



REGULAR COUNCIL MEETING, SEPTEMBER 18, 2024

Wednesday, September 18, 2024 at 6:30 PM
Council Chambers, 520 N. Commercial Ave.

AGENDA

Council Meeting will be broadcast on Facebook Live. Click to visit our [Facebook Page](#).

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Bryan Chapman opened the Council Meeting at _____ (time).

The Mayor led the Pledge of Allegiance.

Council Members present

Kramer Siemens _____

Mark Jacob _____

Josh Liby _____

Dan Hartman _____

Brenda DeHaven _____

Others present _____

APPROVAL OF AGENDA

Motion to approve the agenda as presented.

Motion by _____

Second by _____

HEARINGS / PRESENTATIONS / PUBLIC FORUM

STAFF REPORTS

- [1.](#) Kyle Nordick, City Administrator
- [2.](#) Brad Jantz, City Attorney
- [3.](#) Jaime Anderson, EMS Director

CONSENT AGENDA

Motion to approve the Consent Agenda as presented.

Motion by _____

Second by _____

- [4.](#) Minutes of September 4, 2024, Regular Meeting
- 5. Approval of Payroll September 13, 2024 Amount \$15,897.05.
- [6.](#) Approval of General Disbursement Checks Amount \$113,288.70

OLD BUSINESS

NEW BUSINESS

- [7.](#) Presentation of The City of Sedgwick Strategic Plan
Motion to adopt the City of Sedgwick Strategic Plan.

Motion by _____

Second by _____

- [8.](#) Presentation of the 2024 Q2 Financial Report
Motion to receive and file the 2024 Q2 Financial Report.

Motion by _____

Second by _____

- [9.](#) Discuss and Consider Contract for City Attorney and City Prosecution Services
Motion to approve the contract with McDonald Tinker PA for city attorney and city prosecution services starting January 1, 2025.

Motion by _____

Second by _____

- [10.](#) Distressed Property - 717 N Commercial Avenue

Motion to approve resolution 09182024A setting a distressed property hearing for 717 Commercial Avenue on November 6, 2024 at 6:30 p.m. at the City of Sedgwick City Hall.

Motion by _____

Second by _____

- [11.](#) Distressed Property - 605 N Franklin Ave

Motion to approve resolution 09182024B setting a distressed property hearing for 605 N Franklin Ave on November 6, 2024 at 6:30 p.m. at the City of Sedgwick City Hall.

Motion by _____

Second by _____

GOVERNING BODY REMARKS

ADJOURN

Motion to adjourn the Regular Council Meeting at _____ PM.

Motion by _____

Second by _____

COUNCIL WILL ADJOURN INTO A WORKSHOP.

Contact: Shelia Agee (agee@cityofsedgwick.org, 316-772-5151)

Agenda Published on 9/13/2024 at 3:00 PM.

**City of Sedgwick
City Council Meeting
September 18, 2024**

TO: Mayor and City Council

SUBJECT: Staff Report

INITIATED BY: Administration

Commercial Avenue Street Patch: Pearson will be in town in the next week to place the permanent patch in on Commercial Avenue. This patch is a result of a water leak that occurred a couple weeks ago.

Lead and Copper Inventory Survey: We are approximately 30 days away from the KDHE deadline for the lead and copper inventory survey. If you have not completed the survey, please do so we can maintain our compliance.

Fall Fest: Fall Fest is quickly approaching. This year's activities include rides, the return of the community BBQ, parade, street dance and much more. I still need you all to tell me if you will have someone to sit for the dunk tank. One thing to note that is different this year is the 4th Street closure that will be from Franklin to Madison during the events Saturday (approx. 5pm). This closure will allow us to ensure pedestrian safety. A huge thank you to the ladies of Sedgwick Connect who work tirelessly all year long to make sure this event is memorable each year.

City of Sedgwick EMS Service Update

Tasks Accomplished:

- Service License #2335
 - o EMS Director
 - o Medical Director
 - o Protocols
 - o SOPs
 - o Equipment and Supplies List
 - o Quality Assurance Policy
 - o Staff Roster
- Hit staff goal:
 - o 5 full time staff
 - 3 24/48 Paramedics
 - 2 full time EMT's
 - o Part time staff
 - 9 Paramedics
 - 1 AEMT
 - 10 EMT
 - o Total staff member: 25 signed
 - o 5 local EMS Volunteers
- MOUs established in Harvey and Sedgwick County
- CLIA Waiver
- Service DEA Registration
- Submitted Application to the State Board of Pharmacy
- Pharmaceutical Account with Newman Medical Center
- EMS/ MC Billing Implementation check list is complete and on to official onboarding
- Ambulances
 - o Tagged and Registered
 - o Wrapped and branded for Sedgwick
- Established Temporary Crew Housing in the Cardinal House
- Fall Fest EMS Meet and Greet on 9/21/24

Ongoing tasks:

- Actively working with Harvey County Communications and Dispatch/ Communication.
- Meeting on 9/23 with surrounding agencies in Newton at Fire Station 3 to discuss boundaries and response areas.

- New Fire/EMS Station discussions
- Equipment purchases
 - o Stryker
 - o Boundtree
- Establishing an equipment storage room
 - o Eagle Med donated 150 storage Containers for organizing supplies
- Organizing and cleaning the interiors of the Ambulances
- Orientation of New Staff Members coming soon
- Ongoing training with EPR Fireworks
 - o Working with Fireworks and SCFD#1 for Training
- Establishing PPP Acid remap app for protocols soon
- Uniform Discussion/ Clothing allowance for new employees



REGULAR COUNCIL MEETING, SEPTEMBER 4, 2024

Wednesday, September 04, 2024 at 6:30 PM
Council Chambers, 520 N. Commercial Ave.

MINUTES

Council Meeting will be broadcast on Facebook Live. Click to visit our [Facebook Page](#).

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Bryan Chapman opened the Council Meeting at _____ (time).

The Mayor led the Pledge of Allegiance.

Council Members present

Kramer Siemens_____

Mark Jacob_____

Josh Liby_____

Dan Hartman_____

Brenda DeHaven_____

Others present _____

Mayor Bryan Chapman opened the Council Meeting at 6:30pm.

The Mayor led the Pledge of Allegiance.

PRESENT

Brenda DeHaven

Kramer Siemens

Josh Liby

Mark Jacob

ABSENT

Dan Hartman

OTHERS PRESENT: Kyle Nordick, City Administrator; Shelia Agee, City Clerk; Brad Jantz, City Attorney; Bryan Hall, Police Chief; Rusty Witcher, Harvey County NOW; Carol & Richard Franz, Shannon Lewis

APPROVAL OF AGENDA

Motion to approve the agenda as presented.

Motion by _____

Second by _____

Motion to approve the agenda as amended to add Executive Session to Item 11.

Motion made by DeHaven, Seconded by Siemens.

Voting Yea: DeHaven, Siemens, Liby, Jacob

HEARINGS / PRESENTATIONS / PUBLIC FORUM

Richard Franz presented concerns about budget. Budget decisions are affecting residents with fixed incomes. Requested that Council maintain budget and don't increase.

- 1. Proclamation - Constitution Week

Mayor presented Constitution Week Proclamation proclaiming Constitution week as September 17-23.

STAFF REPORTS

- 2. **Kyle Nordick, City Administrator**

Kyle Nordick, City Administrator, informed Council that the fire/EMS station income survey should over 51% meet the moderate to low income levels and we can apply for the grant. The grant is for \$650K with a 25% match.

- 3. **Brad Jantz, City Attorney**

Brad Jantz, City Attorney, presented Redbarn Farms addendum to combine 2 lots, Kemper Cemetery decision is in governing bodies hands, Industrial Park cleanup-we don't qualify for waste management program funding. Need funding. STO & UPOC summary updates. Governing Body needs to have a 501c3 by-law meeting for Community Development Corporation.

CONSENT AGENDA

Motion to approve the Consent Agenda as presented.

Motion by _____

Second by _____

Motion to approve the Consent Agenda as presented.

Motion made by DeHaven, Seconded by Jacob.

Voting Yea: DeHaven, Siemens, Liby, Jacob

- 4. Minutes of August 21, 2024, Regular Meeting
- 5. Approval of Payroll August 30, 2024 Amount \$17,645.54
- 6. Approval of General Disbursement Checks Amount \$55,864.21

OLD BUSINESS

NEW BUSINESS

- 7. Public Hearing To Exceed The Revenue Neutral Rate And Consider Approval Of Resolution
 Mayor Chapman opens Public Hearing at _____ (time).
 Mayor asks for Public Comment.
 Close RNR Hearing at _____ (time)

Adopt Resolution 09042024 by Roll Call Vote.

Motion to approve Resolution 09042024, regarding the Governing Body's intent to levy a property tax exceeding the Revenue Neutral Rate.

Motion by _____

Second by _____

Roll Call Vote

Mayor Chapman opened Public Hearing at 6:55pm.
Mayor asked for Public Comment. No comments.
Closed RNR Hearing at 6:56pm.

Adopt Resolution 09042024 by Roll Call Vote.

Motion to approve Resolution 09042024, regarding the Governing Body's intent to levy a property tax exceeding the Revenue Neutral Rate.

Motion made by Siemens, Seconded by DeHaven.

Voting Yea: DeHaven, Siemens, Liby, Jacob

- 8. Hold Public Hearing And Consider Approval Of The 2025 City Of Sedgwick City Budget
 Mayor Chapman opens Budget Hearing at _____ (time).
 Mayor asks for Public Comment.
 Mayor Chapman closes Public Hearing at _____ (time).

Adopt 2025 Budget

Motion to adopt 2025 Budget at 74.990 Mills.

Motion by _____

Second by _____

Mayor Chapman opened Budget Hearing at 7:05pm.

Mayor asked for Public Comment. No comments.

Mayor Chapman closed Public Hearing at 7:06pm.

Adopt 2025 Budget

Motion to adopt 2025 Budget at 74.990 Mills.

Motion made by Jacob, Seconded by DeHaven.

Voting Yea: DeHaven, Jacob

Voting Nay: Siemens, Liby

Mayor broke tie voting Yea to set budget at 74.990 Mills.

9. Discuss and Consider Ordinance No. 904 : 2024 Standard Traffic Ordinance

Motion: Motion by Council Member _____ to approve Ordinance No. 904, Standard traffic ordinance incorporated; of the Sedgwick Municipal Code and amendments thereto related to the Regulation of traffic within the corporate limits of the City of Sedgwick, Kansas.

Second by Council Member _____

Motion to approve Ordinance No. 904, Standard traffic ordinance incorporated; of the Sedgwick Municipal Code and amendments thereto related to the Regulation of traffic within the corporate limits of the City of Sedgwick, Kansas.

Motion made by Siemens, Seconded by Liby.

Voting Yea: DeHaven, Siemens, Liby, Jacob

10. Discuss and consider Ordinance No. 905: 2024 Uniform Public Offense Code

Motion: Motion by Council Member _____ to approve Ordinance No. 905, Uniform Public Offense Code, of the Sedgwick Municipal Code and amendments thereto.

Second by Council Member _____

Motion to approve Ordinance No. 905, Uniform Public Offense Code, of the Sedgwick Municipal Code and amendmets thereto.

Motion made by Siemens, Seconded by DeHaven.

Voting Yea: DeHaven, Siemens, Liby, Jacob

11. Executive Session - Personnel Matters

Motion to recess into an executive session for 5 minutes at 7:10pm pursuant to the exemption related to personnel matters of nonelected personnel (K.S.A. 75-4319(b)(1)).

The open meeting would resume at 7:15pm with those present in the executive session being Governing Body and City Administrator.

Motion made by Siemens, Seconded by DeHaven.

Voting Yea: DeHaven, Siemens, Liby, Jacob

NO ACTION TAKEN

GOVERNING BODY REMARKS

Council Member, Brenda DeHaven, asked for update on when library will reopen. Per library representative, Shannon Lewis, waiting on testing due to odor.

ADJOURN

Motion to adjourn the Regular Council Meeting at _____ PM.

Motion by _____

Second by _____

Motion to adjourn the Regular Council Meeting at 7:23pm.

Motion made by Siemens, Seconded by Jacob.

Voting Yea: DeHaven, Siemens, Liby, Jacob

Contact: Shelia Agee (agee@cityofsedgwick.org, 316-772-5151)

Agenda Published on 8/30/2024 at 11:45 AM.

