



City of Tonganoxie City Council Meeting Agenda

October 6, 2025

7:00 Regular Meeting

There may be an audio recording of the meeting which will be utilized to prepare meeting minutes and the meeting may be broadcast on the City of Tonganoxie YouTube Channel

Mayor: David Frese; Council Members: Jacob Dale, Lorelee Stevens, Chris Donnelly, Jennifer McCutchen, Matt Partridge

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

II. Approval of Minutes

1. Regular meeting dated September 15, 2025
2. Special meeting dated September 18, 2025

III. Consent Agenda

- a) Review bill payments

IV. Old Business

V. New Business

- a) Discussion on the Waste Water Treatment Plant Project
- b) Consider Authorization of Acceptance of the Grant Award in the Fiscal Year (FY) 2024 Assistance to Firefighters Grant Program
- c) Consider Approval of Budget Amendments for 2025 Adopted Budget for the Fire Capital Fund

VI. City Manager Agenda

- a) September 2025 Financial Report
- b) Planning Commission Vacancy

VII. City Attorney Agenda

VIII. Mayor Pro Tem Agenda

IX. City Council Agenda

X. Mayor Agenda

XI. Adjourn

Council Meeting Minutes
September 15, 2025
7:00 PM Meeting

I. Pledge of Allegiance

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese led the pledge of allegiance.
- Mayor Frese, Ms. McCutchen, Mr. Donnelly and Mr. Dale were present. Mayor Pro Tem Steven and Mr. Partridge were absent.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, City Attorney Anna Krstulic, and City Clerk Lindsay Huntington.

II. Approval of Minutes – Regular meeting dated September 2, 2025

- **Mr. Donnelly made a motion to approve draft minutes from the regular meeting dated September 2, 2025.**
- **Mr. Dale seconded the motion.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

a) Review bill payments

- **Ms. McCutchen made a motion to approve the consent agenda.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

IV. Old Business

V. New Business

- a) Ordinance No. 1532: Authorizing the Issuance of Taxable Industrial Revenue Bonds for DSM Nutritional Products in the amount of \$47,000,000
- Mr. Brajkovic gave a presentation to the City Council on the subject of the draft ordinance for consideration.
 - Mr. Donnelly and Mayor Frese thanked dsm-firmenich for the investment of capital and employment in the local community and business park and complimented the company on the quality of construction of the development.
 - **Mr. Donnelly made a motion to approve Ordinance No. 1532: Authorizing the Issuance of Taxable Industrial Revenue Bonds for DSM Nutritional Products in the amount of \$47,000,000.**
 - **Mr. Dale seconded the motion.**
 - **Vote of all ayes, motion carried.**
- b) Consider Approval of Woodfield Drive Street Marking Project
- Ms. Huntington gave the staff presentation to the City Council.
 - **Mr. Dale made a motion to approve the bid from Precision Striping for the Woodfield Drive Marking Project for an amount not to exceed \$7500.00.**
 - **Mr. Donnelly seconded the motion.**
 - **Vote of all ayes, motion carried.**
- c) Discuss Request for Return of County Funds provided to Leavenworth County Port Authority
- Mr. Brajkovic gave the staff presentation to the City Council.
- d) Consider Approval of the Advertisement for Bids for the City of Tonganoxie 2025 Front Street Project
- Mr. Porter gave the staff presentation to the City Council.

- Ms. McCutchen made a motion that authorizes staff to advertise for bids for the City of Tonganoxie 2025 Front Street Project at presented.
- Mr. Dale seconded the motion.
- Vote of all ayes, motion carried.

VI. City Manager Agenda

- a) August 2025 Financial Report
 - Mr. Porter delivered August 2025 Financial Report.

VII. City Attorney Agenda

VIII. Mayor Pro Tem Agenda

IX. City Council Agenda

X. Mayor Agenda

- a) **Discussion of Scheduling a Meeting of the City Council for Special Use Permit Planning Items**
 - Mr. Porter asked that if the members of the City Council agreed to holding a special meeting of the City Council to consider two special use permit applications recommended for approval by the City Planning Commission it would require the signature of three member of the City Council to order the meeting and that the earliest possible meeting date would be on Thursday, September 18, 2025.
 - Mayor Frese asked that the City Council consider setting the special meeting for a start time of 6:15 PM on Thursday, September 18, 2025.

XI. Adjourn

- Mr. Dale made a motion to adjourn the meeting.
- Ms. McCutchen seconded the motion.
- Vote of all ayes, motion carried.
- Meeting adjourned at 7:49 p.m.

Respectfully submitted,

Lindsay Huntington

Lindsay Huntington, City Clerk

Council Meeting Minutes
Special Meeting
September 18, 2025
6:15 PM Meeting

I. Roll Call

- Mayor Frese opened the meeting at 6:15 p.m.
- Mayor Frese, Ms. McCutchen, Mr. Donnelly and Mr. Dale were present. Mayor Pro Tem Steven and Mr. Partridge were absent.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, and City Clerk Lindsay Huntington were present. City Attorney Anna Krstulic was present via phone.

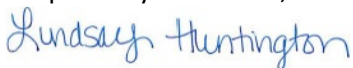
II. New Business

- a) Ordinance No. 1533: Consider Approval of Special Use Permit for Cedar Hills Mall located at 316 S Main St in Tonganoxie, Kansas 66086
- Mr. Porter gave the staff presentation to the City Council.
 - **Mr. Donnelly made a motion to approve Ordinance No. 1533: Approving the requested sign/mural for Cedar Hills Mall located at 316 S Main.**
 - **Mr. Dale seconded the motion.**
 - **Vote of all ayes, motion carried.**
- b) Ordinance No: 1534: Consider Approval of Special Use Permit for Life Preschool LLC located at 305 S Main St Tonganoxie, Kansas 66086
- Mr. Porter gave the staff presentation to the City Council.
 - Mr. Porter stated the Planning Commission recommends approval by the City Council for this application.
 - Mr. Brajkovic stated to date there have been no traffic issues reported at this location.
 - Ms. Meitler stated parking issues for staff will be addressed. Parents will also have a circle drop off/pick up for easier access and better traffic flow.
 - **Mr. Dale made a motion to approve Special Use Permit for Life Preschool LLC at 305 S Main**
 - **Ms. McCutchen seconded the motion**
 - **Vote of all ayes, motion carried.**

III. Adjourn

- **Mr. Dale made a motion to adjourn the meeting.**
- **Ms. McCutchen seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 6:24 p.m.**

Respectfully submitted,



Lindsay Huntington, City Clerk



City of Tonganoxie, KS

My Check Report

By Check Number

Date Range: 09/13/2025 - 10/03/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
0001	911 CUSTOM	09/19/2025	Regular	0	629	54427
0031	ASPHALT SALES COMPANY, INC.	09/19/2025	Regular	0	7277.81	54428
0056	BLUE CROSS AND BLUE SHIELD	09/19/2025	Regular	0	65680.88	54429
0070	BROTHER' S MARKET	09/19/2025	Regular	0	686.55	54430
0099	CITY OF LEAVENWORTH	09/19/2025	Regular	0	1100	54431
1280	COBURNCO LLC	09/19/2025	Regular	0	304.28	54432
0114	COMPLETE HEATING & AIR CONDITIONING, LL	09/19/2025	Regular	0	741	54433
0150	DURKIN EQUIPMENT COMPANY	09/19/2025	Regular	0	2824	54434
0178	FASTENAL COMPANY	09/19/2025	Regular	0	31.35	54435
0195	FORT SCOTT COMMUNITY COLLEGE	09/19/2025	Regular	0	1729	54436
0219	GT DISTRIBUTORS INC	09/19/2025	Regular	0	219.2	54437
1327	INTEGRITY GLOBAL SOLUTIONS, LLC	09/19/2025	Regular	0	1450	54438
0059	Kansas City Board of Public Utilities	09/19/2025	Regular	0	64140.5	54439
0393	LAWRENCE MEMORIAL HOSPITAL	09/19/2025	Regular	0	863.5	54440
0393	LAWRENCE MEMORIAL HOSPITAL	09/19/2025	Regular	0	105	54441
0393	LAWRENCE MEMORIAL HOSPITAL	09/19/2025	Regular	0	358.75	54442
0798	Leatham Family, LLC	09/19/2025	Regular	0	1086.75	54443
0426	LEAVENWORTH COUNTY SHERIFF OFFICE	09/19/2025	Regular	0	420	54444
0732	METLIFE	09/19/2025	Regular	0	454.38	54445
0857	MIDCONTINENT COMMUNICATIONS	09/19/2025	Regular	0	130.39	54446
0857	MIDCONTINENT COMMUNICATIONS	09/19/2025	Regular	0	277.93	54447
0857	MIDCONTINENT COMMUNICATIONS	09/19/2025	Regular	0	313.18	54448
1194	Midwest Carpet Center Enterprises	09/19/2025	Regular	0	285.6	54449
0500	O'REILLY AUTO PARTS	09/19/2025	Regular	0	642.5	54450
0548	RECORDNEWS	09/19/2025	Regular	0	582.2	54451
0645	UNITED RENTALS (NORTH AMERICA), INC	09/19/2025	Regular	0	1581	54452
0651	USA BLUE BOOK	09/19/2025	Regular	0	89.81	54453
0668	WEIS FIRE AND SAFETY EQUIPMENT, LLC	09/19/2025	Regular	0	2745	54454
0001	911 CUSTOM	09/26/2025	Regular	0	418	54455
1054	Eric Janesko	09/26/2025	Regular	0	208.53	54456
0813	FREESTATE ELECTRIC COOPERATIVE	09/26/2025	Regular	0	1959	54457
0205	GALL'S LLC	09/26/2025	Regular	0	181.52	54458
0219	GT DISTRIBUTORS INC	09/26/2025	Regular	0	245.3	54459
0248	HOLLIDAY SAND & GRAVEL, LLC	09/26/2025	Regular	0	803.37	54460
1327	INTEGRITY GLOBAL SOLUTIONS, LLC	09/26/2025	Regular	0	6519.64	54461
1352	JOEL M YOUNG	09/26/2025	Regular	0	20.01	54462
1527	KEVIN JONES	09/26/2025	Regular	0	150	54463
0470	MUELLER WATER PRODUCTS, INC	09/26/2025	Regular	0	378.86	54464
1318	MUTUAL OF OMAHA INSURANCE COMPANY	09/26/2025	Regular	0	250.77	54465
0476	NATIONAL SIGN COMPANY INC.	09/26/2025	Regular	0	704	54466
0491	OLATHE WINWATER WORKS	09/26/2025	Regular	0	6482	54467
0495	OMNI-SITE	09/26/2025	Regular	0	554.4	54468
0542	QUILL	09/26/2025	Regular	0	75.5	54469
0542	QUILL	09/26/2025	Regular	0	330.69	54470
0542	QUILL	09/26/2025	Regular	0	10.06	54471
0548	RECORDNEWS	09/26/2025	Regular	0	2403.6	54472
0579	SECURITY BENEFIT - 457	09/26/2025	Regular	0	7501.54	54473
1324	SKGFRTZ LLC	09/26/2025	Regular	0	70	54474
1068	Stinson LLP	09/26/2025	Regular	0	4200	54475
0617	TBS ELECTRONICS, INC.	09/26/2025	Regular	0	68	54476
0990	TIRE HUB	09/26/2025	Regular	0	240.74	54477
0630	TONGANOXIE LIBRARY BOARD	09/26/2025	Regular	0	25121.84	54478
0656	VERIZON WIRELESS	09/26/2025	Regular	0	485.75	54479
1218	Amazon Capital Services, Inc	10/03/2025	Regular	0	1083.77	54480

