shall be on the department's letterhead and shall include the following:

- The purpose of the request.
- The cost of the request.
- A statement regarding the benefit of the purchase to the purpose of City prosecution.
- Supporting documentation, if applicable, for the request.

The City Prosecutor at his or her election may require additional quotes and/or information of the Department Head for the requested purchase. In the event the City Prosecutor denies the request, then there shall be no further process and the purchase will be denied.

In the event the City Prosecutor approves of the request, then the letter request along with supporting documentation and a letter from the City Prosecutor shall be forwarded to the City Manager for his or her review. The letter from the City Prosecutor shall state a not to exceed amount and reference the item to be purchased. Said request shall then be placed on the next available commission meeting and the Department Head shall attend and explain the request to the commission.

As long as the expenditure is consistent with the purpose of city prosecution as contemplated herein, then it is strongly encouraged that the City Commission approves the request. If the request is denied by the Commission, diversion funds shall not be used as requested. In the event the Commission approves the request, then the Department Head shall have the authority to proceed with such request.

The Department Head shall then complete the purchase process and funds shall be paid as approved and voted on from the diversion funds.

18. REPORTING OF EXPENDITURES:

The City will report all expenses, both from Payroll and Accounts Payable, on a bi-monthly schedule to the Governing Body for approval. The Expenditure Activity Listing will be uploaded into the Civic Clerk software no later than 12:00 p.m. on the Thursday prior to Commission Meeting. In the event of a Thursday holiday, the Expenditure Activity Listing will be due on the Wednesday prior to Commission Meeting by 5:30 p.m.

If the City Clerk needs to modify the due date for any other reason, he or she will provide sufficient notice to the Finance Department.

19. PRESENTING PURCHASE REQUESTS:

The Department Head who submits the purchase requests to the Governing Body must appear in person to present their item. Any Department Head who fails to present their item in person, or find a related party who can appear in their place, will be asked to move their request to the following Commission Meeting.

20. BUDGETING:

Taxing subdivision not exceeding the Revenue Neutral Rate are due to the County Clerk by August 25th.

Taxing subdivisions following procedure to exceed Revenue Neutral Rate will hold hearings between August 20th and September 20th and submit certified budgets to County Clerk by October 1st. RNR Hearing must be published at least 10 days prior to hearing and include all required information. A resolution and roll call vote must be completed and included with budget documents if subdivision exceeds RNR (KSA 79-2988).

The last day to notify the County Clerk of intent to levy above RNR is July 20th (KSA 79-2988). The City will prove the County Clerk with the proposed tax rate and hearing information. The County Clerk will then notify taxpayers via mail/email of all taxing subdivisions exceeding RNR 10 days prior to the first hearing.

RNR Hearing can be held prior to or in conjunction with the Budget Hearing (KSA 79-2988).

Notice of Budget Hearing must be published at least 10 days prior to hearing (KSA 79-2929).

Budgets, in their entirety, are required to be submitted to the County Clerk electronically (KSA 79-2930).

Public Hearings and Publications provide an opportunity for the City to evaluate current services, measure and compare needs for different services, and balance community needs against the tax burden necessary to finance them.

General:

- 1) Public Funds may not be expended unless Budgeted (exceptions);
- 2) Monies in a Fund, unexpended at the end of the year, will be rebudgeted the following year as deemed necessary
- 3) Monies may not be transferred from one fund to another (exceptions)

Exception to 1:

- a) Capital Improvement Fund
- b) Utility Reserve Funds
- c) Grants and Trusts

Exception to 3:

- a) Budgeted Transfers

The City Manager and Finance Director are responsible for the preparation of the budget, contingent upon approval from the Governing Body. The City Manager and Finance Director are

responsible for the administration of the budget and ensuring that all expenditures are consistent with the budget. All purchases and contracts shall be approved as per this document.

The Finance Director is responsible for exporting budget sheets from the accounting software and distributing these to Department Heads no later than June. The Finance Director, City Manager, and Assistant City Managers will review budget sheets and Capital Equipment Replacement Forms in July. After reviewing and making any adjustments to the initial requests, City leadership may choose to meet with Department Heads to address any questions or concerns about their requests. During this process, some of the items discussed will be adequacy of personnel (number), capital outlay (large projects or long-term costs) and other major improvements within the department. The Finance Director, with input from the City Manager and Assistant City Managers, will import these requests back into the accounting software and create Budget Workbooks for the Leadership Team and Governing Body.

The Finance Director, City Manager, and Assistant City Managers will present a preliminary budget to the Governing Body no later than the first week of September. The process of presenting the budget will take place over one day in a Public Work Session at Commission Chambers. Department Heads will all be assigned 15-minute time slots (other than the Chief of Police, who will be issued 30 minutes). They will be expected to present large, requested expenses and answer any questions from the Governing Body. Funds that will be discussed during the Public Work Session include: General, Special Revenue, Economic Incentives, Intergovernmental, ½ % Educational Sales Tax, 1% Sales Tax, Debt Service, Airport, Air Museum, Solid Waste, Wastewater, and Water.

The budget will be voted on by the Governing Body no later than the third week of September in order to finalize state paperwork and publications.

After the Publication of Proposed Budget, increases in expenditures are not permitted, while the council may reduce expenditures during or after the budget hearing and prior to final adoption.

***NOTE: The Budget may be amended during the appropriate fiscal year if it is determined that receipts are greater than projected. During the amendment process, no additional revenue from Property Tax is permitted, only the expenditure of existing funds.

21. FUND ACCOUNTING:

Definition of Fund: KSA.79-2925 defines “fund” as a fund authorized by statute to be established; not the individual budgeted items of a fund. Rather, it refers to the total of the individual items. A fund has been defined as “a sum of money or other resources set aside for the purpose of carrying on specific activities or to attain certain objectives in accordance with special regulations, restrictions, or limitations. A fund is a distinct financial and legal entity.”

KSA.79-2927 requires an itemized budget, classified by funds (which is the total of the items in each particular fund). The statute also requires that an item for miscellaneous purposes shall not exceed 10 percent of the total amount of the budget and this refers to the budget total for the particular fund.

The general rule is that items or accounts within a fund may be changed during the budget year, by action of the governing body. Changes in the total of receipts or expenditures in a budgeted fund must be by an amendment to the budget.

Each fund is accounted for by providing a separate set of self-balancing accounts, recording cash and other financial resources together with all related liabilities and residual equities or balances, and changes therein. They are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

General Fund: This fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Fund: This fund is used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes.

Economic Incentives Fund: This fund is used to account for the proceeds of CID's (Community Improvement Districts), TIF's (Tax Increment Financing), and TGT's (Transient Guest Taxes). Funds are distributed from the state level, and the City acts as an administrative pass through with retention of a certain percentage for admin fees.

Intergovernmental: This fund is used to account for financial transactions that are shared between other local government entities.

½ % Educational Sales Tax: This fund is used to account for the proceeds of the City's additional ½ % Sales Tax (per Interlocal Agreement) that is collected for the purpose of USD 480's bond debt repayment plan. The City acts as an administrative pass through with no retention of any funds for admin fees.

1 % Sales Tax: This fund is used to account for the proceeds of the City's additional 1% Sales Tax that is collected for the purpose of developing and growing the community. The City appropriates the funds into five different categories upon receipt: Streets, Drainage, and Capital Improvements, Economic Development, Crime Prevention, Housing, and Beautification.

Debt Service Fund: This fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Project Fund (Construction in Progress): This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds.)

Enterprise Funds: These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, or net income is appropriate for capital maintenance, public policy, management control, accountability, or other

purposes. The City has the following Enterprise Funds: Airport, Solid Waste, Wastewater, and Water.

22. EXTERNAL AUDIT AND REPORTING OF FRAUD, THEFT OR MISUSE:

Every municipality with gross receipts in excess of \$275,000, or with general obligation or revenue bonds in excess of this amount, must have an annual audit. Cities may Charter out of this requirement (KSA 75-1122).

Every municipality with grant receipts in excess of \$750,000 must also conduct a Single Audit in compliance with Federal Award Requirements.

State statute requires every municipality to utilize accounting and fiscal procedures conforming to Generally Accepted Accounting Principles (GAAP). A city may adopt a resolution waiving conformance to GAAP (KSA 75-1120a).

Audits must be conducted by a licensed municipal accountant or by a certified public accountant.

The City of Liberal, Kansas contracts annually for an independent audit to be completed on all funds, policies and procedures. The City of Liberal opts out of the GAAP requirement (in favor of KMAAG) by the passage of an annual resolution.

It is the duty of each employee who knows of any fraud, theft or misuse of City assets, including cash, supplies, equipment, services, etc., to report the same to the appropriate City officials. The report may be made orally or in writing. The “appropriate City official” may include any of the following:

- The Employee’s Immediate Supervisor
- The Employee’s Department Head
- The City Manager
- The Assistant City Manager
- The City Finance Director
- The City Commission

****NOTE: The report to the “appropriate City official” should follow and adhere to the City’s Chain of Command wherever possible.

No person filing a report under this policy shall be subject to retribution or retaliation of any kind for doing so.



City of Liberal Financial Calendar 2025

January

- Close 2024 & roll year in accounting system
- Activate 2025 Budget in accounting system
- Distribute 2025 Budgets to Department Heads
- Print & distribute 1099's to qualifying vendors
- E-file 1099's with the State of Kansas & IRS
- Update changes to sales tax with Golf, Tourism, Rec, & Air Museum
- Mail property tax bills for airport leases
- Finalize 13th Period invoices by second check run
- Balance donation & construction numbers from previous year
- Submit Q4 2024 Treasurer's Report to newspaper (on or before the 19th)
- Update City of Liberal Finance Policy if necessary

February

- Begin internal audits for departments
- Capitalize & close projects
- Meet with IMA for Pre-Renewal of Employee Health Insurance

March

- Run 2024 Depreciation for Fixed Assets
- Close 13th Period
- Schedule 2024 Audit with Hay, Rice, & Associates
- Report salaries for Workers Compensation to Iron Insurance Partners

April

- Present Insurance Renewal with Elsa Manriquez to Commission
- Submit Q1 2025 Treasurer's Report to newspaper (on or before the 19th)

May

- Export 2026 Budget Sheets from accounting system
- Conduct 2024 Audit with Hay, Rice, & Associates
- Pay property taxes to the County

June

- Distribute 2026 Budget Sheets via email
- Schedule 2024 Exit Audit with Hay, Rice, & Associates
- Obtain property valuation estimates from the County Clerk (includes RNR)
- Mail property tax bills for airport leases
- Meet with IMA to finalize Employee Health Insurance Renewal

July

- Notify County Clerk of intent to levy above RNR
- Provide County Clerk proposed tax rate & hearing information
- Notify taxpayers via mail/email of all taxing subdivisions exceeding RNR 10 days prior to first hearing (performed by County Clerk)
- Conduct Open Enrollment for Employee Health Insurance
- Submit Q2 2025 Treasurer's Report to newspaper (on or before the 19th)
- Conduct 2026 Non-Profit Appropriation Request Interviews

August

- Submit RNR Hearing to newspaper (10 days prior)
- Hold RNR Hearing
- Conduct 2026 Budget Work Session
- Turn Special Assessments into the County (on or before the 25th)
- Finalize 2024 Financial Statements

September

- Distribute 2024 Audit Reports
- Schedule 2024 Audit Presentation for Commission
- Submit 2024 Audit Report Notification to newspaper (no specific date requirement)
- Sign 2025 Audit Agreement
- Submit 2026 Budget Hearing to newspaper (10 days prior)
- Hold 2026 Budget Hearing
- Pass Resolution to exceed RNR
- Certify 2026 Budget to County Clerk
- Submit 2026 Budget to State of Kansas

October

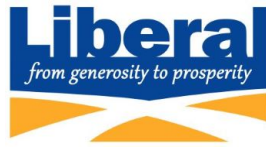
- Submit Q3 2025 Treasurer's Report to newspaper (on or before the 19th)
- Prepare Unclaimed Property for Kansas State Treasurer (by 2nd check run)

November

- Review property tax exemptions
- Prepare property tax spreadsheets
- Review 1099 vendors & cross reference Liberal Sports Tournaments
- Mail 2026 Non-Profit Letters

December

- Present 2025 GAAP Waiver to City Commission
- Perform EOY write-off's & present to City Commission
- Review capital projects & present EOY transfers to City Commission
- Review EOY Budget Amendments
- Submit 2025 Budget Amendment Hearing to newspaper (10 days prior)
- Prepare Budget Amendment Ordinance
- Hold EOY Financial Hearing & present Budget Amendments
- Submit Budget Amendment Ordinance to newspaper (no specific date requirement)
- Deliver Budget Amendment Packet for County Clerk
- Distribute Fixed Asset Listings to Departments for review
- Review EOY Audit Checklist before closing year
- Prepare Recurring JV Transfers for 2026
- Watch CIC Year-End Processing videos for any updates & changes
- Pay property taxes to the County
- Review & update Fee Schedule for 2026



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 12.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

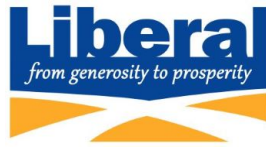
From: Scarlett Diseker, Interim City Manager

RE: Designation of Official City Depository

Annually, the City of Liberal must designate an official depository for public funds. The City continues to maintain a strong relationship with Sunflower Bank and is satisfied with the products, rates, and services that they offer as a financial institution. Staff wishes to retain Sunflower Bank as the official bank of record for the City of Liberal.

Recommendation:

Staff requests City Commission consideration to approve Sunflower Bank as the official bank of record for all primary banking services for the 2025 Fiscal Year.



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 13.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

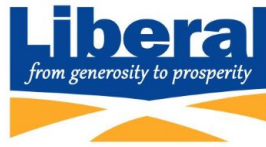
From: Scarlett Diseker, Interim City Manager

RE: Designation of Official City Newspaper

Annually, the City of Liberal must designate a newspaper for official publications. As in previous years, Staff recommends The High Plains Daily Leader & Times (print and online editions) to be the newspaper of record for the City of Liberal.

Recommendation:

Staff requests City Commission consideration to designate The High Plains Daily Leader & Times as the newspaper of record for the 2025 Fiscal Year.



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 14.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From: Scarlett Diseker, Interim City Manager

RE: Larry & Hickory Street Funding Discussion

On 9/24/24, the Commission approved Ordinance No. 4619, establishing the RHID and adopting the plan for the development of housing on Larry and Hickory Street by G&G Developments. As stated at the Commission Meeting on 11/26/24, the City of Liberal was not listed as the developer. On that night, the Commission discussed the option of setting up this housing addition similarly to the the Chance and Ortuno Developments, which are currently in progress on the north and south sides of town.

The funds for the housing developments are drawn from Fund 260 1% Sales Tax (Streets, Drainage, Capital Improvements). This fund currently has a cash balance of \$6,847,166.08 of which, around \$1.2MM is still earmarked for ongoing housing projects. As previously stated, Fund 260 tends to receipt around \$250K in sales tax per month, and my professional opinion is that we always need to keep a \$2.5MM reserve in the fund for routine project maintenance and any type of catastrophic situation.

An engineering estimate from G&G Developments is attached, with an estimated infrastructure cost of \$1,467,372.15. I would like for the Commission to review this estimate and discuss whether or not the City would like to move forward with assistance and redraft the RHID. A vote can be made at the next Commission Meeting, and then Karen LaFreniere can get started on the RHID paperwork.

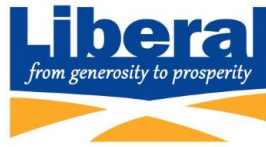
Recommendation:

City Staff recommends a review of G&G Developments engineering estimate at tonight's meeting with a vote taking place on 1/28/25.

ENGINEER ESTIMATED CONSTRUCTION COST
For Doll Addition, Liberal, KS

12/24/24

[illegible]



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 16.**

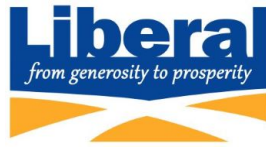
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: CITY MANAGER REPORT

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 18.a.**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: 01/14/2025 VOUCHERS

Voucher Summary List:

Accounts Payable Vouchers: \$420,978.01

Rec Center Officials & Special Runs: \$1,192,998.00

HR Expense Vouchers: \$804,631.75

Total: \$2,418,607.76

Recommendation:



**Voucher Summary List
City Commission Meeting
01/14/25**

Accounts Payable Vouchers: \$420,978.01

Rec Center Officials & Special Runs: \$1,192,998.00

HR Expense Vouchers: \$804,631.75

TOTAL: \$2,418,607.76

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 0000 - NONDEPARTMENTAL				
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$803.40
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$402.09
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$417.84
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$456.70
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$458.69
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$460.29
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$658.81
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$6,699.41
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$797.68
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$257.25
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$807.64
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$891.17
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,099.91
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,102.46
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,107.91
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,566.83
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$3,065.41
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$716.90
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$112.50
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$26.31
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$41.55
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$41.77
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$43.68
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$94.03

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$97.72
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$106.81
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$259.10
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$107.66
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$257.84
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$177.66
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$186.54
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$186.79
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$187.87
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$188.89
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$208.42
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$178.61
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$107.27
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$154.08
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$138.72
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$350.40
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$325.23
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$314.04
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$305.93
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$250.71
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$273.41
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$569.34
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$150.10
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$172.40
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$180.17

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$189.79
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$191.35
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$221.70
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$290.15
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$20,710.36
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$973.25
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$975.21
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,129.27
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,137.11
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,245.39
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,504.18
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$383.62
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$12,332.81
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$466.89
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$784.56
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$752.32
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$712.76
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$680.61
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$599.19
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$349.25
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$2,005.06
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$362.96
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$257.65
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$941.17
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$256.22

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
202-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$2,266.55
202-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$530.07
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,543.22
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$964.59
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,464.67
206-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$291.17
206-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$68.09
206-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$245.42
206-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$278.37
207-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$180.04
207-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$42.11
207-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$314.04
261-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$743.84
261-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$173.97
261-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$827.90
261-0000-20400	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$364.98
261-0000-20400	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$85.36
261-0000-20400	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$234.71
261-0000-20400	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$434.08
263-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$112.94
263-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$26.41
263-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$202.19
501-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$116.05
501-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$496.24
501-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$159.23

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
501-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$702.29
504-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$92.94
504-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$397.46
504-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$77.17
504-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$539.35
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$18.61
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$79.56
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$355.26
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,519.01
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$504.06
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$101.56
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$155.57
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$362.20
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$876.10
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$675.90
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$162.39
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$197.60
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$210.03
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$844.82
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$898.05
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$97.12
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$162.38
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$203.13
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$252.64
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$266.03

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$744.73
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,296.36
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$60.94
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$44.18
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$188.90
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$199.61
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$324.95
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$853.49
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$1,389.45
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$839.78
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$40.63
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$144.33
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$167.30
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$167.49
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$255.46
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$274.09
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$333.95
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$565.53
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$1,451.47
601-0000-28111	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$30,551.41
601-0000-28111	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$7,145.10
601-0000-28112	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$31,385.55
601-0000-28113	Automatic Invoice From Payroll, Vendor 107264	STATE EMPLOYEE TAXES	PR-121920248196	\$18,167.52
601-0000-28121	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$10,529.51
601-0000-28131	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-121920248192	\$21,366.12

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
601-0000-28141	Automatic Invoice From Payroll, Vendor 106545	EMPOWER RETIREMENT	PR-121920248194	\$76.00
601-0000-28141	Automatic Invoice From Payroll, Vendor 106545	EMPOWER RETIREMENT	PR-121920248194	\$893.00
601-0000-28150	SW-2024-LM000074	BUTLER & ASSOCIATES P.A.	PR-1219202481910	\$391.25
601-0000-28150	23-10131	CARL B DAVIS	PR-1219202481911	\$247.50
601-0000-28150	22-40302	CARL B DAVIS	PR-1219202481911	\$195.00
601-0000-28152	SW10DM000115 KULOW	KANSAS PAYMENT CENTER	PR-121920248197	\$203.08
601-0000-28152	SW08DM000058 PEREZ JUAREZ	KANSAS PAYMENT CENTER	PR-121920248197	\$174.92
601-0000-28152	SW17DM000180	KANSAS PAYMENT CENTER	PR-121920248197	\$46.15
601-0000-28152	000680496001 TORRES MASIAS	OKLAHOMA CENTRALIZED SUPPORT	PR-121920248198	\$138.46
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$6,800.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$841.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$1,452.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$2,845.50
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$3,113.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$3,216.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$4,444.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$569.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$838.50
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$494.50
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-121920248191	\$4,080.00
601-0000-28165	Automatic Invoice From Payroll, Vendor 100693	AFLAC INSURANCE COMPANY	PR-121920248193	\$3,468.04
601-0000-28165	Automatic Invoice From Payroll, Vendor 100693	AFLAC INSURANCE COMPANY	PR-121920248193	\$1,061.01
601-0000-28171	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-121920248199	\$684.72
722-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$9.34
722-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-121920248195	\$39.94

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 0000 :				\$263,746.00
Grand Total :				\$263,746.00

Department Totals		
Department	Dept. Description	Department Total
0000	NONDEPARTMENTAL	\$263,746.00
Grand Total:		\$263,746.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 0000 - NONDEPARTMENTAL				
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$807.44
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$197.92
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$257.25
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$267.99
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$273.32
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$426.32
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$468.90
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$714.96
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$7,226.31
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$805.06
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$188.27
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$846.19
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$855.45
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,099.95
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,145.88
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,168.60
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,690.03
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$3,657.83
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$798.90
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$106.45
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$21.83
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$27.92
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$36.98
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$41.03

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$42.73
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$46.05
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$93.35
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$196.93
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$99.71
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$188.84
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$109.66
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$119.37
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$158.10
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$167.21
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$175.45
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$182.71
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$186.84
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$455.16
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$96.25
100-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$411.57
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,186.06
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$201.06
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$191.04
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$179.89
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$166.29
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$147.65
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$2,048.98
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,657.76
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$232.67

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,275.80
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$258.99
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,027.65
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,015.27
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$965.20
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$758.66
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$825.23
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$806.24
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,344.70
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$326.43
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$704.93
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$644.39
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$606.79
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$503.58
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$432.65
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$412.16
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$387.48
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$211.61
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$359.23
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$53.55
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$322.02
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$303.46
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$288.82
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$24,511.29
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$285.97

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$15,383.48
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$277.46
100-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$359.52
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,503.36
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,956.80
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,217.60
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$6,795.30
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,217.60
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,217.60
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,217.60
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$5,402.07
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,200.46
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,960.79
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,696.00
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,755.04
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,530.20

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$7,227.40
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,601.49
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,067.66
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$6,795.30
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$6,795.30
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$8,672.88
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$10,348.80
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$22,651.00
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$39.81
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,601.49
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$119.43
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$197.25
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$84.84
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$86.28
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$86.28
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$86.28
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$119.43
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,251.68
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$127.26
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$131.50

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$159.24
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$86.28
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$39.81
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$39.81
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$131.50
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,200.46
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,251.68
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$197.25
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,251.68
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$119.43

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,328.35
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,200.46
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,251.68
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$278.67
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$197.25
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$238.86
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$915.63
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$301.98
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$301.98
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$328.75
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$600.23
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$600.23

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$789.00
100-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$199.05
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$5.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$35.70
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$30.60
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$25.50
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$15.30
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$15.30
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$13.52
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$8.42
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$5.10
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$40.80
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$26.78
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$10.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$45.90
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$61.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$61.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$112.20
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$239.70
100-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$20.40
202-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,579.57
202-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$369.43
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,130.31
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,127.31
202-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$695.31

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,755.04
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,890.96
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$600.23
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$238.86
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$172.56
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
202-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,435.20
202-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$66.30
206-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$318.09
206-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$74.39
206-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$301.57
206-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$291.69
206-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
206-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
206-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
206-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
206-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$13.52
207-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$42.19
207-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$180.41
207-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$328.46
207-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
207-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
207-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$5.10
261-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$173.69

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
261-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$742.70
261-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$894.46
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,800.69
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,960.79
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$739.20
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$238.86
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
261-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,067.66
261-0000-20400	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$83.33
261-0000-20400	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$356.34
261-0000-20400	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$443.72
261-0000-20400	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$239.46
261-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$17.60
261-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$10.20
263-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$106.98
263-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$25.02
263-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$200.76
263-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
263-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
263-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$5.10
501-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$117.06
501-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$500.56
501-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$173.78

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
501-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$732.97
501-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
501-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
501-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
501-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
501-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$25.50
504-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$417.47
504-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$97.64
504-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$61.79
504-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$553.41
504-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
504-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
504-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$15.30
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,550.83
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$86.68
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$20.27
510-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$362.68
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$109.24
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$164.94
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$174.69
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$371.35
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$538.71
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$715.16
510-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$955.49
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$21.57
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$84.84
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$218.95
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$265.12
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,328.35
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$5,277.68
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$5,662.26
510-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$722.74
510-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$3.32
510-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$61.94
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$843.84
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$851.22
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$199.08
520-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$197.35
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$164.93
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$65.54
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$228.40
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$264.19
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$271.09
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$797.20
520-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,351.56
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,265.10
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,966.28

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City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,067.66
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,956.80
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$65.75
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$87.45
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$600.23
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$66.09
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$159.24
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$127.26
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$99.22
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,012.59
520-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,879.12
520-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$45.90
520-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$26.97
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$1,307.80
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$305.84
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$848.86
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$189.31
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$44.27
530-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$198.52
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$349.31
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$159.86
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$169.93
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$175.49
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$279.30
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$869.63

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$561.68
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$261.77
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,406.97
530-0000-20100	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$43.69
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$8.63
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$6,795.30
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,435.20
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,459.46
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$22.35
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,478.40
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$197.25
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$770.13
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$289.10
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$238.86
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,533.83
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$79.62
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$146.51
530-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$42.42
530-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$56.10
530-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$26.61
530-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$10.20
601-0000-28111	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$7,222.18

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
601-0000-28111	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$30,881.07
601-0000-28112	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$32,105.76
601-0000-28113	Automatic Invoice From Payroll, Vendor 107264	STATE EMPLOYEE TAXES	PR-1220257457	\$18,673.68
601-0000-28121	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$11,860.41
601-0000-28131	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$20,899.08
601-0000-28131	Automatic Invoice From Payroll, Vendor 100237	KANSAS PUBLIC EMPLOYEES	PR-1220257452	\$1,314.25
601-0000-28141	Automatic Invoice From Payroll, Vendor 106545	EMPOWER RETIREMENT	PR-1220257455	\$893.00
601-0000-28141	Automatic Invoice From Payroll, Vendor 106545	EMPOWER RETIREMENT	PR-1220257455	\$76.00
601-0000-28150	SW-2024-LM000074	BUTLER & ASSOCIATES P.A.	PR-12202574511	\$403.95
601-0000-28150	22-40302	CARL B DAVIS	PR-12202574512	\$195.00
601-0000-28150	23-10131	CARL B DAVIS	PR-12202574512	\$247.50
601-0000-28152	SW17DM000180	KANSAS PAYMENT CENTER	PR-1220257458	\$46.15
601-0000-28152	SW08DM000058 PEREZ JUAREZ	KANSAS PAYMENT CENTER	PR-1220257458	\$174.92
601-0000-28152	SW10DM000115 KULOW	KANSAS PAYMENT CENTER	PR-1220257458	\$203.08
601-0000-28152	000680496001 TORRES MASIAS	OKLAHOMA CENTRALIZED SUPPORT	PR-1220257459	\$138.46
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,452.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$2,574.50
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$451.50
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$569.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,113.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$841.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$3,216.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,080.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$4,343.00
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$6,800.00

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Ledger	Description	Vendor Name	Invoice	Amount
601-0000-28160	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$838.50
601-0000-28165	Automatic Invoice From Payroll, Vendor 100693	AFLAC INSURANCE COMPANY	PR-1220257453	\$3,452.97
601-0000-28165	Automatic Invoice From Payroll, Vendor 100693	AFLAC INSURANCE COMPANY	PR-1220257453	\$1,061.01
601-0000-28171	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$684.72
601-0000-28191	Automatic Invoice From Payroll, Vendor 101091	FIREMANS FUND	PR-1220257454	\$947.22
722-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$9.69
722-0000-20100	Automatic Invoice From Payroll, Vendor 107263	FEDERAL TAXES	PR-1220257456	\$41.43
722-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$1,445.48
722-0000-20400	Automatic Invoice From Payroll, Vendor 100061	BLUE CROSS - BLUE SHIELD	PR-1220257451	\$43.14
722-0000-20400	Automatic Invoice From Payroll, Vendor 107680	STANDARD INSURANCE COMPANY	PR-12202574510	\$5.10

Subtotal for Department 0000 : \$540,885.75

Grand Total : \$540,885.75

Department Totals		
Department	Dept. Description	Department Total
0000	NONDEPARTMENTAL	\$540,885.75
Grand Total:		\$540,885.75

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 0000 - NONDEPARTMENTAL				
202-0000-27200	TOTAL RESPONSE BASE PACKAGE	TOTAL RESPONSE	83591	\$56,787.30
264-0000-27200	ANNUAL IRRIGATION RESTOCK	2M COMPANY, INC	215008066-00	\$9,597.29
510-0000-27200	27 YD PACKER CYLINDER	SOUTHWESTERN EQUIPMENT CO	045454	\$6,428.91
510-0000-27200	UGERNT-TRASH TRUCK #93 FORMED CHANNEL FOR PACKER	SOUTHWESTERN EQUIPMENT CO	045505	\$3,432.11
530-0000-27200	PARTS FOR WATER LINES	CORE & MAIN LP	W065685	\$26,587.07
601-0000-28175	HEALTH EQUITY/WAGE WORKS	WAGEWORKS, INC	INV6997249	\$1,646.12
Subtotal for Department 0000 :				\$104,478.80
Department: 4100 - NON DEPARTMENTAL				
100-4100-43022	ETHICS & CIVILITY TRAINING-COMMISSION	LEAGUE OF KANSAS MUNICIPALITIES	200014559	\$75.00
100-4100-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$339.15
100-4100-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$276.85
100-4100-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328982	\$165.00
100-4100-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328983	\$64.97
100-4100-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	329745	\$110.00
100-4100-44043	CREDIT/COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	329746	(\$165.00)
100-4100-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$69.92
100-4100-45080	NAPKINS	WALMART COMMUNITY BRC	DECEMBER 2024	\$6.32
100-4100-45080	EMPLOYEE BREAKFAST	WALMART COMMUNITY BRC	DECEMBER 2024	\$576.54
100-4100-46010	LAMINATING POUCH	SOUTHERN OFFICE SUPPLY INC	328854	\$35.99
100-4100-46011	TRASH BAGS	SERVICE JANITORIAL SUPPLY INC	333242	\$53.95
100-4100-46013	SHIPPING	UNITED PARCEL SERVICE	000066E179015	\$36.00
100-4100-46013	SHIPPING	UNITED PARCEL SERVICE	000066E179514	\$32.90
100-4100-46013	WEEKLY CHARGES	UNITED PARCEL SERVICE	000066E179524	\$36.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4100-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,300.29
100-4100-46090	CHRISTMAS LIGHTS/EXTENSION CORDS/COMMAND STRIPS	WALMART COMMUNITY BRC	DECEMBER 2024	\$23.19
100-4100-48090	COFFEE	PRAIRIE FIRE COFFEE	1623109	\$64.90
100-4100-48090	COFFEE	PRAIRIE FIRE COFFEE	1626148	\$64.90
735-4100-44030	SAW/INFLATOR/DRILL SET	KEATING TRACTOR & EQUIPMENT INC	371848	\$393.94

Subtotal for Department 4100 : \$3,560.81

Department: 4110 - LEGISLATIVE

100-4110-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$200.05
100-4110-45041	LEGALS: ORD #4626	HIGH PLAINS DAILY LEADER AND TIME	118913	\$135.00
100-4110-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$72.00

Subtotal for Department 4110 : \$407.05

Department: 4120 - MUNICIPAL COURT/DIVERSION

100-4120-34108	A L SMOLLOCK ONTIVEROS-RESTITUTION J VALVERDE	AGUEDA LIZBETH SMOLLOCK-ONTIVEROS	2024000916.2	\$95.50
100-4120-34108	A A OWENS-RESTITUTION FOR J J GAMBLE	ALISHA ANN OWENS	2023001898.7	\$200.00
100-4120-34108	RESTITUTION/A ORTIZ	YESENIA ORTIZ	2023000330	\$320.00
100-4120-34108	RESTITUTION/A ORTIZ	YESENIA ORTIZ	2023000330.1	\$990.00
100-4120-43035	CITY OF LIB V T HONG TO	BARBARA NASH LAW	2018-3334	\$265.00
100-4120-43035	CITY OF LIB V J COOK	BARBARA NASH LAW	2022-1806	\$258.00
100-4120-43035	CITY OF LIB V C BROWN	BARBARA NASH LAW	2024-1414/2024-14	\$332.00
100-4120-43035	CITY OF LIB V E GOITIA	BARBARA NASH LAW	2024-1438/2024-14	\$518.50
100-4120-43035	CITY VS BOLANOS	TATE AND KITZKE LLC	LIB/BOLANOS.CRO	\$331.72
100-4120-43060	DRUG TEST HANDLING FEE	REDWOOD TOXICOLOGY LABORATORY	110589202411	\$91.23
100-4120-43080	KMJA ANNUAL DUES 2025	KANSAS MUNICIPAL JUDGES ASSOCIATION	01/01/2025	\$25.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4120-44030	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328987	\$502.57
100-4120-44031	MONTHLY INTRUSION MONITORING	MIDWESTERN SECURITY LLC	344	\$42.50
100-4120-44031	DRILL BIT/FITTINGS	WESTLAKE HARDWARE INC	7715839	\$17.78
100-4120-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$6.00
100-4120-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$317.04
100-4120-46010	BINDER CLIPS	WALMART COMMUNITY BRC	DECEMBER 2024	\$8.58
100-4120-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$66.75
100-4120-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$250.37
100-4120-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$144.00
100-4120-48090	CHRISTMAS DÉCOR	WALMART COMMUNITY BRC	DECEMBER 2024	\$22.34
722-4120-43024	PRO TEM JUDGE/L FRYMIRE	YOXALL, ANTRIM, FOREMAN & FRYMIR	CV 92130	\$412.50
722-4120-43035	MONTHLY FEE FOR PARTICIPATION IN DRUG COURT	HUDDLESTON, DR CAROLYN	11/30/24	\$833.33
722-4120-43035	LIBERAL DRUG COURT	NEW CHANCE, INC.	NOV-2024	\$291.66
722-4120-43035	LIBERAL DRUG COURT	SOUTHWEST GUIDANCE CENTER	11/01/24	\$833.33
722-4120-43042	DRUG COURT	TRI-STATE AREA BEHAVIORAL HEALTH	0044	\$666.66
722-4120-43046	CAM/WBS DAILY MONITORING FEE	ALCOHOL MONITORING SYSTEMS	328322	\$510.30
722-4120-43060	GLOVES	AMAZON CAPITAL SERVICES	14DH-CXVQ-CR6M	\$78.99
722-4120-43060	SWEAT PATCH ANALYSIS	PHARMCHEM INC	INV435789	\$63.90
722-4120-43060	PHARMCHEK PATCH KITS	PHARMCHEM INC	INV436032	\$233.52
722-4120-43060	DRUG TEST HANDLING FEE	REDWOOD TOXICOLOGY LABORATOR	110589202411	\$131.64

Subtotal for Department 4120 : \$8,860.71

Department: 4121 - MUNICIPAL COURT/DRUG COUR

209-4121-43060-004	DRUG COURT EXPENSE	WALMART COMMUNITY BRC	DECEMBER 2024	\$111.38
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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 4121 :				\$111.38
Department: 4130 - CITY MANAGER				
100-4130-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$98.98
100-4130-44032	WASHER FLUID/UNIT #2	O'REILLY AUTOMOTIVE STORES INC	1453-397207	\$4.66
100-4130-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$116.52
100-4130-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$129.60
100-4130-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,990.18
Subtotal for Department 4130 :				\$2,339.94
Department: 4150 - FINANCE DEPARTMENT				
100-4150-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$86.40
Subtotal for Department 4150 :				\$86.40
Department: 4152 - PERSONNEL DEPARTMENT				
100-4152-46010	MONTHLY BILLING	COMPLIANCEONE	321496	\$301.40
100-4152-46010	EAP MONTHLY BILLING	COMPLIANCEONE	323435	\$279.40
100-4152-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$57.60
Subtotal for Department 4152 :				\$638.40
Department: 4160 - BUILDING MAINTENANCE				
100-4160-44032	UNIT #171 TRI-BALL MOUNT	AUTO ZONE COMMERCIAL PROGRAM	01640465143	\$55.28
100-4160-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$108.77
100-4160-44032	WIRE/WASTEBASKET	WESTLAKE HARDWARE INC	7715786	\$23.58
100-4160-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$83.02
100-4160-45080	CHRISTMAS MEALS	WALMART COMMUNITY BRC	DECEMBER 2024	\$53.81

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4160-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$17.92
100-4160-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$156.28
100-4160-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$100.12
100-4160-46026	FUEL	MADDEN OIL CO	4212/2411092771	\$158.57
100-4160-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$72.00
100-4160-46088	SANDER/SAND DISCS	WESTLAKE HARDWARE INC	7715658	\$103.59
100-4160-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$3,870.00)
100-4160-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,855.88

Subtotal for Department 4160 : (\$1,081.18)

Department: 4180 - I.T. DEPARTMENT

100-4180-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$712.80
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Subtotal for Department 4180 : \$712.80

Department: 4190 - PLANNING & ZONING

100-4190-45041	LEGALS: ORD #4624	HIGH PLAINS DAILY LEADER AND TIME	118911	\$135.00
100-4190-45041	LEGALS: ORD #4625	HIGH PLAINS DAILY LEADER AND TIME	118912	\$135.00

Subtotal for Department 4190 : \$270.00

Department: 4210 - POLICE ADMINISTRATION

100-4210-43036	CONTRACT MEDICAL SERVICES	SEWARD COUNTY SHERIFF'S OFFICE	12/10/2024	\$1,000.00
100-4210-43036	PRISONER PRESCRIPTIONS	SEWARD COUNTY SHERIFF'S OFFICE	12-10-24	\$372.73
100-4210-43036	PRISONER MEDICAL BILL/A ALIRES	SOUTHWEST PROFESSIONAL PHYSICI	11/14/24	\$48.00
100-4210-43036	PRISONER MEDICAL BILL/A ALIRES	SOUTHWEST PROFESSIONAL PHYSICI	11/19/24	\$48.00
100-4210-44031	MONTHLY INTRUSION MONITORING	MIDWESTERN SECURITY LLC	344	\$42.50
100-4210-44031	BI-MONTHLY PEST CONTROL	RINE EXTERMINATING INC	95961556	\$100.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4210-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$7,599.48
100-4210-44032	REMOVE EQUIPMENT FROM RETIRED PATROL CARS	JR AUDIO	11445	\$400.00
100-4210-44032	BULB/UNIT #251	O'REILLY AUTOMOTIVE STORES INC	1453-395494	\$6.59
100-4210-44032	LUBRICANT	O'REILLY AUTOMOTIVE STORES INC	1453-396095	\$11.99
100-4210-44032	NOVEMBER CAR WASHES	SQUEAKY CLEAN CAR WASH LLC	4641	\$45.59
100-4210-44032	NOVEMBER CAR WASHES	SQUEAKY CLEAN CAR WASH LLC	4657	\$70.00
100-4210-44032	NOVEMBER CAR WASHES	SQUEAKY CLEAN CAR WASH LLC	4663	\$48.64
100-4210-44032	ENGINE MOUNT/LABOR/UNIT #251	TITO'S ONE STOP LLC	INV2418	\$291.85
100-4210-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$271.39
100-4210-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$174.81
100-4210-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$127.44
100-4210-45061	PRISONER MEALS	SEWARD COUNTY SHERIFF'S OFFICE	12/10/24	\$12,240.00
100-4210-45061	PRISONER MAINTENANCE	SEWARD COUNTY TREAS-PRISONER M	12/10/24	\$10,724.00
100-4210-46010	OFFICE SUPPLIES	QUILL	41912391	\$190.37
100-4210-46010	MEMO BOOKS	SOUTHERN OFFICE SUPPLY INC	328776	\$23.99
100-4210-46010	RECORD BOOK	SOUTHERN OFFICE SUPPLY INC	328892	\$37.98
100-4210-46010	RECORD BOOKS	SOUTHERN OFFICE SUPPLY INC	329016	\$18.99
100-4210-46010	NOTARY STAMP/C FORD	SOUTHERN OFFICE SUPPLY INC	329110	\$40.99
100-4210-46011	PAPER TOWELS/STYROFOAM CUPS	SERVICE JANITORIAL SUPPLY INC	333070	\$161.55
100-4210-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$670.60
100-4210-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,641.85
100-4210-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$878.40
100-4210-46045	AGENCY ARMS DROP IN TRIGGER	AGENCY ARMS	13406	\$525.00
100-4210-46085	LPD BADGES	ENTENMANN-ROVIN CO	0183232-IN	\$1,757.20

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4210-46087	SAFETY REIMBURSEMENT-LPD	ESPINOZA, JACOB	12/10/2024	\$116.10
100-4210-46087	ISSUES WITH CHECK #237346/GAVE HER THE CASH-VOIDED CHECK	PETTY CASH	6502	\$38.23
100-4210-46090	COFFEE	PRAIRIE FIRE COFFEE	1623108	\$249.60
100-4210-46090	(6) 5 GALLON WATER	SCHEOPNER'S WATER CONDITIONING LLC	129450	\$42.00
100-4210-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$12,037.28
100-4210-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$17,390.00)
100-4210-48093	SLIDE ADVERTISING	SOUTHGATE	1584	\$100.00
Subtotal for Department 4210 :				\$34,763.14

Department: 4211 - ANIMAL CONTROL DIVISION

100-4211-34503	A DIAZ-RABIES VACCINE & SPAY/NEUTER	ARIANA DIAZ	12/10/2024	\$15.00
100-4211-34503	FOSS FORD-RABIES VACCINE	FOSS MOTOR CO INC	12/12/2024	\$15.00
100-4211-34504	A DIAZ-RABIES VACCINE & SPAY/NEUTER	ARIANA DIAZ	12/10/2024	\$150.00
100-4211-43091	LIBERAL ANIMAL SHELTER VET SERVICES	COMPASSIONATE CARE VETERINARY CLINIC	12/15/2024	\$117.50
100-4211-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$182.90
100-4211-44032	UNIT #260 TIRE INSTALL	KANSASLAND TIRE CO	22112	\$172.08
100-4211-44032	BATTERIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$6.34
100-4211-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$88.00
100-4211-46010	(3) 5 GALLON WATER	SCHEOPNER'S WATER CONDITIONING LLC	129722	\$31.50
100-4211-46010	BUSINESS CARDS/D LAPOINT	SOUTHERN OFFICE SUPPLY INC	329333	\$40.00
100-4211-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$3.27
100-4211-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$20.25
100-4211-46011	JANITORIAL SUPPLIES	SERVICE JANITORIAL SUPPLY INC	333136	\$226.25
100-4211-46017	CHEMICAL SUPPLIES	MWI ANIMAL HEALTH	58294242	\$425.48
100-4211-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$557.46

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4211-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$469.62
100-4211-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$115.20
100-4211-46615	MICROCHIPS & TAGS	AKC-REUNITE	MAR014578	\$896.00
100-4211-46615	KENNEL SUPPLIES	MWI ANIMAL HEALTH	58294242	\$279.57
100-4211-46615	KENNEL SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$48.82
100-4211-46615	KENNEL SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$15.92
100-4211-46619	DOG FOOD	WALMART COMMUNITY BRC	DECEMBER 2024	\$81.62
100-4211-46619	DOG FOOD	WALMART COMMUNITY BRC	DECEMBER 2024	\$194.30
100-4211-46619	CAT FOOD	WALMART COMMUNITY BRC	DECEMBER 2024	\$57.95
100-4211-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,654.26
Subtotal for Department 4211 :				\$5,864.29

Department: 4220 - FIRE

100-4220-44030	HYDRANT-TO -STORE ADAPTERS	CONRAD FIRE EQUIPMENT	580221	\$431.06
100-4220-44030	PAGER REPAIR	FIRST WIRELESS, INC	WT70761	\$40.00
100-4220-44030	SUCTION UNIT	MEADE COUNTY EMS	24354LFD	\$839.99
100-4220-44030	AXE HANDLE	WESTLAKE HARDWARE INC	7715890	\$21.99
100-4220-44031	GLASS CLEANER	FASTENAL COMPANY	KSLIB107365	\$30.00
100-4220-44031	WOOD GLUE/SCREWS	WALMART COMMUNITY BRC	DECEMBER 2024	\$9.95
100-4220-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$36.00
100-4220-44032	HEADLIGHT/UNIT #12	NAPA OF LIBERAL	711935	\$25.99
100-4220-44032	ANTIFREEZE	O'REILLY AUTOMOTIVE STORES INC	1453-397380	\$45.98
100-4220-44032	BULBS	STANION WHOLESALE ELECTRIC CO	5826895-00	\$29.52
100-4220-44033	REMOTE MICROPHONE CABLES	FIRST WIRELESS, INC	128778	\$511.35
100-4220-44033	PAGER REPAIR	FIRST WIRELESS, INC	WT70762	\$40.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4220-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$184.76
100-4220-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328809	\$40.00
100-4220-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$302.57
100-4220-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$14.88
100-4220-45080	SUPPLIES FOR DEPARTMENT CHRISTMAS MEAL	LIBERAL FIRE FIGHTER FUND	92425	\$285.82
100-4220-46010	NOTEBOOKS	WALMART COMMUNITY BRC	DECEMBER 2024	\$14.34
100-4220-46011	JANITORIAL SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$118.52
100-4220-46011	DISH SOAP	WALMART COMMUNITY BRC	DECEMBER 2024	\$17.94
100-4220-46013	SHIPPING	UNITED PARCEL SERVICE	000066E179524	\$21.98
100-4220-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$1,215.13
100-4220-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$16.39
100-4220-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$881.19
100-4220-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$360.00
100-4220-46090	LAUNDRY SOAP/DRYER SHEETS	WALMART COMMUNITY BRC	DECEMBER 2024	\$38.27
100-4220-46090	HAND SOAP REFILLS	WALMART COMMUNITY BRC	DECEMBER 2024	\$11.88
100-4220-48090	COFFEE	PRAIRIE FIRE COFFEE	1622542	\$54.90
Subtotal for Department 4220 :				\$5,640.40

Department: 4240 - BUILDING INSPECTION SVC

100-4240-43022	COURSE/PROFESSIONAL ELECTRICAL WORKER EDUCATION	SEWARD COUNTY COMMUNITY COLLEGE	383	\$400.00
100-4240-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$24.00
100-4240-44064	MOWED HARRISON RITEWAY	ELC SERVICES	24-JC-238	\$100.00
100-4240-44064	MOW/737 N JORDAN	OUT ON A LIMB	24-JC-200	\$140.00
100-4240-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$283.07

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Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4240-46010	DESKPAD	SOUTHERN OFFICE SUPPLY INC	329675	\$19.98
100-4240-46010	TONER	SOUTHERN OFFICE SUPPLY INC	329677	\$833.97
100-4240-46010	FACE TISSUE/DISINFECTANT	WALMART COMMUNITY BRC	DECEMBER 2024	\$18.71
100-4240-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$144.00
100-4240-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$9,070.00)
705-4240-48820	FIRE INSURANCE PROCEEDS	CESAR LEYVA	CV 92371	\$20,191.78
Subtotal for Department 4240 :				\$13,085.51

Department: 4250 - COMMUNICATIONS

202-4250-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$184.33
202-4250-44043	TONER	SOUTHERN OFFICE SUPPLY INC	328814	\$169.57
202-4250-45030	COMMUNICATIONS MONTHLY BILLING	AT&T	0742047047-12252	\$420.07
202-4250-45030	COMMUNICATIONS MONTHLY BILLING	AT&T	0742048048-12252	\$478.25
202-4250-45080	CHRISTMAS MEALS	WALMART COMMUNITY BRC	DECEMBER 2024	\$46.65
202-4250-46010	COPY PAPER/NOTEBOOKS	SOUTHERN OFFICE SUPPLY INC	328673	\$139.88
202-4250-46022	ELECTRIC BILLING/COMMUNICATION	CMS ELECTRIC COOP INC	860000/JAN 2025	\$559.97
202-4250-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$201.60
202-4250-48090	5 GALLON WATER	SCHEOPNER'S WATER CONDITIONING LLC	129713	\$7.00
Subtotal for Department 4250 :				\$2,207.32

Department: 4290 - TRAFFIC CONTROL MAINT DIV

100-4290-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$102.77
100-4290-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$83.02
100-4290-45060	TRASH BAGS	WALMART COMMUNITY BRC	DECEMBER 2024	\$29.90
100-4290-45080	CHRISTMAS MEALS	WALMART COMMUNITY BRC	DECEMBER 2024	\$26.90

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4290-46010	PENS/PC SPEAKERS	WALMART COMMUNITY BRC	DECEMBER 2024	\$26.47
100-4290-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,089.62
100-4290-46026	FUEL	MADDEN OIL CO	4340/2411092777	\$162.44
100-4290-46072	PROPANE	RASH OIL COMPANY	057562	\$44.40
100-4290-46072	PROPANE	RASH OIL COMPANY	057564	\$56.40
100-4290-46072	PROPANE	RASH OIL COMPANY	057586	\$28.20
100-4290-46072	ROLLER COVERS	WESTLAKE HARDWARE INC	7715837	\$29.98
100-4290-46072	PAINT SUPPLIES	WESTLAKE HARDWARE INC	7715895	\$13.18
100-4290-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,859.24
Subtotal for Department 4290 :				\$3,552.52

Department: 4300 - STREET/HIGHWAY

100-4300-44031	GORILLA GLUE/RESTROOM REPAIR	WALMART COMMUNITY BRC	DECEMBER 2024	\$78.72
100-4300-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$83.02
100-4300-45060	GILDAN SHIRTS & HOODIES	BLUE CHIP ATHLETIC	202818.2	\$193.80
100-4300-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$35.54
100-4300-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$22.16
100-4300-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$14.40
100-4300-46090	GLOVES FOR STREET DEPT	FASTENAL COMPANY	KSLIB107297	\$344.00
100-4300-46090	CLEANING SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$200.54
100-4300-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$3,280.94
Subtotal for Department 4300 :				\$4,253.12

Department: 4320 - REFUSE

510-4320-44031	THERMOSTAT	WESTLAKE HARDWARE INC	7715856	\$26.99
510-4320-44032	UNIT #59 HEX HEAD PLUG	BEARING HEADQUARTERS COMPANY	6027161	\$151.89

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
510-4320-44032	STOCK ITEMS	BEST ONE TIRE OF KANSAS INC	3330009127	\$1,925.00
510-4320-44032	UNIT #94-REPAIR WITH RETREAD	BEST ONE TIRE OF KANSAS INC	3330009129	\$384.44
510-4320-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$113.73
510-4320-44032	UNIT #54 BELT/PULLEY	FOLEY EQUIPMENT COMPANY	PS050072678	\$480.70
510-4320-44032	UNIT #54 ADAPTER/PLATE/BOLT/SEAL O RING/BRACKETS/BOLTS	FOLEY EQUIPMENT COMPANY	PS050072679	\$491.34
510-4320-44032	FLAT REPAIR/UNIT #91	M & M TIRE SERVICE	161625	\$51.00
510-4320-44032	FLAT REPAIR/UNIT #51	M & M TIRE SERVICE	161735	\$151.00
510-4320-44032	REPAIR HYDRAULIC CYLINDERS/UNIT #91	MYRIAD MACHINE CO	88597	\$1,150.52
510-4320-44032	V-BELT/UNIT #54	NAPA OF LIBERAL	712481	\$51.99
510-4320-44032	REPAIR PARTS/UNIT #59	TRUCK CENTER COMPANIES	XA102052052:01	\$1,722.86
510-4320-44032	OIL SEAL/UNIT #59	TRUCK CENTER COMPANIES	XA102052317:01	\$77.76
510-4320-44032	PUSH BUTTON SHIFT SELECTOR/UNIT #54	TRUCK CENTER COMPANIES	XA102052381:01	\$1,553.02
510-4320-44032	BRAKE SLACK ADJUSTER/UNIT #59	TRUCK CENTER COMPANIES	XA102052455:01	\$174.38
510-4320-44032	DEF HEAD UNIT/UNIT #62	WESTMAN EQUIPMENT, LLC	9899	\$1,253.00
510-4320-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$124.53
510-4320-46010	PLANNERS/COPY PAPER	SOUTHERN OFFICE SUPPLY INC	329449	\$80.98
510-4320-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$198.86
510-4320-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$117.49
510-4320-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$397.56
510-4320-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$14.40
510-4320-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$4,070.00)
510-4320-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,631.59
510-4320-48090	ALUMINUM FLOOR PLATE	NEW IRON & METAL OF LIBERAL INC	10326	\$282.70

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 4320 :				\$8,537.73
Department: 4330 - FLEET MAINTENANCE				
100-4330-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$17.91
100-4330-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$264.26
100-4330-46089	STOCK ROOM SUPPLIES	BUMPER TO BUMPER AUTO PARTS LIB	520783	\$31.36
100-4330-46089	STOCK ROOM SUPPLIES	BUMPER TO BUMPER AUTO PARTS LIB	520826	\$5.76
100-4330-46089	STOCK ROOM SUPPLIES	BUMPER TO BUMPER AUTO PARTS LIB	520833	\$45.08
100-4330-46090	HAND CLEANER FOR FLEET	BEARING HEADQUARTERS COMPANY	6027167	\$37.88
Subtotal for Department 4330 :				\$402.25
Department: 4340 - ENGINEERING				
100-4340-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$14.40
Subtotal for Department 4340 :				\$14.40
Department: 4350 - SEWER ADMINISTRATIVE				
520-4350-44030	WATER SOFTENER/SPRAY PAINT	WESTLAKE HARDWARE INC	7715706	\$141.86
520-4350-44031	QUARTERLY PEST CONTROL	GENERAL PEST CONTROL	578738	\$53.95
520-4350-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$52.26
520-4350-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$258.06
520-4350-44043	NOVEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328385	\$105.85
520-4350-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$284.57
520-4350-45060	CLEANING TABS	WALMART COMMUNITY BRC	DECEMBER 2024	\$22.22
520-4350-46010	COFFEE	PRAIRIE FIRE COFFEE	1616785	\$69.90
520-4350-46016	ANALYTICAL CHARGES	PACE ANALYTICAL SERVICES INC	2460216766	\$490.70
520-4350-46016	ANALYTICAL CHARGES	PACE ANALYTICAL SERVICES INC	2460217320	\$384.50

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City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
520-4350-46016	ANALYTICAL CHARGES	PACE ANALYTICAL SERVICES INC	2460217995	\$384.50
520-4350-46016	ANALYTICAL CHARGES	PACE ANALYTICAL SERVICES INC	2460218192	\$384.50
520-4350-46016	ANALYTICAL CHARGES	PACE ANALYTICAL SERVICES INC	2460218200	\$384.50
520-4350-46016	(5) 5 GALLON WATER	SCHEOPNER'S WATER CONDITIONING LLC	128841	\$35.00
520-4350-46016	LAB SUPPLIES	USA BLUEBOOK	INV00554973	\$76.20
520-4350-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$2,951.86
520-4350-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$8.20
520-4350-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$57.60
520-4350-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$920.00)
520-4350-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,173.86
Subtotal for Department 4350 :				\$6,400.09

Department: 4351 - SEWER LINE CLEANING

520-4351-44030	COOLANT	FOLEY EQUIPMENT COMPANY	PS050072245	\$35.08
520-4351-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$69.54
520-4351-44032	WIPER BLADES/UNIT #19	NAPA OF LIBERAL	711319	\$49.98
520-4351-44032	GAUGE/UNIT #189	RED EQUIPMENT LLC	P01465	\$44.42
520-4351-44032	PRESSURE GAUGE/UNIT #96	SOUTHWEST ENERGY PRODUCTS	327995	\$94.20
520-4351-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
520-4351-45060	LAUNDRY SOAP/CLEANER	WALMART COMMUNITY BRC	DECEMBER 2024	\$46.01
520-4351-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$540.82
520-4351-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$830.81
Subtotal for Department 4351 :				\$1,752.37

Department: 4352 - SEWER PLANT OPERATION

520-4352-44030	BOLTS FOR LIFERING BRACKETS	FASTENAL COMPANY	KSLIB107250	\$27.94
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City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
520-4352-44030	BACKING PAD/GRINDING DISCS/BATTERY/CUT-OFF TOOL	MEAD LUMBER DO IT CENTER	11464175	\$354.60
520-4352-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$106.52
520-4352-44032	HITCH FRONT TOW	LIBERAL KENWORTH	03P195827	\$433.32
520-4352-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$169.92
520-4352-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$62.15
520-4352-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$9,441.09
520-4352-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,929.49

Subtotal for Department 4352 : \$12,525.03

Department: 4370 - STREET LIGHTING

100-4370-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$25,347.52
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Subtotal for Department 4370 : \$25,347.52

Department: 4500 - RECREATION ADMINISTRATION

100-4500-44030	SERVICE CHARGE	NAPA OF LIBERAL	SVC 123124	\$0.51
100-4500-44031	MENS BATHROOM TO BE JETTED	HECO HEATING AND COOLING	6521	\$950.00
100-4500-44031	ANNUAL MONITORING SERVICE	JOHNSON CONTROLS	24464030	\$600.00
100-4500-44031	LIGHTING PANEL	MEAD LUMBER DO IT CENTER	11518062	\$86.35
100-4500-44031	BI-MONTHLY PEST CONTROL	RINE EXTERMINATING INC	63865	\$250.00
100-4500-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$205.96
100-4500-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$83.02
100-4500-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$19.14
100-4500-45080	SUPPLIES/SOUTHWEST REC CHRISTMAS	WALMART COMMUNITY BRC	DECEMBER 2024	\$291.30
100-4500-45080	SUPPLIES/SOUTHWEST REC CHRISTMAS	WALMART COMMUNITY BRC	DECEMBER 2024	\$131.24
100-4500-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$57.40
100-4500-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$64.03

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4500-46011	TRASH BAGS/CARPET REFRESHER	SERVICE JANITORIAL SUPPLY INC	333091	\$103.30
100-4500-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$425.88
100-4500-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$3,237.70
100-4500-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$158.40
Subtotal for Department 4500 :				\$6,664.23

Department: 4520 - RECREATION

100-4520-45211	BALL REPLACEMENTS	MASTER PITCHING MACHINE	141545	\$999.00
100-4520-45229	COMBO CAROUSEL FEEDER	JUGS SPORTS INC	996945	\$810.55
100-4520-46212	CONCESSIONS/REC CENTER	WALMART COMMUNITY BRC	DECEMBER 2024	\$393.11
100-4520-46212	CONCESSIONS/REC CENTER	WALMART COMMUNITY BRC	DECEMBER 2024	\$164.18
100-4520-46219	T-SHIRTS	BLUE CHIP ATHLETIC	203055	\$569.52
100-4520-46219	YOUTH BASKETBALL SHIRTS	BLUE CHIP ATHLETIC	203349.2	\$2,154.45
100-4520-46219	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
100-4520-46238	CONCESSIONS/TOURNAMENT	WALMART COMMUNITY BRC	DECEMBER 2024	\$71.76
100-4520-46239	ONLINE SCHEDULING/BASKETBALL/FOOTBALL/VOLLEY BALL	QUICKSCORES LLC	242611	\$559.00
100-4520-46239	OFFICIALS REIMBURSEMENTS	SPORTS TOURNAMENT PETTY CASH	01/01/25	\$3,160.00
100-4520-46242	SUPPLIES/KIDS DAY OFF	WALMART COMMUNITY BRC	DECEMBER 2024	\$233.33
100-4520-46242	SUPPLIES/CHRISTMAS BLAST/WINTER BREAK CAMP	WALMART COMMUNITY BRC	DECEMBER 2024	\$412.53
100-4520-46243	MENS INDOOR SOCCER	HASTY AWARDS	12240303	\$575.78
100-4520-46255	NUTCRACKER SHIRTS	MAIN REVELATION, LLC	532	\$924.00
Subtotal for Department 4520 :				\$11,068.72

Department: 4550 - GOLF COURSE

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Ledger	Description	Vendor Name	Invoice	Amount
100-4550-42501	BALLS	CALLAWAY GOLF	939165746	\$510.36
100-4550-42501	PUTTERS	CALLAWAY GOLF	939184456	\$343.21
100-4550-42501	PUTTER	CALLAWAY GOLF	939190781	\$229.54
100-4550-42502	CONCESSIONS/PRO-SHOP	WILLOW TREE GOLF PETTY CASH	W-1456490	\$82.05
100-4550-42503	PRE SOLD SHAFT	CALLAWAY GOLF	939297839	\$87.56
100-4550-44024	CHAIN SAW CHAINS	WESTLAKE HARDWARE INC	7715893	\$83.98
100-4550-44024	TRASH CANS	WESTLAKE HARDWARE INC	7715938	\$53.98
100-4550-44030	FLAT REPAIR	M & M TIRE SERVICE	161643	\$26.00
100-4550-44030	FUEL FILTER/V-BELT	NAPA OF LIBERAL	712136	\$45.95
100-4550-44030	TRANSMISSION FLUID	NAPA OF LIBERAL	712501	\$21.98
100-4550-44031	CUSTOM CABINETS	ROBERT LANNING	001892	\$5,000.00
100-4550-44031	SPRAY PAINT/CUT-OFF WHEEL	WESTLAKE HARDWARE INC	7715608	\$74.49
100-4550-44031	KEY/PADLOCK	WESTLAKE HARDWARE INC	7715615	\$22.98
100-4550-44031	CLAMPS/RAKES	WESTLAKE HARDWARE INC	7715698	\$87.69
100-4550-44031	FITTINGS	WESTLAKE HARDWARE INC	7715851	\$41.94
100-4550-44031	N95 MASK/INSULATION/BARRIER FOAM	WESTLAKE HARDWARE INC	7715857	\$64.96
100-4550-44031	BULBS/BATTERIES	WESTLAKE HARDWARE INC	7715893	\$91.97
100-4550-44031	SANDING DISCS	WESTLAKE HARDWARE INC	7715973	\$10.99
100-4550-44031	VALVE BALL GAS LEVER/FITTINGS	WESTLAKE HARDWARE INC	7715981	\$23.97
100-4550-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$243.13
100-4550-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$395.49
100-4550-46026	MOTOR OIL	WALMART COMMUNITY BRC	DECEMBER 2024	\$139.85
100-4550-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$28.80
100-4550-46032	CREDIT/RADIOS	PROFESSIONAL TURF PRODUCTS LP	1650244-00	(\$630.00)

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4550-46032	SPRINKLER HEADS/SPRINKLER DRIVES/ROTORS	PROFESSIONAL TURF PRODUCTS LP	1657309-00	\$1,951.87

Subtotal for Department 4550 : \$9,032.74

Department: 4560 - PARKS

100-4560-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
100-4560-46010	CALENDARS	WALMART COMMUNITY BRC	DECEMBER 2024	\$32.40
100-4560-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$57.60
100-4560-48090	ID TAGS	WESTLAKE HARDWARE INC	7715672	\$8.99

Subtotal for Department 4560 : \$140.50

Department: 4570 - PARKS

100-4570-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,113.86
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Subtotal for Department 4570 : \$1,113.86

Department: 4580 - ARKALON RECREATIONAL AREA

100-4580-44031	HEATER	WESTLAKE HARDWARE INC	7715697	\$199.99
100-4580-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$6.00
100-4580-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
100-4580-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,281.31
100-4580-48090	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$14.40

Subtotal for Department 4580 : \$1,543.21

Department: 4611 - DEPOT BUILDING FACILITY

100-4611-44031	DEPOT BUILDING PARTS FOR MAINT	HAVOC SUPPLY	11692	\$319.50
100-4611-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$397.48
100-4611-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$275.95

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 4611 :				\$992.93
Department: 4612 - GRIER HOUSE				
100-4612-44031	BULBS	WESTLAKE HARDWARE INC	7715713	\$29.99
100-4612-44031	KEYLESS LAMPHOLDER/FITTING	WESTLAKE HARDWARE INC	7715738	\$16.58
100-4612-44031	BULBS	WESTLAKE HARDWARE INC	7715740	\$29.99
100-4612-44031	FITTINGS	WESTLAKE HARDWARE INC	7715747	\$15.37
100-4612-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$2,513.48
100-4612-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,001.87
Subtotal for Department 4612 :				\$3,607.28
Department: 4920 - CEMETERY				
100-4920-44024	PAINT PRIMER/CLAMP	WESTLAKE HARDWARE INC	7715765	\$49.99
100-4920-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$6.00
100-4920-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.76
100-4920-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$271.60
100-4920-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$56.06
100-4920-48090	RANDAL POND DEED	PETTY CASH	6503	\$38.00
100-4920-48090	CEMETERY DEED	PETTY CASH	6504	\$21.00
100-4920-48090	TISSUE PAPER	WESTLAKE HARDWARE INC	7715574	\$12.99
Subtotal for Department 4920 :				\$497.40
Department: 4930 - UTILITY BILLING				
100-4930-46010	POCKET FILE FOLDERS	SOUTHERN OFFICE SUPPLY INC	329096	\$25.90
100-4930-46013	CYCLE 1 DECEMBER BILLS	UTILITY PETTY CASH FUND	CV 91203	\$3,076.23
100-4930-46013	CYCLE 2 DECEMBER BILLS	UTILITY PETTY CASH FUND	CV 91204	\$2,866.17

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
100-4930-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$57.60

Subtotal for Department 4930 : \$6,025.90

Department: 4940 - WATER UTILITY ADMIN

530-4940-44030	COTTON WIPER	FASTENAL COMPANY	KSLIB107366	\$36.29
530-4940-44030	REIMBURSEMENT/TORQUE WRENCH & PIN ASSORTMENT	ROSALES, JOSE	CV 92261	\$29.78
530-4940-44030	BLINDS	WALMART COMMUNITY BRC	DECEMBER 2024	\$178.94
530-4940-44031	TERMITE INSPECTION - 3 MONTHS	LIBERAL PEST CONTROL LLC	1870	\$300.00
530-4940-44031	ELECTRICAL SUPPLIES	STANION WHOLESALE ELECTRIC CO	5844329-00	\$442.79
530-4940-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$6.00
530-4940-44032	IMP DRILLS CMB KIT	FASTENAL COMPANY	KSLIB107292	\$159.99
530-4940-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$146.69
530-4940-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328810	\$40.00
530-4940-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$1,816.77
530-4940-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$382.33
530-4940-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$158.40

Subtotal for Department 4940 : \$3,697.98

Department: 4941 - WATER UTILITY

530-4941-44026	WELL #17 PYROIL STARTING FLUID	AUTO ZONE COMMERCIAL PROGRAM	01640465352	\$7.19
530-4941-44026	HYRAULIC OIL WELLS STATION #1	BEARING HEADQUARTERS COMPANY	6028011	\$137.83
530-4941-44026	HYRAULIC OIL WELLS #28	BEARING HEADQUARTERS COMPANY	6028011	\$137.82
530-4941-44026	HYRAULIC OIL WELLS #16	BEARING HEADQUARTERS COMPANY	6028011	\$137.82
530-4941-44026	WELL 29 MAINT PARTS	HAVOC SUPPLY	11615	\$106.48
530-4941-44026	SEALANT/ACRYLIC SHEETS	WESTLAKE HARDWARE INC	7715873	\$55.96

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Ledger	Description	Vendor Name	Invoice	Amount
530-4941-44030	BATTERIES FOR SUPPLY IMPACT	FASTENAL COMPANY	KSLIB107304	\$478.40
530-4941-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$97.98
530-4941-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$201.55
530-4941-46013	WATER SAMPLES	UNITED PARCEL SERVICE	000066E179524	\$259.26
530-4941-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$769.17
530-4941-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$800.29
530-4941-46022	ELECTRIC BILLING WELL #61	CMS ELECTRIC COOP INC	12786/JAN 2025	\$755.82
530-4941-46022	ELECTRIC BILLING WELL #62	CMS ELECTRIC COOP INC	12786/JAN 2025	\$1,018.00
530-4941-46022	ELECTRIC BILLING WELL #63	CMS ELECTRIC COOP INC	12786/JAN 2025	\$1,101.90
530-4941-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$34,334.19
530-4941-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$2,259.00
Subtotal for Department 4941 :				\$42,658.66

Department: 4942 - WATER DISTRIBUTION

530-4942-44030	SEAL FOR 3" HYDR PUMP	BEARING HEADQUARTERS COMPANY	6029611	\$4.78
530-4942-44030	COTTON WIPER	FASTENAL COMPANY	KSLIB107404	\$36.29
530-4942-44030	BATTERY	NAPA OF LIBERAL	712162	\$82.16
530-4942-44030	CREDIT/CORE DEPOSIT	NAPA OF LIBERAL	712163	(\$1.27)
530-4942-44030	HOSE	VERMEER GREAT PLAINS	P36829	\$301.20
530-4942-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$3,271.70
530-4942-44032	BATTERIES/GRINDERS/UNITS #32 & #248	WESTLAKE HARDWARE INC	7715721	\$129.00
530-4942-44032	BATTERY/DRILL BITS/UNIT #32 & #248	WESTLAKE HARDWARE INC	7715728	\$102.96
530-4942-44036	PARTS FOR NEW PROJECT	CORE & MAIN LP	W143331	\$507.24
530-4942-44036	GALV CORR PIPE	CORE & MAIN LP	W158719	\$353.13
530-4942-44036	BRASS NO LEAD COUPLINGS	CORE & MAIN LP	W183052	\$336.55

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
530-4942-44036	SEWER LINE MAINT PARTS	HAVOC SUPPLY	11441	\$92.45
530-4942-44036	UTILITY CUT REPAIR AT 3RD ALLEY	LIBERAL REDI-MIX, LLC	1626	\$1,264.25
530-4942-44036	TUBING	MUNICIPAL SUPPLY INC	0929888-IN	\$350.00
530-4942-44036	VINYL TUBE/CAPS	WESTLAKE HARDWARE INC	7714366	\$16.93
530-4942-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$265.90
530-4942-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$279.27
530-4942-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$132.43
530-4942-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$9,031.69

Subtotal for Department 4942 : \$16,556.66

Department: 4950 - AIRPORT UTILITY

501-4950-44030	AIR FILTER	KEATING TRACTOR & EQUIPMENT INC	372690	\$66.92
501-4950-44031	THERMOSTAT	MEAD LUMBER DO IT CENTER	11550264	\$25.91
501-4950-44031	ELECTRICAL SUPPLIES	STANION WHOLESALE ELECTRIC CO	5839841-00	\$89.78
501-4950-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$99.40
501-4950-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$86.52
501-4950-45060	DECEMBER MATS/SHOP TOWELS	UNIFIRST CORPORATION	DECEMBER 2024	\$68.04
501-4950-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$40.51
501-4950-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$47.42
501-4950-46011	TISSUE PAPER/PAPER TOWELS	SERVICE JANITORIAL SUPPLY INC	333227	\$200.55
501-4950-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$852.34
501-4950-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$2,000.76
501-4950-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$86.40
501-4950-46090	SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$73.48
501-4950-46090	DRILL POWERED PUMP/TOOLBOX	WESTLAKE HARDWARE INC	7715614	\$34.98

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
501-4950-46090	WIRE HOOKS/BULBS/BATTERIES	WESTLAKE HARDWARE INC	7715915	\$34.75
501-4950-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$3,570.00)
501-4950-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$1,661.62
Subtotal for Department 4950 :				\$1,899.38

Department: 4953 - AIR MUSEUM

504-4953-44030	SAW/BLADE/SAND TUBES	WESTLAKE HARDWARE INC	7715725	\$292.74
504-4953-44035	SEALANT/INSECT GLUEBOARDS	WESTLAKE HARDWARE INC	7715590	\$42.65
504-4953-44035	SAND	WESTLAKE HARDWARE INC	7715591	\$59.90
504-4953-44035	EXCHANGE SAND	WESTLAKE HARDWARE INC	7715592	\$10.00
504-4953-44035	SAND TUBE	WESTLAKE HARDWARE INC	7715606	\$69.90
504-4953-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$162.12
504-4953-46010	SHEET PROTECTORS	SOUTHERN OFFICE SUPPLY INC	329013	\$33.98
504-4953-46010	OFFICE SUPPLIES	WALMART COMMUNITY BRC	DECEMBER 2024	\$115.31
504-4953-46010	GATORADE	WALMART COMMUNITY BRC	DECEMBER 2024	\$23.64
504-4953-46010	CREDIT/RETURN ADAPTER	WALMART COMMUNITY BRC	DECEMBER 2024	(\$52.29)
504-4953-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$16.64
504-4953-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$984.81
504-4953-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$100.80
504-4953-48084	FITTINGS	WESTLAKE HARDWARE INC	7715911	\$2.56
Subtotal for Department 4953 :				\$1,862.76

Department: 4956 - AIR MUSEUM/ROBOTICS

209-4956-48090-004	TOOLS/SPEAKERS/ROBOTICS	WALMART COMMUNITY BRC	DECEMBER 2024	\$43.74
Subtotal for Department 4956 :				\$43.74

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4970 - CONVENTION/TOURISM				
206-4970-44043	COPY MACHINE LEASES	SOS LEASING	FEBRUARY 2025	\$248.33
206-4970-44043	DECEMBER COPY CHARGES	SOUTHERN OFFICE SUPPLY INC	328990	\$40.00
206-4970-44047	BILLBOARD RENT-BALKO/GUYMON OK	LINDMARK BILLBOARDS	INV109098	\$350.00
206-4970-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
206-4970-45040	MOUNTED POSTER	SOUTHERN OFFICE SUPPLY INC	328473	\$35.00
206-4970-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$95.99
206-4970-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$149.85
206-4970-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$57.60
206-4970-46273	INDISPENSABLE KITCHEN SPATULA	4IMPRINT INC	13290188	\$849.00
Subtotal for Department 4970 :				\$1,867.28

Department: 5050 - CONSTRUCTION IMPROVEMENTS

301-5050-43013-500	19-405 WWT FORCE MAIN/ POST DESIGN	EARLES ENGINEERING & INSPECTION I INC	17688	\$220.00
301-5050-43013-500	ENGINEERING/SVC/WATINF2	EARLES ENGINEERING & INSPECTION I INC	17692	\$17,264.25
301-5050-43013-700	21-738 REPLAT OF RANDALL ADITON	EARLES ENGINEERING & INSPECTION I INC	17689	\$1,680.00
301-5050-43013-700	ENGINEERING SVC/ORTUNO	EARLES ENGINEERING & INSPECTION I INC	17690	\$18,645.75
301-5050-44050-700	KEEP OUT SIGNS	WESTLAKE HARDWARE INC	7715782	\$14.36
301-5050-44050-700	CONCRETE FOR PICKLEBALL	LIBERAL REDI-MIX, LLC	1655	\$2,543.00
301-5050-44050-700	CONCRETE FOR PICKLEBALL	LIBERAL REDI-MIX, LLC	1662	\$2,344.00
301-5050-44050-700	REBAR	NEW IRON & METAL OF LIBERAL INC	10340	\$20.80
301-5050-44050-700	PVC CEMENT/PRIMER	WESTLAKE HARDWARE INC	7715912	\$36.98
301-5050-44050-700	FITTINGS	WESTLAKE HARDWARE INC	7715913	\$7.57
301-5050-46021-700	GAS BILLING SERVICE	BLACK HILLS CORPORATION	JAN #1 2025.2	\$3,167.62
301-5050-46022-700	ELECTRIC BILLING SERVICE	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025.2	\$16.67

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 5050 :				\$45,961.00
Department: 6010 - GENERAL OPERATIONS				
260-6010-44032	LED MINI LIGHT BAR	AMAZON CAPITAL SERVICES	149Y-R6LY-94WK	\$368.46
260-6010-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$252.80
260-6010-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$71.87
260-6010-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$4,865.00)
Subtotal for Department 6010 :				(\$4,171.87)
Department: 6014 - DRAINAGE IMPROVEMENTS				
260-6014-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$23.79
Subtotal for Department 6014 :				\$23.79
Department: 6017 - RECREATION IMPROVEMENTS				
260-6017-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$875.33
Subtotal for Department 6017 :				\$875.33
Department: 6020 - ECONOMIC DEVELOPMENT				
261-6020-45090	PROFESSIONAL SERVICES	PROFESSIONAL ENGINEERING CONSU ITANT	533813	\$4,293.75
261-6020-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$14.40
261-6020-48991	FAÇADE GRANT-GLOSS NAIL LOUNGE	GLOSS NAIL LOUNGE	12/26/2024	\$3,790.70
Subtotal for Department 6020 :				\$8,098.85
Department: 6021 - PUBLIC TRANSPORTATION				
261-6021-44032	UNIT #215 SERVICE CALL BATTERY CHANGE	CHANCE'S SERVICE CENTER	0062191	\$69.58
261-6021-44032	UNIT #201 HEATING & COOLING SERVICE	CHANCE'S SERVICE CENTER	0062198	\$1,306.87
261-6021-44032	BUS WASHES	HIDDEN DETAILS	001593	\$420.00
261-6021-44032	FLAT REPAIR/UNIT #215	M & M TIRE SERVICE	161816	\$26.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
261-6021-46010	ICE MACHINE	WALMART COMMUNITY BRC	DECEMBER 2024	\$249.00
261-6021-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$43.20
Subtotal for Department 6021 :				\$2,114.65

Department: 6030 - CRIME/DRUG PREVENTION

262-6030-48058	CANDY/CADET PARADE FLOAT	WALMART COMMUNITY BRC	DECEMBER 2024	\$92.96
262-6030-48058	SUPPLIES/CADET GRADUATION	WALMART COMMUNITY BRC	DECEMBER 2024	\$144.72
Subtotal for Department 6030 :				\$237.68

Department: 6040 - HOUSING

263-6040-45030	CELLULAR/TABLET SERVICE	VERIZON WIRELESS	6101751328	\$41.51
263-6040-46010	CHRISTMAS TREE	WALMART COMMUNITY BRC	DECEMBER 2024	\$79.00
263-6040-46028	DASTON CORPORATION-GOOGLE BUSINESS WORKSPACE	DASTON CORPORATION, THE	IN-7114	\$28.80
263-6040-48851	714 S ROOSEVELT AVE-M GUTIERREZ	ARREDONDO ROOFING AND CONSTRU	1229	\$3,000.00
263-6040-48851	804 W 2ND ST-L NUNEZ DE LUJAN	ARREDONDO ROOFING AND CONSTRU	1236	\$3,000.00
263-6040-48851	622 S VIRGINIA AVE-J GRAHAM	HECO HEATING AND COOLING	6536	\$3,000.00
263-6040-48851	2510 ARROWHEAD LANE-J THOMPSON	PROSCAPES LLC	12/19/2024	\$3,000.00
263-6040-48851	1400 JEWELL AVE-R KELLOGG	SOUTHWEST GLASS & DOOR INC	107826	\$3,000.00
263-6040-48851	214 S PERSHING-L SANCHEZ	T & T ELECTRICAL	884	\$2,400.00
Subtotal for Department 6040 :				\$17,549.31

Department: 6050 - BEAUTIFICATION

264-6050-44024	PAINT SUPPLIES	WESTLAKE HARDWARE INC	7715978	\$90.70
264-6050-44030	POLE EXTENSION FOR HEDGE TRIMMER	KEATING TRACTOR & EQUIPMENT INC	372802	\$69.00
264-6050-44030	FLAT REPAIR	M & M TIRE SERVICE	161678	\$26.00
264-6050-44030	TIRE	M & M TIRE SERVICE	161764	\$141.74

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
264-6050-44030	FITTINGS	WESTLAKE HARDWARE INC	7715640	\$32.95
264-6050-44030	FITTINGS/SUPPLY LINE	WESTLAKE HARDWARE INC	7715649	\$38.17
264-6050-44030	AIR REGULATOR/FITTINGS	WESTLAKE HARDWARE INC	7715734	\$89.96
264-6050-44030	PAINT PRIMER/CLAMP	WESTLAKE HARDWARE INC	7715765	\$5.59
264-6050-44030	PAINT THINNER	WESTLAKE HARDWARE INC	7715767	\$19.99
264-6050-44030	PAINT	WESTLAKE HARDWARE INC	7715780	\$12.50
264-6050-44031	QUARTERLY PEST CONTROL	RINE EXTERMINATING INC	95961532	\$250.00
264-6050-44032	LED MINI LIGHT BAR	AMAZON CAPITAL SERVICES	149Y-R6LY-94WK	\$368.46
264-6050-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$50.07
264-6050-44032	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$341.21
264-6050-44032	CABLE & CONNECTIONS FOR TOMMY LIFT TRUCK #74	KEATING TRACTOR & EQUIPMENT INC	372087	\$220.68
264-6050-44032	BATTERY CABLE/STOCK	O'REILLY AUTOMOTIVE STORES INC	1453-396692	\$6.99
264-6050-44032	SEAT COVERS/FLOOR MATS/UNIT #25	WALMART COMMUNITY BRC	DECEMBER 2024	\$64.68
264-6050-44032	CLEANING TOWELS/STOCK	WALMART COMMUNITY BRC	DECEMBER 2024	\$9.98
264-6050-44032	J-BOLT	WESTLAKE HARDWARE INC	7715734	\$23.88
264-6050-46011	CLEANER/GLOVES	SERVICE JANITORIAL SUPPLY INC	333124	\$56.45
264-6050-46011	PAPER TOWELS	WESTLAKE HARDWARE INC	7715969	\$13.99
264-6050-46021	NATURAL GAS SERVICE	BLACK HILLS CORPORATION	JAN #1 2025	\$515.23
264-6050-46021	GAS SERVICE BILLING	CONSTELLATION NEWENERGY	4210402	\$15.88
264-6050-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$217.19
264-6050-46022	ELECTRIC SERVICE BILLING	SOUTHERN PIONEER ELECTRIC CO	JANUARY 2025	\$1,498.49
264-6050-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$5,068.60
264-6050-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	\$726.87
264-6050-47042	ENTERPRISE MAINTENANCE	ENTERPRISE FLEET MANAGEMENT	DECEMBER 2024	(\$13,840.00)

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
264-6050-48896	TIES/LIGHTS	WESTLAKE HARDWARE INC	7715672	\$149.99
Subtotal for Department 6050 :				(\$3,714.76)

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
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Grand Total : \$420,978.01

Department Totals		
Department	Dept. Description	Department Total
0000	NONDEPARTMENTAL	\$104,478.80
4100	NON DEPARTMENTAL	\$3,560.81
4110	LEGISLATIVE	\$407.05
4120	MUNICIPAL COURT/DIVE	\$8,860.71
4121	MUNICIPAL COURT/DRUG	\$111.38
4130	CITY MANAGER	\$2,339.94
4150	FINANCE DEPARTMENT	\$86.40
4152	PERSONNEL DEPARTMEN	\$638.40
4160	BUILDING MAINTENANCE	(\$1,081.18)
4180	I.T. DEPARTMENT	\$712.80
4190	PLANNING & ZONING	\$270.00
4210	POLICE ADMINISTRATION	\$34,763.14
4211	ANIMAL CONTROL DIVISI	\$5,864.29
4220	FIRE	\$5,640.40
4240	BUILDING INSPECTION SV	\$13,085.51
4250	COMMUNICATIONS	\$2,207.32
4290	TRAFFIC CONTROL MAIN	\$3,552.52
4300	STREET/HIGHWAY	\$4,253.12

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
	4320	REFUSE		\$8,537.73
	4330	FLEET MAINTENANCE		\$402.25
	4340	ENGINEERING		\$14.40
	4350	SEWER ADMINISTRATIVE		\$6,400.09
	4351	SEWER LINE CLEANING		\$1,752.37
	4352	SEWER PLANT OPERATIO		\$12,525.03
	4370	STREET LIGHTING		\$25,347.52
	4500	RECREATION ADMINISTR		\$6,664.23
	4520	RECREATION		\$11,068.72
	4550	GOLF COURSE		\$9,032.74
	4560	PARKS		\$140.50
	4570	PARKS		\$1,113.86
	4580	ARKALON RECREATIONA		\$1,543.21
	4611	DEPOT BUILDING FACILIT		\$992.93
	4612	GRIER HOUSE		\$3,607.28
	4920	CEMETERY		\$497.40
	4930	UTILITY BILLING		\$6,025.90
	4940	WATER UTILITY ADMIN		\$3,697.98
	4941	WATER UTILITY		\$42,658.66
	4942	WATER DISTRIBUTION		\$16,556.66
	4950	AIRPORT UTILITY		\$1,899.38
	4953	AIR MUSEUM		\$1,862.76

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
	4956	AIR MUSEUM/ROBOTICS		\$43.74
	4970	CONVENTION/TOURISM		\$1,867.28
	5050	CONSTRUCTION IMPROV		\$45,961.00
	6010	GENERAL OPERATIONS		(\$4,171.87)
	6014	DRAINAGE IMPROVEMEN		\$23.79
	6017	RECREATION IMPROVEM		\$875.33
	6020	ECONOMIC DEVELOPMEN		\$8,098.85
	6021	PUBLIC TRANSPORTATIO		\$2,114.65
	6030	CRIME/DRUG PREVENTIO		\$237.68
	6040	HOUSING		\$17,549.31
	6050	BEAUTIFICATION		(\$3,714.76)
		Grand Total:		\$420,978.01

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4211 - ANIMAL CONTROL DIVISION				
100-4211-46620	TRANSPORT TO FORT COLLINS 12/21/2024	BISHOP, DALLAS D	91151	\$150.00
Subtotal for Department 4211 :				\$150.00
Department: 4520 - RECREATION				
100-4520-46219	BASKETBALL REF-9 GAMES	ALEXANDER, MCKENNA LYNN	12/16/2024	\$135.00
Subtotal for Department 4520 :				\$135.00
Grand Total :				\$285.00

Department Totals		
Department	Dept. Description	Department Total
4211	ANIMAL CONTROL DIVISI	\$150.00
4520	RECREATION	\$135.00
Grand Total:		\$285.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4100 - NON DEPARTMENTAL				
100-4100-48090	CRIMINAL BACKGROUND CHECK	INFORMATION NETWORK OF KANSAS	4382334	\$829.80
Subtotal for Department 4100 :				\$829.80
Department: 6010 - GENERAL OPERATIONS				
260-6010-47090	LAND PURCHASE-FINAL BILL	AMERICAN TITLE & ABSTRACT SPEC IN	12/30/2024	\$74,483.00
Subtotal for Department 6010 :				\$74,483.00
Grand Total :				\$75,312.80

Department Totals		
Department	Dept. Description	Department Total
4100	NON DEPARTMENTAL	\$829.80
6010	GENERAL OPERATIONS	\$74,483.00
Grand Total:		\$75,312.80

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
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Department: 5050 - CONSTRUCTION IMPROVEMENTS

301-5050-47090-700	SOLAR PROJECT FOURTH PAYMENT/WASTEWATER & REC CENTER	SUNRAY LLC	1005	\$1,108,175.25
Subtotal for Department 5050 :				\$1,108,175.25
Grand Total :				\$1,108,175.25

Department Totals		
Department	Dept. Description	Department Total
5050	CONSTRUCTION IMPROV	\$1,108,175.25
Grand Total:		\$1,108,175.25

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4160 - BUILDING MAINTENANCE				
100-4160-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$483.40
Subtotal for Department 4160 :				\$483.40
Department: 4300 - STREET/HIGHWAY				
100-4300-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$1,155.85
Subtotal for Department 4300 :				\$1,155.85
Department: 4320 - REFUSE				
510-4320-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$817.77
Subtotal for Department 4320 :				\$817.77
Department: 4322 - RECYCLE DIVISION				
510-4322-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$89.40
Subtotal for Department 4322 :				\$89.40
Department: 4352 - SEWER PLANT OPERATION				
520-4352-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$707.70
Subtotal for Department 4352 :				\$707.70
Department: 4560 - PARKS				
100-4560-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$1,039.80
Subtotal for Department 4560 :				\$1,039.80
Department: 4920 - CEMETERY				
100-4920-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$173.30
Subtotal for Department 4920 :				\$173.30
Department: 4940 - WATER UTILITY ADMIN				
530-4940-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$63.90

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 4940 :				\$63.90
Department: 4941 - WATER UTILITY				
530-4941-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$164.80
Subtotal for Department 4941 :				\$164.80
Department: 4942 - WATER DISTRIBUTION				
530-4942-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$908.48
Subtotal for Department 4942 :				\$908.48
Department: 4950 - AIRPORT UTILITY				
501-4950-45060	UNIFORM SHIRTS & HOODIES	BLUE CHIP ATHLETIC	203566.2	\$161.30
Subtotal for Department 4950 :				\$161.30

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
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Grand Total : \$5,765.70

Department Totals		
Department	Dept. Description	Department Total
4160	BUILDING MAINTENANCE	\$483.40
4300	STREET/HIGHWAY	\$1,155.85
4320	REFUSE	\$817.77
4322	RECYCLE DIVISION	\$89.40
4352	SEWER PLANT OPERATIO	\$707.70
4560	PARKS	\$1,039.80
4920	CEMETERY	\$173.30
4940	WATER UTILITY ADMIN	\$63.90
4941	WATER UTILITY	\$164.80
4942	WATER DISTRIBUTION	\$908.48
4950	AIRPORT UTILITY	\$161.30
Grand Total:		\$5,765.70

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4100 - NON DEPARTMENTAL				
100-4100-46028	INTERNET SERVICE	EPIC TOUCH	CITY HALL/JAN 20	\$304.50
Subtotal for Department 4100 :				\$304.50
Department: 4120 - MUNICIPAL COURT/DIVERSION				
100-4120-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$150.00
Subtotal for Department 4120 :				\$150.00
Department: 4211 - ANIMAL CONTROL DIVISION				
100-4211-46028	INTERNET SERVICES	EPIC TOUCH	ANIMAL CONTROL	\$162.75
Subtotal for Department 4211 :				\$162.75
Department: 4220 - FIRE				
100-4220-46028	INTERNET SERVICE	EPIC TOUCH	N FIRE STATION/J	\$162.75
100-4220-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$110.00
100-4220-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
Subtotal for Department 4220 :				\$352.75
Department: 4300 - STREET/HIGHWAY				
100-4300-46028	INTERNET SERVICE	EPIC TOUCH	STREET/JAN 2025	\$162.75
100-4300-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
Subtotal for Department 4300 :				\$242.75
Department: 4320 - REFUSE				
510-4320-46028	INTERNET SERVICE	EPIC TOUCH	SANITATION/JAN 2	\$162.75
Subtotal for Department 4320 :				\$162.75
Department: 4350 - SEWER ADMINISTRATIVE				
520-4350-46028	INTERNET SERVICES	EPIC TOUCH	WASTE WATER/JA	\$162.75

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Subtotal for Department 4350 :				\$162.75
Department: 4520 - RECREATION				
100-4520-46219	BASKETBALL REF-7 GAMES	ALEXANDER, MCKENNA LYNN	12/30/2024	\$105.00
Subtotal for Department 4520 :				\$105.00
Department: 4540 - SWIMMING POOL				
100-4540-45030	INTERNET SERVICE	EPIC TOUCH	ADVENTURE BAY/	\$131.25
Subtotal for Department 4540 :				\$131.25
Department: 4550 - GOLF COURSE				
100-4550-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$110.00
Subtotal for Department 4550 :				\$110.00
Department: 4560 - PARKS				
100-4560-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$50.00
100-4560-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
100-4560-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
Subtotal for Department 4560 :				\$210.00
Department: 4570 - PARKS				
100-4570-46028	INTERNET SERVICE	EPIC TOUCH	BB/SB COMPLEX/J	\$162.75
100-4570-46028	INTERNET SERVICES	EPIC TOUCH	MAHURON/ JAN 20	\$162.75
100-4570-46028	INTERNET SERVICE	EPIC TOUCH	SCOUT HUT/JAN 2	\$130.50
Subtotal for Department 4570 :				\$456.00
Department: 4580 - ARKALON RECREATIONAL AREA				
100-4580-45030	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$150.00
Subtotal for Department 4580 :				\$150.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
Department: 4612 - GRIER HOUSE				
100-4612-45030	INTERNET SERVICE	EPIC TOUCH	GRIER HOUSE/JA	\$162.75
Subtotal for Department 4612 :				\$162.75
Department: 4920 - CEMETERY				
100-4920-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$110.00
Subtotal for Department 4920 :				\$110.00
Department: 4941 - WATER UTILITY				
530-4941-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$50.00
Subtotal for Department 4941 :				\$50.00
Department: 4942 - WATER DISTRIBUTION				
530-4942-46028	INTERNET SERVICE	EPIC TOUCH	WATER TOWERS/	\$63.00
530-4942-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$50.00
Subtotal for Department 4942 :				\$113.00
Department: 4950 - AIRPORT UTILITY				
501-4950-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
501-4950-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
Subtotal for Department 4950 :				\$160.00
Department: 4953 - AIR MUSEUM				
504-4953-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$80.00
Subtotal for Department 4953 :				\$80.00
Department: 4970 - CONVENTION/TOURISM				
206-4970-46028	INTERNET MONTHLY SERVICE	IDEATEK TELCOM	10003342066	\$83.00
Subtotal for Department 4970 :				\$83.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
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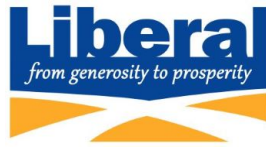
Grand Total : \$3,459.25

Department Totals		
Department	Dept. Description	Department Total
4100	NON DEPARTMENTAL	\$304.50
4120	MUNICIPAL COURT/DIVE	\$150.00
4211	ANIMAL CONTROL DIVISI	\$162.75
4220	FIRE	\$352.75
4300	STREET/HIGHWAY	\$242.75
4320	REFUSE	\$162.75
4350	SEWER ADMINISTRATIVE	\$162.75
4520	RECREATION	\$105.00
4540	SWIMMING POOL	\$131.25
4550	GOLF COURSE	\$110.00
4560	PARKS	\$210.00
4570	PARKS	\$456.00
4580	ARKALON RECREATIONA	\$150.00
4612	GRIER HOUSE	\$162.75
4920	CEMETERY	\$110.00
4941	WATER UTILITY	\$50.00
4942	WATER DISTRIBUTION	\$113.00
4950	AIRPORT UTILITY	\$160.00

Invoices Selected for Payment - By Department

City of Liberal, KS

Ledger	Description	Vendor Name	Invoice	Amount
	4953	AIR MUSEUM		\$80.00
	4970	CONVENTION/TOURISM		\$83.00
		Grand Total:		\$3,459.25



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 19.**

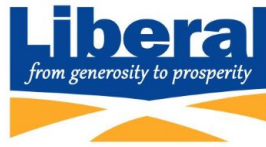
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: EXECUTIVE SESSION- A ten (10) minute Executive Session per K.S.A 75-4319 (b)(1) –
Personnel matters of nonelected personnel.

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM # 20.**

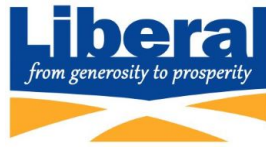
To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: EXECUTIVE SESSION- A fifteen (15) minute Executive Session per K.S.A 75-4319 (b)(1) –
Personnel matters of nonelected personnel.

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
January 14, 2025
AGENDA ITEM #**

To: Mayor Jose Lara
Vice Mayor Jeff Parsons
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Matt Landry

Date: January 14, 2025

From:

RE: ADJOURNMENT

Recommendation: