

CITY OF HILLSBORO
CITY COUNCIL MEETING

Agenda – Special Meeting - Tuesday, April 16, 2024, at 6:30 p.m.

Zoom Link: <https://us02web.zoom.us/j/81338906250>

- A. Meeting Called to Order
- B. Approval of Consent Agenda
 - 1. Vouchers totaling \$139,734.52
 - 2. Minutes from the April 2, 2024 meeting
- C. Public Hearing for Ordinance 1390 establishing City of Hillsboro Flood Plain Management
 - 1. Public Hearing and discussion of Ordinance 1390
 - 2. Consideration of adopting Ordinance 1390
- D. Remarks from Mike King, Republican Candidate for Kansas House District 74
- E. Annual Department Head Report: Todd Helmer, Electric
- F. Public Comment
- G. Business Items
 - 1. Consideration of Municipal Policy 102 regarding Lightning Arrestors
 - 2. Consideration of Municipal Policy 103 regarding Vegetation Management
 - 3. Consideration of Municipal Policy 104 regarding Wildlife Protection
- H. Discussion Items
 - 1. Q1 Strategic Plan Update
- I. City Administrator's Report
- J. Public Comments
- K. Council Comments
- L. Adjournment

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK								
35174	4/05/2024	1299	CENTRAL NATIONAL BANK - P CASH	630.24				
35175	4/05/2024	1066	JOST SERVICE, INC.	615.43				
35176	4/05/2024	2037	MURDOCK COMPANIES, INC.	117.04				
35177	4/05/2024	2768	PROFESSIONAL TURF PRODUCTS, LP	465.34				
35178	4/05/2024	3260	SITEONE LANDSCAPE SUPPLY, LLC	439.95				
35179	4/05/2024	3384	TC WIRELESS, INC.	1,946.92				
* 5288								
5289	4/05/2024	3623	HARRELL'S LLC	1,137.50				ACH
5290	4/05/2024	1449	K S ONE-CALL SYSTEM, INC	24.00				ACH
5291	4/05/2024	2268	ROD'S TIRE & SERVICE, INC.	658.75				ACH
* 6101587								
6101588	4/05/2024	3369	EVERGY	446.28				E-PAY
6101589	4/05/2024	1718	MARION NATIONAL BANK	3,189.06				E-PAY

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:				
	OUTSTANDING	9,670.51		
	CLEARED	.00		

	BANK 4 TOTAL	9,670.51		
	VOIDED	.00		
FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	4,404.93	4,404.93	.00	.00
215 SPECIAL LAW ENFORCE/FIRE	3,189.06	3,189.06	.00	.00
618 WATER	415.97	415.97	.00	.00
619 ELECTRIC	762.02	762.02	.00	.00
620 REFUSE	629.25	629.25	.00	.00
621 SEWER	269.28	269.28	.00	.00

CHECKS, E-PAYMENTS & ACH -- \$9,670.51 (04/05/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
040424	1	4/05/24	4/04/24	CENTRAL NATIONAL BANK 1299 CENTRAL NATIONAL BANK - P CASH SPORTS COMPLEX CASH BAGS	250.00	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
	2			POOL CASH BAGS	150.00	101	101-320-5301 POOL COMMODITIES	1
				INVOICE TOTAL	400.00			
040524	1	4/05/24	4/05/24	REPLENISH PETTY CASH	58.00	101	101-220-5301 FIRE COMMODITIES	1
	2			REPLENISH PETTY CASH	48.26	101	101-210-5301 POLICE COMMODITIES	1
	3			REPLENISH PETTY CASH	33.59	101	101-410-5301 STREET COMMODITIES	1
	4			REPLENISH PETTY CASH	69.39	619	619-830-5301 ELEC DIST COMMODITIES	1
	5			REPLENISH PETTY CASH	21.00	101	101-110-5301 LEGISLATIVE COMMODITIES	1
			INVOICE TOTAL	230.24				
			VENDOR TOTAL	630.24				
032724	1	4/05/24	3/27/24	3369 EVERGY UTILITIES	370.97	619	619-830-5280 ELEC DIST UTILITIES	1
	2			UTILITIES	75.31	621	E-PAYMNT 6101588 4/05/24 621-870-5280 SEWER DIST UTILITIES E-PAYMNT 6101588 4/05/24	1
				INVOICE TOTAL	446.28			
			VENDOR TOTAL	446.28				
INV01863359	1	4/05/24	3/12/24	3623 HARRELL'S LLC CHEMICALS	1,137.50	101	101-330-5308 GOLF CHEMICALS	1
				INVOICE TOTAL	1,137.50			
				VENDOR TOTAL	1,137.50			
033124	1	4/05/24	3/31/24	1066 JOST SERVICE, INC. GAS / FUEL	51.92	101	101-340-5305 SPORTS COMPLEX GAS & OIL	1
	2			GAS / FUEL	193.97	621	621-870-5305 SEWER DIST GAS & OIL	1
	3			GAS / FUEL	140.64	619	619-830-5305 ELEC DIST GAS & OIL	1
	4			GAS / FUEL	228.90	618	618-810-5305 WTR DIST GAS & OIL	1
			INVOICE TOTAL	615.43				
			VENDOR TOTAL	615.43				

1449 K S ONE-CALL SYSTEM, INC

CHECKS, E-PAYMENTS & ACH -- \$9,670.51 (04/05/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
4030304	1	4/05/24	3/31/24	1449 K S ONE-CALL SYSTEM, INC LOCATE FEES	2.40	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	2.40			
4030305	1	4/05/24	3/31/24	LOCATE FEES	21.60	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	21.60			
				VENDOR TOTAL	24.00			
040924	1	4/05/24	4/09/24	1718 MARION NATIONAL BANK P 2020 FORD EXPLORER	3,059.34	215	215-251-5501 SPEC LAW ENF CAPITAL OUTLA E-PAYMNT 6101589 4/05/24	1
	2			I 2020 FORD EXPLORER	129.72	215	215-251-5501 SPEC LAW ENF CAPITAL OUTLA E-PAYMNT 6101589 4/05/24	1
				INVOICE TOTAL	3,189.06			
				VENDOR TOTAL	3,189.06			
557136-00	1	4/05/24	10/23/23	2037 MURDOCK COMPANIES, INC. HARDWARE	117.04	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	117.04			
				VENDOR TOTAL	117.04			
5013473-00	1	4/05/24	3/28/24	2768 PROFESSIONAL TURF PRODUCTS, LP STEEL DRAG MAT	465.34	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	465.34			
				VENDOR TOTAL	465.34			
287302	1	4/05/24	3/08/24	2268 ROD'S TIRE & SERVICE, INC. TIRE REPAIR	9.50	101	101-340-5210 SPORTS COMPLEX EQUIP MAINT	1
				INVOICE TOTAL	9.50			
287334	1	4/05/24	3/09/24	TIRE RETREAD	629.25	620	620-850-5210 REFUSE DIST EQUIP MAINTENA	1
				INVOICE TOTAL	629.25			
287718	1	4/05/24	3/20/24	TIRE REPAIR	20.00	101	101-330-5210 GOLF EQUIPMENT MAINTENANCE	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	658.75			
139528608-001	1	4/05/24	3/29/24	3260 SITEONE LANDSCAPE SUPPLY, LLC BENTGRASS	439.95	101	101-330-5301 GOLF COMMODITIES	1

CHECKS, E-PAYMENTS & ACH -- \$9,670.51 (04/05/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	439.95			
				VENDOR TOTAL	439.95			
10508913			3384	TC WIRELESS, INC.				
	1	4/05/24	4/01/24	PHONE/INTERNET	339.85	101	101-120-5280	1
	2			PHONE/INTERNET	107.12	101	ADMIN UTILITIES 101-220-5280	1
	3			PHONE/INTERNET	187.07	618	FIRE UTILITIES 618-812-5280	1
	4			PHONE/INTERNET	263.36	101	WATER PRODUCTION UTILITIES 101-350-5280	1
	5			PHONE/INTERNET	157.02	619	MUSEUM UTILITIES 619-830-5280	1
	6			PHONE/INTERNET	290.63	101	ELEC DIST UTILITIES 101-210-5280	1
	7			PHONE/INTERNET	177.02	101	POLICE UTILITIES 101-310-5280	1
	8			PHONE/INTERNET	93.51	101	PARK UTILITIES 101-410-5280	1
	9			PHONE/INTERNET	153.46	101	STREET UTILITIES 101-320-5280	1
	10			PHONE/INTERNET	147.88	101	POOL UTILITIES 101-330-5280 GOLF UTILITIES	1
				INVOICE TOTAL	1,916.92			
INV-6727	1	4/05/24	3/26/24	HDMI CABLES	30.00	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	30.00			
				VENDOR TOTAL	1,946.92			
				CENTRAL NATIONAL BANK TOTAL	9,670.51			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	3,635.34			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	1,820.25			
				TOTAL OPEN PAYMENTS	4,214.92			
				GRAND TOTALS	9,670.51			

CHECKS, E-PAYMENTS & ACH -- \$9,670.51 (04/05/2024)

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
35180	4/17/2024	2861	ADAMS BROWN BERAN & BALL, INC	16,180.00						
35181	4/17/2024	3363	ADRIAN & PANKRATZ, PA	457.50						
35182	4/17/2024	1629	AG POWER	.00					VOID:	
35183	4/17/2024	1629	AG POWER	2,902.55						
35184	4/17/2024	3613	AG360 INSURANCE	13,489.00						
35185	4/17/2024	1012	BAKER BROTHERS PRINTING, INC.	1,072.76						
35186	4/17/2024	3461	CAPITAL ONE TRADE CREDIT	938.72						
35187	4/17/2024	2866	CINTAS CORPORATION	646.34						
35188	4/17/2024	3161	CINTAS CORPORATION	335.98						
35189	4/17/2024	3257	COMPLIANCE ONE	177.25						
35190	4/17/2024	1030	COOP GRAIN & SUPPLY	6,722.20						
35191	4/17/2024	3065	CRAFCO, INC.	559.05						
35192	4/17/2024	3649	D&F SERVICES, LLC	3,886.02						
35193	4/17/2024	2231	DALE'S SUPERMARKET	570.15						
35194	4/17/2024	3237	DON'S HEATING & AIR, INC	339.00						
35195	4/17/2024	1037	ELCON SERVICES, INC.	1,638.04						
35196	4/17/2024	1682	FASTENAL COMPANY	42.25						
35197	4/17/2024	3663	FLEET FUELS	240.76						
35198	4/17/2024	1452	G & R IMPLEMENT CO.	175.21						
35199	4/17/2024	1213	KS HEALTH & ENVIRONMENTAL LABS	597.00						
35200	4/17/2024	1536	KIWANIS CLUB OF HILLSBORO	32.00						
35201	4/17/2024	1027	LANG DIESEL, INC.	124.08						
35202	4/17/2024	3695	EDWIN LEHMANN	7.51						
35203	4/17/2024	1089	MARION AUTO SUPPLY CO.	231.20						
35204	4/17/2024	1226	MARION CO. TRANSFER STATION	1,796.62						
35205	4/17/2024	3354	MCCONNELL & ASSOCIATES	431.80						
35206	4/17/2024	3266	MFA OIL COMPANY	321.43						
35207	4/17/2024	3571	MUNICIPAL SUPPLY	3,863.33						
35208	4/17/2024	1585	NETWORKS PLUS	.00					VOID:	
35209	4/17/2024	1585	NETWORKS PLUS	.00					VOID:	
35210	4/17/2024	1585	NETWORKS PLUS	7,959.00						
35211	4/17/2024	1475	OFFICE PLUS OF KANSAS	437.40						
35212	4/17/2024	3697	ONE BEAT MEDICAL	8,523.00						
35213	4/17/2024	3422	PLENERT MOWING	1,005.00						
35214	4/17/2024	1346	JASON PLETT	96.47						
35215	4/17/2024	1200	U.S. POSTAL SERVICE	320.00						
35216	4/17/2024	2768	PROFESSIONAL TURF PRODUCTS, LP	170.55						
35217	4/17/2024	1564	BEN STEKETEE	25.33						
35218	4/17/2024	3092	SYN-TECH SYSTEMS, INC.	550.00						
35219	4/17/2024	3562	THIS N THAT FARM	4,956.30						
35220	4/17/2024	1650	VOGT'S CONSTRUCTION COMPANY	2,387.96						
*	5291									
5292	4/17/2024	3515	AMAZON CAPITAL SERVICES, INC	2,841.56				ACH		
5293	4/17/2024	3538	DANIELLE BARTEL	59.99				ACH		
5294	4/17/2024	3541	JESSE DIRKS	95.74				ACH		
5295	4/17/2024	3616	TYLER EDIGER	26.85				ACH		
5296	4/17/2024	1714	HARCROS CHEMICALS, INC.	9,778.00				ACH		
5297	4/17/2024	3667	BILLY HENDRIX	240.22				ACH		
5298	4/17/2024	1080	KANSAS MUNICIPAL UTILITIES	3,070.75				ACH		
5299	4/17/2024	3679	MENARD, INC	144.87				ACH		
5300	4/17/2024	3696	MIXTEC NORTH AMERICA	3,347.02				ACH		

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
5301	4/17/2024	3129	PACE ANALYTICAL SERVICES, INC.	275.00			ACH	
5302	4/17/2024	2993	PIONEER MFG CO/PIONEER ATH	684.50			ACH	
* 6101589								
6101590	4/17/2024	3404	CARDMEMBER SERVICE	4,948.23			E-PAY	
6101591	4/17/2024	1124	FLINT HILLS ELECTRIC	1,332.39			E-PAY	
6101592	4/17/2024	3227	TOUCHTONE COMMUNICATIONS	43.58			E-PAY	
6101593	4/17/2024	2714	VERIZON WIRELESS	240.06			E-PAY	
6101594	4/17/2024	2714	VERIZON WIRELESS	80.02			E-PAY	
6101595	4/17/2024	3043	VINTAGE BANK	18,646.47			E-PAY	

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	130,064.01
CLEARED	.00

BANK 4 TOTAL	130,064.01
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	43,717.83	43,717.83	.00	.00
105 INDUSTRIAL	5,574.57	5,574.57	.00	.00
106 AIRPORT REVOLVING	550.00	550.00	.00	.00
400 CIP	2,387.96	2,387.96	.00	.00
618 WATER	29,539.37	29,539.37	.00	.00
619 ELECTRIC	11,118.72	11,118.72	.00	.00
620 REFUSE	27,862.58	27,862.58	.00	.00
621 SEWER	9,312.98	9,312.98	.00	.00

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
CENTRAL NATIONAL BANK								
2861 ADAMS BROWN BERAN & BALL, INC								
20053691	1	4/17/24	3/29/24	2023 AUDIT	5,663.00	101	101-110-5201	1
	2			2023 AUDIT	3,236.00	619	LEGISLATIVE CONTRACTUAL SE 619-830-5201	1
	3			2023 AUDIT	3,236.00	618	ELEC DIST CONTRACTUAL SERV 618-812-5201	1
	4			2023 AUDIT	2,022.50	620	WATER PROD CONTRACTUAL SER 620-850-5201	1
	5			2023 AUDIT	2,022.50	621	REFUSE DISTB CONTRACTUAL S 621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	16,180.00			
				VENDOR TOTAL	16,180.00			
3363 ADRIAN & PANKRATZ, PA								
121398	1	4/17/24	3/31/24	CITY PROSECUTOR FEES	457.50	101	101-530-5201 COURT CONTRACTUAL SERVICES	1
				INVOICE TOTAL	457.50			
				VENDOR TOTAL	457.50			
1629 AG POWER								
033124	1	4/17/24	3/31/24	FILTER	249.24	619	619-830-5215 ELEC DIST VEHICLE MAINTENA	1
	2			FILTER, OIL, CLEANER	55.74	101	101-220-5301	1
	3			FILTER, CLEANER	23.97	621	FIRE COMMODITIES 621-870-5301	1
	4			SWITCH, CONDUIT	38.26	101	SEWER DIST COMMODITIES 101-410-5301	1
	5			PO #29098 FILTERS	1,162.41	101	STREET COMMODITIES 101-410-5215	1
	6			HOSE, TOWELS, FILTER, SUPPLIES	118.01	618	STREET VEHICLE MAINTENANCE 618-810-5301	1
	7			BELT	23.86	619	WTR DIST COMMODITIES 619-830-5301	1
	8			BATTERY, HYD FLUID	219.47	618	ELEC DIST COMMODITIES 618-810-5215	1
	9			SWITCH, REPAIR KIT, HYD FLUID	116.45	620	WTR DIST VEHICLE MAINTENAN 620-850-5301	1
	10			CLEANER, BRUSH, OIL	43.95	618	REFUSE DISTB COMMODITIES 618-812-5301	1
	11			BLADES, OIL, FILTER, BELT	183.79	101	WATER PROD COMMODITIES 101-330-5301	1
	12			PO #29054 FILTERS	525.36	101	GOLF COMMODITIES 101-220-5210 FIRE EQUIPMENT MAINTENANCE	1
				INVOICE TOTAL	2,760.51			
3363 ADRIAN & PANKRATZ, PA								
033124A	1	4/17/24	3/31/24	23884 - NUT FOR BLADES	10.16	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
	2			23885 - MOWER BLADES	139.12	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	3			23893 - MOWER BLADES	7.24	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
				INVOICE TOTAL	142.04			
				VENDOR TOTAL	2,902.55			
040824	1	4/17/24	4/08/24	3613 AG360 INSURANCE LINEBACKER INS POLICY	429.00	101	101-110-5220 LEGISLATIVE INS PREMIUMS	1
	2			LAW ENF INS POLICY	315.00	101	101-210-5220 POLICE INSURANCE PREMIUMS	1
	3			INSURANCE PREMIUM	2,549.00	101	101-110-5220 LEGISLATIVE INS PREMIUMS	1
	4			INSURANCE PREMIUM	2,549.00	618	618-812-5220 WATER PROD INSURANCE PREMI	1
	5			INSURANCE PREMIUM	2,549.00	619	619-830-5220 ELEC DISTB INSURANCE PREMI	1
	6			INSURANCE PREMIUM	2,549.00	620	620-850-5220 REFUSE DISTB INS PREMIUM	1
	7			INSURANCE PREMIUM	2,549.00	621	621-870-5220 SEWER DISTB INS PREMIUMS	1
				INVOICE TOTAL	13,489.00			
				VENDOR TOTAL	13,489.00			
14PL-MRCC-3YK9	1	4/17/24	3/13/24	3515 AMAZON CAPITAL SERVICES, INC MOWER REPAIR	158.28	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
				INVOICE TOTAL	158.28			
14WY-KPRJ-4L9F	1	4/17/24	2/26/24	BOOKS, GAMES	43.14	101	101-350-5301 MUSEUM COMMODITIES	1
				INVOICE TOTAL	43.14			
16LF-HC1T-T3DD	1	4/17/24	3/03/24	TORNADO SWITCH	34.23	101	101-210-5301 POLICE COMMODITIES	1
				INVOICE TOTAL	34.23			
1C77-YHWG-LFJF	1	4/17/24	3/10/24	LAPTOP BATTERY	30.98	618	618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	30.98			
1DCJ-J9J4-1FDQ	1	4/17/24	3/25/24	POOL & GUARD EQUIPMENT	25.96	101	101-320-5301 POOL COMMODITIES	1
				INVOICE TOTAL	25.96			
1DLG-LVKR-R9V1	1	4/17/24	3/31/24	TRASH BAGS	38.97	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	38.97			
1FVH-DTHN-479Y	1	4/17/24	2/26/24	LIFEGUARD SUPPLIES	161.92	101	101-320-5301 POOL COMMODITIES	1
				INVOICE TOTAL	161.92			

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
1G1Y-R3VW-H1JR	1	4/17/24	3/15/24	BATHROOM ITEMS	146.53	101	101-120-5301 ADMIN COMMODITIES	1
	2			BATHROOM ITEMS	246.06	101	101-310-5301 PARK COMMODITIES	1
	3			BATHROOM ITEMS	163.90	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	556.49			
1GK6-VJYJ-KXV9	1	4/17/24	3/10/24	CLEANING CADDY/OFFICE SUPPLIES	109.11	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	109.11			
1GMJ-H17C-67XC	1	4/17/24	4/05/24	DISPOSABLE GLOVES	83.99	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	83.99			
1H71-XQTC-6K9N	1	4/17/24	4/03/24	INK, HUMIDIFIER WICK	77.50	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	77.50			
1JG4-MLTV-7TLC	1	4/17/24	3/20/24	OFFICE SUPPLIES	96.44	101	101-210-5301 POLICE COMMODITIES	1
				INVOICE TOTAL	96.44			
1KGV-XRD9-T1QH	1	4/17/24	3/31/24	BATHROOM DISPENSERS	381.81	101	101-310-5301 PARK COMMODITIES	1
				INVOICE TOTAL	381.81			
1L9M-4CHK-6MNM	1	4/17/24	3/24/24	POOL & GUARD EQUIPMENT	171.68	101	101-320-5301 POOL COMMODITIES	1
				INVOICE TOTAL	171.68			
1LJD-MQWV-HCV9	1	4/17/24	3/15/24	IPAD CASE - BLAKE BEYE	68.68	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	68.68			
1N4C-F1RV-FHPJ	1	4/17/24	4/06/24	CABLE SUPPLIES	153.91	101	101-210-5301 POLICE COMMODITIES	1
				INVOICE TOTAL	153.91			
1NWN-TYLV-9DWX	1	4/17/24	3/14/24	CUSTODIAL SUPPLIES	104.68	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	104.68			
1NX6-KPYR-RQ1Q	1	4/17/24	3/11/24	BEVERAGE FRIDGE, CHAIR MAT	252.93	101	101-330-5301 GOLF COMMODITIES	1
				INVOICE TOTAL	252.93			
1PMK-GYVY-41Y6	1	4/17/24	2/26/24	INK, BINDER	173.06	101	101-350-5301 MUSEUM COMMODITIES	1
				INVOICE TOTAL	173.06			
1WC4-TYH7-69KJ	1	4/17/24	3/18/24	CANDY RACK	85.84	101	101-330-5301 GOLF COMMODITIES	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				INVOICE TOTAL	85.84			
1X3P-DQCG-14LY	1	4/17/24	3/04/24	WIND SCREEN	31.96	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	31.96			
				VENDOR TOTAL	2,841.56			
				1012 BAKER BROTHERS PRINTING, INC.				
040324	1	4/17/24	4/03/24	71844-CUST RETURN ENVELOPES	828.21	101	101-120-5301 ADMIN COMMODITIES	1
	2			71872-MARCH STATEMENTS	244.55	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	1,072.76			
				VENDOR TOTAL	1,072.76			
				3538 DANIELLE BARTEL				
040824	1	4/17/24	4/08/24	DASHLANE-1 YR SUBSCRIPTION	59.99	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	59.99			
				VENDOR TOTAL	59.99			
				3461 CAPITAL ONE TRADE CREDIT				
53363011	1	4/17/24	3/01/24	COMBO WRENCH	199.94	620	620-850-5301 REFUSE DISTB COMMODITIES	1
				INVOICE TOTAL	199.94			
53379256	1	4/17/24	3/06/24	MEMBERSHIP RENEWAL	39.99	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	39.99			
53382475	1	4/17/24	3/07/24	LED ROAD FLARES	29.98	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	29.98			
53401507	1	4/17/24	3/13/24	WELDING SUPPLIES	142.94	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	142.94			
53401510	1	4/17/24	3/13/24	CABLE TIES	15.95	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	15.95			
53401765	1	4/17/24	3/13/24	TOW	99.95	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	99.95			
53405342	1	4/17/24	3/14/24	TOOL CART & FOAM CANNON	259.98	620	620-850-5301 REFUSE DISTB COMMODITIES	1
				INVOICE TOTAL	259.98			
53448982	1	4/17/24	3/27/24	SHRUB/CLUMP GRUBBER	149.99	101	101-410-5301	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
							STREET COMMODITIES	
				INVOICE TOTAL	149.99			
				VENDOR TOTAL	938.72			
040124	1	4/17/24	4/01/24	3404 CARDMEMBER SERVICE PO CCMFOA LODGING, WEBSITES	1,319.10	101	101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101590 4/17/24	1
	2			CASH DRAWER, PRINTER, BBQ	948.08	101	101-330-5301 GOLF COMMODITIES E-PAYMNT 6101590 4/17/24	1
	3			BUILDING BRIDGES FOOD	229.36	101	101-110-5301 LEGISLATIVE COMMODITIES E-PAYMNT 6101590 4/17/24	1
	4			1AND1	3.00	101	101-210-5301 POLICE COMMODITIES E-PAYMNT 6101590 4/17/24	1
	5			MEAL FOR TEAM	47.90	621	621-870-5301 SEWER DIST COMMODITIES E-PAYMNT 6101590 4/17/24	1
	6			SC CONCESSIONS	449.35	101	101-340-5351 SPORTS COMPLEX CONCESSIONS E-PAYMNT 6101590 4/17/24	1
	7			INDEED - STREET POSITION	232.60	101	101-410-5301 STREET COMMODITIES E-PAYMNT 6101590 4/17/24	1
	8			KDHE SAMPLE	13.30	618	618-810-5301 WTR DIST COMMODITIES E-PAYMNT 6101590 4/17/24	1
	9			METER RELOCATE, MEALS, SAMPLES	615.78	618	618-812-5301 WATER PROD COMMODITIES E-PAYMNT 6101590 4/17/24	1
	10			POSTAGE	8.73	620	620-850-5301 REFUSE DISTB COMMODITIES E-PAYMNT 6101590 4/17/24	1
	11			OIL	27.97	101	101-340-5210 SPORTS COMPLEX EQUIP MAINT E-PAYMNT 6101590 4/17/24	1
	12			GATE REPAIR, NETS, SUPPLIES	974.49	101	101-340-5301 SPORTS COMPLEX COMMODITIES E-PAYMNT 6101590 4/17/24	1
	13			FUEL	45.70	101	101-340-5305 SPORTS COMPLEX GAS & OIL E-PAYMNT 6101590 4/17/24	1
	14			SCOUT HOUSE DECK REPAIR	32.87	101	101-310-5301 PARK COMMODITIES E-PAYMNT 6101590 4/17/24	1
				INVOICE TOTAL	4,948.23			
				VENDOR TOTAL	4,948.23			
5206032639	1	4/17/24	4/10/24	2866 CINTAS CORPORATION CABINET REFILL	51.40	101	101-320-5301	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	51.40		POOL COMMODITIES	
5206032668	1	4/17/24	4/10/24	TRUCK KITS X2	194.94	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	194.94			
9265950806	1	4/17/24	4/01/24	ZOLL PLUS AUTO AGREEMENT	100.00	101	101-330-5301 GOLF COMMODITIES	1
	2			ZOLL PLUS AUTO AGREEMENT	100.00	101	101-320-5301 POOL COMMODITIES	1
	3			ZOLL PLUS AUTO AGREEMENT	100.00	618	618-810-5301 WTR DIST COMMODITIES	1
	4			ZOLL PLUS AUTO AGREEMENT	100.00	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	400.00			
				VENDOR TOTAL	646.34			
				3161 CINTAS CORPORATION				
033124	1	4/17/24	3/31/24	UNIFORMS	335.98	619	619-830-5230 ELEC-UNIFORM ALLOWANCE	1
				INVOICE TOTAL	335.98			
				VENDOR TOTAL	335.98			
				3257 COMPLIANCE ONE				
315054	1	4/17/24	4/05/24	MONTHLY BILLING	78.75	101	101-120-5301 ADMIN COMMODITIES	1
	2			DRUG TEST - B HENDRIX	98.50	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	177.25			
				VENDOR TOTAL	177.25			
				1030 COOP GRAIN & SUPPLY				
033124	1	4/17/24	3/31/24	POLICE GAS	547.22	101	101-210-5305 POLICE GAS & OIL	1
	2			STREET DIESEL	1,550.79	101	101-410-5326 STREET DIESEL & PROPANE	1
	3			STREET GAS	576.00	101	101-410-5305 STREET GAS & OIL	1
	4			REFUSE DIESEL	949.26	620	620-850-5326 REFUSE DIST DIESEL & PROPA	1
	5			REFUSE GAS	90.80	620	620-850-5305 REFUSE DIST GAS & OIL	1
	6			ELECTRIC DIESEL	346.75	619	619-830-5326 ELEC DISTB DIESEL	1
	7			ELECTRIC GAS	63.26	619	619-830-5305 ELEC DIST GAS & OIL	1
	8			FIRE GAS	244.28	101	101-220-5305 FIRE GAS & OIL	1
	9			FIRE DIESEL	179.99	101	101-220-5326 FIRE DIESEL & PROPANE	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	10			GOLF GAS	42.39	101	101-330-5305	1
	11			SPORTS COMPLEX GAS	58.34	101	GOLF GAS & OIL 101-340-5305	1
	12			CORNERSTONE/MOJAVE	768.00	101	SPORTS COMPLEX GAS & OIL 101-410-5301	1
	13			DYED DIESEL - BULK	1,305.12	101	STREET COMMODITIES 101-410-5326	1
				INVOICE TOTAL	6,722.20		STREET DIESEL & PROPANE	
				VENDOR TOTAL	6,722.20			
9403147064	1	4/17/24	3/28/24	3065 CRAFTCO, INC. CRACK SEAL TOOLS & STRIPING	559.05	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	559.05			
				VENDOR TOTAL	559.05			
6657	1	4/17/24	2/26/24	3649 D&F SERVICES, LLC REPLACEMENT BATTERY & KEMIO	3,886.02	618	618-812-5327 WTR PROD KDHE PILOT STUDY	1
				INVOICE TOTAL	3,886.02			
				VENDOR TOTAL	3,886.02			
040124	1	4/17/24	4/01/24	2231 DALE'S SUPERMARKET TREATS, KLEENEX, WATER	48.14	101	101-120-5301 ADMIN COMMODITIES	1
	2			WATER	14.95	619	619-830-5301 ELEC DIST COMMODITIES	1
	3			CONCESSIONS	339.29	101	101-330-5301 GOLF COMMODITIES	1
	4			WATER	24.00	101	101-210-5301 POLICE COMMODITIES	1
	5			PAPER TOWELS	48.98	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
	6			CONCESSIONS	5.98	101	101-340-5351 SPORTS COMPLEX CONCESSIONS	1
	7			WATER, DRINKS	83.14	620	620-850-5301 REFUSE DISTB COMMODITIES	1
	8			WATER	5.67	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	570.15			
				VENDOR TOTAL	570.15			
040824	1	4/17/24	4/08/24	3541 JESSE DIRKS KSFFA CONFERENCE MILEAGE	83.08	101	101-220-5301 FIRE COMMODITIES	1
	2			KSFFA MEAL - COZY INN	12.66	101	101-220-5301 FIRE COMMODITIES	1
				INVOICE TOTAL	95.74			

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				VENDOR TOTAL	95.74			
803191179151	1	4/17/24	4/01/24	3237 DON'S HEATING & AIR, INC SERVICE AC UNITES	339.00	101	101-210-5301 POLICE COMMODITIES	1
				INVOICE TOTAL	339.00			
				VENDOR TOTAL	339.00			
040424	1	4/17/24	4/04/24	3616 TYLER EDIGER WALMART - GOLF SUPPLIES	26.85	101	101-330-5301 GOLF COMMODITIES	1
				INVOICE TOTAL	26.85			
				VENDOR TOTAL	26.85			
14970	1	4/17/24	3/31/24	1037 ELCON SERVICES, INC. TORNADO SIREN SUPPLIES	32.59	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	32.59			
14971	1	4/17/24	3/31/24	TURBIDIMETER BANK RELOCATE	165.11	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	165.11			
14972	1	4/17/24	3/31/24	LATCH CLAMP	107.07	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	107.07			
14974	1	4/17/24	3/31/24	FOOD TRAILER	618.27	105	105-520-5301 INDUSTRIAL COMMODITIES	1
				INVOICE TOTAL	618.27			
14975	1	4/17/24	4/01/24	REPLACE WATER PLANT LIGHTS	715.00	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	715.00			
				VENDOR TOTAL	1,638.04			
KSMCP298836	1	4/17/24	3/26/24	1682 FASTENAL COMPANY SHOP SUPPLIES	42.25	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	42.25			
				VENDOR TOTAL	42.25			
302434	1	4/17/24	3/31/24	3663 FLEET FUELS POLICE GAS	110.67	101	101-210-5305 POLICE GAS & OIL	1
	2			STREET GAS	130.09	101	101-410-5305 STREET GAS & OIL	1
				INVOICE TOTAL	240.76			
				VENDOR TOTAL	240.76			

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
040124	1	4/17/24	4/01/24	1124 FLINT HILLS ELECTRIC UTILITIES	1,273.25	618	618-812-5280 WATER PRODUCTION UTILITIES E-PAYMNT 6101591 4/17/24	1
	2			UTILITIES	59.14	619	619-830-5280 ELEC DIST UTILITIES E-PAYMNT 6101591 4/17/24	1
				INVOICE TOTAL	1,332.39			
				VENDOR TOTAL	1,332.39			
41329	1	4/17/24	3/07/24	1452 G & R IMPLEMENT CO. BLOWER	175.21	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	175.21			
				VENDOR TOTAL	175.21			
091011798	1	4/17/24	4/08/24	1714 HARCROS CHEMICALS, INC. CHEMICAL RESTOCK	3,320.00	618	618-812-5308 WATER PROD CHEMICALS	1
				INVOICE TOTAL	3,320.00			
091011799	1	4/17/24	4/08/24	CHEMICAL INVENTORY	6,458.00	618	618-812-5308 WATER PROD CHEMICALS	1
				INVOICE TOTAL	6,458.00			
				VENDOR TOTAL	9,778.00			
040924A	1	4/17/24	4/09/24	3667 BILLY HENDRIX CONFERENCE MEAL - RIVER CITY	20.42	619	619-830-5301 ELEC DIST COMMODITIES	1
	2			CONFERENCE MEAL - TWIN PEAKS	77.63	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	98.05			
				VENDOR TOTAL	98.05			
040924B	1	4/17/24	4/09/24	KSFFA MEAL - COZY INN	13.17	101	101-220-5301 FIRE COMMODITIES	1
	2			DRONE PILOT SCHOOL	129.00	101	101-220-5301 FIRE COMMODITIES	1
				INVOICE TOTAL	142.17			
				VENDOR TOTAL	240.22			
66964	1	4/17/24	4/02/24	1213 KS HEALTH & ENVIRONMENTAL LABS WATER ANALYSIS TESTS	597.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
				INVOICE TOTAL	597.00			
				VENDOR TOTAL	597.00			
1582	1	4/17/24	4/01/24	1536 KIWANIS CLUB OF HILLSBORO 3RD QTR DUES	32.00	101	101-120-5301 ADMIN COMMODITIES	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	32.00		
				VENDOR TOTAL	32.00		
18932	1	4/17/24	4/01/24	1080 KANSAS MUNICIPAL UTILITIES DIRKS Q2 APPRENTICESHIP	300.00	619 619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	300.00		
18933	1	4/17/24	4/01/24	HENDRIX Q2 APPRENTICESHIP	300.00	619 619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	300.00		
18983	1	4/17/24	4/03/24	TRAINING QUATER 2	411.80	101 101-410-5201 STREET CONTRACTUAL SERVICE	1
	2			TRAINING QUATER 2	411.79	619 619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	3			TRAINING QUATER 2	411.79	621 621-870-5201 SEWER DIST CONTRACTUAL SER	1
	4			TRAINING QUATER 2	411.79	620 620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			TRAINING QUATER 2	411.79	618 618-812-5201 WATER PROD CONTRACTUAL SER	1
	6			TRAINING QUATER 2	411.79	618 618-810-5201 WTR DIST CONTRACTUAL SERVI	1
				INVOICE TOTAL	2,470.75		
				VENDOR TOTAL	3,070.75		
P30721	1	4/17/24	3/25/24	1027 LANG DIESEL, INC. COUPLER	124.08	101 101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	124.08		
				VENDOR TOTAL	124.08		
040924	1	4/17/24	4/09/24	3695 EDWIN LEHMANN DG - WALL SHELF	7.51	101 101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	7.51		
				VENDOR TOTAL	7.51		
033024	1	4/17/24	3/30/24	1089 MARION AUTO SUPPLY CO. 362653-HOSE, TOOLS	231.20	620 620-850-5210 REFUSE DIST EQUIP MAINTENA	1
				INVOICE TOTAL	231.20		
				VENDOR TOTAL	231.20		
040124	1	4/17/24	4/01/24	1226 MARION CO. TRANSFER STATION MARCH 2024 RECYCLING	1,796.62	620 620-850-5267 REFUSE DIST RECYCLING EXPE	1
				INVOICE TOTAL	1,796.62		

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	1,796.62		
2403-091598	1	4/17/24	3/28/24	3354 MCCONNELL & ASSOCIATES ORANGE CONES	431.80	101 101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	431.80		
				VENDOR TOTAL	431.80		
1171	1	4/17/24	3/26/24	3679 MENARD, INC CONCRETE FORMING TUBES	76.95	101 101-330-5301 GOLF COMMODITIES	1
	2			MATS, FELT PADS	67.92	101 101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	144.87		
				VENDOR TOTAL	144.87		
040124	1	4/17/24	4/01/24	3266 MFA OIL COMPANY 1234039-SPORTS COMPLEX PROPANE	321.43	101 101-340-5326 SPORTS COMPLEX DIESEL-PROP	1
				INVOICE TOTAL	321.43		
				VENDOR TOTAL	321.43		
4481	1	4/17/24	3/27/24	3696 MIXTEC NORTH AMERICA FLASHMIXER REPAIR PARTS	3,347.02	618 618-812-5210 WATER PROD EQUIPMENT MAINT	1
				INVOICE TOTAL	3,347.02		
				VENDOR TOTAL	3,347.02		
0900613-IN	1	4/17/24	3/08/24	3571 MUNICIPAL SUPPLY RESTOCK	1,333.24	621 621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	1,333.24		
0901475-ION	1	4/17/24	3/19/24	SEWER MAIN CONNECTIONS	925.14	621 621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	925.14		
0902124-IN	1	4/17/24	3/26/24	RESTOCK	295.56	618 618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	295.56		
0902125-IN	1	4/17/24	3/26/24	RESTOCK	373.20	618 618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	373.20		
0902126-IN	1	4/17/24	3/26/24	INDUSTRIAL LIFT STATION REPAIR	816.33	621 621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	816.33		
0902999-IN	1	4/17/24	3/29/24	TOOLS	119.86	618 618-810-5301	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
							WTR DIST COMMODITIES	
				INVOICE TOTAL	119.86			
				VENDOR TOTAL	3,863.33			
				1585 NETWORKS PLUS				
77394	1	4/17/24	3/29/24	IT-REMOTE	135.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			IT-REMOTE	90.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	3			IT-REMOTE	765.00	101	101-510-5301 BLDG INSP-COMMODITIES	1
	4			IT-REMOTE	45.00	101	101-330-5201 GOLF CONTRACTUAL SERVICES	1
	5			IT-REMOTE	180.00	101	101-350-5201 MUSEUM CONTRACTUAL SERVICE	1
	6			IT-REMOTE	495.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	7			IT-REMOTE	90.00	101	101-220-5201 FIRE CONTRACTUAL SERVICES	1
	8			IT-REMOTE	180.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	9			LAPTOP	1,195.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
				INVOICE TOTAL	3,175.00			
77628	1	4/17/24	4/01/24	MONTHLY IT CONTRACT	188.50	101	101-110-5201 LEGISLATIVE CONTRACTUAL SE	1
	2			MONTHLY IT CONTRACT	1,108.50	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	3			MONTHLY IT CONTRACT	382.50	101	101-210-5201 POLICE CONTRACTUAL SERVICE	1
	4			MONTHLY IT CONTRACT	15.50	101	101-220-5201 FIRE CONTRACTUAL SERVICES	1
	5			MONTHLY IT CONTRACT	39.60	101	101-320-5201 POOL CONTRACTUAL SERVICES	1
	6			MONTHLY IT CONTRACT	113.70	101	101-330-5201 GOLF CONTRACTUAL SERVICES	1
	7			MONTHLY IT CONTRACT	75.50	101	101-340-5201 SPORTS COMPLEX CONT SERVIC	1
	8			MONTHLY IT CONTRACT	87.90	101	101-350-5201 MUSEUM CONTRACTUAL SERVICE	1
	9			MONTHLY IT CONTRACT	226.10	101	101-410-5201 STREET CONTRACTUAL SERVICE	1
	10			MONTHLY IT CONTRACT	101.20	101	101-510-5201 PLANNING & ZONING CONT SER	1
	11			MONTHLY IT CONTRACT	75.40	618	618-810-5201 WTR DIST CONTRACTUAL SERVI	1
	12			MONTHLY IT CONTRACT	688.20	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	13			MONTHLY IT CONTRACT	566.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	14			MONTHLY IT CONTRACT	460.70	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	15			MONTHLY IT CONTRACT	384.70	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	4,514.00			
77629	1	4/17/24	4/01/24	FIREWALL/NETWORKING	90.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
				INVOICE TOTAL	90.00			
77791	1	4/17/24	4/05/24	IT-REMOTE	36.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			IT-REMOTE	36.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	3			IT-REMOTE	36.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	4			IT-REMOTE	36.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			IT-REMOTE	36.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	180.00			
				VENDOR TOTAL	7,959.00			
040124	1	4/17/24	4/01/24	1475 OFFICE PLUS OF KANSAS 4091785-0 - OFFICE SUPPLIES	146.90	101	101-120-5301 ADMIN COMMODITIES	1
	2			4091785-1 - OFFICE SUPPLIES	9.29	101	101-120-5301 ADMIN COMMODITIES	1
	3			4091816-0 - INK	50.99	619	619-830-5301 ELEC DIST COMMODITIES	1
	4			4091994-0 - SOAP DISPENSER	43.74	101	101-120-5301 ADMIN COMMODITIES	1
	5			4092241-0 - CUSTODIAN SUPPLIES	186.48	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	437.40			
				VENDOR TOTAL	437.40			
INV300328	1	4/17/24	3/18/24	3697 ONE BEAT MEDICAL EQUIP 5 PATROL UNITS W/AED	8,523.00	101	101-210-5277 DRUG/OPIOID USE ABATEMENT	1
				INVOICE TOTAL	8,523.00			
				VENDOR TOTAL	8,523.00			
2460203393	1	4/17/24	3/29/24	3129 PACE ANALYTICAL SERVICES, INC. SEWER ANALYSIS	275.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	275.00			
				VENDOR TOTAL	275.00			
INV920409	1	4/17/24	3/26/24	2993 PIONEER MFG CO/PIONEER ATH PAINT	684.50	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	684.50		
				VENDOR TOTAL	684.50		
119	1	4/17/24	4/03/24	3422 PLENERT MOWING SPLASH PAD MOWING	330.00	101 101-310-5201 PARK CONTRACTUAL SERVICES	1
				INVOICE TOTAL	330.00		
120	1	4/17/24	4/03/24	SCHEFFLER HOUSE MOWING	435.00	101 101-350-5201 MUSEUM CONTRACTUAL SERVICE	1
				INVOICE TOTAL	435.00		
121	1	4/17/24	4/03/24	PARK MOWING	240.00	101 101-310-5201 PARK CONTRACTUAL SERVICES	1
				INVOICE TOTAL	240.00		
				VENDOR TOTAL	1,005.00		
040524	1	4/17/24	4/05/24	1346 JASON PLETT METER TRAINING MILEAGE	76.05	619 619-830-5301 ELEC DIST COMMODITIES	1
	2			TRAINING MEAL - RIVER CITY	20.42	619 619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	96.47		
				VENDOR TOTAL	96.47		
042024	1	4/17/24	4/20/24	1200 U.S. POSTAL SERVICE FIRST CLASS PRESORT	320.00	101 101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	320.00		
				VENDOR TOTAL	320.00		
1640289-00	1	4/17/24	3/18/24	2768 PROFESSIONAL TURF PRODUCTS, LP NAILS	170.55	101 101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	170.55		
				VENDOR TOTAL	170.55		
040824	1	4/17/24	4/08/24	1564 BEN STEKETEE POOL BOILER - MILEAGE	25.33	101 101-320-5301 POOL COMMODITIES	1
				INVOICE TOTAL	25.33		
				VENDOR TOTAL	25.33		
282855	1	4/17/24	3/29/24	3092 SYN-TECH SYSTEMS, INC. FUELMaster MAINTENANCE	550.00	106 106-430-5201 AIRPORT REVOLVING CONTR SE	1
				INVOICE TOTAL	550.00		

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				VENDOR TOTAL	550.00			
040324	1	4/17/24	4/03/24	3562 THIS N THAT FARM CULVERTS ECON DEVELOPMENT	4,956.30	105	105-520-5870 INDUSTRIAL APPROPRIATIONS	1
				INVOICE TOTAL	4,956.30			
				VENDOR TOTAL	4,956.30			
3318984	1	4/17/24	4/01/24	3227 TOUCHTONE COMMUNICATIONS LONG DISTANCE	43.58	101	101-120-5280 ADMIN UTILITIES E-PAYMNT 6101592 4/17/24	1
				INVOICE TOTAL	43.58			
				VENDOR TOTAL	43.58			
9960285614	1	4/17/24	3/28/24	2714 VERIZON WIRELESS IPADS	40.01	621	621-870-5280 SEWER DIST UTILITIES E-PAYMNT 6101594 4/17/24	1
	2			IPADS	40.01	618	618-812-5280 WATER PRODUCTION UTILITIES E-PAYMNT 6101594 4/17/24	1
				INVOICE TOTAL	80.02			
9960330787	1	4/17/24	3/28/24	IPADS	120.03	101	101-120-5280 ADMIN UTILITIES E-PAYMNT 6101593 4/17/24	1
	2			IPADS	40.01	101	101-110-5280 LEGISLATIVE UTILITIES E-PAYMNT 6101593 4/17/24	1
	3			IPADS	40.01	621	621-870-5280 SEWER DIST UTILITIES E-PAYMNT 6101593 4/17/24	1
	4			IPADS	40.01	618	618-812-5280 WATER PRODUCTION UTILITIES E-PAYMNT 6101593 4/17/24	1
				INVOICE TOTAL	240.06			
				VENDOR TOTAL	320.08			
041724	1	4/17/24	4/17/24	3043 VINTAGE BANK P TRASH TRUCK	18,319.69	620	620-850-5534 REFUSE-LEASE PAYMENTS E-PAYMNT 6101595 4/17/24	1
	2			I TRASH TRUCK	326.78	620	620-850-5534 REFUSE-LEASE PAYMENTS E-PAYMNT 6101595 4/17/24	1
				INVOICE TOTAL	18,646.47			
				VENDOR TOTAL	18,646.47			

1650 VOGT'S CONSTRUCTION COMPANY

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
060268	1	4/17/24	1/09/24	1650 VOGT'S CONSTRUCTION COMPANY FINAL RR PAYMENT	2,387.96	400 400-610-6301 CIP SPORTS COMPLEX	1
				INVOICE TOTAL	2,387.96		
				VENDOR TOTAL	2,387.96		
				CENTRAL NATIONAL BANK TOTAL	130,064.01		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	25,290.75		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	20,564.50		
				TOTAL OPEN PAYMENTS	84,208.76		
				GRAND TOTALS	130,064.01		

CHECKS, E-PAYMENTS & ACH -- \$130,064.01 (04/17/2024)

Hillsboro, Kansas
April 2, 2024

1. The City Council met in regular session via Zoom and in person on Tuesday, April 2, 2024, at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, Brent Driggers, Byron McCarty, and Ronald Wilkins participating.

Members Absent: None.

2. **Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; Mike Morales, This N That Farms; Ken Olsen, Enterprise Fleet Management; Dale Dalke, Street Superintendent.

3. **CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 6:30pm.

4. APPROVAL OF CONSENT AGENDA

VOUCHERS in the amount of \$118,836.80.

MINUTES for the regular council meeting dated March 19, 2024.

CDBG & HEAL VOUCHERS totaling \$13,946.31.

BOARD APPOINTMENT of Kevin Brandt to a two-year term on the Planning Commission.

Council member Wilkins motioned to approve the consent agenda. Council member McCarty seconded. Motion carried.