September 18, 2024

PAYROLL CHECKS - DIRECT DEPOSIT

9/13/24 \$ 15,897.05

TOTAL PAYROLL CHECKS \$ 15,897.05

GENERAL DISBURSEMENT CHECKS-AAABYE \$ 70,714.31

GENERAL DISBURSEMENT CHECKS-AAABYF \$ 10,120.60

GENERAL DISBURSEMENT CHECKS-AAABYG \$ 32,453.79

TOTAL DISBURSEMENT CHECKS \$ 113,288.70

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)

Batch: AAABYE

9/6/2024 10:52:34 AM

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
BLUE CROSS AND BLUE SHIELD OF K	SECT 125 MAINT FEE	09/06/2024	090624SECT125	70994	\$50.00
BURRIS FABRICATION	BATT & F350 REPAIR	09/06/2024	5545	70995	\$474.95
GALLS, LLC	PD PATCH EMBLEM	09/06/2024	028947050	70996	\$55.92
CITY OF HALSTEAD	HALSTEAD EMS SVC	09/06/2024	090624EMS	70997	\$50,000.00
HARVEY COUNTY ECONOMIC DEVEL	PARTNER CONTRIBUTION	09/06/2024	2013-1486	70998	\$1,000.00
BRAD JANTZ	ATTY PROC SERVICE	09/06/2024	090624ATTY	70999	\$3,040.00
BILL JOHNSON	BLDG INSPECTIONS	09/06/2024	090624BLDG	71000	\$250.00
JOY WILLIAMS	JUDGE SERVICES	09/06/2024	090624JUDGE	71001	\$500.00
KANSAS DEPT OF REVENUE	WATER SALES TAX	09/06/2024	090624SALESTAX	71002	\$237.20
KANSAS SECRETARY OF STATE	NOTARY RENEWAL-SA	09/06/2024	090624NOTARY	71003	\$25.00
CITY OF NEWTON	WATER TREATMENT	09/06/2024	090624WTRTRTMNT	71004	\$7,670.05
PAYMENT SERVICES NETWORK, INC.	PSN SERVICE FEES	09/06/2024	300115 299745	71005	\$656.12
SCHMIDT AND SONS	BUSHHOG MOWER BLADE	09/06/2024	090624SCHMIDT	71006	\$245.68
JIM SHARBUTT	BLDG INSP	09/06/2024	090624BLDGINSP	71007	\$50.00
TROJAN TECHNOLOGIES	REISSUE FREIGHT CHEC	09/06/2024	200/23165B	71008	\$146.66
USA BLUEBOOK	WWTP CHEMICALS	09/06/2024	INV00458978	71009	\$294.20
VERIZON	GPS SERVICES	09/06/2024	611000066044	71010	\$104.70
VERIZON WIRELESS	PD MDT SERVICE	09/06/2024	9972219184	71011	\$364.47
WCCIT	IT SRVC	09/06/2024	TSP_2501	71012	\$809.50
WHOLESALE WATER SUPPLY DISTRIK	7/17/24 - 8/16/24	09/06/2024	INV02489	71013	\$4,689.86
WICHITA STATE UNIVERSITY	CCMFOA MEMBERSHIP-S/	09/06/2024	582537	71014	\$50.00

Total Direct Expense:	\$70,714.31
Total Immediate Payments:	\$70,714.31

Report Summary

Report Selection Criteria	
Report Type:	Detailed
Start	End
Transaction Number:	Start End

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABYE

9/6/2024 10:29:47 AM

Page 1

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
1	BCBSKS / BLUE CROSS AND BLUE SHIELD OF KANSAS	9/6/2024	9/6/2024	090624SECT125	\$50.00
1	01-01-60-6250 SECT 125 MAINT FEE-BCBS			1.0 \$50.0000	\$50.00
2	BURRIS FAB / BURRIS FABRICATION	9/6/2024	9/6/2024	5545	\$474.95
1	13-00-60-6110 EAST LIFT STATION BATTERY REPLACE			1.0 \$224.9500	\$224.95
2	01-10-60-6120 F350 FUEL LINE REPAIR			0.3 \$250.0000	\$82.50
3	10-00-60-6120 F350 FUEL LINE REPAIR			0.3 \$250.0000	\$82.50
4	13-00-60-6120 F350 FUEL LINE REPAIR			0.3 \$250.0000	\$85.00
3	GALLS / GALLS, LLC	9/6/2024	9/6/2024	028947050	\$55.92
1	01-03-70-7250 PD PATCH EMBLEM			1.0 \$13.9800	\$13.98
2	01-03-70-7250 PD PATCH EMBLEM			1.0 \$41.9400	\$41.94
4	HALSTEAD / CITY OF HALSTEAD	9/6/2024	9/6/2024	090624EMS	\$50,000.00
1	01-02-60-6290 HALSTEAD EMS SERVICE			1.0 \$50,000.0000	\$50,000.00
5	HRVY CO EDC / HARVEY COUNTY ECONOMIC DEVELOPMENT	9/6/2024	9/6/2024	2013-1486	\$1,000.00
1	01-07-60-6410 PARTNER CONTRIBUTION DUES			1.0 \$1,000.0000	\$1,000.00
6	JANTZ, BRAD / BRAD JANTZ	9/6/2024	9/6/2024	090624ATTY	\$3,040.00
1	01-01-60-6290 ATTORNEY SERVICES			1.0 \$2,270.0000	\$2,270.00
2	01-05-60-6300 PROSECUTOR SERVICES			1.0 \$770.0000	\$770.00
21	JOHNSON, BILL / BILL JOHNSON	9/6/2024	9/6/2024	090624BLDG	\$250.00
1	01-01-60-6230 BLDG INSPECTIONS-JOHNSON			5.0 \$50.0000	\$250.00
7	JOY / JOY WILLIAMS	9/6/2024	9/6/2024	090624JUDGE	\$500.00
1	01-05-60-6300 JUDGE SERVICES-JOY			1.0 \$500.0000	\$500.00
8	KS DEPT OF REV - SALES TAX / KANSAS DEPT OF REV	9/6/2024	9/6/2024	090624SALESTAX	\$237.20
1	10-00-60-6156 WATER SALES TAX			1.0 \$237.2000	\$237.20
9	KS SEC STATE / KANSAS SECRETARY OF STATE	9/6/2024	9/6/2024	090624NOTARY	\$25.00
1	01-01-60-6700 NOTARY RENEWAL-SA			1.0 \$25.0000	\$25.00
10	NEWTON CITY / CITY OF NEWTON	9/6/2024	9/6/2024	090624WTRTRTMNT	\$7,670.05
1	10-00-60-6152 7-22-24 TO 8-19-24 WATER TREATMENT 585500 USAGE			1.0 \$7,670.0500	\$7,670.05
11	PSN / PAYMENT SERVICES NETWORK, INC.	9/6/2024	9/6/2024	300115 299745	\$656.12
1	10-00-60-6210 PSN SERVICE FEES			0.5 \$656.1200	\$328.06
2	12-00-60-6210 PSN SERVICE FEES			0.1 \$656.1200	\$65.61
3	13-00-60-6210 PSN SERVICE FEES			0.4 \$656.1200	\$262.45

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABYE

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
12	SCHMIDT / SCHMIDT AND SONS	9/6/2024	9/6/2024	090624SCHMIDT	\$245.68
1	01-08-70-7110 BUSHHOLG TRACTOR MOWER BLADES			0.5 \$245.6800	\$122.84
2	01-10-70-7110 BUSHHOLG TRACTOR MOWER BLADES			0.5 \$245.6800	\$122.84
22	SHARBUTT / JIM SHARBUTT	9/6/2024	9/6/2024	090624BLDGINS	\$50.00
1	01-01-60-6230 BLDG INSPECTIONS			1.0 \$50.0000	\$50.00
13	TROJAN / TROJAN TECHNOLOGIES	9/6/2024	9/6/2024	200/23165B	\$146.66
1	13-00-70-7110 REISSUE LOST FREIGHT CHECK			1.0 \$146.6600	\$146.66
14	USA BLUEBOOK / USA BLUEBOOK	9/6/2024	9/6/2024	INV00458978	\$294.20
1	13-00-70-7220 WWTP CHEMICALS			1.0 \$64.0700	\$64.07
2	13-00-70-7220 WWTP CHEMICALS			1.0 \$230.1300	\$230.13
15	VCONNECT / VERIZON	9/6/2024	9/6/2024	611000066044	\$104.70
1	01-03-60-6180 GPS SERVICES			0.5 \$104.7000	\$52.35
2	01-11-60-6180 GPS SERVICES			0.5 \$104.7000	\$52.35
17	VERIZON / VERIZON WIRELESS	9/6/2024	9/6/2024	9972219184	\$364.47
1	01-03-60-6180 PD MDT SERVICE			1.0 \$120.0300	\$120.03
2	01-03-60-6180 PD CELL SERVICE			1.0 \$82.9400	\$82.94
3	01-03-60-6180 PD DASH CAMS			1.0 \$80.0200	\$80.02
4	01-11-60-6180 MAINT GPS DELL LAPTOP			1.0 \$40.0100	\$40.01
5	01-11-60-6180 MAINT CELL			1.0 \$41.4700	\$41.47
18	WCCIT / WCCIT	9/6/2024	9/6/2024	TSP_2501	\$809.50
1	01-01-60-6200 MO SRVC-ADMIN			0.5 \$400.0000	\$200.00
2	01-03-60-6200 MO SRVC-POLICE			0.3 \$400.0000	\$100.00
3	01-04-60-6200 MO SRVC-FIRE			0.1 \$400.0000	\$20.00
4	13-00-60-6200 MO SRVC-SEWER			0.2 \$400.0000	\$80.00
5	01-01-60-6200 MICROSOFT AND SECURITY			0.3 \$409.4200	\$102.36
6	01-03-60-6200 MICROSOFT AND SECURITY			0.3 \$409.5000	\$102.38
7	10-00-60-6200 MICROSOFT AND SECURITY			0.3 \$409.5000	\$102.38
8	13-00-60-6200 MICROSOFT AND SECURITY			0.3 \$409.5000	\$102.38
19	WHOLESALE WATER / WHOLESALE WATER SUPPLY DI	9/6/2024	9/6/2024	INV02489	\$4,689.86
1	10-00-60-6150 WATER USAGE 585500			5,855.0 \$0.8010	\$4,689.86
20	WSU / WICHITA STATE UNIVERSITY	9/6/2024	9/6/2024	582537	\$50.00
1	01-01-60-6700 CCMFOA MEMBERSHIP-SA			1.0 \$50.0000	\$50.00

Grand Totals

Total Direct Expense:

\$70,714.31

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABYE

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice	
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code		Quantity Bought	Cost Per Unit	Line Extension
Total Immediate Payments:					\$70,714.31	

Report Summary

Report Selection Criteria
Report Type: Detailed
Start End
Transaction Number: Start End

AP Bank Reconciliation Posting Audit Report

City of Sedgwick (SEDGKS)

09/13/2024 09:56:31 AM

Batch: AAABYF

User ID: SHELIA

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Bank Code: CKG LEGACY BANK

Vendor	Tran#	Document #	Date	Type	User ID	Posting Reference	Total Amount
AFLAC							
	1	71040	09/13/2024	Check	SHELIA	AP0000001308AAABYF	\$21.84
Description:							
CARL B DAVIS, CHAPTER 13 TRUSTEE							
	2	71041	09/13/2024	Check	SHELIA	AP0000001308AAABYF	\$668.31
Description:							
LEGACY BANK							
	3	71042	09/13/2024	Check	SHELIA	AP0000001308AAABYF	\$5,060.99
Description:							
KPERS							
	4	71043	09/13/2024	Check	SHELIA	AP0000001308AAABYF	\$3,517.25
Description:							
KANSAS STATE WITHHOLDING TAX							
	5	71044	09/13/2024	Check	SHELIA	AP0000001308AAABYF	\$852.21
Description:							

	Bank Totals	Items	Total Voids	Items
Checks	(\$10,120.60)	5	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity for CKG:	(\$10,120.60)			

Report Totals

	Bank Totals	Items	Total Voids	Items
Checks	(\$10,120.60)	5	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity:	(\$10,120.60)			

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)
Batch: AAABYG

9/13/2024 9:23:01 AM

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
7M EXCAVATING	SAND AND GRAVEL	09/13/2024	202333	71015	\$988.10
A & M TREE SERVICE, LLC	STORM TREE REMOVAL	09/13/2024	091324STORM	71016	\$2,875.00
ABC TERMITE & PEST CONTROL	BUG SPRAY	09/13/2024	1556939	71017	\$154.00
AGRI ENVIRONMENTAL SERVICES	SLUDGE HAUL	09/13/2024	1866	71018	\$780.00
AIRGAS USA, LLC	MAINT CO2 CYLINDER R	09/13/2024	5510741063	71019	\$182.00
BG CONSULTANTS, INC.	CDBG ARCHITECTURAL R	09/13/2024	1	71020	\$3,730.00
COLUMN SOFTWARE PBC	LEGAL NOTICE	09/13/2024	35740584-0019	71021	\$92.40
CORE & MAIN	METER TILE	09/13/2024	V510467	71022	\$943.18
CULLIGAN OF WICHITA	DRINKING WATER	09/13/2024	REC - 5	71023	\$12.50
DITCH WITCH	TURBO NOZZLE VAC TRL	09/13/2024	P82972	71024	\$112.13
BRYAN HALL	FUEL REIMBURSEMENT	09/13/2024	091324BH	71025	\$72.57
IDEATEK, LLC	IDEATEK SERVICES	09/13/2024	10001488305	71026	\$2,782.72
INTRUST BANK	MISC CHARGES	09/13/2024	091324INTRUST	71027	\$6,214.09
KANZA CO-OPERATIVE ASSOCIATION	FUEL CHARGES	09/13/2024	091324COOP	71028	\$1,775.94
KANSAS PUBLISHING VENTURES, LL	SEDGWICK SPORTS AD	09/13/2024	16980684	71029	\$40.00
KANSAS STATE BOARD OF PHARMAC	EMS PHARMACY REG	09/13/2024	091324KSEMSBRD	71030	\$20.00
KANSAS STATE TREASURER	COURT FEES	09/13/2024	091324COURTFEES	71031	\$71.50
LOWE'S	200 BLDG CHARGES	09/13/2024	091324LOWES	71032	\$172.06
SAM'S CLUB	MISC CHARGES	09/13/2024	091324SAMS	71033	\$293.10
SDK LABORATORIES	SEWER LAB ANALYSIS	09/13/2024	091324WWTPLAB	71034	\$267.00
SHIRE GRAPHICS	AMBULANCE WRAP	09/13/2024	32554	71035	\$3,580.75
STUCKY FARM & LAWN	MOWER BLADES	09/13/2024	4307	71036	\$95.85
UNDERGROUND VAULTS & STORAGE	OFFSITE FILE STORAGE	09/13/2024	5000247	71037	\$16.95
WASTE CONNECTIONS	MONTH LY TRASH/RECYC	09/13/2024	18413540V025	71038	\$7,010.27
WILBUR-ELLIS COMPANY	WEED KILLER	09/13/2024	16724867	71039	\$171.68

Total Direct Expense:	\$32,453.79
Total Immediate Payments:	\$32,453.79

Report Summary

	Report Selection Criteria	
Report Type:	Detailed	
	Start	End
Transaction Number:	Start	End

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
1	7M / 7M EXCAVATING	9/13/2024	9/13/2024	202333	\$988.10
1	01-10-70-7230 FILL SAND, ROAD GRAVEL, KGE			1.0 \$988.1000	\$988.10
2	A & M / A & M TREE SERVICE, LLC	9/13/2024	9/13/2024	091324STORM	\$2,875.00
1	40-10-00-8210 STORM TREE REMOVAL BEHIND DEPOT			1.0 \$2,875.0000	\$2,875.00
3	ABC TERMITE / ABC TERMITE & PEST CONTROL	9/13/2024	9/13/2024	1556939	\$154.00
1	01-01-60-6100 BUG SPRAY CITY HALL			3.0 \$25.0000	\$75.00
2	01-01-60-6100 BUG SPRAY SR. CENTER			3.0 \$15.0000	\$45.00
3	01-01-60-6100 BUG SPRAY LIBRARY			2.0 \$12.0000	\$24.00
4	13-00-60-6100 BUG SPRAY WWTP			1.0 \$10.0000	\$10.00
4	AGRI ENVIRONMENTAL / AGRI ENVIRONMENTAL SERV	9/13/2024	9/13/2024	1866	\$780.00
1	13-00-60-6160 9-11-24 SLUDGE HAUL 19500 GAL			19,500.0 \$0.0400	\$780.00
5	AIRGAS / AIRGAS USA, LLC	9/13/2024	9/13/2024	5510741063	\$182.00
1	01-11-60-6240 MAINT CO2 CYLINDER RENTAL			1.0 \$182.0000	\$182.00
6	BG / BG CONSULTANTS, INC.	9/13/2024	9/13/2024	1	\$3,730.00
1	40-02-00-8210 CDBG PRELIM ARCHITECTURAL REPORT			1.0 \$3,730.0000	\$3,730.00
7	COLUMN / COLUMN SOFTWARE PBC	9/13/2024	9/13/2024	35740584-0019	\$92.40
1	01-01-60-6290 ORD 904 STO LEGAL NOTICE			1.0 \$48.4000	\$48.40
2	01-01-60-6290 ORD 905 UPOC LEGAL NOTICE			1.0 \$44.0000	\$44.00
8	CORE & MAIN / CORE & MAIN	9/13/2024	9/13/2024	V510467	\$943.18
1	10-00-70-7130 METER TILE			1.0 \$280.8200	\$280.82
2	10-00-70-7130 METER TILE			1.0 \$662.3600	\$662.36
10	CULLIGAN / CULLIGAN OF WICHITA	9/13/2024	9/13/2024	REC - 5	\$12.50
1	01-01-60-6290 ALLOCATE CULLIGAN DRINKING WATER			0.0 \$12.5000	\$0.00
2	01-01-60-6290 DRINKING WATER-ADMIN			1.0 \$5.0000	\$5.00
3	01-03-60-6290 DRINKING WATER-PD			1.0 \$3.7500	\$3.75
4	13-00-60-6290 DRINKING WATER-SEWER			1.0 \$3.7500	\$3.75
11	DITCH WITCH / DITCH WITCH	9/13/2024	9/13/2024	P82972	\$112.13
1	10-00-70-7110 TURBO NOZZLE FOR VAC TRAILER			1.0 \$112.1300	\$112.13
12	HALL / BRYAN HALL	9/13/2024	9/13/2024	091324BH	\$72.57
1	01-03-70-7210 PD FUEL REIMBURSEMENT-HALL			1.0 \$72.5700	\$72.57

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
13	IDEATEK / IDEATEK, LLC	9/13/2024	9/13/2024	10001488305	\$2,782.72
1	01-01-60-6180	CITY HALL PHONE/FAX/INTERNET	1.0	\$338.4000	\$338.40
2	01-05-60-6180	COURT PHONE/FAX/INTERNET	1.0	\$112.8000	\$112.80
3	10-00-60-6180	WATER PHONE/FAX/INTERNET	1.0	\$112.8000	\$112.80
4	13-00-60-6180	SEWER PHONE/FAX/INTERNET	1.0	\$112.8000	\$112.80
5	01-11-60-6180	MAINT SHOP 320 N WASH PHONE	1.0	\$198.2800	\$198.28
6	01-04-60-6180	FIRE PHONE/INTERNET	1.0	\$283.2800	\$283.28
7	13-00-60-6180	SEWER PLANT PHONE/INTERNET	1.0	\$355.6200	\$355.62
8	01-06-60-6180	POOL PHONE/INTERNET	1.0	\$283.2800	\$283.28
9	01-03-60-6180	PD PHONE/FAX/INTERNET/TV	1.0	\$399.0800	\$399.08
10	13-00-60-6180	EAST LIFT PHONE	1.0	\$178.4800	\$178.48
11	13-00-60-6180	SOUTH LIFT PHONE	1.0	\$177.9000	\$177.90
12	10-00-60-6180	WEST WATER TOWER	1.0	\$230.0000	\$230.00

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
14	INTRUST / INTRUST BANK		9/13/2024 9/13/2024	091324INTRUST	\$6,214.09
1	01-01-70-7410	AMAZON-OFFICE CHAIR	1.0	\$99.9800	\$99.98
2	10-00-60-6700	KWEA REGISTRATION-DAGAN	1.0	\$150.0000	\$150.00
3	01-01-70-7010	WALMART-HAND SOAP	1.0	\$5.1200	\$5.12
4	01-01-70-7010	DG-MTG DRINKS	1.0	\$15.7800	\$15.78
5	01-10-70-7130	JUMP START-STORM CLEANUP DRINKS	1.0	\$25.8000	\$25.80
6	01-10-70-7130	JUMP START-STORM CLEANUP DRINKS	1.0	\$99.2300	\$99.23
7	01-10-70-7420	TRACTOR SUPPLY-CHAINSAW CHAIN AND OIL	1.0	\$118.1500	\$118.15
8	41-02-00-8210	KS BOARD OF EMS	1.0	\$100.0000	\$100.00
9	01-01-60-6720	KILROY'S-STAFF MTG LUNCH	1.0	\$31.7100	\$31.71
10	01-11-60-6720	MIKE TRAINING MEALS, HOTEL, FUEL	1.0	\$764.4200	\$764.42
11	01-01-60-6720	STAFF MTG MEAL-THE MEETING HOUSE	1.0	\$41.1100	\$41.11
12	01-01-70-7010	AMAZON-OFFICE SUPPLIES	0.5	\$154.9000	\$77.45
13	01-03-70-7010	AMAZON-OFFICE SUPPLIES	0.1	\$154.9000	\$15.49
14	01-05-70-7010	AMAZON-OFFICE SUPPLIES	0.2	\$154.9000	\$30.98
15	01-09-70-7010	AMAZON-OFFICE SUPPLIES	0.1	\$154.9000	\$7.75
16	10-00-70-7010	AMAZON-OFFICE SUPPLIES	0.1	\$154.9000	\$7.75
17	12-00-70-7010	AMAZON-OFFICE SUPPLIES	0.1	\$154.9000	\$7.75
18	13-00-70-7010	AMAZON-OFFICE SUPPLIES	0.1	\$154.9000	\$7.75
19	01-03-70-7010	LASERCRAFTING-LISA'S NAMEPLATE	1.0	\$26.9500	\$26.95
20	10-00-70-7020	USPS-WATER SAMPLE POSTAGE	1.0	\$17.5500	\$17.55
21	01-01-70-7010	CHALLENGE COIN COUNTRY	1.0	\$439.0000	\$439.00
22	01-03-70-7420	HARBOR FREIGHT-TOOLS	1.0	\$113.9400	\$113.94
23	01-11-70-7420	HARBOR FREIGHT-TOOLS	1.0	\$62.9200	\$62.92
24	10-00-70-7020	USPS-WATER SAMPLE POSTAGE	1.0	\$5.1500	\$5.15
25	01-11-70-7010	DG-MAINT WATER DRINKS	1.0	\$26.2500	\$26.25
26	01-11-70-7420	HARBOR FREIGHT-TOOLS	0.5	\$449.8800	\$224.94
27	13-00-70-7420	HARBOR FREIGHT-TOOLS	0.5	\$449.8800	\$224.94
28	01-11-60-6720	BIG LARRY'S-JIM & BRETT LUNCH	1.0	\$21.2400	\$21.24
29	10-00-70-7020	USPS-WATER SAMPLE POSTAGE	1.0	\$41.4500	\$41.45
30	01-03-70-7410	AAA RESTAURANT SUPPLY-EVIDENCE TABLE	1.0	\$415.0000	\$415.00
31	01-03-60-6110	KANSAS LAND TIRE-PD VEHICLE	1.0	\$726.1500	\$726.15
32	01-03-70-7250	BADGE & WALLET-BADGE HOLDERS	1.0	\$226.5000	\$226.50
33	01-03-70-7420	MENARD'S-PD TOOLS	1.0	\$32.2400	\$32.24
34	01-03-70-7010	SAM'S-PARADE CANDY	2.0	\$20.5600	\$41.12
35	01-03-60-6720	CY'S-MEAL FOR INTERVIEWS	1.0	\$200.0000	\$200.00
36	01-03-70-7010	AMAZON-LABELS, CPR MASKS, RISERS	1.0	\$145.8700	\$145.87
37	01-03-70-7410	AMAZON-FILE CABINET	1.0	\$92.3000	\$92.30

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice	
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code		Quantity Bought	Cost Per Unit	Line Extension
38	01-03-70-7250	AMAZON-SAFETY VESTS		1.0	\$149.5500	\$149.55
39	01-03-70-7210	DILLON'S- PD FUEL		1.0	\$63.9000	\$63.90
40	01-10-60-6720	LITTLE CAESAR'S-STORM CLEANUP FOOD		1.0	\$105.8700	\$105.87
41	01-10-60-6720	PIZZA HUT-STORM CLEANUP FOOD		1.0	\$55.8400	\$55.84
42	01-03-70-7250	RANIER ARMS-GLOVES		1.0	\$37.0000	\$37.00
43	01-03-70-7410	OFFICE MAX-PD PAPER CUTTER		1.0	\$74.7000	\$74.70
44	01-03-60-6290	KBI-BACKGROUND CHECKS SALES PERMIT		1.0	\$30.0000	\$30.00
45	01-03-70-7420	BAKER TARGETS-PD TARGETS		1.0	\$236.6500	\$236.65
46	01-03-60-6290	KBI-BACKGROUND CHECK SALES PERMIT		4.0	\$30.0000	\$120.00
47	01-03-60-6710	GLOCK PROFESSIONALS-PD TRAINING COURSE		1.0	\$250.0000	\$250.00
48	01-03-60-6710	KPOA-TRAINING CONFERENCE		1.0	\$175.0000	\$175.00
49	01-03-70-7010	HV CO NOW-PD SUBSCRIPTION		1.0	\$9.7700	\$9.77
50	01-03-60-6120	MEINEKE-PD VEHICLE		1.0	\$116.6600	\$116.66
51	01-03-60-6290	FACEBOOK-EMPLOYMENT ADS		1.0	\$99.4200	\$99.42
15	KANZA / KANZA CO-OPERATIVE ASSOCIATION		9/13/2024 9/13/2024	091324COOP	\$1,775.94	
1	01-03-70-7210	FUEL - PD		1.0	\$295.6200	\$295.62
2	10-00-70-7210	FUEL - WATER		1.0	\$441.3100	\$441.31
3	01-04-70-7210	FUEL - FIRE		1.0	\$52.7100	\$52.71
4	01-10-70-7210	FUEL - STREETS		1.0	\$441.3100	\$441.31
5	13-00-70-7210	FUEL - SEWER		1.0	\$378.2600	\$378.26
6	10-00-70-7110	QWUIKLIFT & SUPERLUBE-TRACTOR		1.0	\$55.5800	\$55.58
7	13-00-70-7110	QWUIKLIFT & SUPERLUBE-TRACTOR		1.0	\$55.5800	\$55.58
8	01-10-70-7110	QWUIKLIFT & SUPERLUBE-TRACTOR		1.0	\$55.5700	\$55.57
16	KS PUBLISHING / KANSAS PUBLISHING VENTURES, LL		9/13/2024 9/13/2024	16980684	\$40.00	
1	01-01-60-6290	SEDGWICK SPORTS AD		1.0	\$40.0000	\$40.00
17	KS STATE BOARD / KANSAS STATE BOARD OF PHARM		9/13/2024 9/13/2024	091324KSEMSBRD	\$20.00	
1	41-02-00-8210	KS ST EMS PHARMACY REGISTRATION		1.0	\$20.0000	\$20.00
18	KS TREASURER / KANSAS STATE TREASURER		9/13/2024 9/13/2024	091324COURTFEES	\$71.50	
1	01-05-60-6310	JBEF		1.0	\$4.0000	\$4.00
2	01-05-60-6310	LETC		1.0	\$67.5000	\$67.50
19	LOWE'S / LOWE'S		9/13/2024 9/13/2024	091324LOWES	\$172.06	
1	40-11-00-8210	ROOF COATING AND WINDOW FOAM		1.0	\$172.0600	\$172.06

