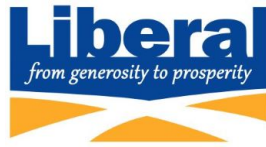




City Commission Special Meeting Agenda
Thursday, February 6, 2025, 4:00 PM
City Commission Chambers, 950 S. Grant Ave.

- Call to Order
- 1. Wastewater Treatment Plant - Information and Financial Plan
- 2. 7-Year Capital Improvement Plan
- 3. City Boards
- ADJOURNMENT



**CITY OF LIBERAL
CITY COMMISSION MEETING
February 6, 2025
AGENDA ITEM # 1.**

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

Date: February 6, 2025

From: Scarlette Diseker, Interim City Manager

RE: Wastewater Treatment Plant - Information and Financial Plan

At the beginning of 2024, the Finance Department completed a full reconciliation of Fund 301 "Construction in Progress." At that time, it became apparent that the expenses for the Wastewater Plant had exceeded the revenues (loan advances). We began to work with KDHE to piece together historical information on the financial planning of this project. Through several conversations, it was determined that a loan amendment of \$1.5MM-\$2MM would need to be considered in order to correct the negative cash balance in 2025. If there is not the option of a loan advance or a solid cash transfer into Fund 301 for the Wastewater Plant, we would be in violation of Cash Basis Law. We have attached an outline of the project and other supporting documents to aid in making a decision this year and setting us on a better path for future sewer improvements.

Recommendation:

City Staff recommends the review of the attached Wastewater Plant documents with discussion to follow and a vote for an updated financial plan at some point in FY 2025.



Special Meeting
Wastewater Plant Information & Financial Plan
2/6/25

- 1) Historical Information
 - a. Initial Planning – Began in 2005
 - b. National Beef Funding – Went back & forth for 10-12 years
 - i. End result was not a shared plant
 - c. Date of Financial Documents
 - i. Engineering – 2017
 - ii. Construction - 2018
 - d. Terms of Financial Documents
 - i. Engineering - \$4.2MM
 - ii. Construction - \$39MM (maxed & currently in repayment)
- 2) Wastewater Plant Expenses
 - a. How we use Fund 301 “Construction in Progress”
 - i. Review Spreadsheet
 - ii. LTD Expenses - \$42,512,251.19
 - iii. LTD Revenue (Loan Advances) - \$40,877,516.90
 - iv. Currently \$1,634,734.29 in the negative
 - b. How we got into the current situation
 - c. How we avoid Cash Basis Law violations due to loan advances
 - d. What we are facing after 2025 if loan isn’t amended
- 3) KDHE Loan Forgiveness
 - a. Meeting with KDHE on 1/21/25
 - b. Forgiveness happens at time of loan application
 - c. Forgiveness is approved based on two factors
 - i. Affordability – AKA Population Size vs. Cost
 - ii. Location/Centralization of Plants
 - d. We applied but were denied
- 4) Large Fund 301 Purchases Approved by KDHE & Put on Loan
 - a. Sewer Interceptor for USD 480 – \$3,025,143.19
 - b. Vac Truck - \$445,000.00 (Open to Funding Options)
 - i. WW Equipment Reserve Balance - \$260,993.21
 - ii. Could possibly use a portion of this to transfer

- c. Cann Ditch Clearing & Grading - \$221,646.00 (should have been 1% Sales Tax)
 - d. Permission to transfer from approved funding source to Fund 301
- 5) Project Completion
- a. Force Main – Remaining obligation of \$831,087.09
 - b. Wastewater Plant – Remaining obligation of \$160,025.00
 - c. Added to existing negative total – Remaining amount due of \$2,625,846.38
 - d. Remaining balance if we can subtract Vac Truck & Ditch Cleaning - \$1,959,200.38
- 6) KDHE Loan Amendment
- a. We only have \$158K left in available credit to advance upon
 - b. Potential \$1.5MM-\$2MM amendment request
 - i. Would increase Debt Service by around \$143K annually (including interest)
 - c. We will have to go through an underwriting process again
 - d. Must be able to show ability to repay debt
 - i. Proposal of \$10 monthly fee in addition to percentage increase already approved
 - ii. This will generate over \$800K annually
 - iii. If we do this through term of note, we can pass underwriting & repay without concern
 - iv. It would also set us up for future sewer projects, of which we are currently not prepared to deal with in a catastrophic situation
 - e. Disclose new & current sewer debt
 - f. If the request is over \$1.5MM, the rate can be the existing or current percent, whichever one is higher
 - g. If we stay at \$1.5MM, we can keep the existing rate (2.11%) & cash flow \$500K
 - h. Sewer Rates effective 4/1/24
 - i. \$23.94 for the first 3,000 gallons
 - ii. \$8.46 per 1,000 gallons following
 - i. Sewer Rates effective 4/1/25
 - i. \$29.93 for the first 3,000 gallons
 - ii. \$10.58 per 1,000 gallons following
 - j. Sewer Rates effective 4/1/26 & each April thereafter
 - i. Increased by 3%
 - k. Recommendation will be to add the \$10 monthly fee & generate over \$800K annually through the loan term (2037). This can be discontinued at any time by the Commission, depending on where we are financially.
- 7) Warranty
- a. The warranty began when the plant was put into service
 - b. This means the warranty is expired even though the plant isn't totally finished
 - c. This is also why the flood damage from 2023 wasn't covered
 - i. KDHE would not have covered flood through loan either
- 8) Questions?

Fund 301 Project Code Summary
December 31, 2024

OLD PROJECT CODE	NEW PROJECT CODE	PROJECT DESCRIPTION	TOTAL REVENUE TO DATE	TOTAL EXPENSES TO DATE	CASH BALANCE	TOTAL EXPECTED COST OF PROJECT	APPROX. CITY SHARE	SOURCE OF FUNDING
AIRMUS	200000	AIR MUSEUM REBRAND	\$ 75,000.00	\$ 38,241.69	\$ 36,758.31	\$ 75,000.00	\$ 75,000.00	Convention and Visitor's Bureau (Fund 206)
ANIMAL	300000	ANIMAL SHELTER EXPANSION	\$ 517,001.69	\$ 517,001.69	\$ -	\$ 452,000.00	\$ 452,000.00	City 1% Sales Tax (Fund 260), DN4211, RS4210
APINPK	100005	AIRPORT INDUSTRIAL PARK	\$ 163,136.26	\$ 163,136.26	\$ -	\$ 653,885.00	\$ 653,885.00	City 1% Sales Tax (Fund 261) Eco Development
ARKHST	700010	ARKALON HOST CABIN	\$ 30,000.00	\$ 29,662.22	\$ 337.78	\$ 60,000.00	\$ -	Cooper Clark Grant & Donations
BALLCX	700001	NEW BALL FIELDS PROJECT	\$ 3,952,212.57	\$ 3,952,212.57	\$ -	\$ 850,000.00	\$ 850,000.00	City 1% Sales Tax/Street (Fund 260)
BRINE	110001	CLOSURE OF SMALL BRINE POND	\$ 217,420.39	\$ 217,420.39	\$ -	\$ 218,000.00	\$ 218,000.00	City (Fund 524) NBP
BSBALL	700006	BASEBALL FIELDS PROJECT	\$ 201,248.97	\$ 201,248.97	\$ -	\$ 150,000.00	\$ 150,000.00	City 1% Sales Tax (Fund 261) Eco Development
CALV83	400010	CALVERT & HWY 83 ST IMPROVEMENT	\$ 1,548.00	\$ 1,548.00	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	Federal Funding 900,000
CANCRK	110002	EXTENSION/CAN CREEK RCB	\$ 23,773.90	\$ 23,773.90	\$ -	\$ 415,000.00	\$ 415,000.00	City 1% Sales Tax (Fund 260) Street
CCPARK	700012	COUNTRY CLUB PARK IMPROVEMENTS	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 10,000.00	Sales Tax 260/Baughman
CENTEN	400011	CENTENNIAL & KANSAS INTERSECTION	\$ 1,053,497.65	\$ 1,053,497.65	\$ -	\$ 60,000.00	\$ 60,000.00	Sales Tax Fund 251
CENTER	700013	LIBERAL COMMUNITY CENTER	\$ 2,012,433.00	\$ 1,921,810.89	\$ 90,622.11	\$ 1,000,000.00	\$ 1,000,000.00	City 1% Sales Tax (Fund 260) and Other
CLAY54	400012	CLAY & HWY 54 STREET/TRAFFIC LIGHTS	\$ 1,652,281.20	\$ 1,652,281.20	\$ -	\$ 1,200,000.00	\$ 1,200,000.00	Federal Funding 600,000/Fund 260
CTYBUS	800000	KDOT 80% CITY 20% SPLIT	\$ -	\$ 29,215.85	\$ (29,215.85)	\$ 819,000.00	\$ -	KDOT 80% & CITY 20%
DEPOPK	900000	DOWNTOWN CONNECTIVITY/DEPO PARKING LOT	\$ 208,000.00	\$ 208,000.00	\$ -	\$ 100,000.00	\$ -	Fund 261 & Fund 264/Fund 251 & Fund 254
DEPOT4	900001	GRIER HOUSE IMPROVEMENT	\$ 460,479.00	\$ 460,479.00	\$ -	\$ -	\$ -	City 1% Sales Tax (Fund 263)
KCPARK	700000	KC PARK PROJECT	\$ 549,042.42	\$ 549,042.42	\$ -	\$ 574,758.00	\$ 234,679.00	City 1% Sales Tax Fund 263, Grants
MCCRAY	700002	MCCRAY PARK IMPROVEMENTS	\$ 27,234.73	\$ 27,234.73	\$ -	\$ 25,000.00	\$ 10,000.00	Sales Tax 260/Baughman
MFPARK	700003	MARY FRAME PARK RENOVATION	\$ 156,300.00	\$ 156,300.00	\$ -	\$ 156,300.00	\$ 156,300.00	City 1% Sales Tax (Fund 262) Crime Prevention
MHRNPK	700004	MAHURON PARK IMPROVEMENTS	\$ 239,918.37	\$ 239,918.37	\$ -	\$ 305,100.00	\$ 305,100.00	City 1% Sales Tax (Fund 250)
MHRNP2	700005	MAHURON PARK PHASE 2	\$ 61,265.32	\$ 61,265.32	\$ -	\$ 45,000.00	\$ 45,000.00	City 1% Sales Tax (Fund 260) Street
NEINPK	110003	NORTHEAST INDUSTRIAL PARK	\$ 336,675.94	\$ 336,675.94	\$ -	\$ 671,930.00	\$ 671,930.00	City 1% Sales Tax (Fund 261) Eco Development
NSEWER	500005	NORTH SEWER PROJECT	\$ 3,242,234.24	\$ 3,242,234.24	\$ -	\$ -	\$ -	KDHE Revolving Loan
OLDCTY	600000	RECONSTRUCT OLD CITY HALL	\$ 367,546.36	\$ 367,546.36	\$ -	\$ -	\$ -	City 1% Sales Tax (Fund 262) Crime Prevention
PINEST	400007	PINE STREET PROJECT	\$ 592,110.72	\$ 592,110.72	\$ -	\$ -	\$ -	City 1% Sales Tax (Fund 260) Street
POOL	700015	NEW CITY POOL/LIGHT PARK	\$ 4,335,905.19	\$ 4,335,905.19	\$ -	\$ 3,981,000.00	\$ 3,981,000.00	City Sales Tax Funds (Fund 260-264)
RASHPD	110004	RASH POND	\$ 90,612.45	\$ 90,612.45	\$ -	\$ -	\$ -	City Sales Tax Fund (Fund 260) Street
SLFHL5	600001	523 TECHNICAL ASSIST GRANT	\$ 227,670.28	\$ 227,670.28	\$ -	\$ 317,000.00	\$ -	USDA Mutual Self-Help Housing Grant - 100%
SOCCER	700008	SOCCER COMPLEX PROJECT	\$ 947,150.00	\$ 947,150.00	\$ -	\$ 635,550.00	\$ 635,550.00	City 1% Sales Tax (Fund 260) Street
SOUTKS	400006	SOUTH KANSAS AVENUE	\$ 5,811,970.00	\$ 5,811,970.00	\$ -	\$ 125,000.00	\$ 937,970.00	City 1% Sales Tax Funds 260 & 264
SOUTPK	700007	SOUTH PARK/PINE STREET/LEETE PARK	\$ 300,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 300,000.00	City 1% Sales Tax (Fund 262) Crime Prevention
STREET	412345	STREET DEPT BLDG PURCH	\$ 703,951.44	\$ 703,951.44	\$ -	\$ 650,000.00	\$ 650,000.00	Series 2020 C & D/1% Sales Tax (Fund 260) Street
WATINF	500000	WATER INFRASTRUCTURE PROJECT	\$ 3,915,189.62	\$ 3,915,189.62	\$ -	\$ 2,678,813.53	\$ -	KDHE Revolving Loan
WATLN2	500001	WATER LINE/2ND STREET	\$ 962,671.81	\$ 960,092.30	\$ 2,579.51	\$ 300,481.00	\$ 300,481.00	City Water Utility Reserve Fund
WILLOW	500003	WILLOW TREE IRRIGATION	\$ 1,219,887.00	\$ 1,219,887.00	\$ -	\$ 1,216,592.00	\$ 1,170,342.00	City 1% Sales Tax Fund 260
WWTPUP	500004	WASTE WATER PLANT UPGRADE	\$ 40,877,516.90	\$ 42,512,251.19	\$ (1,634,734.29)	\$ 5,455,258.00	\$ -	Fund 520/National Beef
2NDSTW	400000	RECONSTRUCT WEST 2ND ST	\$ 6,140,002.12	\$ 6,140,002.12	\$ -	\$ 4,071,000.00	\$ 4,071,000.00	City 1% Sales Tax (Fund 260) Street
480MAC	400001	USD480 MACARTHUR SITE	\$ 257,181.16	\$ 257,181.16	\$ -	\$ 53,222.00	\$ 53,222.00	Educational Sales Tax
480PIN	400002	USD480 PINE SITE	\$ 4,845,980.93	\$ 4,845,980.93	\$ -	\$ 1,289,640.00	\$ 129,640.00	Educational Sales Tax
480SMT	400003	USD480 SMITH SITE	\$ 18,954.78	\$ 18,954.78	\$ -	\$ 149,760.00	\$ 149,760.00	Educational Sales Tax
480WST	400004	USD480 WESTERN SITE	\$ 502,327.44	\$ 502,327.44	\$ -	\$ 712,056.00	\$ 712,056.00	Educational Sales Tax
6PNTS	400005	6 POINTS PAVEMENT & SIGNALS	\$ 1,326,451.42	\$ 1,326,451.42	\$ -	\$ 353,000.00	\$ 282,400.00	80% KDOT (\$282,400.00)/20% City 1% Sales Tax (Fund 260)
-	500006	WATERLINE PROJECT	\$ -	\$ 353,833.00	\$ (353,833.00)	\$ 4,068,038.00	\$ 4,068,038.00	Fund 530/KDHE Revolving Loan
-	700017	RANDALL POND	\$ 25,300.00	\$ 25,300.00	\$ -	\$ 80,000.00	\$ 80,000.00	City 1% Sales Tax (Fund 260) Drainage
-	700018	HOLLY HOUSING ADDITION	\$ 1,758,544.40	\$ 1,758,544.40	\$ -	\$ 1,600,000.00	\$ 1,600,000.00	City 1% Sales Tax (Fund 260) General/RHID
-	700019	MAHURON PARK SPLASH PAD	\$ 283,296.21	\$ 283,296.21	\$ -	\$ 250,000.00	\$ 250,000.00	City 1% Sales Tax (Fund 263) Comm Dev/ARPA
-	700020	MCCRAY PARK SPLASH PAD	\$ 281,026.44	\$ 281,026.44	\$ -	\$ 250,000.00	\$ 250,000.00	City 1% Sales Tax (Fund 263) Comm Dev/ARPA/Fund 209
-	700021	ORTUNO HOUSING ADDITION	\$ 245,697.92	\$ 245,697.92	\$ -	\$ 1,600,000.00	\$ 1,600,000.00	City 1% Sales Tax (Fund 260) General/RHID
-	700022	SOLAR GRIDS ENERGY PROJECT	\$ 3,275,552.00	\$ 3,578,746.00	\$ (303,194.00)	\$ 3,772,155.00	\$ 3,772,155.00	City 1% Sales Tax (Fund 260) General/Temp Note Bond
-	700023	WILLOWTREE PRO SHOP REMODEL	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 10,000.00	50% General Fund/50% City 1% Sales Tax (Fund 263) Comm Dev
-	700024	BLUE BONNET PARK PICKLEBALL COURTS	\$ 11,051.39	\$ 11,051.39	\$ -	\$ 50,000.00	\$ 50,000.00	City 1% Sales Tax (Fund 263)Comm Dev
TOTALS			\$ 94,529,251.63	\$ 96,719,931.06	\$ (2,190,679.43)	\$ 42,914,538.53	\$ 32,560,508.00	

Updated 12/31/2024
Approved Scarlette Diseker

BALANCES TO CIC \$ (2,190,679.43) \$ 0.00

LIBERAL SEWER RATE COSTS

INDICATES UPDATES PER SCARLETTE

2021 through 3/31/22 - RATES - \$18.04/ 3000 gallons and \$6.37/ 1000 gallons over the 3000
 4/1/22 through 3/31/23 RATES - \$18.59/3000 gallons and \$6.57/1000 gallons over the 3000
 4/1/24 through 3/31/25 RATES - \$23.94/3000 gallons and \$8.46/1000 gallons over the 3000
 4/1/25 through 3/31/26 RATES - \$29.93/3000 gallons and \$10.58/1000 gallons over the 3000
 4/1/26 through dates thereafter RATES - increase by 3% annually
 Updated City UT Billing Customer Count - 7100 Accounts (Adjustment made to \$10 Flat Fee)
 Added \$143K to the Debt Service Annually if we do the amendment (added to principal but includes interest)
 City average is 7000 gallons or Currently \$43.52 - on April 1, 2022 - average will be \$44.87
 Rates currently set to go up 3% / year

6889 services

		3%	3%	25%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
REVENUE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Sales & Charges	\$ 3,149,270	\$ 3,119,291	\$ 3,379,162	\$ 3,611,500	\$ 3,400,043	\$ 4,003,885	\$ 4,754,613	\$ 4,861,592	\$ 4,970,978	\$ 5,082,825	\$ 5,197,188	\$ 5,314,125	\$ 5,433,693	\$ 5,555,951	\$ 5,680,960	\$ 5,808,781	\$ 5,939,479	\$ 6,073,117	\$ 6,209,762	\$ 6,349,482
Installation Charges	\$ -	\$ 150	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rodder Usage Charge	\$ -	\$ 6,420	\$ 3,200	\$ 3,000	\$ 54,075	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475	\$ 32,475
Septic Waste Charges	\$ 2,676	\$ 2,733	\$ 3,041	\$ 6,000	\$ 80,435	\$ 1,739	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Stormwater/Flood Charges	\$ 129,456	\$ 154,792	\$ 152,790	\$ 155,000	\$ 152,114	\$ 153,388	\$ 154,922	\$ 156,471	\$ 158,036	\$ 159,616	\$ 161,212	\$ 162,824	\$ 164,453	\$ 166,097	\$ 167,758	\$ 169,436	\$ 171,130	\$ 172,841	\$ 174,570	\$ 176,316
Interest Revenue	\$ 33,514	\$ 4,978	\$ 384	\$ 5,000	\$ 55,936	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041	\$ 57,041
Misc Income	\$ 763	\$ 16,706	\$ 676	\$ 2,000	\$ 3,406	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177	\$ 1,177
Fund Transfers IN	\$ -	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recovery of Bad Debt	\$ 6,920	\$ 9,562	\$ 7,662	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADD \$10 WWTP Charge						\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000	\$ 852,000
Fund Balance Approp	\$ 1,019,565	\$ 492,940	\$ 109,055	\$ 1,182,355	\$ 1,182,604	\$ 1,647,966	\$ 1,234,504	\$ 1,650,129	\$ 2,037,232	\$ 2,496,965	\$ 2,880,896	\$ 3,440,625	\$ 3,757,523	\$ 4,232,651	\$ 4,917,085	\$ 5,511,920	\$ 6,318,266	\$ 7,037,251	\$ 7,118,021	\$ 7,113,739
TOTAL REVENUE	\$ 4,342,164	\$ 4,957,572	\$ 3,655,970	\$ 4,965,355	\$ 4,928,613	\$ 6,749,672	\$ 7,090,233	\$ 7,614,386	\$ 8,112,439	\$ 8,685,600	\$ 9,185,490	\$ 9,863,768	\$ 10,301,862	\$ 10,900,893	\$ 11,711,997	\$ 12,436,331	\$ 13,375,069	\$ 13,377,404	\$ 13,596,547	\$ 13,733,730
EXPENDITURES																				
Expenditures Administration																				
Personnel Services	\$ 268,555	\$ 275,572	\$ 321,114	\$ 323,500	\$ 376,510	\$ 582,668	\$ 594,322	\$ 606,208	\$ 618,332	\$ 630,699	\$ 643,313	\$ 656,179	\$ 669,303	\$ 682,689	\$ 696,343	\$ 710,270	\$ 724,475	\$ 738,964	\$ 753,744	\$ 768,819