5. **PUBLIC COMMENT:** None.

6. BUSINESS ITEMS:

CONSIDERATION OF ENTERPRISE FLEET MANAGEMENT PROPOSAL: Council member Beye recused himself from the conversation. Administrator Stiles provided an update regarding the fleet management proposal and his meetings with Hillsboro Ford and Midway Motors. He shared the local dealerships will receive the delivery fee and will provide service and warranty work on the new vehicles.

Council member McCarty motioned to approve the master agreement and maintenance agreement with all proposed addendums with Enterprise Fleet Management. Council member Wilkins seconded. Motion carried.

THIS N THAT FARMS REQUEST FOR ECONOMIC DEVELOPMENT ASSISTANCE: Administrator Stiles introduced Mike Morales of This N That Farms, who will be moving his business into the Hillsboro Business Park. Morales has requested economic development assistance to install a culvert at the corner of Commerce and Santa Fe. Stiles noted the expense has been paid by This N That Farms and the City would provide reimbursement from the Industrial Fund.

Council member McCarty motioned to approve the expenditure of \$4,956.30 to This N That Farms for the reimbursement of expenses related to installing the culvert as presented. Council member Driggers seconded. Motion carried.

Morales shared his appreciation for the city council and the local community for their support.

FUNBRELLA PURCHASE FOR POOL: Administrator Stiles shared about wind damage to the funbrellas at the Delores Dalke Family Aquatic Center. He described the proposed funbrellas which are fixed and withstand a higher wind speed than the ones original to the pool. Stiles noted the Local Sales Tax Fund will be used for the purchase.

Council member McCarty motioned to approve the purchase of two funbrellas for the pool at a cost of \$11,054 plus freight from Anchor Industries. Council member Beye seconded. Motion carried.

VOGTS CRUSHING CONCRETE BID: Administrator Stiles shared the city has a large pile of rubble to be crushed which will primarily be used for upcoming street projects. Staff recommends moving forward with Vogt's Crushing.

Council member Wilkins motioned to approve the bid from Vogts Crushing at a cost of \$68,100 to crush concrete. Council member Beye seconded. Motion carried.

FORD INVOICES: Administrator Stiles reviewed the Hillsboro Ford invoices. Council member McCarty motioned to approve the Hillsboro Ford invoices for payment in the amount of \$335.20. Council member Wilkins seconded. Council member Beye abstained. Motion carried.

9. LAND BANK MEETING: Council recessed the regular City Council meeting to enter a Land Bank Meeting at 6:52pm. The regular City Council meeting resumed at 6:54pm.

10. CITY ADMINISTRATOR'S REPORT: Administrator Stiles reported on the following:

- Gorges Dairy

Council member Driggers left the meeting at 6:56pm.

- Mennonite Housing Meeting
- Building Bridges Program
- Fire Station Appropriation Request
- Hospital Zoning Request
- Parks & Recreation Improvements
- City-Wide Cleanup April 22-24
- Golf Clubhouse Renovations
- Hett Construction at Ash & Grand
- Shelden Architecture

11. PUBLIC COMMENTS: None.

12. COUNCIL COMMENTS: Council McCarty inquired about cold patching Cedar Street from Grand Avenue to Third Street. Council member Beye inquired about a timeline for flooring at Dale's to be replaced. Administrator Stiles stated materials have been ordered.

13. ADJOURNMENT: Council meeting adjourned at 7:06pm.

ATTEST:

LOUIS THURSTON, MAYOR

DANIELLE BARTEL, CITY CLERK

Staff Report

To: Honorable Mayor and City Council

From: Matt Stiles, City Administrator

Date: April 16, 2024

Re: Public Hearing for FEMA Floodplain Map Adoption

Background: Ordinance 1390 has been approved by the Chief Engineer for the Division of Water Resources for KDA. The text of the ordinance is identical to the current flood plain management ordinance found in Chapter 16, Article 6, aside from the references to the new flood maps. The public hearing and adoption of this ordinance is required to be included in the floodplain management program. Participation in the floodplain management program allows citizens to access affordable flood insurance where required and allows the city to govern how building can occur in the floodplain. The city had no role in the development of the floodplain maps other than the opportunity to provide data and comment to FEMA.

Financial Impact: There is no direct financial impact on the city. Participation in the floodplain management program allows citizens to access flood insurance programs.

Recommendation: The council must hold a public hearing on the proposed change. Proper notification of that hearing was published on March 22, 2024, on the city's website. Since the floodplain management ordinance has been approved by the Chief Engineer there is no opportunity to alter the ordinance; it is either adopted or denied. Barring strong public resistance to the floodplain management program, staff would recommend adoption of Ordinance 1390.

(Notice of Public Hearing published at www.cityofhillsboro.net on March 22, 2024)

NOTICE OF PUBLIC HEARING

Date / Time: Tuesday, April 16, 2024 at 6:30 PM

Location: Hillsboro City Hall
118 E Grand Avenue
Hillsboro, KS 67063

Reference: Changes to Flood Plain Management Ordinance

The Hillsboro City Council will consider adoption of Ordinance 1390 to repeal and replace the Chapter 16, Article 6 of the city code pertaining to Flood Plain Management pursuant to 44 CFR § 60.3 (d) - Regulatory Floodway Identified, K.S.A. 12-766, and K.A.R. 5-44-1 through 5-44-7.

The Hillsboro City Council will consider Ordinance 1390 at a public hearing at 6:30 PM on April 16, 2024, in the City Council Chamber, 118 E Grand Avenue, Hillsboro, Kansas. The public shall have an opportunity to be heard at this hearing.

The City Clerk shall cause this notice to be published according to Charter Ordinance 22 on the City website www.cityofhillsboro.net at least 20 days prior to the public hearing.

ATTEST:  _____

Danielle Bartel, City Clerk

FLOODPLAIN MANAGEMENT ORDINANCE
Pursuant to 44 CFR § 60.3 (b) – Special Flood Hazard Areas Identified,
K.S.A. 12-766, and K.A.R. 5-44-1 through 5-44-7

ORDINANCE No. 1390

Repealing and Replacing Chapter 16, Article 6 of the Code of the City of Hillsboro, Kansas

ARTICLE 1 STATUTORY AUTHORIZATION, FINDINGS OF FACT, AND PURPOSES

SECTION A. STATUTORY AUTHORIZATION

1. *Approval of Draft Ordinance by Kansas Chief Engineer Prior to Adoption*

The following floodplain management regulations, as written, were approved in draft form by the Chief Engineer of the Division of Water Resources of the Kansas Department of Agriculture on March 13, 2024.

2. *Kansas Statutory Authorization*

The Legislature of the State of Kansas has in K.S.A. 12-741 *et seq.*, and specifically in K.S.A. 12-766, delegated the responsibility to local governmental units to adopt floodplain management regulations designed to protect the health, safety, and general welfare of the public. Therefore, the City Council of City of Hillsboro, Kansas, ordains as follows:

SECTION B. FINDINGS OF FACT

1. *Flood Losses Resulting from Periodic Inundation*

The special flood hazard areas of the City of Hillsboro, Kansas, are subject to inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base; all of which adversely affect the public health, safety and general welfare.

2. *General Causes of the Flood Losses*

These flood losses are caused by (1) the cumulative effect of development in any delineated floodplain causing increases in flood heights and velocities; and (2) the occupancy of flood hazard areas by uses vulnerable to floods, hazardous to others, inadequately elevated, or otherwise unprotected from flood damages.

SECTION C. STATEMENT OF PURPOSE

It is the purpose of this ordinance to promote the public health, safety, and general welfare of the public; to minimize those losses described in Article 1, Section B(1); to establish or maintain the community's eligibility for participation in the National Flood Insurance Program (NFIP) as defined in 44 Code of Federal Regulations (CFR) § 59.22(a)(3); and to meet the requirements of 44 CFR § 60.3(b) and K.A.R. 5-44-4 by applying the provisions of this ordinance to:

1. Restrict or prohibit uses that are dangerous to health, safety, or property in times of flooding or cause undue increases in flood heights or velocities;
2. Require uses vulnerable to floods, including public facilities that serve such uses, be provided with flood protection at the time of initial construction; and
3. Protect individuals from buying lands that are unsuited for the intended development purposes due to the flood hazard.

ARTICLE 2 GENERAL PROVISIONS

SECTION A. LANDS TO WHICH ORDINANCE APPLIES

This ordinance shall apply to all lands within the jurisdiction of the City of Hillsboro, Marion County, Kansas identified as unnumbered A Zones on the Flood Insurance Rate Map (FIRM) panels referenced on the associated FIRM Index dated July 17, 2024, as amended, and any future revisions thereto. In all areas covered by this ordinance, no development shall be permitted except through the issuance of a floodplain development permit, granted by the City Council or its duly designated representative under such safeguards and restrictions as the City Council or the designated representative may reasonably impose for the promotion and maintenance of the general welfare, health of the inhabitants of the community, and as specifically noted in Article 4.

SECTION B. COMPLIANCE

No development located within the special flood hazard areas of this community shall be located, extended, converted, or structurally altered without full compliance with the terms of this ordinance and other applicable regulations.

SECTION C. ABROGATION AND GREATER RESTRICTIONS

It is not intended by this ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.

SECTION D. INTERPRETATION

In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements, shall be liberally construed in favor of the governing body, and shall not be deemed a limitation or repeal of any other powers granted by Kansas statutes.

SECTION E. WARNING AND DISCLAIMER OF LIABILITY

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on engineering and scientific methods of study. Larger floods may occur on rare occasions or the flood heights may be increased by man-made or natural causes, such as ice jams and bridge openings restricted by debris. This ordinance does not imply that areas outside the floodway and

flood fringe or land uses permitted within such areas will be free from flooding or flood damage. This ordinance shall not create a liability on the part of the City of Hillsboro, any officer or employee thereof, for any flood damages that may result from reliance on this ordinance or any administrative decision lawfully made there under.

SECTION F. SEVERABILITY

If any section; clause; provision; or portion of this ordinance is adjudged unconstitutional or invalid by a court of appropriate jurisdiction, the remainder of this ordinance shall not be affected thereby.

ARTICLE 3 ADMINISTRATION

SECTION A. FLOODPLAIN DEVELOPMENT PERMIT

A floodplain development permit shall be required for all proposed construction or other development, including the placement of manufactured or mobile homes, in the areas described in Article 2, Section A. No person, firm, corporation, or unit of government shall initiate any development or substantial-improvement or cause the same to be done without first obtaining a separate floodplain development permit for each structure or other development.

SECTION B. DESIGNATION OF FLOODPLAIN ADMINISTRATOR

The City Administrator is hereby appointed to administer and implement the provisions of this ordinance.

SECTION C. DUTIES AND RESPONSIBILITIES OF FLOODPLAIN ADMINISTRATOR

Duties of the Floodplain Administrator shall include, but not be limited to:

1. Review of all applications for floodplain development permits to assure that sites are reasonably safe from flooding and that the floodplain development permit requirements of this ordinance have been satisfied;
2. Review of all applications for floodplain development permits for proposed development to assure that all necessary permits have been obtained from Federal, State, or local governmental agencies from which prior approval is required by Federal, State, or local law;
3. Review all subdivision proposals and other proposed new development, including manufactured home parks or subdivisions, to determine whether such proposals will be reasonably safe from flooding;
4. Issue floodplain development permits for all approved applications;
5. Notify adjacent communities and the Division of Water Resources, Kansas Department of Agriculture, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency (FEMA);
6. Assure that the flood-carrying capacity is not diminished and shall be maintained within the altered or relocated portion of any watercourse; and

7. Verify and maintain a record of the actual elevation (in relation to mean sea level) of the lowest floor, including basement, of all new or substantially improved structures;
8. Verify and maintain a record of the actual elevation (in relation to mean sea level) that the new or substantially improved non-residential structures have been floodproofed;
9. When floodproofing techniques are utilized for a particular non-residential structure, the floodplain administrator shall require certification from a registered professional engineer or architect.

SECTION D. APPLICATION FOR FLOODPLAIN DEVELOPMENT PERMIT

To obtain a floodplain development permit, the applicant shall first file an application in writing on a form furnished for that purpose. Every floodplain development permit application shall:

1. Describe the land on which the proposed work is to be done by lot, block and tract, house and street address, or similar description that will readily identify and specifically locate the proposed structure or work;
2. Identify and describe the work to be covered by the floodplain development permit;
3. Indicate the use or occupancy for which the proposed work is intended;
4. Indicate the assessed value of the structure and the fair market value of the improvement;
5. Identify the existing base flood elevation and the elevation of the proposed development;
6. Give such other information as reasonably may be required by the floodplain administrator;
7. Be accompanied by plans and specifications for proposed construction; and
8. Be signed by the permittee or his authorized agent who may be required to submit evidence to indicate such authority.

ARTICLE 4 PROVISIONS FOR FLOOD HAZARD REDUCTION

SECTION A. GENERAL STANDARDS

1. No permit for floodplain development shall be granted for new construction, substantial-improvements, and other improvements, including the placement of manufactured or mobile homes, within any unnumbered A zone unless the conditions of this section are satisfied.
2. All areas identified as unnumbered A zones on the FIRM are subject to inundation of the one percent annual chance or 100-year flood; however, the base flood elevation is not provided. Development within unnumbered A zones is subject to all provisions of this ordinance. If Flood Insurance Study data is not available, the community shall obtain, review, and reasonably utilize

any base flood elevation or floodway data currently available from Federal, State, or other sources.

3. All new construction, subdivision proposals, substantial-improvements, prefabricated structures, placement of manufactured or mobile homes, and other developments shall require:
 - a. Design or adequate anchorage to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
 - b. Construction with materials resistant to flood damage;
 - c. Utilization of methods and practices that minimize flood damages;
 - d. All electrical, heating, ventilation, plumbing, air-conditioning equipment, and other service facilities be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
 - e. New or replacement water supply systems and/or sanitary sewage systems be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters, and on-site waste disposal systems be located so as to avoid impairment or contamination; and
 - f. Subdivision proposals and other proposed new development, including manufactured home parks or subdivisions, located within special flood hazard areas are required to assure that:
 - (1) All such proposals are consistent with the need to minimize flood damage;
 - (2) All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage;
 - (3) Adequate drainage is provided so as to reduce exposure to flood hazards; and
 - (4) All proposals for development, including proposals for manufactured home parks and subdivisions, of greater than five (5) acres or fifty (50) lots, whichever is lesser, include within such proposals base flood elevation data.

4. *Storage, Material, and Equipment*

- a. Storage of material or equipment may be allowed if not subject to major damage by floods, if firmly anchored to prevent flotation, or if readily removable from the area within the time available after a flood warning.

5. *Nonconforming Use*

A structure, or the use of a structure or premises that was lawful before the passage or amendment of the ordinance, but which is not in conformity with the provisions of this ordinance, may be continued subject to the following conditions:

- a. If such structure, use, or utility service has been or is discontinued for 12 consecutive months, any future use of the building shall conform to this ordinance.
- b. If any nonconforming use or structure is destroyed by any means, including flood, it shall not be reconstructed if the cost is more than fifty (50) percent of the pre-damaged market value of the structure. This limitation does not include the cost of any alteration to comply with existing state or local health, sanitary, building, safety codes, regulations or the cost of any alteration of a structure listed on the National Register of Historic Places, the State Inventory of Historic Places, or local inventory of historic places upon determination.

6. *Accessory Structures*

Structures used solely for parking and limited storage purposes, not attached to any other structure on the site, of limited investment value, and not larger than 600 square feet, may be constructed at-grade and wet-floodproofed provided there is no human habitation or occupancy of the structure; the structure is of single-wall design; the accessory structure meets the following floodplain management requirements; and a floodplain development permit has been issued. Wet-floodproofing is only allowed for small low cost structures.

Any permit granted for an accessory structure shall be decided individually based on a case by case analysis of the building's unique circumstances. Permits shall meet the following conditions.