My Check Report

Date Range: 09/13/2025 - 10/03/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0034	AT&T ACCESS TRANSPORT SERVICES	10/03/2025	Regular	0	78.51	54481
0831	AXON ENTERPRISE, INC.	10/03/2025	Regular	0	437.3	54482
1495	CLINE I. BOONE	10/03/2025	Regular	0	1200	54483
1468	CONSOLIDATED ELECTRICAL DISTRIBUTORS IN	10/03/2025	Regular	0	2185	54484
0126	CSE INC	10/03/2025	Regular	0	66.56	54485
1528	Envirodyne Systems Inc	10/03/2025	Regular	0	2456.56	54486
0671	Evergy	10/03/2025	Regular	0	17171.08	54487
0189	FIRST STATE BANK & TRUST	10/03/2025	Regular	0	3892.23	54488
0219	GT DISTRIBUTORS INC	10/03/2025	Regular	0	37.18	54489
0219	GT DISTRIBUTORS INC	10/03/2025	Regular	0	59.39	54490
0250	HONEYCREEK DISPOSAL SERVICE	10/03/2025	Regular	0	34248.42	54491
1271	KENNETH J MOORE	10/03/2025	Regular	0	800	54492
1112	Life-Assist, INC	10/03/2025	Regular	0	298.26	54493
0857	MIDCONTINENT COMMUNICATIONS	10/03/2025	Regular	0	419.79	54494
0857	MIDCONTINENT COMMUNICATIONS	10/03/2025	Regular	0	75.39	54495
0959	OFFICE OF THE KANSAS STATE TREASURER	10/03/2025	Regular	0	2345.67	54496
0491	OLATHE WINWATER WORKS	10/03/2025	Regular	0	1370	54497
0495	OMNI-SITE	10/03/2025	Regular	0	592.29	54498
0503	PACE ANALYTICAL SERVICES INC	10/03/2025	Regular	0	634.8	54499
1360	PARK ENTERPRISE LLC	10/03/2025	Regular	0	460.15	54500
1499	PROGRESSIVE COMMUNICATION PRODUCTS, I	10/03/2025	Regular	0	150	54501
0589	SMITH & LOVELESS INC	10/03/2025	Regular	0	91.6	54502
1448	THE ALEXANDER LAW FIRM, LLC	10/03/2025	Regular	0	1400	54503
0990	TIRE HUB	10/03/2025	Regular	0	848.74	54504
0614	T-MOBILE	10/03/2025	Regular	0	368.26	54505
0642	USPS	10/03/2025	Regular	0	1423.02	54506
1347	VERIZON CONNECT INC	10/03/2025	Regular	0	126.71	54507

Bank Code AP Bank Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	98	81	0.00	290,453.36
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
	98	81	0.00	290,453.36

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	81	0.00	290,453.36
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
	98	81	0.00	290,453.36

Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	9/2025	216132.68
998	Gen Fund-Pooled Cash	10/2025	74320.68
			290453.36



October 6, 2025

Cara C. Hendricks, P.E.
Chief, Municipal Programs
Bureau of Water

Dear Cara:

Please find enclosed a request for an amendment to the City of Tonganoxie's Loan Agreement for KWPCRF Project No. C20 3067 01. The Loan Agreement for this project was finalized by the City and filed with your office in June 2025.

The core reason for this request for an amendment to the loan agreement is the outcome of the public sealed bid solicitation which concluded in a bid opening on Friday, October 3, 2025. The City received three complete bids for the base bid and alternative bid items included in the bid solicitation and these bids are valid until December 1, 2025. Based on the bid outcomes, the City would like to proceed with awarding a contract to the apparent low bidder for the Base Bid and Item #15 within the Alternative Bid options. The total cost of the Base Bid and Item #15 within the Alternative Bid options from the apparent low bidder is \$6,349,700.00. The lowest bid result exceeded the City's previously approved principal financing amount in the Loan Agreement for KWPCRF Project No. C20 3067 01. The current loan principal amount is \$5,000,000.00 and the difference is \$1,349,700.00.

The City Council met on October 6, 2025, and discussed the project bid results and other information with City staff. A key consideration in the discussion was the important need for the improvements incorporated within this project to benefit the continuation of growth and development within the local community. At the conclusion of discussion, the City Council voted unanimously to direct City staff to make this correspondence with you requesting consideration of the City's request to amend the loan agreement to increase the principal amount by \$1,349,700.00.

Enclosed with this letter is supplemental information intended to allow your organization and your financial consultant to complete an update to the previous analysis completed in 2024 for the City's loan application. We have attempted to provide comprehensive information and updates but in the event that you or your consultant require any other information please ask them to contact me or Assistant City Manager Dan Porter (dporter@tonganoxie.org) and we will do our best to promptly assist. If you need any other information, please let me know.

Thank you,

George Brajkovic
City Manager

Attachments: Project Bid Tab Summary Results dated 10/03/2025; Updated Financial Analysis Information



BG CONSULTANTS

ENGINEERS · ARCHITECTS · SURVEYORS

October 6, 2025

City of Tonganoxie, KS
526 E. 4th Street
Tonganoxie, KS 66086

RE: 2025 WWTF Improvements – Bid Letting
23-1106M

Dear Mayor and City Council:

On October 3, 2025, at 2:00 p.m., three bids and an Engineer's Opinion of Probable Cost (EOPC) were received and read publicly for the above project. The bid summary is shown below and bid tabulations are attached.

<i>Tonganoxie WWTF Improvements Bid Totals</i>		
<i>Bidder</i>	<i>Base Bid Total</i>	<i>Alternative Bid Total</i>
<i>Engineer's Opinion of Probable Cost</i>	\$5,690,130	\$1,025,000
Crossland Heavy Contractors	\$6,253,700	\$578,000
MegaKC Corporation	\$6,784,000	\$630,000
BRB Contractors	\$8,534,900	\$651,300

The Total Bid is based on the sum of the individual Bid Prices, which are the product of major items of work for the total projects. After reviewing the submitted bids, there are no mathematical errors and the required documentation to be submitted by each contractor was included. Based on this review, Crossland Heavy Contractors is the lowest responsible bidder. They are experienced contractors with a successful track record of similarly completed projects.

It is understood that the bids received exceeded the current KDHE-SRF funding amount available. However, the receipt of three bids from experienced contractors tends to indicate that the bids as provided represent the current costs for the work required for this project. The bidding procedures that were utilized provided a fair and equitable process and all three bidders were actively involved during the bidding process in asking questions and verifying project scope.

The options currently available to the City would be, 1) Reject all bids and rebid the project with scope modifications, 2) Accept the Bids and request additional funding to fund the scope desired, 3) Accept the Bids and reduce scope to meet funding availability. Based on the above, it is our recommendation that the City request a SRF amendment to provide additional funding to complete the base bid and Alternative (Bid Item #15) for the clarifier repainting to award the contract to the lowest responsible bidder for these items. As always, our staff will be available for questions pertaining to this project or recommendation.

Sincerely,

Thaniel Monaco, P.E.
Vice President



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Attachments: Bid Tabulations

City of Tonganoxie

2025 Wastewater Treatment Plant Improvements

Bid Tabulation

23-1106M

October 6, 2025

				EOPC Base Bid		Crossland Heavy Contractors Base Bid		MegaKC Corporation Base Bid		BRB Contractors, Inc. Base Bid	
No	Description	Quantity	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization	Lump Sum	1	\$450,000.00	\$450,000.00	\$240,000.00	\$240,000.00	\$250,000.00	\$250,000.00	\$300,000.00	\$300,000.00
2	Clearing & Grubbing	Lump Sum	1	\$35,000.00	\$35,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$8,000.00	\$8,000.00
3	Pump Station (IPS) Improvements, CIP	Lump Sum	1	\$90,000.00	\$90,000.00	\$150,000.00	\$150,000.00	\$170,300.00	\$170,300.00	\$124,000.00	\$124,000.00
4	IPS Bypass	Lump Sum	1	\$40,000.00	\$40,000.00	\$49,000.00	\$49,000.00	\$21,000.00	\$21,000.00	\$15,000.00	\$15,000.00
5	Headworks Building Screening Improvements, CIP	Lump Sum	1	\$475,000.00	\$475,000.00	\$470,000.00	\$470,000.00	\$580,000.00	\$580,000.00	\$401,000.00	\$401,000.00
6	Aeration Basin Improvemeents, CIP	Lump Sum	1	\$2,970,900.00	\$2,970,900.00	\$3,882,000.00	\$3,882,000.00	\$4,360,000.00	\$4,360,000.00	\$6,325,000.00	\$6,325,000.00
7	Clarifier Improvements, CIP	Lump Sum	1	\$450,000.00	\$450,000.00	\$144,000.00	\$144,000.00	\$40,000.00	\$40,000.00	\$152,000.00	\$152,000.00
8	Aerated Sludge Basin Improvements, CIP	Lump Sum	1	\$150,000.00	\$150,000.00	\$122,000.00	\$122,000.00	\$150,000.00	\$150,000.00	\$201,000.00	\$201,000.00
9	Blower Pad & Assembly, CIP	Lump Sum	1	\$217,200.00	\$217,200.00	\$181,000.00	\$181,000.00	\$260,000.00	\$260,000.00	\$96,000.00	\$96,000.00
10	New WAS Pump, CIP	Lump Sum	1	\$35,000.00	\$35,000.00	\$42,000.00	\$42,000.00	\$40,000.00	\$40,000.00	\$35,000.00	\$35,000.00
11	Asphalt Paving Improvements	Lump Sum	1	\$95,000.00	\$95,000.00	\$84,000.00	\$84,000.00	\$70,000.00	\$70,000.00	\$87,700.00	\$87,700.00
12	Site Improvements	Lump Sum	1	\$34,330.00	\$34,330.00	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00	\$65,000.00	\$65,000.00
13	Electrical Upgrades, CIP	Lump Sum	1	\$350,000.00	\$350,000.00	\$542,000.00	\$542,000.00	\$510,000.00	\$510,000.00	\$427,500.00	\$427,500.00
14	SCADA Control Improvements	Lump Sum	1	\$297,700.00	\$297,700.00	\$297,700.00	\$297,700.00	\$297,700.00	\$297,700.00	\$297,700.00	\$297,700.00
Total of Base Bid Cost					\$5,690,130.00	\$6,253,700.00		\$6,784,000.00		\$8,534,900.00	
Alternative Bid				Alternative Bid		Alternative Bid		Alternative Bid		Alternative Bid	
15	Existing Clarifiers Blast & Repaint	Lump Sum	1	\$150,000.00	\$150,000.00	\$96,000.00	\$96,000.00	\$110,000.00	\$110,000.00	\$183,300.00	\$183,300.00
16	New Aeration Basin Concrete Coatings Per Specifications	Lump Sum	1	\$875,000.00	\$875,000.00	\$482,000.00	\$482,000.00	\$520,000.00	\$520,000.00	\$468,000.00	\$468,000.00
Total of Alternative Bid Cost					\$1,025,000.00	\$578,000.00		\$630,000.00		\$651,300.00	
Total of Base Bid Cost + Alternative Bid #15					\$5,840,130.00	\$6,349,700.00		\$6,894,000.00		\$8,718,200.00	
Total of Base Bid Cost + Alternative Bid #15 & #16					\$6,715,130.00	\$6,831,700.00		\$7,414,000.00		\$9,186,200.00	



Office of the City Manager **AGENDA STATEMENT**

DATE: October 6, 2025
TO: Honorable Mayor David Frese and Members of the City Council
FROM: Lindsay Huntington, City Clerk
SUBJECT: Consider Acceptance of the FEMA Assistance to Firefighters Grant (AFG) Award

DISCUSSION:

The City of Tonganoxie has been awarded funding through the Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant (AFG) program. The AFG program provides support to fire departments by funding equipment, training, and resources that help with safety of both firefighters and the public. The Fire Department is seeking this funding to address the critical need for SCBAs to equip all seated riding positions and ensure firefighter safety.

This award will provide \$202,036.00 in federal funding to support the purchase of Personal Protective Equipment to include 20 full SCBAs, each including the SCBA unit, 2 cylinders and facepieces to ensure each full-time firefighter has a dedicated facepiece for annual fit testing, a RIT pack with a 30-minute cylinder to enhance safety during MAYDAY fireground emergencies and any future fire department equipment needs.