O&M Expenditures	\$ 1,042,267	\$ 694,050	\$ 642,352	\$ 967,300	\$ 755,391	\$ 742,889	\$ 675,353	\$ 675,353	\$ 675,353	\$ 675,353	\$ 675,353	\$ 695,614	\$ 716,482	\$ 737,977	\$ 760,116	\$ 782,920	\$ 806,407	\$ 830,599	\$ 855,517	\$ 881,183
Expenditures Line Cleaning																				
Personnel Services	\$ 57,364	\$ 23,716	\$ 1,487	\$ 99,800	\$ 1,378	\$ 859	\$ 876	\$ 894	\$ 912	\$ 930	\$ 948	\$ 967	\$ 987	\$ 1,006	\$ 1,027	\$ 1,047	\$ 1,068	\$ 1,089	\$ 1,111	\$ 1,133
O&M Expenditures	\$ 125,922	\$ 113,966	\$ 68,116	\$ 352,200	\$ 106,555	\$ 116,061	\$ 116,061	\$ 116,061	\$ 119,543	\$ 123,129	\$ 126,823	\$ 130,628	\$ 134,547	\$ 138,583	\$ 142,741	\$ 147,023	\$ 151,434	\$ 155,977	\$ 160,656	\$ 165,476
Capital Expenditures																				
Equipment & Machinery	\$ -	\$ -	\$ 110,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures- Plant Operations																				
Personnel Services	\$ 337,886	\$ 541,265	\$ 447,148	\$ 440,000	\$ 452,322	\$ 566,968	\$ 578,307	\$ 589,874	\$ 601,671	\$ 613,705	\$ 625,979	\$ 638,498	\$ 651,268	\$ 664,293	\$ 677,579	\$ 691,131	\$ 704,954	\$ 719,053	\$ 733,434	\$ 748,102
O&M Expenditures	\$ 453,371	\$ 400,913	\$ 393,772	\$ 614,000	\$ 602,543	\$ 423,231	\$ 352,693	\$ 363,274	\$ 374,172	\$ 385,397	\$ 396,959	\$ 408,868	\$ 421,134	\$ 433,768	\$ 446,781	\$ 460,184	\$ 473,990	\$ 488,209	\$ 502,855	\$ 517,941
Capital Expenditures										\$ 150,000		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Equipment & Machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000
Debt Service																				
Principle Payment	\$ 1,813,194	\$ 2,606,710	\$ 209,247	\$ 195,384	\$ 199,701	\$ 2,311,722	\$ 2,360,943	\$ 2,554,211	\$ 2,605,550	\$ 2,657,982	\$ 2,711,530	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219	\$ 2,766,219
Interest Payment	\$ 54,075	\$ 123,394	\$ 372,282	\$ 790,567	\$ 786,245	\$ 770,768	\$ 721,548	\$ 671,280	\$ 619,941	\$ 567,509	\$ 513,960	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272	\$ 459,272
TOTAL EXPENDITURES	\$ 4,152,634	\$ 4,779,586	\$ 2,566,510	\$ 3,782,751	\$ 3,280,647	\$ 5,515,168	\$ 5,440,104	\$ 5,577,154	\$ 5,615,474	\$ 5,804,704	\$ 5,744,865	\$ 6,106,245	\$ 6,069,211	\$ 5,983,807	\$ 6,200,077	\$ 6,118,065	\$ 6,337,818	\$ 6,259,383	\$ 6,482,808	\$ 3,332,654
NET GAIN/ (LOSS)	\$ 189,530	\$ 177,986	\$ 1,089,460	\$ 1,182,604	\$ 1,647,966	\$ 1,234,504	\$ 1,650,129	\$ 2,037,232	\$ 2,496,965	\$ 2,880,896	\$ 3,440,625	\$ 3,757,523	\$ 4,232,651	\$ 4,917,085	\$ 5,511,920	\$ 6,318,266	\$ 7,037,251	\$ 7,118,021	\$ 7,113,739	\$ 10,401,076
NBP Wastewater System																				
REVENUE	\$ 1,697,998	\$ 758,656	\$ 228,960	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000
EXPENDITURES	\$ 1,371,259	\$ 860,541	\$ 136,065	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000	\$ 103,000
Net Gain/(Loss)	\$ 326,739	\$ (101,885)	\$ 92,895	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET GAIN/(LOSS) in Fund	\$ 516,269	\$ 76,101	\$ 1,182,355.00	\$ 1,182,604.29	\$ 1,647,965.81	\$ 1,234,504.19	\$ 1,650,129.34	\$ 2,037,231.61	\$ 2,496,964.85	\$ 2,880,895.71	\$ 3,440,624.72	\$ 3,757,522.83	\$ 4,232,650.82	\$ 4,917,085.39	\$ 5,511,920.22	\$ 6,318,266.13	\$ 7,037,251.24	\$ 7,118,021.08	\$ 7,113,738.78	\$ 10,401,076.04
FUND BALANCE	\$ 516,269	\$ 76,101	\$ 1,182,355	\$ 1,182,604	\$ 1,647,966	\$ 1,234,504	\$ 1,650,129	\$ 2,037,232	\$ 2,496,965	\$ 2,880,896	\$ 3,440,625	\$ 3,757,523	\$ 4,232,651	\$ 4,917,085	\$ 5,511,920	\$ 6,318,266	\$ 7,037,251	\$ 7,118,021	\$ 7,113,739	\$ 10,401,076