In order to minimize flood damages during the one percent annual chance flood event, also referred to as the 100-year flood and the threat to public health and safety, the following conditions shall be required for any permit issued for accessory structures that are constructed at-grade and wet-floodproofed:

- a. Use of the accessory structures must be solely for parking and limited storage purposes in any special flood hazard area as identified on the community's Flood Insurance Rate Map (FIRM).
- b. For any new or substantially damaged accessory structures, the exterior and interior building components and elements (i.e., foundation, wall framing, exterior and interior finishes, flooring, etc.) below the base flood elevation, must be built with flood-resistant materials in accordance with Article 4, Section A (3)(b) of this ordinance.
- c. The accessory structures must be adequately anchored to prevent flotation, collapse, or lateral movement of the structure in accordance with Article 4, Section A (3)(a) of this ordinance. All of the building's structural components must be capable of resisting specific flood-related forces including hydrostatic, buoyancy, and hydrodynamic and debris impact forces.
- d. Any mechanical, electrical, or other utility equipment must be located above the base flood elevation or floodproofed so that they are contained within a watertight, floodproofed enclosure that is capable of resisting damage during flood conditions in accordance with Article 4, Section A (3)(d) of this ordinance.
- e. The accessory structures must meet all NFIP opening requirements. The NFIP requires that enclosure or foundation walls, subject to the one percent annual chance flood event, also referred

to as the 100-year flood, contain openings that will permit the automatic entry and exit of flood waters in accordance with Article 4, Section B (1)(c) of this ordinance.

- f. The accessory structures must comply with the floodplain management floodway encroachment provisions once floodways have been identified. No permits may be issued for accessory structures within any designated floodway, if any increase in flood levels would result during the 100-year flood.
- g. Equipment, machinery, or other contents must be protected from any flood damage.
- h. No disaster relief assistance under any program administered by any Federal agency shall be paid for any repair or restoration costs of the accessory structures.
- i. Wet-floodproofing construction techniques must be reviewed and approved by the community. The community may request approval by a registered professional engineer or architect prior to the issuance of any floodplain development permit for construction. Cost for any required professional certification to be paid by the developer.

7. *Agricultural Structures*

Structures used solely for agricultural purposes in connection with the production, harvesting, storage, drying or raising of agricultural commodities and livestock, may be constructed at-grade and wet-floodproofed provided there is no human habitation or occupancy of the structure; the structure is of single-wall design; there is no permanent retail, wholesale, or manufacturing use included in the structure; a variance has been granted from the floodplain management requirements of this ordinance; and a floodplain development permit has been issued.

SECTION B. SPECIFIC STANDARDS

- 1. In all areas of special flood hazard, once base flood elevation data is obtained, as set forth in Article 4, Section A(2), the following provisions are required:

- a. *Residential Construction*

New construction or substantial-improvement of any residential structures, including manufactured or mobile homes, shall have the lowest floor, including basement, elevated a minimum of one (1) foot above base flood elevation. The elevation of the lowest floor shall be certified by a licensed land surveyor or professional engineer.

- b. *Non-Residential Construction*

New construction or substantial-improvement of any commercial, industrial, or other non-residential structures, including manufactured or mobile homes, shall have the lowest floor, including basement, elevated a minimum of one (1) foot above the base flood elevation or, together with attendant utility and sanitary facilities, be floodproofed so that below one foot above the base flood elevation the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall verify that the standards of this

subsection are satisfied. The elevation of the lowest floor shall be certified by a licensed land surveyor or professional engineer. Such certification shall be provided to the floodplain administrator as set forth in Article 3, Section C(7)(8)(9).

c. *Enclosures Below Lowest Floor*

Require, for all new construction and substantial-improvements, that fully enclosed areas below lowest floor used solely for parking of vehicles, building access, or storage in an area other than a basement and that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood waters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

- (1) A minimum of two (2) openings having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding shall be provided; and
- (2) The bottom of all opening shall be no higher than one (1) foot above grade. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of flood waters.

2. In all areas of special flood hazard, once floodway data is obtained, as set forth in Article 4, Section A(2), the following provisions are required:

- a. The designated floodway shall be based on the standard that the area chosen for the floodway must be designed to carry the waters of the base flood, without increasing the water surface elevation more than one (1) foot at any point; and
- b. The community shall prohibit any encroachments, including fill, new construction, substantial-improvements, and other development within the designated regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

SECTION C. MANUFACTURED or MOBILE HOMES

1. All manufactured or mobile homes to be placed within special flood hazard areas on the community's FIRM shall be required to be installed using methods and practices that minimize flood damage. For the purposes of this requirement, manufactured or mobile homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors.
2. Require manufactured or mobile homes that are placed or substantially improved within unnumbered A zones on the community's FIRM on sites:
 - a. Outside of a manufactured home park or subdivision;

- b. In a new manufactured home park or subdivision;
 - c. In an expansion to an existing manufactured home park or subdivision; or
 - d. In an existing manufactured home park or subdivision on which a manufactured or mobile home has incurred substantial-damage as the result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated a minimum of one (1) foot above the base flood elevation and be securely attached to an adequately anchored foundation system to resist flotation, collapse, and lateral movement. The elevation of the lowest floor shall be certified by a licensed land surveyor or professional engineer.
3. Require that manufactured or mobile homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within all unnumbered A zones on the community's FIRM, that are not subject to the provisions of Article 4, Section C(2) of this ordinance, be elevated so that:
- a. The lowest floor of the manufactured or mobile home is a minimum of one (1) foot above the base flood level. The elevation of the lowest floor shall be certified by a licensed land surveyor or professional engineer.

SECTION D. RECREATIONAL VEHICLES

Require that recreational vehicles placed on sites within all unnumbered A Zones on the community's FIRM either:

- 1. Be on the site for fewer than 180 consecutive days, *or*
- 2. Be fully licensed and ready for highway use*; *or*
- 3. Meet the permitting, elevation, and anchoring requirements for manufactured homes of this ordinance.

*A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanently attached additions.

ARTICLE 5 FLOODPLAIN MANAGEMENT VARIANCE PROCEDURES

SECTION A. ESTABLISHMENT OF APPEAL BOARD

The Board of Zoning Appeals shall act as the Appeal Board as established by the City of Hillsboro and shall hear and decide appeals and requests for variances from the floodplain management requirements of this ordinance.

SECTION B. RESPONSIBILITY OF APPEAL BOARD

Where an application for a floodplain development permit is denied by the Floodplain Administrator, the applicant may apply for such floodplain development permit directly to the Appeal Board, as defined in Article 5, Section A.

The Appeal Board shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

SECTION C. FURTHER APPEALS

Any person aggrieved by the decision of the Appeal Board or any taxpayer may appeal such decision to the District Court as provided in K.S.A. 12-759 and 12-760.

SECTION D. FLOODPLAIN MANAGEMENT VARIANCE CRITERIA

In passing upon such applications for variances, the Appeal Board shall consider all technical data and evaluations, all relevant factors, standards specified in other sections of this ordinance, and the following criteria:

1. Danger to life and property due to flood damage;
2. Danger that materials may be swept onto other lands to the injury of others;
3. Susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
4. Importance of the services provided by the proposed facility to the community;
5. Necessity to the facility of a waterfront location, where applicable;
6. Availability of alternative locations, not subject to flood damage, for the proposed use;
7. Compatibility of the proposed use with existing and anticipated development;
8. Relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
9. Safety of access to the property in times of flood for ordinary and emergency vehicles;
10. Expected heights, velocity, duration, rate of rise and sediment transport of the flood waters, if applicable, expected at the site; and,
11. Costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems; streets; and bridges.

SECTION E. CONDITIONS FOR APPROVING FLOODPLAIN MANAGEMENT VARIANCES

1. Generally, variances may be issued for new construction and substantial-improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing

structures constructed below the base flood elevation, providing items two (2) through six (6) below have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.

2. Variances may be issued for the reconstruction, repair, or restoration of structures listed on the National Register of Historic Places, the State Inventory of Historic Places, or local inventory of historic places upon determination, provide the proposed activity will not preclude the structure's continued historic designation and the variance is the minimum necessary to preserve the historic character and design of the structure.
3. Variances shall not be issued within any designated floodway if any significant increase in flood discharge or base flood elevation would result.
4. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
5. Variances shall only be issued upon: (a) showing of good and sufficient cause, (b) determination that failure to grant the variance would result in exceptional hardship to the applicant, and (c) determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
6. A community shall notify the applicant in writing over the signature of a community official that: (a) the issuance of a variance to construct a structure below base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25.00 for \$100.00 of insurance coverage and (b) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions as required by this ordinance.
7. A community shall maintain a record of all variance actions, including justification for their issuance.
8. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that the criteria of items 1 through 6 of this section are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

SECTION F. CONDITIONS FOR APPROVING VARIANCES FOR AGRICULTURAL STRUCTURES

New agricultural structures should be built to standards specified under Article 4, Section B(1)(b) of this ordinance pertaining to non-residential structures unless a variance is granted to wet floodproof the structure at grade. Any variance granted for an agricultural structure shall be decided individually based on a case by case analysis of the building's unique circumstances. Variances granted shall meet the following conditions as well as those criteria and conditions set forth in Article 5, Sections D and E of this ordinance.

In order to minimize flood damages during the 100-year flood and the threat to public health and safety, the following conditions shall be included for any variance issued for agricultural structures that are

constructed at-grade and wet-floodproofed.

1. All agricultural structures considered for a variance from the floodplain management regulations of this ordinance shall demonstrate that the proposed varied structure is located in wide, expansive floodplain areas and no other alternate location outside of the special flood hazard area exists for the agricultural structure. Residential structures, such as farmhouses, cannot be considered agricultural structures.
2. Use of the proposed structures must be limited to exclusively agricultural purposes in a Zone A, AE, A1-30, AH, AO, floodplain as identified on the community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map (FHBM).
3. Proposed structures must not increase risks and pose a danger to public health, safety, and welfare if flooded contents are released, including but not limited to the effects of flooding on manure storage, livestock confinement operations, liquefied natural gas terminals, and production and storage of highly volatile, toxic, or water-reactive materials.
4. Proposed structures have low damage potential (amount of physical damage, contents damage, and loss of function).
5. For any new or substantially damaged agricultural structures, the exterior and interior building components and elements (i.e., foundation, wall framing, exterior and interior finishes, flooring, etc.) below the base flood elevation, must be built with flood-resistant materials in accordance with Article 4, Section A (3)(b) of this ordinance.
6. The agricultural structures must be adequately anchored to prevent flotation, collapse, or lateral movement of the structures in accordance with Article 4, Section A (4)(a) of this ordinance. All the building's structural components must be capable of resisting specific flood-related forces including hydrostatic, buoyancy, and hydrodynamic and debris impact forces.
7. Any mechanical, electrical, or other utility equipment must be located above the base flood elevation or floodproofed so that they are contained within a watertight, floodproofed enclosure that is capable of resisting damage during flood conditions in accordance with Article 4, Section A (4)(d) of this ordinance.
8. The agricultural structures must meet all National Flood Insurance Program (NFIP) opening requirements. The NFIP requires that enclosure or foundation walls, subject to the one percent annual chance flood event, also referred to as the 100-year flood, contain openings that will permit the automatic entry and exit of floodwaters in accordance with Article 4, Section B (1)(c) of this ordinance.
9. The agricultural structures must comply with the floodplain management floodway encroachment provisions of Article 4, Section E(2) of this ordinance. No variances may be issued for agricultural structures within any designated floodway, if any increase in flood levels would result during the one percent annual chance flood event, also referred to as the 100-year flood.
10. Major equipment, machinery, or other contents must be protected from any flood damage.
11. No disaster relief assistance under any program administered by any Federal agency shall be paid for any repair or restoration costs of the agricultural structures.

12. A community shall notify the applicant in writing over the signature of a community official that (1) the issuance of a variance to construct a structure below base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25.00 for \$100.00 of insurance coverage and (2) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions as required by this ordinance.
13. Wet-floodproofing construction techniques must be reviewed and approved by the community and a registered professional engineer or architect prior to the issuance of any floodplain development permit for construction.

Exceptions to the variance requirement for agricultural structures apply only to those that are substantially damaged by flooding and agricultural structures that are repetitive loss structures. These are allowed to be permitted to be repaired or restored to pre-damage condition, provided the following are satisfied:

1. If substantially damaged, the substantial damage determination is based only on the cost to repair damage caused by flooding to pre-damage conditions.
2. The proposed repair or restoration does not change the size of the structure and does not significantly alter the nature of the building. With the exception of costs associated with wet-floodproofing in accordance with Article 5, Section F 1 through 13, proposals that include work beyond or in addition to that necessary to repair or restore the structure to pre-damage condition must be regulated as substantial improvements.
3. The repaired or restored structure will continue to be an agricultural structure, as defined in these regulations.
4. Owners are notified, in writing, that agricultural structures approved under this section:
 - a. Will not be eligible for disaster relief under any program administered by the Federal Emergency Management Agency or any other Federal agency.
 - b. Will have National Flood Insurance Program flood insurance policies rated based on the structure's risk.
 - c. May be denied National Flood Insurance Program flood insurance policies if repairs do not include the wet floodproofing construction requirements of Article 5, Section F 1 through 13 of this ordinance.
5. Wet floodproofing construction requirements. When owners elect to wet-floodproof flood-damaged agricultural structures as part of repair or restoration to pre-damage condition, the structure shall comply with the standards of Article 5, Section F 1 through 13 of this ordinance.

ARTICLE 6 VIOLATIONS

1. The floodplain administrator may make reasonable entry upon any lands and waters in the City of Hillsboro for the purpose of making an investigation, inspection or survey to verify compliance with

these regulations. The floodplain administrator shall provide notice of entry by mail, electronic mail, phone call, or personal delivery to the owner, owner's agent, lessee, or lessee's agent whose lands will be entered. If none of these persons can be found, the floodplain administrator shall affix a copy of the notice to one or more conspicuous places on the property a minimum of five (5) days prior to entry.

2. A structure or other development without a floodplain development permit or other evidence of compliance is presumed to be in violation until such documentation is provided.

3. The floodplain administrator shall provide written notice of a violation of this ordinance to the owner, the owner's agent, lessee, or lessee's agent by personal service or by certified mail, return receipt requested. The written notice shall include instructions and a deadline to request a hearing before the appeals board, and if no hearing is requested, a deadline by which the violation must be corrected.

4. Violation of the provisions of this ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with granting of variances) shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$500, and in addition, shall pay all costs and expenses involved in the case. Each day such violation continues, shall be considered a separate offense. Nothing herein contained shall prevent the City of Hillsboro or other appropriate authority from taking such other lawful action as is necessary to prevent or remedy any violation.

5. Notwithstanding any criminal prosecutions or in lieu of any criminal prosecutions, if the owner, occupant or agent in charge of the property has neither alleviated the conditions causing the alleged violation nor requested a hearing within the period specified, the public officer or an authorized assistant shall abate or remove the conditions causing the violation.

6. If the public officer or an authorized assistant abates or removes the nuisance pursuant to this section, notice shall be provided to the owner, the owner's agent, lessee, or lessee's agent by certified mail, return receipt requested, of the total cost of the abatement or removal incurred. The notice shall also state that the payment is due within 30 days following receipt of the notice. The cost of providing notice, including any postage, required by this section may also be recovered.

7. The notice shall also state that if the cost of the removal or abatement is not paid within the 30-day period, the cost of the abatement or removal shall be collected in the manner provided by K.S.A. 12-1,115, and amendments thereto, or shall be assessed as special assessments and charged against the lot or parcel of land on which the nuisance was located and the city clerk, at the time of certifying other city taxes, shall certify the unpaid portion of the costs and the county clerk shall extend the same on the tax rolls of the county against such lot or parcel of land and it shall be collected by the county treasurer and paid to the city as other city taxes are collected and paid. The city may pursue collection both by levying a special assessment and in the manner provided by K.S.A. 12-1,115, and amendments thereto, but only until the full cost and applicable interest has been paid in full. (K.S.A. 12-1617f).

ARTICLE 7 AMENDMENTS

The regulations, restrictions, and boundaries set forth in this ordinance may from time to time be amended, supplemented, changed, or repealed to reflect any and all changes in the National Flood Disaster Protection Act of 1973, provided, however, that no such action may be taken until after a public hearing in relation thereto, at which parties of interest and citizens shall have an opportunity to be heard. Notice of the time and place of such hearing shall be published in a newspaper of general circulation in

the City of Hillsboro). At least twenty (20) days shall elapse between the date of this publication and the public hearing. A copy of such amendments will be provided to the FEMA Region VII office. The regulations of this ordinance are in compliance with the NFIP regulations.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

ARTICLE 8 DEFINITIONS

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the same meaning they have in common usage and to give this ordinance its most reasonable application.

"100-year Flood" *see "base flood."*

"Accessory Structure" means the same as *"appurtenant structure."*

"Actuarial Rates" *see "risk premium rates."*

"Administrator" means the Federal Insurance Administrator.

"Agency" means the Federal Emergency Management Agency (FEMA).

"Agricultural Commodities" means agricultural products and livestock.

"Agricultural Structure" means any structure used exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities.

"Appeal" means a request for review of the Floodplain Administrator's interpretation of any provision of this ordinance or a request for a variance.

"Appurtenant Structure" means a structure that is on the same parcel of property as the principle structure to be insured and the use of which is incidental to the use of the principal structure.

"Area of Special Flood Hazard" is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. Also referred to as Special Flood Hazard Area (SFHA).

"Base Flood" means the flood having a one percent chance of being equaled or exceeded in any given year.

"Base Flood Elevation" means the elevation of the surface of the water during a one percent annual chance flood event.

"Basement" means any area of the structure having its floor subgrade (below ground level) on all sides.

"Building" *see "structure."*

"Chief Engineer" means the chief engineer of the division of water resources, Kansas Department Of Agriculture.

"Chief Executive Officer" or "Chief Elected Official" means the official of the community who is charged with the authority to implement and administer laws, ordinances, and regulations for that community.

"Community" means any State or area or political subdivision thereof, which has authority to adopt and enforce floodplain management regulations for the areas within its jurisdiction.

"Development" means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, levees, levee systems, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

"Elevated Building" means for insurance purposes, a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

"Eligible Community" or "Participating Community" means a community for which the Administrator has authorized the sale of flood insurance under the National Flood Insurance Program (NFIP).

"Existing Construction" means for the purposes of determining rates, structures for which the *"start of construction"* commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. *"Existing construction"* may also be referred to as *"existing structures."*

"Existing Manufactured Home Park or Subdivision" means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

"Expansion to an Existing Manufactured Home Park or Subdivision" means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

"Flood" or "Flooding" means a general and temporary condition of partial or complete inundation of normally dry land areas from: (1) the overflow of inland waters; (2) the unusual and rapid accumulation or runoff of surface waters from any source; and (3) the collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood, or by some similarly unusual and unforeseeable event which results in flooding as defined above in item (1).

"Flood Hazard Boundary Map (FHBM)" means an official map of a community, issued by the Administrator, where the boundaries of the flood areas having special flood hazards have been designated as (unnumbered or numbered) A zones.

"Flood Hazard Map" means the document adopted by the governing body showing the limits of: (1) the floodplain; (2) the floodway; (3) streets; (4) stream channel; and (5) other geographic features.

"Flood Insurance Rate Map (FIRM)" means an official map of a community, on which the Administrator has delineated both the special flood hazard areas and the risk premium zones applicable to the community.

"Flood Insurance Study (FIS)" means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations.

"Floodplain" or "Flood-prone Area" means any land area susceptible to being inundated by water from any source (*see "flooding"*).

"Floodplain Management" means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

"Floodplain Management Regulations" means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain and grading ordinances) and other applications of police power. The term describes such state or local regulations, in any combination thereof, that provide standards for the purpose of flood damage prevention and reduction.

"Floodproofing" means any combination of structural and nonstructural additions, changes, or adjustments to structures that reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, or structures and their contents.

"Floodway" or "Regulatory Floodway" means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

"Floodway Encroachment Lines" means the lines marking the limits of floodways on Federal, State and local floodplain maps.

"Freeboard" means a factor of safety usually expressed in feet above a flood level for purposes of floodplain management. *"Freeboard"* tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as bridge openings and the hydrological effect of urbanization of the watershed.

"Functionally Dependent Use" means a use that cannot perform its intended purpose unless it is located or carried out in close proximity to water. This term includes only docking facilities and facilities that are necessary for the loading and unloading of cargo or passengers, but does not include long-term storage or related manufacturing facilities.

"Highest Adjacent Grade" means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

"Historic Structure" means any structure that is (a) listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; (b) certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; (c) individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or (d) individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either (1) by an approved state program as determined by the Secretary of the Interior or (2) directly by the Secretary of the Interior in states without approved programs.

"Lowest Floor" means the lowest floor of the lowest enclosed area, including basement. An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access, or storage, in an area

other than a basement area, is not considered a building's lowest floor, **provided** that such enclosure is not built so as to render the structure in violation of the applicable floodproofing design requirements of this ordinance.

"Manufactured Home" means a structure, transportable in one or more sections, that is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term *"manufactured home"* does include mobile homes manufactured prior to 1976 but **does not include** a *"recreational vehicle."*

"Manufactured Home Park or Subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

"Map" means the Flood Hazard Boundary Map (FHBM), Flood Insurance Rate Map (FIRM), or the Flood Boundary and Floodway Map (FBFM) for a community issued by the Federal Emergency Management Agency (FEMA).

"Market Value" or "Fair Market Value" means an estimate of what is fair, economic, just and equitable value under normal local market conditions.

"Mean Sea Level" means, for purposes of the National Flood Insurance Program (NFIP), the National American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map (FIRM) are referenced.

"New Construction" means, for the purposes of determining insurance rates, structures for which the *"start of construction"* commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, *"new construction"* means structures for which the *"start of construction"* commenced on or after the effective date of the floodplain management regulations adopted by a community and includes any subsequent improvements to such structures.

"New Manufactured Home Park or Subdivision" means a manufactured home park or subdivision for which the construction of facilities for servicing the lot on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by the community.

"(NFIP)" means the National Flood Insurance Program (NFIP).

"One percent annual chance flood" *see "base flood."*

"Participating Community" also known as an *"eligible community,"* means a community in which the Administrator has authorized the sale of flood insurance.

"Permit" means a signed document from a designated community official authorizing development in a floodplain, including all necessary supporting documentation such as: (1) the site plan; (2) an elevation certificate; and (3) any other necessary or applicable approvals or authorizations from local, state or federal authorities.

"Person" includes any individual or group of individuals, corporation, partnership, association, or any other entity, including Federal, State, and local governments and agencies.

"Principally Above Ground" means that at least 51 percent of the actual cash value of the structure, less land value, is above ground.

"Reasonably Safe From Flooding" means base flood waters will not inundate the land or damage structures to be removed from the SFHA and that any subsurface waters related to the base flood will not damage existing or proposed buildings.

"Recreational Vehicle" means a vehicle which is (a) built on a single chassis; (b) 400 square feet or less when measured at the largest horizontal projections; (c) designed to be self-propelled or permanently able to be towed by a light-duty truck; and (d) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

"Remedy A Violation" means to bring the structure or other development into compliance with Federal, State, or local floodplain management regulations; or, if this is not possible, to reduce the impacts of its noncompliance.

"Risk Premium Rates" means those rates established by the Administrator pursuant to individual community studies and investigations, which are undertaken to provide flood insurance in accordance with Section 1307 of the National Flood Disaster Protection Act of 1973 and the accepted actuarial principles. *"Risk premium rates"* include provisions for operating costs and allowances.

"Special Flood Hazard Area" *see "area of special flood hazard."*

"Special Hazard Area" means an area having special flood hazards and shown on an FHBM, FIRM or FBFM as zones (unnumbered or numbered) A, AO, AE, or AH. Also referred to as Special Flood Hazard Area (SFHA).

"Start of Construction" includes substantial-improvements, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvements were within 180 days of the permit date. The *actual start* means either the first placement of permanent construction of a structure on a site, such as the pouring of slabs or footings, the installation of piles, the construction of columns, any work beyond the stage of excavation, or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling, the installation of streets and/or walkways, excavation for a basement, footings, piers, foundations, the erection of temporary forms, nor installation on the property of accessory structures, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial-improvement, the *actual start of construction* means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

"State Coordinating Agency" means the Division of Water Resources, Kansas Department of Agriculture, or other office designated by the governor of the state or by state statute at the request of the Administrator to assist in the implementation of the National Flood Insurance Program (NFIP) in that state.

"Structure" means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. *"Structure"* for insurance purposes, means a walled and roofed building, other than a gas or liquid storage tank that is principally above ground and affixed to a permanent site, as well as a manufactured home on a permanent

foundation. For the latter purpose, the term includes a building while in the course of construction, alteration or repair, but does not include building materials or supplies intended for use in such construction, alteration or repair, unless such materials or supplies are within an enclosed building on the premises.

"Substantial-Damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to pre-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

"Substantial-Improvement" means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "*start of construction*" of the improvement. This term includes structures, which have incurred "*substantial-damage*," regardless of the actual repair work performed. The term does not, however, include either (1) any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications that have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions, or (2) any alteration of a "*historic structure*," provided that the alteration will not preclude the structure's continued designation as a "*historic structure*."

"Unnumbered A Zone" means a special flood hazard area shown on either a flood hazard boundary map or flood insurance rate map where the base flood elevation is not shown on the FIRM. Commonly referred to as Zone A in Kansas meaning a non-detailed study.

"Variance" means a grant of relief by the community from the terms of a floodplain management regulation. Flood insurance requirements remain in place for any varied use or structure and cannot be varied by the community.

"Violation" means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required by this ordinance is presumed to be in violation until such time as that documentation is provided.

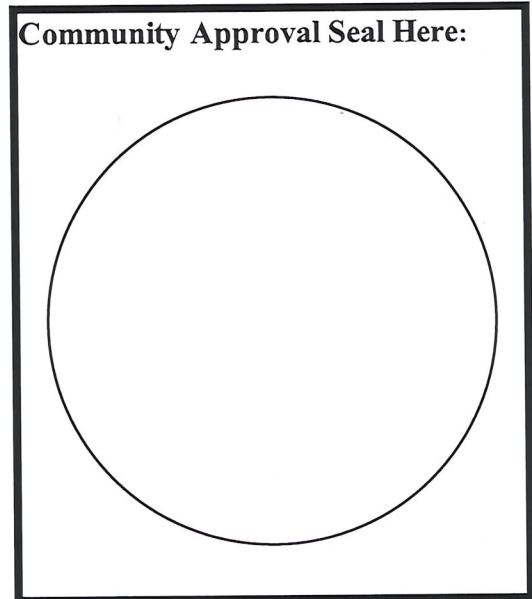
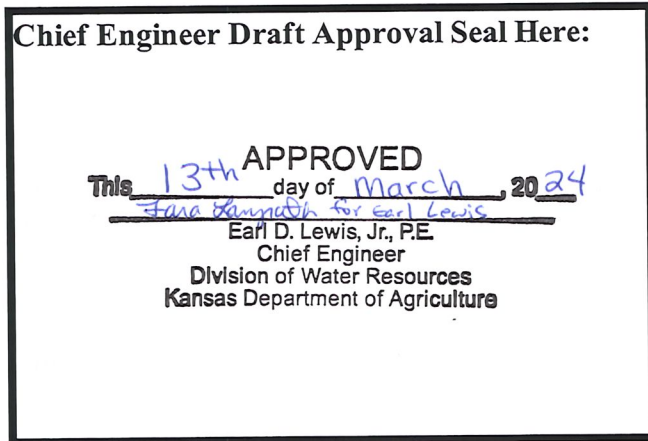
"Water Surface Elevation" means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum where specified) of floods of various magnitudes and frequencies in the floodplains of riverine areas.

ARTICLE 9 CERTIFICATE OF ADOPTION

This Floodplain Management Ordinance for the community of Hillsboro, Kansas.

PASSED AND ADOPTED by the Governing Body of Hillsboro, Kansas.

This 16th day of April, 2024 .



APPROVED:

 Signature of Chief Executive Officer/Chief Elected Official 04-16-2024
Date

Lou Thurston, Mayor
 Chief Executive Officer/Chief Elected Official Name (Typed/printed) Title

ATTEST:

 Signature of Recording Clerk 04-16-2024
Date

Danielle Bartel, City Clerk
 Recording Clerk Name (Typed/printed) Title

Published in official news publication *or* on website www.cityofhillsboro.net .

Staff Report

To: Honorable Mayor and City Council

From: Matt Stiles, City Administrator

Date: April 16, 2024

Re: Municipal Policies Related to Electric Infrastructure

Background: Three new policies related to electrical infrastructure management are attached. Each of these policies is prescribed by the American Public Power Association (APPA) Reliable Public Power Provider (RP3) designation that the city is pursuing with assistance from KPP Energy. The RP3 program is based on industry-recognized leading practices in reliability, safety, workforce development, and system improvement. An RP3 designation is a sign of a utility's dedication to operating an efficient, safe, and reliable distribution system.

Municipal Policy 102 pertains to lightning arrestors. A lightning arrestor is a device put on power infrastructure that effectively works as an air gap to handle surges in voltage from lightning by discharging the power to the ground rather than through electrical equipment. The policy mandates lightning arrestors in certain locations on new infrastructure. It also encourages additional lightning arrestors in existing areas as infrastructure is replaced.

Municipal Policy 103 deals with vegetation management. Primarily, vegetation management is trimming trees. This is one area where we often irritate customers. We try to be judicious with trimming, but we are also aggressive in some areas because of how long we go between trimmings. It's sometimes difficult to balance customer happiness with the needs of the utility. This policy gives guidance on those procedures and provides for customer service instruction as well.

Municipal Policy 104 is about wildlife protection, particularly birds. The policy pertains to new infrastructure and major maintenance. The intention is to avoid disrupting birds and migration patterns. We typically don't see these issues; we deal more with squirrels than birds. In other parts of the country there are major issues with birds nesting on top of large utility poles. Our circumstances are different, but this policy provides a method to deal with birds in new areas.

Financial Impact: There is no direct financial impact on the city. The RP3 designation is an investment in time more than financial assets.

Recommendation: The proposed policies affect the electric utility and are important to the RP3 designation. In total the city will need six policies; these will be the first three for consideration. Since they are municipal policies, the council could choose to act on all three at once or handle them individually. Staff is recommending adoption of all three policies.

City of Hillsboro
MUNICIPAL POLICY STATEMENT

Policy No. 102

Subject: Guidelines for the Installation of Lightning Arresters

Effective Date: April 16, 2024

The City of Hillsboro hereby sets forth guidelines for the installation of lightning arresters within the City of Hillsboro's infrastructure to protect equipment and ensure the reliable and uninterrupted supply of electricity to customers. Lightning arresters will be strategically installed in specified locations to mitigate the risks associated with lightning strikes. This policy applies to newly installed infrastructure as of the adoption of this policy. Existing infrastructure will be brought up to standard as maintenance and replacement allows.

Installation Locations:

1. Overhead Transformers: Lightning arresters are mandated on primary transformers, regardless of their voltage rating. This includes both single-phase and three-phase transformers. The aim is to reduce the risk of damage from lightning strikes, thereby enhancing the safety and longevity of these critical components.
2. Pad Mount Transformers on Radial Runs: Installation of lightning arresters is required on the first and last pad mount transformer of each radial run, covering both single-phase and three-phase transformers. This strategy ensures the entire run is protected against lightning-induced surges, preventing damage to transformers and associated infrastructure.
3. Junction Boxes: All single-phase and three-phase junction boxes within the utility's network should be equipped with lightning arresters. This encompasses distribution boxes across the system, providing protection against lightning-related electrical disturbances to maintain service continuity.

Implementation Guidelines:

1. The installation of lightning arresters shall be integrated into routine maintenance schedules or as part of new construction projects, ensuring comprehensive coverage.
2. Lightning arresters must meet industry standards and specifications appropriate for the voltage rating and system configuration, ensuring their effectiveness and reliability.
3. A record of all lightning arrester installations, including location, type, and installation date, must be maintained for accountability and future reference.
4. Regular inspections and maintenance are crucial to ascertain the proper functioning of lightning arresters. Damaged or malfunctioning units must be quickly addressed through replacement or repair.

Review and Revision:

The policy will undergo periodic reviews to assess its effectiveness and relevance, incorporating input from relevant stakeholders and aligning with current best practices and procedures.

Compliance:

All personnel involved in the installation, maintenance, and inspection of lightning arresters are obliged to comply with this policy. Non-compliance may lead to disciplinary action to ensure adherence to these critical safety measures.

The Governing Body of the City of Hillsboro agreed by motion at the April 16, 2024 regular council meeting, to approve this policy statement.

Approved: _____
Lou Thurston, Mayor Date

City of Hillsboro
MUNICIPAL POLICY STATEMENT

Policy No. 103

Subject: Vegetation Management Policy

Effective Date: April 16, 2024

The City of Hillsboro hereby establishes comprehensive guidelines and procedures for managing vegetation around electric utility infrastructure. Its primary goal is to minimize the risk of power outages, equipment damage, and safety hazards due to vegetation encroachment on power lines and associated equipment. This policy is applicable to all employees, contractors, vendors, and individuals engaged in vegetation management within the city.

Objectives:

1. Conduct regular vegetation management to prevent the encroachment of trees, shrubs, and other vegetation on power lines, substations, transformers, and other critical equipment.
2. Prioritize the safety of employees, contractors, and the public by identifying and mitigating potential hazards posed by vegetation near electrical infrastructure.
3. Enhance the reliability and availability of electrical services by reducing the risk of tree-related power outages and equipment damage.
4. Undertake vegetation management with a commitment to environmental sustainability and the preservation of natural habitats whenever possible.

Practices:

1. Develop and periodically review a comprehensive plan to identify high-risk areas, prioritize tasks, and allocate resources effectively.
2. Clear and maintain vegetation within designated rights-of-way according to industry best practices and regulatory requirements, ensuring sufficient clearance from power lines.
3. Perform selective pruning and trimming to maintain safe clearance while minimizing impact on aesthetics and tree health.
4. Identify and address hazard trees that pose an imminent risk to electrical infrastructure due to structural defects, disease, or other conditions.
5. Employ approved herbicides judiciously to control invasive vegetation and prevent regrowth, in compliance with laws, regulations, and best practices.
6. Establish effective communication and collaboration with local authorities, environmental agencies, landowners, and the community to ensure compliance, transparency, and community involvement.
7. Maintain accurate records of vegetation management activities, including assessments, work orders, inspections, and treatment records, for auditing and future planning.

Training and Education:

1. Ensure all personnel involved in vegetation management receive training on safety procedures, equipment operations, environmental compliance, and relevant regulations.
2. Provide ongoing training and education to keep employees and contractors informed on new techniques, technologies, and best practices.
3. Provide customer service instructions to ensure that employees and contractors interact with customers in an appropriate and effective manner.

Compliance and Auditing:

1. Conduct regular audits and inspections to ensure compliance with laws, regulations, industry standards, and internal policies.
2. Investigate any deviations promptly and take corrective actions as necessary.

Policy Review:

This policy shall be reviewed regularly or following significant organizational, regulatory, or industry changes, to ensure it remains current and effective.

Policy Enforcement:

Violations of this policy may result in disciplinary action, up to termination of employment or legal action, depending on the severity of the breach and applicable laws.

The Governing Body of the City of Hillsboro agreed by motion at the April 16, 2024 regular council meeting to approve this policy statement.

Approved: _____

Lou Thurston, Mayor

Date

City of Hillsboro

MUNICIPAL POLICY STATEMENT

Policy No. 104

Subject: Wildlife Preservation Policy

Effective Date: April 16, 2024

The City of Hillsboro is dedicated to reducing its impact on wildlife and fostering its protection throughout the lifecycle of its electric utility infrastructure. This policy underscores our commitment to wildlife habitat preservation, the protection of individual animals, and the promotion of responsible environmental stewardship.

Legal Compliance:

We adhere strictly to all relevant local, national, and international wildlife protection laws and regulations, encompassing habitat preservation, species conservation, and animal welfare.

Environmental Impact Assessments:

1. Before any new infrastructure projects or significant modifications, the potential risks to wildlife and their habitats will be evaluated and assessed, taking into account protected species, migratory paths, breeding areas, and ecologically sensitive zones. In such cases, mitigation strategies would be devised and executed to lessen any adverse effects.
2. Recognizing the critical need to preserve wildlife habitats, our operations strive to limit encroachment into these areas. We engage with wildlife specialists and stakeholders to safeguard critical habitats and foster biodiversity.

Avian Protection:

1. In acknowledgment of the risks posed to bird species, we implement measures to reduce bird collisions, electrocutions, and other hazards related to our infrastructure, including the adherence to recognized avian protection standards.

Nesting and Breeding Season Protocols:

1. Extra precautions are taken during nesting and breeding seasons to prevent disturbance to wildlife. Surveys are carried out to identify and protect sensitive sites before starting any construction or maintenance work.

Employee Training and Awareness:

1. We provide targeted training and awareness initiatives for all personnel involved in infrastructure installation and maintenance, covering wildlife protection policies, environmental assessment methods, species identification, and impact minimization practices.

Reporting and Incident Response:

1. We encourage the reporting of wildlife incidents or risks associated with our operations. In such cases, structured reporting and response measures are conducted to swiftly mitigate any negative wildlife impacts.

Continuous Improvement:

1. Our commitment to enhancing wildlife protection is ongoing. We regularly review and update our policies and practices based on incident analysis and the latest in conservation research to ensure continued advancement in environmental stewardship.

The Governing Body of the City of Hillsboro agreed by motion at the April 16, 2024 regular council meeting, to approve this policy statement.

Approved: _____

Lou Thurston, Mayor

Date

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Childcare

TIER 1 GOAL: CHILDCARE
Have childcare options that support positive childhood development and support parental employment
OBJECTIVES
Ensure sufficient opportunities for anyone in need of childcare
Provide a safe and nurturing environment for children in the community
Improve school preparedness for school aged children

STRATEGY	START DATE	COMPLETION DATE
Create a community based steering committee to guide the creation of a community daycare facility	2020	COMPLETE
Investigate potential partnerships between USD 410, local churches, the City and other organizations to locate in a daycare facility	2020	COMPLETE
Study the feasibility of the daycare facility in the old hospital.	2021	COMPLETE
Develop the necessary public-private partnerships to access funding and make a workable business model.	2021	2022

UPDATES	April	2024
Bids from the February were rejected and the project was rebid for an April 10 opening. The initial bids were significantly over the architect's estimates and there was only one bidder. When the new bids are awarded construction is anticipated to begin in mid-2024 with an opening in 2025.		
UPDATES	January	2024
Bids for contractors will be released the first week of January and are due back by January 30. KDOC took longer than anticipated completing all the reviews before bidding. The Architect estimates up to a 12 month construction timeline, putting a potential opening in early 2025.		
UPDATES	October	2023
The Environmental Review period for CDBG has passed and now we are waiting on approval from the state to release the funds. H4C anticipates starting the bidding process in November and hopefully having a contractor selected before December. Depending on contractor schedules the construction work should begin the first part of the 2024.		

Hillsboro Community Strategic Plan Progress Tracking

Goal: Childcare

UPDATES	June	2023
<p>H4C has reached its fundraising goals! H4C has received a Childcare Accelerator Grant from the Kansas Childrens Cabinet Trust Fund for \$855,216. Private donations of \$1.1 million including a \$600,000 private donation and \$112,834 in other grants. The city received a \$600,000 CDBG on behalf of H4C. The total raised to date is \$2,668,751.92, nearly 60% coming from sources outside the community.</p>		
<p>H4C is in the design process with the architecture firm. The design and bidding process will begin once the project has received approval from CDBG administrators. There is a very specific process for bidding and construction that must be used for federal funds. The hope is to be operational by fall 2024.</p>		
<p>H4C is working on a community event to celebrate meeting the fundraising goals and celebrating the success of the community coming together to meet this need. There is also a donor gala being planned for when the center is completed.</p>		

Hillsboro Community Strategic Plan Progress Tracking
Goal: Housing

TIER 1 GOAL: HOUSING
Offer a range of housing options that improve existing housing stock and add additional homes to meet community expansion
OBJECTIVES
Understand the housing needs of the community and commercial viability of housing
Develop an average of 5 new housing units per year
Actively have 3 housing developers working with the community
Actively prevent blight or underuse of property

STRATEGY	START DATE	COMPLETION DATE
Complete Housing Assessment Tool (HAT) to become eligible for housing related grants and establish a market.	2021	COMPLETE
Develop housing strategy for individuals markets identified by the HAT.	2021	COMPLETE
Implement tools not currently used by the city to housing development based on needs	2021	2021
Consider a city based program to control blight by improving the appearance of homes and businesses.	2022	Ongoing
Apply for grant funds for CDBG, Kansas Housing Resource Commission, HUD or any available programs to offset development costs.	2021	COMPLETE
Identify redevelopment properties for South Central Kansas Economic Development District (SCKEDD) development program.	2021	Ongoing
Develop applicable codes for the use of alternative construction methods such as tiny homes or container homes.	2022	COMPLETE
Focus on developing additional duplex properties or apartment properties for rentals.	2022	2023

UPDATES	April	2024
Mennonite Housing continues to pursue a tax credit award from Kansas Housing Resource Corporation for a 24-unit development called Orchard Ridge. The development would be workforce housing. The current configuration would allow for an additional 24-units to be built if there was a market for the properties. The KHRC will announce awards in June 2024. If awarded the first units would be available in summer 2025.		
Elite Container homes received the "AH" zoning for six lots on 3rd street. Their plan is to build 2 single family homes and 4 duplexes on those properties. Elite Container Homes will need to extend some utilities to the sites. Once that is complete they will begin construction.		
The Land Bank sold 306 W Grand via sealed bid and the remaining buildable lot in the Willow Glen subdivision. Council also approved a rezoning at 501 S Main to convert the property to rental housing. Last summer another Willow Glen lot was sold for a single family home. 306 W Grand is being updated as a rental.		

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Housing

UPDATES	January	2024
<p>The Land Bank approved an option agreement with Mennonite Housing for a potential workforce housing development on west Orchard Drive. Mennonite Housing will be submitting a tax credit application to the Kansas Housing Resource Commission for the development. As proposed the development would be 24 rental units (12 duplexes) owned and managed by Mennonite Housing. If approved construction could begin in late 2024.</p>		
<p>Staff has reached out to SCKEDD on potentially remodeling the house at 306 W Grand. The property was donated to the Land Bank in 2023. The home is in bad shape, but could potentially be remodeled and sold through the SCKEDD program.</p>		
<p>The City Council will review an application for the AH- Alternative Housing zoning overlay for a shipping container home on 3rd Street. The proposed home's plans were approved by the Planning Commission. If the zoning were approved by Council, then the home would start construction in early 2024.</p>		
UPDATES	October	2023
<p>Staff continue to work a developer interested in building on infill lots, however it has been difficult to identify infill lots for these projects. Staff continue to work with a developer from Oklahoma on a potential apartment complex. Staff have also re-engaged with Mennonite Housing from Wichita to discuss potential projects.</p>		
<p>The Housing Needs Assessment is completed with data that will allow the city to qualify for the RHID program. The owners of the 126 N Main building has expressed interest in using the tool for upper floor housing.</p>		
<p>Shipping container homes are on pause until the developer can provided the requested plan information for a Planning Commission public hearing. At this point there is no ETA.</p>		
UPDATES	June	2023
<p>Shipping container houses had public hearing scheduled for July 2023, but the developers were unable to provide the needed plans to meet the requirements. There has been no further communication about the plans since the deadline.</p>		
<p>We are still working to develop an apartment complex project by the elementary school, but had issues communicating with the land owner.</p>		
<p>Staff met with a developer that has a rural housing model that appears to fit the city of Hillsboro. As a test we are attempting to find 3-5 empty infill lots that could be used as a market test. If that would work out then we could talk about more homes.</p>		
<p>The City sold one of its two buildable lots in Willow Glen to a couple interested in building a new home. That sale should close in September. When they begin building that will be the first new home since 2017.</p>		
<p>WSU's PPMC has completed a Housing Needs Assessment, required for the city to access the Rural Housing Incentive District (RHID) program. The report is currently in the revision process and should be handed over to the city in the next two weeks. From there we can proceed with an RHID with the Old Town building if the developer is still interested.</p>		

Hillsboro Community Strategic Plan Progress Tracking
Goal: Workforce

TIER 1 GOAL: WORKFORCE
Develop a pipeline of educated talent to support current and future businesses.
OBJECTIVES
Stronger collaborative relationships between educational providers
Meet the workforce needs of the community and county
Provide opportunities for community members to find employment

STRATEGY	START DATE	COMPLETION DATE
Develop a "Key Customer" plan	2021	COMPLETE
Develop a CEO Roundtable that includes Tabor College, USD 410, HCC and BCCC	2021	ONGOING
Develop a workforce awareness plan	2022	2022
Establish training collaborations to strengthen workforce development	2021	2023
Focus development strategies to promote entrepreneurship	2022	ONGOING
Develop specific training programs between USD 410 and industrial partners to meet workforce needs	2021	ONGOING
Investigate potential opportunities for apprenticeships or paid tuition programs that encourage employee training.	2022	2022
Research opportunities to recruit workforce from other groups such as immigrant populations.	2021	ONGOING

UPDATES	April	2024
<p>The YEC event was cancelled due to limited participation. The CKEC will continue to work toward building the event back up in the County. CKEC continues to develop opportunities for community and student engagement. The advisory board is planning on going through strategic planning in 2024 to establish goals for the center.</p>		
<p>HMS/HS hosted an inaugural Building Bridges program in partnership with Workforce ONE and the City. The discussion featured many area businesses and students and parents. The intention of the event is to grow over multiple years. Many opportunities for job shadowing and internships should flow from the new partnerships with businesses.</p>		

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Workforce

UPDATES	January	2024
<p>The CKEC hosted a side hustle challenge in November and will be hosting the YEC event in March. CKEC in partnership with the Hillsboro and Marion E-Communities will be hosting a Destination Creation Course in 2024. Additional programming is being developed. An advisory board for CKEC has been regularly meeting to help guide the direction of the center.</p>		
<p>Staff had discussions with Kansas Workforce ONE on developing more programs for apprenticeships and intern opportunities. Staff connected Workforce ONE with USD 410 to help bring in additional assets. Conversations are ongoing on how the state's programs can work with local employers to engage students.</p>		
UPDATES	October	2023
<p>The CKEC continues to develop its programming. The new director has taken on coordinating the Youth Entrepreneurship Challenge for the county schools. The CKEC has developed an advisory board to help guide development.</p>		
<p>Staff continue to work on possible workforce solutions, but have made little progress. Efforts continue to develop internship and apprenticeship programs in partnership with Tabor.</p>		
UPDATES	June	2023
<p>There has been little movement on the trade school development. We have been rethinking and retooling our approach and plan on rebooting in the fall. The proposed Administrative Coordinator position will assist with the development of the trade school.</p>		
<p>The City renewed its commitment to the CKEC in July. The CKEC will have a new dedicated director and will continue to build on the work that has been started in the previous year.</p>		

Hillsboro Community Strategic Plan Progress Tracking
Goal: Community Development

TIER 2 GOAL: COMMUNITY DEVELOPMENT
Make investments in growing the community, increase vitality and continue to sustain a high quality of life.
OBJECTIVES
Grow the Hillsboro population by .05% per year
Complete the Community Plaza project and plan for future park and recreational facilities
Provide opportunity for all residents and businesses to have access to gigabyte internet speeds
Modernize City Planning documents to reflect current needs of the community
Adjust City Codes to promote better partnerships with businesses

STRATEGY	START DATE	COMPLETION DATE
Implement a community marketing plan focused on increasing visitors and residents	2020	Ongoing
Complete phase 1 of the Community Plaza project by 2022, then remaining phases	2021	COMPLETE
Develop a plan for recreational facilities and park development including trails	2023	2023
Work with TCWireless to complete a gigabyte fiber to the premise project	2020	COMPLETE
Apply for three additional trail grants for identified trail expansion	2022	2026
Support efforts for a community garden	2021	Ongoing
Review and update the City's Comprehensive Plan, zoning code and subdivision regulations	2022	2023
Work with downtown businesses to improve regulations to support commerce	2022	Ongoing

UPDATES	April	2024
The splash pad will open on Memorial Day weekend. Staff will have discussions with a builder about options for the Phase 2 amphitheater. From their there will be more fundraising efforts to complete the project.		
The Community Garden has begun with the current 5th grade leading the efforts. There are six families that have split up work on the garden for the 2024 season. The city has offered around \$1,500 in funding each year and help with the tilling.		
The Rec Department has begun its capital improvement planning for this year and next few years. The city will apply for the KDOT Transportation Alternative grant to do the section of trail on Orchard Drive to connect to the new potential housing development.		

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Community Development

UPDATES	January	2024
<p>Fundraising for the second phase of the Community Plaza will continue into 2024. Permeant signage for the Splash Park should be completed early 2024. The park will reopen in late May in coordination with the swimming pool.</p>		
<p>The Rec Department will begin its capital improvement planning in early 2024. The trail portion of the plan is completed, but the community facilities portion will need to be completed. Staff has submitted a proposal to the E-RAMP program that would completed the trail and sidewalk improvements as well as extending the walking path to the reservoir.</p>		
<p>The city joined the Flint Hills Regional Council in 2024. As part of that membership, the FHRC added Hillsboro to large EPA planning grant. A big portion of that planning will focus on downtown corridor development and address some of the comprehensive plan elements. The grant will likely be awarded in spring 2024.</p>		
UPDATES	October	2023
<p>The splash pad concluded its 1st season on October 1. City crews have done the sitting wall for phase 2. Work has also started on designs for the amphitheater portion of the plaza.</p>		
<p>A new rec director is on board and preparation for a new recreation and park plan is happening. A full planning process could start in 2024.</p>		
UPDATES	June	2023
<p>The Larry Paine Memorial Splash Pad was opened for the season in late-May and dedicated on July 28. Phase 1 of the plaza is completed aside from some smaller projects. We have pivoted to looking at what Phase 2 should look like. The sitting wall will likely be installed yet this year if time allows.</p>		
<p>Prof. Staci Janzen's Marketing and Social Media classes are going to be taking on the Golf Course and CVB social media pages this fall. We hope to have a dedicated intern come out of that process to boost and manage our marketing presence.</p>		
<p>The parks, recreational and trail system plan has been delayed until a replacement can be found for the Director position.</p>		
<p>The rotation of students and families has done a good job of managing the community garden over the summer. Its been a challenge but I think there are lessons learned that will improve it moving forward.</p>		

Hillsboro Community Strategic Plan Progress Tracking
Goal: Financial Stability

<p>TIER 2 GOAL: FINANCIAL STABILITY Safeguard the City's financial well being with enhanced long-term planning & financial management tools</p>
<p>OBJECTIVES Manage and reduce long-term debt while balancing infrastructure needs Meet the City's stated fund balance policy goals by 2026</p>
<p>Maintain reasonable income streams and reduce overall costs through operational changes</p>

STRATEGY	START DATE	COMPLETION DATE
Allocate necessary funds to meet the General Fund requirement for the Fund Balance Policy.	2021	Ongoing
Complete a City-wide capital improvement plan and capital equipment plan	2021	COMPLETE
Allocate necessary funds to meet the Utility Fund requirements for the Fund Balance Policy.	2021	Ongoing
Develop a comprehensive rate and fee schedule for all City revenue streams	2020	2022
Work on regular utility rate adjustments to fully fund the capital improvement and equipment plan.	2022	Ongoing
Develop a plan for the local option sales tax once the FAC bonds are retired in 2023.	2024	Ongoing
Create a stabilization reserve funds for each utility to maintain financial stability during unforeseen events.	2022	Ongoing

UPDATES	April	2024
The comprehensive fee schedule is will be presented to the Council in the next few months. The review process has taken far longer than was anticipated.		
Road projects for Adams, Lincoln, and Wilson streets will address the top three road areas in the CIP adopted in 2023. The area for road replacement is on Cedar and Date streets.		
UPDATES	January	2024
The Council approved the CIP in December 2023. The total plan is over \$13 million and provides direction from 2023-2036 on projects and needed maintenance.		
The utility funds are projected to be near the fund balance policy targets by 2025. Regular rate assessments have helped keep pace with rising costs. Completing the KDHE PILOT project should ultimately reduce operational costs but it is still to be determined.		
The comprehensive fee schedule remains stalled. It will be made a priority in the first half of 2024.		

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Financial Stability

UPDATES	October	2023
<p>The electric fund is good shape compared to its position from last year. The water fund and sewer fund will likely need rate adjustments to keep up with increased costs. Additional ways to reduce costs are constantly being evaluated.</p>		
<p>The comprehensive fee schedule should be completed by the end of 2023 for adoption by the Council.</p>		
<p>The CIP for infrastructure is completed. Staff will bring that forward for council approval in 2023. The capital equipment plan will require more time to complete, but will be ready in the first half of 2024.</p>		
UPDATES	June	2023
<p>The electric fund's health has improved in 2023 with the rate adjustment. According to the June dashboard the fund is up to 40 days cash on hand. With the end of the winter storm Uri surcharge in summer, the KPP bill should begin to be lower moving forward.</p>		
<p>The comprehensive fee schedule has stalled out in our review process due to finding new fees that need to be included and some additional decisions that need to be made. We hope to move that forward in 2023.</p>		
<p>The CIP report from EBH has been provided. We are still tweaking and adding some internal items. The master parks, recreation and trails plan has been delayed due to staffing changes.</p>		

Hillsboro Community Strategic Plan Progress Tracking
 Goal: Public Safety

TIER 2 GOAL: PUBLIC SAFETY
Provide quality facilities for public safety organizations serving the community
OBJECTIVES
Secure an ideal location Marion County EMS for long-term service
Improve efficiency by locating HFD equipment in one location
Get HPD out of the dilapidated AMPI building.

STRATEGY	START DATE	COMPLETION DATE
Work with Marion County EMS on co-locating an EMS facility with Hillsboro emergency services	2021	COMPLETE
Develop a concept and plans for new public safety building	2021	COMPLETE
Apply for funding including any grant or community facility programs to complete the public safety building	2022	2024
Complete new public safety building	2023	2024

UPDATES	April	2024
<p>Staff spoke with Casey's General Store about the potential issues with a "No Parking" zone around the station and their store. We have offered to provide a potential swap of city held property near US-56 in exchange for their current store property. The station's location would significantly reduce parking and egress to their current building. Having a new station and new, larger Casey's would be a double win for the community.</p>		

The fire station committee has engaged a new architect, Sheldon Architects, and Nelson-Fowles to look at options utilizing a pre-engineered steel building as the station shell. We have also submitted an appropriations request through Rep. Jake LaTurner's office for Federal funding of the project. The status of the request is subject to congressional action.

UPDATES	January	2024
<p>A basic fire station plan has been worked by architects and the fire station committee. The estimated cost exceed \$7 million without any changed to the design or reductions in amenities. The leadership group has looked at opportunities to reduce the cost to \$5 million. A delegation of state and federal officials toured the facility in December 2023 and offered support. Staff is exploring potential opportunities to fund a fire station project. The original build timeline of 2024 will likely need to stretch into 2025.</p>		

UPDATES	October	2023
<p>The fire station building committee will meet again in October to review the current designs. The KDHE Brownfields program is completing a Phase 2 environmental on the property. Completing that study may lead to additional EPA funding for removal of parts of the AMPI building.</p>		

UPDATES	June	2023
<p>Revisions on the fire station designs has been made by the fire command staff and the WDM architects. We are now at a point for the fire station building committee to meet again. The design may need to be trimmed back based on the size at this point, but that will part of the process. Construction would be pending a funding source.</p>		

City Administrator's Report
April 16, 2024

Branding Proposal: I received a proposal from FutureGen Digital Agency to redesign the city's logo and put together a branding guide. FutureGen is a company co-owned by my former intern Alejandro Honrado Salas and two other partners. They started the business while students at Tabor and have worked with the CKEC on helping build the business. They have completed similar branding for other companies, primarily in Latin American and South America. The Elgin Hotel in Marion is also a client. Their proposal is inexpensive at \$750 but I wasn't sure if the council would be interested in a logo redesign. If we decided to pursue it, I would suggest the CVB take the lead role in development.

Casey's Conversation: I had a conversation and correspondence with Casey's real estate representative covering this territory. When the new fire station is built, the entire length of 3rd Street will be marked as "No Parking" on both sides. Since Casey's regularly uses street parking, the change will dramatically impact their operations. I have proposed a potential real estate swap to trade Casey's property owned by the city by Midway Motors or in Hillsboro Heights for their current location with the tanks removed. Its not clear what their gameplan or timeline would be, but we have made them aware of what is happening.

Grant Updates: Callie Arnold, the new Assistant to the City Administrator, has been hard at work developing a grant proposal for street light upgrade. That grant is 100% funded and would replace around 50 streetlights, though we may look at a full change out which is closer to 300 streetlights. Our SEED grant project to replace Dale's Supermarket floor is moving forward; they plan on starting this week. The HEAL grant for 126 N Main is progressing and they should soon clear the final hurdle on their CDBG-CR. The daycare project is going to receive up to \$50,000 from KDHE Brownfields to assist with asbestos tile removal.

Request for AMI Proposition Study: We've requested a proposal from Senus, our metering company, to take our current AMR metering system to an AMI system. AMR requires us to drive around and collect data, whereas the AMI is a fixed tower system that allows us to read all the meters and turn services on/off from the office. KPP provided the initial funds to replace the meters which are close to installed. The meter technology allows the current meters to be read by either AMR or AMI.

KPP Energy Bill: Attached is the KPP Energy bill for March. There was an Energy Cost Adjustment of \$26,461.91 meaning that the cost of energy was higher than originally projected for the month. Compared to March of last year, the cost of energy was higher, and our consumption was slightly lower.

Health Insurance Savings Report: Attached is the Health Insurance savings report for March. Compared to a fully funded BCBS plan, the city saved \$7,812.95 for the month, \$46,709.13 for the plan year that ends in June. BCBS has already developed the renewal for this year's policy, but we have not yet seen the data. Danielle and I also talked with another third party administrator about potentially shifting our plan management to them. They claim to have lower fees, so we will get a proposal from them to consider.

City Hall Vestibule: The major City Hall improvement project for this year is complete. We added a second set of glass doors on the south entrance. We were constantly having issues with wind when that door was opened as well as heating/cooling lose. The new vestibule will correct those issues.



PLEASE NOTE NEW
 REMITTANCE ADDRESS
 PLEASE REMIT TO:
KANSAS POWER POOL
DEPT 3423
P.O. BOX 123423
DALLAS, TX 75312-3423

City of Hillsboro

Attn: City Clerk
 P.O. Box 125
 Hillsboro, KS 67063

Service Month: Mar-24
 Account # 380

Billing Date: 4/12/2024
Due Date: 4/22/2024

Peak kW	Date	Hour Ending
3,112	3/26/2024	12:00

kW/kWh	Rate	\$ Amount	Ave Cost per kWh
--------	------	-----------	------------------

Demand Charges

Transmission	3,112	kW	\$8.52	\$26,514.24	\$0.01573
Administrative	3,112	kW	\$2.58	\$8,028.96	\$0.00476
RICE Upgrade	3,112	kW	\$0.00	\$0.00	\$0.00000
Delivered Capacity	3,112	kW			
Capacity Adjustment	0	kW			
Capacity Demand	3,112	kW	\$9.40	\$29,252.80	\$0.01736

Energy Charges

Metered Energy	1,624,700	kWh			
Losses	60,772	kWh			
Generation	0	kWh			
Unsch Generation	0	kWh			
Energy Adjustment	0	kWh			
Energy	1,685,472	kWh	\$0.02283	\$38,479.33	\$0.02283

Energy Cost Adjustment

0	1,685,472	kWh	\$0.01570000	\$26,461.91	\$0.01570
	1,685,472	kWh	\$0.00000000	\$0.00	\$0.00000

TOTAL DEMAND AND ENERGY CHARGE	\$128,737.24	\$0.07638
Past Due / (Credit)	\$0.00	
Correction for Prior Month Billing	\$0.00	
Distribution Facility Charge	\$469.71	
AMI Project Repay	\$1,858.99	
System average cost of energy in \$/kWh	\$0.03853000	
TOTAL BILLING THIS PERIOD	\$131,065.94	

**City of Hillsboro
911280
Monthly Claims Analysis for FreedomChoice
March, 2024**

Employee Tier	# of Employees	Illustrative Rates	Total Illustrative Rates	Umbrella Policy Rates	Total Umbrella Policy Rates	TPA Admin Fee	Monthly Medical Claims Paid	Monthly Rx Claims Paid	Risk Management Fee	Gross Savings of Freedom Choice	Net Savings of Freedom Choice
Single	8	\$ 840.41	\$ 6,723.28	\$ 559.65	\$ 4,477.20	\$ 416.00					
Employee/Spouse	7	\$ 1,680.82	\$ 11,765.74	\$ 1,119.30	\$ 7,835.10	\$ 364.00					
Employee/Child	4	\$ 1,470.71	\$ 5,882.84	\$ 979.38	\$ 3,917.52	\$ 208.00					
Family	6	\$ 2,101.02	\$ 12,606.12	\$ 1,399.12	\$ 8,394.72	\$ 312.00					
	25		\$ 36,977.98		\$ 24,624.54	\$ 1,300.00	\$ 1,815.46	\$ 556.93	\$ 868.11	\$ 8,681.05	\$ 7,812.95



FreedomChoice

Group Health Plan

Freedom Claims Management, Inc

P.O. Box 1365

Great Bend, KS 67530

620-792-9151 - Telephone

620-792-3389 - Fax

July, 2023 through June, 2024

**City of Hillsboro
911280**

**Monthly Claims Analysis for Freedom Choice
July 1, 2023 through June 30, 2024**

	# of Employees	Total Illustrative Rates	Total Umbrella Policy Rates	TPA Admin Fee	Monthly Medical Claims Paid	Monthly Rx Claims Paid	Risk Management Fee*	Gross Savings of Freedom Choice	Net Savings of Freedom Choice
July-23	25	\$ 34,666.87	\$ 23,085.52	\$ 1,300.00	\$ 413.71	\$ 1,003.75	\$ 886.39	\$ 8,863.89	\$ 7,977.50
August-23	24	\$ 34,666.87	\$ 23,085.52	\$ 1,248.00	\$ 3,232.35	\$ 4,067.91	\$ 303.31	\$ 3,033.09	\$ 2,729.78
September-23	24	\$ 35,087.07	\$ 23,365.34	\$ 1,248.00	\$ 2,669.37	\$ 2,654.40	\$ 515.00	\$ 5,149.96	\$ 4,634.96
October-23	23	\$ 33,826.46	\$ 22,525.87	\$ 1,196.00	\$ 1,502.73	\$ 2,792.90	\$ 580.90	\$ 5,808.96	\$ 5,228.06
November-23	24	\$ 35,717.37	\$ 23,785.07	\$ 1,248.00	\$ 13,178.12	\$ 2,152.61	\$ (464.64)	\$ (4,646.43)	\$ (4,181.79)
December-23	25	\$ 36,977.98	\$ 24,624.54	\$ 1,300.00	\$ 1,014.85	\$ 558.05	\$ 948.05	\$ 9,480.54	\$ 8,532.49
January-24	25	\$ 36,977.98	\$ 24,624.54	\$ 1,300.00	\$ 3,066.67	\$ 581.39	\$ 740.54	\$ 7,405.38	\$ 6,664.84
February-24	25	\$ 36,977.98	\$ 24,624.54	\$ 1,300.00	\$ 2,329.91	\$ 600.94	\$ 812.26	\$ 8,122.59	\$ 7,310.33
March-24	25	\$ 36,977.98	\$ 24,624.54	\$ 1,300.00	\$ 1,815.46	\$ 556.93	\$ 868.11	\$ 8,681.05	\$ 7,812.95
April-23	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May-23	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June-23	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 321,876.56	\$ 214,345.48	\$ 11,440.00	\$ 29,223.17	\$ 14,968.88	\$ 5,189.90	\$ 51,899.03	\$ 46,709.13



FreedomChoice

Group Health Plan

Freedom Claims Management, Inc

P.O. Box 1365

Great Bend, KS 67530

620-792-9151 - Telephone

620-792-3389 - Fax

*Negative amounts in this column are not billed as such. Negative amounts will be billed as \$0 Risk Management Fee.