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
20	SAMS / SAM'S CLUB	9/13/2024	9/13/2024	091324SAMS	\$293.10
1	01-06-70-7240	POOL CONCESSIONS	1.0	\$128.1500	\$128.15
2	01-01-70-7010	MTG LUNCH FOOD AND OFFICE CANDY	1.0	\$81.1000	\$81.10
3	01-01-70-7010	OFFICE SUPPLIES-TP, PLATES...	1.0	\$83.8500	\$83.85
21	SDK / SDK LABORATORIES	9/13/2024	9/13/2024	091324WWTPLAB	\$267.00
1	13-00-60-6170	SEWER LAB ANALYSIS	1.0	\$267.0000	\$267.00
22	SHIRE / SHIRE GRAPHICS	9/13/2024	9/13/2024	32554	\$3,580.75
1	41-02-00-8210	AMBULANCE WRAP	1.0	\$3,580.7500	\$3,580.75
23	STUCKY FARM / STUCKY FARM & LAWN	9/13/2024	9/13/2024	4307	\$95.85
1	01-08-70-7110	MOWER BLADES	0.5	\$95.8500	\$47.93
2	01-10-70-7110	MOWER BLADES	0.5	\$95.8300	\$47.92
24	UNDERGROUND / UNDERGROUND VAULTS & STORAGE	9/13/2024	9/13/2024	5000247	\$16.95
1	01-01-60-6200	FILE RETENTION OFFSITE STORAGE	1.0	\$16.9500	\$16.95
25	WASTE CONNECTIONS / WASTE CONNECTIONS	9/13/2024	9/13/2024	18413540V025	\$7,010.27
1	12-00-60-6160	95 GALLON TRASH CART	350.0	\$10.6000	\$3,710.00
2	12-00-60-6160	65 GALLON TRASH CART	151.0	\$8.4800	\$1,280.48
3	12-00-60-6160	35 GALLON TRASH CART	45.0	\$8.4800	\$381.60
4	12-00-60-6160	SR 35 GALLON TRASH CART	30.0	\$7.4200	\$222.60
5	12-00-60-6160	SEDG CO SURCHARGE	61.0	\$2.5000	\$152.50
6	12-00-60-6160	RECYCLE	593.0	\$2.1300	\$1,263.09
7	12-00-60-6160	CART EXCHANGE	0.0	\$25.0000	\$0.00
26	WILBUR-ELLIS / WILBUR-ELLIS COMPANY	9/13/2024	9/13/2024	16724867	\$171.68
1	01-08-70-7220	WEED KILLER/ROUNDUP	0.5	\$171.6800	\$85.84
2	01-10-70-7220	WEED KILLER/ROUNDUP	0.5	\$171.6800	\$85.84

Grand Totals

Total Direct Expense: \$32,453.79
Total Immediate Payments: \$32,453.79

Report Summary

Report Selection Criteria

Report Type: Detailed
Start End
Transaction Number: Start End

**City of Sedgwick
City Council Meeting
September 18, 2024**

TO: Mayor and City Council

SUBJECT: Strategic Plan

INITIATED BY: Administration

AGENDA: New Business

Recommendation: Approve and adopt the Strategic Plan for the City of Sedgwick

Background: Wichita State University’s Public Policy and Management Center was contracted to establish the City of Sedgwick’s first Strategic Plan. The strategic plan was created utilizing data collected from internal stakeholders and public input sessions which took place throughout the year. This document will serve as a guidance tool for future initiatives and city planning. Presenting the document today is Kate Young with PPMC along with members of the stakeholder committee.

Recommendations/Actions: It is recommended that the City Council approve and adopt the Strategic Plan.

Attachment: City of Sedgwick Strategic Plan

STRATEGIC PLAN



PUBLIC POLICY & MANAGEMENT CENTER

Prepared By:

Kate Young, *Project Associate*

Kathy Sexton, *Senior Management Consultant*

Kian Williams, *Student Assistant*

Aimee Kozushko, *Graduate Assistant*

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CONCLUSION	15





BACKGROUND

The following report captures feedback from interviews, focus groups, and a survey conducted between April and July 2024 to inform the City of Sedgwick's strategic planning process. Four focus groups were held, and participants included local business owners, board members from various local organizations, USD 439 students, and community leaders. Further input was collected through a brief survey available at City hall, June's Moonlight market, the City's annual 4th of July celebration, and Back To School night. Internal interviews consisted of City of Sedgwick employees and City council members.

MISSION & VISION

The PPMC helped craft a new vision statement that better reflected the organization. This statement was influenced by the stakeholder engagement process and created with the steering committee.

Mission:

To foster a vibrant and welcoming community through responsible stewardship of resources.

Vision:

To innovate and ensure a prosperous future while honoring our rich heritage.

STRATEGIC PLAN



GOAL 1

Increase collaboration for the best use of resources.

STRATEGIES	CHAMPION (Lead is listed first)	TIMELINE
Establish a system of communication and collaboration between the City, USD 439, and the Recreation Commission	City Administrator, 439 Superintendent and Recreation Commission Board	2025-2026
Determine common goals between the City, USD 439, and the Recreation Commission	City Administrator, 439 Superintendent and Recreation Commission Board	2025-2026
Increase awareness of the City of Sedgwick's 501(c)3 named Sedgwick Community Development Corporation	City Administrator	2025-2026
Increase cross training and educational opportunities for City staff	City Clerk, City Superintendent	2026
Create a central information hub that can be accessed by residents to amplify events (community calendar)	City Administrator, USD 439 Technology Director	2025



GOAL 2
 Meet the housing needs of current and future residents to maintain vitality and manageable growth.

STRATEGIES	CHAMPION (Lead is listed first)	TIMELINE
Develop and promote incentives for first-time home buyers, homebuilders, and prospective developers	City Administrator	2025
Explore current zoning maps and regulations to identify areas for potential infill or redevelopment	Planning and Zoning Commission, City Administrator	2025
Encourage construction of diversified housing options for all demographics including young families and seniors	Zoning Administrator	Ongoing
Encourage real estate development to meet community needs while being conscious of expanded infrastructure and ongoing maintenance costs	City Administrator	Ongoing



GOAL 3
 Provide quality parks and public spaces for youth recreation and community activities.

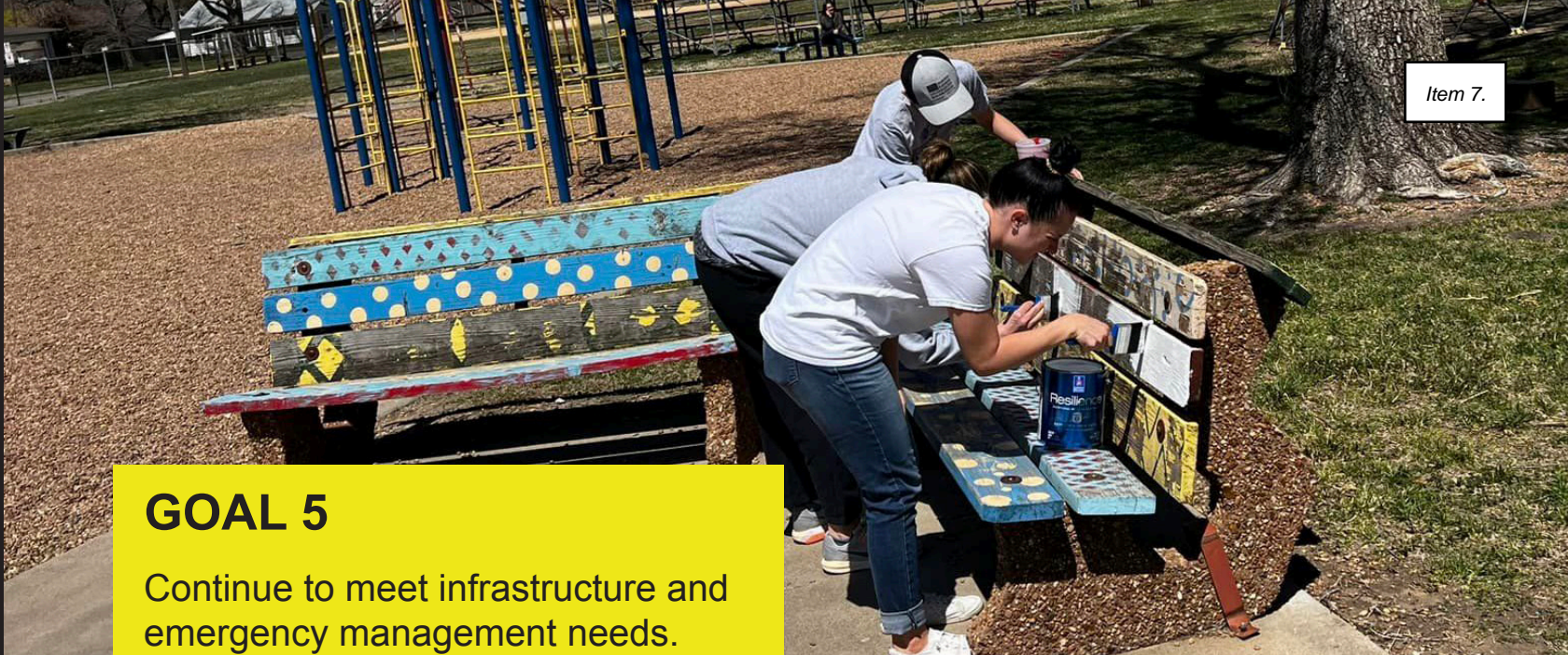
STRATEGIES	CHAMPION (Lead is listed first)	TIMELINE
<p>Develop a Parks Master Plan (including but not limited to the following)</p> <ul style="list-style-type: none"> • Evaluate current parks and public spaces • Seek community input on future recreation development • Consider disc golf, dog park, and other special use public spaces • Activate Hike and Bike Plan • Improve activation of pocket park and downtown corridor • Explore development efforts and collaboration opportunities on the east water tower land with Recreation commission • Expand development efforts for DeHaven Memorial Park and Highlands Pond 	<p>City Administrator, Recreation Commission Board</p>	<p>2025</p>
<p>Identify programming opportunities in the community between the Recreation Commission, USD 439 and City</p>	<p>City Administrator, USD 439 Superintendent, Rec Commission Chair</p>	<p>2025</p>



GOAL 4

Promote business retention and development.

STRATEGIES	CHAMPION (Lead is listed first)	TIMELINE
Create and maintain a list of local businesses	Utility Clerk	2026
Create a marketing campaign to promote shopping local and highlight local business	USD 439 Business Class, City Administrator, (Cardinal Collective, Sedgwick Connect and other groups)	2026
Identify areas of infill and mixed-use properties for future development	Planning and Zoning Commission, Zoning Administrator	2027
Increase efforts for beautification and walkability along downtown corridor	City Superintendent, Community Volunteers	2025
Explore efforts to support local businesses and market Sedgwick to future businesses	City Administrator, Harvey County Economic Development, Area Businesses	2026
Actively promote the facade improvement grant program	City Administrator	Ongoing



GOAL 5
Continue to meet infrastructure and emergency management needs.

STRATEGIES	CHAMPION (Lead is listed first)	TIMELINE
Annually fund infrastructure and emergency management needs	City Council, City Administrator	Ongoing
Continue beautification efforts at entry points to town to encourage a positive first impression	City Superintendent, City Administrator	Ongoing
Evaluate and update the Emergency Management Plan	EMS Director, Police Chief, Fire Chief, Harvey and Sedgwick County Emergency Management	2026
Continue implementing a comprehensive street maintenance program that including gravel roads	City Superintendent, City Administrator	Ongoing

APPENDIX A: STAKEHOLDER THEMES

Strengths

City Services and Engagement

Trust is growing between the City of Sedgwick and its residents. Both external and internal stakeholders note that new leadership in key positions is increasing collaboration and communication across City departments and with the school. The City has faced significant financial hurdles and high staff turnover in recent years. The leadership and dedication of the current mayor, staff, and council members led to current financial stability and improved staffing. There is a tone of hope, collaboration, and long-term vision when talking with key community leadership and internal stakeholders.

Community stakeholders express satisfaction and optimism with most City services, especially with increased code enforcement and recently enhanced beautification efforts, particularly downtown.



The City's Facebook page is improving communication with residents. With the recent hiring of a new Police Chief and Director of EMS, there is a hopeful tone of new leadership and safety. In the Sedgwick Community Survey, participants rated "general administration (communication, permits, beautification)" as the least in need of improvement, while also describing Sedgwick as "friendly," "connected," and "family." This suggests community satisfaction with the City's focus on outreach and providing services to residents.

City staff and council members are connected to the meaning of their work and are proud to give back to the community through public service. Many employees are living and working in their hometown. One staff member noted it was “time to come home,” when coming to work for the City of Sedgwick. Most of the staff live in the City, and many of the staff and council were raised in Sedgwick. Points of pride for staff include: “good learning opportunity” as well as “pride in doing work not everyone is willing to do,” “offering good customer service,” and “building relationships with residents.” Council members note a call to give back and affect change in their community.

Small Town Feeling

City staff and residents also note the traditional “small-town lifestyle” found in Sedgwick. “Everyone knows everyone” and “Children are safe to ride their bikes on the streets” were often repeated phrases from participants. Residents are proud of their community and believe it to be safe and quiet. The most common descriptor of Sedgwick by survey respondents was some variation of “small town” and “home.” Over 85 percent of survey respondents indicated a residential or family connection to Sedgwick, indicating a deep, long-standing relationship with the community.

Residents especially enjoy community-centered programming such as the Moonlight Market and Fall Festival. Many indicated an appreciation for the beautification efforts on Commercial Street and the honoring of the Hometown Hero banners.



Student Focus

Stakeholders express dedicated support and trust for USD 439, Sedgwick Public Schools, believing it to be the community's biggest asset. Students believe they receive a quality education and are prepared for higher education or the workforce. Students report feeling very supported by the community. Council and City staff are committed to partnerships with USD 439 and are also proud of the quality of education provided. School representatives note an improved trust and communication between the City and the school with opportunities for further collaboration. Thirty percent of survey respondents indicated USD 439 as their connection to the community.

Council Priorities

City council members' top priority areas are generally aligned. They include housing, safety, and economic development. Infrastructure priorities were a close 4th in prioritization, while beautification efforts rounded out the list. Some council members would like to see a Chamber of Commerce created or small-business incubator programs. Others believe improved parks or walking paths are a good use of resources. Many of the top priority areas have current projects under consideration or development.

Words to Describe Sedgwick

For those who choose to live in Sedgwick, words like "family," "friendly," "hospitable," "supportive," "safe," "community," "quiet," and "happy small town" were used.

Focus group participants describe the Sedgwick they hope to see in the future as "thriving," "growing," "healthy," "trusted," "unified," "premier community," "tranquil," "friendly," "welcoming," "inviting," "collaborative," and "progressive."





Opportunities

Economic Development

When asked to describe Sedgwick in ten years, survey respondents consistently used terms such as “growing” and references to “more business” in the City. Community stakeholders in focus groups also listed “economic development” as one of the most important opportunities for the City. Attitudes towards economic development were slightly divergent in focus group feedback and community survey results. While stakeholder groups described economic development as one of the most important opportunities, survey sentiment was more nuanced where respondents consistently ranked community priorities as services, infrastructure, and public safety.

Business leaders and residents note a desire for business recruitment in the downtown corridor and industrial park. The 9% sales tax makes “doing business hard” in Sedgwick, according to business leaders. Stakeholders want more opportunities for residents to live and work in Sedgwick. Attracting small businesses and industry are priorities. Promoting the downtown corridor for new business is of particular importance for many residents.

Business leaders and other residents want to see more promotions and information related to existing businesses. One suggestion involved providing residents and new homeowners with information packets highlighting the businesses in the City and encouraging residents to buy locally. Focus group participants suggest the City drop the special assessment taxes on industrial park lots to incentivize more tenants to the industrial park.

Stakeholders encourage the City to think beyond just manufacturing or industry when attracting tenants. Suggestions include event venues or other small shops.

Housing

Sedgwick is not immune to the national trends in housing shortages. Housing inventory and availability are consistently rated within all stakeholder engagement as an important opportunity for the City. Concerns related to housing are diverse. Business leaders want more permanent customers. Younger residents need affordable housing options to remain in Sedgwick. Some homeowners note that their property taxes have increased significantly in the last few years.



Participants further describe a desire to see more affordable housing options as current rental properties are out of financial reach for many who would like to live in Sedgwick. Respondents note the need to attract and incentivize builders to Sedgwick to establish more housing developments. Thirty-three percent of USD 439 enrollment is outside the district. If housing challenges can improve, these families could be given options within the Sedgwick City limits.

Infrastructure

The City council is working toward paving downtown streets. Residents note the financial burden road paving efforts place on homeowners. Opportunity for improved communication with the community on all the improvements that this project involves may promote more buy-in from residents.

Many focus groups and internal stakeholders agree that improved infrastructure should remain a priority for the City, though economic development and housing were rated by participants as the most important priorities in these groups. Feedback suggests more parking downtown and continued sidewalk and road improvements are valuable to stakeholders.

Beautification of the City

Stakeholders suggest enhancing the City's parks as well as an increase in biking and hiking trails for general recreation purposes. Internal stakeholders note Sedgwick has good zoning laws and code enforcement that need to continue to be utilized to make downtown and other main roads more visually appealing, noting visitors to Sedgwick, "eat with their eyes."

Others note that the City needs to give people a reason to visit and stay in Sedgwick. Many point to the empty storefront on Commercial Street as a problem of aesthetics.

Quality of Life

Most stakeholders are happy with their quality of life in Sedgwick, but several areas for improvement were identified.

Residents suggest introducing more neighborhood programming such as the Moonlight Market. There is an undercurrent of division noted in some of the feedback, particularly from those who are newer residents to town, feeling unwelcome. Continued community events can help to make newcomers feel a sense of belonging.



Sedgwick youth note a lack of a “third place.” A third place is traditionally a youth-frequented business or setting when they are not at home or school. Youth suggest engagement programs, parks, fast food restaurants, bowling alleys, and events at the recreation center. Business leaders also note a need for youth engagement to boost economic and population growth. Exploring applied learning opportunities between the school district and the City is an area for future exploration and youth engagement. There is a history of work-study opportunities between school students and the City. School leadership would like to see this explored as a workforce opportunity.

Residents express concern about public safety in general. Though many people note that Sedgwick is currently a safe place to live, some express fear of it becoming less so with growth. City staff corroborated a need for more public safety funding to hire more officers, expand to a 24-hour department, implement EMS services, and continue to support the fire department readiness plan. Improvements to public safety were, by far, ranked as the most important improvement needed by survey respondents.

Adaptability

As the world continues to modernize and resident needs evolve, both external and internal stakeholders noted a need for the City to be adaptable. Residents want City leaders who are open to change, and City staff want to feel like they have the support they need to make innovative decisions within their job responsibilities.

City Staffing

Sedgwick has faced staffing issues with a high rate of turnover in the past. Currently, the City is more adequately staffed, having implemented pay increases to help foster retention. Internal stakeholders would like to see more frequent communication from the City leadership, with an increased focus on collaboration among City staff, along with increased pay, when possible. Internal stakeholders cited these changes as potential tools for improved employee retention.

Communication

While pleased with increased communication from the City on Facebook, external stakeholders desire a more comprehensive communication strategy that communicates all City services and events. This input suggests developing a communication strategy as part of the strategic plan. Respondents note that other social media channels are competing for followers and carrying the unofficial message of Sedgwick. Attention should be paid to who is telling the story of the City.



CONCLUSION

Sedgwick residents, business leaders, City council, and staff believe in their City and love their community. Focus group and survey participants were optimistic about the future of Sedgwick and pointed to numerous opportunities for innovation and growth in the City.

Based on feedback from community stakeholders and surveys, special focus should be given to economic development and housing that has the potential to attract new residents, increase Sedgwick's tax base and economic activity, and allow for further quality of life improvements. Staffing and funding for public safety departments and related projects are of particular concern to community stakeholders. Lastly, infrastructure and street maintenance are additional quality-of-life enhancements that appeal to a broad audience of stakeholders.



**City of Sedgwick
City Council Meeting
September 18, 2024**

TO: Mayor and City Council
SUBJECT: 2024 Q2 Financial Report
INITIATED BY: Administration
AGENDA: New Business

Recommendation: Receive and file the 2024 Q2 Financial Report

Background: The 2024 second quarter financial report is for the period ending June 30, 2024. The General Fund saw an increase in unencumbered balance by \$82,768. Revenues for the General Fund saw an increase of \$110,221 as compared to this time last year, while expenditures for the General Fund increased marginally. Local sales tax revenue continues to see a decline from historical averages but remains flat as compared to last year. Proprietary funds are performing in line with budgeted projections. Overall, budgeted projections are in line with actuals as the city continues to remain in a healthy financial position.

Recommendations/Actions: It is recommended that the City Council receive and file the 2024 Q2 Financial Report

Attachment: 2024 Q2 Financial Report

2024 Quarterly Financial Report

June
30, 2024

A Little Town
With A Big Heart!



CITY OF SEDGWICK, KANSAS
QUARTERLY FINANCIAL REPORT
FOR PERIOD ENDED JUNE 30, 2024

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September 18, 2024

The Honorable Mayor and City Council
City of Sedgwick, Kansas

Dear Mayor and Members of City Council:

I am pleased to present to you the Quarterly Financial Report of the City of Sedgwick for the quarter ended June 30, 2024. Enclosed, you will find a comprehensive overview of our financial performance, including revenues, expenses, budget allocations, and any pertinent insights. The information is unaudited and may not reflect all transactions and adjustments that apply to the activities through the second quarter of 2024.

This report highlights our continued commitment to fiscal responsibility and transparency in managing the City's resources. It reflects our dedication to prudent financial planning and management practices aimed at ensuring the long-term prosperity of our community.

Highlights and key information regarding the financial reports are presented in the following section titled *Highlights and Briefs*. Thank you for your ongoing support and collaboration as we strive to uphold the highest standards of financial stewardship for the City of Sedgwick. My appreciation is extended to all City staff members that contributed to this report.

Respectfully submitted,

A handwritten signature in black ink that reads "Kyle Nordick". The signature is written in a cursive style.

Kyle Nordick
City Administrator

Highlights and Briefs

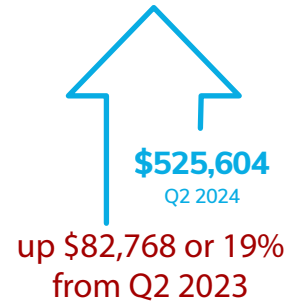
QUARTER ENDED JUNE 30, 2024

The Quarterly Financial Report provides unaudited results in order to facilitate timely management decision making. The report compares actual results to budgetary amounts for various funds and provides additional information about the City’s financing activities.

GENERAL FUND

Budgetary statements for the General Fund are presented on pages 1 to 3 of this report. The unencumbered fund balance for the General Fund on June 30, 2024 was \$525,604 as compared to \$442,836 at this time last year, representing an increase of approximately \$82,768. The 2024 second quarter unencumbered fund balance is 33% of expenditures and other uses (page 1). General Fund revenues and other sources (revenues) increased compared to this time last year \$110,221 or 14% higher. Expenditures and other uses (expenses) increased \$21,739 or 4% over last year (page 1).

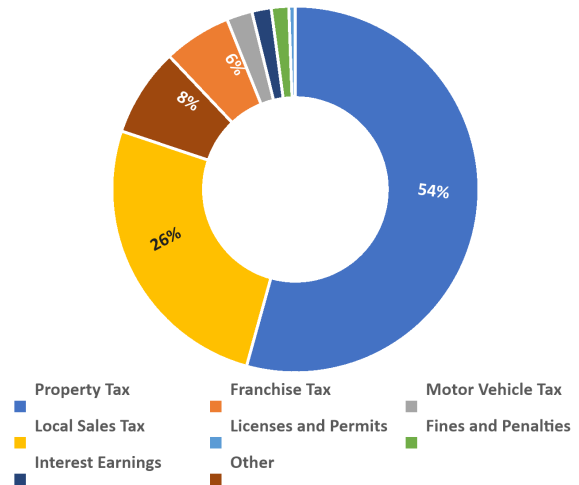
General Fund Balance



REVENUES

The General Fund has many revenue sources as seen in the budgetary schedules starting on page 1; however, four main revenues are projected to make up 88% of the General Fund’s annual revenues: property taxes, franchise taxes, motor vehicle taxes and sales tax. Charges for services, interest earnings and intergovernmental revenues while lesser are still significant revenues of the General Fund. The top three revenues are discussed in further detail below followed by a brief discussion of the General Fund’s other revenues.

June 2024 - General Fund
Actual Revenues By Type



PROPERTY TAX

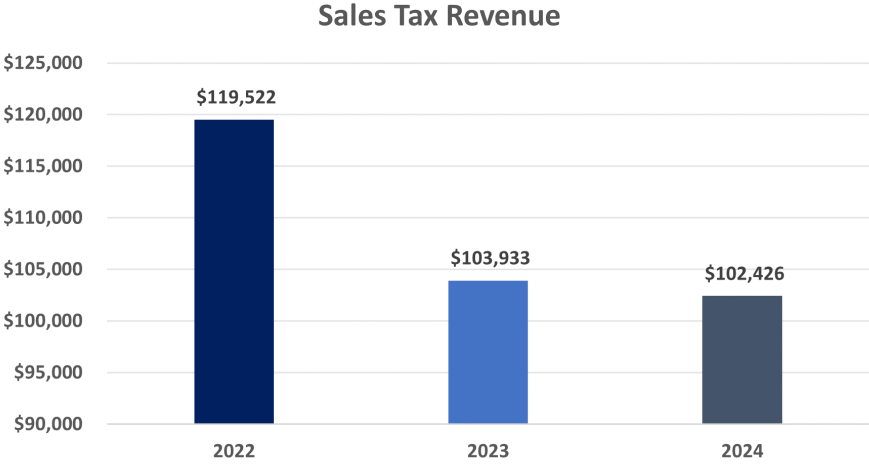
The General Fund is one of two “taxing” funds of the City and property tax revenues account for over one-third of its annual revenues. Property tax revenues are based on the assessed valuation of taxable property within the City limits. The appraised valuation is determined by the County Appraiser and then the assessment percentage, as prescribed by the State Constitution, is applied to derive the Assessed Valuation. The assessed value is then multiplied by the tax rate, expressed in terms of “mills” per \$1,000 to derive the property tax revenues.

Total property tax collections for the City’s two primary taxing funds, the General Fund and the Debt Service Fund, totaled \$669,322 in the second quarter, increasing 15% over last year.

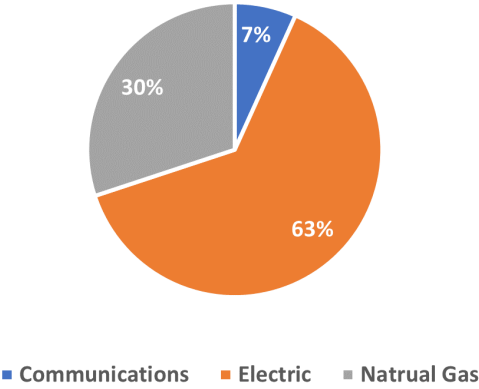
Collection of Current and Delinquent Property Taxes				
	2024 Adopted Budget	For the quarter ended June 31,		
		2024	2023	2022
General Fund	\$553,458	\$496,380	\$362,709	\$349,626
Debt Service Fund	\$193,068	\$172,942	\$217,288	\$230,333

LOCAL SALES TAXES

Local sales tax receipts generally exhibit economic sensitivity and tend to remain flat or decline slightly during recessionary periods. In addition, fluctuations in growth can occur due to timing differences in the State distribution methodology. Sales tax collections remain on track with second quarter collections totaling \$80,529.



**Franchise Taxes
As of June 30, 2024**



FRANCHISE TAXES

Franchise tax revenue is based on agreements between the City and utility providers (i.e., natural gas, electricity, telephone, video and cable TV). Franchise tax revenues are affected by several significant factors which impact utility gross revenues, including weather conditions, economic activity, rate setting approvals and the price of natural gas. Franchise taxes collected equaled \$54,614, representing 45% of the 2024 budgeted amount. .

FINANCING ACTIVITIES

Budgetary statements for the Debt Service Fund are presented on page 5 of this report. The unencumbered fund balance of the Debt Service Fund as of June 30, 2024 was \$298,033.

ENTERPRISE FUNDS

Statements for enterprise funds prepared on a budgetary basis begin on page 18.

WATER UTILITY

The Water Utility revenues through June 30, 2024 were \$189,408 as compared to the prior year's revenue of \$193,700. Expenditures increased \$12,577 totaling \$136,235 as compared to \$123,658 in 2023. Revenues and expenditures were approximately 47% and 27%, respectively, of the 2024 Adopted Budget.

SEWER UTILITY

Sewer Utility revenues at \$137,196, decreased over prior year's revenues of \$141,462. Revenues remain in sync with the Adopted Budget at 49% for the second quarter. Expenditures of \$103,615 in 2024 were lower than the 2023 expenditures of \$112,080 and were 31% of the Adopted Budget.

REFUSE

The Refuse Fund revenues totalled \$60,761 for the second quarter, representing a decrease of 1.7% from 2023. The Refuse Fund expenditures total \$45,314 in 2024, an increase of \$158 or 0.3% over the prior year expenditures.

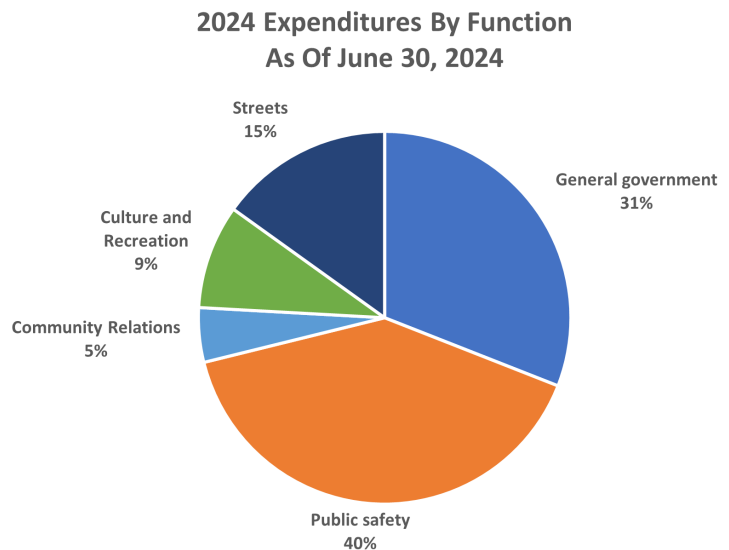
EXPENDITURES

General Fund expenditures are made up of both actual expenditures incurred and encumbrances for committed funds (i.e., contracts and purchase orders entered into). As of June 30, 2024, expenditures included approximately \$570,798 in encumbrances as compared to \$549,059 as of June 30, 2023.

The largest expenditure of the General Fund's 2024 Adopted Budget, including transfers out, is contractual services. Contractual services at \$302,153 increased, \$52,035 or 21%, as compared to the second quarter of 2023. Contractual services are within the expectations at 59% of the 2024 Adopted Budget.

The second largest category of General Fund's expenditures is personnel services which comprises approximately 33% of the General Fund's Adopted Budget and 35% of 2024 actual expenditures through June 30, 2024. Personnel services decreased nearly \$34,960 or 15% over the second quarter of 2023.

Materials and supplies is the third largest expenditure category at 51% of the budget and 11% of actuals through the end of the first quarter of 2024. This category increased approximately \$4,664 or 8%, as compared to June 30, 2023.



GENERAL FUND

The primary purpose of the General Fund is to account for the City's operating revenues and other financial resources and their uses in conducting the general operations of the City, except for those resources required to be accounted for in another fund.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with projections for the year ended June 30, 2024)

	Budgeted Amounts		2024	2024
	Original	Revised*	Actual Amounts	Projected Year End
REVENUES AND OTHER SOURCES				
General property taxes	\$ 553,458	\$ 553,458	\$ 496,380	\$ 563,132
Franchise taxes	121,919	121,919	54,614	112,207
Vehicle taxes	52,624	52,624	20,617	48,339
Local sales tax	429,827	429,827	236,568	456,146
Licenses and permits	6,195	6,195	5,301	11,642
Fines and penalties	60,264	60,264	14,067	41,315
Interest earnings	15,138	15,138	15,595	21,891
Other revenue	102,569	102,569	68,559	104,938
Reimbursement from Senior Center	5,640	5,640	2,895	4,107
Reimbursement from Cemetery	9,152	9,152	255	14,732
Utility franchise fees	40,150	40,150		40,651
Neighborhood Revitalization			(496)	
Total revenues and other sources	<u>1,396,936</u>	<u>1,396,936</u>	<u>914,356</u>	<u>1,419,100</u>
EXPENDITURES AND OTHER USES				
Personnel services	591,637	591,637	205,570	534,535
Contractual services	512,402	512,402	302,153	507,006
Materials and supplies	122,991	122,991	63,075	108,451
Capital outlay	-	-	-	-
Contingency	165,430	165,430	-	165,430
Transfers to other funds	359,914	359,914	-	359,914
Total expenditures and other uses	<u>1,752,373</u>	<u>1,752,373</u>	<u>570,798</u>	<u>1,675,336</u>
Net change in unencumbered fund balance	(355,437)	(355,437)	343,558	(256,236)
Unencumbered fund balance, beginning	371,448	371,448	182,046	451,152
Unencumbered fund balance, ending	<u>\$ 16,011</u>	<u>\$ 16,011</u>	<u>\$ 525,604</u>	<u>\$ 194,916</u>

CITY OF SEDGWICK, KANSAS

GENERAL FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

	Budgeted Amounts		2024	Variance with	2023
	Original	Revised*	Actual Amounts	Final Budget Positive (Negative)	Actual Amounts
REVENUES AND OTHER SOURCES					
Local government taxes:					
General Property taxes:					
Property taxes	\$ 549,696	\$ 549,696	\$ 485,961	\$ (63,735)	\$ 360,815
Delinquent property taxes	3,762	3,762	10,419	6,657	1,893
Payments in lieu of taxes	4,214	4,214	-	(4,214)	-
Franchise taxes	121,919	121,919	54,614	(67,305)	65,287
Motor vehicle taxes	52,624	52,624	20,617	(32,007)	22,264
Local sales tax	429,827	429,827	236,568	(193,259)	226,025
Total local government taxes	<u>1,162,042</u>	<u>1,162,042</u>	<u>808,180</u>	<u>(353,862)</u>	<u>676,284</u>
Licenses and permits	6,195	6,195	5,301	(894)	6,608
Fines and penalties:	60,264	60,264	14,067	(46,197)	32,842
Interest earnings	15,138	15,138	15,595	457	17,243
Other Revenue	98,355	98,355	71,213	(27,142)	87,220
Total Revenues	<u>1,341,994</u>	<u>1,341,994</u>	<u>914,355</u>	<u>(427,639)</u>	<u>820,197</u>
EXPENDITURES					
Administration					
Personnel services	198,229	198,229	81,097	117,132	106,516
Contractual services	90,212	90,212	64,715	25,497	51,819
Materials and supplies	7,516	7,516	4,770	2,746	7,257
Total Administration	<u>295,957</u>	<u>295,957</u>	<u>150,581</u>	<u>145,376</u>	<u>165,592</u>
Ambulance					
Personnel services	-	-	13,197	(13,197)	-
Contractual services	200,000	200,000	100,442	99,558	94,500
Materials and supplies	-	-	-	-	-
Total Ambulance	<u>200,000</u>	<u>200,000</u>	<u>113,639</u>	<u>86,361</u>	<u>94,500</u>
Police					
Personnel services	205,499	205,499	44,500	160,999	69,528
Contractual services	45,704	45,704	30,936	14,768	25,369
Materials and supplies	28,209	28,209	12,536	15,673	13,635
Total Police	<u>279,412</u>	<u>279,412</u>	<u>87,972</u>	<u>191,440</u>	<u>108,532</u>
Fire					
Personnel services	15,898	15,898	6,230	9,668	6,100
Contractual services	25,167	25,167	18,336	6,831	10,924
Materials and supplies	10,000	10,000	3,187	6,813	2,609
Total Fire	<u>51,065</u>	<u>51,065</u>	<u>27,753</u>	<u>23,312</u>	<u>19,633</u>
Legal					
Personnel services	26,041	26,041	10,711	15,330	11,944
Contractual services	25,030	25,030	13,885	11,145	9,202
Materials and supplies	2,800	2,800	1,489	1,311	1,597
Total Legal	<u>53,871</u>	<u>53,871</u>	<u>26,085</u>	<u>27,786</u>	<u>22,743</u>
Pool					
Personnel services	55,094	55,094	11,399	43,695	13,719
Contractual services	12,789	12,789	7,902	4,887	7,682
Materials and supplies	28,944	28,944	11,368	17,576	10,153
Total Pool	<u>96,827</u>	<u>96,827</u>	<u>30,669</u>	<u>66,158</u>	<u>31,554</u>
Community Relations					
Contractual services	49,000	49,000	26,974	22,027	17,150
Total Community Relations	<u>49,000</u>	<u>49,000</u>	<u>26,974</u>	<u>22,027</u>	<u>17,150</u>

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES						
BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)						
For the Period Ended June 30, 2024						
(with comparative totals for the period ended June 30, 2023)						
	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts	
	Original	Revised*				
Parks						
Personnel services	5,353	5,353	2,718	2,635	3,655	
Contractual services	8,000	8,000	7,439	561	4,566	
Materials and supplies	6,092	6,092	3,785	2,307	2,214	
Total Parks	19,445	19,445	13,941	5,504	10,435	
Cemetery						
Personnel services	7,080	7,080	3,646	3,434	4,755	
Contractual services	3,000	3,000	3,048	(48)	2,661	
Materials and supplies	600	600	229	371	128	
Total Cemetery	10,680	10,680	6,923	3,757	7,544	
Streets						
Personnel services	35,368	35,368	13,946	21,422	10,650	
Contractual services	43,500	43,500	19,679	23,821	23,465	
Materials and supplies	26,244	26,244	19,116	7,128	18,484	
Total Streets	105,112	105,112	52,740	52,372	52,599	
Maintenance						
Personnel services	43,075	43,075	18,128	24,947	13,663	
Contractual services	10,000	10,000	8,799	1,201	3,477	
Materials and supplies	12,586	12,586	6,483	6,103	4,189	
Total Maintenance	65,661	65,661	33,410	32,251	21,329	
Total expenditures	1,227,030	1,227,030	570,687	656,343	551,630	
Excess of revenues over expenditures	114,964	114,964	343,669	(1,083,982)	268,567	
OTHER FINANCING SOURCES (USES)						
Transfers from other funds	54,942	54,942	-	-	-	
Transfers to other funds	(359,914)	(359,914)	-	359,914	-	
Total other financing sources (uses)	(304,972)	(304,972)	-	359,914	-	
Excess before other changes in unencumbered fund balances	(190,008)	(190,008)	343,669	(724,068)	268,567	
OTHER CHANGES IN UNENCUMBERED FUND BALANCE						
Cancelled encumbrances	-	-	-	-	-	
Total other changes in unencumbered fund balance	-	-	-	-	-	
Net change in unencumbered fund balance			343,669		268,567	
Unencumbered fund balance, beginning	371,448	371,448	182,046		187,761	
Unencumbered fund balance, ending	\$ 371,448	\$ 371,448	\$ 525,715	\$	\$ 456,328	

DEBT SERVICE FUND

The primary purpose of the Debt Service Fund is to provide for the payment of interest and principal on long-term general obligation debt. Funding sources include property taxes, special assessments, transfers from other funds and other miscellaneous sources.

CITY OF SEDGWICK, KANSAS

DEBT SERVICE FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

	Budgeted Amounts		2024	2023
	Original	Revised*	Actual Amounts	Actual Amounts
REVENUES AND OTHER SOURCES				
General property taxes	\$ 193,068	\$ 193,068	\$ 172,942	\$ 217,288
Special assessments	109,261	109,261	119,158	116,907
Motor vehicle tax	31,498	31,498	12,360	14,911
Neighborhood Revitalization	-	-	-	(246)
State assessed utilities	7,397	7,397	11,117	15,394
Transfers	-	-	-	-
Total revenues and other sources	<u>341,224</u>	<u>341,224</u>	<u>315,577</u>	<u>364,254</u>
EXPENDITURES AND OTHER USES				
Debt Service	390,515	390,515	24,789	29,958
Cash Basis Reserve	9,771	9,771	9,771	
Total expenditures and other uses	<u>400,286</u>	<u>400,286</u>	<u>34,560</u>	<u>29,958</u>
Net change in unencumbered fund balance	(59,062)	(59,062)	281,017	334,297
Unencumbered fund balance, beginning	64,540	64,540	17,016	7,892
Unencumbered fund balance, ending	<u>\$ 5,478</u>	<u>\$ 5,478</u>	<u>298,033</u>	<u>342,189</u>

LIBRARY

The primary purpose of the Library Fund is to account for the City's tax levy funding of the operation of Lillian Tear Library.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES
 BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

	Budgeted Amounts		2024	2023
	Original	Revised*	Actual Amounts	Actual Amounts
REVENUES AND OTHER SOURCES				
General property taxes	\$ 48,122	\$ 48,122	\$ 43,387	\$ 41,983
Motor vehicle tax	6,093	6,093	2,387	2,553
State assessed utilities	3,012	3,012	2,821	2,977
Neighborhood Revitalization Rebate	-	-	-	(48)
Total revenues and other sources	<u>57,227</u>	<u>57,227</u>	<u>48,596</u>	<u>47,465</u>
EXPENDITURES AND OTHER USES				
Appropriation to library board	<u>58,387</u>	<u>58,387</u>	<u>25,624</u>	<u>25,689</u>
Total expenditures and other uses	<u>58,387</u>	<u>58,387</u>	<u>25,624</u>	<u>25,689</u>
Net change in unencumbered fund balance	(1,160)	(1,160)	22,972	21,777
Unencumbered fund balance, beginning	1,166	1,166	3,589	1,111
Unencumbered fund balance, ending	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ 26,561</u>	<u>\$ 22,888</u>

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with projections for the year ended December 31, 2024)

	Budgeted Amounts		2024	Variance with Final Budget	2024
	Original	Revised*	Actual Amounts	Positive (Negative)	Projected Year End
REVENUES AND OTHER SOURCES					
Local government taxes:					
General Property taxes:					
Property taxes	\$ 47,721	\$ 47,721	\$ 42,195	\$ (5,526)	\$ 43,277
Delinquent property taxes	401	401	1,192	791	1,395
Motor vehicle taxes	6,093	6,093	2,387	(3,706)	5,952
State assessed utilities	3,012	3,012	2,821	(191)	2,822
Neighborhood revitalization rebate	-	-	-	-	-
Total local government taxes	<u>57,227</u>	<u>57,227</u>	<u>48,595</u>	<u>(8,632)</u>	<u>53,446</u>
Total Revenues	<u>57,227</u>	<u>57,227</u>	<u>48,595</u>	<u>(8,632)</u>	<u>53,446</u>
EXPENDITURES					
Appropriation to library board	<u>58,387</u>	<u>58,387</u>	<u>25,624</u>	<u>0</u>	<u>56,923</u>
Total Expenditures	<u>58,387</u>	<u>58,387</u>	<u>25,624</u>	<u>-</u>	<u>56,923</u>
Net change in unencumbered fund balance	(1,160)	(1,160)	22,972		(3,477)
Unencumbered fund balance, beginning	1,166	1,166	3,589		1,166
Unencumbered fund balance, ending	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ 26,561</u>	<u>\$ -</u>	<u>\$ (2,311)</u>

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EMPLOYEE BENEFIT FUND

The primary purpose of the Employee Benefit Fund is to account for the City's portion of social security, health and dental insurance, retirements, workers compensation and unemployment insurance contributions.

CITY OF SEDGWICK, KANSAS

EMPLOYEE BENEFITS FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

Variances With
Final Budget

	Budgeted Amounts		2024 Actual Amounts	Positive (Negative)	2023 Actual Amounts
	Original	Revised*			
REVENUES AND OTHER SOURCES					
Property taxes	\$ 175,778	\$ 175,778	\$ 155,406	\$ (20,372)	\$ 164,914
Delinquent tax	-	-	4,328	4,328	759
Vehicle taxes	10,996	10,996	9,403	(1,593)	8,760
Transfers	-	-	-	-	-
State assessed utilities	11,757	11,757	10,391	(1,366)	11,755
Reimbursements	-	-	-	-	2,114
Reimbursement from Water	27,442	27,442	-	(27,442)	-
Reimbursement from Refuse	320	320	-	(320)	-
Reimbursement from Sewer	24,490	24,490	-	(24,490)	-
Reimbursement from Library	3,567	3,567	-	(3,567)	-
Reimbursement from Cemetery	3,768	3,768	-	(3,768)	-
Reimbursement from Senior Center	605	605	-	(605)	-
Neighborhood Revitalization Rebate	-	-	-	-	(188)
Total revenues and other sources	<u>258,723</u>	<u>258,723</u>	<u>179,528</u>	<u>(79,195)</u>	<u>188,114</u>
EXPENDITURES AND OTHER USES					
Personnel services	-	-	-	-	-
Social Security	52,964	52,964	22,465	30,499	24,017
KPERS	71,665	71,665	27,296	44,369	23,182
Group Insurance	130,375	130,375	29,654	100,721	45,839
Unemployment	854	854	696	158	447
Medicare	-	-	-	-	-
Workers Comp	11,879	11,879	10,828	1,051	10,829
HRA Account	37,829	37,829	14,627	23,202	6,705
Cash Basis Reserve	35,652	35,652	35,652	-	-
Total expenditures and other uses	<u>341,218</u>	<u>341,218</u>	<u>141,218</u>	<u>200,000</u>	<u>111,019</u>
Net change in unencumbered fund balance	(82,495)	(82,495)	38,310	(279,195)	77,095
Unencumbered fund balance, beginning	87,615	87,615	97,656		71,546
Unencumbered fund balance, ending	<u>\$ 5,120</u>	<u>\$ 5,120</u>	<u>\$ 135,966</u>	<u>\$ (279,195)</u>	<u>\$ 148,641</u>

SPECIAL REVENUE AND PERMANENT FUNDS

The primary purpose of the Special Revenue Funds is to account for the proceeds of designated revenue sources which are used to finance specified activities as required by law or public policy.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES					
BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)					
For the Period Ended June 30, 2024					
(with comparative totals for the period ended June 30, 2023)					
	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts
	Original	Revised*			
REVENUES AND OTHER SOURCES					
Intergovernmental	204,248	204,248	102,426	(101,822)	103,933
Total Revenues	204,248	204,248	102,426	(101,822)	103,933
EXPENDITURES					
Transfers to other funds	91,198	91,198	-	91,198	-
Commodities			4,725		
Contractual Services	195,000	195,000	84,863	110,137	69,468
Total Expenditures	286,198	286,198	89,588	201,335	69,468
Net change in unencumbered fund balance	(81,950)	(81,950)	12,839	(303,157)	34,465
Unencumbered fund balance, beginning	86,778	86,778	15		27,582
Unencumbered fund balance, ending	\$ 4,828	\$ 4,828	\$ 12,854	\$ (303,157)	\$ 62,047

CITY OF SEDGWICK, KANSAS

SPECIAL PARKS AND RECREATION FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES					
BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)					
For the Period Ended June 30, 2024					
(with comparative totals for the period ended June 30, 2023)					
	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts
	Original	Revised*			
REVENUES AND OTHER SOURCES					
Intergovernmental	6,449	6,449	4,144	(2,305)	4,646
Total Revenues	6,449	6,449	4,144	(2,305)	4,646
EXPENDITURES					
Transfers to other funds	6,000	6,000	-	6,000	-
Contractual Services	24,626	24,626	1,750	22,876	-
Commodities			61	(61)	4,704
Total Expenditures	30,626	30,626	1,811	28,876	-
Net change in unencumbered fund balance	(24,177)	(24,177)	2,333	(31,181)	4,646
Unencumbered fund balance, beginning	25,249	25,249	1,779		18,801
Unencumbered fund balance, ending	\$ 1,072	\$ 1,072	\$ 4,112	\$ (31,181)	\$ 23,447

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PROPRIETARY FUNDS

Proprietary Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The fund measurement focus is upon determination of net income, financial position and change in financial position.

CITY OF SEDGWICK, KANSAS

WATER UTILITY FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts
	Original	Revised*			
REVENUES AND OTHER SOURCES					
Charges for services	\$ 388,497	388,497	\$ 183,101	\$ (205,396)	\$ 186,332
Fees	5,955	5,955	3,486	(2,469)	4,193
Other revenue	12,133	12,133	2,821	(9,312)	2,968
Total Revenues	<u>406,585</u>	<u>406,585</u>	<u>189,408</u>	<u>(217,177)</u>	<u>193,493</u>
EXPENDITURES					
Personnel services	90,504	90,504	38,497	52,007	31,544
Contractual services	255,280	255,280	84,090	171,190	76,474
Materials and supplies	36,445	36,445	13,649	22,796	15,675
Transfer to General Fund	19,950	19,950	-	19,950	-
Transfer to Employee Benefits	27,442	27,442	-	27,442	-
Transfer to CIP/CEF	75,000	75,000	-	75,000	-
Total Expenditures	<u>504,621</u>	<u>504,621</u>	<u>136,235</u>	<u>368,386</u>	<u>123,693</u>
Net change in unencumbered fund balance	(98,036)	(98,036)	53,172	(585,563)	69,800
Unencumbered fund balance, beginning	130,619	130,619	100,623		97,350
Unencumbered fund balance, ending	<u>\$ 32,583</u>	<u>\$ 32,583</u>	<u>\$ 153,795</u>	<u>\$ (585,563)</u>	<u>\$ 167,150</u>

CITY OF SEDGWICK, KANSAS

SEWER UTILITY FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES

BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)

For the Period Ended June 30, 2024

(with comparative totals for the period ended June 30, 2023)

	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts
	Original	Revised*			
REVENUES AND OTHER SOURCES					
Charges for services	\$ 274,820	274,820	\$ 133,835	\$ (140,985)	\$ 137,497
Fees	8,029	8,029	3,361	(4,668)	3,886
Total Revenues	<u>282,849</u>	<u>282,849</u>	<u>137,196</u>	<u>(145,653)</u>	<u>141,383</u>
EXPENDITURES					
Personnel services	74,172	74,172	33,793	40,379	28,538
Contractual services	165,705	165,705	52,174	113,531	71,009
Materials and supplies	21,903	21,903	17,647	4,256	12,587
Transfer to General Fund	14,150	14,150	-	14,150	-
Transfer to Employee Benefits	24,490	24,490	-	24,490	-
Transfer to CIP/CEF	31,000	31,000	-	31,000	-
Total Expenditures	<u>331,420</u>	<u>331,420</u>	<u>103,615</u>	<u>227,805</u>	<u>112,134</u>
Net change in unencumbered fund balance	(48,571)	(48,571)	33,581	(373,458)	29,249
Unencumbered fund balance, beginning	98,711	98,711	66,794		83,475
Unencumbered fund balance, ending	<u>\$ 50,140</u>	<u>\$ 50,140</u>	<u>\$ 100,375</u>	<u>\$ (373,458)</u>	<u>\$ 112,724</u>

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN UNENCUMBERED FUND BALANCES						
BUDGET AND ACTUAL - BUDGETARY BASIS (UNAUDITED)						
For the Period Ended June 30, 2024						
(with comparative totals for the period ended June 30, 2023)						
	Budgeted Amounts		2024 Actual Amounts	Variance with Final Budget Positive (Negative)	2023 Actual Amounts	
	Original	Revised*				
REVENUES AND OTHER SOURCES						
Charges for services	\$ 92,944	92,944	\$ 45,805	\$ (47,139)	\$ 46,696	
Fees	30,269	30,269	14,955	(15,314)	15,126	
Total Revenues	<u>123,213</u>	<u>123,213</u>	<u>60,761</u>	<u>(62,452)</u>	<u>61,822</u>	
EXPENDITURES						
Personnel services	1,055	1,055	517	538	472	
Contractual services	93,534	93,534	44,136	49,398	43,991	
Materials and supplies	2,000	2,000	662	1,338	728	
Transfer to General Fund	6,050	6,050	-	6,050	-	
Transfer to Employee Benefits	320	320	-	320	-	
Transfer to CIP/CEF	25,000	25,000	-	25,000	-	
Total Expenditures	<u>127,959</u>	<u>127,959</u>	<u>45,314</u>	<u>82,645</u>	<u>45,191</u>	
Net change in unencumbered fund balance	(4,746)	(4,746)	15,446	(145,097)	16,631	
Unencumbered fund balance, beginning	34,881	34,881	10,620		9,166	
Unencumbered fund balance, ending	<u>\$ 30,135</u>	<u>\$ 30,135</u>	<u>\$ 26,066</u>	<u>\$ (145,097)</u>	<u>\$ 25,797</u>	

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520 N. Commercial Ave
Sedgwick, KS 67135

316-772-5151

**City of Sedgwick
City Council Meeting
September 18, 2024**

TO: Mayor and City Council

SUBJECT: City Attorney Services Contract

INITIATED BY: Administration

AGENDA: New Business

Recommendation: Approve the contract for City Attorney and City Prosecution Services.

Background: The City issued a Request for Proposal for City Attorney Services on May 13, 2024, with a submission deadline of July 12, 2024. The staff screening and selection committee met on August 7th and August 14th to conduct interviews. Two firms were selected to move forward with the interview process. The staff screening and selection committee unanimously selected McDonald Tinker to move forward with the negotiation process.

Financial Consideration: If approved, the contract will start with the 2025 budget on January 1, 2025. The contract price is calculated at an hourly rate dependent upon assignment of workload. Keeping in mind that the fee will fluctuate monthly based upon utilization of the contracted services and the assignment of workload; the estimated monthly cost of the contract is \$3,000 for City Attorney Services and \$1,200 for Prosecution Services.

Today's retainer fee is \$2,250 per month for City Attorney Services and \$750 per month for Prosecution Services.

Recommendations/Actions: It is recommended that the governing body approve the contract for City Attorney and City Prosecution Services with McDonald Tinker as presented.

Attachment: Contract

**AGREEMENT FOR SERVICES OF
CITY ATTORNEY AND CITY PROSECUTOR**

THIS AGREEMENT is entered into effect the _____ day of _____, 20____, by and between the CITY OF SEDGWICK, KANSAS, a municipal corporation, hereinafter referred to as "CITY" and MCDONALD TINKER PA, whose principal office is located at 300 W. Douglas Ave., Ste. 500, Wichita, Kansas 67202.

WHEREAS, the City, acting by and through the City Council, desires to retain the services of MCDONALD TINKER PA as and for the City Attorney and City Prosecutor for the City, and MCDONALD TINKER PA desires to be so retained, all pursuant to the terms and conditions of this Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter set forth, MCDONALD TINKER PA does hereby agree to serve as the City Attorney and City Prosecutor for the City, and the City agrees to retain and compensate MCDONALD TINKER PA for the provision of such services, all on the following terms and conditions:

1. The services of the City Attorney and City Prosecutor shall be performed by MCDONALD TINKER PA, and by no other entity without prior consent of the CITY; provided, however, that nothing herein shall prevent or restrict the ability of MCDONALD TINKER PA to delegate supporting tasks to staff members of the law office, provided that all such delegated tasks are under the direction and supervision of a partner of the firm. The assigned attorney(s) shall take the oath of office as prescribed by Kansas law and shall be directly and personally responsible for the performance of the duties of such office, as specified in the ordinances of the City and applicable Kansas statutes, including such legally permissible and proper duties and functions of such office as the CITY shall from time-to-time assign. However, the services to be provided under this Agreement shall not, without prior approval of both parties, include such legal services as have been customarily obtained by the CITY form attorneys who specialize in matters pertaining to municipal financing and municipal bond issues.

It is foreseeable that a legal issues requiring a practice area specialist may be necessary from time to time. MCDONALD TINKER PA will advise the CITY of those needs as they arise at which time, the CITY will retain the services of outside legal counsel related to those specific issues which require specialized knowledge and experience. MCDONALD TINKER PA has no ability to control the work performance of outside counsel in such instances.

2. MCONDALD TINKER PA shall be responsible for devoting sufficient time and effort to the performance of the duties and functions of the City Attorney and City Prosecutor. It is within the contemplation of the parties that such services shall include the attendance by MCDONALD TINKER PA at each regular and special meetings of the City Council. It is further agreed that MCDONALD TINKER PA will attend Municipal Court sessions unless excused from doing so by the Judge of the Sedgwick Municipal Court. MCDONALD TINKER PA will attend the City of Sedgwick Planning Commission and Board of Zoning Appeals meetings when requested.

3. In the event that a conflict of interest arises in the ability of MCDONALD TINKER PA to represent the interest of the City in a particular matter, MCDONALD TINKER PA shall promptly notify the City Administrator. In the event that such conflict of interest cannot be resolved, then MCDONALD TINKER PA shall be entitled to withdraw from the representation of any party in the matter, and the CITY shall be entitled to retain special counsel as the CITY deems necessary or advisable to handle the representation of the CITY's interests in the matter. During the term of this Agreement, MCDONALD TINKER PA shall not undertake the representation of any person or party as to a matter involving the CITY, without the express advance approval of the City Administrator and the consent of the other party thereto.
4. As City Attorney and City Prosecutor, MCDONALD TINKER PA shall be subject to a 48-hour timeline for all matters as they relate to the CITY. This provision is subject to all communication from the Mayor, City Administrator, City Clerk, Police Chief, and Police Clerk. All other communication from city representative(s) or employee(s) shall not be held to this standard.
5. MCDONALD TINKER PA shall provide, in the performance of their duties as City Attorney and City Prosecutor the following at their expense, to wit:
 - a. Secretarial and legal assistant support staff;
 - b. Professional liability insurance coverage on all staff assigned as City Attorney and City Prosecutor, with such limits as the parties shall agree;
 - c. Professional licensure on all staff assigned to the CITY as licensed and practicing attorney(s) in good standing under the laws of the State of Kansas.
6. The CITY shall provide to MCDONALD TINKER PA, and for the use of MCDONALD TINKER PA as City Attorney and City Prosecutor, the following at the City's expense, to wit:
 - a. City letterhead template;
 - b. Such specialized research and resource materials as the parties shall from time to time agree;
7. The CITY agrees to pay MCDONALD TINKER PA for services as City Attorney and City Prosecutor at the hourly rate of pay listed herein:
 - a. \$180 per hour – Partners
 - b. \$165 per hour – Associate Attorneys
 - c. \$125 per hour – Paralegal
8. The CITY agrees to pay MCDONAL TINKER PA for reimbursable expenses as identified herein at the rate listed below:
 - a. Mileage for City meetings - \$0.67 per mile
**Mileage will be paid for one way to all CITY meetings*
 - b. Postage – actual cost incurred

All other expenses will be discussed and submitted to the City Administrator for approval prior to the cost being incurred. Failure to obtain written approval from the CITY will result in MCDONALD TINKER PA being responsible for the costs incurred.

9. The services included within this Agreement shall not include any services relating to bond issues or other financing mechanisms which are for direct benefit of outside third parties, such as industrial revenue bonds.
10. MCDONALD TINKER PA shall save and hold the CITY harmless against all suits, claims, damages and losses for injuries to persons, property or other liability loss arising from or caused by errors, omissions or negligent acts of MCDONALD TINKER PA, its officers, agents, servants, or employees, occurring in the performance of its services under this Agreement.
11. The following property in the possession and custody of MCDONALD TINKER PA shall be and remain the property of the City, to wit:
 - a. All correspondence, files, and records (other than those otherwise specifically referenced herein) pertaining to matters handled by MCDONALD TINKER PA on behalf of the CITY as City Attorney and City Prosecutor, subject to the right of MCDONALD TINKER PA to make and retain copies thereof, at their expense, as and for their internal records.
 - b. All specialized research and resource materials paid for and provided by the CITY pursuant to paragraph 6(b) hereof.

All records maintained by MCDONALD TINKER PA on electronic media owned by MCDONALD TINKER PA shall be and remain the property of MCDONALD TINKER PA; provided, however, that the CITY shall be entitled to have copies thereof transferred onto computer discs or other electronic media provided by the CITY. Nothing herein shall permit MCDONALD TINKER PA to make any use of such records in contravention of their legal and ethical responsibility to the CITY as a client of MCDONALD TINKER PA.

12. This agreement shall be in effect starting January 1, 2025, through December 31, 2025, with options to renew the contract under the same terms and conditions for two (2) successive one (1) year terms by mutual agreement of the parties. This contract is subject to cancellation by either party, at its discretion at any time within the original contract term or within any successive renewal, upon thirty (30) days written notice.
13. **Modification of Agreement.** Any modification of this agreement shall be binding only if in writing signed by each party or an authorized representative of each party.

IN WITNESS WHEREFORE, the parties have executed this Agreement in two original copies the day and year first above written.

ATTESTED BY: _____

Shelia Agee, City Clerk

MCDONALD TINKER PA: _____

CITY OF SEDGWICK, KANSAS: _____

Kyle Nordick, City Administrator

**City of Sedgwick City
Council Meeting
September 18, 2024**

TO: Mayor and City Council

SUBJECT: Distressed Property – 717 Commercial Ave.

INITIATED BY: Administration

AGENDA: New Business

Background: The City of Sedgwick commissioned a general inspection of the property located at 717 Commercial Avenue on August 15, 2024. The inspection report lists that there is significant deterioration and settling to the brick structure making it unsafe for habitation. At the time of the inspection, the property owner advised the City that they wanted to have the structure removed by the end of the year, they would like enough time to salvage the windows and HVAC system that were recently replaced.

Analysis: Due to the ongoing deterioration of the structure, it is advised that the city pass ordinance 09182024A setting the public hearing for the distressed property located at 717 Commercial Avenue in Sedgwick, Kansas.

Financial Considerations: None.

Recommendations/Actions: To be determined.

Published twice weekly in the *Harvey County Now*
on September 19, 2024 and September 26, 2024

RESOLUTION NO. 09182024A

A RESOLUTION OF THE CITY OF SEDGWICK, KANSAS FIXING A TIME AND PLACE FOR SHOW CAUSE HEARING PURSUANT TO THE SEDGWICK CITY CODE CHAPTER 8, ARTICLE 5, SECTION 8-507 ET.SEQ. ADOPTED BY THE CITY OF SEDGWICK, KANSAS.

WHEREAS, the City of Sedgwick, Kansas is authorized to cause the repair or removal of certain structures located within the City which may have become unsafe or dangerous.

WHEREAS the governing body does allow for temporary exemptions from such a general prohibition by resolution lawfully approved by majority vote of the governing body; and,

WHEREAS, an inspection of the property was conducted and found possible unsafe or dangerous conditions of structure(s) on property which is located within the City of Sedgwick, Kansas described as follows:

Legally described as follows:

Lots Two Hundred Nine (209), Two Hundred Eleven (211), Two Hundred Thirteen (213) and Two Hundred Fifteen (215) on Commercial Avenue of Floyd’s Addition to the City of Sedgwick, Harvey County, Kansas together with the South 6 feet of 8th Street adjacent thereto and reverting by reason of vacation.

Commonly known by Street Address as:

**717 Commercial Ave, Sedgwick,
Kansas**

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

That the Governing Body has, pursuant to Sedgwick City Code Chapter 8, Article 5, Section 8-507 et.seq., as duly adopted by the City of Sedgwick, Kansas, hereby authorized the fixing of a time and place for hearing at which the owner, his agent, any lienholders of record, and any occupant of such structure(s) may appear and show cause why such structure should not be condemned and ordered repaired or demolished. The time and place of hearing is hereby established as November 6, 2024 at 6:30 p.m., at the Sedgwick City Hall, 520 N. Commercial Ave., Sedgwick, Kansas 67135.

BE IF FURTHER RESOLVED:

That a copy of this resolution shall be published once each week for two (2) consecutive weeks on the same day of each week. A copy of this resolution shall be mailed by certified mail within three (3) days after its publication to each owner, agent, lienholder and occupant at his, her, or its last known address and that any owner who is a Kansas resident shall be personally served within three (3) days after publication in lieu of mailing the same.

ADOPTED AND APPROVED by the Governing Body of the City of Sedgwick, Harvey County, Kansas this 18th day of September 2024.

Bryan Chapman, Mayor

ATTEST:

Shelia Agee, City Clerk

**City of Sedgwick City
Council Meeting
September 18, 2024**

TO: Mayor and City Council

SUBJECT: Distressed Property – 605 Franklin Ave.

INITIATED BY: Administration

AGENDA: New Business

Background: On August 6, 2024, the City commissioned a distressed property inspection report to be conducted at the residence located at 605 Franklin Ave in Sedgwick, Kansas. The report showed extensive damage to the residential structure, porch, stairway and roof. The addition of the residence has a large opening in the roof which has allowed for the rapid deterioration of the interior of the structure and provides an unsecured opening for vermin. The property owner filed a demolition permit with the City on May 3, 2023, which has since lapsed. The City contacted the property owner in August 2023 asking for a progress update on the remediation of the property. Due to the ongoing deterioration of the property, a distressed property inspection report was commissioned. At the time of the inspection, the property owner indicated that the primary structure would be removed within the next two to three months.

Analysis: Due to the ongoing deterioration of the structure, it is advised that the city pass ordinance 09182024B setting the public hearing for the distressed property located at 605 Franklin Ave. in Sedgwick, Kansas.

Financial Considerations: None.

Recommendations/Actions: To be determined.

Published twice weekly in the *Harvey County Now*
on September 19, 2024 and September 26, 2024

RESOLUTION NO. 09182024B

A RESOLUTION OF THE CITY OF SEDGWICK, KANSAS FIXING A TIME AND PLACE FOR SHOW CAUSE HEARING PURSUANT TO THE SEDGWICK CITY CODE CHAPTER 8, ARTICLE 5, SECTION 8-507 ET.SEQ. ADOPTED BY THE CITY OF SEDGWICK, KANSAS.

WHEREAS, the City of Sedgwick, Kansas is authorized to cause the repair or removal of certain structures located within the City which may have become unsafe or dangerous.

WHEREAS the governing body does allow for temporary exemptions from such a general prohibition by resolution lawfully approved by majority vote of the governing body; and,

WHEREAS, an inspection of the property was conducted and found possible unsafe or dangerous conditions of structure(s) on property which is located within the City of Sedgwick, Kansas described as follows:

Legally described as follows:

An undivided one-quarter (1/4) interest as a tenant in common with Sharon Base, John Randall Mitchem and James Richard Mitchem in the North half (N1/2) of Lots Two (2) and Four (4) and the East half (E1/2) of the North half (N1/2) of Lot Six (6) on Sixth Street in the City of Sedgwick, Kansas.

**Commonly known by Street Address as: 605 N.
Franklin, Sedgwick, Harvey County, Kansas**

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