Upon acceptance of the award, staff will initiate the procurement process in accordance with federal and local purchasing policies and the personal protective equipment will be ordered after the award acceptance.

BUDGET IMPACT:

This grant funds the majority of the proposed purchase costs, but the City's adopted budget in the Fire Equipment Fund will require a Budget Amendment to increase the expenditure authority and revenue assumption during the Fiscal Year that the transaction occurs. Most importantly, this grant award replaces an expectation that the City's Fire equipment fund would be required to pay the full cost of this equipment, so receiving the grant award provides significant increases in the resources of this fund to meet future fire department future equipment needs.

ACTION NEEDED:

1. Make a motion to authorize staff to use funds not to exceed \$202,036.00 for Personal Protective Equipment and future fire department future equipment needs as outlined in the FEMA Assistance to Firefighters Grant.

ATTACHMENTS:

Grant Award Letter

cc: George Brajkovic, City Manager
Dan Porter, Assistant City Manager
John Zimbelman, Fire Chief

System for Award Management (SAM.gov) profile

Please identify your organization to be associated with this application.
All organization information in this section will come from the System for Award Management (SAM) profile for that organization.

CITY OF TONGANOXIE

Information current from SAM.gov as of:	09/07/2025
UEI-EFT:	JV1JP91WTNZ5
DUNS (includes DUNS+4):	005426429
Employer Identification Number (EIN):	486035159
Organization legal name:	CITY OF TONGANOXIE
Organization (doing business as) name:	
Mailing address:	526 E 4TH STREET P O BOX 326 TONGANOXIE, KS 66086-8920
Physical address:	321 S DELAWARE ST TONGANOXIE, KS 66086-8929
Is your organization delinquent on any federal debt?	N
SAM.gov registration status:	Active as of 08/27/2025
☒ We have reviewed our bank account information on our SAM.gov profile to ensure it is up to date	

Applicant information

Please provide the following additional information about the applicant.

Applicant name	City of Tonganoxie Fire Department
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Main address of location impacted by this grant

Main address 1	825 E 4th Street
Main address 2	
City	Tonganoxie

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State/territory	KS
Zip code	66086
Zip extension	8929
In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?	Leavenworth

Applicant characteristics

The Assistance to Firefighters Grants Program's objective is to provide funding directly to fire departments and nonaffiliated EMS organizations or a State Fire Training Academy for the purpose of protecting the health and safety of the public and first responder personnel against fire and fire-related hazards. Please review the Notice of Funding Opportunity Announcement (NOFO) for information on available program areas and for more information on the evaluation process and conditions of award. Please provide the following additional information about the applicant.

Applicant type:	Fire Department/Fire District
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Is this grant application a regional request? A regional request provides a direct regional and/or local benefit beyond your organization. You may apply for a regional request on behalf of your organization and any number of other participating eligible organizations within your region. **No**

What kind of organization do you represent?	Combination (Majority Paid/Career)
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Does your department identify as a Paid-on-Call/Stipend department?	No
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What is the percentage of career members in your organization?	82
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How many active firefighters does your department have who perform firefighting duties?	34
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How many of your active firefighters are trained to the level of Firefighter I or equivalent?	34
---	----

How many of your active firefighters are trained to the level of Firefighter II or equivalent?	34
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Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001? **No**

Which of the following standards does your organization meet regarding physicals? If physicals are not required then do not select any option. (optional)

☒ Meets NFPA or 1582 standard

☐ Meets NTSB or DOT standard

☐ Meets State/Local standard

How many members in your department are trained to the level of EMR or EMT, Advanced EMT or Paramedic? **34**

Does your department have a Community Paramedic program? **No**

How many stations are operated by your department? **1**

Does your organization protect critical infrastructure of the state? **Yes**

Please describe the critical infrastructure protected below.

The Tonganoxie Fire Department (TFD) serves a 6-square-mile coverage area encompassing the city of Tonganoxie and parts of Leavenworth County, Kansas, with a population of 5,900 residents. This area is fully protected by fire hydrants, providing an essential resource for firefighting operations. TFD safeguards vital transportation routes, including US 464 and surrounding roads, ensuring the safety and accessibility of key transportation arteries. The jurisdiction also includes critical infrastructure such as public water supply systems, electrical utility systems, and oil and gas pipelines that support the daily lives of residents and local industries. Within the district, TFD protects diverse assets, including an active 240-acre business park, a large propane refilling facility, and a multi-story apartment complex. The area also features two long-term adult care facilities, the Tonganoxie Fairgrounds, and campuses of the local school district. TFD ensures safety for eight places of worship, a United States Post Office, railroads, AT&T and Verizon communication towers, and numerous commercial establishments providing retail and essential goods. These critical facilities underscore the importance of TFD's role in

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protecting life, property, and infrastructure across a growing and dynamic community.

Do you currently report to the National Fire Incident Reporting System (NFIRS)? You will be required to report to NFIRS for the entire period of the grant.

Yes

Please enter your FDIN/FDID.

LV303

Do you offer live fire training?

Yes

What is the total number of live fire training exercises conducted per year on average?

2

Operating budget

What is your organizations operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) dedicated to expenditures for day-to-day activities for the current (at time of application) fiscal year, as well as the previous two fiscal years?

Current fiscal year:

2024

Fiscal Year	Operating budget
2024	\$1,186,118.00
2023	\$1,105,273.00
2022	\$1,032,697.00

What percentage of the declared operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)?

81

Does your department have any rainy day reserves, emergency funds, or capital outlay?

No

What percentage of the declared operating budget is derived from the following	2024	2023	2022
Taxes	99	99	99
Bond issues	0	0	0
EMS billing	0	0	0
Grants	1	1	1
Donations	0	0	0
Fund drives	0	0	0
Fee for service	0	0	0
Other	0	0	0
Totals	100 %	100 %	100 %

Describe your financial need and how consistent it is with the intent of the AFG Program. Include details describing your organization's financial distress such as summarizing budget constraints, unsuccessful attempts to secure other funding, and proving the financial distress is out of your control.

The Tonganoxie Fire Department (TFD) faces significant financial challenges as it works to maintain essential emergency services for the community and surrounding Leavenworth County. In 2024, TFD operated on a total budget of \$1,186,118, with \$965,275 (81%) allocated to personnel costs. The department’s funding is derived almost entirely from local taxes (99%), with only 1% coming from grants. This reliance on tax revenue underscores TFD’s vulnerability to economic fluctuations and highlights the limited flexibility within its budget to address critical equipment and operational needs. TFD’s operating funds are distributed across essential areas, with \$131,200 allocated for utilities, \$12,000 for equipment maintenance and vehicle maintenance, \$5500 for station \$46,000 for insurance, and \$34,693 for debt service. Rising costs for fuel, maintenance, and other operational necessities have steadily increased over the past three years, placing additional strain on TFD’s limited financial resources. Inflation has further exacerbated these challenges, driving up the cost

of equipment, fuel, and supplies, leaving little room for unplanned expenditures or critical projects like the proposed SCBA replacement. To meet the cost-share requirements for the requested grant, TFD has had to turn to City funds, further underscoring its financial constraints. The economic conditions in Tonganoxie and Leavenworth County compound TFD's financial difficulties. The median household income in the city is \$44,278, with a per capita income of \$18,026. Approximately 6% of the population lives below the poverty line, including 5.5% of those under 18 and 9.9% of those over 65. These economic hardships limit the local tax base, constraining TFD's ability to generate additional revenue through property taxes and fees. This restricted funding environment makes it challenging for TFD to meet growing service demands or invest in critical upgrades. Operational costs continue to rise, particularly for fuel, utilities, and maintenance, leaving TFD with no funding available for urgent needs like the SCBA project. Despite implementing cost-saving measures, the slow economic recovery and limited tax base make it difficult for the department to keep pace with increasing operational demands. Efforts to secure additional funding locally have faced resistance, as officials remain cautious about imposing significant tax increases that could impact economic recovery. TFD recognizes the necessity of federal financial assistance to address these challenges. Without external support, self-funding critical equipment needs, such as the proposed SCBA project, is simply not feasible. Federal assistance through the AFG program is indispensable for ensuring the department's operational readiness and the safety of the community it serves.

No

In cases of demonstrated economic hardship, and upon the request of the grant applicant, the FEMA Administrator may grant an Economic Hardship Waiver. Is it your organization's intent to apply for an Economic Hardship Waiver?

Other funding sources

This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?

No

This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?

No

Applicant and community trends

Please provide the following additional information about the applicant.

Injuries and fatalities	2024	2023	2022
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of members with self-inflicted fatalities over the last three years?	0	0	0

How many vehicles does your organization have in each of the type or class of vehicle listed below? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.



Seated riding positions

The number of seated riding positions must be equal or greater than the total number of frontline and reserve apparatus. If there are zero frontline and zero reserve apparatus, the number of seated riding positions must be zero..

Type or class of vehicles	Number of frontline apparatus	Number of reserve apparatus	Number of seated riding positions
Engines or pumpers (pumping capacity of 750 gallons per minute (GPM) or greater and water capacity of 300 gallons or more): pumper, pumper/tanker, rescue/pumper, foam pumper, CAFS pumper, type I, type II engine urban interface.	1	0	6
Ambulances for transport and/or emergency response.	0	0	0
Tankers or tenders (water capacity of 1,000 gallons or more).	0	0	0
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	1	0	4
Brush/quick attack (pumping capacity of less than 750 GPM and water carrying capacity of at least 300 gallons): brush truck, patrol unit (pickup w/ skid unit), quick attack unit, mini-pumper, type III engine, type IV engine, type V engine, type VI engine, type VII engine.	2	0	6
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	0	0	0
Additional vehicles: EMS chase vehicle, air/light unit, rehab units, bomb unit, technical support (command, operational support/supply), hose tender, salvage truck, ARFF (aircraft rescue firefighting), command/mobile communications vehicle.	1	0	4

How many ALS Response vehicles are in your fleet? **0**

Is your department facing a new risk, expanding service to a new area, or experiencing an increased call volume? **Yes**

Please explain how your department is facing a new risk, expanding service to a new area, or experiencing an increased call volume.

In 2024, the Tonganoxie Fire Department (TFD) faces a range of new and evolving risks that require strategic planning and proactive adaptation to maintain its operational effectiveness and service to the community. These challenges span financial, operational, and demographic factors, placing increased demands on the department's resources and capabilities. Rising interest rates and inflation have significantly impacted TFD's budget, increasing costs associated with borrowing funds for critical equipment, facility upgrades, and training

programs. Additionally, inflation has driven up operational expenses for essential items such as fuel, maintenance, and medical supplies, further straining the department’s financial resources and limiting its ability to invest in necessary upgrades and enhancements. A decline in volunteer support presents another critical challenge for TFD. As community demographics shift and individuals face growing work and family obligations, fewer people have the time to commit to volunteer firefighting roles. This shortage places additional demands on the department’s existing personnel, potentially affecting response times, reducing opportunities for training, and limiting overall capacity to meet emergency demands. The department also faces increasing challenges related to aging equipment. Outdated apparatus and gear require frequent repairs and incur higher maintenance costs, which are unsustainable given the department’s limited budget. As call volumes continue to rise, the reliability of older equipment becomes a growing concern, potentially impacting the department’s ability to respond effectively to emergencies. These combined risks emphasize the need for strategic investments and external support to ensure TFD can continue to protect the community safely and efficiently.

Community description

Please provide the following additional information about the community your organization serves.

Type of jurisdiction served	City
What type of community does your organization serve?	Suburban
What is the square mileage of your first due response zone/jurisdiction served?	6
What percentage of your primary response area is protected by hydrants?	100

What percentage of your primary response area is for the following:	Percentage (must sum to 100%)
Agriculture, wildland, open space, or undeveloped properties	5
Commercial and industrial purposes	25
Residential purposes	70
Total	100

What is the permanent resident population of your first due response zone/jurisdiction served?

5900

Do you have a seasonal increase in population?

No

Please describe your organization and/or community that you serve.

The Tonganoxie Fire Department (TFD) serves a 6-square-mile area encompassing the city of Tonganoxie and parts of Leavenworth County, Kansas. The coverage area consists of 5% agricultural land, 25% commercial use, and 70% residential properties, reflecting the community’s diverse needs. TFD provides fire protection and emergency services to approximately 5,900 residents in its first-due area, acting as a critical pillar of the community and ensuring the safety and well-being of its citizens. TFD is a combination department with 34 members, primarily career firefighters(28), supported by dedicated volunteers (6). The department operates out of one strategically located station with a fleet that includes one frontline engine, one aerial apparatus, two brush trucks, and one additional vehicle, providing a total of 20 seated riding positions. The entire jurisdiction is protected by fire hydrants, ensuring ready access to water for fire suppression operations. Over the past three years, TFD has responded to an average of 1,043 calls annually, including 43 NFIRS type 100 calls, such as structure fires, and 620 NFIRS type 300 calls, including rescue and medical emergencies. On average, the department handles 15 structure fires per year. Notably, by October 2024, TFD had already responded to 20 structure fires this year, reflecting an upward trend in service demands. This increase highlights the growing importance of maintaining a strong and prepared fire

department. TFD collaborates closely with neighboring departments to provide comprehensive emergency coverage through automatic and mutual aid agreements. Automatic aid partners include Stranger Township, Fairmount Township, Fire District #2, and Tonganoxie Township, while mutual aid partners extend to Alexandria Township, Easton Township, Fire District #1, Kickapoo Township, Reno Township, Leavenworth City, and Fort Leavenworth. Over the past three years, TFD has provided or received automatic or mutual aid an average of 77 times annually, demonstrating its integral role in regional emergency response efforts.

Call volume

Summary	2023	2022	2021
Fire - NFIRS Series 100	37	55	38
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	1	0	1
Rescue & Emergency Medical Service Incident - NFIRS Series 300	657	642	560
Hazardous Condition (No Fire) - NFIRS Series 400	30	29	38
Service Call - NFIRS Series 500	203	175	236
Good Intent Call - NFIRS Series 600	67	102	86
False Alarm & Falls Call - NFIRS Series 700	39	58	34
Severe Weather & Natural Disaster - NFIRS Series 800	6	2	2
Special Incident Type - NFIRS Series 900	7	8	15
Total	1047	1071	1010

Fire

How many responses per year per category?	2023	2022	2021
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	16	16	15
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	4	9	4
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	14	27	14
Total	34	52	33

Total acreage per year	2023	2022	2021
Total acreage of all vegetation fires	1	0	0

Rescue and emergency medical service incidents

How many responses per year per category?	2023	2022	2021
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	41	31	30
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	0	0	0
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	9	16	8
EMS-BLS Response Calls	610	589	532
EMS-ALS Response Calls	0	0	0
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	0	0	0
Total	660	636	570

Mutual and automatic aid

How many responses per year per category?	2023	2022	2021
Amount of times the organization received Mutual Aid	4	1	2
Amount of times the organization received Automatic Aid	3	4	5
Amount of times the organization provided Mutual Aid	30	29	27
Amount of times the organization provided Automatic Aid	48	38	30
Of the Mutual and Automatic Aid responses, amount that were structure fires	21	10	6
Total	106	82	70

Grant request details

Are you requesting a Micro Grant? A Micro Grant is limited to \$75,000 in federal resources. No

Grand total: \$203,536.00

Program area: Operations and safety



Activity: Personal Protective Equipment (PPE) \$202,036.00



Personal Protective Equipment (PPE) activity narrative

Narrative

Project Description

The Tonganoxie Fire Department (TFD) is seeking AFG funding to address the critical need for SCBAs to equip all seated riding positions and ensure firefighter safety. A risk assessment conducted in October 2024 by a committee of TFD Chief Officers and members identified the need for updated SCBAs, considering historical incidents requiring such equipment. TFD is requesting (20) full SCBAs, each including the SCBA unit, (2) cylinders, and facepieces. Additionally, TFD is requesting 14 extra facepieces to ensure each full-time firefighter has a dedicated facepiece for annual fit testing. The department is also requesting a RIT pack with a 30-minute cylinder to enhance safety during MAYDAY fireground emergencies.

Problem Statement: TFD’s current SCBA inventory consists of 20 units manufactured in 2012, making them over 12 years old, more than 2 NFPA cycles outdated, and increasingly unreliable. Five of these units have been retagged as out of service and deemed unrepairable by a manufacturer’s authorized service center, leaving only 15 operational units for fireground operations. This inventory fails to meet NFPA Effective Response Force Assembly requirements, which mandate 17 operational firefighters for fireground operations. The remaining 15 units have become significant maintenance

burdens, draining the department's equipment maintenance budget, while replacement parts are increasingly unavailable as these models are no longer supported by the manufacturer. The health and safety of TFD firefighters are severely impacted by the limitations of the current SCBAs. These aging units lack modern features that ensure reliable respiratory protection in IDLH (Immediately Dangerous to Life or Health) environments, increasing the risk of injury or equipment failure. Additionally, the outdated SCBAs hinder efforts to implement cancer prevention initiatives. Exposure to carcinogens in smoke and toxic environments is a leading cause of occupational cancer in firefighters, and compliant, modern SCBAs are essential for reducing this risk. The total project cost is \$203,536.00, including a federal funding request of \$193,5843.81 and a 5% departmental match of \$4,522.00 which TFD has allocated in its FY24 Operating Budget. The project budget includes: (20) SCBAs with extra cylinder and facepiece: \$169,880 (\$8,494 each) (20) Additional cylinders: \$24,300 (\$1,215 each) (14) Additional facepieces: \$4,522.00 (\$323 each) (1) RIT Pack with 30-minute cylinder: \$3,334 Grant writer fee: \$1,500 The (20) SCBAs will comply with NFPA 1981: Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services. Project Timeline Within 30 days of award: Utilize a 2CFR Part 200

Cost/Benefit

compliant competitive procurement process or release RFQ to no fewer than 3 vendors. Within 60 days of award: Receive and review bids. Within 90 days of award: Select a vendor and place the order. Within 240 days of award: Receive new equipment.

COST BENEFIT The \$203,536 investment in this SCBA Project is a critical step in enhancing the safety of the 34 men and women who provide fire protection for the Tonganoxie Fire Department (TFD). This project will benefit not only TFD firefighters but also the public they serve and the mutual and automatic aid partner departments who rely on TFD’s support during emergencies. Funding provided through this program amounts to \$14,439.87 annually over the projected 15-year lifespan of the equipment. For the community, this investment equates to \$3.41 per first-due area resident, or \$2.28 per resident per year. For each firefighter, the safety investment is \$5,929.35, significantly reducing the risk of injuries that could lead to operational delays and financial strain. Over the 15-year lifespan, the equipment is expected to be used a minimum of 7,500 times, averaging 500 uses annually. This translates to a life-saving investment of just \$0.79 per member per use. The requested funding is negligible compared to the potential risks posed by outdated equipment. According to cost-benefit analyses by the CDC, DOT, and DHS, the economic value of a human life is estimated at \$10

million, making even one life saved through enhanced safety a cost-effective outcome. The potential to prevent multiple injuries or fatalities further emphasizes the importance of this project. While assigning a monetary value to human life is inherently challenging, the moral and practical benefits of this investment are overwhelmingly positive. Without this funding, TFD's ability to provide timely and effective life-saving services will remain compromised. The continued reliance on outdated and unreliable SCBA increases the risk of equipment failure, delayed responses, and injuries to firefighters and the public. Federal assistance is essential to ensuring the department's operational readiness and the safety of the community it serves.

Statement of Effect

Activity logs and run reports from the past three years demonstrate that the Tonganoxie Fire Department (TFD) regularly responds to structural fires, automobile fires, wildland fires, rescue/extrication calls, and hazardous materials incidents. These operations frequently require the use of reliable and compliant SCBA. However, TFD's current SCBA inventory is outdated and in urgent need of replacement to ensure the safety and compliance of its firefighters. The TFD SCBA Improvement Project aims to address these deficiencies and will provide the following operational improvements: 1. The new SCBAs will bring TFD

into compliance with NFPA standards and OSHA regulations, providing advanced respiratory and carcinogenic protection for firefighters across a wide range of fire and hazardous materials incidents. 2. Providing individual SCBA facepieces for all full-time members will eliminate the risk of cross-contamination from communicable diseases. 3. Enhanced protective capabilities will support the management of CBRNE incidents, ensuring firefighter safety during complex emergency responses. 4. Updated respiratory protection equipment will ensure compatibility and interoperability with neighboring mutual aid and automatic aid fire departments and agencies statewide. 5. The likelihood of firefighter line-of-duty injuries and fatalities will decrease significantly. 6. Costs associated with firefighter injuries, workers' compensation claims, and liability exposure will decrease, enhancing budgetary sustainability. 7. Reduced maintenance requirements for modern SCBAs will result in long-term budget savings. 8. TFD firefighters will be better equipped to manage fire and hazardous chemical incidents in the city's industrial sector, minimizing potential productivity losses. 9. Fire losses and threats to the wellbeing of Leavenworth County residents will be reduced, improving community safety. 10. A safer work environment will enhance

firefighter confidence and security, supporting improved recruitment and retention efforts. This project aligns with studies from NIOSH, the University of Cincinnati, and the Firefighter Cancer Support Network, which highlight the increased cancer risks faced by firefighters and emphasize the need for contemporary PPE as a preventative measure. The SCBA Improvement Project supports the U.S. Fire Administration's objective of reducing firefighter injuries by 25% and aligns with the Firefighter Life Safety Initiatives championed by the National Fallen Firefighter Foundation. It meets the Assistance to Firefighters Grant (AFG) program objectives by equipping personnel to recognized standards, enhancing operational efficiency, fostering interoperability, and supporting community resilience, as outlined in FEMA's 2022-2026 Strategic Plan. The project complies with DHS investment priorities by addressing risk-based needs, enhancing national capabilities, and ensuring interoperability for mutual aid agreements maintained by the Kansas Department of Emergency Management. This initiative is essential to ensuring TFD's readiness and safety while strengthening its ability to serve the community effectively.

Cost Items

▶	Item: SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders	\$169,880.00
▶	Item: Additional funding	\$4,522.00
▶	Item: SCBA Spare Cylinders	\$24,300.00
▶	Item: Additional funding	\$3,334.00

Program area: Pre-Award Costs



Activity: Grant writer fee **\$1,500.00**

Description

A grant consultant was used for application preparation.

Quantity	Unit price	Total
1	\$1,500.00	\$1,500.00

Budget class

Contractual

Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

Grant request summary

Activity	Number of items	Total cost
Personal Protective Equipment (PPE)	4	\$202,036.00
Grant writer fee	1	\$1,500.00
Total	5	\$203,536.00

Is your proposed project limited to one or more of the [following activities](#) ⓘ : Planning and development of policies or processes. Management, administrative, or personnel actions. Classroom-based training. Acquisition of mobile and portable equipment (not involving installation) on or in a building.

Yes

Budget summary

Budget summary

Object class categories	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$202,036.00
Supplies	\$0.00
Contractual	\$1,500.00
Construction	\$0.00
Other	\$0.00
Total direct charges	\$203,536.00
Indirect charges	\$0.00
TOTAL	\$203,536.00
Non-federal resources	

Object class categories	Total
Applicant	\$9,692.19
State	\$0.00
Local	\$
Other sources	\$0.00
Remarks	
Total Federal and Non-federal resources	
Federal resources	\$193,843.81
Non-federal resources	\$9,692.19
TOTAL	\$203,536.00
Program income	\$0.00

Contact information

Did any individual or organization assist with the development, preparation, or review of the application to include drafting or writing the narrative and budget, whether that person, entity, or agent is compensated or not and whether the assistance took place prior to submitting the application?

Yes

Application participants

Please add all individuals or organizations who assisted with the application.

Include all individuals or organizations who assisted with the development, preparation, or review of the application to include drafting or writing the narrative and budget, whether that person, entity, or agent is compensated or not and whether the assistance took place prior to submitting the application or not.

