

CITY OF TONGANOXIE

July 6, 2020  
7:00 Regular Meeting



REMOTE MEETING – See City of Tonganoxie website at [www.tonganoxie.org](http://www.tonganoxie.org) for more information. There may be an audio recording of the meeting which will be utilized to prepare the meeting minutes.

Honorable David Frese, Mayor

Council Members

Rocky Himpel

Jacob Dale

Lisa Patterson

Loralee Stevens

Chris Donnelly

**Open Regular Meeting – 7:00 p.m.**

**I. Pledge of Allegiance**

**II. Approval of Minutes** – Regular meeting dated June 15, 2020

**III. Consent Agenda**

- a) Review bill payments

**IV. Open Agenda**

Open agenda is not available during this meeting. Comments received by the City Clerk or emailed to [info@tonganoxie.org](mailto:info@tonganoxie.org) by 1:00 PM on the date of the meeting will be reviewed and possibly shared for review by the Governing Body.

**V. Old Business**

**VI. New Business**

- a) Public Hearing – Opportunity for 2021 Budget Development Input

Due to the remote format of the meeting, public hearing comments or requests to address the Governing Body must be received by the City Clerk or emailed to [info@tonganoxie.org](mailto:info@tonganoxie.org) by 1:00 PM on the date of the meeting. Comments will be reviewed and shared with the Governing Body.

- b) Consider Publication of Maximum Levels of Expenditures by Fund as part of the 2021 Budget Development
- c) Review Draft Ordinance Approving the City of Tonganoxie CARES Act Spending Plan and Requesting Funding from Leavenworth County, Kansas
- d) Consider Authorization to Proceed for BG Consultants to perform a Storm Water Study of a Tributary of Tonganoxie Creek
- e) Consider Request to Return Unexpended Funds from Business Park Development Grant to Leavenworth County
- f) City Manager Agenda
  - 1. Urgent Needs Grant Update
- g) City Attorney Agenda
- h) Mayor Pro Tem Agenda
- i) City Council Agenda
- j) Mayor Agenda

**VII. Information & Communications (No Action Required)**

**VIII. Adjourn**

City Council Meeting Minutes  
June 15, 2020  
7:00 PM Meeting

**Open Regular Meeting – 7:00 p.m.**

**I. Pledge of Allegiance (Replaced by Moment of Silence)**

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese noted that a flag was not available for the pledge of allegiance and instead led a moment of silence.
- Mayor Frese, Mr. Donnelly, Ms. Stevens, Ms. Patterson, Mr. Himpel, and Mr. Dale participated via Zoom. City Manager George Brajkovic, Assistant City Manager Dan Porter, and City Attorney Anna Krstulic also participated via Zoom.

**II. Approval of Minutes – Regular meeting dated June 1, 2020**

- Ms. Patterson made a motion to approve the minutes from the June 1, 2020 City Council meeting.
- Mr. Dale seconded the motion.
- Roll call vote of all ayes (Himpel abstained), motion carried.

**III. Consent Agenda**

- a) Review bill payments
- Ms. Stevens made a motion to approve the consent agenda.
- Ms. Patterson seconded the motion.
- Roll call vote of all ayes, motion carried.

**IV. Open Agenda**

- No open agenda comments were submitted at this meeting.

**V. Old Business**

**VI. New Business**

- a) 2020 Citizen Survey Results Presentation
  - Mr. Brajkovic presented the 2020 Citizen Survey Results.
  - Mr. Donnelly said that the City should strive to be above average in order to be competitive.
  - Ms. Patterson asked how the City can use the information presented to identify priorities.
  - Mr. Brajkovic replied that some survey questions are ambiguous so it is difficult to extrapolate an action plan, but the CMIP identifies what needs to be addressed. He suggested the Governing Body let staff know of any concerns.
  - Mayor Frese commented that the scores are good and need to be made public within and outside the City.
  - Ms. Stevens agreed and noted that the responses improve every year.
- b) Public Hearing – Opportunity for 2021 Budget Development Input
  - Mayor Frese opened the public hearing.
  - Monica Gee, President of the Tonganoxie Business Association, stated that the Tonganoxie Business Association had cancelled events planned in 2020 and anticipated a fund balance of approximately \$10,000 in 2020, which meant that no funding support was requested from the City for the Tonganoxie Business Association in 2021.
  - Keyta Kelley, representing the Tonganoxie Arts Council, addressed the City Council and requested funding support for the Tonganoxie Arts Council's planned events for 2021 in the amount of \$5,000.
  - Mr. Porter said that Steve Jack from the Leavenworth County Development Corporation and Kris Roberts with the Tonganoxie Historical Society offered to attend the July 6, 2020 City Council meeting to discuss those organizations' 2021 funding requests.

- Mayor Frese requested Mr. Jack and Ms. Roberts participate in the July 6, 2020 City Council meeting for additional discussion.
- No other members of the public participated in the public hearing.
- Mayor Frese closed the public hearing.

c) Consider Appointment of Ryan Brune to a City position on the Tonganoxie Recreation Commission

- Mr. Brajkovic said that the Tonganoxie Recreation Commission sent a letter requesting that Ryan Brune, who was appointed to the Tonganoxie Recreation Commission in March 2020, be reappointed to a 4-year term beginning in July 2020.
- **Mayor Frese asked that the City Council approve his appointment of Ryan Brune to a City-appointed position on the Tonganoxie Recreation Commission.**
- **Roll call vote of all ayes, motion carried.**

d) Consider Approval of 2020 Firework Sales Permits (3)

- Mr. Porter described the three applications for fireworks vending permits received by City staff.
- Mr. Himpel asked if the three applicants were previously approved for sales within the City of Tonganoxie.
- Mr. Porter confirmed that the three applications received in 2020 were also submitted in 2019.
- **Mr. Donnelly made a motion to approve to approve the fireworks sales permit for Rockstar Fireworks, Anthony Miller and Garrett's Worldwide Enterprises LLC.**
- **Mr. Himpel seconded the motion.**
- **Vote of all ayes, motion carried.**

e) Ordinance 1486: Zoning Ordinance Changes, Amending Section 26-010 to delete Subsections A through C and Amending Section 30-010 to State "Reserved."

- Ms. Krstulic shared information about the process that was undertaken to review the proposed amendments to the Zoning Code following a recent presentation of proposed changes to the City Council.
- **Mr. Donnelly made a motion to adopt Ordinance 1486, adopting the recommended changes from the Planning Commission.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes (Himpel abstained), motion carried.**

f) Consider Proposed Adjustments to the Planning Commission Bylaws

- Ms. Krstulic shared information about the process that was undertaken to review the Planning Commission Bylaws and noted that the recommended changes were extensive.
- **Mr. Donnelly made a motion to approve the recommended changes to the Planning Commission Bylaws.**
- **Ms. Stevens seconded the motion.**
- **Roll call vote of all ayes (Himpel abstained), motion carried.**

g) Consider Authorizing the Execution of a Letter of Engagement with BT&Co. for Auditing Services

- Mr. Porter stated that Tony Kramer, with Kramer & Associates, informed City staff that the firm was unable to complete auditing services in 2020 due to staff turnover and lack of personnel capable of managing municipal audits. Mr. Kramer worked with BT&Co. to arrange for clients to have the option to move forward quickly with BT&Co. at a very similar or the same negotiated contract price for audit preparation.
- Mr. Donnelly asked if staff had completed any investigation of the firm's other municipal clients.
- Mr. Porter replied that staff had not checked references recently, but in March 2019 the team of evaluators that reviewed the BT&Co. RFP submission for auditing services did not note any issues with references but did identify a clear distinction between Kramer & Associates and BT&Co. in terms of the quoted cost.

- **Mr. Donnelly made a motion to authorize the Mayor and City Manager to execute a letter of engagement with Berberich Trahan & Co., P.A., for the preparation of an audit of the fiscal year ending December 31, 2019.**
- **Ms. Stevens seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

h) Resolution 06-20-02: Animal Control Contract with the City of Basehor

- Mr. Brajkovic described the contents of the proposed contract for animal control services with the City of Basehor.
- **Mr. Donnelly made a motion to approve Resolution 06-20-02, approving an animal control contract with the City of Basehor.**
- **Ms. Stevens seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

i) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic provided an update on construction activity for the project.

2. COVID-CV Grant Application Update

- Mr. Brajkovic said that the City received notice from the State Department of Commerce that the City's application for the CDBG-CV grant opportunity was not selected for funding in the first round of consideration, but there is still hope for another round of funding consideration in the future.
- Mr. Brajkovic provided an update on COVID-19, including expiration of the Governor's Executive Order pertaining to the Ad Astra Plan and the County's strong recommendation to continue to follow the Ad Astra Plan. He also noted changes at City Hall, including the addition of a glass partition in the lobby and a drop box outside. He said that City Hall will reopen when the glass partition is complete.
- Mr. Brajkovic stated that the Leavenworth County Administrator is coordinating the scheduling of a joint work session with the Tonganoxie City Council and the Leavenworth County Board of County Commissioners on June 24 to discuss options for handling the remaining grant funds following the completion of improvements at the Tonganoxie Business Park.

j) City Attorney Agenda

k) Mayor Pro Tem Agenda

- Mr. Himpel shared information from the recent meeting of the Leavenworth County Development Corporation.
- Mr. Himpel asked if the City Council supported holding the next meeting in the City Council Chambers instead of remotely via Zoom.
- Mayor Frese stated that Ms. Stevens left the meeting because her laptop lost power but noted that she is concerned about family members with health issues, and he is as well.
- Mr. Dale said that he participated in a Governor's call in which the Health Director recommended continuing with virtual meetings as long as possible.
- Mr. Donnelly said that he has not heard any comments from the public, and the situation should be reassessed from meeting to meeting.
- Ms. Patterson said that she prefers to follow the State's recommendation, and to address any public feedback regarding access issues.
- The City Council reached consensus with holding the July 6, 2020 meeting via Zoom.

l) City Council Agenda

m) Mayor Agenda

- Mayor Frese said that the City will send a nomination letter indicating the City's interest in being considered as a potential location for the Space Force Headquarters.

**VII. Information & Communications (No Action Required)**

**VIII. Adjourn**

- Ms. Patterson made a motion to adjourn the meeting.
- Mr. Donnelly seconded the motion.
- Roll call vote of all ayes, motion carried.
- Meeting adjourned at 8:35 p.m.

Respectfully submitted,



Dan Porter, Assistant City Manager

DRAFT



City of Tonganoxie, KS

Date Range: 06/09/2020 - 06/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
0630	TONGANOXIE LIBRARY BOARD	06/15/2020	Regular	0	148244.76	47655
0459	MIDWEST PUBLIC RISK	06/15/2020	Regular	0	110027.65	47648
0059	Kansas City Board of Public Utilities	06/15/2020	Regular	0	19931.45	47642
0491	OLATHE WINWATER WORKS	06/15/2020	Regular	0	11993.38	47650
0671	Evergy	06/15/2020	Regular	0	9810.49	47636
0491	OLATHE WINWATER WORKS	06/26/2020	Regular	0	7822	47680
0051	BG CONSULTANTS INC	06/15/2020	Regular	0	6453	47632
0099	CITY OF LEAVENWORTH	06/15/2020	Regular	0	6198.41	47635
0579	SECURITY BENEFIT - 457	06/15/2020	Regular	0	3419.6	47653
0579	SECURITY BENEFIT - 457	06/26/2020	Regular	0	3419.6	47683
1146	Wilson Glass LLC	06/26/2020	Regular	0	3178	47687
0660	Premier Automotive of Bonner Springs KS, LLC	06/19/2020	Regular	0	2036.45	47668
0006	ACE PIPE CLEANING INC	06/26/2020	Regular	0	1985.5	47672
0001	911 CUSTOM	06/26/2020	Regular	0	1923	47671
1018	UNITED RENTALS	06/26/2020	Regular	0	1777.94	47684
0813	FREESTATE ELECTRIC COOPERATIVE	06/19/2020	Regular	0	1754	47661
0224	HAMM QUARRIES & LANDFILL	06/15/2020	Regular	0	1324.8	47641
0207	GEIGER READY-MIX	06/15/2020	Regular	0	1316.75	47639
0399	LEAVENWORTH ASPHALT MATERIALS	06/15/2020	Regular	0	1257.3	47646
0500	OREILLY AUTO PARTS	06/15/2020	Regular	0	1030.11	47651
0651	USA BLUE BOOK	06/15/2020	Regular	0	949.34	47657
0857	MIDCONTINENT COMMUNICATIONS	06/26/2020	Regular	0	894.26	47679
0348	KBI	06/19/2020	Regular	0	800	47664
0414	LINK-LITE NETWORKING, INC.	06/19/2020	Regular	0	640	47666
1083	Bay Bridge Administrators, LLC FSA	06/26/2020	Regular	0	616.68	47673
0110	CODE PUBLISHING INC	06/19/2020	Regular	0	517.5	47660
0503	PACE ANALYTICAL SERVICES INC	06/26/2020	Regular	0	469	47681
0661	VISION SERVICE PLAN	06/26/2020	Regular	0	454.41	47686
0046	BAY BRIDGE ADMINISTRATORS, LLC	06/19/2020	Regular	0	403.85	47659
1145	Guardian Training Solutions	06/15/2020	Regular	0	400	47640
0189	FIRST STATE BANK & TRUST	06/26/2020	Regular	0	328.2	47674
0015	ALL SEASONS CAR WASH	06/19/2020	Regular	0	276.83	47658
0399	LEAVENWORTH ASPHALT MATERIALS	06/26/2020	Regular	0	246.32	47676
1003	NAVY BRAND MFG CO	06/15/2020	Regular	0	226.25	47649
0732	METLIFE - GROUP BENEFITS	06/26/2020	Regular	0	225.34	47678
0656	VERIZON WIRELESS	06/26/2020	Regular	0	223.57	47685
0857	MIDCONTINENT COMMUNICATIONS	06/15/2020	Regular	0	219.23	47647
0249	HONEYBEE SEPTIC SERVICE	06/19/2020	Regular	0	215	47663
0330	KANSAS GAS SERVICE	06/15/2020	Regular	0	213.48	47643
0641	TYLER TECHNOLOGIES	06/15/2020	Regular	0	199.98	47656
0189	FIRST STATE BANK & TRUST	06/15/2020	Regular	0	182.46	47638
0391	LAWRENCE JOURNAL WORLD	06/15/2020	Regular	0	160.87	47645
0555	RICOH USA, INC.	06/19/2020	Regular	0	149.4	47670
0749	BROADVOICE	06/15/2020	Regular	0	146.69	47634
0514	PITNEY BOWES, INC.	06/15/2020	Regular	0	135.24	47652
0381	LADD SERVICE COMPANY	06/15/2020	Regular	0	121	47644
0205	GALL'S LLC	06/19/2020	Regular	0	120.63	47662
0057	BLUE TARP FINANCIAL, INC.	06/15/2020	Regular	0	101.4	47633
0185	FERRELLGAS	06/15/2020	Regular	0	100	47637
0426	LEAVENWORTH COUNTY SHERIFF OFFICE	06/19/2020	Regular	0	55	47665
0762	OPTIV SECURITY INC.	06/19/2020	Regular	0	50.84	47667
0381	LADD SERVICE COMPANY	06/26/2020	Regular	0	33	47675
0555	RICOH USA, INC.	06/26/2020	Regular	0	29.96	47682
0414	LINK-LITE NETWORKING, INC.	06/26/2020	Regular	0	25	47677

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0542	QUILL	06/19/2020	Regular	0	16.64	47669
0628	TODD'S TIRE LLC	06/15/2020	Regular	0	16	47654

**Bank Code AP Bank Summary**

Payment Type	Payable	Payment	Discount	Payment
	Count	Count		
Regular Checks	76	56	0.00	354,867.56
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>76</b>	<b>56</b>	<b>0.00</b>	<b>354,867.56</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	76	56	0.00	354,867.56
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>76</b>	<b>56</b>	<b>0.00</b>	<b>354,867.56</b>

## Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	6/2020	354867.56
			<b>354867.56</b>



May 26, 2020

Mr. George Brajkovic  
City Manager  
Tonganoxie City Hall  
526 E. 4<sup>th</sup> Street, P.O. Box 326  
Tonganoxie, KS 66086

The Leavenworth County Development Corporation (LCDC) relies on an annual appropriation from your community and the other cities in the county as well as funding from Leavenworth County, Leavenworth County Port Authority, and 70 private sector members.

Our organization would again like to formally request your participation in LCDC's economic development efforts. In order to fairly distribute the governmental/public sector contribution, 17 years ago the cities instituted a funding mechanism based on valuation and population which are updated each year (see attachment). **LCDC's request of the City of Tonganoxie for 2021 is \$8,829.**

We value and appreciate Tonganoxie's past participation and believe your investment returns value each year to the community through our marketing, recruitment and retention efforts. We continue to make major investments in outreach and marketing Tonganoxie and its business opportunities through our partnership with Candid Marketing.

In September of 2019, LCDC hosted Kansas Department of Commerce Secretary David Toland at a breakfast to familiarize him with the community. In November, LCDC partnered with the City to host commercial realtors at the Tonganoxie Business Park. And in March of this year, LCDC brought Wilson Glass to the Urban Hess Business Park where the firm will build a 5,000 SF facility and add jobs to the Tonganoxie economy.

We have long taken our commitment to the existing business community seriously with our consultant visits and assistance programs. When the COVID-19 pandemic hit, we turned even more of our attention to existing businesses in order to serve those companies challenged by the effects of the pandemic.

If you have questions or comments, please feel free to contact us. Thank you for your time and consideration of this 2021 funding request.

Sincerely,

A handwritten signature in black ink that reads "Harland Russell".

Harland Russell  
LCDC Board President

A handwritten signature in blue ink that reads "Steve Jack".

Steve Jack  
LCDC Executive Director

cc: Dan Porter

## LCDC Funding Mechanism

### Base Data

#### Assessed Valuation

	2015	2016	2017	2018	2019
City of Basehor	54,115,049	58,007,750	62,845,555	69,576,165	78,505,698
City of Lansing	78,748,105	79,606,026	80,636,411	83,479,756	86,719,828
City of Leavenworth	202,504,854	203,654,933	207,179,358	212,344,997	219,192,469
City of Tonganoxie	35,451,590	36,612,087	38,476,385	41,626,290	45,203,591

Source: Leavenworth County Clerk

#### Certified Population

City of Basehor	5,119	5,402	5,651	6,015	6,194
City of Lansing	11,713	11,767	11,849	11,947	11,964
City of Leavenworth	36,000	35,980	36,154	36,210	36,062
City of Tonganoxie	5,192	5,248	5,326	5,444	5,524

Source: Kansas Department of Administration - Division of the Budget

## Assessment Features

#### By Assessed Valuation

% per \$ of assessed valuation = **0.000105**

City of Basehor	\$ 5,682	\$ 6,091	\$ 6,599	\$ 7,305	\$ 8,243
City of Lansing	\$ 8,269	\$ 8,359	\$ 8,467	\$ 8,765	\$ 9,106
City of Leavenworth	\$ 21,263	\$ 21,384	\$ 21,754	\$ 22,296	\$ 23,015
City of Tonganoxie	\$ 3,722	\$ 3,844	\$ 4,040	\$ 4,371	\$ 4,746

#### By Certified Population

\$ per citizen = **\$0.74**

City of Basehor	\$ 3,783	\$ 3,992	\$ 4,176	\$ 4,445	\$ 4,577
City of Lansing	\$ 8,656	\$ 8,696	\$ 8,756	\$ 8,829	\$ 8,841
City of Leavenworth	\$ 26,604	\$ 26,589	\$ 26,718	\$ 26,759	\$ 26,650
City of Tonganoxie	\$ 3,837	\$ 3,878	\$ 3,936	\$ 4,023	\$ 4,082

## Total LCDC Funding by City

	2017	2018	2019	2020	2021
City of Basehor	\$ 9,465	\$ 10,083	\$ 10,775	\$ 11,751	\$ 12,820
City of Lansing	\$ 16,924	\$ 17,054	\$ 17,223	\$ 17,594	\$ 17,947
City of Leavenworth	\$ 47,867	\$ 47,973	\$ 48,472	\$ 49,055	\$ 49,665
City of Tonganoxie	\$ 7,559	\$ 7,723	\$ 7,976	\$ 8,394	\$ 8,829
<b>Total Funding from Cities</b>	<b>\$ 81,816</b>	<b>\$ 82,833</b>	<b>\$ 84,446</b>	<b>\$ 86,794</b>	<b>\$ 89,261</b>



201 W. Washington  
P.O. Box 785  
Tonganoxie, KS 66086  
913-845-2960

[TCHSTonganoxie@gmail.com](mailto:TCHSTonganoxie@gmail.com)  
[www.TonganoxieHistoricalSociety.org](http://www.TonganoxieHistoricalSociety.org)

The Tonganoxie City Council  
Loralee Stevens, Rocky Himpel, Jake Dale,  
Chris Connelly, Lisa Patterson  
PO Box 326  
Tonganoxie, KS 66086

June 29, 2020

All:

Thank you for the opportunity to request funds from the Tonganoxie City Council. Our letter presents a short history of TCHS, followed by a description of our finances and list of our needs as established at our board meeting on June 16, 2020.

### **History of TCHS**

The Tonganoxie Community Historical Society was founded in 1981 as a group of local citizens interested in preserving the history of this community. Starting in 1981, historical programs or programs of community interest have been held ten months of every year on the Fourth Tuesday. In 1987, Mildred Young donated the milking parlor, hay barn, silo and six acres of land to the historical society for a future museum. Before the museum was opened in 2003, the society had moved the Honey Valley School and the Reno Methodist Church to the site, and would follow with the restoration of the 1936 fire pumper truck and the metal building built to house it.

In 2005, the society created a field trip program to our site for USD 464 third graders, who study local history as part of their curriculum. In 2015, the society created a Uses of the Buffalo program for first graders, which is taken to the school by two volunteers in the fall. The society works to develop relationships with local teachers and local students – we have had high school and college interns volunteer with us and a few have been paid interns. This fall we will welcome back a volunteer from the KU Museum Studies graduate program.

### **Finances of TCHS**

The Tonganoxie Community Historical Society is a 501c3 non-profit corporation. Our budget is just under \$40,000 per year. We are currently focusing on how to increase revenue, which has been hard hit by the corona virus. In that respect, we are no different from any other organization or business.

Our funding comes from facility use fees, interest from an endowment, fundraising events (such as our annual chili supper and our Memorial Day Biscuits & Gravy), membership dues, memorials and donations. We also apply for and receive grants from the Pete and Margaret Leighty Trust and from Leavenworth County, which sets aside funds for county museums (we include grant dollars in our budget for capital improvements).

June 29, 2020

Our expenses include utilities, insurance, some professional memberships, and two part-time contract employees, one janitor and one registrar who records all museum artifacts and archives in a data-base museum program that allows for research. Most of the work associated with the museum, such as landscaping, creating exhibits, and keeping the museum open for visitors is done by volunteers. We have as many as 40 volunteers who work with us.

### **Our Needs**

We believe that we are part of the community and are grateful for this opportunity to submit some of our needs that the City might be able to help us with. We are listing a few needs below, with estimated costs, if applicable.

1. Include the Museum on City directional signage. We have identified signs on which the museum could be added as an attachment to this letter. (cost not identified)
2. Our strategic plans for the past eight years have identified increasing the hours that the museum is open. We plan to return to our pre-Covid hours (13 hours per week) by the end of the summer, if circumstances allow. Funding from the City to help fund a part-time docent at the museum would enable the museum to extend hours that the museum is open. Perhaps the museum could incorporate some visitor center responsibilities for the City. (one contract employee for 6 hrs/wk @\$15/hr would total just over \$4,500 per year)
3. We have talked about placing a museum sign in the triangle park at Washington and 24/40 at some point in the future. Perhaps we could work with the City to make this happen in the next two to three years.

The corona virus is changing our world. We would like to respond by making more history available to visitors and members of the community on the grounds of the historical site. That could include more exterior signage on the grounds and, in the long term, perhaps a collaboration with the schools and the city to create a pollinator habitat/prairie trail in the current pasture area north of the new spring exhibit and south of the fire house on the site.

We thank you very much for your interest and involvement in the museum.

Sincerely,

*Kris Roberts*

*Ray Stockman*

Kris Roberts, President, and Ray Stockman, Chairman of the Board  
Tonganoxie Community Historical Society

cc: George Brajkovic, City Manager  
Dan Porter, Assistant City Manager  
David Frese, Mayor

June 29, 2020

### **Museum Directional Signs Needed**

Hwy 24-40 west bound, just east of Main Street – Museum straight ahead

Hwy 24-40 heading south, at Wirenuts – Museum straight ahead

Hwy 16 heading east, at intersection with 24-40 – Museum to the right

Main Street heading south, just north of 4<sup>th</sup> – Museum to the right

4<sup>th</sup> Street heading west, at Decades Past – Museum straight ahead

4<sup>th</sup> Street heading west, at Shilling Electric – Museum straight ahead

4<sup>th</sup> Street heading west, at Congregational Church – Museum straight ahead

Need final directional sign on 4<sup>th</sup> Street west bound at intersection with 24-40 – Museum to the left



**TONGANOXIE**  
PUBLIC LIBRARY

**General Fund**

**Starting balance:**            \$0





**Expenses**

Salaries

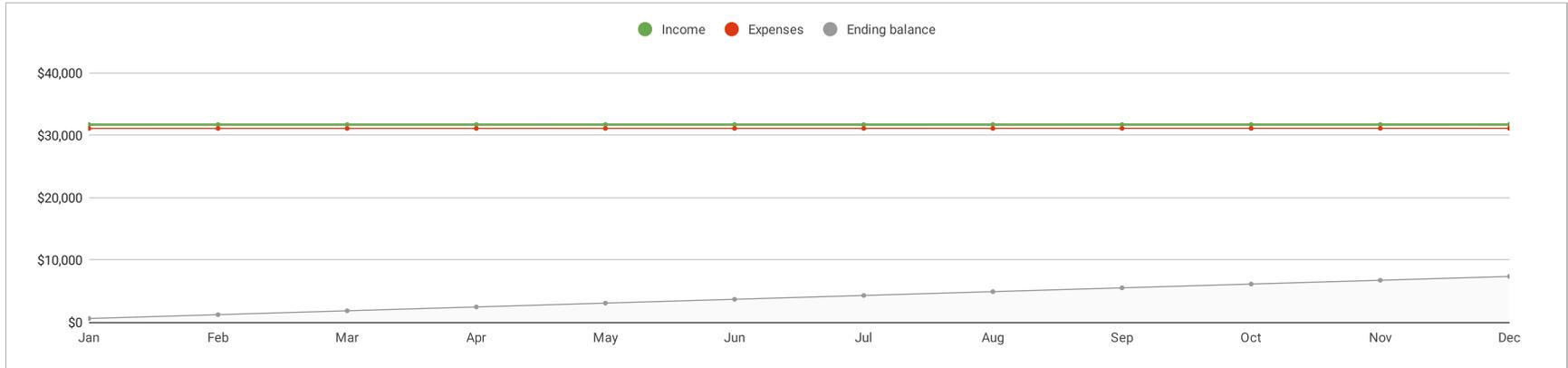
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	2020 Budget	Increase (Decrease) from 2020 Budget
<b>Monthly totals: 2% Increase in Salaries</b>	\$16,613	\$16,614	\$16,614	\$16,615	\$16,615	\$16,616	\$16,616	\$16,616	\$16,617	\$16,617	\$16,617	\$16,617	\$199,385	\$16,615	\$193,005	\$6,380
FT Library Director	\$4,368	\$4,368	\$4,368	\$4,368	\$4,368	\$4,369	\$4,369	\$4,369	\$4,369	\$4,369	\$4,369	\$4,369	\$52,423	\$4,369	\$51,395	\$1,028
FT Catalog/Acquisitions Manager	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$2,981	\$35,772	\$2,981	\$35,071	\$701
FT Circulation and Volunteer Coordinator	\$2,476	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$2,477	\$29,723	\$2,477	\$29,140	\$583
FT Children and Adult Program Coordinator	\$2,463	\$2,463	\$2,463	\$2,464	\$2,464	\$2,464	\$2,464	\$2,464	\$2,464	\$2,464	\$2,464	\$2,464	\$29,565	\$2,464	\$28,985	\$580
PT IT Manager	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$992	\$11,902	\$992	\$11,669	\$233
Part Time Staffing	\$3,333	\$3,333	\$3,333	\$3,333	\$3,333	\$3,333	\$3,333	\$3,333	\$3,334	\$3,334	\$3,334	\$3,334	\$40,000	\$3,333	\$36,745	\$3,255

Operations

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	2020 Budget	Increase (Decrease) from 2020 Budget
<b>Monthly totals:</b>	\$14,500	\$14,500	\$14,501	\$14,501	\$14,506	\$14,506	\$14,506	\$14,507	\$14,512	\$14,512	\$14,512	\$14,512	\$174,075	\$14,506	\$165,597	\$8,478
Audit	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000	\$500	\$5,000	\$1,000
Internet	\$333	\$333	\$333	\$333	\$333	\$333	\$333	\$333	\$334	\$334	\$334	\$334	\$4,000	\$333	\$7,000	-\$3,000
Advertising	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$3,000	\$250	\$2,000	\$1,000
Building Maintenance	\$666	\$666	\$666	\$666	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$8,000	\$667	\$5,514	\$2,486
Chieftain Cafe	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$4,800	\$400	\$4,800	\$0
Collection Development	\$4,741	\$4,741	\$4,741	\$4,741	\$4,742	\$4,742	\$4,742	\$4,742	\$4,742	\$4,742	\$4,742	\$4,742	\$56,900	\$4,742	\$48,800	\$8,100
Directors Discretionary Fund	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$209	\$209	\$209	\$209	\$2,500	\$208	\$1,500	\$1,000
Copier Expenses	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$7,000	\$583	\$10,000	-\$3,000
Courier	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$233	\$234	\$234	\$234	\$234	\$2,800	\$233	\$2,800	\$0
Grant Projects	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$584	\$584	\$584	\$584	\$7,000	\$583	\$9,500	-\$2,500
Insurance	\$166	\$166	\$166	\$166	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$2,000	\$167	\$1,000	\$1,000
Office Supplies	\$666	\$666	\$666	\$666	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$8,000	\$667	\$6,000	\$2,000
Postage	\$41	\$41	\$41	\$41	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$500	\$42	\$500	\$0
Professional Dues	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	\$50	\$500	\$100
Professional Services	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$1,160	\$13,920	\$1,160	\$13,920	\$0
Programs	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000	\$500	\$4,458	\$1,542
Technology Services	\$1,275	\$1,275	\$1,275	\$1,275	\$1,275	\$1,275	\$1,275	\$1,276	\$1,276	\$1,276	\$1,276	\$1,276	\$15,305	\$1,275	\$15,305	\$0
Telephone	\$270	\$270	\$271	\$271	\$271	\$271	\$271	\$271	\$271	\$271	\$271	\$271	\$3,250	\$271	\$3,000	\$250
Training and Travel	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$209	\$209	\$209	\$209	\$2,500	\$208	\$1,000	\$1,500
Utilities	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$10,000	\$833	\$13,000	-\$3,000
Rebranding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	-\$10,000
Transfer to capital improvement	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$10,000	\$833	\$0	\$10,000



**TONGANOXIE**  
PUBLIC LIBRARY



### Summary

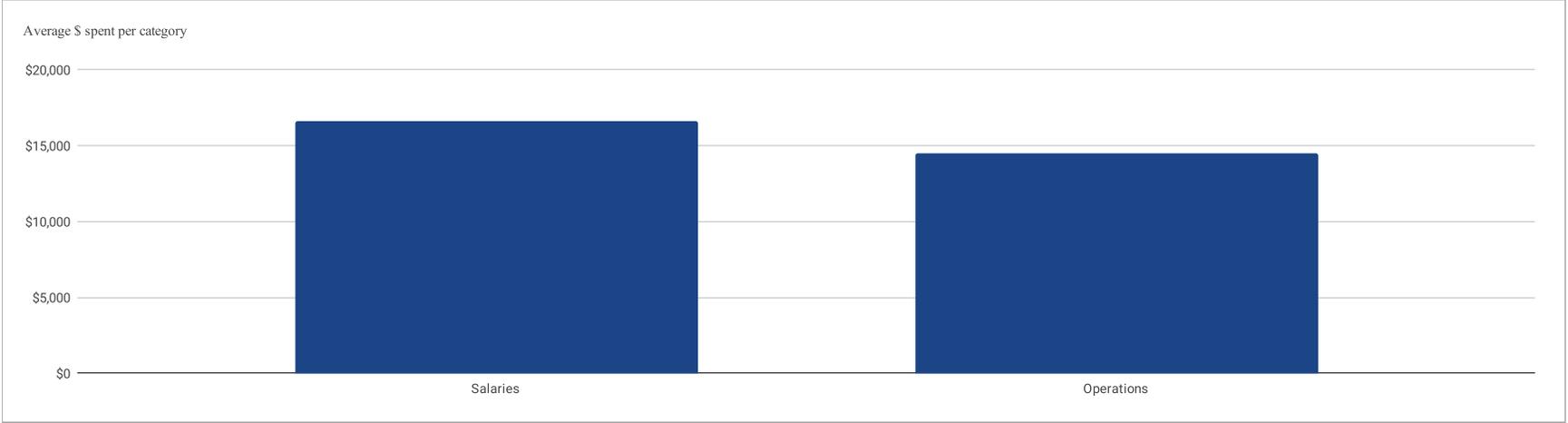
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Income</b>	\$31,733	\$31,733	\$31,734	\$31,734	\$31,735	\$31,735	\$31,735	\$31,735	\$31,737	\$31,737	\$31,739	\$31,741	\$380,828	\$31,736
<b>Expenses</b>	\$31,113	\$31,114	\$31,115	\$31,116	\$31,121	\$31,122	\$31,122	\$31,123	\$31,129	\$31,129	\$31,129	\$31,129	\$373,460	\$31,122
<b>Net savings [1]</b>	\$620	\$619	\$619	\$618	\$614	\$613	\$613	\$612	\$608	\$608	\$610	\$612	<b>\$7,367</b>	\$614
<b>Ending balance [2]</b>	\$620	\$1,239	\$1,858	\$2,476	\$3,090	\$3,703	\$4,317	\$4,929	\$5,537	\$6,145	\$6,755	\$7,367		\$4,003

### Income

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Miscellaneous and G</b>	\$4,668	\$4,668	\$4,668	\$4,668	\$4,668	\$4,668	\$4,668	\$4,668	\$4,670	\$4,670	\$4,671	\$4,672	\$56,027	\$4,669
<b>Tax Income</b>	\$27,065	\$27,065	\$27,066	\$27,066	\$27,067	\$27,067	\$27,067	\$27,067	\$27,067	\$27,067	\$27,068	\$27,069	\$324,801	\$27,067

### Expenses

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Salaries</b>	\$16,613	\$16,614	\$16,614	\$16,615	\$16,615	\$16,616	\$16,616	\$16,616	\$16,617	\$16,617	\$16,617	\$16,617	\$199,385	\$16,615
<b>Operations</b>	\$14,500	\$14,500	\$14,501	\$14,501	\$14,506	\$14,506	\$14,506	\$14,507	\$14,512	\$14,512	\$14,512	\$14,512	\$174,075	\$14,506





**TONGANOXIE**  
PUBLIC LIBRARY

**Employee Benefit Fund**

**Starting balance:** \$0



## Income

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	2020 Budget	Increase (Decrease) from 2020 Budget
Tax Income																
<i>Monthly totals:</i>	<b>\$8,686</b>	<b>\$8,686</b>	<b>\$8,686</b>	<b>\$8,686</b>	<b>\$8,687</b>	<b>\$8,689</b>	<b>\$8,689</b>	<b>\$8,689</b>	<b>\$8,691</b>	<b>\$8,691</b>	<b>\$8,691</b>	<b>\$8,691</b>	<b>\$104,262</b>	<b>\$8,689</b>	<b>\$97,504</b>	<b>-\$6,758</b>
Ad Valorum	\$7,796	\$7,796	\$7,796	\$7,796	\$7,796	\$7,796	\$7,796	\$7,796	\$7,797	\$7,797	\$7,797	\$7,797	\$93,556	\$7,796		
Commercial	\$11	\$11	\$11	\$11	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$140	\$12		
Large Truck	\$1	\$1	\$1	\$1	\$1	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$19	\$2		
Motor Vehicle	\$868	\$868	\$868	\$868	\$868	\$869	\$869	\$869	\$869	\$869	\$869	\$869	\$10,423	\$869		
Rec	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$11	\$11	\$11	\$11	\$124	\$10		

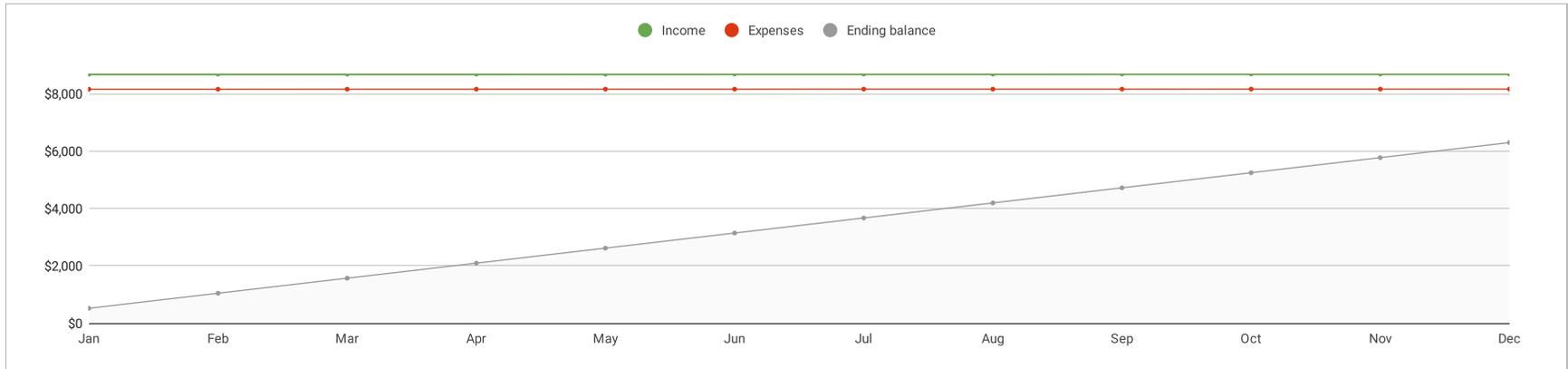


## Expenses

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average	2020 Budget	Increase (Decrease) from 2020 Budget
Office/General Administrative																
<b>Monthly totals: <i>With 2% Salary Increase</i></b>	<b>\$8,161</b>	<b>\$8,161</b>	<b>\$8,162</b>	<b>\$8,162</b>	<b>\$8,163</b>	<b>\$8,163</b>	<b>\$8,164</b>	<b>\$8,164</b>	<b>\$8,164</b>	<b>\$8,165</b>	<b>\$8,165</b>	<b>\$8,166</b>	<b>\$97,960</b>	<b>\$8,163</b>	<b>\$95,070</b>	<b>\$2,890</b>
Health Benefits	\$5,842	\$5,842	\$5,842	\$5,842	\$5,842	\$5,842	\$5,842	\$5,842	\$5,842	\$5,843	\$5,843	\$5,843	\$70,107	\$5,842	\$66,853	\$3,254
FICA (7.65% of Total Salaries)	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,271	\$1,272	\$15,253	\$1,271	\$14,765	\$488
Retirement Benefits (FT Staff)	\$916	\$916	\$916	\$916	\$917	\$917	\$917	\$917	\$917	\$917	\$917	\$917	\$11,000	\$917	\$11,852	-\$852
Unemployment Insurance	\$62	\$62	\$62	\$62	\$62	\$62	\$63	\$63	\$63	\$63	\$63	\$63	\$750	\$63	\$750	\$0
Workman's Compensation	\$70	\$70	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$850	\$71	\$850	\$0



**TONGANOXIE**  
PUBLIC LIBRARY



Summary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Income</b>	\$8,686	\$8,686	\$8,686	\$8,686	\$8,687	\$8,689	\$8,689	\$8,689	\$8,691	\$8,691	\$8,691	\$8,691	\$104,262	\$8,689
<b>Expenses</b>	\$8,161	\$8,161	\$8,162	\$8,162	\$8,163	\$8,163	\$8,164	\$8,164	\$8,164	\$8,165	\$8,165	\$8,166	\$97,960	\$8,163
<b>Net savings [1]</b>	\$525	\$525	\$524	\$524	\$524	\$526	\$525	\$525	\$527	\$526	\$526	\$525	<b>\$6,302</b>	\$525
<b>Ending balance [2]</b>	\$525	\$1,050	\$1,574	\$2,098	\$2,622	\$3,148	\$3,673	\$4,198	\$4,725	\$5,251	\$5,777	\$6,302		\$3,412

Income

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Tax Income</b>	\$8,686	\$8,686	\$8,686	\$8,686	\$8,687	\$8,689	\$8,689	\$8,689	\$8,691	\$8,691	\$8,691	\$8,691	\$104,262	\$8,689

Expenses

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
<b>Office/General Administrative</b>	\$8,161	\$8,161	\$8,162	\$8,162	\$8,163	\$8,163	\$8,164	\$8,164	\$8,164	\$8,165	\$8,165	\$8,166	\$97,960	\$8,163

Average \$ spent per category

\$8,000

\$6,000

\$4,000

\$2,000

\$0



Office/General Administrative



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** July 6, 2020  
**To:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Budget Public Hearing & Publishing the Maximum Expenditure Level for the 2021 Budget

**DISCUSSION:**

In order to formally adopt the 2021 budget, the City Council must first publish and hold a public hearing to allow comments on the proposed budget. Once the public hearing is concluded the City Council can continue with discussion on proposed budget initiatives and will have the option to reduce budgeted expenditures in any fund before concluding the annual budget approval process by making a motion to adopt the 2021 budget and set the property tax levy.

The development of the 2021 budget has included numerous opportunities for policy direction from the Governing Body and input from residents of Tonganoxie. Dedicated public hearing opportunities were scheduled on June 15 and July 6 and staff also presented the results of an online survey tool offered to utility customers. Following the Spring Retreat, the Governing Body convened for a Capital Maintenance & Improvement Projects work session, heard the City Manager's Proposed Budget at the June 1 regular meeting, and scheduled four additional budget work sessions.

The City is required by state statute to publish notice of the budget public hearing, which is scheduled on August 3, 2020 as part of the City Council's regular meeting, at least 10 days prior to the public hearing. Due to the City Council's meeting schedule and local newspaper publication schedules the direction to proceed with publication of the notice of budget public hearing should occur before the July 20, 2020 City Council meeting.

The maximum expenditure budget authority in 2021 under the proposed publication notice totals \$8,299,456. The total planned expenditures for all funds (including non-budgeted) in 2021 is \$8,547,456, which is an increase of 8% from 2020. The total property tax levy is \$2,218,367, which is an increase of 8% over the total tax levy in 2020. The increase in property tax revenue represents the entirety of collections from all newly annexed properties within the City limits, the difference in collections from properties changed in use, and the effect of increased overall assessed valuation of existing properties. The total property tax revenue also includes \$385,052 collected by the City and remitted directly to the Tonganoxie Public Library.

**ACTION NEEDED:**

1. Direct staff to publish a notice of public hearing including the maximum level of expenditures by fund for the City's 2021 budget according to the attachment or with requested changes from the City Council

**ATTACHMENTS:**

Excerpts from July 6, 2020 Budget Workshop Presentation

**cc:** George Brajkovic, City Manager  
Kent Heskett, Public Works Director  
John Zimbelman, Fire Chief  
Greg Lawson, Police Chief  
Darren Shupe, Water Park Manager

# LIBRARY FUND

Library Fund	2021 Revenue	2021 Expenditures
Property Tax	\$385,052	\$385,052
Motor Vehicle Taxes	\$46,825	\$46,825
Reimbursements for property insurance and health benefit premiums	\$81,092	\$81,092

## Funding Sources Description

- Library Fund – Tax levy proceeds & reimbursement for insurance and health benefit premiums
- Budget materials and staff availability planned for regular 7 PM meeting.