RESOLUTION NO. 2410

A RESOLUTION AMENDING SECTION C-1509 OF EXHIBIT C - FEE STRUCTURE, OF THE CODE OF THE CITY OF LIBERAL, KANSAS, DEALING WITH SEWER RATES.

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

Section 1. The Code of the City of Liberal, Kansas sets forth fees may be changed annually in the City's budget resolution, or more often if the Governing Body desires to do so.

Section 2. The City of Liberal proposes to amend the Sewer Rates contained in Section C-1509 of Exhibit C - Fee Structure, as referenced in Section 15-242 of the Code of the City of Liberal, Kansas.

Section 3. SEWER RATES. Rates as required in Section 15-242 of the Code of the City of Liberal, Kansas, shall be as follows:

A. Effective April 1, 2024: The minimum charge per month shall be \$23.94 for the first 3,000 gallons and \$8.46 per thousand gallons above the 3,000 gallons used, based on the average water consumed for residential and small non-residential users, as defined in Section 15-241(a). For large residential users, as defined in Section 15-241(b), charges shall be based on water metered during the current billing month. In addition, a Storm Sewer Flood Control Fee shall apply at a rate of \$2.00 per month for residential and non-residential customers.

B. Effective April 1, 2025: The minimum charge per month shall be \$29.93 for the first 3,000 gallons and \$10.58 per thousand gallons above the 3,000 gallons used, based on the average water consumed for residential and small non-residential users, as defined in Section 15-241(a). For large residential users, as defined in Section 15-241(b), charges shall be based on water metered during the current billing month. In addition, a Storm Sewer Flood Control Fee shall apply at a rate of \$2.00 per month for residential and non-residential customers.

C. Effective April 1, 2026 and each April 1, thereafter: The minimum charge per month shall increase by the Consumer Price Index (CPI), or approximately three percent (3%), for the first 3,000 gallons and shall increase by the CPI, or approximately three percent (3%), per thousand gallons above the 3,000 gallons used, based on the average water consumed for residential and small non-residential users, as defined in

Section 15-241(a). For large residential users, as defined in Section 15-241(b), charges shall be based on water metered during the current billing month. In addition, a Storm Sewer Flood Control Fee shall apply at a rate of \$2.00 per month for residential and non-residential customers.

Section 4. City of Liberal fees are incorporated in the Code of the City of Liberal, Kansas, as set forth in Exhibit C.

Section 5. This Resolution shall be effective upon passage and adoption by the Governing Body of the City of Liberal, Kansas, and shall remain in effect until a superseding Resolution is passed by the Governing Body of the City of Liberal, Kansas.

ADOPTED AND APPROVED by the Governing Body of the City of Liberal, Kansas, on this 13th day of February, 2024.

Jose Lara, Mayor

ATTEST:

Alicia Hidalgo, City Clerk

ORDINANCE NO. 4614

AN ORDINANCE AMENDING CITY CODE SECTIONS 15-241(a) OF THE CITY OF LIBERAL, KANSAS PERTAINING TO HOW SEWER MINIMUM CHARGES ARE CALCULATED FOR RESIDENTIAL AND SMALL NON-RESIDENTIAL USERS.