Jane Bleakney jbleakney@lexipol.com	Primary phone 4694343554 Work Fax	Mailing address 2611 Internet Blvd #100 Frisco TX 75034
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Secondary point of contact

Please provide a secondary point of contact for this grant.

The Authorized Organization Representative (AOR) who submits the application will be identified as the primary point of contact for the grant. Please provide one secondary point of contact for this grant below. The secondary contact can be members of the fire department or organizations applying for the grant that will see the grant through completion, are familiar with the grant application, and have the authority to make decisions on and to act upon this grant application. The secondary point of contact can also be an individual who assisted with the development, preparation, or review of the application.

John Zimbleman Fire Chief jzimbleman@tonganoxie.org	Primary phone 9138452620 ext 1210 Work Fax 9138459495	Additional phones 9136698766 Work
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Assurance and certifications

OMB number: 4040-0007, Expiration date: 02/28/2025 [View burden statement](#)

SF-424B: Assurances - Non-Construction Programs

OMB Number: 4040-0007
Expiration Date: 02/28/2025

Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood

hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

Certifications regarding lobbying

OMB Number: 4040-0013

Expiration Date: 02/28/2025

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OMB number: 4040-0013, Expiration date: 02/28/2025 [View burden statement](#)

SF-LLL: Disclosure of Lobbying Activities

OMB Number: 4040-0013

Expiration Date: 02/28/2025

Complete only if the applicant is required to do so by 44 C.F.R. part 18. Generally disclosure is required when applying for a grant of more than \$100,000 and if any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Further, the recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event described in 44 C.F.R. § 18.110(c) that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by the applicant.

The applicant is not currently required to submit the SF-LLL.

Notice of funding opportunity

I certify that the applicant organization has consulted the appropriate Notice of Funding Opportunity and that all requested activities are programmatically allowable, technically feasible, and can be completed within the award's Period of Performance (POP).

Accuracy of application

I certify that I represent the organization applying for this grant and have reviewed and confirmed the accuracy of all application information submitted. Regardless of intent, the submission of information that is false or misleading may result in actions by FEMA that include, but are not limited to: the submitted application not being considered for award, enforcement actions taken against an existing award pending investigation or review, or referral to the DHS Office of Inspector General.

Authorized Organizational Representative for the grant

By signing this application, I certify that I understand that inputting my password below signifies that I am the identified Authorized Organization Representative for this grant. Further, I understand that this electronic signature shall bind the organization as if the application were physically signed and filed.

Authorization to submit application on behalf of applicant organization

By signing this application, I certify that I am either an employee or official of the applicant organization and am authorized to submit this application on behalf of my organization; or, if I am not an employee or official of the applicant organization, I certify that the applicant organization is aware I am submitting this application on its behalf, that I have written authorization from the applicant organization to submit this application on their behalf, and that I have provided contact information for an employee or official of the applicant organization in addition to my contact information.



Office of the City Manager **AGENDA STATEMENT**

DATE: October 2, 2025
TO: Honorable Mayor David Frese and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Consider Budget Amendment for 2025 Adopted Budget for the Fire Equipment Fund

DISCUSSION:

The 2025 annual budget was adopted by the City Council in September 2024. The City's financial statements are organized into unique funds, including 13 funds included in the state budget forms and others with annual expenditure limits authorized by the City Council during annual budget approval. Periodically changes in revenue collections or necessary expenditures compared to prior assumptions require budget amendments. Funds budgeted through the state budget forms require provision of public notice, completion of a public hearing, and filing the amended budget certificate with the County Clerk prior to the end of the fiscal year, while funds with expenditure budgets authorized by the City Council can be amended at any point in the year by a vote of the City Council on a motion to amend the budgeted expenditures.

No funds have previously completed mid-year budget amendments in 2025. A mid-year budget amendment to one fund not included in the State Budget Forms is being presented for the City Council's consideration.

Fire Equipment Fund –

In late 2024 the City submitted an application for the Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant (AFG) program. The grant application included approximately 95% funding support for the City to purchase approximately \$203,536 in personal protective equipment that is essential to ensuring firefighter safety. With acceptance of the award, staff will initiate the procurement process in accordance with federal and local purchasing policies and the personal protective equipment will be ordered after the award acceptance.

Since the 2025 Adopted Budget did not contemplate the award of this grant and the initial cost and eventual reimbursement of grant proceeds for the grant-funded share of the project it is proposed that the City amend the 2025 Adopted Budget in the Fire Equipment Fund for both revenue and expenditure budgets as follows:

Revenue

Account	Account Name	Original Budget	Budget Adjustment	Current Budget
410-46301	GRANT RECEIPTS	-104,000	-194,000	-298,000

Expenditure

Account	Account Name	Original Budget	Budget Adjustment	Current Budget
410-400-62817	REIMBURSED EXPENSES	0	194,000	194,000
410-400-65101	GRANT MATCH	26,000	10,000	36,000

This budget amendment does not require provision of a newspaper notice, conducting a public hearing, or completion of revised State budget forms as it is not a budgeted fund in the State of Kansas.

BUDGET IMPACT:

In order to accommodate the grant funded purchases necessary for this grant in fiscal year 2025 the City's Fire Equipment Fund budget will need to be amended to reflect the updated assumptions. This change is not expected to create any impact on future fund balance levels in the fund.

ACTION NEEDED:

1. Consider motion to approve 2025 budget amendments to the Fire Equipment Fund as presented and direct City staff to complete necessary steps to file and record the budget amendment.

ATTACHMENTS:

None

cc: George Brajkovic, City Manager
John Zimbelman, Fire Chief

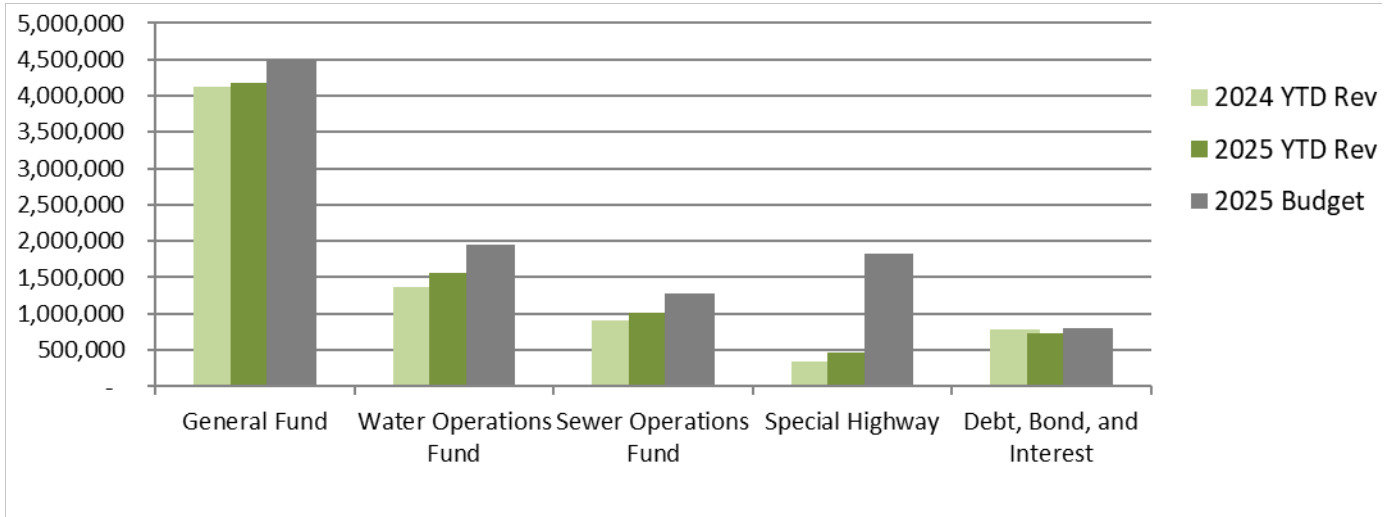
CITY OF TONGANOXIE FINANCIAL REPORT

SEPTEMBER 2025

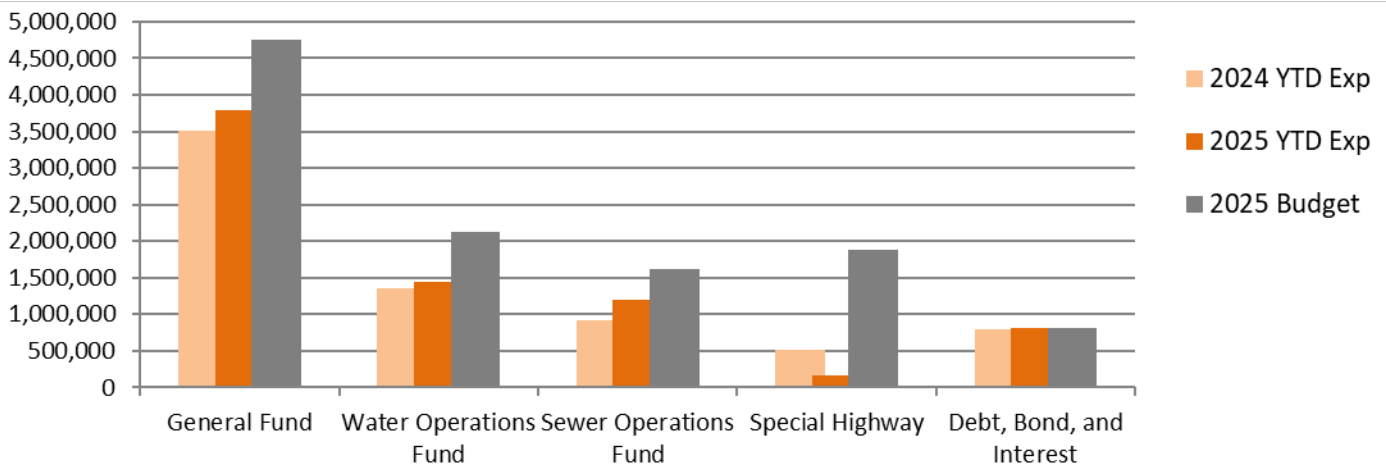
EXECUTIVE SUMMARY

- 75% of FY 2025 completed as of September 30, 2025.
- Revenue and Expenditure Summaries for the City's Major Funds are shown on page 2 – 3 of the financial report.
- All debt service payments for fiscal year 2025 were previously completed.
- American Rescue Plan Act (ARPA) - The City currently retains \$358,295 in funds for future payment for the WWTP Improvements Project contract after expenditures of \$24,650 in February 2025 and \$12,162 in September 2025. Required reporting for “non-entitlement unit” local governments like the City of Tonganoxie was completed in April 2025 with the next report due in April 2026. In 2023 the City approved the spending obligation for all the City's remaining ARPA funds on a majority portion of the costs of the design engineering contract costs for the WWTP Improvements Project.
- The City only received a remittance of the September 2025 compensating use tax receipts in September 2025. The September 2025 sales tax receipts were remitted to the City on October 1, 2025 so the full monthly remittance for September 2025 will not be reflected in the City's financial reports until the next monthly report.
- The September 2025 Financial Report demonstrates a negative fund balance remaining in the Library Operations and Benefits Fund. The reason for this demonstration is the timing of a pending reimbursement from the Library to the City for three months of premiums for employee insurance benefits and the payment by the City in September 2025 for a portion of employee insurance benefits costs for the month of October 2025.
- To date, no funds have required mid-year budget amendments in 2025. Staff will continue to monitor fund activities to determine if presenting any additional mid-year amendments are necessary.
 - o On October 6, 2025, City staff will advance a proposed budget amendment to the City's Fire Equipment Fund to adjust expectations to include the expenditures and revenues associated with the FY2024 FEMA Assistant to Firefighters Grant program, pending final approval of acceptance of the grant.

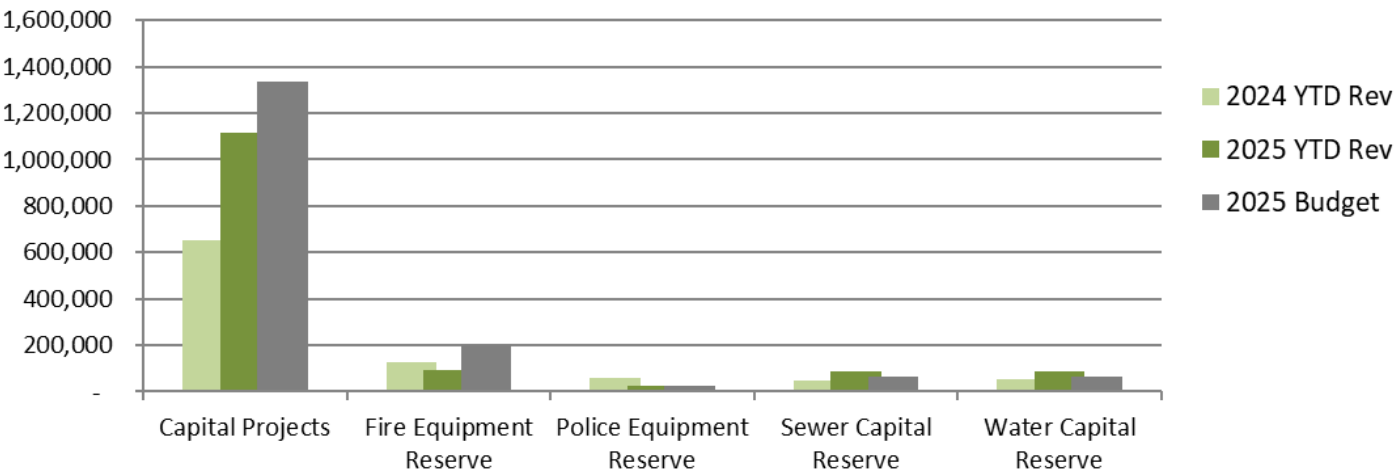
Major Fund Revenues



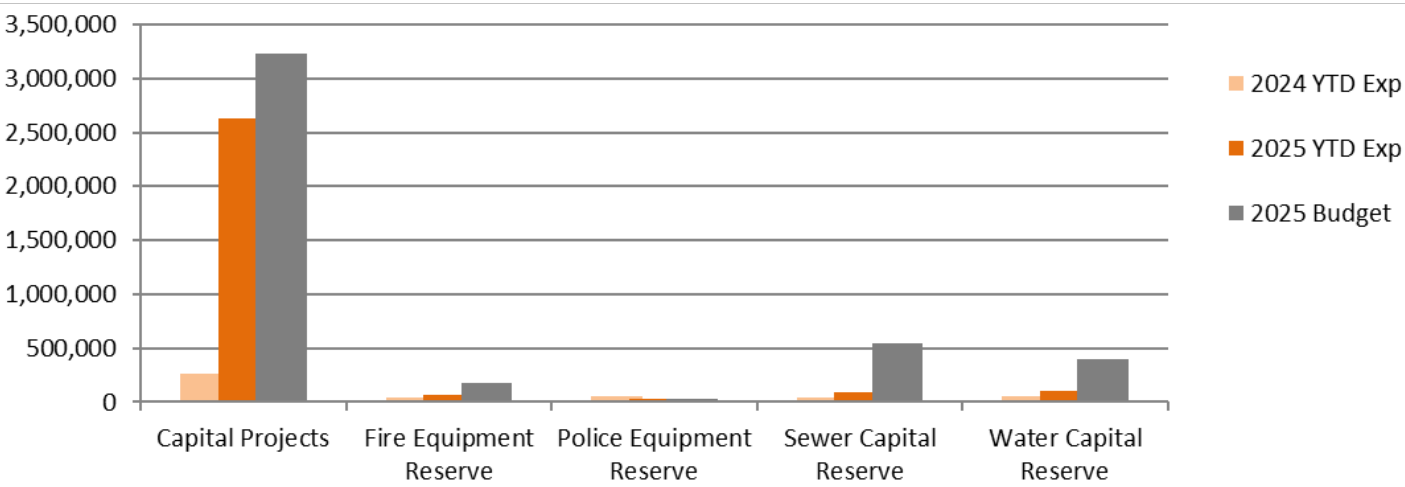
Major Fund Expenditures



Utility & Non-Utility Capital Funds Revenues



Utility & Non-Utility Capital Funds Expenditures



MAJOR REVENUES DETAIL VIEW

SALES & USE TAX –

City of Tonganoxie Sales Tax Rate (9.25%) is comprised of:

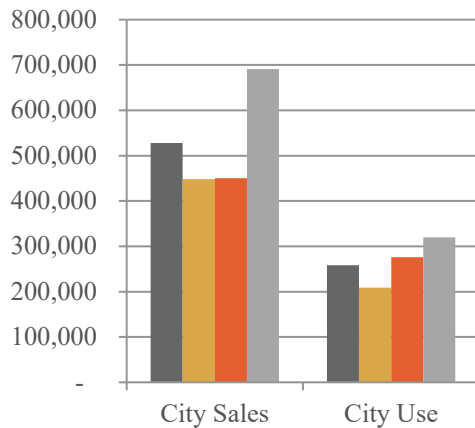
6.5% - State, 1% LV County, 1% City General Fund, 0.75% City Infrastructure General Purpose

☒ The receipt of the ninth monthly remittance of sales and use tax proceeds from the State of Kansas was received only partly on time and recorded in September 2025. Compensating use was received by not sales.

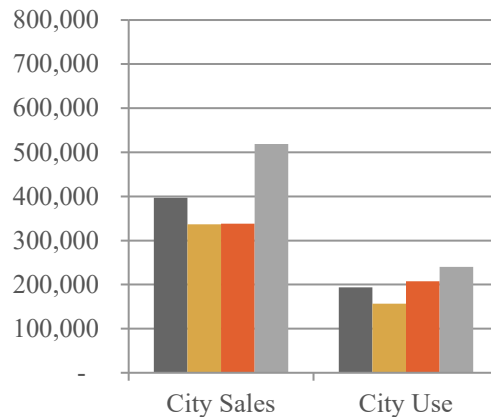
YTD = Jan-Sept (comp use
only for Sept)

	Total City	Total County	Total Sales	Total Use	Total Collections
2022 YTD	1,237,998	547,475	1,236,203	549,270	1,785,473
2023 YTD	1,377,058	578,682	1,341,738	614,002	1,955,740
2024 YTD	1,303,081	563,777	1,293,364	573,495	1,866,858
2025 YTD	1,374,700	576,888	1,289,893	661,695	1,951,588
Diff (2025-2024)	71,619	13,111	(3,470)	88,200	84,730
% Difference	5.5%	2.3%	-0.3%	15.4%	4.5%
36-month rolling avg	148,516	63,281	145,025	66,772	211,797
24-month rolling avg	148,369	63,462	144,427	67,404	211,831
12-month rolling avg	151,827	64,050	144,771	71,106	215,877

General Fund (1%)



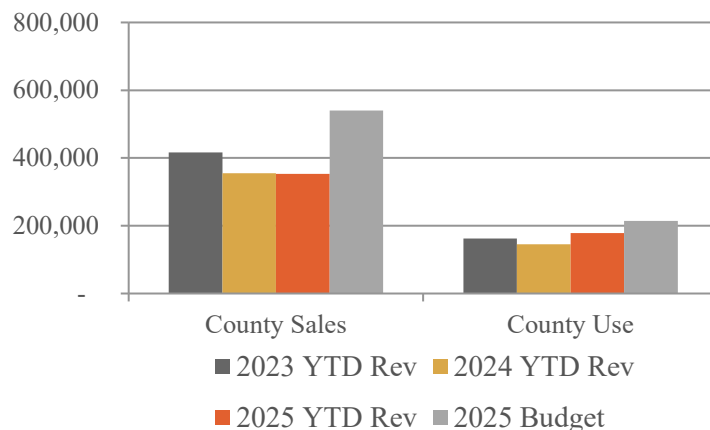
Infrastructure Sales Tax Fund (0.75%)



■ 2023 YTD Rev ■ 2024 YTD Rev
■ 2025 YTD Rev ■ 2025 Budget

■ 2023 YTD Rev ■ 2024 YTD Rev
■ 2025 YTD Rev ■ 2025 Budget

Capital Projects Fund (City share of LV County Sales Tax)



■ 2023 YTD Rev ■ 2024 YTD Rev
■ 2025 YTD Rev ■ 2025 Budget

2025 BUDGET INITIATIVES

CITY INFRASTRUCTURE & SHARE OF LEAVENWORTH COUNTY SALES TAX PROCEEDS

- ☒ \$500,000 total from the Infrastructure Sales Tax (\$240,000) and special highway funding to support an 8th consecutive year of enhanced street maintenance activities
- ☒ \$261,850 from the Infrastructure Sales Tax to support the 8th of 20 years of scheduled Library bldg. debt service payments
- ☒ \$80,000 from the Infrastructure Sales Tax & County Sales Tax to support Water Park painting and diving board replacements
- ☒ \$136,000 from the City's share of the County Sales Tax and the Infrastructure Sales Tax for replacement of 4th Street Bridge – Survey & partial design completed in 2023, engineering and construction commencing in 2024 with completion in 2025.

CONTINUED COMMUNITY BUILDING AND SUPPORT

- ☒ Police Station Interior Flooring Updates
- ☒ Fire Station Facility Kitchen Updates
- ☒ \$21,897 for funding assistance for LCDC
- ☒ \$20,000 for funding assistance for the following community organizations:
Tonganoxie Business Association (\$5,000) Tonganoxie Arts Council (\$5,000) Tonganoxie Farmers Market (\$5,000)
Tonganoxie Historical Society (\$5,000)
- ☒ \$12,500 for funding assistance for community events

UTILITY FUNDS

- ☒ Cash repayment of Series 2023A Temporary Notes final obligations in February 2025 utilizing fund balances available in the Water Operations, Water Capital, Capital Projects, Infrastructure Sales Tax, and Business Park Development Funds
- ☒ Wastewater Treatment Plant Improvements – Design & construction engineering contract (\$967,100) approved in 2022. Design largely completed in 2024 with construction planned in 2025-2026.
- ☒ Elevated Water Tower Repainting and Maintenance (HW 24/40 Tower location)
- ☒ \$140,000 for replacement of 3 Public Works utility trucks
- ☒ \$45,000 for purchase of Lift Equipment
- ☒ \$50,000 in Storm Water Fund for engineering assessment projects and maintenance services/projects
- ☒ \$50,000 for sewer TV inspection & maintenance activities

OPERATIONAL RESOURCES AND STAFFING TO PROVIDE QUALITY SERVICES

- ☒ 5% annual merit pool funding available to high performing City employees
- ☒ Addition of City Match Increase to 457(b) Deferred Compensation Plan
- ☒ Conversion of one Administration Department Position from Part-Time to Full-Time
- ☒ \$136,000 for Police Department vehicles replacements (2)
- ☒ Fire Department and Police Department Operational Budget Increases for items including automotive maintenance, medical supplies, and conducted energy weapons replacements



City of Tonganoxie, KS

Revenue Budget Report

Fund Summary

For Fiscal: 2025 Period Ending: 09/30/2025

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund							
411 - Property Taxes	2,307,838.00	2,307,838.00	108,637.14	2,222,402.12	0.00	-85,435.88	3.70%
412 - Sales and Use Taxes	1,015,470.00	1,015,470.00	34,925.87	732,014.18	0.00	-283,455.82	27.91%
421 - Franchise Fees	499,000.00	499,000.00	59,972.55	409,213.06	0.00	-89,786.94	17.99%
432 - Pool Charges	170,000.00	170,000.00	368.00	156,021.50	0.00	-13,978.50	8.22%
441 - Business L&P	10,100.00	10,100.00	1,040.00	13,660.00	0.00	3,560.00	35.25%
442 - Development L&P	77,000.00	77,000.00	1,120.00	69,491.00	0.00	-7,509.00	9.75%
443 - Individual/Miscellaneous L&P	1,200.00	1,200.00	50.00	1,100.00	0.00	-100.00	8.33%
451 - Fines	190,000.00	190,000.00	20,945.00	167,771.70	0.00	-22,228.30	11.70%
464 - Reimbursed Expenses	90,000.00	90,000.00	11,041.10	135,610.70	0.00	45,610.70	50.68%
466 - Miscellaneous Revenues	1,000.00	1,000.00	475.00	2,955.00	0.00	1,955.00	195.50%
471 - Interest	100,000.00	100,000.00	25,723.53	242,863.91	0.00	142,863.91	142.86%
491 - Interfund Transfers In	40,000.00	40,000.00	0.00	20,000.00	0.00	-20,000.00	50.00%
Fund: 100 - General Fund Total:	4,501,608.00	4,501,608.00	264,298.19	4,173,103.17	0.00	-328,504.83	7.30%
Fund: 210 - Water Operations Fund							
412 - Sales and Use Taxes	36,000.00	36,000.00	4,751.11	39,201.31	0.00	3,201.31	8.89%
431 - Utility Charges	1,892,000.00	1,892,000.00	188,893.85	1,516,156.48	0.00	-375,843.52	19.86%
451 - Fines	300.00	300.00	0.00	280.00	0.00	-20.00	6.67%
466 - Miscellaneous Revenues	17,500.00	17,500.00	1,458.54	13,126.86	0.00	-4,373.14	24.99%
Fund: 210 - Water Operations Fund Total:	1,945,800.00	1,945,800.00	195,103.50	1,568,764.65	0.00	-377,035.35	19.38%
Fund: 220 - Sewer Operations Fund							
431 - Utility Charges	1,279,000.00	1,279,000.00	115,762.85	1,012,759.10	0.00	-266,240.90	20.82%
Fund: 220 - Sewer Operations Fund Total:	1,279,000.00	1,279,000.00	115,762.85	1,012,759.10	0.00	-266,240.90	20.82%
Fund: 230 - Sanitation Fund							
431 - Utility Charges	468,000.00	468,000.00	39,291.51	350,855.24	0.00	-117,144.76	25.03%
Fund: 230 - Sanitation Fund Total:	468,000.00	468,000.00	39,291.51	350,855.24	0.00	-117,144.76	25.03%
Fund: 240 - Storm Water							
431 - Utility Charges	50,000.00	50,000.00	4,281.75	37,687.47	0.00	-12,312.53	24.63%
464 - Reimbursed Expenses	47,000.00	47,000.00	0.00	0.00	0.00	-47,000.00	100.00%
Fund: 240 - Storm Water Total:	97,000.00	97,000.00	4,281.75	37,687.47	0.00	-59,312.53	61.15%
Fund: 310 - Transient Guest Tax							
412 - Sales and Use Taxes	2,200.00	2,200.00	0.00	1,981.26	0.00	-218.74	9.94%
Fund: 310 - Transient Guest Tax Total:	2,200.00	2,200.00	0.00	1,981.26	0.00	-218.74	9.94%

SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 320 - Library Operations							
411 - Property Taxes	535,984.00	535,984.00	25,121.84	516,585.18	0.00	-19,398.82	3.62%
464 - Reimbursed Expenses	91,500.00	91,500.00	0.00	47,257.51	0.00	-44,242.49	48.35%
Fund: 320 - Library Operations Total:	627,484.00	627,484.00	25,121.84	563,842.69	0.00	-63,641.31	10.14%
Fund: 330 - Special Parks							
412 - Sales and Use Taxes	4,800.00	4,800.00	2,986.01	5,404.08	0.00	604.08	12.59%
466 - Miscellaneous Revenues	5,200.00	5,200.00	0.00	0.00	0.00	-5,200.00	100.00%
Fund: 330 - Special Parks Total:	10,000.00	10,000.00	2,986.01	5,404.08	0.00	-4,595.92	45.96%
Fund: 331 - Special Alcohol & Drug Programs							
412 - Sales and Use Taxes	0.00	0.00	2,986.02	5,404.10	0.00	5,404.10	0.00%
Fund: 331 - Special Alcohol & Drug Programs Total:	0.00	0.00	2,986.02	5,404.10	0.00	5,404.10	0.00%
Fund: 340 - Special Highway							
414 - Fuel Tax	166,200.00	166,200.00	4,721.59	135,282.86	0.00	-30,917.14	18.60%
442 - Development L&P	50,000.00	50,000.00	0.00	0.00	0.00	-50,000.00	100.00%
463 - Other Grants	935,000.00	935,000.00	0.00	0.00	0.00	-935,000.00	100.00%
464 - Reimbursed Expenses	290,000.00	290,000.00	0.00	43,844.34	0.00	-246,155.66	84.88%
491 - Interfund Transfers In	390,000.00	390,000.00	97,500.00	292,500.00	0.00	-97,500.00	25.00%
Fund: 340 - Special Highway Total:	1,831,200.00	1,831,200.00	102,221.59	471,627.20	0.00	-1,359,572.80	74.24%
Fund: 350 - Infrastructure Sales Tax							
412 - Sales and Use Taxes	759,330.00	759,330.00	23,996.85	545,911.95	0.00	-213,418.05	28.11%
Fund: 350 - Infrastructure Sales Tax Total:	759,330.00	759,330.00	23,996.85	545,911.95	0.00	-213,418.05	28.11%
Fund: 360 - Capital Projects							
412 - Sales and Use Taxes	754,000.00	754,000.00	21,750.09	530,890.18	0.00	-223,109.82	29.59%
464 - Reimbursed Expenses	0.00	0.00	0.00	3,263.10	0.00	3,263.10	0.00%
491 - Interfund Transfers In	580,000.00	580,000.00	0.00	580,000.00	0.00	0.00	0.00%
Fund: 360 - Capital Projects Total:	1,334,000.00	1,334,000.00	21,750.09	1,114,153.28	0.00	-219,846.72	16.48%
Fund: 410 - Fire Equipment Reserve							
431 - Utility Charges	94,000.00	94,000.00	7,907.34	70,086.52	0.00	-23,913.48	25.44%
463 - Other Grants	104,000.00	104,000.00	0.00	12,508.00	0.00	-91,492.00	87.97%
464 - Reimbursed Expenses	0.00	0.00	0.00	7,450.00	0.00	7,450.00	0.00%
Fund: 410 - Fire Equipment Reserve Total:	198,000.00	198,000.00	7,907.34	90,044.52	0.00	-107,955.48	54.52%
Fund: 420 - Police Equipment Reserve							
441 - Business L&P	2,000.00	2,000.00	300.00	2,200.00	0.00	200.00	10.00%
463 - Other Grants	2,000.00	2,000.00	0.00	2,449.25	0.00	449.25	22.46%
465 - Sale of Assets	8,000.00	8,000.00	0.00	10,900.00	0.00	2,900.00	36.25%
466 - Miscellaneous Revenues	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00	0.00%
628 - Other Contractual Services	6,000.00	6,000.00	890.00	6,450.00	0.00	450.00	7.50%
Fund: 420 - Police Equipment Reserve Total:	23,000.00	23,000.00	1,190.00	26,999.25	0.00	3,999.25	17.39%

SubCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 430 - Sewer Capital Reserve							
431 - Utility Charges	62,500.00	62,500.00	0.00	87,500.00	0.00	25,000.00	40.00%
Fund: 430 - Sewer Capital Reserve Total:	62,500.00	62,500.00	0.00	87,500.00	0.00	25,000.00	40.00%
Fund: 440 - Water Capital Reserve							
431 - Utility Charges	62,500.00	62,500.00	0.00	87,500.00	0.00	25,000.00	40.00%
464 - Reimbursed Expenses	0.00	0.00	0.00	585.10	0.00	585.10	0.00%
Fund: 440 - Water Capital Reserve Total:	62,500.00	62,500.00	0.00	88,085.10	0.00	25,585.10	40.94%
Fund: 500 - Debt, Bond, and Interest							
411 - Property Taxes	548,485.00	548,485.00	25,832.46	529,038.02	0.00	-19,446.98	3.55%
491 - Interfund Transfers In	261,850.00	261,850.00	65,462.50	196,387.50	0.00	-65,462.50	25.00%
Fund: 500 - Debt, Bond, and Interest Total:	810,335.00	810,335.00	91,294.96	725,425.52	0.00	-84,909.48	10.48%
Report Total:	14,011,957.00	14,011,957.00	898,192.50	10,869,548.58	0.00	-3,142,408.42	22.43%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
100 - General Fund	4,501,608.00	4,501,608.00	264,298.19	4,173,103.17	0.00	-328,504.83	7.30%
210 - Water Operations Fund	1,945,800.00	1,945,800.00	195,103.50	1,568,764.65	0.00	-377,035.35	19.38%
220 - Sewer Operations Fund	1,279,000.00	1,279,000.00	115,762.85	1,012,759.10	0.00	-266,240.90	20.82%
230 - Sanitation Fund	468,000.00	468,000.00	39,291.51	350,855.24	0.00	-117,144.76	25.03%
240 - Storm Water	97,000.00	97,000.00	4,281.75	37,687.47	0.00	-59,312.53	61.15%
310 - Transient Guest Tax	2,200.00	2,200.00	0.00	1,981.26	0.00	-218.74	9.94%
320 - Library Operations	627,484.00	627,484.00	25,121.84	563,842.69	0.00	-63,641.31	10.14%
330 - Special Parks	10,000.00	10,000.00	2,986.01	5,404.08	0.00	-4,595.92	45.96%
331 - Special Alcohol & Drug Prog	0.00	0.00	2,986.02	5,404.10	0.00	5,404.10	0.00%
340 - Special Highway	1,831,200.00	1,831,200.00	102,221.59	471,627.20	0.00	-1,359,572.80	74.24%
350 - Infrastructure Sales Tax	759,330.00	759,330.00	23,996.85	545,911.95	0.00	-213,418.05	28.11%
360 - Capital Projects	1,334,000.00	1,334,000.00	21,750.09	1,114,153.28	0.00	-219,846.72	16.48%
410 - Fire Equipment Reserve	198,000.00	198,000.00	7,907.34	90,044.52	0.00	-107,955.48	54.52%
420 - Police Equipment Reserve	23,000.00	23,000.00	1,190.00	26,999.25	0.00	3,999.25	17.39%
430 - Sewer Capital Reserve	62,500.00	62,500.00	0.00	87,500.00	0.00	25,000.00	40.00%
440 - Water Capital Reserve	62,500.00	62,500.00	0.00	88,085.10	0.00	25,585.10	40.94%
500 - Debt, Bond, and Interest	810,335.00	810,335.00	91,294.96	725,425.52	0.00	-84,909.48	10.48%
Report Total:	14,011,957.00	14,011,957.00	898,192.50	10,869,548.58	0.00	-3,142,408.42	22.43%



City of Tonganoxie, KS

Expenditure Budget Report

Fund Summary

For Fiscal: 2025 Period Ending: 09/30/2025

Category	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund							
61 - Personal Services	3,340,752.00	3,340,752.00	263,230.05	2,696,468.41	0.00	644,283.59	19.29%
62 - Contractual Services	981,650.00	981,650.00	55,447.29	806,279.72	0.00	175,370.28	17.86%
63 - Commodities	250,050.00	250,050.00	14,437.73	137,398.76	0.00	112,651.24	45.05%
64 - Capital Outlay	180,050.00	180,050.00	1,886.00	153,296.48	0.00	26,753.52	14.86%
Fund: 100 - General Fund Total:	4,752,502.00	4,752,502.00	335,001.07	3,793,443.37	0.00	959,058.63	20.18%
Fund: 210 - Water Operations Fund							
61 - Personal Services	516,532.00	516,532.00	43,044.33	387,398.97	0.00	129,133.03	25.00%
62 - Contractual Services	1,213,000.00	1,213,000.00	103,547.63	810,224.79	0.00	402,775.21	33.20%
63 - Commodities	71,000.00	71,000.00	2,241.86	25,160.41	0.00	45,839.59	64.56%
64 - Capital Outlay	134,000.00	134,000.00	0.00	72,971.50	0.00	61,028.50	45.54%
68 - Debt Service	168,303.00	168,303.00	0.00	133,198.00	0.00	35,105.00	20.86%
69 - Transfers	20,000.00	20,000.00	0.00	10,000.00	0.00	10,000.00	50.00%
Fund: 210 - Water Operations Fund Total:	2,122,835.00	2,122,835.00	148,833.82	1,438,953.67	0.00	683,881.33	32.22%
Fund: 220 - Sewer Operations Fund							
61 - Personal Services	543,237.00	543,237.00	45,269.75	407,427.75	0.00	135,809.25	25.00%
62 - Contractual Services	333,000.00	333,000.00	20,158.11	244,444.21	0.00	88,555.79	26.59%
63 - Commodities	67,000.00	67,000.00	4,218.82	28,609.56	0.00	38,390.44	57.30%
64 - Capital Outlay	191,000.00	191,000.00	0.00	134,699.03	0.00	56,300.97	29.48%
68 - Debt Service	466,882.00	466,882.00	0.00	364,882.00	0.00	102,000.00	21.85%
69 - Transfers	20,000.00	20,000.00	0.00	10,000.00	0.00	10,000.00	50.00%
Fund: 220 - Sewer Operations Fund Total:	1,621,119.00	1,621,119.00	69,646.68	1,190,062.55	0.00	431,056.45	26.59%
Fund: 230 - Sanitation Fund							
62 - Contractual Services	468,000.00	468,000.00	34,583.96	306,392.63	0.00	161,607.37	34.53%
Fund: 230 - Sanitation Fund Total:	468,000.00	468,000.00	34,583.96	306,392.63	0.00	161,607.37	34.53%
Fund: 240 - Storm Water							
62 - Contractual Services	92,000.00	92,000.00	39,000.00	73,097.50	0.00	18,902.50	20.55%
63 - Commodities	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
Fund: 240 - Storm Water Total:	97,000.00	97,000.00	39,000.00	73,097.50	0.00	23,902.50	24.64%
Fund: 310 - Transient Guest Tax							
62 - Contractual Services	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
Fund: 310 - Transient Guest Tax Total:	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
Fund: 320 - Library Operations							
61 - Personal Services	80,500.00	80,500.00	4,500.26	55,119.97	0.00	25,380.03	31.53%

For Fiscal: 2025 Period Ending: 09/30/2025

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
62 - Contractual Services	546,984.00	546,984.00	25,121.84	527,899.00	0.00	19,085.00	3.49%
Fund: 320 - Library Operations Total:	627,484.00	627,484.00	29,622.10	583,018.97	0.00	44,465.03	7.09%
Fund: 330 - Special Parks							
62 - Contractual Services	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	100.00%
63 - Commodities	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
Fund: 330 - Special Parks Total:	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
Fund: 340 - Special Highway							
62 - Contractual Services	1,725,000.00	1,725,000.00	146,742.44	162,012.19	0.00	1,562,987.81	90.61%
64 - Capital Outlay	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	100.00%
Fund: 340 - Special Highway Total:	1,875,000.00	1,875,000.00	146,742.44	162,012.19	0.00	1,712,987.81	91.36%
Fund: 350 - Infrastructure Sales Tax							
69 - Transfers	1,231,850.00	1,231,850.00	162,962.50	1,068,887.50	0.00	162,962.50	13.23%
Fund: 350 - Infrastructure Sales Tax Total:	1,231,850.00	1,231,850.00	162,962.50	1,068,887.50	0.00	162,962.50	13.23%
Fund: 360 - Capital Projects							
62 - Contractual Services	217,500.00	217,500.00	0.00	126,358.14	0.00	91,141.86	41.90%
63 - Commodities	65,000.00	65,000.00	0.00	45,136.00	0.00	19,864.00	30.56%
64 - Capital Outlay	2,930,150.00	2,930,150.00	0.00	2,428,989.09	0.00	501,160.91	17.10%
68 - Debt Service	22,613.00	22,613.00	0.00	22,612.82	0.00	0.18	0.00%
Fund: 360 - Capital Projects Total:	3,235,263.00	3,235,263.00	0.00	2,623,096.05	0.00	612,166.95	18.92%
Fund: 410 - Fire Equipment Reserve							
62 - Contractual Services	0.00	0.00	0.00	31,730.93	0.00	-31,730.93	0.00%
64 - Capital Outlay	119,000.00	119,000.00	2,745.00	5,978.50	0.00	113,021.50	94.98%
65 - Grants and Other Programs	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	100.00%
68 - Debt Service	34,693.00	34,693.00	0.00	34,692.34	0.00	0.66	0.00%
Fund: 410 - Fire Equipment Reserve Total:	179,693.00	179,693.00	2,745.00	72,401.77	0.00	107,291.23	59.71%
Fund: 420 - Police Equipment Reserve							
62 - Contractual Services	0.00	0.00	0.00	4,500.00	0.00	-4,500.00	0.00%
63 - Commodities	6,000.00	6,000.00	0.00	10,943.10	0.00	-4,943.10	-82.39%
64 - Capital Outlay	27,000.00	27,000.00	0.00	11,145.17	0.00	15,854.83	58.72%
Fund: 420 - Police Equipment Reserve Total:	33,000.00	33,000.00	0.00	26,588.27	0.00	6,411.73	19.43%
Fund: 430 - Sewer Capital Reserve							
62 - Contractual Services	220,000.00	220,000.00	0.00	0.00	0.00	220,000.00	100.00%
64 - Capital Outlay	326,000.00	326,000.00	0.00	89,736.51	0.00	236,263.49	72.47%
Fund: 430 - Sewer Capital Reserve Total:	546,000.00	546,000.00	0.00	89,736.51	0.00	456,263.49	83.56%
Fund: 440 - Water Capital Reserve							
62 - Contractual Services	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
64 - Capital Outlay	375,000.00	375,000.00	7,084.00	107,960.40	0.00	267,039.60	71.21%
Fund: 440 - Water Capital Reserve Total:	395,000.00	395,000.00	7,084.00	107,960.40	0.00	287,039.60	72.67%

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 500 - Debt, Bond, and Interest							
68 - Debt Service	804,230.00	804,230.00	0.00	804,228.98	0.00	1.02	0.00%
Fund: 500 - Debt, Bond, and Interest Total:	804,230.00	804,230.00	0.00	804,228.98	0.00	1.02	0.00%
Report Total:	18,003,976.00	18,003,976.00	976,221.57	12,339,880.36	0.00	5,664,095.64	31.46%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
100 - General Fund	4,752,502.00	4,752,502.00	335,001.07	3,793,443.37	0.00	959,058.63	20.18%
210 - Water Operations Fund	2,122,835.00	2,122,835.00	148,833.82	1,438,953.67	0.00	683,881.33	32.22%
220 - Sewer Operations Fund	1,621,119.00	1,621,119.00	69,646.68	1,190,062.55	0.00	431,056.45	26.59%
230 - Sanitation Fund	468,000.00	468,000.00	34,583.96	306,392.63	0.00	161,607.37	34.53%
240 - Storm Water	97,000.00	97,000.00	39,000.00	73,097.50	0.00	23,902.50	24.64%
310 - Transient Guest Tax	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
320 - Library Operations	627,484.00	627,484.00	29,622.10	583,018.97	0.00	44,465.03	7.09%
330 - Special Parks	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
340 - Special Highway	1,875,000.00	1,875,000.00	146,742.44	162,012.19	0.00	1,712,987.81	91.36%
350 - Infrastructure Sales Tax	1,231,850.00	1,231,850.00	162,962.50	1,068,887.50	0.00	162,962.50	13.23%
360 - Capital Projects	3,235,263.00	3,235,263.00	0.00	2,623,096.05	0.00	612,166.95	18.92%
410 - Fire Equipment Reserve	179,693.00	179,693.00	2,745.00	72,401.77	0.00	107,291.23	59.71%
420 - Police Equipment Reserve	33,000.00	33,000.00	0.00	26,588.27	0.00	6,411.73	19.43%
430 - Sewer Capital Reserve	546,000.00	546,000.00	0.00	89,736.51	0.00	456,263.49	83.56%
440 - Water Capital Reserve	395,000.00	395,000.00	7,084.00	107,960.40	0.00	287,039.60	72.67%
500 - Debt, Bond, and Interest	804,230.00	804,230.00	0.00	804,228.98	0.00	1.02	0.00%
Report Total:	18,003,976.00	18,003,976.00	976,221.57	12,339,880.36	0.00	5,664,095.64	31.46%



Fund Balance Report

As Of 09/30/2025

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - General Fund	2,249,971.35	4,173,103.17	3,793,443.37	2,629,631.15
210 - Water Operations Fund	1,015,163.01	1,568,764.65	1,438,953.67	1,144,973.99
220 - Sewer Operations Fund	699,324.37	1,012,759.10	1,190,062.55	522,020.92
230 - Sanitation Fund	342,252.53	350,855.24	306,392.63	386,715.14
240 - Storm Water	140,793.76	37,687.47	73,097.50	105,383.73
310 - Transient Guest Tax	11,491.65	1,981.26	0.00	13,472.91
320 - Library Operations	15,786.79	563,842.69	583,018.97	-3,389.49
330 - Special Parks	23,461.25	5,404.08	0.00	28,865.33
331 - Special Alcohol & Drug Programs	1,289.70	5,404.10	0.00	6,693.80
340 - Special Highway	579,716.76	471,627.20	162,012.19	889,331.77
350 - Infrastructure Sales Tax	1,261,615.71	545,911.95	1,068,887.50	738,640.16
360 - Capital Projects	2,171,526.96	1,114,153.28	2,623,096.05	662,584.19
410 - Fire Equipment Reserve	297,821.18	90,044.52	72,401.77	315,463.93
420 - Police Equipment Reserve	68,166.04	26,999.25	26,588.27	68,577.02
430 - Sewer Capital Reserve	435,913.82	87,500.00	89,736.51	433,677.31
440 - Water Capital Reserve	390,709.04	88,085.10	107,960.40	370,833.74
450 - Capital Reserve	915.03	0.00	0.00	915.03
500 - Debt, Bond, and Interest	241,951.13	725,425.52	804,228.98	163,147.67
930 - Debt Proceeds	641,372.97	175,751.08	817,124.05	0.00
940 - Gallagher Park Fund	19,331.59	0.00	0.00	19,331.59
950 - Festival/Event Fund	3,679.80	0.00	0.00	3,679.80
960 - Law Enforcement Trust	0.00	0.00	0.00	0.00
961 - Opioid Addiction Fund	34,966.35	2,966.83	0.00	37,933.18
971 - RHID 1	684.68	21,801.20	10,077.60	12,408.28
972 - RHID 2	509.83	102,705.40	101,159.26	2,055.97
973 - RHID 3	0.00	14,792.91	0.00	14,792.91
980 - Industrial Park Development Fund	640,635.61	0.00	11,035.85	629,599.76
984 - ARPA Fund	0.42	0.00	0.00	0.42
Report Total:	11,289,051.33	11,187,566.00	13,279,277.12	9,197,340.21

2026 BUDGET DEVELOPMENT TIMELINE

- ☒ March 2025 – Spring Retreat
- ☒ May 19, 2025 & June 2, 2025 – Capital Maintenance & Improvements Plan (CMIP) City Council work session
- ☒ June 16, 2025 – Base Budget Review & Department Budget presentations
- ☒ July 7, 2025 – Budget work session & notice to County Clerk of proposed mill levy & RNR
- ☒ July 21, 2025 – Budget work session
- ☒ August 20, 2025 – Publication of notice of public hearings
- ☒ September 2, 2025 – RNR & Budget Public Hearings and Budget Adoption
- ☒ September 2025 – Delivery of Adopted FY 2026 Budget Forms to the Leavenworth County Clerk
- ☐ Fall 2025 – Production of the Adopted FY 2026 Budget Book and publication