# EXPENDITURES BY FUND FOR PUBLICATION RECAP

Funds	2021 Maximum Expenditures	2021 Estimated Maximum Mill Levy
General Fund	\$3,131,486	27.673 (\$1,355,493 prop tax)
Debt Service Fund	\$818,467	9.755 (\$477,825 prop tax)
Library Fund	\$512,969	5.950 + 1.910 (\$385,052 prop tax)

# EXPENDITURES BY FUND FOR PUBLICATION

<b>Funds</b>	<b>2021 Maximum Expenditures</b>
Special Highway	\$280,000
Special Parks	\$7,914
Transient Guest	\$1,500
Water Operations Fund	\$1,321,612
Sewer Operations Fund	\$914,343
Sanitation	\$405,482
Stormwater	\$83,783
Capital Projects	\$453,500
<b>Total All Budgeted Funds</b>	<b>\$\$8,299,456</b>



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** July 6, 2020  
**To:** Honorable Mayor David Frese and Members of the City Council  
**FROM:** Dan Porter, Assistant City Manager  
**SUBJECT:** Consideration of Authorization to Proceed for BG Consultants to perform a Storm Water Study of a Tributary of Tonganoxie Creek

**DISCUSSION:**

The City of Tonganoxie CMIP and 2020 Budget included funding allocated for a significant project in the City's Storm Water Fund to evaluate storm water concerns along the tributary of Tonganoxie Creek that generally parallels Church Street between 4<sup>th</sup> Street and 7<sup>th</sup> Street.

Attached is a proposed project scope and fee from BG Consultants, Inc, the City Engineer, to complete a storm water study to investigate resident complaints downstream from the new library to the 100 year floodplain. The study will include capacity calculation, identification of deficiencies, and proposal of recommended improvements.

**BUDGET IMPACT:**

The \$9,800 cost of this project will be paid from the budget authority available in the City's Storm Water Fund. Anticipated expenses for subsequent construction projects will likely exceed existing budget authority in the Storm Water Fund in 2020 and will need to be addressed through a budget amendment or inclusion of the projects in the 2021 Budget or future budget years based on funding availability.

**RECOMMENDATION:**

Make a motion to authorize the performance of the Storm Water Study of a Tributary of Tonganoxie Creek along the Church Street corridor by BG Consultants, Inc for an amount not to exceed \$9,800.

**ATTACHMENTS:**

Tonganoxie Storm Water Study Tributary to Tonganoxie Creek Proposed Scope and Fee from BG Consultants, Inc

**cc:** Anna Krstulic, City Attorney  
George Brajkovic, City Manager  
Kent Heskett, Public Works Director  
File

Tonganoxie Stormwater Study  
Tributary to Tonganoxie Creek

Scope of Services:

This following summary identifies a general scope for a storm water study to investigate resident complaints downstream from new library (former Elementary School location). In general, the capacity of the existing storm water system will be calculated, and deficiencies identified. Recommendations will be made for improvements to the existing system.

Field Survey:

- Field survey of the existing stormwater conveyance features will include:
  - o The size, material, length and flowlines of existing pipes
  - o The flowlines and approximate sizes of constructed channel sections
  - o Cross sections of vegetated ditches
- The existing stormwater conveyance features to be surveyed are as follows:
  - o The stormwater system from 4<sup>th</sup> Street and Church Street to the outlet of the RCB crossing Shawnee Street.
  - o The stormwater system crossing Church Street just north of 7<sup>th</sup> Street.

Existing Conditions Analysis:

- Review and investigate resident complaints along the trunk stormwater conveyance pathway. The resident complaints will be compiled and furnished by the City.
- Perform hydrologic analysis of each section of the stormwater system as noted above.
- Prepare hydraulic calculations for each section of the stormwater system to determine the capacity of the existing system segment.
- Identify the deficiencies found.

Summary and Recommendations:

- Review each deficiency found and prepare recommendations for each deficient segment.
- Prepare an Engineer's Opinion of Probable Cost for the proposed improvements.
- Prepare a memo for the CLIENT summarizing the results and findings of the above calculations.

Exclusions:

- Only the trunk storm sewer system will be evaluated as noted above. Driveway culverts and cross road pipes (unless part of the trunk system) have not been included in this scope of work.
- Curb inlet review has not been included in this scope of services.

Engineering Fee:

- The fee for the proposed services summarized above will be performed for a lump sum fee of \$9,800.



**David C. Van Parys**  
**Senior County Counselor**  
**300 Walnut, Suite 225**  
**Leavenworth, KS 66048**  
**(913) 684-0415**  
**Fax (913) 684-0410**  
**dvanparys@leavenworthcounty.org**

July 1, 2020

Mr. George Brajkovic  
City Administrator  
City of Tonganoxie

SENT VIA E-MAIL ONLY

Re: Economic Development Grant, balance of funds

Dear Mr. Brajkovic,

In today's meeting the board of county commissioners enquired as to the status of the balance of the funds provided to the city for the city's industrial park, but not expended. The primary interest of the board was to expedite the return of the unexpended balance of the funds to the county for quick allocation of those funds to additional economic development projects within the county. As you are doubtless aware from attending the board meeting on the 24<sup>th</sup> of June the board intends to utilize the Port Authority as a body to assist them in identifying projects deserving of county funding. The city's proposed use as outlined on the 24<sup>th</sup> is certainly one that can be presented to the Port Authority.

This process, however, starts with the return of the balance of the unexpended funds. Please transmit those funds at the early opportunity of the city. You may contact either the County Clerk, Janet Klasinski, 913-684-0422, or the County Treasurer, Janice Van Parys, 913-684-0432, for details on the transfer of the funds and an electronic transfer of funds if that is the preference of the city.

The board appreciates the work and success of the city's efforts in completing the first phase of the city's industrial park and encourages the city to contact the county Port Authority with its proposals for future projects.

Sincerely,



David C. Van Parys

Date: 7/1/2020

**Grant Liabilities**

	Projection	Actual	Remaining
1b. Public Facilities Sewer Line Const	282,514.00	186,561.00	95,953.00
1h. Engineering Design	31,421.00	30,600.00	821.00
1i. Construction Inspection	23,565.00	19,167.00	4,398.00
3a. Grant Administration	10,000.00	7,999.37	2,000.63
		-	-
		-	-
		-	-
<b>Subtotal Grant Costs</b>	<b>347,500.00</b>	<b>244,327.37</b>	<b>103,172.63</b>

**City Liabilities**

	Projection	Actual	Remaining
Publications	500.00	380.00	120.00
Legal Services	2,000.00	2,500.00	(500.00)
			-
			-
<b>Subtotal City Costs</b>	<b>2,500.00</b>	<b>2,880.00</b>	<b>(380.00)</b>

	Budget	Actual	Balance Remaining
<b>Total Project Liabilities</b>	<b>350,000</b>	<b>247,207</b>	<b>102,793</b>

<b>Total Costs</b>	<b>350,000.00</b>	<b>247,207.37</b>	<b>102,792.63</b>
--------------------	-------------------	-------------------	-------------------