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

Section 1. Chapter XV, Article 1, Section 15-241(a) of the City Code of the City of Liberal, Kansas is hereby amended to read as follows:

15-241. SERVICE CHARGES. (a) For residential and small non-residential users, monthly sewer charges will be based on the average monthly water usage during the three billing months of January, February and March. This period is further defined as from the time each customer's water meter is read in December through the time each customer's water meter is read in March. Water meters are usually read beginning the fifteenth through the twenty-first of the month. Under certain circumstances such as extremely dry weather, inability to read water meters on a timely basis, etc., the City Commission, by majority vote, can change the base period used for calculating sewer rates. If a residential or a small non-residential customer establishes new service and has not established a monthly sewer charge based upon the complete evaluation period, his or her monthly user charge shall be the City minimum charge, until such time a monthly sewer charge can be established. If a residential or a small non-residential customer transfers service from one City address to another, then the customer's existing sewer rate shall apply at the new address until the next sewer evaluation period.

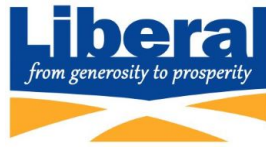
Section 2. That this Ordinance shall be effective upon passage and adoption by the Governing Body of the City of Liberal, Kansas, and after its publication as provided by law.

ADOPTED AND APPROVED by the Governing Body of the City of Liberal, Kansas on this 13th day of February, 2024.

Jose Lara, Mayor

ATTEST:

Alicia Hidalgo, City Clerk



**CITY OF LIBERAL
CITY COMMISSION MEETING
February 6, 2025
AGENDA ITEM # 2.**

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

Date: February 6, 2025

From: Scarlett Diseker, Interim City Manager

RE: 7-Year Capital Improvement Plan

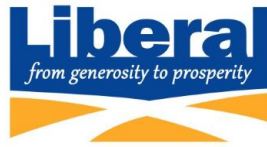
In order to formalize financial planning for the future, it is the desire of the Leadership Team within the City of Liberal to implement a 7-Year Capital Improvement Plan. Our intent is to connect this directly to our Comprehensive Plan and have a clear pathway forward that will keep the City on track to provide a great quality of life for its citizens, as well as establish stability for years to come.

Recommendation:

City Staff is presenting a spreadsheet to the Commission, in its early stages, in order to brainstorm potential projects and better prepare for the future. Today's meeting is the first step in documenting our plans in order to refer back to at the start of each budgetary year. It will most likely take several sessions to finalize this document, so we wish for today to be the start of organizing projects and forecasting completion time frames for our citizens and the future of this community.

City of Liberal, Kansas
7- Year Capital Improvement Plan
February 6, 2025

CAPITAL IMPROVEMENT FUND	ORIGINAL FUNDING SOURCE	COMPREHENSIVE PLAN	2025	2026	2027	2028	2029	2030	2031
Beginning Unencumbered Cash 1-1									
Receipts:									
Transfer from General Fund-Cash									
Insert transfer									
Bond Proceeds									
1 Cent Sales Tax									
Lease Purchase Proceeds									
Potential Grant Funds									
Total Receipts			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources Available			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects:									
WATER IMPROVEMENTS:									
Water Infrastructure Project	Water Fund 530								
Water Main Replacement- 2nd Street -11th Street	Water Fund 530			\$ 1,300,000.00					
Water Project- TBD	Water Fund 530				\$ 1,600,000.00				
WASTEWATER IMPROVEMENTS:									
Wastewater Plant Project	Wastewater Fund 520								
Wastewater Line Upgrades	Wastewater Fund 520								
STAR BOND:									
Indoor Waterpark	STAR Bond	YES							
Natorium	STAR Bond	YES							
Green Space	STAR Bond	YES							
BUILDING AND OFFICE:									
City Hall Building Department Carpet	General Fund		\$ 10,000.00						
City Hall Finance Department Carpet & Paint	General Fund		\$ 15,000.00						
City Hall Furniture & Mural Replacement	General Fund								
City Hall Roof Replacement	General Fund			\$ 280,000.00					
City Hall Parking Lot Car Ports (Solar Panels)	General Fund								
Communications Department Relocation	Communications Fund								
Air Museum Roof (Condensation Issue)	Air Museum Fund/Tourism Fund								
Golf Course Maintenance Shop	1% Sales Tax Community Development				\$ 250,000.00				
Depot Roof and Foundation Repairs	Grant Funding for 80% up to \$100,000			\$ 265,000.00					
STREET IMPROVEMENTS:									
Chip Seal									
Grant Street North	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 200,000.00						
Pine Street	1% Sales Tax Streets, Drainage, Capital Improvements								
Western Avenue	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 1,000,000.00						
3rd Street Parking Lot	1% Sales Tax Streets, Drainage, Capital Improvements								
Blue Bonnet Park North Parking Lot	1% Sales Tax Streets, Drainage, Capital Improvements								
Blue Bonnet Park South Parking Lot	1% Sales Tax Streets, Drainage, Capital Improvements								
Leete Park Parking Lot	1% Sales Tax Streets, Drainage, Capital Improvements								
Rec Center North Parking Lot	1% Sales Tax Streets, Drainage, Capital Improvements								
Rec Center North Lighting	1% Sales Tax Crime Prevention								
Routine Curb, Gutter, & Sidewalk Repair	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Routine Traffic Signal Updates	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
School Zone Flashers (Two Per Year)	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Calvert Avenue Roadway Extension	1% Sales Tax Streets, Drainage, Capital Improvements	YES							
Overpass Construction Funding Match	1% Sales Tax Streets, Drainage, Capital Improvements	YES							
Aesthetic Corridor & Intersection Improvements (Downtown, KS, Pancake)	1% Sales Tax Streets, Drainage, Capital Improvements	YES							
Signalized Intersection & Roadway/Sidewalk Near SCCC	1% Sales Tax Streets, Drainage, Capital Improvements	YES							
MAINTENANCE, FACILITIES, PARKS:									
Dog Park - Pine & Pershing OR North Blue Bonnet Park	1% Sales Tax Crime Prevention		\$ 70,000.00						
Animal Shelter Dog Park	1% Sales Tax Crime Prevention		\$ 50,000.00						
Light Park Fitness Equipment	Grant Funding								
North Blue Bonnet Playground Equipment	Grant Funding		\$ 125,000.00						
Oliver Brown Park Parking- 40 Spots	1% Sales Tax Streets, Drainage, Capital Improvements				\$ 100,000.00				
Oliver Brown Park Playground Equipment	Grant Funding					\$ 125,000.00			
Rec Center Multiple Use Indoor Facility	1% Sales Tax Streets, Drainage, Capital Improvements								
Rec Center Sewer Line Replacement	1% Sales Tax Streets, Drainage, Capital Improvements								
Rec Center Sidewalk Replacement	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 20,000.00						
Bathroom Updates - Blue Bonnet Park	1% Sales Tax Beautification		\$ 75,000.00						
Bathroom Updates - Mary Frame Park	1% Sales Tax Beautification			\$ 75,000.00					
Bathroom Update- National Beef Sports Complex	1% Sales Tax Beautification				\$ 75,000.00				
Gun Range Site	1% Sales Tax Streets, Drainage, Capital Improvements								
Country Club Park Walking Path Lighting	1% Crime Prevention								
Blue Bonnet Park Walking Path Lighting	1% Crime Prevention								
City-Wide Signage Upgrades	Grant Funding/1% Sales Tax Beautification	YES							
Golf Course Pond Repairs - Hole 18	1% Community Development								
Golf Course Cart Paths	1% Community Development								
Golf Course Range Netting	1% Community Development				\$ 50,000.00				
Cemetery Expansion	1% Community Development			\$ 250,000.00	\$ 250,000.00				
EQUIPMENT:									
Golf Carts	General Fund		\$ 70,000.00	\$ 70,000.00					
Fire Rescue Truck	Special Fire Fund			\$ 250,000.00					
Fire Brush Truck	Special Fire Fund				\$ 350,000.00				
Salt Spreader	Snow Removal Reserve Fund		\$ 30,000.00	\$ 30,000.00					
ECONOMIC DEVELOPMENT:									
Air Products Road Request	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 600,000.00	\$ 500,000.00					
Edgar Flores Sewer Line Request	1% Sales Tax Streets, Drainage, Capital Improvements								
HOUSING:									
Chance RHHD	1% Sales Tax Streets, Drainage, Capital Improvements		\$ -	\$ -					
Gerald RHHD	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 700,000.00	\$ 700,000.00					
Ortuno RHHD	1% Sales Tax Streets, Drainage, Capital Improvements		\$ 1,355,000.00						
Total Expenditures			\$ 4,660,000.00	\$ 4,410,000.00	\$ 3,190,000.00	\$ 640,000.00	\$ 515,000.00	\$ 515,000.00	\$ 515,000.00
Ending Unencumbered Cash 12-31			\$ (4,660,000.00)	\$ (4,410,000.00)	\$ (3,190,000.00)	\$ (640,000.00)	\$ (515,000.00)	\$ (515,000.00)	\$ (515,000.00)



**CITY OF LIBERAL
CITY COMMISSION MEETING
February 6, 2025
AGENDA ITEM # 3.**

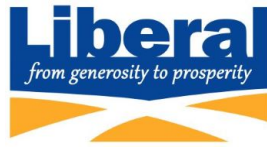
To: Mayor Jose Lara
Vice Mayor Matt Landry
Commissioner Ron Warren
Commissioner Janeth Vazquez
Commissioner Jeff Parsons

Date: February 6, 2025

From:

RE: City Boards

Recommendation:



**CITY OF LIBERAL
CITY COMMISSION MEETING
February 6, 2025
AGENDA ITEM #**

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

Date: February 6, 2025

From:

RE: ADJOURNMENT

Recommendation: